

Members Present:

Dr. Gary Allen, Host Institution Representative	University of Missouri-Columbia
Donna Bacon, Interim Executive Director	MOBIUS
Shirley Baker, Chair Elect / 2009-2010	Washington University
Candice Baldwin, Two Year Public-at-Large / 2008-2010	Metropolitan Community College – Longview
Janet Caruthers, Secretary / 2008-2010	Columbia College
Jim Cogswell, Four Year Public-at-Large / 2009-2011	University of Missouri-Columbia
Margaret Conroy, State Librarian	Missouri State Library
Mollie Dinwiddie, Past Chair / 2009-2010	University of Central Missouri
Erlene Dudley, Chair / 2009-2010	William Woods University
Kathleen Finegan, Independent-at-Large / 2008-2010	Avila University
Robert Frizzell, Treasurer / 2009-2011	Northwest Missouri State University
Rusty Monhollon, Missouri Department of Higher Education Representative	Missouri Department of Higher Education
Ed Walton, Independent-at-Large / 2009-2011	Southwest Baptist University

Member Absent:

John Gillispie, Executive Director	MOREnet
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Guest Present:

Maegan Bragg, Executive Assistant	MOBIUS
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1. Erlene Dudley made introductions and called the meeting to order at about 10:10 a.m. Rusty Monhollon is the new representative for the Missouri Department of Higher Education replacing Jeremy Kintzell.
2. Erlene called for an adoption of agenda. Janet Caruthers asked to add the January 8, 2010 minutes to the agenda. Jim Cogswell moved to adopt the agenda as revised. Ed Walton seconded. The revised agenda was approved.
3. Approval of minutes
 - Erlene asked for approval of the January 8, 2010 meeting minutes. Shirley Baker moved to accept the minutes as written. Kathleen Finnegan seconded. The minutes were approved as written.
 - Erlene asked for approval of the February 4, 2010 meeting minutes. One spelling correction was noted. Bob Frizzell moved to accept the minutes as corrected. Candice Baldwin seconded. The minutes were approved as corrected.

4. Information Items

- Meeting (22Feb10) with Ann Stillman, Attorney (Erlene Dudley) – Erlene Dudley, Donna Bacon and Shirley Baker met with Ann Stillman from Stolar Partnership in St. Louis. It was a successful meeting and MOBIUS will retain her services for the duration of the 501(c)(3) status change. She will be reviewing the revised bylaws before the March 26 Council meeting and will also be reviewing the conflict of interest policy. Ann will also be looking at existing contracts as some of these will have to be rewritten or resigned since the University of Missouri will no longer be the contracting signee. Shirley Baker mentioned that there had also been some discussion with Ann on how to notify institution leaders of the change. Currently, Shirley is drafting a letter to be sent to member institutions' chancellors, deans and/or presidents to inform them of the changes taking place. This draft will be available at the March 26 Council meeting for review.

5. Unfinished Business

- MOBIUS Member Assessments FY10/11 - Options – (Erlene Dudley) - There were 41 people that attended the MOBIUS Member Assessment webinar last week. After the webinar, Erlene talked to Christopher Gould and Donna Bacon about the idea of using patron records. Donna came up with an approach using active patrons. Every library falls between 12-22% active patrons of their total patron file. An active patron was defined as someone that checked out at least one item since 2007. There was discussion of the benefits and drawbacks of using patron records versus student FTE. The Executive Committee reviewed a financial model discussion draft for the February 26 Council meeting which Shirley Baker drew up that included separate discussions and votes for each component of the model (FY11 preliminary budget, expenses by category, distribution of costs, etc.). Further discussion followed regarding the Council meeting structure and questions that had been raised via email over the last week. There was discussion about having the courier charge as part of the membership fee. It was determined that another column would be added to the assessment model spreadsheet labeled 'Courier.' Erlene reviewed the cost distribution document which helps to link the requirements for membership to the membership fee. Erlene explained the several different options for distribution of costs. Discussion followed. There was discussion on the FY11 preliminary budget and concerns that have been raised. Discussion continued on the expectations and plans for the upcoming Council meeting. Also, it was agreed that \$100,000 or less of the reserves fund will be used to help offset some of the FY11 assessment increase that some institutions will receive.

6. New Business

- Agenda for March 26, 2010 Council Meeting – Bylaws - Mollie Dinwiddie will moderate the bylaws portion of the March 26 Council meeting. She will talk about the Bylaws Committee and explain the process of drafting the new bylaws. Discussion followed about the structure of the meeting and the role the Bylaws Committee might have at the Council meeting. If the new bylaws are approved at the March 26 Council meeting,

the new bylaws would not go into effect until MOBIUS becomes a 501(c)(3) nonprofit organization. Also at this meeting the Executive Committee would like to get input from Council on the letter to be sent to institution's chief executive officers about MOBIUS becoming a non-profit organization. The conflict of interest policy will be presented to Council at the March 26 meeting.

7. Interim Executive Director's Report (Donna Bacon)

- Justin Hopkins sent an email last week regarding the redesign of the union catalog. The Task Force on WebPAC Maintenance and Design and the MOBIUS Consortium Office (MCO) staff have worked on the redesign since September. Many comments have been received about the redesign, more than half of the comments have been positive. The new catalog design will probably go live in a week.
- Two days ago the MCO help desk was contacted about spam originating from the Towers server. Staff from MCO, MOREnet, the University of Missouri, and Ill worked together to find the problem which was a login configuration vulnerability. The problem has been fixed and the change will be replicated to all the servers. The file system was not compromised.
- In early February a Ill representative conducted Encore kick-off training in St. Louis, Columbia and Kansas City for the four institutions which purchased Encore. Midwestern Baptist Theological Seminary is using Encore and has found users to be happy with the product. The other institutions are in varying degrees of implementation.
- Responses have been received from the membership regarding the Academic Search Elite/Business Source Premier database quote from EBSCO. The quote did include an increase of 2.5% which Donna was able to convince EBSCO to remove. Some libraries which purchased the databases last year will not be participating in the consortium purchase this year. Scenarios are being looked at to determine the most equitable way to distribute the cost among the purchasing libraries.
- A comparison of two bibliographic record enhancement products, Content Café and Syndetics, has been completed. Donna will send the analysis to the membership and will be obtaining consortia price quotes for each product.
- Donna is waiting on the University of Missouri for further details about the business manager position.
- MCO is currently soliciting vendors for the annual conference and is preparing for the opening of registration.
- MCO has discussed the topic of charging for services in detail and has started looking at the service policy agreement which will need to be revised. Staff have been evaluating the services done for members/clusters and what the members/clusters can do on their own. Donna hopes to have a report on charging for services by the April Executive Committee meeting.
- OHIONET has again started working on the open source project to allow patron initiated borrowing over disparate integrated library systems. 'Fulfillment' will be the product name. There is a public website and they are still on a two year timeline.

8. Other Reports

- Missouri State Library (Margaret Conroy) – The Ohio state librarian will soon be the Kansas state librarian. This change should not affect the open source project as the OHIONET board and members are very committed to this project. Since the courier project is almost finished, the state library is looking at the landscape of resource sharing to determine where to next put the library's resources to help public libraries further share resources. State library staff will meet with focus groups from public libraries to determine what libraries need and representatives from OCLC, MLNC, and MOBIUS to learn more about resource sharing products and services available from various entities. Due to budget cuts MOREnet is examining how to remodel their budget and reevaluating assumptions. State funding for public libraries is still in place. The Secretary of State's office will have a 5% withhold this year and next year from their budget.
- Missouri Department of Higher Education (Rusty Monhollon) – In December 2009 the Department of Higher Education, the Department of Elementary and Secondary Education and the Office of Economic Development applied for a federal grant to improve data collections. MOBIUS might be interested in looking into this type of grant in the future to enhance data collection and provide better access to databases for researchers. Rusty is interested in talking with any MOBIUS members about how the department can assist MOBIUS.
- Host Institution (Dr. Gary Allen) – The MOREnet budget cut to date is about 45% of a \$12 million allocation for the current year and a 35% cut in FY11. John Gillespie is working hard on the budget issues. Recently the Legislation recommended sending \$1 million back to MOREnet, but nothing is final at this point. On March 8 and 9 the University of Missouri system will put on its 2nd Summit on Life Sciences. It involves people from across the state on topics from plants, animals, health, science, economic development, etc.
- MOREnet – Erlene Dudley reported that John Gillespie will not be here today but will be at the Council meeting at 1:00 p.m.

9. Advisory Committee Reports

- MOBIUS Access Advisory Committee (Tony Garrett, Chair) - Report sent prior to the meeting.
- MOBIUS Annual Conference Planning Advisory Committee (Erin Leach, Chair) – Donna talked about the MACPAC Procedure on Annual Conference Planning Duties submitted by Erin. The committee worked with MCO to develop a procedure on sharing duties for conference planning. The committee's main responsibilities will include the call for proposals, selection of sessions, door prizes, recommend keynote speaker, and share fair. All other responsibilities will return to MCO. Erlene Dudley suggested the document be changed to a policy as it is not a procedure. Janet moved to approve the document as amended. Kathleen Finegan seconded. The motion passed.

- MOBIUS Catalog Design Advisory Committee (Corrie Hutchinson, Chair) – Report sent prior to the meeting. Several revised policies and procedures were also submitted for approval.
 - MOBIUS Procedure on Adding 229 Fields to Bibliographic Records – The procedure needs the date of the document which is being replaced. Mollie Dinwiddie moved to accept the procedure as revised. Kathleen Finegan seconded. The motion passed.
 - MCDAC MOBIUS Policy on MOBIUS Circulation Codes - Bob Frizzell moved to accept the policy as written. Shirley Baker seconded. The motion passed.
 - MOBIUS Master Record Priority Policy – The Executive Committee asked MCO to review this policy.
 - MOBIUS Policy on Cataloging Standards – The policy needs the date of the document which is being replaced. Shirley Baker moved to accept the policy as revised. Candice Baldwin seconded. The motion passed.
 - MOBIUS Policy on Committee Liaisons to the MOBIUS Catalog Design Advisory Committee – This policy was sent back to the advisory committee for clarification.
 - MOBIUS Policy on Subject Cataloging – The policy needs the date of the document which is being replaced. Shirley Baker moved to accept the policy as revised. Kathleen Finegan seconded. The motion passed.
 - MOBIUS Procedure on ACodes and Authority Vendors – This procedure needs the date of the document which is being replaced. Janet Caruthers moved to accept the procedure as revised. Mollie Dinwiddie seconded. The motion passed.
- MOBIUS Collections Management Advisory Committee (L. Hunter Kevil, Chair) – No report.

10. Adjourn meeting

- Shirley Baker moved to adjourn the meeting. Jim Cogswell seconded. The meeting adjourned at 3:00 p.m.

Next MOBIUS Executive Committee meeting – Friday, April 23, 2010, MCO, Columbia, MO.
Next MOBIUS Council meeting - Friday, March 26, 2010, Peachtree Conference Center, Columbia, MO.

Submitted by Maegan Bragg
MOBIUS Executive Assistant