

## **Minutes of the Site Coordinators' Meeting March 8, 2004**

Present: Nason (CC), Jason (MOSL), Georgia (SC), Corinne (WMC), Tom (WWU), Jim (MCO), Gary (MCO), Mark (MCO), and Inas (LU).

Meeting started on time.

Millennium Control Bar. Gary was present to verify and answer questions regarding the first two items on the agenda (Millennium control bar and Connectivity problems). The explanation that Gary gave to the group is that the Millennium control bar takes only a small amount of memory and should not effect connectivity, freezing, etc.--especially since the State Library is going to be using it in the very near future. Gary also recommended that we not have several applications open at once (i.e., email, Word, etc.). This is a Cluster decision so it cannot be done by any individual institution.

Connectivity Issue (as some of the members would name it). Gary recommended that they check on their local system memory, video cards, etc., as the rest of the group is not experiencing the same problems. Gary also showed the group how to send a message to the MCO when they are faced with freezing problems, etc. Again, some of the group inquired whether firewalls could be part of the problem. Gary stated that MCO staff are not network engineers but will do whatever they can to facilitate solutions for MOBIUS members. Connectivity issues need to be addressed by all concerned, the library should start by calling MCO to make sure that the server is accepting connections, then check at the local level (firewalls, etc.), then the ISP level (e.g. MOREnet). However, at the end of the meeting, Gary distributed a document for Firewall Access. This document may be shared with local OIT staff for the institutions that have problems.

New Scoped Locations for State Library. Jason was directed by Jim as to how this should be done and Inas stated that he needed to contact the MCO helpdesk to assist him in the project as they worked with her previously to add another branch location at Lincoln.

Worksheet for Electronic Course Reserve. A copy of the document that Mark sent to Inas the day before the meeting was distributed to the group. Mark elaborated about the problems of this particular software and the fact that III is aware of it and working on it. However, it was decided among the group that the site coordinators' would vote via email on the group option questions as outlined by Mark.

1. Copyright statement changes or accept the default.
2. Mark explained that if we choose to charge for printing, the charges will go on the patron record.
3. Print charges to print from Browser??
4. System is designated as it is for only a single library, not a cluster.
5. Patron verification is a group option.

Display of Barcode for Course Reserves on Millennium Circulation. This request came from CC and Jim demonstrated to Corinne how this can be done. Inas should contact the helpdesk for it.

#### Committee Reports.

MCDAC. Georgia reported on the following items from the MCDAC committee:

1. 856 subfield z (freely available). The majority of the records done this way will be done by Lincoln and State Library as they are the two institutions holding government documents.
2. Blue background was changed to gray because of color blindness.
3. Phase 3 enhancements: please see report.
4. MOBIUS FAQ's: please see report.
5. Stealing of MARC records and the use of Z39.50 by the company known as Bookwhere.
6. 891 Marc Tag: Jim suggested we keep that field.

MAAC. Tom reported on the following:

1. Additional Lanter bags were requested for FY05.
2. Kansas City Art Institute joined MOBIUS.
3. Lenders of Last Resort (from 2.0 to 2.5). Look at MOBIUS webpage.
4. Survey of traditional ILL to be done every two years.
5. Springfield Green County Library should count as traditional ILL as they are not full MOBIUS members???
6. Book Bands. Institutions cannot change the wording on the book bands.
7. Claim Returned not to be used on MOBIUS books, except by owning libraries.

COLLECTION DEVELOPMENT. Tom reported on the following:

1. Maintaining copies of books.
2. Try to de-duplicate.
3. Choose a single vendor for state-wide approval (YBP, Blackwell, etc.) to be invited to the MOBIUS conference.
4. Off-site storage. A company will store extra books for libraries off-site (guaranteed 24-hour return).

MOBIUS ADVISORY COMMITTEE. Jason had nothing to report.

#### Committee Charges:

Site Coordinators': State Library, July 1, 2004.  
Stephens College, July 1, 2005  
Westminster College, July 1, 2006  
William Wood University, July 1, 2007  
Columbia College, July 1, 2008

Lincoln University, July 1, 2009

MOBIUS Committees: 2 year terms

MCDAC: July 1, 2004 (WC, Corinne)

MAAC: July 1, 2004 (CC, Nason)

Collection Development: Tom (WW) remains.

Mobius Advisory Comm.: Jason (MOSL) remains.