[June 8, 2022 Board Meeting](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingDetail/094fb36f494e41a7ae9e2606f8efc7e6-151) Minutes



MOBIUS

Jun 8, 2022 at 8:30 AM CDT

@ Earth Room, Stoney Creek Hotel Kansas City - Independence 18011 Bass Pro Drive Independence, MO 64055

**Attendance**

**Members Present:**

Donna Bacon, Eileen Condon, Eric Deatherage, Maegan Gattorna, Sally Gibson, Doug Holland, Nathan James, Kim Kietzman, Donna Monnig, David Morris, Sarah Smith, Zana Sueme, Courtney Trautweiler, Ed Walton

**Members Present (Remote):**

Christopher Dames, Robin Westphal

1. Call to order and introductions

The meeting was called to order.

1. Adoption of the agenda

 [MOBIUS Board Agenda June 8 2022.docx](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=1)

**Motion:**

Approval of Agenda

Motion moved by Donna Monnig and motion seconded by Sarah Smith . Motion Passed.

1. Approval of the April 8, 2022 board meeting minutes

 [April Board Meeting Minutes DRAFT.docx](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=3)

**Motion:**

Approval of April 8, 2022 board meeting minutes.

Motion moved by Donna Monnig and motion seconded by Nathan James. Approved

1. Treasurer’s Report

 [Commerce Bank Investment Report May 2022.pdf](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=10)

 [04-22 Financials NEW VERISON-Updated.pdf](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=21)

 [04-22 Financials OLD VERISON-Updated.pdf](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=32)

Investments are doing well, despite downturns. Financials: note old and new version in packet. Note in the new version, updates show income more clearly. The table can be found on page 3 of the report. Each column is an income source, and the total revenue can easily be seen. This helps our understanding of our revenue beyond the Assessment only. The expenses are not quite as one-to-one in this report, so for example, income that comes in from MOSS doesn’t necessarily have to go only to MOSS (I think he said). Nathan plans to provide some additional education on what the report indicates.

1. Conflict of Interest Forms

 [Conflict of Interest Policy - approved.doc](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=47)

Sally reminded all members to please submit their Conflict of Interest form to Maegan as soon as possible. This is needed annually. Members should print and sign, and return the document to Maegan.

1. Presentation of the slate of officers for 2022-2023 – See proposed slate

 [Slate of Candidates.docx](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=55)

Ed explained that candidates had all been approached in advance and had agreed to candidacy. Members are invited to nominate themselves if they desire to do so. A vote would be held in such circumstances. No additional candidates stepped forward.

**Motion:**

Approval of Board Officer Candidates

Motion moved by Sarah Smith and motion seconded by Eileen Condon. Approved

1. Task Force/Working Group Reports
	1. ILS RFP Working Group – Courtney

Courtney reports: The ILS RFP committee held a private meeting yesterday; they received information and guidance from Marshall Breeding. He provided recommendations on thinking through the process, and questions they may consider asking to clarify and identify the best path forward, along with strategies to consider. The next ILS RFP meeting is not yet officially scheduled.

1. Old Business
	1. MOBIUS Car

Donna reports that she was able to purchase a car for exactly the amount of money we had available. The car is a white Santa Fe, which is the same vehicle as the last. It is getting a wrap put on it, though it is a different from the previous wrap.

* 1. Listening Sessions

Donna reported that she worked on this last week, creating a list, noting who should be contacted. She looked at the larger groups like KC Towers, and the St. Louis clusters. She also took a list of all the new directors who need to be visited and there are quite a few. She also noted that their previous sessions with the public libraries were not as well attended, which is likely related to their stronger need for resource sharing, rather than other MOBIUS services. Perhaps that presentation should be reconsidered, therefore, she commented. In the past they utilized email to notify the board and members of upcoming visits. In considering other tools utilized for outreach, she is wondering if we could use Trello to track this and to work specifically with the board on arranging these visits. Cards could be created within Trello for each member library. She did not have time before the conference to create these cards. Dates and information can be easily added.  This could be a way to easily track what has been done and who is available to join her on the visits. This could be used to track training as well. The old Communication plan is needing revision or replacement; something more elaborate than an outline would be beneficial. It was mentioned that Spring Share may have a helpful product.  We have Trello available currently, and it has a checklist feature that would be helpful. She will look into Springshare as an option also. She will get started on this fairly soon.

1. New Business
	1. Principles for Vetting MOBIUS Support of Electronic Resources and Open Access Projects

 [Principles for Vetting MOBIUS Support of Electronic Resources and Open Access Projects.pdf](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=56)

On behalf of the Electronic Resources Committee, and for the benefit of our new members, Eric summarized the need for this document. This is in response to requests from Open Access entities soliciting our monetary support. The need for established guidelines was identified, so that future requests can be considered consistently and legitimately.  The document was summarized. The document gives us criteria, which we requested. The board would approve the expenditure, and the amount of the expenditure. It was decided this document will reside with the Governance and Policy Documents.

* 1. MOBIUS Prospector Reciprocity

 [MOBIUSProspectorReciprocity.docx](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=61)

Chris summarized; this was brought by UM Kansas City, due to data brought forth by their designated ILL staff member. It was decided that the 2011 document posted on the Circulation page should be refreshed. This will be turned over the Circulation/Courier committee. They should review the policy and make an assessment that recommends if a change is needed. The UMKC team will be meeting again in September. Chris responded that this meets his expectation.

* 1. Feedback from RFP Discussions at the Conference

Discussed earlier in meeting.

* 1. October Membership Meeting

It is possible that a recommendation from the RFP Committee will have been received by this time, and approved. It would be best to consider all information that will need to be provided to the membership at the October meeting. It might be best to have a presentation ready, regarding concerns that have already been identified in surveys and member comments in meetings. Topics could include record sharing, security, migration process, to name a few.

* 1. Board/Membership meeting dates for 2022-2023

Zoom Meeting for August- 8/12; 10am-12pm

Zoom for October- 10/7; 10am-12pm

Membership Meeting in person- 10/28; 10am- 3pm

In Person Board for December- 12/9; 10am- 3pm

Zoom Meeting for February- 2/3; 10am-12pm

In Person Board for April- 4/14; 10am- 3pm

Membership Meeting in person for March- 3/10; 10am-3pm

June 5-7, 2023 for the MOBIUS Conference

* 1. Committee assignments
		1. Review list of volunteers from membership

 [Committee\_members\_2022-2023.xlsx](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=63)

Circ & Courier- Sarah Franke-Jones, SGCL Chair

Carol Shray from St. Charles

Heather Gibbs from Bettendorf

Andrew Stout from Seminary

Catherine from Drury

Digitization - Davina Harrison will Chair

**Motion:**

Table the ILS Software and Services Committee to Inactive status.

Motion moved by Ed Walton and motion seconded by Courtney Trautweiler. Approved

* + 1. Board members assignments to committees
			1. Circulation and Courier- Eileen

 [2021-2022\_Circulation\_&\_Courier-Annual\_Report-FINAL.docx](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=85)

* + - 1. Digitization - Sarah

 [MOBIUS Digitization annual report 05.31.2022.docx](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=87)

* + - 1. E-Resources-Eric

 [mobius\_eresources\_committee\_annual\_report\_2021-2022.pdf](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=89)

* + - 1. ILS Software and Services-Courtney
			2. Professional Development/Training Committee- David
			3. User Experience and Metadata- Doug

 [mobius\_UXMeta\_committee\_annual\_report\_FY22.docx](https://app.onboardmeetings.com/cb8c7c4eb31741ec856024b29d455d44-151/meetingBook/094fb36f494e41a7ae9e2606f8efc7e6-151?page=92)

1. Executive Director’s Report

The new IT staff are doing great; they are very knowledgeable. Drupal needs updated and will take months. Donna met with the Project ReShare steering committee chair and vice chair. They wanted to let her know they had been communicating with Ian at Knowledge Integration. They discussed communication strategies, depending on future path. Donna worked on the list of new directors, as mentioned earlier. She has met with David and Kim, for Board orientation. Scholarships for members are in our budget, and we haven’t used those funds in a few years.  The IUG conference has been virtual. Donna will be working on a preliminary budget for August. We also have scholarships for the OER conference. The OTN conference is going to remain virtual, so we won’t be using the scholarship. We may need to consider what we should do with scholarship funds. Perhaps a matching fund option could be established. It was decided that the options should be considered by the Professional Development committee. An option for next year's conference location must be identified as soon as possible. The most likely option this year will be St. Louis, or St. Charles.

1. State Librarian’s Report

She had to step out and had not returned.

1. Other Business

Donna's contract has been renewed for another year! :)

1. Executive Session
2. Adjourn Meeting

**Motion:**

Motion to adjourn.

Motion moved by Courntey Trautweiler and motion seconded by Sarah Smith. Meeting is adjourned.