

December 15, 1998

**MOBIUS Executive Committee  
Official Minutes**

The MOBIUS Executive Committee met Tuesday, December 15, 1998 at the CBHE headquarters in Jefferson City, Mo.

Members present were Cathye Dierberg, Shirley Baker, Steve Stoa, Julia Schneider, Martha Alexander, Joan Clarke, John Young, Valerie Darst, Erlene Rickerson, Eldon Wallace, and Bill Mitchell. George Rickerson, MOBIUS Executive Director, was also present.

The minutes of the Executive Committee's November 10, 1998 meeting were approved as presented.

Two requests for information about MOBIUS membership have been received since the last Committee meeting. The requests were from College of the Ozarks and St. Louis County Public Library.

The question of the format/appearance of MOBIUS versus Mobius was considered by the Executive Board. Shirley moved that the word Mobius be used instead of the all caps MOBIUS. Joan seconded the motion. The motion failed.

An update was given by Cathye, George and Eldon on the Host Site Agreement. The Agreement was signed at the recent Governor's Conference on Education by Dr. Stroup and Dr. Pacheco. The Host Site Task Force will begin working on the Duties of the Executive Director document that will be appended to the Host Site Agreement. George will work on a draft of a Service Level Agreement document that needs to be completed by late March, 1999. The Draft will be shared with MOBIUS Council via e-mail and the Executive Committee will receive comments and feedback on the Draft document. The final document will be submitted to Council for approval.

George reviewed the software negotiations taking place between himself and Innovative Interface Inc. (III). George expects a proposal from III shortly after the first of the year, 1999. The involvement of Joe Ford in the negotiation process was discussed by the Executive Committee. Valerie Darst moved that Joe Ford be involved in the software negotiation process. Joan Clarke seconded the motion. Motion carried.

Staffing for MOBIUS positions was discussed. George distributed job descriptions for two positions currently posted: Coordinator, Implementation and Support Services and

Coordinator, Training Services. The positions have been advertised on the MU website and also sent out on the MOBIUS listserv. Joan Clarke recommended that the positions be posted on the Innovative listserv also and George will see that this is done.

George reviewed the steps being taken to acquire a facility to house MOBIUS offices and activities. A lease on the building that previously housed MOREnet is being investigated. Shirley Baker moved that the Executive Committee authorize the Executive Director, George Rickerson, to execute the lease once the lease meets all of the qualifications required by the University system. Martha Alexander seconded the motion. Motion carried.

Budget considerations were discussed at length in connection with staff salaries and facility costs. A committee was appointed to develop procedures and policies for the budgeting and financial processes of MOBIUS. Julia Schneider, MOBIUS treasurer, will chair the committee with Joan Clarke and John Young serving on the Committee. Both George and Eldon will also participate in the committee's deliberations.

Bill Mitchell asked if MOBIUS wished to have a program at the MOREnet Spring Conference to be held March 18-19, 1999 at TanTarA. Bill will work with George on planning a MOBIUS program.

An implementation plan for the CLP project was discussed at length. The most urgent implementation issue is the development of the clusters for the project. The cluster maps will be posted to the MOBIUS website along with a request for comments to be sent to George by January 11, 1999. The cluster arrangement will be discussed again at the January 22, 1999 Executive Committee meeting.

Along with the need to identify cluster libraries is the need to begin work on a schedule for bringing libraries onto the CLP system.

George is in the planning stage for site visits to member institutions.

The willingness of the MIRACL libraries to convert their shared catalog to the MOBIUS catalog when it comes online January 4, 1999 was discussed. The generous spirit of cooperation is duly noted by Executive Committee members. The MOBIUS Executive Committee accepted the proposal from MIRACL that the MIRACL union catalog become the MOBIUS union catalog. MIRACL will contribute the already-loaded records for its institutions, the server on which the union catalog resides, and the portion of the cost for the union catalog software already paid to III. MOBIUS will assume responsibility for the remaining cost of the software (\$258,016). Valerie Darst made a motion to accept the MIRACL offer, Erlene Rickerson seconded the motion, and it carried unanimously.

The need for work to begin on a statewide delivery system to support the CLP project was discussed. Sara Parker reminded the committee that work had been done on a delivery system for the MPALA group and that the language to an RFP for a delivery

system was available in the work already completed. Cathye appointed a committee to work on the delivery system composed of Joan Clarke, Charlie Kemp, and Sara Parker.

The need for a press release announcing the signing of the Host Site Agreement, the appointment of George Rickerson as Executive Director and other MOBIUS milestones was discussed.

Cathye asked the Bylaws Committee to finalize the Bylaws for presentation for approval at the February 26, 1999 Council meeting.

Shirley Baker reported that the results of the “Worries and Expectations” exercises had been shared with all Council members via an e-mail communication.

The next MOBIUS Council meeting will be held February 26, 1999. The next MOBIUS Executive Committee meeting will be held January 22, 1999.

The meeting adjourned at approximately 3:30 p.m.

Respectfully submitted,

Valerie Darst  
Secretary