**INN-Reach Task Force Recommendations to the MOBIUS Board**

**6-4-2015**

The Task Force met during the MOBIUS conference to discuss the stick-on-label system and the possibility of waiving the replacement or payment for lost/damaged items. Here are our recommendations.

**1)** **Label System**  
In general, I think most of the task force agree the stick on label system is good although we had some reports from a couple libraries that were adamantly opposed to sticking things on their books. Even if we decided everyone needed to use the labels (which we are not) these libraries could stick them on book straps.    
  
The real problem with the label system is the cost which MOBIUS is unable to underwrite with grants at this time. We suggest that the MOBIUS office share the information with all the MOBIUS libraries. If enough libraries are interested, there can be a discount, if not the cost may be higher than the estimates. One person in the membership meeting did ask for the cost. At this point, we are not proposing a system-wide adoption but offering it as an option for anyone who is interested.

**2) Waiving replacement of the item or payment of $120 fee**  
As expected, this generated much discussion from the MAAC group - most of it negative. Respondents had various reasons for their opposition. Due to the feedback we received, we feel that this is an idea whose time has not come. We now have a way to capture information on lost books for MOBIUS, Tulsa, & Prospector through a SurveyMonkey link on the website – <https://www.surveymonkey.com/s/LN2BSHH>. If we use it consistently, it will give us a good idea of how many items we are losing within Missouri as well as across state lines.

Related to this, we may want to consider doing a once a year **reconciliation process** for lost items like Prospector does. This is a link to their policy -<https://www.coalliance.org/sites/default/files/prospector_recon_policysept2013.pdf>.   
  
The reconciliation is done on items that are “lost” or long overdue for over a year. It is done once a year in July. I asked how many items are usually on the list and was told that of the 600,000 they circulated in Prospector, they had only 1,000 on the list. That isn’t many compared to the circulation total. The reconciliation serves 2 purposes. 1) Everyone checks their shelves for all the items so some of them may be found. 2) Prospector uses it to change the status of any that are not found to clear them from the list.

I am not sure if our libraries will be completely comfortable with the second step but they could have the option to handle their items in the way they felt best. I do feel that this is a good procedure to make everyone take a look at their lists and make decisions about the items.

I have sent this information to the MAAC committee but have not received any feedback at this time.

Respectfully submitted,

Alice Ruleman