

MOBIUS Executive Committee  
 Meeting Minutes  
 September 11, 2008, 3:00 p.m.  
 MOBIUS/MOREnet Office Building Room 205

Members present:

Candice Baldwin, Two year Public-at-Large/ 2008-10	MCC-Longview
Janet Caruthers, Secretary/2008-10	Columbia College
James Cogswell	University of Missouri-Columbia
Margaret Conroy, Missouri State Librarian	Missouri State Librarian
Valerie Darst, Treasurer	Moberly Area Community College
Mollie Dinwiddie, Chair 2009	University of Central Missouri
Erlene Dudley, Chair Elect 2009	William Woods University
Beth Fisher, MOBIUS Executive Director	MOBIUS
Becky Kiel, Independent-at-Large, 2007-09	Cottey College
Jeremy Kintzel, Missouri DHE Representative	Missouri Department of Higher Education
Wendy McGrane, Four Year Public-at-Large/2007-09	Missouri Southern State University
Julia Schneider, Past Chair 2009	Missouri Western State University
Hugh Stocks, Independent-at-Large/2008-10	William Jewell College

Guests:

Maegan Bragg, Executive Assistant	MOBIUS
Joe Ford, Consultant to MOBIUS	Joseph Ford & Associates
Sharon McCaslin, Task Force for Financial Plan	Fontbonne University

- I. The meeting was called to order by Mollie Dinwiddie at 10:15AM.
- II. A motion was made by Valerie Darst to adopt the agenda with one addition. The motion was seconded by Erlene Dudley and the motion passed.
- III. Valerie Darst motioned to approve the Executive Committee minutes of July 24, 2008 with one correction to Candice Baldwin’s name. The motion was seconded by Hugh Stocks and the motion passed.
- IV. Information Items (Mollie Dinwiddie)  
 Mollie discussed how to plan for the future with other state organizations, for instance, what if there was a better collaboration effort in Missouri. Mollie would like to start a conversation between the executive officers of MLNC and MOBIUS. Valerie Darst mentioned that this was brought up in the strategic plan and discussion. Mollie emphasized that this is not a motion, just an endorsement from the Executive Committee. Mollie asked for a vote from the Executive Committee to whether it is appropriate to engage in a conversation with MLNC about further collaboration. There was a unanimous endorsement from the Executive Committee.
- V. Unfinished Business  
 Innovative Contract—(Beth Fisher) Beth suggested a multi -year contract at the last Executive Committee meeting. This was approved and the contract was put in place and signed. Joe Ford has been talking to Mary Chevreau, III Vice President, North American Customer Sales, and is hoping to have the negotiations accomplished by the end of the calendar year. He informed

Mary that MOBIUS is interested in developing and strengthening the current contractual relationship and this was not a surprise to her. Joe's expectation is to send the draft to Beth and then to the MU legal department before sending it on to Innovative.

Review of Advisory Committees—(Erlene Dudley) Erlene has developed a plan to submit to the Executive Committee by the November 14<sup>th</sup> meeting. There is a cluster approach to advisory committee composition and it is unwieldy and out of balance. The final plan will be developed by the February Council meeting. Erlene suggested this be discussed under Information Items at the Council meeting on September 12.

#### VI. New Business (Mollie Dinwiddie)

Financial sub-committee of the Executive Committee (EC) – The charge was discussed and adjusted to read as follows: “As a sub-committee of the MOBIUS Executive Committee, the Finance Sub-committee is responsible for reviewing core services and fees provided by MCO to members and cooperating partners, recommending to the Executive Committee an appropriate fee structure for any services requested by members and cooperating partners that fall outside the core services provided as a part of their MOBIUS core services, and recommending appropriate action on services and fees or any other financial matter that the Executive Committee so directs it to address.” The treasurer would always be a member and two other EC members would be appointed by the EC chair. Valerie moved that we establish a finance sub-committee of the EC with the revised charge. Becky Kiel seconded the motion. The motion passed.

Strategic Planning Committee as standing committee- Mollie read the charge she created. Discussion followed regarding the charge. Janet Caruthers motioned to table the discussion until after lunch. Becky Kiel seconded and the motion passed. The meeting adjourned for lunch at 12 pm.

The discussion resumed at 12:30 pm. The charge was discussed further and adjusted to read as follows: “As a sub-committee of the EC, the Strategic Plan sub-committee is responsible for continuous oversight of the goals and objectives within the MOBIUS Strategic Plan. The sub-committee will recommend to the EC annual objectives that have outcomes, action plans, and assessment measures, and will report/review/revise these on an ongoing basis. The sub-committee will provide an annual report to the Council in June. The sub-committee will work closely with the Strategic Planning Task Force that is convened by the EC every three years. At least one member of the sub-committee will serve on the task force.” Membership: The sub-committee is composed of the four at-large MOBIUS EC members, the MOBIUS Executive Director or designee, the chair of the previous Strategic Planning Task Force (SPTF), and the Chair-elect of the Executive Committee, who will chair. The term corresponds to terms of office or the committee service for their respective positions. Janet Caruthers moved to approve the charge for the strategic plan sub-committee and Hugh Stocks seconded. The motion passed.

Bylaws Committee as standing committee- Mollie read the charge as it stands. The charge was discussed further and adjusted to read as follows: “This standing committee of the MOBIUS Council shall review issues concerning the MOBIUS Bylaws; interpret bylaw questions; draft possible amendments to the Bylaws; and implement solutions to any Bylaws-related problems. All recommendations regarding Bylaws shall be made to the MOBIUS Executive Committee.” The membership of the committee will be chaired by the Past Chair of the MOBIUS EC and will include two additional members of MOBIUS Council who are appointed by the current MOBIUS

EC Chair. Terms of office for the appointed members are staggered two-year terms with one member having a one year appointment in the first year (2008-2009) while the Chair serves a one-year term. Valerie motioned to accept the revised charge and Wendy McGrane seconded. The motion passed.

Legislative budget proposal for 2010- Beth wanted to discuss the budget proposal because she doesn't believe it should go forward as it stands Discussion followed on what would be involved if we went ahead with the proposal. Beth asked that if we do this, we approach Annie Busch to act as a lobbyist. Erlene moved that we proceed with the budget request and explore the possibility of contracting Annie Busch to assist in promoting this request to the legislature. Valerie seconded the motion. Jeremy Kintzel explained that the FY10 budget for the University is in fact being discussed today and going on to the governor. Mollie restated the motion at this point that Beth explore the possibility of hiring Annie to be a lobbyist for MOBIUS. The motion was called to question. The motion passed.

Host Institution Representative- Jim Cogswell has been serving as an ex officio non-voting representative from the host institution on the EC for the past several years. This was not put in any governing documents. Mollie would like to have an official vote for this Executive Committee member position so we can have it in the minutes. Becky moved that we include in the EC membership that there will be an ex officio non-voting member of the EC representing the host institution(s) appointed by the CEO(s) of the host institution(s). The motion was called to question by Valerie. Wendy McGrane seconded. The motion passed. There was one abstention. Beth will send a letter to the host institution and request a recommendation for reappointment of Jim Cogswell.

Lunch- Erlene motioned that MOBIUS fund lunches for the EC lunches. Julia seconded. Discussion followed that MOBIUS paid for EC lunches in the past which was stopped as a way to conserve money when state funding was cut. The motion passed. There was one abstention.

- VII. Task Force on Strategic Planning (TFSP) — (Valerie Darst) The interim report being submitted to the EC has not been shared with the Council yet. After the July 25<sup>th</sup> strategic planning retreat, the TFSP went through all of the material of the discussion groups. Four major goals were outlined: expand membership opportunities, enhance access to shared information resources, strengthen collaborative working relationships, and strengthen MOBIUS internal capacities (high emphasis on training). The next meeting is set up for September 24<sup>th</sup>. Objectives and tasks will follow under the goals and a final draft will be ready by the November EC meeting.
- VIII. Task Force on the Financial Plan (TFFP)—(Sharon McCaslin) Sharon went over the progress report. The assessment model has been the focus of the work in order to have it ready for the September Council meeting. Discussion followed regarding the Consumer Price Index. Sharon emphasized that this number was illustrative only. Another concern of a MOBIUS member institution is that a line item invoice will be needed. Discussion over a line itemized invoice followed. It was decided that this was not a reasonable request at this time and that the action for tomorrow's Council meeting is to approve the assessment model and not a MOBIUS budget. Erlene moved that the EC endorse the new model and Valerie seconded the motion. The motion to endorse the new financial model passed. .

MOBIUS Budget Update- (Beth Fisher) Beth reviewed the budget document. The biggest bill is the maintenance for Innovative, but otherwise everything is flowing as normal.

- IX. Executive Director's Report— (Beth Fisher) Some of the MCO staff will be attending the MLA annual conference next month and we have purchased some new booth materials. The Outfront Communications contract was signed yesterday and the annual report and newsletter are coming out soon. There is a survey going to MOBIUS Council members to update the bubble map. Open positions- Interviews are on-going currently for the assistant director of IT position. Beth is looking to make a decision by the end of the month. The Executive Director's goals were tabled at the last EC meeting Erlene and Mollie agreed that these are general and to keep them tabled.

X. Other Reports

Missouri State Library—(Margaret Conroy) Margaret will be going to D.C. to testify to the U.S. Senate about broadband internet. Margaret discussed a grant for which the Ohio State Library is applying for a state-wide resource sharing model. The Ohio State Library is concerned about OCLC issues as well as the current market place and not being able to find what they need for an open source Integrated Library System. The Missouri State Library is very interested in this and would like to help the Ohio State Library by matching the \$25,000. The funds have to be committed by the end of October. The grant will not be approved until September 2009. In order to show support of a state library that has been very supportive of MOBIUS, Erlene moved that we use \$25,000 from the MOBIUS reserves to support the state library's application for the grant. Hugh Stocks seconded the motion. Discussion followed. Valerie called to question. The motion was approved to support the state library's endeavors.

Department of Higher Education—(Jeremy Kintzel) The FY10 budgets are to be approved today.

MOREnet- no report

Other guests—(Joe Ford) The Innovative contract re-negotiation is in process, but nothing has been finalized.

- XI. Advisory Committee Reports- These were all sent electronically prior to the EC meeting.  
XII. Valerie motioned to adjourn and Janet seconded. The meeting adjourned at 3:30 PM.  
XIII. There was no executive session held.

Maegan Bragg  
Executive Assistant