

MOBIUS Executive Committee  
Meeting Minutes  
March 27, 2009, 10:00 a.m. -3:00 p.m.  
MOBIUS/MOREnet Office Building Room 205

Members Present:

Dr. Gary Allen, Host Institution Representative	University of Missouri- Columbia
Candice Baldwin, Two year Public-at-Large / 2008-10	Metropolitan Community Colleges- Longview
Janet Caruthers, Secretary / 2008-10	Columbia College
Margaret Conroy, State Librarian	Missouri State Library
Valerie Darst, Treasurer / 2007-09	Moberly Area Community College
Mollie Dinwiddie, Chair / 2009	University of Central Missouri
Erlene Dudley, Chair Elect / 2009	William Woods University
Beth Fisher, MOBIUS Executive Director	MOBIUS
Dr. Tim Gallimore, Missouri DHE Representative	Missouri Department of Higher Education
Becky Kiel, Independent-at-Large / 2007-09 (Present via video)	Cottey College
Wendy McGrane, Four Year Public-at-Large / 2007-09	Missouri Southern State University
Bill Mitchell, MOREnet Representative	MOREnet
Julia Schneider, Past Chair / 2009	Missouri Western State University
Hugh Stocks, Independent-at-Large / 2008-10	William Jewell College

Guests:

Donna Bacon, Assistant Director of Information Technology	MOBIUS
Maegan Bragg, Executive Assistant	MOBIUS

- I. The meeting was called to order by Mollie Dinwiddie a little after 10:00 a.m. Mollie welcomed and introduced Donna Bacon to the meeting.
- II. Mollie asked for a motion to adopt the agenda subject to some rearrangement. Valerie Darst moved to adopt the agenda with the needed changes. Hugh Stocks seconded. The motion passed.
- III. Julia Schneider moved to approve the January 16, 2009 Executive Committee meeting minutes as written. Wendy McGrane seconded and the motion passed.
- IV. Information Items (Mollie Dinwiddie) - Mollie went over the new arrangement of the agenda.

V. Unfinished Business

- III Contract Update (Beth Fisher) - Joe Ford drafted some amendments to the existing contract. Beth has reviewed the amendments which include how to get data out of the system, in what format, potential cost, etc. Innovative submitted a proposal to MOBIUS for a 'Personal Services Representative' at a suggested rate of \$35,000 annually and recommended a review of the servers be done for \$70,000. The 'Personal Services Representative' was considered a good idea which Joe renamed to 'Professional Services Representative' in the contract amendments. A meeting is scheduled for April 7 and 8 with Mollie, Beth, Erlene, Joe Ford and Mary Chevreau, III representative, to discuss the contract.

-Ohio Library Grant Support Update (Beth Fisher) - The Ohio State Library has chosen Equinox to develop open source "connectors" between existing ILS systems. MOBIUS is a silent partner in this development project. If successful, MOBIUS would have access to this new software allowing connections between existing catalogs. A benefit to MOBIUS is the potential for public libraries not using a III system to join the consortium. MOBIUS has been asked to put forth the funds we committed last fall. It was noted that Ohio seems committed to keeping the partners updated and involved; there are six states involved. Mollie stated additional requests for funding will be brought to the board for review, discussion and action.

-New Board Orientation and Annual Planning Retreat, June 4, 2009 (Beth Fisher) - New this year at the conference will be an orientation and planning meeting for the board at Tan-Tar-A. New notebooks will be created for the positions to be elected at the conference. Former board members will be asked to return their notebook to MCO after the conference.

-Courier Services Update (Beth Fisher) – Beth had been informed of the State Library's decision to use KCMLIN as the statewide courier to public libraries.

-Virtual Meetings (Beth Fisher) - Beth asked for clarification of the meetings which should have video conferencing available as an option. It was decided that video conferencing would be an option for Executive Committee, Council, and advisory committee meetings. There will be a web form on the new website for committee members to request joining a meeting via video.

VI. New Business

-ISP Options for MOBIUS Members (Beth Fisher and Bill Mitchell) - Mollie stated some members have asked MCO if they are required to use MOREnet as their internet service provider or if they can seek another provider. A proposed Network Access MOU was distributed. Discussion occurred about this draft, benefits of using MOREnet as an ISP, how to solve network problems of MOBIUS members not using MOREnet, related charges to solving network problems, and who would sign the Network Access MOU. Charges incurred by MCO to solve network problems of members not using MOREnet will be passed on to the institution. Erlene moved that we allow MOBIUS members to not be MOREnet members with a requirement to sign a Network Access MOU as revised by the MOBIUS Executive Director based on today's discussion and with the advice of Bill Mitchell and Gary Allen which is to be submitted to the Executive Committee for final review. Wendy seconded the motion and the motion passed.

- Electronic Resources Procedures Review (Mollie Dinwiddie)– Mollie reviewed the current process of how electronic resources are selected for MOBIUS libraries to purchase and asked whether we are willing to change this model. Mollie will be setting up a meeting with Kurt Kopp and Terry Austin from the University of Missouri’s Library Services Office and Dr. Allen to discuss a new model to utilize the expertise of the Library Services Office (LSO) staff and to maximize student FTEs. If LSO will not be able to assist MOBIUS in the eResources procurement process, this issue will be revisited.
  
- Advisory Committees Review Update (Erlene Dudley) - Erlene mentioned the database selection process needs to be decided before discussing the Advisory Committee Review changes due to the possible restructuring of the current advisory committees. The proposed change is to have four advisory committees: access, annual conference planning, catalog design, and collections management. Two current committees would be eliminated: coordinators and electronic resources. Discussion followed on whether the electronic resources committee should be combined with collection management or eliminated. Becky moved that we eliminate the MOBIUS Coordinators Advisory Group (MCAG) and MOBIUS Electronic Resources Advisory Committee (MERAC) to reduce the number of advisory committees. Janet seconded the motion and the motion passed.
  
- Need for Executive Committee Liability Insurance (Mollie Dinwiddie) – Questions have been raised over whether liability insurance is needed for MOBIUS Executive Committee members even though some higher education institutions provide protection for their employees that serve on boards, usually referred to as ‘protective insurance activities associated with your work.’ It was decided that the board needs a separate policy to ensure coverage of all board members. Beth will get a quote for liability insurance.
  
- VII. Strategic Plan Sub-Committee (Erlene Dudley) – Erlene discussed the Crossroads Task Force proposal. Changes have been made to the proposal based on comments received after the board’s first look at this document to include a revised timeline and to include the State Librarian, a MOREnet representative, and a Missouri Department of Higher Education representative on the task force as ex-officio members. Discussion followed regarding soliciting volunteers for the task force and how this task force could assist in creating a package which could qualify for stimulus money. Hugh moved to approve the creation of the Crossroads Task Force with the discussed changes. Wendy seconded the motion and the motion passed.
- VIII. Finance Sub-Committee (Valerie Darst) - The committee is waiting on contract negotiations with III to end before moving forward to look at pricing for III services and products. Beth mentioned she has had an initial meeting with the audit firm that works with the University of Missouri to discuss conducting an audit of MOBIUS.
- IX. Nominating Committee (Julia Schneider) - An email was sent to Council outlining the process and the deadline for nominations. Even though Council determined a competitive ballot is not wanted, there may be a need for a competitive ballot due to the number of nominations received.
- X. MOBIUS Budget Update (Beth Fisher) – Beth used a new budget format as requested by Mollie and Erlene.
- XI. Executive Director’s Report (Beth Fisher) - The new website launched yesterday. Bids have been received for more courier bags and a vendor has been chosen. Jennifer Parsons

started on March 1, 2009 as the new Library Support Representative (LSR). Another LSR position is currently being advertised.

XII. Other Reports

- Department of Higher Education (Tim Gallimore) - In an effort to respond to President Obama's new stimulus bill and to find projects that will build the technology infrastructure in the state, the Academic Affairs office at the Department of Higher Education (DHE) has been looking at possible projects involving MOREnet. The stimulus bill includes money to increase broadband connectivity to public libraries to bring under-connected citizens to the Internet super highway. Discussion followed regarding the stimulus bill's impact on libraries and how MOBIUS could position itself to use some stimulus funds.

-Host Institution (Gary Allen) - No report. A question was raised regarding the host institution agreement. Dr. Allen responded that the agreement is going to be rewritten because it is functionally invalid at this point. The current agreement is between the University of Missouri, Department of Higher Education and MOBIUS and needs to be rewritten since DHE is no longer a part of the partnership. As far as MOBIUS's basic legal standing is concerned, MOBIUS is not an incorporated legal entity, so it has no legal status to contract on its own with other entities. This is why the University of Missouri Board of Curators contracts on behalf of MOBIUS.

-MOREnet (Bill Mitchell) - MOREnet has developed a proposal for the broadband component of the stimulus bill. One component of the proposal is to extend the fiber backbone to all public higher education institutions in Missouri. The new network backbone went up two weeks ago without notice. The evaluation for online resources is complete and a recommendation will be made this week. MOREnet received a 10% core cut from the House of Representatives appropriations committee. There is some confidence the Senate appropriations committee will restore that 10% cut and possibly fund some one time appropriations. There is still a lot of confusion over the stimulus money and MOREnet is looking towards hearing more details.

-Missouri State Library (Margaret Conroy) – There has been no change to the State Library appropriations. Additional products might be added to a database rebid depending on the vendor chosen and the final bid amount. The Learning Express Library database contract expires in September; the State Library will be sharing the cost with the Department of Elementary and Secondary Education to renew this database through MOREnet. The Secretary's Council on Library Development approved the fiscal year plan for the LSTA money which includes contracting with Web Junction to offer online technology training for library staff and providing every public library in the state a courier service delivery one day a week. The State Library is contracting with KCMLIN to provide the courier service. The e-Resources funding pool has made some progress and hope to have something together for the first of the fiscal year. President Obama signed the bill that increases the state LSTA annual appropriation.

XIII. Standing Committee Reports

- Bylaws Committee (Julia Schneider) – The bylaws that were on the old website were from 2002. Revisions to the bylaws were approved in June of 2003 as stated in the minutes. It was determined that changes do not need to be made to the bylaws in regards to possible changes to the advisory committees.

- MOBIUS Access Advisory Committee (Sharon Upchurch) – Mollie asked members to think about the FAQ submitted by this committee.
  - MOBIUS Annual Conference Planning Advisory Committee (Martha Allen) - No report.
  - MOBIUS Catalog Design Advisory Committee (Steve Wynn) - Report sent prior to meeting.
  - MOBIUS Collections Management Advisory Committee (Lori Mardis) - No report.
  - MOBIUS Coordinators Advisory Group (Eileen Condon) - Report sent prior to meeting.
  - MOBIUS Electronic Resources Advisory Committee (Frank Baudino) – A report was sent prior to the meeting with questions concerning the Maroon database. Mollie notified Frank that the Maroon database would not be up on the website until further notice.
- XIV. Executive Board Business Items - Valerie moved that the Executive Committee convene in closed session with closed record and closed vote for the purpose of considering legal, contractual, budgetary, or personnel matters. Julia seconded and the motion passed.

Submitted by Maegan Bragg  
MOBIUS Executive Assistant