**Members Present:**

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|  Eileen Condon, President At-Large Member  | Webster University |
| Ed Walton, Vice President/President Elect & At-Large member | Southwest Baptist University |
| Laurie Hathman, Past President | Rockhurst University |
| Renee Gorrell, Secretary and Special Libraries Representative | Goldfarb School of Nursing |
| Ellen Dickman, Treasurer and At-Large Member | Logan University |
| Sally Gibson, At-Large Member  | Missouri Western State University  |
| Nathan James, Public Library Representative  | Central Arkansas Library System |
| Lea Briggs, Academic Library Representative | Northwest Missouri State University  |
| Susan Swogger, At-Large Member | A.T. Still University |
| Courtney Trautweiler, At-Large Member | Cottey College |
| Sarah Smith, At-Large Member | St. Louis Community College |
| Waheedah Bilal, At-Large member | Lincoln University |
| Donna Bacon, Executive Director | MOBIUS |
| Robin Westphal, State Librarian | Missouri State Library |

1. Call to order- Eileen Condon, President, called the meeting to order at 10:04 am.
2. Adoption of the Agenda: After striking agenda item Project Reshare, Lea moved and Sarah seconded adoption of the altered agenda; motion passed.
3. Approval of August 14, 2020 board meeting minutes: Lea moved and Sally seconded adoption of minutes as edited; motion passed with one abstention.
4. Treasurer’s Report, Ellen Dickman: Ellen commented on the Draft of the June 2020 financials. Donna said this type of report is what we normally see in the Auditor’s report, and some of it will most likely change. It also includes some of 2019. Ellen reminded the Board that we took $162,000 out of contingency. Donna commented on the amount spent on Blake’s and Debbie’s salaries. Donna also reminded the Board that the $190,500 from the Paycheck Protection Program is not listed in this, and Donna is still waiting on the instructions to get that loan waived. Eileen asked about the amount in contingency – is that the “right” amount? There was more discussion of the Reserves fund.
5. Committee Reports
	1. Sarah reported that the Digitization committee received intro and training in September on Vital; there was also a kickoff for members. Donna added that many assessment forms have been returned and that two previously interested member libraries have dropped out.
	2. Circulation and Courier, Sally: The committee met on September 25, as mainly an introduction for new committee members.
	3. User Experience and Metadata, Waheeda: No report.
	4. E-Resources, Susan: This committee is still trying to find a time to meet.
	5. ILS Software and Services, Ellen: They are working through finalizing a survey; ILS market is important now.
	6. Public Libraries, Nathan: Committee is almost fully formed. Nathan asked for feedback on Charge statement.
6. Old Business:
	1. Update on Strategic Planning Committee, Ed: They had their first meeting on September 20. Conversation was mainly a brainstorming meeting; they put together a survey, which went out to Library Directors. He is planning for a breakout session at the upcoming Membership meeting, for members to discuss three questions.
	2. RFP Timeline: This was discussed at the last board meeting, but with no set dates. We should make a decision by 2022. Eileen asked about what happens between decision and end of contract. If we migrate to another system, Donna said that can take quite a long while; there are many steps. An RFP should be issued by Fall 2021 (one comment). There was much discussion regarding possible timelines, how long to allow an RFP to be open, how long each step may take, how to make decisions, etc. Eileen created a basic timeline outline:
* Now through end of 2021: gather input from members
* 2022: RFP, demos, decision, contract
* January 2023-June 2024: planning and migrations
There was discussion regarding more Town Halls and visits to libraries, regarding their opinions, wants, and needs about ILS. Eileen talked about the sessions that were held, and remarked that we are a diverse group. Donna has talked with Tom Jacobson, at Innovative, asking for answers as to the direction they are going.
	1. Committee Policy Revision: Eileen sent the final draft, and asked for Board comments. Lea questioned the authorship statement. Eileen pointed out the change / new part that every committee will report at the Annual Meeting; we need to inform the committees of that change. Nathan added some extra wording to the Public Library charge. Nathan moved to approve the new charge statement of the Public Library committee; Susan seconded. Motion passed. Eileen then called for a motion to approve the new Committee Policy. Sarah moved to approve, Lea seconded; motion passed.
	2. Final Review of FY21-22 Budget, Ellen: Ellen shared her screen, of the working draft of the FY 21-22 budget. There was discussion of expenses; Donna and Ellen went through the document, line by line. Expenses have decreased from $2,425,981.84 to $2,419,150.00. If we keep assessment flat, we will have an assessment shortfall of $81,730.72. Expected income for 21/22 is $45,900.00. Ellen asked about the $190,500 – the Paycheck Protection Program money – and how it’s being recorded. After some discussion, Ed moved and Ellen seconded that we approve the budget and assessment as presented. Motion passed.
	3. Review and approval of assessment: This topic and approval vote was merged with the above item, Budget.
	4. Palmer College: Donna reported that Dale (MOBIUS attorney) is trying to set up a meeting with Palmer College’s attorney, regarding their contract.
	5. Preparation for fall membership meeting: There will be discussion about the structure of the budget and Ed’s idea of Strategic Plan breakout sessions. There was discussion of Zoom breakout rooms and technicalities. Donna wants to review process of the budget in general, contingency, reserves, etc. There should also be explanation of the Paycheck Protection Program money. Donna will say something about the ExLibris purchase. There was discussion of not being able to vote in online membership meetings; it’s a non-profit law. Ed pointed out that many places will not accept digital signature.
	6. Risk Assessment: A major part of the SOC2 report is Risk Management & Mitigation. Donna shared her screen; there was discussion of the excel document that Donna and the MOBIUS IT staff had prepared. List of risks, how probable, risk level, strategy and mitigation specifics were parts of that document. Donna said there are two documents, one for the staff to review and one for the board. Eileen asked board members to review the document for more discussion at our December board meeting; review by November 23.
	7. How to spend $25,000 from Ebsco: Eileen reminded the board that part of this money has already been used to purchase a new server. It’s been ordered from Dell, and came to roughly $14,000. Four of the old servers need to be replaced; those four can be replaced with two new ones. Donna also talked about replacing the MOBIUS vehicle, but staff is not traveling now, so this is not a necessary item at this time. Lea moved and Nathan seconded to purchase a second new server for approximately $14,000; motion passed.
1. New Business
	1. New borrowing and lending report: Donna asked if the board had a chance to do any searching within the new report, and asked for comments and questions. There was discussion of possible “bugs”; Donna will talk with Blake.

Executive Director’s Report, Donna Bacon: Donna reported that KC Kansas went live on KC-Towers, but they are not live on INNReach yet. There are some issues with their records. Donna sent the board the SOC2 Type 1 report; it’s the security report. It was all approved. The Type 2 section is next. She stated that implementation for Rockhurst has begun; MOBIUS will be offered hosting and management of Omeka-S.  UMKC will be the first customer for this product.

1. Debbie is getting ready to contact KUMC.
2. State Librarian’s Report, Robin Westphal: Robin reported that they partnered with the Dept. of Economic Development for 48 connectivity-based grants for libraries; this is another step, along with the CARES grants from earlier this summer. The grant offerings they have for academic libraries are: Show Me Steps for training; they are encouraging librarians to use virtual training. Reference services are doing a “booming business”. Many State employees are still working from home. Wolfner Library has taken on a project of contacting those that haven’t had service in three years or more. Library development is continuing with grant applications, just in a different format (virtual).
3. Other Business: There was no other business. Susan did express sincere appreciation for all that the MOBIUS staff is doing during these difficult times. Other board members agreed.
4. Next Board meeting: December 4, 2020; Membership meeting: October 23, 2020.
5. Adjourn meeting: Susan moved to adjourn meeting, Nathan seconded. Meeting was adjourned at 1:24pm.