

MOBIUS Executive Committee

Meeting Minutes

January 13, 2006

Members present: Linda Bigelow, Erlene Dudley, Liz MacDonald, Wendy McGrane, George Rickerson, Genie McKee, Richard Coughlin with Robert Frizzell presiding.

Guests present: Shirley Baker, Tracy Byerly, Linda Harris

Approval of Minutes: The meeting notes from the November 18, 2005 meeting were approved. A motion was made to approve the minutes by Linda Bigelow, seconded by Wendy McGrane. Wendy asked that the whole report from committees be attached to the minutes in the future. The committee members agreed with this suggestion.

Financial issue: George Rickerson. When preparing for new releases the servers are tested to see if they are adequate. The most recent test for Release 2006 showed that four of the servers did not pass. The budget does not cover the upgrade for all four servers. George recommended that funds be taken from the reserve. Richard Coughlin made a motion that the extra funds needed for the servers be taken as needed from the planned surplus. Erlene Dudley seconded. Motion carried.

The rest of the meeting was devoted to the Duties of the MOBIUS Executive Director. The Executive Committee discussed the changes in the environment since the original document was written. The Committee used two documents for ideas and reference: a job announcement from the University of Missouri Human Resource Services and the position description for the MLNC Executive Director.

Linda Bigelow suggested that the job description be organized by the same categories used for the annual evaluation. The Committee developed a rough draft outlining the duties of the new director. Robert Frizzell agreed to edit the document and send it out to committee members for comments.

The meeting adjourned at 1:30 p.m.