

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
Mollie Dinwiddie, At-Large Member / 2012-2015	University of Central MO
Cindy Dudenhoffer, President/2013-2014, Term 2011-2014	Central Methodist University
Laurie Hathman, Treasurer/2014, Term 2013-2016	Rockhurst University
Wendy McGrane, Secretary/2013-2014, Term 2012-2015	MO Southern State University
Special Library Representative	Vacant
Tom Peters, At-Large Member / 2013-2016	MO State University
Public Library Representative	Vacant
Sharon Upchurch, Interim Member, 2014	Culver Stockton College

Members Attending Remotely:

Stephanie DeClue, Vice-President/2013-2014, Term 2011-2014	William Jewell College
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Members Absent:

Barbara Reading, Ex Officio Non-Voting	MO State Library
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1. Call to order and introductions  
Cindy Dudenhoffer called the meeting to order @ 10:00a.m.
2. Adoption of the agenda  
Mollie Dinwiddie made a motion to adopt the agenda as distributed. Laurie Hathman seconded the motion. The motion was approved.
3. Approval of the minutes of the February 7, 2014 meeting (attached)  
Laurie made a motion to approve the February 7, 2014 meeting minutes as distributed. Mollie seconded the motion. The motion was approved. Sharon Upchurch and Jim Cogswell abstained from voting.
4. Information Items
  - a. Treasurer’s Report
    - i. Financial Report  
Laurie indicated that the financial documents appear to be in good shape. The investment report shows that MOBIUS’ market value is up. The Budget to Actual and Net Assets reports reflect overages in areas that have been previously identified. Donna Bacon noted that that there had been no significant financial activity since the last Board meeting.
  - b. Disaster Planning Task Force  
Stephanie DeClue reported that the natural disaster portion of the Disaster Planning Task Force’s work has concluded. The financial details will have to be fleshed out by the MOBIUS staff. The financial disaster portion of the work is in the process is nearing completion. Final comments are being solicited from the task force members. Stephanie

will distribute the report to the Board as soon as it is complete.

5. Unfinished Business

a. Inn-Reach Catalog

i. Best practices document

Donna stated that the INN Reach Catalog Best Practices Task Force met April 2, 2014. Notes from the meeting were distributed to the Board. The primary question being discussed was whether INN Reach should operate as a union catalog or a discovery tool. The consensus of the group was that the MOBIUS INN Reach catalog should be approached as a discovery tool. Detailed discussion about displays and how materials are contributed were focused on ways to improve user experience. Christopher Gould will create files for each cluster to identify the records that are *not* being contributed to INN Reach to facilitate discussions about why those materials are not being contributed. The group was pleased with the facets provided by Encore to display search results. Suggestions for making the INN Reach catalog easier to use included a scope to limit by items that are requestable. Master records and enhanced match points were also discussed. A new product has been purchased to enhance match points for records which should improve the way results are displayed. The enhanced match point product will require re-indexing of INN Reach. Additionally, there was some discussion about authority control and the cost-benefit of continuing this practice. Because of the recent mold problem at the University of Missouri's storage facility, Jim Cogswell asked about the MOBIUS last copy policy. This topic is being addressed by the Cooperative Collections Management Task Force. Jim noted that it would be wise to explore policies and ways to partner with our new out-of-state partners regarding last copy retention. Another area of discussion was whether MOBIUS should move into the business of print retention. Several comments were made regarding print book and e-book trends.

ii. Encore for INN-Reach

Donna reported that Encore is nearly ready to roll out. There is a "slowness" issue currently being addressed by III. She is hopeful that in the next month the Encore implementation will be complete.

b. Human Resources Committee Report

i. Retirement – Closed Session

*610.021. Subsection (13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such, and the names of private sources donating or contributing money to the salary of a chancellor or president at all public colleges and universities in the state of Missouri and the amount of money contributed by the source.*

Laurie made a motion to move into Closed Session at 10:45a.m. Sharon Upchurch seconded the motion. The motion was approved.

Mollie made a motion to return to regular session 11:26a.m. The motion was seconded by Jim. The motion was approved.

ii. MOBIUS HR Policy Manual/Website

The link to the Policy Manual that was emailed to Board members April 3, 2014 was not working properly. The link will be sent again with a request for the Board to review the documents. An email vote will be conducted to adopt the new policy manual. Donna and Maegan Bragg drafted many of the human resources policies. A grievance policy is still needed. Cindy indicated that she will draft a grievance policy. Donna will meet with Human Resources/Benefits representatives from the University of Missouri on April 9, 2014 to determine the final steps for separating MOBIUS employees from the university system. A firm has been identified to handle payroll transactions. Bidding was not required because the cost is below the required threshold.

c. Evergreen Project Update

Donna noted that Sullivan Public Library, and several others, will go live with the consortium in the next few weeks. The current Evergreen contract with the State Library ends in August 2014. There are no additional libraries identified to join the consortium at this time. The Evergreen consortium is in the process of developing cataloging policies.

d. New member update

MOBIUS is currently implementing the Tulsa City-County Library (TCCL). The anticipated 'go live' date is May 5, 2014. There are weekly calls between MOBIUS, TCCL, and Innovative.

It was noted that it would be useful to have an additional meeting to discuss growth issues related to MOBIUS' expansion to other states. Stephanie will address this issue as incoming Board President.

i. Courier

The courier, used by TCCL, AMIGOS, will begin connecting with First Choice, MOBIUS' courier, at the end of April. Testing will take place between Springfield-Greene County Library District and TCCL. The first implementation phone call with CLiC, the Colorado organization that handles courier service for the Colorado Alliance, is scheduled for next week. The 'go live' date for peer-to-peer sharing between MOBIUS and the Colorado Alliance, as well as courier service, is still anticipated for August, prior to the start of the fall semester. Both projects are advancing well. *ProMO* is the acronym that has been developed to advertise and to promote the linking of CLiC and First Choice. Steve Strohl is working with several MOBIUS representatives to develop courier policies/FAQs for working with both organizations.

e. Cooperative Collections Management Task Force Update

Tom reported that monthly task force meetings are scheduled in April and May. The goal is to submit a report with recommendations to the Board prior to the August Board

meeting.

- f. **MOBIUS Annual Conference Update**  
Donna noted that the MOBIUS Annual Conference Advisory Committee (MACPAC) will meet to vote on session submissions for the conference and establish the final schedule. Conference registration will open April 15, 2014. A request for table talk topics will be distributed to the membership in April, to provide optional lunch discussion opportunities. MOBIUS-themed bags and pens were ordered and have arrived. Four student volunteers will assist at the conference. Thirteen vendors will have booths at the conference. There was discussion about the timing of the annual Board Retreat; it is tentatively scheduled for breakfast Wednesday, June 4, 2014 for the FY15 Board Members. Additionally, a dinner on Tuesday evening with outgoing and incoming Board members may be scheduled.
6. **New Business**
- a. **Board Elections**  
Several representatives has expressed an interest in running for positions on the Board of Directors. Special library and public library representative positions on the Board are the most challenging to fill. Cindy will send out an additional call for members interested in serving on the Board before establishing a slate of candidates and conducting an electronic vote prior to the June 2014 Membership meeting.
  - b. **Strategic Plan Review**  
The strategic plan is constantly updated and visible on the conference room wall for all Board meetings. Cindy indicated that some summaries of Board meetings did not occur due to her maternity leave. Additionally, the Board noted that due to the infrequency of these meetings, communication between the Board and the Membership could be improved by sending *DRAFT* minutes from the Membership Meetings to institutional representatives sooner. These draft minutes will not be posted on the website until they have been approved and will be redistributed prior to each Membership meeting.

Due to more pressing priorities, it was determined at the beginning of the year not to evaluate the MOBIUS website this year. There was consensus that a great deal of work was accomplished this year and that Goals 1 and 7 should be the focus of strategic plan work for FY15. Stephanie will need to appoint a long-range/strategic planning task force next year because the current plan expires in June, 2015.

***MOBIUS Strategic Plan 2012 – 2015***

*Goal 1: MOBIUS will adopt a broader definition of membership*

*Goal 2: MOBIUS will enhance resource sharing*

*Goal 3: MOBIUS will strengthen funding streams and fiscal viability*

*Goal 4: MOBIUS will provide training to meet the needs of membership and MOBIUS staff*

*Goal 5: MOBIUS will develop staffing priorities for continued operation and new projects*

*Goal 6: MOBIUS will support research and development of technologies*

*Goal 7: MOBIUS will communicate effectively with membership and other external constituencies*

c. Sierra Lite

Sierra Lite is a new product that provides only circulation, cataloging, and WebPac modules and which will be marketed as a subscription-based product. There was discussion about the challenges and opportunities related to this model. Additional information must be gathered before decisions can be made about if and how Sierra Lite could enhance MOBIUS' growth initiatives.

7. Report of the Executive Director

Two Sky River webinars were recently hosted with good levels of participation. The Kansas City Art Institute (KCAI) is the first MOBIUS institution to sign papers to use Sky River. Several other institutions have expressed an interest in using Sky River and are in various stages of decision-making. Encore EDS quotes have been provided to the institutions that had expressed an interest in the product. Donna, Stephanie, and Wendy McGrane attended the Academic Library Director Symposium (ALDS) in February. Several other MOBIUS institutions also sent representatives to the symposium. In the upcoming weeks, Donna will be attending the International Coalition of Library Consortia (ICOLC), the INN Reach Summit, and the Innovative Users Group (IUG) Conference.

Each April, Donna sends out a request for new advisory group members. July 1<sup>st</sup> is the start date for members to begin their terms of service. The MOBIUS website and listserv members will be updated accordingly. Next year, the composition of these advisory groups will need to be addressed as part of the larger examination of governance issues.

8. Reports of Groups

No reports.

9. Other Reports

a. Missouri State Library

No report.

b. Other Guests

10. Meeting adjourned

Laurie made a motion to adjourn at 1:59p.m. Jim seconded the motion. The motion was approved.

**Next Membership meeting, MOBIUS Annual Conference, June 2, 2014**

**Next Board meeting: MOBIUS Annual Conference Board Retreat**