**Minutes of the**
MOBIUS Board of Directors Meeting
February 24th 2012 10:00 a.m. – 3:00 p.m.
MOBIUS Headquarters, Columbia, MO

Members Present:

| Donna Bacon,  Executive Director | MOBIUS Consortium Office |
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| Shirley Baker, Past President / 2010-2011 | Washington University |
| Jim Cogswell, Four Year Public-at-Large / 2011-2013 | University of Missouri - Columbia |
| Margaret Conroy, State Librarian | Missouri State Library |
| Regina Cooper, Public Library Representative/ 2011-2013 | Springfield Green County Library System |
| Valerie Darst, Vice President/ 2011-2012 | Moberly Area Community College |
| Stephanie DeClue, At Large Member, 2011-2013 | William Jewell College |
| Cynthia Dudenhoffer, Secretary/ 2011-2013 | Central Methodist University |
| Chabha Hocine-Tepe, Academic Library Representative/ 2011-2012 | Logan College of Chiropractic |
| Corrie Hutchinson, Treasurer / 2011-2013 | Stephens College |
| Susan Morrisroe, Special Library Representative/ 2011-2013 | Missouri State Library |
| Kathy Schlump, Two Year Public-at-large/ 2010-2012 | East Central College |
| Gail Staines, President/ 2011-2012 | St. Louis University |
| Sharon Upchurch, Independent-at-Large/ 2010-2012 | Culver-Stockton College |

Guests Present:

| Maegan Bragg, Executive Assistant | MOBIUS Consortium Office |
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1. Welcome and call to order - Gail Staines called the meeting to order at 10:06 AM.

2. Adoption of the agenda - Valerie Darst moved to approve the agenda, Chabha Hocine-Tepe seconded the motion. The agenda was approved as written.

3. Approval of the minutes of the December 16, 2011 meeting - Chabha moved to approve with editorial revisions, Kathy Schlump seconded. The minutes from Dec. 16th were approved.

4. Approval of the minutes of the January 31, 2012 meeting - Valerie moved to approve the minutes as written, Regina seconded the motion. Minutes from Jan. 31st were approved.

5. Treasurer's Report – Corrie Hutchinson
   a. Corrie presented the year to date budget and the investment report.  The budget is currently running a surplus, if the rest of the budget year continues as planned.  The investment account is doing well and reported gains for this month.

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6.  Unfinished Business
    a.  Finance Committee Update – Corrie Hutchinson –
        The Finance Committee will include their discussion items during the Board's review of the FY12/13 budget.
    b.  Strategic Planning Task Force Update – Valerie Darst
        Valerie presented a new draft of the strategic plan, which the committee sees as a final draft. The committee changed some wording and addressed Jim Cogswell's questions regarding partnering with information agencies. The committee felt like this was addressed multiple times in the report. Valerie plans to bring a plan to the next membership meeting. Susan asked about the timeline of the report. Valerie will add specific dates to the years. Valerie will also number the goals. Gail suggested changing G1:Y1:M2 to Review the assessment model and revise if needed. G1:Y3:M2 should be changed to "Continue assessing and evaluating Milestones for years 1 and 2." Corrie suggested G2:Y1:M3 should be changed to read "investigate circulation policies for AV lending." The words "and e-resources" should be removed from G2:Y2:M2. Margaret Conroy stated that she would like to see the Public Library Evergreen consortium addressed in the plan. Jim suggested that a milestone be added to G2:Y2 to address the implementation of the Evergreen consortium program into MOBIUS enhanced resources sharing efforts. Also, Key Result 1 should read "implement a true discovery tool for the MOBIUS Union Catalog. Take Key result 2 from Goal 1 and moving to Goal 3 and move G1:Y1:M3 to G3:Y1. G3:Y2:M2 should be read "services to maintain fiscal viability." Change G3:Y3:M1 to read "and update as needed." G4 key results should be changed to read ""MOBIUS staff and membership will have access to the tools and training needed to use MOBIUS products and services effectively." Corrie suggested deleting G4:Y1:M4. G5:Y1:M3 "Appoint a Board Committee to investigate HR options." Remove G5:Y2:M3. The word "new" will be removed from Goal 6. Susan asked that language addressing membership input into the website be added. Language will be added to G6:Y2 that reads "A MOBIUS Website Taskforce will review and evaluate the effectiveness of the existing site and make recommendations." Sharon made a motion to approve the strategic plan as amended, Stephanie seconded. Valerie will make changes and send out a new version ahead of the Membership meeting.
    c.  III Sierra Product Update - Donna Bacon
        Donna has received information regarding implementation of Sierra, which will take place in December. MOBIUS must be ready by Nov. 1st. Donna will share exact dates and more information as she receives it.
    d.  Server Housing - Gail stated that 9 clusters will be moving to the ISG data center.
        1. The Merlin server will be remaining at UM Data Center - Jim stated that MERLIN wants to leave the MERLIN server at the Data Center, predominantly because of the desire to not change the library URLs. MERLIN is not suggesting that they become an independent cluster, but rather that they just maintain their own server. Jim presented a motion outlining the proposed action and that MOBIUS issue a credit equal to one tenth of the total annual server support and replacement costs, current equal to $10,720. Jim moved to approve the proposal as written. Sharon seconded the motion. The motion was tabled, pending further discussion by the Finance Committee. Cynthia moved that the

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MOBIUS Board relinquish the Merlin server to the Merlin cluster. The motion passed with one abstention. Gail tasked the Finance Committee to work on developing a model to accommodate MERLIN's request.

2. Virtualizing the servers - Donna shared the cost breakdown and the difference between the two virtualization options. Three clusters must be converted to Linux servers, and an upgrade to keyword searching which must be purchased for the union catalog. With the implementation of Sierra, the server capacity will need to be double. Chabha made the motion to virtualize the servers. Valerie seconded. The motion was approved.

7. New Business

a. Review and approval of FY13 Budget – Corrie Hutchinson
Corrie distributed the proposed budget and shared the following information items. MOBIUS must purchase Enterprise Backup. Clusters can use Inn-Appreciation points to purchase Enterprise Backup, which will save annual maintenance costs. Donna and Corrie will create a proposal to send out before the next membership meeting. Corrie will plan to incorporate the entire cost into the FY13 budget just in case. Donna believes that a System Administrator position is necessary, to support the increase in servers that will be necessary with Sierra and for services that will no longer be managed by UM Data Center. Valerie moved to approve this request, Kathy seconded. The motion was approved, with one abstention. Corrie made a motion to pay for Vidyo out of the contingency fund. Valerie seconded, and the motion was approved. The Board must choose how to pay for Sierra. Corrie shared that there will be roughly $270k as a surplus in this year's budget, plus funds in contingency. Some of this will be used to cover server virtualization costs, but Corrie stated that we can easily pay for both costs out of surpluses and contingency funds, leaving about $175k in contingency. She moved to pay for Sierra out of the contingency fund. Sharon seconded the motion. The motion was approved.
Corrie moved that the assessment model be changed to more accurately reflect the work being done in the MOBIUS office; Personnel breakdowns would be changed to 3 for basic membership, 3 for cluster catalogs, and 5 for the union catalog. Susan seconded the motion. Motion was approved. Corrie distributed a proposed budget, which includes the new positions and a 3% increase for raises, which have been proposed by UM Human Resources. Computer software costs went up to pay for Vidyo conferencing software. UM Data support costs are now being transferred to ISG hosting fees. With adding $50k for reserves, the total budget shows a decrease of .097%, essentially flat. This budget has been calculated with the knowledge that MERLIN will be hosting their own server. Margaret asked why the contingency fund is not reflected in the budget. Corrie will be sure to include information on the contingency when the information is presented to the membership. Sharon moved to approve the FY12/13 budget. Chabha seconded, and the motion was approved.

b. Policies for review and approval - These policies will be tabled until the next meeting.

c. Evergreen Project Update - Donna shared that things are moving very quickly. Some libraries must re-barcode in preparation for moving to Evergreen. The consortia are going to call themselves Missouri Evergreen. The pilot libraries are moving ahead with governance and bylaws. They will have an executive committee structure. Four libraries will begin implementing

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in March 2012.  Donna hopes to hire the Evergreen coordinator by May 1st of this year.  The consortium is using documentation and materials provided by the Indiana Evergreen Consortium.
d. Process for selecting new Board members - Sharon and Chabha's terms are up, but they have agreed to be re-elected.  Kathy is retiring, so her position is open. Regina has also agreed to be re-elected.  The board will need to recruit one new member.  Gail will send a call for nomination to the Membership listserv.

8. Report of the Executive Director – Donna has filled the Consortial Services position.  Sharla Lair will come to MOBIUS from the State Library and will start on March 16th.  Evangel, Central Bible College and Assemblies of God Theological are merging.   They will be called Evangel University and will be a MOBIUS member.  This is still a year off, as they are seeking approval to merge from the Higher Learning Commission.  Conference planning is going well and the sessions have been chosen.  Innovative Interfaces will be at the conference with a laptop lab so attendees can look at Sierra. Logo redesigns are done.  Help desk statistics are now being posted to the website.  Chabha asked if MOBIUS could provide training on electronic resources, and Donna said that Sharla will be charged with looking at training after she starts.

9. Other reports
a. Missouri State Library - Margaret is concerned about funding for the REAL project, which provides databases through MOREnet.  Funding has been flat and fees are increasing.  MOREnet Council will be meeting this spring to discuss options and to plan just in case funding is cut.

10. Announcements
a. Retirements – Shirley Baker and Kathy Schlump are retiring in June.  The Board recognizes their service and wishes them all the best as they enter this new phase.

11. Adjournment - Kathy moved to adjourn, Jim seconded.   Meeting adjourned at 3pm.


**Next Board meeting:  May 4th 2012 at the MOBIUS Office.**

Submitted by Cynthia Dudenhoffer
Secretary, MOBIUS Board of Directors
1/25/12