**Members Present:**

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|  Eileen Condon, President At-Large Member  | Webster University |
| Laurie Hathman, Past President | Rockhurst University |
| Renee Gorrell, Secretary and Special Libraries Representative | Goldfarb School of Nursing |
| Ellen Dickman, Treasurer and At-Large Member | Logan University |
| Sally Gibson, At-Large Member  | Missouri Western State University  |
| Nathan James, Public Library Representative  | Central Arkansas Library System |
| Lea Briggs, Academic Library Representative | Northwest Missouri State University  |
| Susan Swogger, At-Large Member | A.T. Still University |
| Courtney Trautweiler, At-Large Member | Cottey College |
| Sarah Smith, At-Large Member | St. Louis Community College |
| Donna Bacon, Executive Director | MOBIUS |
| Robin Westphal, State Librarian | Missouri State Library |

**Members Absent:**

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| Ed Walton, Vice President/President Elect & At-Large member | Southwest Baptist University |
| Waheedah Bilal, At-Large member | Lincoln University |

1. Call to order- Eileen Condon, President, called the meeting to order at 10:05 am.
2. Adoption of the Agenda: Lea Briggs moved and Nathan James seconded adoption of the agenda; motion passed.
3. Approval of June 3 2020 board meeting minutes: Lea Briggs moved and Nathan James seconded adoption of minutes as edited; motion passed.
4. Treasurer’s Report, Ellen Dickman: Ellen reported that assets match liabilities. The Small Business Payroll funding we received is one difference from last year. Donna said we do not yet have the end-of-year financials from the accountants. We are seeing end of May reports right now. Ellen reported that we have gained in our investments.
5. Committee Reports
	1. Sarah reported that the Digitization Committee met on July 22; topic of discussion was Vital. Trainings will be virtual. Donna added that there was a meeting with the implementation team at Innovative. Five libraries have data to migrate; Truman will be first, followed by Covenant, Webster, Northwest MO, and MBTS. There are a total of 26 libraries. Donna has signed a contract with Northeast Document Conservation Center, regarding schedule and training.
	2. The remaining committees have not met: Circulation and Courier, User Experience and Metadata, E-Resources, ILS Software and Services, Public Libraries.
6. Old Business:
	1. Review Strategic Plan: Donna shared her screen, MOBIUS Strategic Plan, 2018-2021. We are in Year 3. We should go over each year’s objectives that year. We are required by our SOC-2 agreement to do this.
		* First Goal states: Strengthen Funding Streams and Fiscal Viability. First objective, Explore grants to fund new initiatives, such as Digitization. We have done that. Second objective, Explore contractual services. Laurie remarked that she, Ellen, and Eileen covered that in their presentation at the MOBIUS annual conference, such as what MOBIUS has done with NC Cardinal, the Iowa courier, etc. Third objective, Expand memberships and partnerships which reduce costs; Donna pointed out we added Iowa Shares (state). Laurie pointed out that we did a lot of work on the maintenance agreement to reduce costs. Fourth objective, Assist members with highlighting the value and Return on Investment for membership; we are still doing the Return on Investment reports for libraries.
		* Second Goal states: Investigate Existing and Emerging Technologies and Services and Adopt those which Enhance User Experience. First objective – Maintain awareness of the ILS marketplace; we have the ILS Software and Services Committee – they discuss these topics. Donna attends conferences and keeps up with the literature. Second objective – Assess membership needs for new services and implement relevant technologies. Laurie reported that the listening sessions were part of that, and Eileen said the brainstorming sessions at meetings were also part, as well as the OER System Leader Project. Third objective – Strengthen membership awareness of the features of new and existing products. We offer training – still are doing webinar trainings. Fourth objective – Actively participate in product development with vendors; Laurie pointed out ERM and Agency, which allow members expanded functionality. Blake, Ted, and Debbie actively participate in the Evergreen community.
		* Third Goal states: Expand Collaborative Collection Development and Resource Sharing. First Objective – Expand out of state courier services; Donna pointed out we added Arkansas, and also mentioned that it’s rather expensive to do that expansion. Second objective – Develop partnerships which enhance collections; we have the e-resources, digitization grant, and CALS. Those also match the Third objective, which is Explore a consortia or regional institutional repository. The fourth objective is Investigate software to support the identification of last copies. Donna said we have looked into that, but it would be very expensive, for 30 million items. Fifth objective – Explore interlibrary loan of e-resources; the E-Resources committee has looked into this, and Christina Virden has looked into it, as well, with different vendors. Sixth objective – Expand and refine gathering and analysis of local and consortia usage data; Donna reported that they are working on a new statistical database; she will discuss later in her report.
		* Goal 4 states: Foster a Culture of Collaboration and Community which engages all Stakeholders. First objective for year 3 – Find creative solutions to engage out of state members. Nathan James, CALS, is serving on the MOBIUS Board.
		* Goal 5 states: Provide Professional Development, training and networking opportunities to meet the needs of the membership. First objective, Develop Sierra training videos; Donna said Steve has posted courier videos. Second objective – Strengthen awareness of training on Sierra for new and existing staff; the office sends out emails regarding training, to remind members. Third objective – Utilize Help Desk data to identify training needs of membership; the staff does that on a daily basis, from Help Desk requests.
	2. Select strategic planning committee: Eileen shared the list with Board members. Nathan pointed out that there were no public libraries on the list, and volunteered to be on it. Strategic Plan Committee Volunteers 2021-2024 are: Ed Walton, Southwest Baptist University, Chair; Bryan Carson, Missouri Valley College; Ellen Dickman, Logan University; Laurie Hathman, Rockhurst; Steve Jamieson, Covenant Theological Seminary; Liz MacDonald, Lindenwood; Sharon McCaslin, Fontbonne; Donna Monnig, MAAC; Susan Swogger, A.T.Still and Nathan James, CALS. Susan moved that we accept the list of volunteers for the next Strategic Planning Committee, Sarah seconded; motion passed.
	3. Develop timeline for RFP process: (contract ends June 2024). Donna said we should start thinking about how to engage the membership, what do they really want from a system? It’s important that the Directors and site coordinators understand the process. We need to survey the marketplace, to see what is currently out there. It’s important to show the membership that we are open to other ideas; resource sharing is still important. Donna noted that it will be important to include the standalone members in the discussion to ensure that we can connect if we change systems. Nathan pointed out that within Public libraries, it’s now much more about the service given to patrons, as opposed to what the library owns. We want to start the information gathering process now. Eileen pointed out moving to a new vendor would require a migration, and that could take up to two years. There was discussion of vendor demos, and timing for those.
	4. Committee Policy Revision: Eileen shared her screen, of the current Committee Policies, and changes that need to be made; she worked on the document as discussion was held. There was discussion of the ILS Marketplace Software and Services Committee, and the level of involvement they should have as we go into the process of looking at possible new systems. Donna suggested we ask committees to give regular reports to the membership, but more than what they did that year. Focus on trends and developments. Also included in document was clarification of how the staggered terms work, and the role of the Vice-chair.
	5. Budget: Donna shared her screen; she explained the two columns on a Revised Approved Budget. Rent was increased, so $10,000 was transferred out of Bags and Tubs into Rent line. Innovative Maintenance decreased after new contract. The assessment income was kept flat. Under Income, the funds from the Paycheck Protection Program are shown, and will be in the 2019-20 budget. Most other lines will stay much the same. Ellen commented on the Finance presentation for the next Membership meeting, and starting to prepare.
7. New Business
	1. How to spend $25k from EBSCO: Donna spoke with her staff about ideas of how to spend those extra funds. They have several servers in-house; Donna shared a document that explains what each does. There are three that are nearing end-of-life, which need to be replaced. Lea asked if this type of expenditure was not on the budget; Donna replied it is. Donna also reported that the MOBIUS vehicle has not been replaced for five years. Staff laptops were also discussed. Lea moved that we use a portion of the money to replace a MOBIUS server; Susan seconded. Motion passed.
	2. Palmer and Baptist Bible College exits: Donna pointed out that the Board has already seen the letter from BBC, regarding their exit from MOBIUS. Donna then spoke about Palmer, and reminded us we have seen that letter, as well. They asked to leave earlier than what the contract states, due to financial issues. There was discussion of contract wording and legalities; we have paid their contractual obligation to Innovative already. Palmer is refusing to pay the entire amount of their contract obligations. The Board recommends that MOBIUS legal representation sends the next letter to Palmer College. Nathan James moved that we seek legal counsel on the contract issue with Palmer College; Courtney seconded. Motion passed.
	3. State Library Digitization grant and approval of contingency funds: Nathan James moved that the Board approve the recommendation for using money from contingency funds (up to $22,245) for the State Library Digitization Grant as detailed in previous email correspondence from the Board. Susan seconded. Motion passed.
	4. Preparation for fall membership meeting: Eileen spoke about a presentation of the budget, as well as membership ILS needs and wants. She asked for other suggestions for topics. It was pointed out that we will be meeting online. The ILS marketplace would be a good topic. Sarah asked about the issue of voting if we meet online; bylaws prohibit that. Eileen wants to have discussions about ILS, if we plan to look at changes by June 2021; we have only three scheduled membership meetings left this fiscal year. Donna suggested we could use focus groups. Using surveys was mentioned. Donna will approach cluster directors, to discuss the ILS topic, and to let them know what information we will be looking for. Eileen wants to include a budget presentation, not a line item talk, but more about an overall understanding of where money is spent.
	5. Update on OER scholarships: Eileen referenced the emails between Christina and Megan Phifer-Davis, who has moved to a new position. There is a question as to whether Megan has already been through the OER training; Donna thinks that she has. Megan wants to continue in the OER role. We will let her know that is OK.
	6. SOC2 risk assessment requirement: Eileen pointed out that Donna sent a document regarding this. Donna shared her screen, and showed the Board the document she wrote, the MOBIUS Risk Management Policy. She is also working on a spreadsheet with these factors. Donna said we should add this to the Board Policy Manual, to review the risks.
8. Executive Director’s Report, Donna Bacon: Donna reminded the Board about the Borrowing and Lending Report; she has prepared it for many years. Now that we have Agency, we can collect statistics by institution. Donna showed the Board a large spreadsheet, with statistics collected from all member libraries. This was from 2018-19, and contained a lot of statistics and data. With Agency, each library can look at their own statistics, of borrowing and lending, as well as look at other institutions. Traditional ILL data will not be included. She will share this report with the Board, before it goes live to the membership. It will begin with July 2020. Donna reported that she contacted Ebsco about a Discovery service; there are four libraries that still have two years on their Encore Duet contract. She also asked Ebsco for quotes for libraries that currently do not have any Discovery service. Donna said the move to the new office went well; the staff is mostly still working from home, however. INNReach has started back up; there are 17 of 78 member libraries that are not sharing. Kansas City KS College is in implementation; there is not a go-live date yet. Debbie has been looking at Open Source products. UMKC asked if we would consider hosting Omeka for them. Donna spoke about Project Reshare; this is an Open Source product, which could replace INNReach. She shared names of founding members. She viewed a presentation at an ICOLC meeting; it is not as robust as INNReach. Donna spoke with Scott Garrison, a founding member; he has asked if we want to be a part of this project. Price is negotiable. The Board will learn more about this.
9. State Librarian’s Report, Robin Westphal: State Librarian’s Report, Robin Westphal: (*out of agenda order*) Robin reported they have been working on grant opportunities. The latest is Missouri’s share of the CARE funds – a broadband initiative was in that. The State Library was awarded $2.5 million to offer grants to libraries to improve their infrastructure. The State Library has granted $1.2 million so far. The next thing they have coming is another round of digitization grants this fall, and Show Me Steps – which can be used for continuing education, including bringing in speakers. Reference Services continues to upgrade the LibGuide, regarding COVID-19. Robin reported that she knows patrons appreciate that MOBIUS is back up and running, with borrowing/lending. Robin spoke about Wolfner Library, and remarked that it is the only library of its kind in the country; they serve the visually impaired. They continue to serve the Wolfner Library patrons, throughout the pandemic. Legislature is back in session; she expects state aid to remain as is, but that is not a certainty. Robin is working on what to ask for next year; she plans to ask for $3.5 million in state aid, and additional money for MOREnet. Eileen asked, what is the best way for libraries to learn about State Grant money. Robin said the website is a good place to look.
10. Other Business: No other business.
11. Next Board meeting: October 1, 2020; Membership meeting: October 23, 2020
12. Adjourn meeting: Sarah moved to adjourn meeting, Sally seconded. Meeting was adjourned at 2:46pm.