# Minutes of the MOBIUS Circulation and Courier Meeting

Thursday, August 14, 2025, at 3:00 pm

Online, via Zoom (see below, page 3, for how to connect)

1. Call to Order

*Meeting called to order by Laura Kromer at 3:03 pm.*

* 1. Planned Absences: Jennifer Nutefall.
	2. Planned Guests: N/A.
1. Introductions and Announcements
	1. Committee page: <https://mobiusconsortium.org/node/95>
	2. Committee listserv & more.
		1. Email for the committee is now comm-circ-courier@mobiusconsortium.org (MOBIUS changed over all of the e-mail lists as of July 1, 2024).
2. Adoption of the Agenda

*Additional items added under “New Business” by Laura Kromer; without objection.*

1. Existing Business
	1. Defining the Regular Meeting Schedule for 2025-2026

*The consensus of the group is that we should meet every second Thursday of the month at 3:00 pm. Steve Strohl will send out Zoom invites for September – April and we’ll adjust from there.*

1. New Business
	1. “Stuck Holds” and related circulation issues

*This is an issue that multiple people spoke on is the idea that holds are not moving through the system in an orderly fashion. Laura Kromer asked the committee if they are having this issue: Returned books will show up a week later to the borrowing library that just returned it as if it is for a new hold to be fulfilled. Many on the committee agreed that this is also an issue in their libraries. In these situations, it seems the hold is not cleared or resolved when it returns to the home library the first time. This error is costly for staff time in both the lending and borrowing library. This is a known issue and one that was brought up at the MOBIUS conference back in June and the MOBIUS office will prioritize this issue to the EBSCO and K-INT teams in their upcoming meetings.*

* 1. Asking membership for feedback/input

*The MOBIUS office will be working on the “Stuck Holds” as well as the other, broken link issue that is related to the OpenRS circulation process and soliciting workflow feedback on all three systems (FOLIO, Sierra, and Polaris). Since members of the MOBIUS office recently went to Altoona to learn more about how Polaris works, some feedback for the development team. The committee will consider asking for input from member libraries about their circulation-courier issues later this year.*

* 1. Bookbands & Pickslip issues

*The group discussed what to do about what information is included on (Green) Book Bands/Stickers as well as what is printed on the Pickup Slips. This expanded into a discussion about what information is on the labels that are produced via the MOBIUS label maker. Steve Strohl will work with Annette Lukacz shortly to discuss these issues and more (including, what codes for each site are produced and where and to try and find out what inconsistencies that are discovered get corrected). Laura would like the members of the committee to study their own circulation and courier issues related to pick slips, book bands, and bag labels to discuss further at our next meeting, which is scheduled for Thursday, September 11 at 2:00 p.m.*

1. Adjourn Meeting

*Call for adjournment made by Annette Lukacz at 3:58 pm. Seconded by Jacob Dudley. Without objection.*

**Laura Kromer, 2024-2026, Chair**Director of Reference Services, Missouri State Library

**Jennifer Nutefall, Board Representative**Dean, Libraries & Museums, Saint Louis University

**Kathleen Donelson, 2025-2027**
Library Information Specialist, University of Missouri- Columbia

**Jacob Dudley, 2024-2026**Head of Access Services, Northwest Missouri State University

**Sienna Henson, 2024-2026**Library Assistant, Kansas City Art Institute

**Katie Lawrence, 2024-2026**ILL Manager/Library Specialist, William Woods University

**Annette Lukacz, 2025-2027**
Library Coordinator,St. Louis Community College

**Allyson Nichols, 2024-2026**MOBIUS/ILL Coordinator, Missouri River Regional Library

**Angie Rundle, 2025-2027**Library Associate, St. Louis County Library

**Tiffany Smith, 2025-2027**
Librarian, Calvary University

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

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

Topic: Circulation-Courier Committee Meeting.

Time: Aug 14, 2025 03:00 PM Central Time (US and Canada)

Join Zoom Meeting

https://us02web.zoom.us/j/88943445284?pwd=Ax74r4nG1Zq0avv9skpIj5hrXr0r4q.1

Meeting ID: 889 4344 5284

Passcode: 013265

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Join instructions

https://us02web.zoom.us/meetings/88943445284/invitations?signature=ZDJvJt-tNkxyeYX4T843Qvd6XNlzOKt\_fGOpCI4JZWo