Members:

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| **Name** | **Title** | **Institution** |
| Bathsheba Love, 2017-2019, Chair | Library Circulation Services | Missouri Valley College |
| **Eileen Condon, Board Member** | Dean of University Libraries | Webster University |
| **Bradley Kuykendall, 2018-2020** | Reference Librarian | Lincoln University |
| **Clara Fehrenbach, 2017-2019** | Interlibrary Loan and Reserves Librarian | Washington University |
| **Shelly McDavid, 2017-2019** | Head, Access Services | Missouri University of Science and Technology |
| **Donna Monnig, 2018-2020** | ​Library Services Specialist | Moberly Area Community College |
| **Robert Powers, 2018-2020** | Access and Learning Services Librarian | Rockhurst University |
| **Lisa Young, 2017-2019** | Access Services Director | Lindenwood University |
| Steve Strohl (Organizer) | Associate Director, Member Services | MOBIUS |
| Donna Bacon (Ex Officio) | Executive Director | MOBIUS |

Members Absent:

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| **Name** | **Title** | **Institution** |
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Guests or Proxies Present:

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| **Name** | **Title** | **Institution** |
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Members Absent:

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| Name | Title | Institution |

Guests or Proxies Present:

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| Name | Title | Institution |

**Charge:** *Working in conjunction with the MOBIUS staff, this committee will provide input into the circulation and interlibrary loan functions of the MOBIUS Union Catalog. This can include policies, functionality, and other areas related to the courier system and its ability to move physical materials effectively among MOBIUS Member and partner institutions.*

**Website:** <https://mobiusconsortium.org/node/95>

*(Information on the committee, including past agendas and meeting minutes.)*

**Connection information**: On the web at <https://www.uberconference.com/mobius1> (there is a connect by phone option where the system call you or you can connect via voice over IP to your computer). Another option; you can also dial-in separately by calling **573-369-6832**.

**Email lists:**

* Committee Only is **comm-circ-courier@lists.mobiusconsortium.org**
  1. Confirmed that all of the Board members are on the “comm” list.
* General Interest is **circ-courier@lists.mobiusconsortium.org**

1. Call to order.
   1. Welcome (Steve & Bathsheba).
   2. Introductions (Bathsheba).
2. Adoption of the Agenda.
3. New Business:
   1. Contact information on the web site: <https://www.mobiusconsortium.org/node/95>
   2. E-mail list discussion and update.
   3. Sierra 4.0 feature – Automatic Renewals (Discussion)
      1. Automatic renewal of checked-out items
         1. Controlled via a new Loan Rule option, "Max Number Of Auto Renewals." (Default is 0, so automatic renewal is off unless explicitly enabled.)
         2. Automatic renewal timing is the same as courtesy notices (Loan Rule "Number Of Days Before Odue").
         3. Courtesy notices will reflect the updated due date for renewed items.
         4. The Print Templates data library for courtesy notices includes a new element "Item\_Auto\_Renewal\_Status" that outputs the word "RENEWED" for auto-renewed items.
         5. INN-Reach, NCIP, and ILL checkouts to patrons all support automatic renewal as well.
   4. Proposed circulation enhancements in Sierra.
      1. Idea Lab is Innovative’s general bulletin board for ideas of all kinds, including software enhancement ideas. (Note that there isn’t a formal enhancement list anymore.)
         1. <http://innovativeusers.org/system-enhancements/idea-lab-faq.html>
   5. Overdue Courier Survey for 2018.
      1. Discussion on what we want to learn and how to target our questions.
      2. Need volunteers to submit questions, ideas.
      3. We can share what we’ve done in the past, but a fresh approach to begin with is needed.