

MOBIUS Executive Committee  
Meeting Minutes  
January 18, 2008

Members Present: Sharon Bostick, Richard Coughlin, Valerie Darst, Beth Fisher, Becky Kiel, Sharon McCaslin, Wendy McGrane, Julia Schneider, Stephanie Tolson

Guests: Gary Allen, Janet Caruthers, Jim Cogswell, Margaret Conroy, Christopher Gould, Jeremy Kintzel, Bill Mitchell, Caroline Oldfield, Melody Parry, Lin Teasley

- I. The meeting was called to order by Julia Schneider at 10:02AM. Julia introduced Becky Kiel, Cottey College, who is replacing Tony Garrett who left for another position. Becky will serve her term until 2009.
- II. A motion was made by Sharon Bostick to adopt the meeting agenda. The motion was seconded by Wendy McGrane and the motion was approved.
- III. A motion was made by Valerie Darst to approve the meeting minutes of 11/9/07, 11/26/07, 12/7/07 and 12/13/07 as corrected. The motion was seconded by Stephanie Tolson and the motion was approved.
- IV. Melody Parry, Outfront Communications, along with Caroline Oldfield and Lin Teasley presented a short discussion on the MOBIUS identity redesign. They presented two logo designs to the Executive Committee for review. One of the logos was selected and will be presented at the Executive Council meeting on February 1, 2008. The e-newsletters have been sent out and they are also working on a website redesign. Two websites were discussed which included both a public and member site. Discussion followed suggesting the type size be larger for better readability. Beth Fisher noted that she is waiting for the Internet Applications Specialist to be hired before continuing any more in-depth work on the MOBIUS website.
- V. The ILS Task Force Report was distributed and discussed. The group agreed that it was an excellent report. Richard Coughlin suggested MOBIUS look in to possibly undertaking some of these projects ourselves even if we don't receive any state funding. He noted we need to stay abreast of the most current technology. Stephanie Tolson suggested sending this document to the MOBIUS Users List and the MOBIUS Council List. Julia Schneider said she would forward the document to those groups. Sharon Bostick made a motion to accept the report. The motion was seconded by Sharon McCaslin and the motion was approved.
- VI. An information sheet on Remedy was distributed. The costs and licensing were discussed. Jim Cogswell questioned the priority of the projects and Julia Schneider also questioned which of the projects should be implemented first. Christopher Gould discussed possible consolidation of the projects. A motion was made by Stephanie Tolson to add the ongoing licensing cost of \$4,534 to the operating expenses for the budget year and to take the \$30,196 out of the MOBIUS reserve account if it cannot be taken out of the FY08 budget. Sharon McCaslin seconded the motion and the motion was approved.

- VII. Julia Schneider distributed the 2010 Budget Committee Report. This report will be taken to the Council meeting on 2/1/08. Beth Fisher stated that the MOBIUS request was not in the Governor's budget and we should resubmit the request for 2010. We need to keep the MOBIUS name out in front. Wendy McGrane made a motion to accept this report. Sharon Bostick seconded the motion and the motion was approved. The group agreed to amend the recommendation pending outcome of the state funding resubmission for 2010. The Executive Committee also recommended going ahead and submitting our information for 2009 and 2010. A discussion followed on our request not being included in the Governor's budget. MOBIUS will continue to pursue this request. A motion was made by Richard Coughlin to submit the same request for 2010 depending on the outcome of 2009. Valerie Darst seconded the motion and the motion was approved.
- VIII. Reports – MOREnet: Bill Mitchell. Bill reported that the Governor supported flat appropriations and they continue their efforts with the legislature for funding. MOREnet is rethinking how they go about connecting their members into the core network. MOREnet is making progress in acquiring the use of fiber optic cables around the state especially in the I-70/I-44 corridor. MOREnet has a signed contract for all but the I-70 section. The HELIX conference is in March. The Governor has a task force on internet access which Bill is a member. This task force is charged with providing options so that all Missouri households will have access to the internet. Connect Kentucky has implemented a statewide internet model. Department of Higher Education: Jeremy Kintzel. Jeremy reported that a number of Department of Higher Education line items were passed on to the office of Budget and Planning. Some of the key issues DOHE is working on are core increases to institutional budgets and health care initiatives. Missouri State Library: Margaret Conroy. The State Library is starting the interview processes to replace Linda Harris. They have a small pool of applicants. They want to expand the courier service to other statewide libraries but gas prices are high. They are looking into what the State Library can do to help and will discuss options with the Secretary of State. They are partnering with the Kauffman Foundation to work with a tutoring website and Homework Help. The Secretary of State is reviewing the Missouri Digital Heritage Foundation for approval. Individuals who visit the Virtual Missouri webpage will get redirected to another page for the next 6 months. It will then be phased out. Margaret gave a legislative update. They will be doing legislative video conferencing later on and she will send the dates and schedule. MLNC – No report.
- IX. Gary Allen, Vice President, Information Technology was a visitor to the meeting. He has met with Beth Fisher regarding staffing needs and rallied his support for MOBIUS. The statewide administration is working to assist with the transition of the new University President, Gary Forsee. He will be assuming his office on February 18, 2008. Gary has met with him several times and briefed him on several topics.

- X. Task Force on Strategic Planning – Julia Schneider. Shirley Baker has declined the chair position due to other commitments. Valerie Darst has accepted the chair position on the Task Force on Strategic Planning. Julia will name another chair to replace Valerie on the Task Force for the Financial Plan. The strategic plan was approved earlier. There has been a change in the date to 2009-2013. Stephanie Tolson suggested possibly adding Gail Staines, St. Louis University, to the committee as someone who could present a new perspective.
- XI. MOU Revision. Beth Fisher reported that the MOU revision is still at the University legal office and the host agreement has also been forwarded to them. The service policy has not been sent to legal council as yet. The document review group will also look at the service document.
- XII. 10<sup>th</sup> Anniversary – Julia Schneider reported that the subgroup has not had the opportunity to meet to discuss ideas. It was agreed that the keynote speaker should have a historical perspective. Eldon Wallace could be invited to speak along with others that could present a panel discussion. Someone from III will probably be invited to speak at the conference. The committee reiterated that recommendations come to the Executive Committee from various MOBIUS committees and are reviewed at that time. Becky Kiel suggested that possibly the Executive Committee should select the keynote speaker in the future as recommended by the MACPAC committee. Beth Fisher talked with Jerry Kline, III President, and extended him an invitation to be the 2008 MOBIUS Conference keynote speaker. Julia Schneider had a discussion with Jerry Kline on 12/27/07 to discuss the relationship between MOBIUS and III.
- XIII. There will be a joint meeting with various groups at the State Library on 1/31/08 to discuss database licensing. The goal is to broaden participation with others that provide database licensing. Margaret Conroy will facilitate this meeting. She has invited several individuals to discuss electronic resources and database licensing. Margaret will post this meeting as a public meeting per the open meeting laws.
- XIV. Executive Directors Report – Beth Fisher. Jim Dutton gave a demonstration on the 1<sup>st</sup> Choice Tracking System. It was due to roll out on 1/1/08 but is not on line to date. 1<sup>st</sup> Choice will send out procedures on how to use it. The MOBIUS webpage also lists information on the tracking system under the MAAC subcommittee heading. Centra is now gone and Adobe Connect is replacing it. The spring training calendar is out and MCO will be offering all workshops and tracks. MCO is working on the WebPac Editor Expert training which will be very intensive with specific requirements. Session will begin in March and end in May. Students will have exams and homework with this course and will need to sign a MOU with the MCO office regarding training and accountability responsibilities. The clusters could possibly have one person be the WebPac expert. The authority RFP is completed and Backstage was awarded the contract. Beth and Fran Stumpf visited with vendors at ALA to discuss products. Some of the institutions feel they should have another backup person for help besides the site coordinator and the alternate. It would be up to each institution if they wanted additional

individuals to help in their schools. Some issues have arisen because the servers have several names. MCO is working on getting all names the same. Beth suggested having a column in the MOBIUS newsletter where III could put in updated information. We understand that Telnet will be discontinued December 2009. Beth handed out a copy of the FY09 budget. She was not able to complete the assessments due to a glitch in Microsoft 2007. She will work to get this corrected. All the approved open positions have been advertised. MCO has a practicum student beginning on January 23, 2008. The money for Agency was returned to the state. MOBIUS kept the purchase order open for use later on if needed. MOBIUS needs to decide what to do. Julia Schneider will form a "solutions" task force to come up with suggestions. Beth Fisher will contact the appropriate individuals to find out why our legislative submission wasn't in the budget. Wendy McGrane discussed the MOBIUS fact sheet and the legislative information sheet. They should be distributed at the Library Advocacy Day. The information sheets will be distributed at the MOBIUS Council meeting on 2/1/08 for review.

- XV. Beth Fisher will start preliminary discussions with Joe Ford regarding possible consulting.
- XVI. Beth Fisher will chair the Task Force on the Financial Plan.
- XVII. The 2/1/08 MOBIUS Council Meeting agenda was briefly discussed.
- XVIII. A motion to adjourn to the meeting was made by Sharon Bostick. The motion was seconded by Becky Kiel and the motion was approved.
- XIX. The meeting adjourned at 2:45PM.

Respectfully submitted by:  
Susan Hatfield  
1/23/08