**Submitted by:** Robert Powers, Committee Chair and Stephen Strohl, MOBIUS Organizer

**Committee Members:**

**Robert Powers, 2018-2020, Committee Chair**
Access and Learning Services Librarian, Rockhurst University

**Cynthia Cotner, 2019-2021, Vice Chair**
Head, Access Services, University of Missouri - Columbia

**Sally Gibson, Board Representative**
Library Director, Missouri Western State University

**Bradley Kuykendall, 2018-2020**
​ Reference Librarian, Lincoln University

**Donna Monnig, 2018-2020**
​ Director, Moberly Area Community College

**Hannah O’Dell​, 2019-February 14, 2020**
ILL Assistant, Springfield-Greene County Library

**Andrew Stout, 2019-2021**
Access Services Librarian, Covenant Theological Seminary

**Steve Strohl, MOBIUS Organizer**
Associate Director, Member Services, MOBIUS

**Donna Bacon, Ex-Officio**
Executive Director, MOBIUS

**This annual report covers tasks and activities undertaken during the period of July 1, 2019, through May 31, 2020.**

**Date of last meeting:** April 2, 2020.

**Date of next meeting:** To be determined.

**Recommendations to Board of Directors:**

* Fill the four vacancies on the Committee (1 vacancy due to resignation and 3 because of term expirations in June) and appoint a Vice Chair/Chair Elect for leadership continuity.
* Continue to support the Committee in its efforts to consistently and regularly survey consortium members about circulation and courier matters.

**Action Items Completed:**

* SLCL went live with MOBIUS (INN-Reach and courier) in mid-June, 2019.
* Met with the new MALA Staff in mid-July, 2019.
* Met with the Kansas Library Express team in the summer, 2019.
* Central Arkansas Library System went live with MOBIUS (INN-Reach and courier) in mid-August, 2019.
* Hosted a webinar with Saint Louis County Library on August 12, 2019, about the use of adhesive item labels as an alternative to paper bands for MOBIUS INN-Reach loans. There were 57 registrants and 49 participants.
* In collaboration with the MOBIUS Consortium Office, the Committee facilitated a group order in fall 2019 with 17 member libraries to purchase over 100,000 adhesive item labels from ProServ Business Products, LLC, which are used as an alternative to paper bands for INN-Reach loans.
* Created, distributed, and discussed the results of the fall 2019 courier survey, which received 77 responses. Overall, members were satisfied with the courier service: 63 respondents (81.8%) reported being very satisfied with the courier, and 14 respondents (18.2%) indicated that they are somewhat satisfied.
* MOBIUS has recently brought on some libraries in Iowa thanks to a grant coordinated by the State Library of Iowa, which is encouraging and reimbursing academic libraries to join the MOBIUS-managed Iowa Library Alliance (ILA). New Iowa libraries include:
	+ Council Bluffs Public Library
	+ Indian Hills Community College
	+ Des Moines Area Community College
	+ Northwest Iowa Community College
* Iowa RFP / Award – the State Library of Iowa has issued a request for proposals (RFP) for courier service for the public libraries of Iowa (some 500+). STAT Courier and MOBIUS were awarded the contract which took effect in November, 2019.

**Action Items In-progress/Pending:**

* Continue to collaborate with the MOBIUS Consortium Office to develop circulation and courier policies and guidelines during the COVID-19 pandemic.
* Finalize and submit the second group order of adhesive item labels to ProServ Business Products, LLC. (The second order, planned for March 2020, has been delayed due to COVID-19 (coronavirus) and the suspension of the MOBIUS courier service, but commitments were secured from 7 libraries.)
* Working with the MOBIUS Consortium Office, provide training videos on the MOBIUS Web site about using the MOBIUS Label Maker and Pickup Anywhere (PUA). These training opportunities were identified through the fall 2019 courier survey.
* Prepare survey(s) for the 2020-2021 term that cover circulation and courier matters, especially audio/visual loan rules and the color of INN-Reach item bands/labels. The Committee was planning to conduct a spring 2020 circulation survey, which was disrupted by COVID-19 (coronavirus).
* During the 2020-2021 term, the Committee plans to collect data from member libraries about modifying the INN-Reach loan rules of audio/visual items and provide recommendations to the MOBIUS Board about loan rule modifications. The Committee previously recommended that the loan period of audiobooks be increased to 28 days in the 2017-2018 term, and recommended in April 2020 that all audio/visual items on INN-Reach loan have 28-day loans, 2 renewals, and 10 days on the pickup shelf instead of 10, 0, and 5. The Board has requested additional input about this matter from member libraries, which the Committee plans to collect via survey.
* As part of our new contract with STAT Courier, effective July 2020, the courier will not scan bag barcodes. The committee agreed that while the MOBIUS Label Maker will still generate barcode labels, if libraries wish to maintain a local record.