

Members Present:

Donna Bacon, Executive Director	MOBIUS Consortium Office
Regina Cooper, Public Library Representative/ 2012-2013	Springfield Green County Library System
Valerie Darst, President/ 2012-2013	Moberly Area Community College
Stephanie DeClue, Secretary/ 2012-2013	William Jewell College
Mollie Dinwiddie, At-Large Member/ 2012-2015	University of Central Missouri
Cynthia Dudenhoffer, Vice-President/ 2012-2013	Central Methodist University
Wendy McGrane, At-Large Member/ 2012-2015	Missouri Southern State University
Susan Morrisroe, Special Library Representative/ 2011-2014	Missouri State Library
Sharon Upchurch, Academic Library Representative/ 2012-2013	Culver-Stockton College
Jim Cogswell, At-Large Member / 2011-2014	University of Missouri - Columbia
Margaret Conroy, State Librarian	Missouri State Library
Corrie Hutchinson, Treasurer / 2012-2013	Stephens College

Welcome and Call to order – Valerie Darst called the meeting to order at 10:02 a.m.

Adoption of the Agenda – Cindy Dudenhoffer moved to adopt the agenda, Susan Morrisroe seconded.

Minutes of October 1, 2012 meeting – The Board brought up several changes and corrections to the October 1st Board minutes. Wendy McGrane moved to approve the minutes as amended, Regina Cooper seconded.

Treasurer’s Report

Investment report - Corrie Hutchinson shared and explained the investment report

Budget to Actual – MOBIUS is on course to stay within the 2012-2013 budget. There have been no unexpected expenses. The Board had no questions about the budget to actual report.

990 Form – MOBIUS' 990 form has been completed and emailed to the Board.

FDIC coverage of our operating account - There is a new bill in the works at the federal level to extend FDIC coverage of our operating account for another year. Corrie is watching the situation as is Ryan, our financial advisor. Corrie will keep the Board updated in the progress of the bill.

FY 14 budget – The big unknown for next year's budget is costs for human resources. The budget anticipates for a 3% pay raise. Several expenses are also rising slightly next year. The server support budget has increased due to the Sierra migration, which requires 2 servers per cluster.

Due to questions about the necessary level of our reserve fund, Corrie suggested not including our reserve fund in next years' budget. Without adding to the reserve fund, the FY 14 budget already shows a 5.31% increase over last year.

Reserves – The original target was 1.2 million to pay for 1 year of maintenance for III for all MOBIUS libraries. Discussion: Margaret Conroy explained the benefits of having a disaster plan tied to the reserve fund. Corrie said that having a plan will help us know what our priorities are and will also give us an idea of when we can start reinvesting funds back into the organization. The Board agreed that we need to start with some assumptions regarding what would be needed to shut the organization down should it be necessary. Corrie made a motion to create a task force to address the issue of disaster planning. Valerie recommended that a task force that included individuals from the membership would allow greater expertise. Corrie withdrew her motion. Susan Morrisroe made a motion to establish a task force on financial disaster planning with broad MOBIUS membership representation. Cindy seconded. The Board discussed that the charge will be drafted by the Finance Committee for the February Board meeting so we can call for task force members at the March membership meeting. The motion passed.

Assessment Model Review Update - Corrie explained the assessment model changes. There were some changes to charges for server support and significant changes to the expenses by category to reflect the actual costs for providing support to both the local and union catalog. The union catalog share was based on bibliographic records with items. The new model bases that charge on the number of request-able items in the union catalog. Institutions with multiple copies would see a larger hit under this model, those with large e-book collections would not be

penalized for them under this model. Corrie feels the model is more flexible. Mollie called the question. The motion passed.

Old Business

Human Resources Update – Donna Bacon met with Gary Allen regarding the Boards' vote and MOBIUS' intentions to separate their human resources functions from the UM system. Regarding retirement, the individual money put in by each employee will come back to them upon separation, but they will lose the matching dollars from UM. Because there are MOBIUS employees who will be vested in 2014, Gary recommended MOBIUS wait to separate until these employees are vested. This aligns well with the Boards' timeline for separation of July 1, 2014. Donna will investigate whether we could pull the newer employees out of the UM system's matching from now until we separate.

InnReach Catalog Statistics (attached)- Margaret recommended in the future to run this report on the last day of the fiscal year in order to get a better picture of the statistics for the full year. Donna explained this information comes from a quarterly report from III. She will attempt to get a more specific date for this report in the future. The data from the report shows what is and isn't contributed to the union catalog by member libraries. The report generated a lot of discussion by the Board around the purpose of the union catalog. Donna asked who should handle the issue. Margaret said we should go to the directors. Susan suggested the Board draft a best practices document regarding the union catalog that we will share with the members.

Sierra Update – Donna told the Board that site coordinators have been added to a local and III Sierra discussion list. Donna is concerned about the lack of discussion on our internal Sierra list. The Board felt that few people know what they need to do before the migration. Donna will resend implementation information. Currently the MOBIUS staff are on schedule for implementation.

Communications Plan Update - Wendy McGrane explained the communications plan draft. Jim Cogswell asked if this plan applies to all Mobius groups and task forces. Wendy said she only intended this to apply to the Board and the Executive Director. She recommended adding a reference to the communication guidelines already in place for those other groups. The Board recommended several changes to make the document clearer. Wendy will make the suggested edits.

New Business

Associate Membership Guidelines - The Board defined an associate member as any library that benefits from goods and services without participating in lending and borrowing.

Administrative Charges for E-Resources & Courier- Should full members be charged an administrative fee? If so, what percent is fair? Mollie moved that we create an associate member category at a rate of \$100 annually for libraries that do not participate in resource sharing or MOBIUS governance. Cindy seconded. The motion passed. The Finance Committee will provide some scenarios/models for a fee structure.

Keynote Choice for Annual Conference - 1st choice David Lankes, 2nd choice Brian Mathews, 3rd choice Stephen Bell. Donna will follow up with these individuals.

E-book webinar discussion - Valerie thanked Sharla Lair for a great job on the e-book webinar session on 12/13/12. Valerie gave an overview of the e-book meeting to the Board. The group who attended felt that ebrary seemed to be best aligned with what we want to do as a consortium. The other two vendors (3M and Baker & Taylor) were geared more toward individual title built collections, with a one title per user model. At the ALA Midwinter meeting, Donna, Cindy and Regina Cooper will meet with the representative from ebrary to ask further questions. If Board members have any questions they would like Donna to ask the ebrary representative, they should send those questions to Donna.

Executive Director's Report

- The Encore quote for the union catalog is \$59,600. VuFind, an open source system, is another possible option Donna and her staff will look into as a possible discovery tool.
- Scenic Regional and Washington Public Library have joined the Evergreen Consortium.
- Lebanon-Laclede County and Stone County went live on Evergreen in November.
- To date there have been no qualified applicants for the position of Evergreen Systems Administrator.
- St. Louis County Library has declined to join MOBIUS at this time. The county just passed a tax levy and the library has other projects they would like to complete first.
- Donna reported that she will meet January 8th with Steve Potter of Mid-Continent Public Library and his Information Technology and Interlibrary Loan Departmental staff people to determine how MCPL's membership in MOBIUS might be accomplished using DCB.
- The MOBIUS office sold the Dell servers for \$4000. The other servers are being used in house.
- Concordia Seminary's migration to III is coming along. They are due to go live in early January with the Bridges cluster and live with the rest of MOBIUS in February.
- Donna has started interviewing for the implementation coordinator position.

-Annual conference – The annual Board breakfast retreat on last day of conference conflicts with the post-conference training sessions. Donna proposed moving the retreat to the last evening (Tuesday evening) of the conference as a dinner. The Board felt that a business meeting is better in the morning, but if just a retreat, then evening would work fine. The issue was tabled until the February Board meeting.

Missouri State Librarian Margaret Conroy

There is a new Secretary of State. At this point, Margaret does not have any indications of what the state budget for next year will look like.

Adjournment

Minutes Submitted by Stephanie DeClue
MOBIUS Board of Directors, Secretary
Approved 2/15/13