# Minutes of the MOBIUS Circulation and Courier Committee Meeting

Tuesday, August 9th, 2022, at 2:00 pm

Online, via Zoom (see below, page 4, for how to connect)

1. Call to order and introductions for the latest iteration of the Circulation and Courier Committee (see below, page 2, for the list of members)

*Meeting called to order at 2:02 pm by Sarah Francka-Jones.*

*Without objection.*

* 1. Planned Absences: *None.*
  2. Absences: *Donna Bacon.*
  3. Planned Guests: *None.*

1. Introductions and Announcements.
   1. Committee page: <https://mobiusconsortium.org/node/95>
   2. Committee listserv & more.
2. Adoption of the agenda.

*Motion to adopt the agenda made by Lisa Young.*

*Seconded by Katherine Bohnenkamper.*

*Without objection.*

1. Information Items
   1. Future meetings for 2022-2023.

*The committee felt it was beneficial to have the meetings before a scheduled Board meeting as well as before the MOBIUS annual conference, so we have enough time to complete our annual report next spring.*

*Future meeting dates agreed to by the committee:*

* *Tuesday, October 4th, 2022 at 2:00 pm.*
* *Tuesday, December 6th, 2022 at 2:00 pm.*
* *Tuesday, January 31, 2023 at 2:00 pm.*
* *Tuesday, April 11, 2023 at 2:00 pm.*
* *Tuesday, May 23, 2023 at 2:00 pm.*
  1. Brief update on the ILS-RFP Committee.

1. New Business
   1. Adhesive label update.

*Discussion centered around the delays in getting new labels (Heather Gibbs recently contacted ProServ and received the same information on the significant number of backorders they were hoping to someday fill). In the meantime, the replacement labels that ProServ sent us that Peter from Tulsa City-County was testing (along with others) point to them being acceptable. Any discussion about color or purpose of color will be sidelined until a later date. If libraries are running out of labels those folks may need to revert back to using the old, traditional paper labels and book bands (for the time being).*

* + 1. Feedback received.
    2. Joanna DeYoung <[JDeyoung@lindenwood.edu](mailto:JDeyoung@lindenwood.edu)>  
       Duncan, Liza <[LDuncan@Mail.Ncmissouri.edu](mailto:LDuncan@Mail.Ncmissouri.edu)>  
       Gayla McHenry <[gmchenry@truman.edu](mailto:gmchenry@truman.edu)>  
       Heather Gibbbs <[hgibbs@bettendorf.org](mailto:hgibbs@bettendorf.org)>  
       Jacilyn Valero <[jacilyn.valero@wdm.iowa.gov](mailto:jacilyn.valero@wdm.iowa.gov)>  
       Jill Gosseen <[jillg@macc.edu](mailto:jillg@macc.edu)>  
       Joette Klein <[jklein1@jeffco.edu](mailto:jklein1@jeffco.edu)>  
       Kathy Renner <[kathy.renner@westminster-mo.edu](mailto:kathy.renner@westminster-mo.edu)>  
       Kaleb W. Phillips <[kphillips@christiancountylibrary.org](mailto:kphillips@christiancountylibrary.org)>  
       Messina, Nancy <[nmessina@lindenwood.edu](mailto:nmessina@lindenwood.edu)>  
       Sarah Francka-Jones <[sarahf@thelibrary.org](mailto:sarahf@thelibrary.org)>  
       Sarah M. Brown <[smbrown@slcl.org](mailto:smbrown@slcl.org)>  
       Tom Leimkuehler <[tom.leimkuehler@sos.mo.gov](mailto:tom.leimkuehler@sos.mo.gov)>
    3. Timeline for delivery (October).
  1. Proposed MOBIUS label change (QR code & more see sample below).
     1. Are we missing anything? What would make it better?

*The committee is overall in favor the modification of the labels (please see below) that would eliminate the QR code as well as standardize the barcode into being placed horizontally on all future labels.*

*Members had no objections to removing the QR code.*

*Some members commented that standardizing the barcode horizontally will make training at their local institutions easier.*

*It was discussed we should notify the membership about the impending change before we initiate it, but overall, no one had any objections about the proposed changes.*

* 1. Proposed ILL Policy modification.
     1. Current policy: <https://mobiusconsortium.org/interlibrary-loan-policy>
        1. Please see the attached PDF at the bottom of the page.
        2. The current policy is quite old and is in need of an update.
        3. It is also vendor-specific which isn’t really suitable for a true ILL policy. Some examples to look through for inspiration include:
           1. Maine InfoNet: <https://www.maineinfonet.org/minerva/support/circulation/inter-library-loan/>
           2. MeLCat: <https://www.mcls.org/index.php?cID=306>
           3. RAILS: <https://www.railslibraries.info/services/interlibrary-loan>

*Steve Strohl and Eileen Condon summarized the need for the committee to review the existing policy, both from a procedural and financial standpoint, the committee needs to investigate this since it has been over a decade since the last revision. Eliminating any vendor-specific language and putting time limits around any losses are some of the issues the committee agreed to review. Sarah has created and shared a* [*Google Document*](https://docs.google.com/document/d/133F-yjuSIGctFGxzXzuckyyEB-fRyDHqYYQF0e2t-us/edit) *that will solicit the thoughts and input of the committee so we might have some final revision to discuss at our next meeting in October.*

Text, letter

Description automatically generated

1. Adjourn Meeting – First meeting of this committee.

*Motion to adjourn proffered by Sarah at 2:46 pm.*

*Andrew Stout made the motion.*

*Seconded by Heather.*

*Without objection.*

**Sarah Francka-Jones, 2022-2023, Chair**  
Interlibrary Loan Coordinator, Springfield-Greene County Library

**Lisa Young, 2021-2024, Vice-Chair**  
Director of Access Services, Lindenwood University

**Eileen Condon, Board Representative**  
Dean of University Libraries, Webster University

**Katherine E. Bohnenkamper, 2022-2024**  
Head of Access Services, Drury University

**Heather Gibbs, 2022-2024**  
Circulation Services Supervisor, Bettendorf Public Library

**Carol Schrey, 2022-2024**  
Director of Collection Services, St. Charles City-County Library

**Andrew Stout, 2022-2024**  
Public Services Librarian, Covenant Theological Seminary

**Steve Strohl, MOBIUS Organizer**  
Associate Director, Member Services, MOBIUS

**Donna Bacon, Ex-Officio**  
Executive Director, MOBIUS

MOBIUS is inviting you to a scheduled Zoom meeting.

Topic: Circulaton-Courier Committee Meeting.

Time: Aug 9, 2022 02:00 PM Central Time (US and Canada)

Join Zoom Meeting

https://us02web.zoom.us/j/82094178936?pwd=djRGOHo1MVhybmVhM3JxOHh1RVFzQT09

Meeting ID: 820 9417 8936

Passcode: 026251

One tap mobile

+13017158592,,82094178936#,,,,\*026251# US (Washington DC)

+13126266799,,82094178936#,,,,\*026251# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

Meeting ID: 820 9417 8936

Passcode: 026251

Find your local number: https://us02web.zoom.us/u/kI2uErjg