

Source: Arthur Directors' Meeting February 2, 2004

The charge to the Arthur Site Coordinators' Committee includes, but is not limited to, the following responsibilities:

- Understand all modules of the III system, implemented in MOBIUS, as they effect the individual libraries and the cluster
- Be knowledgeable about III upgrades and work with MCO to schedule upgrades to Arthur.
- Evaluate the effect of system enhancements, solicit input from cluster members and provide recommendations to the Arthur Directors' Committee
- Coordinate or provide training on III system for cluster library staff
- Identify ways cluster members can share resources and collaborate to share expertise
- Meet a minimum of twice a year.
- Report committee activities to Arthur Directors' Committee by sending meeting minutes to the chair of the directors' committee within two weeks after the meeting.
- Post minutes on the MCO web site within two weeks of the meeting.
- Create annual rotation of the chair of the Site Coordinators' Committee to take effect July 1.
- Submit committee recommendations for all major cluster and policy decisions to the chair of the directors' committee for approval.