# Minutes of the MOBIUS FOLIO and OpenRS Enhancements Committee

Wednesday, May 28, 2025 at 11:00 am

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

1. Welcome: Stephanie S. called the meeting to order at 11:00am.
   1. Planned Absences: Stephanie Chinn
   2. Planned Guests: N/A
   3. Katie Rahman will draft today’s meeting minutes
   4. Roll call was performed by Vivian Gould
2. Additional absences: Kim Kietzman, Kirsten Abotsi, Rebecca Brown-Gregory, Donna Church, Donna Bacon, Steve Strohl
3. Review and corrections to April 23, 2025 meeting minutes (notetaker-Stephanie S.)
   1. No changes or additions.
4. Review and corrections to May 7, 2025 meeting minutes (notetaker-Andrew)
5. One spelling correction was made. Stephanie S. mentioned that there is one line that is cut off. She will send out an email with an updated document if any further changes are made.
6. Jennifer asked where the JIRA video can be accessed. Vivian placed the link in the meeting chat: <https://recordings.openlibraryfoundation.org/folio/implementation-group/2025-04-22T11:00/> Vivian informed the committee that the password for this meeting and other SIG meeting is generally “folio-lsp”.
7. This recording was a presentation for one of the SIGS, and it explains how to navigate JIRA. JIRA is the ticketing system used by the FOLIO Community to house and track bugs and enhancements. Vivian mentioned that MOBIUS may be moving to JIRA in the future.
8. Continuing Business
9. Google Folder to store all Committee documents
10. This folder will include agendas, minutes, and working documents. It will also include the Enhancement Requests Google Form and the spreadsheet with responses.
11. Vivian has created this folder, but it has not been shared with the committee yet. Stephanie S. will send out the email. She informed the committee that they will receive a link in the email to follow. After clicking on the link, you will be instructed to request access. The requests will go to Vivian who will provide access.
12. Vivian and Steve will be presenting on the Enhancements Committee at the MOBIUS conference next week. Documentation related to this presentation is in this folder, but it is not required for the committee members to review this documentation.
13. Subcommittee assignments (see below for current list) plan of action
14. Committee members should let Stephanie S. know if they are no longer interested in serving on one of these subcommittees or if they wish to change subcommittees.
15. There was discussion regarding the name for the Discovery Subcommittee. Vivian chose “Discovery” so EDS and OpenRS would not be excluded. However, she is not opposed to changing the name if that is preferred by the subcommittee. Stephanie S. mentioned that the OpenRS part of the Discovery Subcommittee is related to display, and the OpenRS Subcommittee is related to its functionality.
16. “(DCB)” was added to the OpenRS Subcommittee name.
17. Vivian was added to the System Administration Subcommittee.

**Plan of action**

1. Stephanie S. informed the committee that most of the subcommittee communication will be through email, but members are welcome to set up virtual meetings.
2. Stephanie S. offered guidance regarding starting out the conversation for a subcommittee about the backlog.
3. Stephanie S. mentioned that the plan is that members will be looking at the enhancements assigned to your subcommittee as a group and decide which should be high priority. These high priority items will move forward in the process.
4. Andrew suggested that all enhancements assigned to a subcommittee should be ranked first and then pick the top requests. (It doesn’t have to be a certain number).
5. Stephanie S. agreed that ranking is the best way to determine high priority requests, and we could, perhaps, standardize the ranking (eg., 1-3, 1-5).
6. Vivian mentioned that the FOLIO Community uses P1-P5, but P1 is system critical. Most of our enhancements are not system critical. Vivian recommended that we use 1-3 to start, and subcommittees can decide whether they want to be more granular. The committee agreed to this suggestion.
7. Franny asked about what should happen to the low priority items. Stephanie S. responded that if a MOBIUS library puts through an enhancement request, the committee should look at it and the submitter should receive a response. Stephanie suggested focusing on high priority enhancements first. Once the high priority requests move on to the FOLIO JIRA, the committee can look at the lower priority requests.
8. Vivian mentioned that FOLIO SIGs periodically review the open JIRA tickets associated with their subject area. For those that are no longer important or functionality is now available through another ticket, notes are added, but they are not closed. Vivian suggested that this committee should periodically review all outstanding enhancement requests and decide if some of the non-important, older requests should be closed.
9. Rachel asked whether the person who submits an enhancement request should be notified if the request is not moved forward. Vivian mentioned that the ones that are currently MOBIUS Help Desk tickets will be managed by the MOBiUS office which includes notifying the ticket owner regarding updates. Vivian suggested that the committee come up with a process regarding keeping MOBIUS members notified about the status of their enhancement request for any new enhancement requests.
10. Andrew said we should focus on the high priority requests first, and he said he is okay with leaving it vague regarding the process for enhancement requests that are not a high priority.
11. Franny suggested that we should still notify the person who initially submitted the request for those requests that the committee decided to not move forward with.
12. The committee agreed to keep the process vague for low priority requests at this time.
13. There was a question regarding what advocacy in the FOLIO committee looks like. Vivian suggested that MOBIUS members advocate for enhancement requests themselves in the FOLIO community, such as being involved in the SIGS and keeping track of JIRAs that are related to your subject areas of expertise. If multiple MOBIUS members upvote a ticket, it will make more of an impact than if just MCO votes.
14. Stephanie S. mentioned that once the subcommittee has their rankings, we must decide what to do next, such as when we submit the high priority requests to the MOBIUS community to vote on.
15. Vivian mentioned that we must check to see if the enhancement requests that we decide to move forward are not already JIRA tickets.
16. Vivian suggested that we create documentation for the committee regarding the enhancement process. Maybe, one for the committee itself and one for the general membership.
17. There was a question in the chat regarding instructions for MOBIUS members regarding getting a JIRA account. There is currently no MOBIUS documentation, but MCO will work on it after the MOBIUS conference.

c. Review/edit of Enhancement Request Form (drafted by Vivian; edited by Stephanie S. and Rachel)

* 1. <https://docs.google.com/forms/d/e/1FAIpQLSe5QvlKZGtn3SJB8BIw-YNJNe5O-TocF8t2PhQUcDUYLluMBA/viewform?usp=sharing&ouid=114884577033227162261>
  2. Can the form be ready for premiere during the Enhancements Committee presentation at the MOBIUS Conference? Some minor changes have been made to the form including an option to enter a MOBIUS Help Desk ticket number. “Functionality” was changed to “Features”, and responses now include a “Unknown/Other” option. There is also an option to upload a file. Vivian mentioned that branding still needs to be added, and additional testing is needed. Therefore, it will not be ready by the time of the MOBIUS conference. Perhaps, as Andrew mentioned at a previous meeting, there should be a soft launch with Site Coordinators before releasing the form to the general membership.

1. Outstanding Enhancements Document: <https://docs.google.com/spreadsheets/d/1Goz-DYplINVnWd6vKs-GQk1dG2-zNwWv98KP20blIV4/edit?gid=0#gid=0>
   1. Entries have been copied over to the Google Form’s spreadsheet view here - <https://docs.google.com/spreadsheets/d/1TZcs2CX6DdrY8gvAvqrpHQtcY0XM7E2uJAJu34DYu-U/edit?usp=sharing> Thank you, Rachel! New requests will be added as they come in. The duplicates have not been merged yet, and some have not been assigned to subcommittees. Vivan mentioned that if you don’t have a Google account, you may have difficulty accessing this document. You may have to use a different email. Stephanie S. mentioned that this is the document subcommittees will use to rank requests. Stephanie added a notes column. There is no current deadline for the rankings.
   2. How to prioritize in Subcommittees? Discussed under “Continuing Business”.
   3. How to communicate prioritization and reasoning to full Committee membership?
2. Continue discussion of how the committee should solicit feedback from MOBIUS membership on enhancements that should go forward to SIGs, product owners, EBSCO, Knowledge Integration (KI), etc.
3. Continue discussion of how the committee should keep MOBIUS membership informed of number of Enhancement requests in process and their statuses
4. New Business: There was no time to discuss these topics. They will be discussed at the next meeting.
   1. Proposal for this Subcommittee to draft and provide standardized wording that MOBIUS Help Desk staff can include in responses to tickets that they deem would need to be submitted as enhancement requests in order to resolve them. The link to the Google Form would be included. Would this allow the MOBIUS ticket to be closed once an enhancement submission is made? (Stephanie S.)
   2. SIG enhancement voting (Stephanie S.)
   3. Enhancements Committee presentation at MOBIUS Conference (Steve, Vivian, Stephanie S., Andrew)
   4. Annual report of the Committee (Stephanie S.)
5. Informational Updates

No updates were provided.

1. Next Meeting
   1. June 11 at 9:00 am (note the earlier time)
2. Adjourn Meeting

Stephanie S. adjourned the meeting.

**FOLIO & OpenRS Enhancement Committee**

**Stephanie Spratt, 2025-2027, Chair**   
Assistant Director for Technical Services, Missouri Western State University

**Andrew Stout, 2025-2028, Vice-Chair**   
Access Services Librarian, University of Missouri-St. Louis

**Kim Kietzman, Board Representative**  
Director, Altoona Public Library

**Samantha Perkins, Board Representative**  
Library Director, Missouri Valley College

**Kirsten Abotsi, 2025-2028**   
Lead Librarian, Library Systems, St. Louis Community College

**Frances Behrman, 2025-2027**   
Access Services Librarian, Kenrick-Glennon Seminary

**Rebecca Brown-Gregory, 2025-2028**   
Technical Services Librarian, St. Louis Art Museum

**Stephanie Chinn, 2025-2028**   
Systems Librarian, Saint Louis University

**Donna Church, 2025-2028**   
E-Resources Librarian, Missouri Baptist University

**Jacob Dudley, 2025-2027**   
Head of Access Services, Northwest Missouri State University

**Seth Huber, 2025-2028**   
Technical Services Librarian/Head of Cataloging, University of Missouri - Columbia

**Stephanie Marvin, 2025-April 2025**  
Customer Service Supervisor, Davenport Public Library

**Cameron Nuss, 2025-2028**   
Research & Instruction Librarian, William Woods University

**Jennifer Parsons, 2025-2028**   
Assistant Director & Access Services Librarian, Central Methodist University

**Catherine Price, 2025-2027**   
Content Services Librarian, Rockhurst University

**Stephanie Ruhe, 2025-May 2025**  
ILS Administrator, Springfield-Greene County Library District

**Kathleen Rahman, 2025-2027**   
Systems Librarian, University of Missouri - Columbia

**Rachel Utrecht, 2025-2027**   
Technical Services Librarian, William Woods University

**Vivian Gould, MOBIUS Organizer**   
Systems Librarian, MOBIUS

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

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

Zoom Meeting Details

Topic: Enhancements Committee Meeting

Time: May 28, 2025 11:00 AM Central Time (US and Canada)

Every 2 weeks on Wed, 79 occurrence(s)

Please download and import the following iCalendar (.ics) files to your calendar system.

Weekly: <https://us02web.zoom.us/meeting/tZMvcuusrT0oEtbMgEYI4DFZ-pk_rcItwxW1/ics?icsToken=DLkW7lU2bV9AT5E3ZAAALAAAAIxJC2YSOy0gcjEj0S4bqYGH7yL1vecm9Mw336QTdzNO5oPEnYVECOaGW-UT8td5dxjn2wcCVTXpwOXs9DAwMDAwMQ&meetingMasterEventId=4c-xNkdET4yL5ztt9ixBTw>

Join Zoom Meeting

https://us02web.zoom.us/j/87252436282?pwd=Z27NWf42CwuyLWwKAQaezbEax5gSku.1

Meeting ID: 872 5243 6282

Passcode: mobius

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One tap mobile

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+13126266799,,87252436282#,,,,\*810631# US (Chicago)

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Dial by your location

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• +1 312 626 6799 US (Chicago)

• +1 646 931 3860 US

• +1 929 205 6099 US (New York)

• +1 301 715 8592 US (Washington DC)

• +1 305 224 1968 US

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

• +1 346 248 7799 US (Houston)

• +1 360 209 5623 US

• +1 386 347 5053 US

• +1 507 473 4847 US

• +1 564 217 2000 US

• +1 669 444 9171 US

• +1 669 900 6833 US (San Jose)

• +1 689 278 1000 US

• +1 719 359 4580 US

Meeting ID: 872 5243 6282

Passcode: 810631

Find your local number: <https://us02web.zoom.us/u/kbFBF8tTBd>

**Subcommittees**

MOBIUS Enhancements Committee (FY24-25)

May 21, 2025

**Acquisitions/Serials (Finance, Invoices, Orders, Organizations, Receiving, Serials)**

* Catherine Price, Rockhurst University
* Stephanie Spratt, Missouri Western State University
* Steve Strohl, MOBIUS

**Cataloging (Bulk Edit, Data Export, Data Import, Inventory, Lists, MARC authority)**

* Rebecca Brown-Gregory, Saint Louis Art Museum
* Vivian Gould, MOBIUS
* Seth Huber, University of Missouri
* Stephanie Spratt, Missouri Western State University
* Rachel Utrecht, William Woods University

**Circulation (Check in, Check out, Circ log, Users, Circ Settings)**

* Kirsten Abotsi, St. Louis Community College
* Franny Behrman, Kenrick-Glennon Seminary
* Jacob Dudley, Northwest Missouri State University
* Jennifer Parsons, Central Methodist University
* Andrew Stout, University of Missouri-St. Louis
* Steve Strohl, MOBIUS

**Discovery (Locate, OpenRS Locate)**

* Franny Behrman, Kenrick-Glennon Seminary
* Rebecca Brown-Gregory, Saint Louis Art Museum
* Stephanie Chinn, Saint Louis University
* Donna Church, Missouri Baptist University
* Jacob Dudley, Northwest Missouri State University
* Seth Huber, University of Missouri
* Cameron Nuss, William Woods University
* Jennifer Parsons, Central Methodist University
* Catherine Price, Rockhurst University

**e-Resource Management (Agreements, eHoldings, Licenses, Organizations)**

* Donna Church, Missouri Baptist University
* Catherine Price, Rockhurst University
* Stephanie Spratt, Missouri Western State University

**OpenRS (DCB)**

* Franny Behrman, Kenrick-Glennon Seminary
* Stephanie Chinn, Saint Louis University
* Jacob Dudley, Northwest Missouri State University
* Jennifer Parsons, Central Methodist University
* Katie Rahman, University of Missouri
* Andrew Stout, University of Missouri-St. Louis

**System Administration (FOLIO/Locate Settings)**

* Kirsten Abotsi, St. Louis Community College
* Vivian Gould, MOBIUS
* Katie Rahman, University of Missouri
* Stephanie Spratt, Missouri Western State University
* Rachel Utrecht, William Woods University

**User Management (Users)**

* Kirsten Abotsi, St. Louis Community College
* Jacob Dudley, Northwest Missouri State University
* Katie Rahman, University of Missouri