

Members present:

Donna Bacon, Executive Director	MOBIUS Consortium Office
Regina Cooper, Public Library Representative/ 2012-2013	Springfield Green County Library System
Valerie Darst, President/ 2012-2013	Moberly Area Community College
Stephanie DeClue, Secretary/ 2012-2013	William Jewell College
Mollie Dinwiddie, At-Large Member/ 2012-2015	University of Central Missouri
Cynthia Dudenhoffer, Vice-President/ 2012-2013	Central Methodist University
Wendy McGrane, At-Large Member/ 2012-2015	Missouri Southern State University
Susan Morrisroe, Special Library Representative/ 2011-2014	Missouri State Library
Gail Staines, Past President/ 2012-2013	Saint Louis University
Sharon Upchurch, Academic Library Representative/ 2012-2013	Culver-Stockton College

Guests Present:

Maegan Bragg, Executive Assistant	MOBIUS Consortium Office
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Members Not Present:

Jim Cogswell, At-Large Member / 2011-2014	University of Missouri - Columbia
Margaret Conroy, State Librarian	Missouri State Library
Corrie Hutchinson, Treasurer / 2012-2013	Stephens College

1. Welcome and Call to order- Breakfast was served at 8:30 AM and Valerie Darst called the meeting to order at 9:00 AM.
2. Adoption of agenda - Valerie made a motion to move voting items to top of agenda – motion passed.
3. Approval of the minutes of the May 4, 2012 Meeting: Sharon Upchurch moved to approve the minutes, Gail Staines seconded. Minutes were approved as presented.
4. Nomination and election of officers – Mollie Dinwiddie moved to accept the slate of officers as presented. Sharon Upchurch seconded. The motion passed. The slate is as follows: Valerie Darst, President; Cynthia Dudenhoffer, Vice-President/President-Elect; Stephanie DeClue, Treasurer; Gail Staines, Past President.

5. Appointment of finance committee members – The current committee has been re-appointed, consisting of Corrie Hutchinson – Chair, Stephanie DeClue, Susan Morrisroe, and Sharon Upchurch. Cindy Dudenhoffer will assist the Finance Committee during their review of the assessment model.
6. University of Missouri Service Level Agreement (SLA). Gail sent the agreement for the housing of the MERLIN server to Ernest Shaw at MU. Mr. Shaw's version of the agreement included the dollar amount of the credit proposed by the finance committee and the language approved by the Board on May 4<sup>th</sup>. We have received the proposed SLA from MU. It does have the necessary items to cover what Mobius needs. However, the draft includes billing information, which the Board does not want included. The Executive Committee will sit down and meet with the MERLIN directors to discuss the SLA and the Board's issues. Valerie is asking for permission to give the Executive Committee the latitude to sign the SLA once they have determined the interests of MOBIUS have been met. The Board discussed the future plans for determining credit in future years. Mollie motioned that we allow the Executive Committee to sign the SLA without Board approval. Sharon seconded. The motion passed.
7. Board Orientation Information – Since we had limited time and a full agenda and since the new Board members have served on the Board in the fairly recent past, Valerie assigned reading material for the board. She referred the group to the Board of Directors and MOBIUS Member Responsibilities chart that will guide the board in decision making responsibilities for the coming year. She then went through the Board Member Job Descriptions as well as the job descriptions for each of the executive officers. Sharon requested the documents be made available online. Donna Bacon reminded us that these are still drafts. Gail is working to pull all of these documents together for the Board Handbook by November. Valerie has asked the Board to read through the documents and send any questions or revisions to Gail for the handbook. Valerie proposed a deadline of August 2012 for a draft of the Handbook to the Board.
8. Strategic Plan – there are several things we need to address before we review the Strategic Plan in August.
  - Assessment – There was discussion on whether to assign the assessment model review to the Finance Committee or assign a special task force. Susan Morrisroe asked if we could appoint a task force that includes the Finance Committee as well as individuals from the membership in order to have representation from a wider variety of libraries. Donna mentioned that we are on a very short timeline. Cindy Dudenhoffer suggested we don't want the committee to get too big and since we do have a small sample of representative libraries on the Board we could handle this in-house. Susan felt that we

should put the call out in order to make the membership feel included. Mollie suggested we create a focus group for input and suggestions, but keep the actual assessment review in-house. Donna reminded the group that the assessment model is difficult to understand and that asking a group to make suggestions without a thorough understanding would be difficult. Mollie suggested that we put out a call for a task force that provides advice but that the volunteers need to understand that they have to immerse themselves in the assessment plan and make a real time commitment. Gail said that the task force needs to have a specific charge and Cindy suggested a survey to the membership to get overall input. Then, Valerie could choose a small group from the survey respondents to review the Finance Committee's recommendation. Gail suggested that someone create a video presentation overview of the assessment model. Donna suggested that Corrie do that.

Recommendation – Corrie and Gail will create a Camtasia presentation with a comment box survey asking the membership for their concerns regarding the assessment model. The Finance Committee will take the comments into account when reviewing the assessment model.

Donna mentioned the numerous different kinds of membership that we currently have right now and the possibilities that we will have more in the future with Evergreen and Sirsi/Dynix libraries connecting to us. The assessment model does not currently allow for different kinds of memberships. This is one of the issues that will need to be addressed in the assessment model review. Donna asked that this issue be added to the charge of the Finance Committee. Valerie will work with Donna and Corrie to develop a charge for the committee regarding the assessment model review.

- Goal 5, Year 1 states that the Board will appoint a board committee to investigate human resource options. Donna has money in the budget for an HR consultant. Valerie has suggested that we start this process. MU will review HR contracts in November and we want to make sure we are not caught off guard should they choose to revise our employee benefits. It is also more difficult to work with the MU system regarding staffing, salaries, job titles, etc. Gail motioned that Board charge Donna to explore hiring a HR consultant to address the HR issues. Sharon seconded. The timeline will be quick – before August. The Board agreed that we need to have the consultant before we appoint a Board committee. The motion passed.
9. III Contract Renewal – Our current contract with Innovative Interfaces, Inc. expires on June 30<sup>th</sup>, 2012. Innovative wants to renew the contract as is. Donna feels that it is a good contract and there is no point in trying to re-negotiate. Sharon motioned that we allow Donna to sign the

new contract as is. Regina Cooper seconded. Susan asked if the contract is another three years. Donna said it was. The motion passed.

10. Concordia Seminary Membership – Concordia Seminary has a collection of 220,000. They will join the Bridges cluster. Sharon moved that we approve Concordia Seminary as a full resource-sharing member. Susan seconded. The motion passed.

11. MOBIUS Policy on Property and Equipment – the accountant suggested a change in language. The previous wording stated: Capitalized assets acquired using grant money will be reported as expensed in the year in which the grant money was received. For such capitalized assets, depreciation will apply. The new wording would state: Assets acquired using grant money will be capitalized in the year of purchase. For such capitalized assets, depreciation will apply.

Sharon motioned that we approve the change. Susan seconded. The motion passed unanimously

12. Policies – The Board is working on a Document Retention Policy, Whistleblower Policy and Election Policy and Procedures. Cindy, Susan and Stephanie are working on these. Mollie had created an election plan a few years ago and will send her documents to Cindy for review for the new election policy.

13. Board Meeting dates – August 1, 2012 (a Wednesday); October 12, 2012; December 14, 2012; February 15, 2013; May 1<sup>st</sup>, 2013 (a Wednesday).

Membership meeting dates – November 2, 2012; March 1<sup>st</sup>, 2013. Times for these meetings will be changed to 1:00 PM – 3:00 PM. The location will be determined at a later date.

Conference Dates – June 3-5, 2013 in Jefferson City. The membership meeting will be on June 3. The time will be determined once the Board has discussed the schedule of events for day one of the conference with MACPAC. Susan has suggested a hospitality event in Jefferson City or a tour of the state library in the lag time between membership meeting and keynote.

14. New Business – Donna suggested an e-resources retreat to bring together all of the staff who handle e-resource purchasing to make sure that we all are on the same page and approaching e-resources as a group. Donna and Sharla Lair will work on setting that up. Donna will also work on setting up a cooperative collection management workshop/discussion at the November Membership meeting.



**Minutes of the**  
MOBIUS Board of Directors Orientation and Business Meeting  
June 7th 2012 8:30 a.m. – 11:30 a.m.  
MOBIUS Headquarters, Columbia, MO

15. Motion to adjourn – Sharon moved, Wendy McGrath seconded. Meeting adjourned at 11:00 AM

**Next Board meeting: Aug. 1<sup>st</sup>, 2012 at the MOBIUS Office.**

Submitted by Stephanie DeClue  
Secretary, MOBIUS Board of Directors  
6/18/12