

Submitted by: Alice Ruleman

Annual Report – July 2011-May 2012

Date of last meeting: 22-2-2012

Date of next meeting: 17-7-2012

Recommendations to Board of Directors:

- Request approval of procedure change in: **2-2 MOBIUS Patron Initiated Circulation**

Current procedure:

15. Identification - An institutional photo I.D. or an institutional I.D., plus a government issued photo I.D. (e.g., driver's license, state I.D., passport, etc.) will be required to check out materials as a Visiting Patron.

Proposed change:

15. Identification - An institutional photo I.D. is the preferred identification to check out materials as a Visiting Patron. An institutional ID number (written or verbal) plus a driver's license or other official photo ID will also be acceptable.

Action Items Completed:

- Quarterly updates of the Lenders of Last Resort list
- Added Replacement Acceptance policies on the *Circulation and ILL Contact List* (<http://mobiusconsortium.org/node/5299>)
- Changed the *Circulation and ILL Contact List* to indicate MOBIUS and ILL contacts instead of Circulation and ILL contacts.
- Revised the procedure: 1-10 Resolving Broken Links in Millennium
- Revised MOBIUS book bands to include 1) check boxes for noting damage information and 2) accompanying material (CDs, maps, etc.)
- Created Google Doc for Delivery Profiles for the courier drivers

Action Items In-progress/Pending:

- Awaiting approval of change in **2-2 MOBIUS Patron Initiated Circulation procedure**
- Days Closed calendar will be tried as a Google Document this summer