

Members Present:

Donna Bacon, Interim Executive Director	MOBIUS
Shirley Baker, President / 2009-2010	Washington University
Jim Cogswell, Four Year Public-at-Large / 2009-2011	University of Missouri - Columbia
Cynthia Dudenhoffer, Secretary/ 2010-2012	Central Methodist University
Corrie Hutchinson, Treasurer / 2010-2011	Stephens College
Kathy Schlump, Two Year Public-at-large/ 2010-2012	East Central College
Gail Staines, President Elect/ 2010-2011	St. Louis University
Sharon Upchurch, Independent-at-Large/ 2010-2012 (ONLINE)	Culver-Stockton College
Margaret Conroy, Ex Officio Member	Missouri State Library
Ed Walton, Independent-at-Large/ 2009-2011	Southwest Baptist University

Guests Present:

Maegan Bragg, Executive Assistant	MOBIUS
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1. Call to order – Shirley Baker called the meeting to order at 10:02am
2. Adoption of the Agenda - Kathy Schlump motioned to adopt the agenda, Gail Staines seconded the motion, with the addition of the presentation by the investment team from Commerce Bank. The agenda was adopted with this change by unanimous vote.
3. Minutes from Feb. 25th 2011 – Jim Cogswell motioned to adopt the minutes, with small editorial changes. Ed Walton seconded. Minutes were approved by a unanimous vote.
4. Information Items
 - a. Gary Allen’s role with MOBIUS – Shirley asked if the Board feels the need for Gary to continue to serve as an Ex Officio? Gail pointed out that Gary must still be consulted on all human resource issues because of the contract with UM for employee benefits, etc. Jim suggested that the Board ask Gary how he sees his involvement with MOBIUS. Shirley will contact Gary and report back.

5. Unfinished Business

- a. Payment Due Policy - the Finance Committee met and made changes to the late Payment policy. The policy was changed to state that actions will be taken after 90 days without payment. Also, reference to the bylaws was added to clarify steps towards termination, and that cases can be reviewed by the Board President and the Executive Director. Gail moved to approve the policy, Jim seconded. The policy passed unanimously. The policy will be posted on the website. Corrie will send out email notification to the membership.

6. New Business

- a. Investment Policy – Corrie reported that the Finance Committee met with MLNC and reviewed their investment policy to generate ideas for MOBIUS. The MLNC policy is very simple and lists several low-risk areas in which they can invest. Because they have in-house expertise to monitor the investments on a daily/weekly basis, a very simple, loose policy works well for them. Corrie has also reviewed the investment policies of other non-profits, some of which are very strict. She feels that some mix of the two will serve MOBIUS well. Ryan Lovell, investment manager from Commerce Bank, will be visiting to discuss options. Jim asked what percent of their customers are non-profits and if they have expertise in dealing with non-profits.
- b. Fixed Assets and Depreciation Schedule – The Finance Committee met with the auditor to discuss issues that MLNC had raised about the general ledger, most importantly the depreciation schedule. The auditor suggested a threshold of \$1000. The Finance Committee moved that the Board adopt this threshold. The motion was approved unanimously. The auditor also suggested amortizing the non-profit startup fees, which are almost exclusively attorney fees. Everything should be set up for the general ledger by July 1st. The Board must also decide if the contract with MLNC will be renewed. Corrie also brought up the point that perhaps we need to have fewer Membership Meetings, since they are costly and this year the meetings have been rather short. Shirley suggested that we discuss this at the next membership meeting.
- c. Service Level Agreement for Poplar Bluff – Donna shared the service level agreement document that she created for Poplar Bluff. Poplar Bluff will not be a MOBIUS member and will not be a part of the union catalog, so Donna removed all reference to "members" and policies regarding communication. Margaret voiced that there are concerns from public libraries about member vs. non-member status. Donna stated that MOBIUS is offering a set of services; including hosting a website and managing a server only, but that hopefully the concept of membership can be revisited. Donna will make editorial changes to the policy. Jim motioned to approve the policy, Kathy seconded. Approved as amended by unanimous vote.

- d. Collection Hosting Charges – Donna has spoken to several libraries that want to add their collections to the union catalog but not lend or borrow. She asked whether the Board though MOBIUS should charge per record or with a flat fee. She stated that adding the records in not a work intensive process, and involves adding location codes and coding & uploading records. Shirley suggested that perhaps we should charge a combination of a flat fee plus an assessment based on records, similar to how regular MOBIUS members are assessed. Shirley stated that adding these collections will make MOBIUS a discovery tool for the state and move towards a state-wide union catalog. Jim motioned to approve allowing collection hosting, Corrie seconded. Approved by unanimous vote. Donna will confirm a pricing structure and report back.
 - e. Agenda for Membership Meeting – Shirley will add the Treasurer's report under Information items. The Secretary will announce the results of the Board Election. Innovative will present on SkyRiver from 3-4:30.
 - f. MOBIUS Budget - Donna presented the Budget to Actual to the Board. Donna stated that the budget is healthy and feels she feels comfortable with the amount left for the rest of the fiscal year.
 - g. Board Nominating Process - The Board needs to replace 6 members, 4 at large members, 1 person from an academic library, and 1 person from a public library. Shirley will send out a call for volunteers to the membership this week.
7. Presentation from Commerce Bank - Representatives from Commerce Bank and Commerce Trust Company visited to present information on investment plans. It was suggested that MOBIUS look at 3 areas: Creating an investment policy statement, defining our risk tolerance, and deciding on an investment style. Corrie will draft an investment policy and submit it to the Board. Jim suggested that the Finance Committee contact similar non-profits for references about Commerce. Margaret Conroy also shared that it is very convenient to have investments and regular accounts in one place. Corrie asked that Board Members think about the risk tolerance and report back.
8. Interim Executive Director's Report - Donna met with Mid Continent Public Library and Kansas City Public Library about joining a state wide union catalog. Both are Sirsi-Dynix libraries. Donna is scheduling a visit from Innovative for these libraries to discuss DCB. This meeting will most likely be in June. Donna also met with the state automation task force and shared a presentation about services and what MOBIUS can offer public libraries across the state. Donna met with representatives from III about pricing and the prohibitive costs of services for small public libraries. III offered a proposal containing modules for circulation, cataloging, and webpacs based on circulation numbers that was

more reasonably priced. Ill released new information about Sierra, the new software that will eventually replace Millennium, which allows for more tinkering of individual systems. Ill is also in discussion with consortia interested in Inn-Reach to Inn-Reach borrowing across state lines. Donna, Justin and Janine will be attending the Evergreen conference in Atlanta next week. St. Louis Christian College has applied for membership; Donna will follow up and report back at the next Board meeting.

9. Reports of Groups - None

8. Other Reports

a. State Library – Margaret reported that funding for the REAL program which funds the database program will remain unchanged. House Bill 3 contains \$50k allocation for MORENet and holds the budget line for one more year. Federal Fiscal 2012 will contain a cut of about \$300k for the state, which Margaret feels can be absorbed by cutting competitive grants. There is a digitization conference coming up, and there will be a portal opening up for in Civil War materials in the Missouri Digital Heritage.

9. Executive Session Shirley motioned to move into Executive Session, Corrie seconded. Entered Executive Session at 2:48pm. Executive Session concluded at 3:11pm

11. Meeting Adjourned at 3:12pm.

Next Board meeting: June 9th at the Holiday Inn, in conjunction with the MOBIUS Annual Conference

Submitted by Cynthia Dudenhoffer
Secretary, MOBIUS Board of Directors
5/24/11