

**Members Present:**

Allen, Martha	Saint Louis University (Pius), SLU
Anderson, Mary	University of Missouri – K.C. (Miller Nichols), MERLIN
Batterson, Mary	Columbia College, Arthur
Brown, Rhonda	Springfield-Greene County Library, SGCL
Ehrstein, Deb	Washington University (Olin), WashU
Ellison, Tammy	Culver-Stockton College, LANCE
Feick, Terra	Northwest Missouri State University, Towers
Kohler, Ellie	Rockhurst University, Kansas City
Lambert, Joshua	Missouri State University (Meyer), SWAN
Linkous, Kimberly (Chair)	St. Louis Community College (Highland Park), Archway
Peterson, Scott (MOBIUS Liaison)	MOBIUS Consortium Office (MCO)
Ruleman, Alice	University of Central Missouri, Quest
Vaughn-Tucker, Daenel	Southeast Missouri State University (Kent), Galahad
Young, Lisa	Lindenwood University, Bridges

**Members Absent:**

Davis, Michael	Camden County Library, Camden County
Gelber, Karen	Missouri River Regional Library, MRRL
Gorrell, Renee	Goldfarb School of Nursing at Barnes-Jewish College

**Guests or Proxies Present:**

Bacon, Donna	MOBIUS Consortium Office (MCO)
Reeves, David	Metropolitan Comm. College – Longview, Kansas City
Strohl, Steve	MOBIUS Consortium Office (MCO)

1. Chair Kimberly Linkous called the meeting to order at 10:04 a.m.
2. The issue of increasing the number of items patrons may borrow from MOBIUS libraries will be added as new business to the agenda.
3. **August 12, 2014, Minutes:** Chair Kimberly Linkous announced that a correction had been submitted before today's meeting stating that Nason's last name in the Arthur Cluster report should be "Throgmorton." No other corrections were made to the minutes before or during today's meeting. Alice Ruleman made the motion to approve the minutes, and Mary Anderson and Rhonda Brown seconded the motion. The minutes were approved.

**4. Cluster Reports:**

**Archway:** No cluster report.

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**Arthur:** Lincoln University has two new staff members. kYmberly Keeton is now their Reference and Instructional Librarian. (Her first name starts with a small “k” followed by a capital “Y.”) Qian Haiying will start this month as their Institutional Depository Librarian.

**Bridges:** No cluster report.

**Galahad:** Kent Library of Southeast Missouri State University has a new part-time evening/weekend staff member, Kathryn Vangilder. Leah McAlister, one of Kent Library’s current staff members, has accepted a newly created staff position at the Arts Resource Center at the Southeast Missouri State University River Campus.

**Goldfarb:** No representative present.

**Kansas City:**

- The Metropolitan Community Colleges have seen a lot of staffing changes and are busy with a trial rollout of multifunctional printers on their campuses. Penn Valley currently has no library director and is working with a skeletal staff.
- William Jewell has unveiled “Jewelverse.” Every student is issued an iPad, and they are working towards a completely paperless environment.
- Avila has undergone a complete remodeling.
- Rockhurst has hired a new Research and Learning Services Librarian: Tensy Marcos-Bodker
- The cluster’s newest/future member Park is currently looking at a possible remodeling of their library.

**Lance:** No cluster report.

**MCO:**

- The label maker was revised to allow users to search not only by delivery code, name, or OCLC number, but also now by branch and alternate names. These additional fields all “point” to the right label but make it more useful if, for example, someone needs to return a book and knows only the name of the branch of a large library system to which the item belongs.
- We will implement ten “trackers” which are cellphone-based devices that ping a location off the nearest cell phone tower. These will be sent in bags to libraries and give us transit and location data so that we can tell how long some bags have sat in an area or where delays are happening. Justin Hopkins of MCO is still building these trackers, and the details of where/how they will circulate are being worked out.
- 1,000 new bags are on order that are of a more waterproof design than the older bags. They are approximately twelve inches by eighteen inches.

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- We are investigating the possibility of using ASN's (Advanced Shipper Notices) with 1st Choice. These are similar to Edifact invoices and allow 1st Choice to implement tracking of bags, thus knowing when shipments are coming and being better able to tell when they are short a bag or when a bag is sitting that needs to go out. They use a similar system with their other customers but it uses their own label/shipping system which would have an account for each library and would require libraries to enter manually each place to which they ship. We are trying to see if our label maker or a place on our website could interface with their system. The initial meeting on this has not yet occurred.
- The Metropolitan Community Colleges and the Kansas City Art Institute will be lending audio-visual items across the consortium.

**MERLIN:** Missouri University of Science and Technology and University of Missouri – Columbia each still have open positions for Head of Access Services. Interim MOBIUS contacts are correct on the MCO pages.

**Missouri River Regional Library:** No representative present.

**Quest:** No cluster report.

**St. Louis University (SLU):** They are pleased about bags having been ordered by MCO which are of a more waterproof design than the older bags and are thankful for Washington University's having recently hosted some SLU library staff and shown them the way WashU scans and tracks MOBIUS shipments. Prospector is working well for them.

**Springfield-Greene County Library:** No cluster report.

**SWAN:** Drury University's F.W. Olin Library has a new interim director (for two years): William (Bill) W. Garvin.

**Towers:** Northwest Missouri State University is hiring two Information Librarians: (1) Digital Learning & Emerging Technologies and (2) Electronic Resources Management.

**Washington University (WashU):** Their faculty have requested that the number of items they may borrow from MOBIUS libraries be increased. WashU has temporarily suspended audio-visual lending after this type of lending went live between MOBIUS and Prospector without advance warning.

5. **Information Items:** None.

6. **Unfinished Business**

- a) **Adapting Prospector Paging Slip Template for MOBIUS.**
- b)

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Washington University has customized all of their INN-Reach print templates to help with correct routing and delivery of both Prospector and MOBIUS items. WashU found it very helpful to have MCO staff come for a training session before they switched over to custom print templates.

The consortium will continue to investigate using a print template for Prospector paging slips.

The discussion then continued with points being made about the book bands and other aspects of shipping items between MOBIUS and Prospector.

- Prospector libraries do not put bands on the items being sent elsewhere.
  - At least some Prospector libraries place books requested by their patrons in an area accessible to the public. Thus, for privacy reasons, these libraries do not put a patron's full name on paperwork attached to or included in a book. Prospector libraries are removing the green bands from incoming MOBIUS books or are at least scratching out the patron's name.
  - Prospector libraries do not like having the \$120 replacement fee stated on the green book band. So, MOBIUS libraries should not use the old version of the band that includes this fee.
  - Two book band options were presented: (1) Do not put bands on books going to Prospector libraries, or (2) Create a special band for books going to those libraries. A few cluster representatives expressed preference for a special book band, but the majority of those who gave an opinion preferred not to create such a book band because of training and workflow issues. The suggestion was made by more than one representative that the books could be shipped with the green MOBIUS bands on them and that the Prospector libraries could remove or alter them if they so choose.
  - It would be helpful for Prospector libraries to include paperwork in the books that they ship to MOBIUS libraries. Without such paperwork, it is hard to know if the books have been requested by patrons via the MOBIUS/Prospector catalog or via traditional interlibrary loan.
  - Donna will work with the Prospector consortium in order to find a compromise to allow the system to work for both MOBIUS and Prospector. These issues could come up again when working with other consortiums in the future.
  - Donna asked the cluster representatives to talk with their cluster colleagues and email the feedback received from them to MAAC.
  - Several libraries attach a band or removable label to incoming Prospector books.
- c) **Courier Providing Tarps to Cover Shipments during Inclement Weather.** Scott advised that if a library is not able to resolve with its courier the issue of ensuring that the bags and their contents are protected from rain and snow, the library should contact MCO. MCO will address the issue with 1<sup>st</sup> Choice.

## 7. New Business

- a) **Lenders of Last Resort.** University of Central Missouri and Washington University opted out. Saint Louis University and University of Missouri – Columbia chose to remain in. Scott will ask Central Methodist University if they want to remain on the list or opt out.
- b) **Discussion of How Institutions Are Handling Incoming Prospector Items.** As stated above, several libraries attach a band or removable label to incoming Prospector books.
- d) **Discussion of A/V Lending with Prospector.** Several cluster representatives stated that they were surprised when their A/V materials were recently requested by Prospector libraries. That is how they found out that the lending of A/V materials between the two consortiums had been activated. These librarians thought the consortiums were still in the talking and planning stage for this service. Washington University has even temporarily suspended its AV lending because of this development.

There are about fifteen MOBIUS libraries that lend A/V items. Steve will contact the libraries in this group that have expressed concerns about lending this type of item to Prospector libraries.

Steve apologized for the communication breakdown that resulted in member libraries' being surprised when he turned on A/V lending between Prospector and MOBIUS.

When Mary Anderson stated that some MOBIUS libraries may be concerned about their liability for their patrons' borrowing A/V materials, Scott said he will get information on what Prospector libraries charge for this type of item.

For those MOBIUS libraries that are concerned about their A/V items being lent to Prospector libraries, Donna advised that they turn off the setting for lending such materials to MOBIUS and Prospector libraries.

- e) **Lost Item Statistics.**

The MOBIUS Board is discussing how to handle items lost between MOBIUS and Prospector libraries and will also review the restitution process among members of MOBIUS libraries. To aid their work, the Board has asked MOBIUS libraries to keep track for a year of the number of items lost by other MOBIUS libraries and by Prospector libraries as well as the cost of these items. The plan at this time is to create a web form on which libraries will enter this data.

The Prospector libraries have discontinued reimbursing each other for lost items because it is not worth the time and effort. They still charge their own patrons for lost materials, but the libraries keep the money themselves.

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A couple of librarians commented they are pleased that the Board is considering the possible elimination of the replacement-invoice process. A librarian stated that she hoped the Board includes a number of representatives who are from libraries who lend a lot of materials.

Forward any feedback you get from cluster colleagues about this matter to Donna Bacon.

**f) Increasing the Number of Items Patrons May Borrow from MOBIUS Libraries.**

Donna announced that a task force is being formed to review the settings and limits used in the consortium and to make recommendations by February 2015. This will include the limit on the maximum number of items patrons may borrow from MOBIUS libraries. Kimberly has been asked to be on this task force.

8. Next Meeting: Will be in January. The specific date will be determined later.

9. The meeting was adjourned at 11:14 a.m.

10. Minutes submitted by Mary Batterson of Columbia College.