



Minutes of the  
MOBIUS Board of Directors Meeting  
October 20, 2014, 10:00 a.m.  
MOBIUS Office, Columbia, MO

Members Present:

Donna Bacon, Executive Director	MOBIUS
Michael Davis, Public Library Representative, Term 2014-2017	Camden County Library
Stephanie DeClue, President/2014-2015, Term 2014-2015	William Jewell College
Mollie Dinwiddie, At-Large Member, Term 2012-2015	University of Central Missouri
Cindy Dudenhoffer, Past-President/2014-2015, Term 2011-2014	Central Methodist University
Laurie Hathman, Vice President /2014-2015, Academic Library Rep Term 2013-2016	Rockhurst University
Wendy McGrane, Treasurer/2014-2015, Term 2012-2015	MO Southern State University
Tom Peters, At-Large Member, Term 2013-2016	MO State University
Bonnie Postlethwaite, At-Large Member, Term 2014-2017	University of MO- Kansas City
Fran Stumpf, At-Large Member, Term 2014-2017	State Technical College of MO
Ed Walton, At-Large Member, Term 2014-2017	Southwest Baptist University

Members Absent:

Barbara Reading, Ex Officio	MO State Library
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Guests or Proxies Present:

Cherie` Siepel, Guest	Grimshaw, Kaser & Seipel, Macon, MO, Auditors
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1. President DeClue welcomed all and called the meeting to order at 10:01 a.m.
2. Laurie Hathman moved to adopt the agenda, seconded by Sharon McCaslin. Motion approved.

3. There were corrections to the minutes of August 4. Lynn Cline's name was misspelled. Under new business Johnson County in Kansas is mistyped. Fran Stumpf moved to accept the minutes as corrected. Wendy McGrane seconded the motion. Motion approved.
4. Cherie` Seipel from the auditing firm of Grimshaw, Kaser & Seipel was introduced. She distributed copies and reviewed the auditor's report with the board members. In general the report is a clean one with risks to the organization mainly relating to personnel documents as we move employees from leasing them from the University of Missouri to be wholly employees of MOBIUS. There was a concern about the maximum vacation accrual permitted for employees for such a small organization. The auditor suggests something lower than the 320 hours currently allowed. The impact of this matter will be taken into consideration for future possible changes. Currently, employees are encouraged to carry no more than 150 hours of vacation leave. Investments are being checked to ensure compliance with all regulations. MOBIUS has plenty of equity and is in good financial health. Wendy McGrane moved to accept the audit. Fran Stumpf seconded. Motion approved.
5. Treasurer's Report: Wendy McGrane reported that she had communicated with Donna and Maegan regarding approval of invoices and the visit by the auditor. There were no financial statements distributed at this meeting and any adjustments that have been identified by the auditor will be made and statements emailed to the board members by Donna. Wendy indicated that the Finance committee reviews the financial policy every other year in compliance with the MOBIUS Financial Policy. Ed Walton, Tom Peters, and Wendy McGrane completed this in September and there were no recommended changes in the policy at this time. Wendy will follow up with the auditors to address any issues related to our investments that were identified by the auditors.
6. Unfinished Business
  - a. Training Task Force report: Fran reported for the Training Task Force consisting of Donna, Laura Rein, Beth Caldarello, Sharla Lair, and Fran Stumpf. They are working on a survey to identify training needs. To avoid doing two surveys in the near future, another issue regarding the possibility of 24/7 chat reference may be included. The survey will run for two weeks so the December deadline for the final report is unlikely. It will be postponed until the February board meeting.
  - b. Governance Task Force report: Cindy reported for the Governance Task Force that they too will need an extension of time to complete their work. Kathy Hart, Musa Olaka, Sharon McCaslin, Donna, and Cindy met on September 5 to review

the make-up of the membership council, board, and the advisory groups. More issues may be among the structure and purposes of the advisory groups than elsewhere. It is clear that the organization membership is in agreement about allowing institutions to identify their voting representative for MOBIUS and it may be the library director or some other individual at that library. It is recommended that there be one recommended person and there be no flipping from one person to another. Members may possibly send someone in an ex officio capacity to board meetings if the type of library does not have a board representative currently (e.g. community college libraries). A question to be answered is if the membership voting representative is not a director, may he/she run for board membership. It was agreed that it is reasonable to have an expectation that board and member representatives have reasonable travel costs covered. Some institutions simply cannot afford the travel costs. The group will meet again shortly and continue to work in November. They should be able to have a final report at the February board meeting.

- c. Strategic Plan Update: Laurie reported that the task force met in September and will meet again before Thanksgiving. They also will need to provide their final report at the February board meeting. She provided the results of the survey done by the task force. The board reviewed the current goals to identify what can be omitted in the next plan as well as what items may be combined. It was suggested that staffing issues under Goal 5 be moved to a more appropriate goal. It was suggested that Goals 1 and 3 could possibly become a combination goal. Discussion followed related to surveying the membership again, how new members may or may not be added, communication issues that continue to be mentioned, etc. What do people value most about MOBIUS? One way to pare down the ideas is to ask that respondents rank their top four most important goals.

More discussion included a comment that Merlin members are not delighted with the Prospector partnership as they are concerned about the time/staff to fulfill additional request. It's been reported that some members have been canceling requests. There are obviously growing pains that will need to be overcome. MOBIUS and Prospector have different procedures in place and have yet to come to a full compromise. Steve Strohl has prepared a FAQ spot on the MOBIUS website to highlight issues that have been identified. For this first year at least, we will want to report the amount of traffic with Prospector. The desired path for MOBIUS users is to start with MOBIUS and move to Prospector if appropriate resources are not located and vice-versa for Prospector users.

Despite some of the perceived difficulties, the membership may need to be reminded at the upcoming meeting that this was a unanimous vote by the membership last year. Wendy mentioned that the Communications Task Force had discussed Donna's idea of a weekly bulleted list of important items and concluded it might be too ambitious. Perhaps we can sneak another question into Fran's survey? Communication seems to continue to be an ongoing challenge as reflected in various concerns brought up.

- d. Final HR Update: Cindy reported all is completed with the human resources changes. We are completing our plans for document retention and the location of these files. Stephanie complimented Cindy on the tremendous job done in ensuring that all personnel policies were implemented on time.

## 7. New Business

- a. Membership meeting agenda discussion: A major portion of the meeting will involve where we want to be in the next 3 to 5 years. The Executive Director's report needs to be included in the best time slot and should include information on potential out of state expansion. Susan Singleton will be attending to describe how CARLI, the Consortium of Academic Libraries of IL, operates. Tom Peters requested that she be asked to talk about the "ownership" of print and eBooks by the consortium, how it is working, etc. UIUC houses the print books actually owned by CARLI. This consortium is similar to MOBIUS but uses Voyager as the ILS. They are looking at a new ILS which is likely to be a 3 year process. There are some time changes needed for the meeting agenda and Barbara Reading will not be attending so there will be no report from the MO State Library. Minutes' approval will be inserted between items 3 and 5 on the agenda. Task Force reports will be included. There will be table discussion of the listed important items to identify top priorities. Items 9, 10, 11, 12, and 13 will have discussion time as needed between 12:30 and 2:45. Stephanie will make the edits with Donna's assistance and get the agenda out prior to the October 24 meeting.
- b. Sierra and Merlin migration update - Donna reported that there have been conference call conversations between UM IT and III IT to answer security questions regarding the hosted Sierra. Bonnie reported that the decision has been made to activate Sierra on the hosted server site as soon as three outstanding issues are resolved. UM has decided to eliminate the further testing period and move forward with the implementation. Once the few remaining

questions are answered, the timeline will be an aggressive one to get them moved. \$40K is in the contingency fund to cover Merlin migration costs to Sierra. There is still a question about the ongoing hosting fees as these are not currently in the MOBIUS budget. The board will need to approve the cost depending upon whether Merlin remains as a cluster member or become a stand-alone system. Stephanie asked Bonnie to provide an update to the membership at the upcoming meeting to discuss their ILS exploratory task force. Within this task force, Merlin is considering their options of remaining a cluster in MOBIUS or becoming a stand-alone institution. Becoming a stand-alone would have a financial impact on MOBIUS. Merlin accounts for about 25% of the MOBIUS assessments budget. Bonnie further reported that the ILS Task Force is looking at what is available and has invited Mobius to be a part of this exploration. Ann Riley is chairing the task force to look at ILS systems.

- c. Illinois Heartland membership: This group is a massive consortium in southern Illinois with 545 public libraries and about 40 academic libraries all using the Polaris ILS platform recently acquired by Ill. They also include school and public libraries. Denver Public Library is testing with them to share on one giant union catalog. They are interested in connecting with MOBIUS. They would be a member with their records loaded into the MOBIUS union catalog. How to charge them if they participate would need to be determined. This membership would not occur until spring 2015 at the earliest. Once details are figured out on how it might operate, there would be a vote by the MOBIUS membership. Ill development is working on a method to do a search and then be referred to a button for a secondary search to other locations. A benefit to doing this would be spreading the financial costs further, distributing them among more members. MOBIUS is the only organization positioned to do this with Heartland. A side note mentioned that Prospector went live as of August 5 and has had 1800 borrows in six weeks. Springfield, SLU, Washington University, and Tulsa City-County Public Library are the top borrowers. NOTE: during lunch Donna mentioned that there are new delivery bags to be placed in service that are water resistant and very heavy-duty. EBSCO provided \$5K of the total \$11k costs for 1000 bags.
- d. Proposed Bylaws change: Section 2.18 of the MOBIUS Bylaws covers the resignation of a member from MOBIUS and currently requires only a 90 days prior notice to resign. In order to adequately determine budget needs, MOBIUS needs to have any similar information about termination or resignation of a

member not later than November 1 of the fiscal year prior to the year of the termination/resignation action. Language was drafted for a bylaws revision that revised the time of advance notice to match the budgeting planning cycle better. Additional language was added to cover the possibility of a notification for a change at some date later than within the upcoming fiscal year. According to Robert's Rules of Order, we may suspend the rules in order to make a bylaws change that did not have the normal advance notification time for the membership. 2/3 vote of the membership is required to suspend the rules. An email will be sent to the membership at once to provide information on the intent to have this on the agenda at the upcoming membership meeting.

- e. INN-Reach circulation policy discussion: The policy needs a revisit in light of various changes such as a limit of 10 holds, replacement materials costs, etc. Several were suggested as possible individuals to serve on a task force: Kimberly Linkous, Stephen Wynn, and Alice Ruleman were suggested. Donna and a board member will complete the group. Fran Stumpf volunteered. They will be asked to report at the April board meeting and any portions of the policy that are to be changed will be voted upon at the June membership meeting. The charge for the task force will be drafted by the December board meeting
  - f. Chat reference proposal: An idea to look into a shared live chat for MOBIUS membership to provide 24/7 chat reference service for members was discussed. Laurie shared her experience at Rockhurst about a Jesuit library consortium that is doing this. The model allows members to sign up for hours to cover the live chat and there is a lottery for who is going to have some time in the "off" hours. No library is compelled to participate; optional to be a part of the shared live chat. LibraryH3LP is the program used. In order to determine if MOBIUS has an interest in pursuing this idea, a task force will be established to examine the matter. Suggested members include Rebecca Hamlett, Renee Brumett, Sharla, Donna, Jeannette Pierce, and someone from UCM. The charge will be drafted and sent by December with a report expected by April. Jeannette Pierce will be asked to chair.
8. Executive Director's report: Donna reported that she has been visiting a number of out of state locations that have expressed interest in MOBIUS. The University of Northern Iowa has requested consortial management services and MOBIUS is responding to an RFI from them. A quote has been requested from UNI and Hawkeye Valley. Tennessee libraries have also expressed interest in MOBIUS.

Arkansas State University, currently using Ex Libris, is considering a move to Sierra and may be interested in joining MOBIUS. In Oklahoma, there are six other III libraries who may be interested as well.

Park University is going live with Sierra in February, migrating from a Sirsi Dynix system. Webster University has a campus in Ghana that is interested in sharing materials via Inn-reach with the University of Ghana. III is looking into this.

Donna reported that Prospector has borrowed 920 items and loaned 873.

Christopher is working on compiling statistics and will put them on the MOBIUS website monthly so we can see who is borrowing from whom. There are some growing pains due to the differences in local rules that each consortia finds somewhat difficult, including MOBIUS's green book band. Members should be reminded to download the newest book bands and use them. The matter of the replacement fees for lost materials is an issue as well since MOBIUS has a replacement fees and the CO libraries do not. The impact of dropping the fines altogether was discussed.

Courier deliveries are going well except for some odd delivery cycles.

MOBIUS will be reviewing the III Agency product again. We stopped work on this due to the affect it had on 856 fields in the catalog initially. An alternative solution is being sought so when that is available, the one-time purchase of Agency will be made. There will be an annual maintenance fee for this product.

MACPAC is working on next year's MOBIUS conference. The grant application has been written for the conference and the plan is to retain the four track model. The tracks will likely be Organizational Strategies, User Experience, Emerging Technologies, and Collections.

Evergreen is going well. Sharla is examining the idea of a Scholarly Communications workshop and will talk with MACRL about partnering. They are looking at dates.

A report on a recent MCDAC meeting indicated there are some concerns about what role the advisory groups play. Discussion followed. The Governance Task Force will take this matter into consideration.

Encore for the MOBIUS Union Catalog will be going live following the membership meeting. The Union Catalog as it is now will still exist but it will default to Encore but you can choose to search it the old way.

9. Other Business: None

10. Meeting adjourned at 2:52 p.m.