



December 2022 Board Meeting Minutes

MOBIUS

Dec 9, 2022 at 10:00 AM CST

@ 2511 Broadway Bluffs, Ste. 101, Columbia, MO 65201

Attendance

Present:

Members: Donna Bacon, Eileen Condon (remote), Christopher Dames, Eric Deatherage (remote), Maegan Gattorna, Sally Gibson, Doug Holland, Kim Kietzman, Donna Monnig, David Morris (remote), Sarah Smith, Zana Sueme, Courtney Trautweiler (remote), Ed Walton, Robin Westphal

I. Call to order

10 AM by Sally Gibson.

II. Adoption of the Agenda

Sarah Smith moved to approve the agenda; Donna Monnig seconded. The agenda was approved.

III. Approval of October 7, 2022 Minutes

Kim moved to approve the minutes; Donna seconded.

Corrections to be made:

- Remove "Draft for Sally"
- Typo in Section 7C: Correct "and agenda" to "an agenda"

Minutes were approved with these corrections.

 [MOBIUS Board Meeting Minutes October 7 2022 Draft for Review.docx](#)

IV. Treasurer's Report – Eric

Eric stated that since he is new to the position, he is not yet prepared to report. Donna Bacon reported that everything is on course; we made a bit of money back on Reserves; nothing else to report at this time.

 [10-22 Financial Statements \(NEW VERISON\).pdf](#)

 [10-22 Financial Statements \(OLD VERISON\).pdf](#)

V. Auditor's Report

Evers & Company, CPA's, L.L.C. presented their auditors' report. There were no areas of concern. Thanks were expressed for the work of Donna, Maegan, and the team.

 [MOBIUS final audit report with letter 6-30-22.pdf](#)

VI. Committee Reports

A. Bylaws – Zana

A. There is nothing to report. We have not met.

B. Circulation and Courier – Eileen

They met twice: October 11th and December 6th. They have received ILS updates from Steve. At the December meeting, Sarah from Springfield-Greene reported that EBSCO came to see their whole operation. Adhesive labels have been a problem. They have been shipped as of December. They are glossier so there is a smearing issue, but they are happy to have them. Steve will solicit feedback that can be shared with the vendor regarding the quality of the labels. They worked on proposed revision of the Interlibrary Loan Policy. They have been asked to revise Circulation related policies. The Chair, Sarah, has compiled a document. They have started talking through this and will continue at the next meeting. Prospector ILL Reciprocal agreement: they have begun discussing this, but this will be discussed at the next meeting, with the intention of bringing a recommendation to the Board. Label maker changes have been agreed upon. Steve is working to get this to the MCO Tech Staff working on this. Once those are in place, communication will go out. Lisa has left Lindenwood so they will need a new vice chair; Sally noted there are potential members. January 31st is their next meeting. Donna asks if they need more people. Eileen says it might be good because it is such an active committee. Possibilities were discussed.

C. Digitization – Sarah

MOBIUS Digitization Committee Activities Since October 2022

- Metadata/Inventory collecting continues at both Truman State and Columbia College. The deadline for collection of metadata has been set as February 1st, 2023, as the grant cycle ends in March 2023.

We are currently investigating vendors to do outsourced scanning which will be paid for with funds from the grant.

- Eli Boyne from The Northeast Document Conservation Center (NEDCC) is developing the third and final workshop which will be offered in February. The topic for this presentation will be *planning for digital preservation*. Eli promises it will include lots of tools for preservation, and cover the topics of Fixity and prevention of digital rot.
- Survey results have been reviewed. Lack of time, staff, and funds are cited as the biggest detriments to member libraries accomplishing digitization goals. Photographs are the most desirable collections/format participants would like to digitize. Newspapers and AV Media follow closely behind.
- Our most recent committee meeting was held on Wednesday, December 7, 2022. During this meeting we discussed at length the possibility of supporting Omeka S and offering this as an alternative to Vital next year when the Vital contract is up for renewal. An additional software to support text files and serve as a digital repository DAMS may also be needed. Further discussion included the solicitation of vendor bids for out-sourced scanning of the items inventoried in the Year 2 of our LSTA grant and the Letter of Intent for the third year of the grant. The Letter of Intent is due to the State Library on January 1, 2023.

D. E-Resources – Eric

Their last meeting was October 17th. They are scheduled to meet again on December 15th. Christina has been busy working on renewal updates. They are interested in coordinating with other committees to work on their proposal projects, reaching out to the PD committee and others. They are looking at supporting EDS and FOLIO migration and implementation. They are looking at potential Open Access projects to support. They are looking for opportunities to promote e-resources to MOBIUS users.

E. Professional Development - David

The committee met three times since the Membership meeting: October 20th; November 17th; December 1st. The December meeting was held exclusively to review scholarship applications. The previous meetings entailed discussing ideas for the MOBIUS annual conference and the semi-annual events the committee has been charged with organizing. The committee discussed possible themes for the upcoming conference and is seeking Board input on this. Discussion ensued. The committee will work on a schedule for future scholarship opportunities and will bring recommendations to the Board.

F. User Experience and Metadata –Doug

Nothing to report; no additional meetings have been held. Something will be scheduled early next year.

A general discussion ensued regarding how committees may need to work together during the time of migration, and how new committees may need to be formed.

VII. Old Business

A. Listening Sessions

Donna reports she had one Listening Session, and Ed accompanied her. They visited Benedictine College. Their discussion included their ILS migration last year and some issues with ILL. Steve is going to go to help them. They had a nice visit and enjoyed learning about their upcoming plans. Debbie will have more sessions after this winter.

B. ILL Policy and MOBIUS Prospector Reciprocity

Eileen: Two copies of proposed updates were provided for review; one is marked to see where changes have been made. The goal was to remove ILL-specific language and to render the document vendor neutral. Options and recommended corrections were discussed, including replacement charges and ID requirements for visiting patrons. Eileen will take recommendations back to the committee. The committee will discuss reciprocity at an upcoming meeting and the outcome will be brought to the Board at a future date.

 [MOBIUS Interlibrary Loan Policy Final-clean.docx](#)

 [MOBIUS Interlibrary Loan Policy Final-with tracked changes.docx](#)

VIII. New Business

A. ACRL Conference Scholarship Finalists

David: The committee received eight applications and identified five finalists from this group. The committee requested additional feedback from the Board regarding this process for future scholarships. A discussion ensued. The merits and eligibility of the candidates were discussed. The two scholarship recipients were selected: Emma Fernandez, Instruction Librarian at Stephens College, and Ari Pappas, Reference and Instruction Librarian at Lincoln University. David will inform them of this. The Board expressed thanks to the committee.







 [MOBIUS ACRL AttendanceScholarship Application Powers 20221118.pdf](#)

 [C. Webb MOBIUS ACRL Scholarship Application.pdf](#)

 [Ari Pappas Resume.pdf](#)

 [Ari.ACRLScholarship.pdf](#)

 [Letter of Application MOBIUS.pdf](#)

-  [Emma-Fernandez-ACRL-Conference-Availability.pdf](#)
-  [Fernandez MOBIUS Scholarship Letter of Application 2022.pdf](#)
-  [Fernandez Resume 2022.pdf](#)
-  [ACRL Conference Scholarship.docx](#)
-  [MOBIUS Scholarship Application Letter Sueme for R Brandel.pdf](#)
-  [Resume for Grant.docx](#)

B. MOBIUS Board Statement on 15 CSR 30-200.015 Library Certification Requirement for the Protection of Minors

The Board expressed thanks to Eileen for preparing the draft. Discussion ensued, and recommendations for edits were made. Sally noted we will work on these updates and get the statement out to members. This will be completed before the December 15th deadline.

-  [Draftstatement15CSR30-200.15.docx](#)

C. Replacement Board Member for Nathan James, Public Library Representative

Potential candidates were discussed, as well as a timeline. Sally will contact possible candidates. The term ends in June. There are two more meetings prior to this. Election or re-election can take place at that point.

D. MOBIUS Conference Funding

Donna reports we are short of funds needed. Strategies and options were discussed for saving costs. Donna has asked EBSCO if they will donate but noted this process takes time. Donna will check for overages in budget that can be shifted.

E. Folio and Project Reshare Planning and Implementation

Donna: On November 14-15th, a kick-off was held at the MOBIUS office with many EBSCO staff members present. They spent the two days getting organized and working on the timeline. Monday.com is the project management tool that will be utilized with and for all member libraires. March 25, 2024, is goal for the go-live date. Donna traveled with EBSCO's Tim Auger, visiting Springfield to see Inn-Reach, Circulation, the courier process, and so forth. He was provided very detailed information. They then drove to St. Louis. They visited the St. Louis County Library the next day, following the same schedule and processes, examining Polaris. They learned about the workflow. This went very well. The Cataloging forum also went well; around 80 people attended. There were many good questions, and a fruitful discussion took place. The EDS migration will take place first. Locate will be an option for libraries not wishing to add EDS. Virtual sessions are held every Tuesday and Thursday morning; anyone can attend and ask questions of EBSCO and MOBIUS staff. All bib records have been sent to EBSCO for the first round of de-duping. This will be the first of many runs. They are working a great deal on consortia features. On Fridays, "News from the Hive" will be sent to the membership. The "3:00 buzz" will go out once or twice a week; this will provide summaries and short information on FOLIO or ReShare. The wiki and the timeline are posted. Now they will work on forming working groups: Circulation; ERM; Acquisitions; Cataloging and User Experience. We will seek volunteers and encourage open forum attendance. The Project ReShare team has been working on the API and the integration; they should have an update going out on this.

IX. Executive Director's Report and Strategic Plan Update

<https://trello.com/b/WixP8ic1/mobius-strategic-plan-fy2022-2024-year-two-progress>

Donna reports that Southwest Baptist Theological Seminary in Dallas-Fort Worth has a new director. She will be going to see them on January 4th. EBSCO has asked Debbie to join two other libraries at ER&L presentation in March. The strategic plan progress can be viewed in Trello. They are making some progress, but much attention is turned to the FOLIO/EDS Migration. A discussion ensued regarding support the Board could lend; one option may be to pair any new directors with a board member, as a "Board Buddy".

X. State Librarian's Report

Robin: A Library Administration and Management Consultant has been added to the team. They will provide board training, New Director Boot Camp, among other supports. February 7, 2023, will be MLA's Library Advocacy Day, which will be held at the Secretary of State's Office. Reference Services are working on letters to legislators to describe services. Wolfner Talking Book and Braille Library has surpassed the 600,000 circulations milestone. The Braille Refresher device is still in the works to be delivered. They have added a second recording studio for the recording of Missouri titles and Missouri authored titles. They are continuing to add volunteer readers. The Federal Report is due at end of year, providing details on the impact of grants.

XI. Other Business

XII. Adjourn Meeting

Donna Monnig; seconded by Christopher Dames. Approved and meeting adjourned.