Members (We have one current vacancy on the committee):

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| **Name** | **Title** | **Institution** |
| Bathsheba Love, 2017-2019, Chair | Library Circulation Services | Missouri Valley College |
| **Eileen Condon, Board Member** | Dean of University Libraries | Webster University |
| **Bradley Kuykendall, 2018-2020** | Reference Librarian | Lincoln University |
| **Clara Fehrenbach, 2017-2019** | Interlibrary Loan and Reserves Librarian | Washington University |
| **Donna Monnig, 2018-2020** | ​Library Services Specialist | Moberly Area Community College |
| **Robert Powers, 2018-2020** | Access and Learning Services Librarian | Rockhurst University |
| **Lisa Young, 2017-2019** | Access Services Director | Lindenwood University |
| Steve Strohl (Organizer) | Associate Director, Member Services | MOBIUS |
| Donna Bacon (Ex Officio) | Executive Director | MOBIUS |

Members Absent:

|  |  |  |
| --- | --- | --- |
| **Name** | **Title** | **Institution** |
|  |  |  |

Guests or Proxies Present:

|  |  |  |
| --- | --- | --- |
| **Name** | **Title** | **Institution** |
|  |  |  |

Members Absent:

|  |  |  |
| --- | --- | --- |
| Name | Title | Institution |

Guests or Proxies Present:

|  |  |  |
| --- | --- | --- |
| Name | Title | Institution |

**Charge:** *Working in conjunction with the MOBIUS staff, this committee will provide input into the circulation and interlibrary loan functions of the MOBIUS Union Catalog. This can include policies, functionality, and other areas related to the courier system and its ability to move physical materials effectively among MOBIUS Member and partner institutions.*

**Website:** <https://mobiusconsortium.org/node/95>

*(Information on the committee, including past agendas and meeting minutes.)*

**Connection information**: On the web at <https://www.uberconference.com/mobius1> (there is a connect by phone option where the system call you or you can connect via voice over IP to your computer). Another option; you can also dial-in separately by calling **573-369-6832**.

**Email lists:**

* Committee Only is **comm-circ-courier@lists.mobiusconsortium.org**
  1. Confirmed that all of the Board members are on the “comm” list.
* General Interest is **circ-courier@lists.mobiusconsortium.org**

1. Call to order.
   1. Welcome (Steve & Bathsheba).
2. Adoption of the Agenda.
3. **Announcement: Shelly McDavid’s vacant position on the committee; MOBIUS Conference coming up in June.**
4. Old Business:
   1. Update on Label Maker improvements.
5. New Business:
   1. **Sierra** 
      1. **Release Date – 4.3 coming sometime in May.**
      2. **Release Notes – To follow once posted on Supportal.**
      3. **Server Upgrade – The migration to AWS is complete!**
      4. PUA issue (comment below):
         1. Comment/thoughts for the group: We've seen issues recently with PUA items not being processed correctly at the receiving institution. I believe part of it is due to turnover in circulation and the relative rarity of those requests compared to regular requests. However, I just spoke to another library today, and they said that many times the sending library hasn't used the salmon-colored label. (I'm going to go over this again with my circulation staff and student workers, but I was wondering if there was a way that MCO could send out a refresher on processing PUA requests.)
      5. CIRC/Workflow issue (comment below):
         1. Comment/thoughts for the group: How do you check-out material when the barcode does not work for your circ system, the item just stays in transit and you can not check it out or put it into for the patron. This only happens with the out of state libraries that have letters and numbers in their barcodes. They said even when they try to type it in Sierra does not recognize it. They are wanting to know what other libraries do or is there a work around.
   2. **UCM timeline & update.**
      1. **UCM has 22 patrons with Avalon items.**
      2. **UCM has 46 patrons with MOBIUS items.**
      3. **UCM has 344 items out to MOBIUS patrons.**
   3. **Courier**
      1. St. Louis County Library system is now part of our courier network!
      2. MALA courier integration and update (new relationship, etc - they are in the label maker)
      3. KS courier update.
      4. **A**rkansas courier update.
      5. Iowa courier update.
   4. Miscellaneous
      1. MOBIUS Circulation and Courier Committee fiscal year 2018-2019 annual report.
      2. Issues with sending notices: A couple libraries in KC-Towers have reported issues with sending notices on Sundays. Has anyone else received reports of this?
      3. Overview of chair election method and responsibilities.
      4. Robert has reserved two lunch tables for the committee at the MOBIUS Conference on June 4, 2019.