**Members Present:**

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| Ed Walton, President  At-Large Representative | Southwest Baptist University |
| Eileen Condon, Past President | Webster University |
| Sharon McCaslin, Secretary  At-Large Representative | Fontbonne University |
| Nathan James, Treasurer  Public Library Representative | Central Arkansas Library System |
| Christopher Dames  Stand Alone Representative | University of Missouri – St. Louis |
| Eric Deatherage, At-Large Representative | Crowder College |
| Lisa Farrell, Academic Representative | East Central College |
| Doug Holland, Special Libraries Representative | Missouri Botanical Garden |
| Donna Monnig, At-Large Representative | Moberly Area Community College |
| Sarah Smith, At-Large Representative | St. Louis Community College |
| Zana Sueme, At-Large Representative | Missouri Baptist University |
| Courtney Trautweiler, At-Large Representative | Cottey College |
| Donna Bacon, Executive Director | MOBIUS |
| Robin Westphal, State Librarian | Missouri State Library |

**Members Absent:**

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| Sally Gibson, Vice-President/President Elect  At-Large Representative | Missouri Western State University |

1. Call to order 10:05 am
2. Adoption of the agenda

The State Librarian’s Report was moved up on the agenda. Lisa Farrell moved and Nathan James seconded the adoption of the agenda. Motion Passed.

1. Minutes

The minutes of the June 16 Board meeting were approved as distributed.

1. Treasurer’s Report – Nathan James
   1. Financial statements and investment reports were distributed electronically.
   2. The auditor is currently working on year-end reports.
   3. This year’s budget will have some small increases in expenses, primarily due to an increase in the cost of cyber-liability insurance and increased janitorial services in the new office location.
2. State Librarian’s Report
   1. Distribution of ARPA funds is being planned.

Public libraries will be providing access to an online adult high school product, yielding a high school diploma. A “seat fee” will be charged. Some libraries are finding donors to cover this cost.

A tutoring project will be offered up through beginning college courses.

Grants will be offered to libraries in addition to the LSTA funding.

* 1. REAL program connectivity is being improved.
  2. Wolfner patrons will be able to check out multiple books simultaneously.
  3. Review of the LSTA funding and planning for the future is underway.

1. Committee Reports
   1. Bylaws – Sharon McCaslin

The committee met and at least one change will have to be made this year. The Board is requested to notify the Committee if other needed changes are noticed. The change(s) will be voted on by the membership in conjunction with the elections in the spring.

* 1. Circulation and Courier – Lisa Farrell

The committee plans to meet August 27.

* 1. Digitization – Sarah Smith

The committee will meet on August 20. A survey was sent out to the membership earlier this month and results will help the committee determine its direction.

* 1. E-Resources – Eric Deatherage

The committee will be meeting soon.

* 1. ILS Software and Services – Courtney Trautweiler

The committee will meet on August 30. The committee will focus more on training this year as the ILS Working Group covers some of this committee’s traditional role.

* 1. Public Libraries – Nathan James

This committee still does not have a chair and struggles to attract participation. There is a need to work on E-Resources for public libraries.

* 1. User Experience and Metadata – Sharon McCaslin

No report. The MOBIUS staff representative has been replaced with Christopher Gould.

1. Working Group Reports
   1. Enhanced Matchpoint Working Group – Donna Bacon

Christopher Gould has been working with a select group of MOBIUS members and the Innovative staff to improve this INNreach product. As records enter the system, the rules for overlay and retrieval have not been working in some cases, particularly with eMO and Sage records. The Working Group has isolated the problems and changes are being made.

* 1. ILS Working Group – Courtney Trautweiler

The Working Group met earlier in the week. They went through their charge and have set up Base Camp to coordinate their documents. They will also use Slack so they can work asynchronously during the busy beginning of the academic year. The group split up, volunteering for subgroups in Systems, Collection Management, Patron-Facing, Circulation/Resource Sharing, Reporting, Vision/Future, and Training/Migration. The Group will meet again in a few weeks and frequently thereafter. This Working Group is also working out a system for keeping the membership informed. Continuous updates as well as open comments are needed. A WordPress blog has been set up for this purpose. Access will be restricted so that opinions about the various systems can be somewhat protected, but the necessary transparency for the membership will also mean that confidentiality cannot be totally guaranteed. A single password will be distributed to the membership, but MOBIUS members will not have to create individual accounts.

1. Old Business
   1. Board Software – Donna Bacon

Donna and Maegan have looked at a variety of different systems. After several demonstrations, they selected OnBoard as being the most appropriate and affordable. After a brief video, the Board agreed to the acquisition of a 20 user license. Nathan James moved that we purchase the software for this year and put it in future budgets, as determined after using it. Donna Monnig seconded the motion. The motion passed.

* 1. Policy Updates

1. Election Policy – Eileen Condon

Eileen and Sharon have been working on a revision of the election policy and procedures to separate out the two functions, comply with Missouri non-profit law, and clarify the extension of term for a president. A question about the definition of special libraries arose in a previous election, so the Wikipedia definition of special libraries was discussed. The definition was significantly changed (removing reference to special libraries within academic libraries and then defining academic libraries). After discussion, it was decided to place this definition on the MOBIUS website but not in the actual elections policy. It was also decided that the secretary will be the officer designated to distribute the call for nominations, as has been done in recent years. Also, the ballot will continue to be designated as “secret”, but not “anonymous”, as the only person putting the signature together with the vote will be the person opening and counting the ballots.

The election policy and procedures will be revised to match these decisions and presented to the Board at the October Board meeting.

ii) Finance Policy – Nathan James

Changes and revisions to the finance policy included presentation of the final budget in October (not August) to match realistic practice, the decision to retain the word “emergencies” to guide Board use of the Reserves fund, and re-wording the Cash Flow section to indicate a policy rather than a procedure. The policy will be revised accordingly and sent out for approval at the October Board meeting.

* 1. Committees

1. Committee Charge Forms – Ed Walton

The forms which have been used to set up new committees have differed from the original policy which covers all committees of the Board. After discussion, it was decided that consistency among committees is important and the charge for the new committee should be added to the Committee & Working Group policy, rather than making a separate policy. Any needed deviation from the general rules for all committees can also be added to the Committee & Working Group policy.

ii) Committee & Working Group Policy – Eileen Condon

This policy was reviewed in draft form, with two of the charges (Bylaws approved at the last meeting and Professional Development approved below) to be inserted later. The exact number of committees was removed. Responsibilities of each of the officers in the committee were clarified. Sarah Smith moved that the policy be approved with the designated modifications and adding the two charges, so that it can go into effect immediately and be distributed to current committees. Nathan James seconded. The motion passed.

iii) Professional Development/Training Committee – Ed Walton

The charge for this committee was discussed and revised. Eric Deatherage moved that the charge be approved as revised. Donna Monnig seconded. The motion passed.

* 1. Strategic Plan Tracking System – Donna

Donna also looked at software for tracking the strategic plan “beyond a spreadsheet”. Cascade looked like the best option but the price seemed high for what we need. After reviewing an introductory video, Board members thought it too complicated. Simple, frequent reporting was considered to be preferable.

1. New Business
   1. Budget

The audit has been started, but the budget will not be prepared until October. A new MOBIUS vehicle may be needed. While the current car would normally be ready for replacement, having enough value to be useful in a trade-in, it has been sitting un-used during the pandemic. It was decided that this vehicle can probably be used for the October conventions, but Donna will be looking at other options, including leasing, for consideration at a future Board meeting. Other increases in this year’s budget will include an increase for cyber-insurance (for which Donna will look for other price quotes), and an increase in housekeeping costs in the new office. Innovative charges should be the same as last year.

* 1. MALA Courier Conversations

The Board was informed that negotiations for streamlining service between public libraries have failed. Several larger public libraries would prefer to lend directly through MOBIUS rather than going through the state’s two day per week contract with MALA. MALA is not interested in any such negotiation and the State Librarian has also refused to cooperate with such a proposal.

* 1. Migration Funding – State Library Discussion

Discussion with the state library suggests that funding for MOBIUS’ migration to a different platform might be eligible for a state grant, but the State Librarian would have to be given an approximate figure immediately, and MOBIUS does not yet have that information.

* 1. October Membership Meeting Agenda

Whether this meeting will be in-person or virtual is not yet decided. Membership may be polled, but the contract will have to be decided soon, if an in-person option is to be available. Agenda items include: the budget, the RFP, and new committees. The Board will have an opportunity to contribute to the agenda before the next Board meeting.

1. Executive Director’s Report
   1. New Members

We have three new members coming on board: Benedictine College, St. Charles City-County (this fall), and Bettendorf (IA) Public (possibly January), which is on a Polaris system.

* 1. Discussion with the Pulitzer Arts Foundation in St. Louis does not look like a viable membership candidate, as no collections are being offered for sharing.
  2. A bid is being prepared to provide additional services to the Iowa Library Alliance (48 academic libraries). We currently provide courier service, but they are looking to add e-resources management to the relationship.
  3. The SOC II audit is now complete after several days of in-person auditing. A report is expected by next month.
  4. The Iowa state library is considering adding a second day to their one day a week courier service to public libraries, which would add to MOBIUS’ income.
  5. Innovative is indicating that they will respond to our RFP with some sort of combination of Sierra and Alma.

1. The next Board meeting will be October 15. It will be decided later whether it will be virtual.

The next Membership meeting will be October 22.

1. The meeting was adjourned at 2:35 p.m.