

Members Present:

- Allison, Richard (MRRL)
- Brown, Rhonda (SGCL)
- Ehrstein, Deb (WASHU)
- Gnuschke, Rodema (Towers)
- Kohler, Ellie (WILO)
- Lambert, Joshua (SWAN)
- Peterson, Scott (MOBIUS)
- Stawski, Nina (Arthur)
- Ruleman, Alice (Quest) – **MAAC Chair**
- Vaughn-Tucker, Daenel (GALAHAD)
- Walters, Leisa (LANCE)
- Young, Lisa (BRIDGES)

Members Absent:

- Allen, Martha (SLU)
- Chittenden, Carolyn (Camden County)
- Gorrell, Renee (Goldfarb)
- Linkous, Kimberly (ARCHWAY)
- Mick, Dawn (MERLIN)
- No representative (Kansas City)

Guests or Proxies Present:

- Anderson, Mary (MERLIN)
- Gelber, Karen (MRRL)
- Vogel, Joanne (SLU)

Minutes:

1. Chair, Alice Ruleman called meeting to order and participants introduced themselves.
2. Approval of minutes – Minutes from the April 18, 2013 meeting were approved.
3. Cluster Reports
 - Archway
 - Jefferson College is still looking for a library director.
 - Arthur
 - Information was provided about which Arthur institutions intend to lend AV materials, which ones opted not to lend AV materials, and which ones had not given notice yet about their decisions.
 - Bridges
 - Lindenwood University – Belleville hired a new Library Manager who started earlier this month.
 - Camden County Library District
 - As a new member, everything seems to be running smoothly with print materials. At this time we choose not to lend our A/V collection. Also this year we opted out on the EBSCO ebook collection.
 - Galahad – nothing to report.
 - Goldfarb – nothing to report.

- Kansas City
 - Avila University is continuing its weeding project and preparing for an expansion in its archives area.
 - William Jewell's Pryor Learning Commons is still on schedule for opening in the fall. The Pryor Learning Commons will house their technology and the book collection will remain in the Curry Library.
 - Rockhurst University has recently undergone a library-wide examination of positions, which has resulted in several job position title changes. The circulation area is also undergoing a redesign.
 - The Saint Paul School of Theology Kansas City campus will relocate to Leawood, Kansas, in the fall of 2013. The library is currently closed until September.
- Lance
- MCO
 - MOBIUS has a new employee starting August 6th, his name is Steve Strohl and his position will be Implementation Coordinator.
 - AV lending is still being set up as details are worked out with which libraries will lend materials and some have requested to have their patrons blocked from borrowing AV material.
- MERLIN
 - MERLIN plans to implement courtesy notices for MOBIUS books; currently only sending courtesy notices at cluster level.
- MRRL
- Quest
 - University of Central Missouri
 - We have extending our hours by one hour for the fall semester. Sunday-Thursday, we will close at 1:00am instead of midnight.
 - Gained a new Librarian – Josh Welker is our new Information technologies Librarian. He started July 1.
 - Losing people
 - Technology Initiatives Librarian – Carol Smith (also MLA President) will be the new library director at Adams State University, Alamosa CO.
 - AV Cataloger – Linda Lengfeller will be teaching full-time in the UCM Safety Science program.
 - Manager of the Computer Commons - As of the end of June Stacy Hisle-Chaudri, become an Assistant Branch manager at one of the branches of MidContinent Library in Kansas City.
 - Job open in tech services! (Not sure exactly what – authority work, etc.)
 - State Fair Community College
 - Fun things for the next year - Scrabble tournament, staff reading club, murder mystery theater, BINGO night for student orientation.
 - Problems= downsized staff makes it difficult to stay on top of everything, online environment not where it should be.
 - New social media/technology uses – Libguides, JING for video tutorials, and Facebook.
- SLU
- SGCL

- SWAN
 - Evangel University, Assembly of God Theological Seminary, and Central Bible College (all in Springfield) are consolidating and will be named Evangel University. All three libraries are still running and the collections and patrons will be added to the MOBIUS system under one institution. For now, there will be one MOBIUS delivery location, the current Evangel University library.
 - Forest Institute has a new library director, Bradley Scott.
 - Cottey College has a new director, Phil Johson
- Towers
 - Northwest has a new Coordinator for Access Services, Terra Feick.
- WashU
 - Had a few ups and downs with 1st Choice during July as they rescheduled St. Louis routes and drivers. Seems to be cleared up now.
 - Recommended AV lending to our administration and are waiting to hear on a policy decision. Hope to begin early in Fall semester if approved.
 - Starting to pilot streaming DVDs for course reserves to lighten the physical collection and meet demand.
 - Investigating office delivery for MOBIUS and local holds similar to UMKC's RooBooks service. Hope to implement early in 2014 if approved by administration.
 - Began tracking 1st Choice shipments using portable barcode scanners that output data into Excel. Has been a tremendous success with no noticeable increase to packing time.
 - Have been working through a few staffing changes that impact our circulation activities but thankfully have been able to replace open positions.
- 4. Information Items
 - Alice Ruleman was voted into the chair position by email on July 16, 2013.
 - Scott provided a quick explanation of what MAAC did within MOBIUS and some of the regular tasks and topics MAAC discusses.
- 5. Unfinished business
 - Sierra upgrades – Scott said that Sierra upgrades have been completed and that there are a few institutions that have chosen not to migrate yet. MCO is installing Sierra point release upgrades every few months for now. The changes have been mostly bug fixes.
- 6. New Business
 - Lenders of Last Resort – Please remember to mention this list to others in your cluster.
 - University of Missouri – Columbia
 - Eden-Webster
 - MOBIUS Website orientation – Scott showed group members the MOBIUS Website parts that related to MAAC. Specific things mentioned included the label related pages, the Circ and ILL contact list, cluster first contact list, and policies and procedures.
 - AV lending
 - MCO is setup and ready to setup institutions to lend Media. Libraries who want to do this should contact MCO. No library had gone through this process as of the meeting date.
 - Scott explained the Itype mapping tables in INN-Reach and how media lending will work.

- There was discussion about who intended to loan media and who did not. Each representative discussed what cluster institutions were going to do if decisions had been made.
 - Updating policies and procedures – Most institutions have migrated to Sierra but all of our documentation assumes we are using Millennium. Alice, Deb, and Joshua will review the top 13 procedures at <http://mobiusconsortium.org/policies-procedures> and determine what changes need to be made. Scott will look at the policies on the same page. Scott will also look at the [MOBIUS Circulation Best Practices Manual](#) and try to convert it to a Google Document so that it can be collaboratively edited.
 - Deb mentioned that Washington University is now tracking books and bags when they ship them via MOBIUS bags. She said they changed their processes to accommodate this and it hasn't taken much more time than it did before.
 - Lisa asked what institutions did electronic reserve. Numerous libraries do this using a number of different software products: Docutek, Ares, Blackboard, Sierra.
 - Delivery times through the courier were discussed and someone asked if we could find out how long it usually took books to get from one place to another. After discussion, we agreed that a survey would be possible using slips of paper inserted into bags. Scott will think about the details and bring it up to the list in September.
7. Next meeting – The next meeting date will be determined via email in the future.
 8. Meeting adjourned.
 9. Minutes submitted by Joshua Lambert from Missouri State University.