Members Present:

|  |  |
| --- | --- |
|  Tom Peters, President 2016-2017, At-Large Member 2013-2016 | Missouri State University |
| Laurie Hathman, Past President 2016-2017, Academic Library Rep, 2013-2016 | Rockhurst University |
| Sharon McCaslin, Vice-President/President-Elect, 2016-2017, At-Large Member 2014-2017 | Fontbonne University |
| Renee Gorrell, Secretary, 2016-2017, Special Libraries Representative, 2015-2018 | Goldfarb School of Nursing |
| Edward Walton, Treasurer 2016-2017, At-Large Member 2014-2017 | Southwest Baptist University |
| Eric Deatherage, At-Large Member 2015-2018 | Crowder College |
| Lisa Farrell, At-Large Member 2015-2018 | East Central College |
| Kathy Hart, At-Large Representative 2016-2017 | Northwest Missouri State University |
| Valerie Darst, Academic Library Representative 2016-2019 | Moberly Area Community College |
| Donna Bacon, Executive Director | MOBIUS |
| Barbara Reading, Ex Officio Non-Voting Member, Missouri State Librarian | Missouri State Library |

Members Absent:

|  |  |
| --- | --- |
| Bonnie Postlethwaite, At-Large Member 2014-2017 | University of Missouri- Kansas City |
| Claudia Schoonover, Public Library Representative 2016-2017 | Missouri River Regional Library |

1. Meeting was called to order by Board President, Tom Peters, at 10:00am
2. Approval of agenda: Sharon McCaslin moved and Kathy Hart seconded. Agenda was approved.
3. Approval of August 12, 2016 Board minutes: Ed Walton moved to approve without correction the minutes of the August 12th, 2016 board minutes. Sharon seconded the motion. The minutes were approved.
4. Tom Eagle, of Marberry & Eagle, Certified Public Accountants, presented the FY2016 Audit. He explained the format of the document, the financial statements in the presentation, and gave a “clean audit opinion.” Eagle gave more description of each section of the audit, and answered questions. In the audit communication letter, it was noted that there were, “no difficulties encountered in performing the audit,” and there were no misstatements identified.
5. Treasurer’s Report, Ed Walton: Ed noted that there are no major concerns with the current financials or budget. Ed asked the board about the amount of financial information to be given to the membership at Friday’s meeting. Discussion followed. Ed will work on a report with slightly more detail of the bigger financial categories.
6. OLD BUSINESS:
7. 2015-2018 Strategic Plan Action Updates
8. Laurie Hathman gave an explanation of the purpose and history of the MOBIUS Board handbook. The MOBIUS HR site is a good online location for this document as it already requires a login to access. The Board was reminded that the MOBIUS Executive Director meets with all new board members at the beginning of their term, and goes over the list of things they need to know, and be familiar with. It was determined through discussion that the ‘Job Descriptions / Responsibility’ section needs more work. Laurie recommended a timeline document for the Board President, and has created a draft of such a document. There was discussion about this being a good idea for other officer positions, as well.
9. Tom handed out a draft of the new MOBIUS Communications Plan, with some brief explanation. Under Scope of Communication, it was decided that Donna will send a copy (electronic) of the Communication Plan to any person that submits inappropriate postings. Tom also explained his choice of using gender-neutral pronouns “their” as opposed to “his/her”. After changes to the draft, Valerie Darst moved to accept the Communications Plan and Sharon seconded. The Communications Plan was approved. Tom said the committee will continue to monitor what methods of communication we use with the membership.
10. Tom announced there was no update regarding shared print storage; Board feels this is still an important topic for continued discussion.
11. Standing Committees

1. Lisa Farrell gave report on Circulation and Courier.
They are in the process of putting together a list of who lends AV materials to share with the MOBIUS community and hopefully help to interest others. In that same vain, the group is also working on a best practices document for items infested with bed bugs as many libraries deal with this problem regularly. The group will be creating a separate survey to learn about members’ satisfaction with the courier. A form will be created online that members can use to post information about missing items.
Lisa said they want the MOBIUS Board to review the overdue message text. Currently, the standard text is not sufficient for every library and needs to be edited for each institution. A brief discussion followed; local changes to the overdue notices are permissible. There will continue to be standard wording available for those institutions that want to use it.
The Board was in agreement.

2. The User Experience and Metadata committee, chaired by Bonnie Postlethwaite, has not met this year yet. Donna said she feels this committee needs more focus, and welcomes suggestions for items for this committee to look at. Authority Control was one subject that was discussed.

3. The E-Resources committee, chaired by Claudia Schoonover, had a meeting scheduled earlier this week, but it was canceled. That meeting is being rescheduled.

4. ILS Marketplace committee, chaired by Sharon McCaslin, has designed a survey regarding satisfaction with the current ILS, and users’ desires. This survey has not yet been sent to membership but they hope to send it out before the Thanksgiving break.

1. MOBIUS Impact and Value Work Group, chaired by Eric Deatherage: Eric told the Board that the group is trying to ascertain exactly what they want to measure. Originally, the plan was to create surveys for various audiences. There was a discussion among the board over what sort of information would be useful to collect. Eric also mentioned that it would be useful to determine what information they already have access to, that can be shared with membership to advocate for MOBIUS. Some of the group’s work was stalled when a MOBIUS staff member recently left, but meetings have since resumed. There was more discussion of traditional interlibrary loan costs, an additional value of MOBIUS, aside from just borrowing books. While the MOBIUS name is valuable, that value in dollars still needs to be proven to our institutions’ leadership and administration. Laurie recommended getting this information to directors quickly, as MOBIUS assessments are about to increase. Tom suggested providing information that will resonate with institutional provosts, etc. will be useful in future discussions regarding MOBIUS cost increases. Eric and Donna will work on a ‘brochure’ of sorts to have available for the membership to take to their administrators to help explain the value they receive for being a member of MOBIUS by next Friday’s membership meeting.
2. NEW BUSINESS
3. Donna reported that we have all the numbers needed for members’ assessments, 2017-18. These figures were determined under the assumption that MERLIN will be moving to stand-alone status, not refilling the position of systems librarian recently vacated, cutting authority control costs, and the combination of four clusters into two clusters. Missouri Evergreen will be moving to the cloud, so there will no longer be an expense line for ISG. Courier costs will be going up as the subsidy ends in 2017. ArticleReach costs will be taken from the contingency fund. There was discussion about what else could be cut to further reduce costs. There was also discussion about what board reaction would be upon notification or non-notification from MERLIN, by November 1, 2016. This is the deadline by which they have to give written notification of moving to stand-alone status according to the MOBIUS bylaws. The board discussed what information should be shared at the Membership meeting on October 28, if there has been no notice by that date. Tom reminded the board that the board’s main objective is the good of all MOBIUS members.

The Board looked at the MOBIUS Member fees spreadsheet for FY2017-18, and the suggestions / different scenarios for figuring the costs. The different scenarios were: no change from past years in the way costs were figured, costs with a 10% subsidy, costs with a 5% subsidy, or $100,000 off the budget.
Eric stated he believed we should use some kind of subsidy, which would be necessary to maintain good relationships with our members, and pointed out that we do have contingency funds.

Sharon moved to accept the 10% subsidy model, and Eric seconded. The motion passed.

Missouri Evergreen Project Update: Donna reported that more libraries are expressing interest. Kansas State Library is hosted by MOBIUS and has been migrated to Google Container Technology as a way of testing this technology. After Missouri Evergreen migrates to this technology, the plan is to expand Missouri Evergreen. The 2.11 Evergreen release is done and Blake Graham Henderson and Debbie Luchenbill were instrumental in the community’s work on this release. EBSCO donated money to MassLNC for an Evergeen programming project, who then contracted with MOBIUS to do the work. This will provide some extra revenue.

Tom shared the draft of the MOBIUS Membership Meeting agenda for October 28, 2016. After some discussion, Valerie moved to accept, and Sharon seconded. The agenda was approved for next Friday’s meeting.

Sharon moved and Ed seconded that we also approve the draft budget, contingent on MERLIN’s notification (by Nov. 1) of becoming a stand-alone member July 1, 2017. The motion passed.

1. Executive Director’s Report: Donna reported that she has been traveling quite a bit, including to Park University’s grand opening of their new library, Tulsa City-County’s grand opening, the Iowa Library Association’s Conference, SEMO to visit the new director, and the Missouri Library Association’s Conference. University City in the St. Louis area had a visiting librarian from China that Donna visited with, as well. Altoona’s implementation has begun; their go-live will probably be in mid-December. West Des Moines went live recently; it was all done remotely, and went smoothly. The Municipal Library Consortium (MLC), comprised of nine libraries in St. Louis County, has expressed interest in joining MOBIUS. MLC has approximately 700,000 items. Cost is a barrier for them currently. Donna will continue conversations with them.

MOBIUS staff has been having weekly meetings with Innovative regarding ArticleReach.

Donna reported that one member library still has not paid their assessment, which was due in August 2016 despite being contacted several times.

1. State Librarian’s Report: Barbara Reading talked about the Secretary of State election; there has not been much from either candidate in way of campaigning. The State Library is getting ready for the transition either way. The five-year LSTA plan is due. Public talks and webinars are being held; public opinion is being sought.
2. Other Business: Donna is interviewing two candidates for the Manager of IT Services position the week of October 24.
3. Meeting was adjourned at 2:45pm.