

Members Present:

Donna Bacon, Executive Director	MOBIUS
Jim Cogswell, At-Large Member / 2011-2014	University of MO- Columbia
Valerie Darst, Past President/2013--2014, Term 2011-2014	Moberly Area Community College
Stephanie DeClue, Vice-President/2013-2014, Term 2011-2014	William Jewell College
Cindy Dudenhoffer, President/2013-2014, Term 2011-2014	Central Methodist University
Laurie Hathman, Academic Library Representative / 2013-2016	Rockhurst University
Corrie Hutchinson, Treasurer/2013-2014, Term 2011-2014	Stephens College
Susan Morrisroe, Special Library Representative / 2011-2014	MO State Library

Members Absent:

Mollie Dinwiddie, At-Large Member / 2012- 2015	University of Central MO
Wendy McGrane, Secretary/2013-2014, Term 2012-2015	MO Southern State University
Tom Peters, At-Large Member / 2013-2016	MO State University
Barbara Reading, Ex Officio Non-Voting	MO State Library
Helen Rigdon, Public Library Representative / 2013-2016	MO River Regional Library

1. Call to order and introductions  
Cindy Dudenhoffer called the meeting to order at 10:15 am. Tom Peters, Wendy McGrane, and Mollie Dinwiddie joined the meeting online.
2. Adoption of the agenda  
Cindy Dudenhoffer noted that the agenda did not include the approval of the November 7, 2013 special board meeting minutes. Susan Morrisroe made a motion to amend the agenda as noted by Cindy. Jim Cogswell seconded the motion. The motion to amend the agenda was approved.
3. Approval of the minutes of the October 18, 2013 meeting and the November 7, 2013, (special meeting)  
Wendy McGrane mentioned a few typographical errors which had been corrected. Corrie Hutchinson made a motion to approve the minutes as corrected. Laurie Hathman Seconded the motion. The motion passed and the October 18, 2013 meeting minutes were approved as corrected. A few minor edits were made to the November 7, 2013 special

minutes. Stephanie DeClue made a motion to approve the November 7, 2013 as corrected. Laurie seconded the motion. The motion passed and the November 7, 2013 special meeting minutes were approved as corrected.

4. Information Items

a. Treasurer's Report - Corrie

i. Financial Report

The budget expenditures are on target and consistent with projections for the current year. Corrie suggested that there should be separate budget lines for ISG hosting expenses and III hosting expenses. The investment report indicates that investments look good. The sweep account has generated \$137 in revenue to date.

ii. Preliminary Budget

The preliminary budget is rough at this point, primarily due to HR situations associated with separating from the University of Missouri. There are a number of unknown costs related to salaries, wages, benefits, software licensing, and bank services that will greatly impact the budget for next year. Based on current year expenditures, additional resources will be included in the budget for travel and meetings. The IUG scholarship and the possible need to purchase courier bags were also discussed.

b. Disaster Financial Disaster Planning Task Force – Stephanie

Stephanie reported that the task force is examining internal and external financial factors that could impact the organization. External factors include: stock market crash, theft/vandalism, lawsuit, loss of membership, loss of ILS, loss of LSTA or State Library funding, and costly technological advances that cannot be absorbed by some member libraries. Internal factors include: financial mismanagement, an ineffective or unsustainable pricing model, the assessment model, and vendor dependence.

c. Hosting Update – Donna

All of the Sierra servers have migrated to III hosting. It was not always a smooth process. MOBIUS is still working out the details of the premier hosting service arrangement with III.

d. Evergreen Project Update – Donna

Marion City, Scenic Regional, and Washington Public libraries have been implemented. The Evergreen consortia is experiencing some growing pains and trying to develop a plan for the future.

5. Unfinished Business

a. Human Resources Committee Report - Cindy

i. Salaries and Benefits

Comparisons of MOBIUS salaries have been made with CARLI, LYRASIS, and the ALA database. The IT positions are the primary area that needs to be reviewed. Some job descriptions need to be updated. The HR Committee is developing information regarding salaries and job descriptions that will be shared with the Board.

ii. Other Policies

1. Absences Due to Legal Proceedings (attached)

There was discussion regarding the length of time designated to pay employees while out of the office. There was agreement that the policy should not deter employees from meeting civic responsibilities, but must also refrain from negatively impacting the organization's productivity. The final sentence in the 1<sup>st</sup> paragraph of the Procedure section was changed to read: *Absences granted without pay because of a legal proceeding may, at the approval of the employer, be charged to accumulated vacation.* Stephanie made a motion to approve the Absences Due to Legal Proceedings policy as altered. Jim seconded the motion. The motion was approved.

b. Inn-Reach Catalog

i. Encore for INN-Reach Status

III has changed its pricing for Encore to the following: 1<sup>st</sup> year of hosting is free (2<sup>nd</sup> year \$6,000 and 3<sup>rd</sup> year \$12,000) and the software is free. The alternative is for MOBIUS to purchase a server and host it locally. The projected server cost would be \$4,000-\$6,000. The Board was NOT pleased the pricing change from III original proposal. Discussion centered on whether to move forward and use the free year to evaluate the product, or attempt to re-negotiate with III before implementation. Cindy made a motion to implement Encore now and re-assess our position at the end of the free year. Valerie seconded the motion. The motion was approved.

ii. Streamlining the Inn-Reach Catalog

1. Charge for Advisory Groups

MCMAC and MCDAC requested additional guidance from the Board regarding its expectations for a best practices document that addresses the Inn-Reach catalog. Susan and Stephanie volunteered to craft revised charges/guidelines for the groups.

c. Strategic Plan Update

i. Collection Management Taskforce – Tom

Tom identified the task force members: Tom Peters (chair), Genie McKee,

Ann Riley, Jeff Trzeciak, Jennifer Peters, and Donna Bacon (ex-officio). A message will be sent to the members to schedule a task force meeting prior to the next Board meeting.

- d. Sierra Update  
At this time, there is nothing new to report regarding Sierra beyond the server migrations to III hosting.
- e. Membership
  - i. New Members - Donna
    - 1. Colorado Research Alliance  
Donna is still working on courier negotiations and obtaining cost estimates.
    - 2. Arkansas Libraries  
Donna met with 13 III libraries, public and academic. The meeting went well and talks will continue.
    - 3. Tulsa City-County Library  
Representatives from TCCL visited the Springfield-Greene library system to better understand the relationship with MOBIUS. TCCL is waiting on final budget figures prior to making a commitment to join MOBIUS.
    - 4. St. Louis Research Alliance  
The individual libraries involved are evaluating their needs and making determination about how to move forward. Donna met with the St. Louis Research Alliance representatives and explained their options for partnering with MOBIUS.
- 6. New Business  
None to report.
- 7. Report of the Executive Director  
Donna indicated that the office is busy with conference planning. A conference call was recently held to discuss speakers, format, and topics. It was determined that 4 tracks would be developed, with a keynote speaker for each. There was some discussion about when to schedule the Board retreat. Donna noted that a System Administrator position was currently being advertised.
- 8. Reports of Groups- None to report.

9. Other Reports

- a. Missouri State Library- In Barbara Reading's absence, Susan shared that the MO State Library is prepping for the new legislative session that begins in January 2014. Library Development is talking with MALA about assisting the state library with their continuing education program. And lastly, there is an open position at Wolfner Library for Deputy Director of Public Services as well as a Technician II position at the state library. The Secretary's Council on Library Development was rescheduled for December 13. Cindy mentioned that library advocacy day is coming up as well (possibly January 4 or 5).
- b. Other Guests-Jim will miss the February meeting for international travel.

10. Meeting adjourned

Corrie moved to adjourn the meeting. Meeting adjourned at 2:40pm.

**Next Membership meeting: March 7<sup>th</sup>, 2014**

**Next Board meeting: February 7<sup>th</sup>, 2014**