

The MERLIN/ MOBIUS Circulation/Reserve Committee met June 17, 1999 at 10 a.m. in the LSO Office. Chair, Elizabeth Ader presided.

Present: Elizabeth Ader (UMKC Miller Nichols), Mary Anderson (UMKC Miller Nichols), Amy Arnott (UMSL), Mary Jo Barbush-Weiss (UMR), Doris Beeson (SLU-Pius), June DeWeese (MU Ellis), Carol Green (MU), Gary Harris (LSO), Bob Heidlage (LSO), Resa Kerns (MU Law), John Meyer (MU Ellis), Scott Peterson (UMR), and Larry Ruzich (UMKC Miller Nichols).

Special Guest: Robin Kespohl, MOBIUS Implementation Coordinator and Christopher Gould, Library System Support Specialist

The February 11, 1999 meeting minutes were approved.

1. LSO Updates:

* Central East Cluster will be the first new MOBIUS cluster to come up. This cluster includes: Stephens College, Columbia College, William Woods, Westminster, and Lincoln. Lincoln is already a III site and is scheduled to come up in September 1999. The cluster is scheduled to go live (on-line) by January 2000. No date is set for when the cluster will go live with INN-Reach. Harris agreed to DeWeeses request to give MU a few months notice on when the cluster will go live, so DeWeese can phase out the courtesy card program with these schools.

* Robin Kespohl reported that the MOBIUS Executive Committee has proposed that MOBIUS contract with Lanter for their library courier system. Lanter currently has a state contract and would not have to be put out to bid. The courier would stop at each institution 1 time per day, 5 days per week (Monday through Friday), and items should have a 24-36 hour turn around time. Lanter would charge per stop not by volume or weight of items picked up. The estimated cost was \$2600 per year per institution. The use of a sliding scale has been proposed by the MOBIUS committee so that the larger libraries would pay more than the smaller libraries. Kespohl reported that they had hoped to start with Lanter before the fall semester, but it would depend on what decisions were reached by the MOBIUS Committee which was meeting today (June 21, 1999). The MOBIUS Executive Committee may recommend that MOBIUS funds subsidize the courier system.

* Mark Wahrenbrock, MOBIUS Training Coordinator, will be attending III training offered by Innovative in California. In the future, LSO/MOBIUS will be able to offer training workshops. Eventually, they plan to have other trainers in addition to Mr. Wahrenbrock.

* Harris is working on a way to give each campus access to MOBIUS overdue/billed notices by posting the notices on the web on a weekly basis. The notices can be accessed by linking to MOBIUS Overdues and Bills from the committee home page. The last three printing will be stored on this page with the oldest set of notices dropping off as each new one is added. LSO was having trouble formatting the notices, but Harris expects to have the notices formatted to download and print correctly in Word 97 by the end of the week.

* Harris reported that he has added a Any special instruction box for the patron to fill out when requesting a book with the get function in the MOBIUS and MERLIN webpac.

2. August Innovative Interfaces Training

* Harriet Welsh will be our III trainer in August 1999.

- * August 3rd & 4th training in Saint Louis for SLU, UMR, and UMSL
- * August 5th & 6th training in Kansas City for MU and UMKC
- * At each site, the first day of training will be over the Circulation Subsystem and the second day of training will cover create lists and create statistical reports. Each institutions coordinator is responsible for getting a final training schedule to each library.
- * III limits the number of people it allows to come to the training. Gary Harris has asked for 10 hands on trainees and 10 silent observers for each day. Ms. Welsh has agreed to this but noted that she only wants 5 terminals for the trainees to share.

3. Contact List Updates

- * Ader passed out an updated copy of the committee contact list.

4. Overrides By Borrowing Library

- * Harris passed out an e-mail from IIIs Ann Rakes the stated all the same override options that are possible in regular circ are possible for INN-Reach virtual items.
- * Harris believes that INN-Reach does not track overrides in list circulation overrides, but he will check on this.
- * Beeson agreed to have a preliminary discussion with Judy Fox about MOBIUS override issues. They will report back to the committee who will discuss setting up guidelines at the September meeting.

5. Question About Circulation Privileges For Students Who Are Not Currently Enrolled

- * UM libraries allow check out privileges to any student with a future expiration date even if the student is not currently enrolled (not taking summer classes for instance).
- * SLU has a semester expiration date, so their student library record expiration dates reflect current status; however, borrowing privileges are extended upon request and with appropriate approval of the students department.

6. Name/Address Directory

- * Each campus decides how/when to do their own purges.
- * Harris needs to be able to identify library records of retirees in order to comply with our agreement with OVID. UM gives LSO a separate file to load for retirees. Beeson will check with SLU to find out how they designate retirees. Harris will work on this issue and possibly set up specific patron types for each campus retirees.
- * Christopher Gould will check on the duplicate records problem.
- * At the committees request, Gould will begin loading patron tapes one time per week year round. He will load the tapes on a weekly basis. He can get weekly updated loads for the student database but can only get monthly updated loads for the faculty/staff database. He will continue to load the newest faculty/staff tape after each weeks student load. The tape load schedule may be accessed by going to routine maintenance operation schedule from the LSO homepage.

7. Enhancement Requests

- * The Merlin Committee Coordinators decided in February that there would be no official paid enhancement process for 1999.
- * Ader passed out a copy of an e-mail from Robin Kespohl that explained the reasons behind this decision.
- * IUG member enhancements are being submitted by the IUG membership. Harris will report on these submissions when they are finalized.

8. Fed-Ex Report Requested By MIRACL Board Of Governors

- * Ader is preparing a report for the MIRACL Board of Governors who meets on Monday, June 21, 1999. This report will detail the results of the study conducted

during the month of April. The study compared the turn around time for patron requested books that were shipped by courier and with those shipped by a commercial delivery system.

9. Loan Period Report Requested by MIRACL Board of Governors

- * Ader is preparing a loan period report for the MIRACL Board of Governors. The board requested a report that compares the loan periods given to students, staff, and faculty by each of the MIRACL libraries.

- * The committee asked Ader to advise the board that each library wished to retain its autonomy when it came to setting loan periods.

10. Digital Millennium Copyright Law

- * DeWeese sent URL to listserv that has a link to a copy of this law and to documentation that seeks to explain the law.

- * The directors are addressing this issue with University legal counsel.

- * Kerns will speak with MU Law faculty member about giving a presentation on this law.

- * Committee members should forward to the list any questions/issues that they would like for the MU Law faculty member to include in this presentation.

11. Other Items Discussed

- * DeWeese passed out a copy of the MU Extension Library Card. This card is given to some Distance Learning students instead of a photo ID. Students in this program should be on the MERLIN system. The students will present this card at checkout; MU Ellis also requires that they present a photo ID (usually a drivers license).

- * The committee clarified that when all copies of a specific title are checked out and a patron wants to recall a copy, the book recalled should be the patrons home librarys copy.

- * Harris noted that IUG is considering the elimination of consortium memberships. Each institution would then join individually and would receive an individual vote.

- * Arnot raised question about frequency of meetings. Shall we go to quarterly meeting* Committee decided to schedule meetings for every other month and to cancel meetings if there the agenda can wait until the next scheduled meeting.

12. Next Meeting

- * The next committee meeting is scheduled for Thursday, September 16, 1999.

- * Future meetings were tentatively set to meet as follows: Tuesday, November 16, 1999; Tuesday, February 1, 2000; Wednesday, April 4, 2000; and Wednesday, June14, 2000.

- * Barbush-Weis moved that the meeting be adjourned. Peterson seconded the motion. Meeting was adjourned.

Mary E. Anderson, Recorder