**Members Present:**

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| Ed Walton, PresidentAt-Large Member | Southwest Baptist University |
| Sally Gibson, Vice-President/President ElectAt-Large Member | Missouri Western State University |
| Eileen Condon, Past President | Webster University |
| Sharon McCaslin, SecretaryAt-Large Member | Fontbonne University |
| Nathan James, TreasurerPublic Library Member | Central Arkansas Library System |
| Christopher DamesStand Alone Member | University of Missouri – St. Louis  |
| Eric Deatherage, At-Large Member | Crowder College |
| Lisa Farrell, Academic Member | East Central College |
| Doug Holland, Special Libraries Member | Missouri Botanical Garden |
| Sarah Smith, At-Large Member | St. Louis Community College |
| Zana Sueme, At-Large Member | Missouri Baptist University |
| Courtney Trautweiler, At-Large Member | Cottey College |
| Donna Bacon, Executive Director | MOBIUS |
| Robin Westphal, State Librarian | Missouri State Library |

**Members Absent:**

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| Donna Monnig, At-Large Member | Moberly Area Community College |

 **Guest:**

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| Kristalyn Shinn, auditor | Hauk, Kruse & Associates |

1. Call to order 10:05 am
2. Adoption of the agenda

Sharon McCaslin moved and Nathan James seconded the adoption of the agenda. Motion Passed.

1. Minutes

Sharon McCaslin moved and Sarah Smith seconded that the minutes of the August 13 Board meeting be approved as distributed. Motion passed.

1. Treasurer’s Report – Nathan James
	1. Auditor’s report and Investments report were distributed with board documents.
	2. Kristalyn Shinn presented the auditor’s report. MOBIUS financial statements and documents were verified to be as represented and following “generally accepted accounting principles.” It was noted that MOBIUS has a lot of cash reserves and an increase in net assets from last year. Income from investments was higher this year and the PPP loan forgiveness also helped to increase revenues.

Nathan James moved and Courtney Trautweiler seconded that the auditor’s report be accepted. Motion passed.

* 1. Nathan James explained the investment report from Commerce Bank.
	2. Financial reports will come out later, now that the auditor’s report has been completed. Fiscal caution is being practiced in anticipation of an uncertain future and possible ILS migration. Donna and Nathan will be meeting with our accountant to consider possible improvements on budget construction and reporting.
1. Committee Reports
	1. Bylaws – Sharon McCaslin

The committee did not meet between Board meetings. Two changes to the by-laws will given to the membership for approval in the spring.

* 1. Circulation and Courier – Lisa Farrell

The committee met in August. A survey is planned for the spring. The new green adhesive labels are popular and being supported. The four-week checkout for audio books has been well received.

* 1. Digitization – Sarah Smith

The committee met in September. They are preparing an LSTA grant application, which will be due in February. They are also working with ten libraries which are seeking outsourced digitization. There will be changes to the committee since the chair is stepping down and one other member of the committee had to resign. Donna and Ed will be seeking a new member and a new chair for this committee.

* 1. E-Resources – Eric Deatherage

The committee met in September. They decided the E-Resources inventory was too time-consuming. They will be reviewing resources and modifying open forums for more participation from the membership. The committee is looking for a tool to evaluate open access policies to enhance open access collaboration. A formal motion for board action will be forthcoming.

* 1. ILS Software and Services – Courtney Trautweiler

The committee has not met, but stands ready to assist if the RFP Working Group should need it.

* 1. Professional Development/Training – Ed Walton

This new committee is still in the process of formation. Potential members, selecting a chair and a vice-chair, and rotation of the members was discussed. This was approved by consensus and Ed Walton will be contacting those selected.

* 1. Public Libraries – Nathan James

The committee has not yet met.

* 1. User Experience and Metadata – Sharon McCaslin

The committee has met briefly, with most of the discussion centering on the need for more catalogers to work with Christopher Gould on the Enhance Match Point Working Group.

1. Working Group Reports
	1. Enhanced Matchpoint Working Group – Donna Bacon

This project is somewhat enlarged in scope, but does not yet have enough cataloger volunteers recruited to do the work. Board members suggested that continuing staff and budget cuts in libraries are making it difficult to find skilled people with the time to contribute.

* 1. ILS Working Group – Courtney Trautweiler

This group has been meeting frequently with many interactions outside of the formal meetings. The various sub-groups have been working on systems, collection management, circulation, etc. The members-only blog has been developed. While posts are not scheduled, Steve is putting up at least one post each Friday to keep everyone up-to-date on progress. Slack and Base Camp have been efficiently utilized by the committee for internal communication. An open meeting for the membership was held on October 8, with approximately 75 to 80 participants. An overview of progress and sub-group summaries were provided by the committee. Donna gave an overview on resource sharing options. What the membership wants and needs will determine the choices made. A survey has gone out, with a deadline of today, Oct. 15, asking each institution for its preferences and priorities. A draft of the RFP is in progress (currently at about 60 pages in length), but it is not yet clear how much of the varied wish list can be paid for. The draft RFP will be shared with Working Group next week. A ratings matrix is still to be developed. The RFP needs to be completed and sent to the Board by November 1, although most of the revision is expected to be done before the Board looks at it. It is still not determined whether the ILS and the Resource Sharing components will be separate bids or bundled together. Obviously, separation allows for more options to mix and match, but some systems cannot be easily separated. The RFP will be sent to the attorney for consideration before it comes to the Board. The biggest questions the Working Group will be dealing with center around the price of the total package vs. how much of each institution’s “essential” options will be included. Unfortunately, Project Reshare is not yet ready to be fully integrated into an ILS. At this point it requires loading and extra processes which may not work well in the MOBIUS environment. An API is being developed to connect FOLIO to INN-Reach, which will be ready in the spring. An additional problem is that the future of INN-Reach continues to be uncertain, although other consortia have been talking with MOBIUS about options. Board members noted that losing the dependable integration our patrons have grown to depend on might create problems.

1. Old Business
	1. MOBIUS Car Update – Donna Bacon

After much discussion it was suggested that Donna see about having the wrap removed from the current vehicle and put it up for sale. When the staff needs to start traveling again (perhaps next spring?), a new vehicle can be purchased, and rental cars can be used if necessary.

* 1. Policy Updates
1. Election Policy – Eileen Condon

The election policy was presented again, with the addition of requiring the election to take place prior to the annual meeting (so that elected board members will know that they need to be present at the board meeting).

The election procedure was also presented. It was decided that no separate confirmation page was needed. The ballots should be sent out 60 days before the annual meeting and received for counting 30 days before the annual meeting. This creates a timeline of the secretary sending out recruitment notices in February and March, with a ballot being prepared and sent on or around April 1 and the vote tallying and candidate notification happening on or around May 1. Nathan James moved that the election policy and procedure documents be approved with the stated changes. Sharon McCaslin seconded. Motion passed.

 ii) Finance Policy – Nathan James

A motion to approve the corrected finance policy was received from the Finance Committee. Since the August meeting only one minor change was made to simplify the explanation of how a balance of over $200,000 is protected. Motion passed.

1. State Librarian’s Report – Robin Westphal
	1. The state is currently awarding ARPA grants for E-Content, Statewide databases, and Individual grants to libraries.
	2. A five-year evaluation of the use of LSTA funds is underway. Future programs are also being contemplated. Public library directors will have a small conference this fall, aiding this discussion.
	3. A potential automation grant may be possible for MOBIUS’ ILS transition expenses, since this would be a “grant-eligible” project.
	4. Robin clarified the statewide database projects currently being awarded include software to assist veterans, a high school diploma granting program, and a teaching books database for K-12 and public libraries.
2. New Business
	1. Budget / Assessment

The proposed budget and options for assessments to individual institutions were presented with board documentation. Donna reviewed the budget, noting changes from the previous year. The exact correlation between assessments and budget items has become unclear in recent years, since assessments have been essentially frozen since 2018. The addition of new revenue streams is helping the overall financial picture, but the relationship to the assessment model is unclear. Donna and Nathan will be seeking advice on how to increase clarity the reporting of expenses and revenues. More contracts are pending, not just for more members but also for additional possible sources of revenue. The budget proposal includes money for a 3% increase for staff and a new position for a software developer.

The assessment models included a flat (unchanged) assessment, with the necessary courier increase, or a 2% or a 3% increase. Sharon McCaslin moved and Eric Deatherage seconded that the proposed budget and the flat assessment model be adopted, with the expectation that the structure of budget reporting will be changing over this year. Motion passed.

* 1. October Membership Meeting

The agenda for the October 22 Membership Meeting was reviewed. The meeting is expected to conclude by noon. The agenda was approved as corrected.

* 1. March Membership Meeting

Because there will be much activity surrounding the RFP process next spring, including multiple demonstrations in response to the RFP, it is questionable whether the March meeting will be necessary or wanted. Sharon McCaslin moved and Eric Deatherage seconded to cancel the March Membership Meeting. Motion passed.

* 1. SEMO issue

While members are required to “negotiate” any difference in the $120 charge for a lost book, SEMO would not reduce the charge for a library which thought it should be reduced and then dropped the charge altogether. Opinions as to how negotiations should be conducted varied, but in the end it was concluded that the board should not take any action in the case.

1. Executive Director’s Report
	1. General
		1. LINUX programming

Ted Peterson, MOBIUS’ LINUX staff person, has resigned and they are in the process of interviewing for a replacement.

* + 1. New members are in various stages of joining MOBIUS, including some in the Kansas City area.
		2. Contracts are under discussion with two academic library consortia: one near Boston looking for a host for an Evergreen group and one in North Carolina which is switching from Sirsi to Evergreen and looking for a host.
		3. A contract to manage electronic resources for academic libraries in Iowa is under development. MOBIUS already does courier service for them, so this is friendly territory.
	1. Strategic Planning Update

The board linked to Trello where the strategic plan components were diagrammed, with notes indicating where actions had been taken. Each component of the plan has been assigned to MOBIUS staff members who then post actions taken to the relevant section of the Trello layout. Ed Walton noted that this listing will be presented at all future board meetings and Donna can point out places where significant action has been taken.

1. Other Business
	1. The Board asked that a thank you and a commendation be conveyed to the RFP Working Group on their very clear, very thorough, and obviously very difficult work. Their efforts have made it much easier for the membership to understand and unite behind the project.
	2. The next meeting of the board will be December 3. An in-person format will be tried, with a Zoom option provided for those who need it. Donna will talk to the MOBIUS staff to determine if they will be willing to cook lunch for the board. She reminded board members that we will be meeting in a new space.
2. The meeting was adjourned at 2:30 p.m.