Missouri Evergreen

June 1, 2017

9:00 a.m. Membership Meeting

Holiday Inn Executive Center

2200 Interstate 70 Drive SW, Columbia, MO 65203

Parliament II

Please join my meeting from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/566916269> You can also dial in using your phone:

United States: +1 (646) 749-3112

Access Code: 566-916-269

**Minutes**

Attendance (No name beside member library indicates no representation from that library):

Albany Carnegie Public Library – Traci Clair

Bollinger County Public Library - Eva Dunn

Cameron Public Library

Carrollton Public Library – Sue Lightfoot

Carthage Public Library (CGPL)

Caruthersville Public Library – Theresa Tidwell

De Soto Public Library

Doniphan-Ripley County Library - Becky Wilcox

Douglas County Library

Dulany Memorial Library - Cheryl Springer

Festus Public Library

Grundy County Jewett Norris Library - Theresa Hunsaker

Howard County Public Library

Jefferson County Library- Pam Klipsch, Pamela Withrow

Lebanon-Laclede County Library - Cathy Dame

Little Dixie Regional Libraries – Rachael Grime

Livingston County Library

Marion County Library Subdistrict #1 - Peggy Northcraft

Marshall Public Library

Mountain View Public Library

North Kansas City Public Library- Vickie Lewis

Ozark Regional Library - Holly Martin Huffman, Michelle Swane

Polk County Library

Poplar Bluff Municipal Library - Sue Szostak, Erin Rigby, Shon Griffin

Pulaski County Library - Emily Slama

Salem Public Library

Scenic Regional Library - Steve Campbell, Diane Disbro

Schuyler County Library District

Sikeston Public Library

Ste. Genevieve County Library - Jodi Ralston

Stone County Library - Colleen Knight

Texas County Library

Trails Regional Library – Karen Hicklin

Washington Public Library - Claire Miller

Webb City Public Library - Jake Johnson

Webster County Library - Terri York

Willow Springs Public Library

Missouri State Library – Barbara Reading, ex officio, Debbie Musselman Jennifer Thompson

MOBIUS – Donna Bacon, ex officio, Debbie Luchenbill, Blake Graham-Henderson

Guests:

Riverside Regional Library – Jeff Trinkle

Rolla Public Library - Diana Watkins

1. Call to Order

Steve Campbell called the meeting to order at 9:02 a.m.

1. Minutes

Wilcox made a motion to approve the minutes as distributed. Dame seconded. Minutes approved.

1. Nominating Committee Report (Cathy Dame, Peggy Northcraft, and Sue Lightfoot)

Northcraft reported the nomination of Steve Campbell and Sue Szostak for the July 1, 2017 vacancies for the executive Board.

1. Election of Board Members (two vacancies)

Dunn asked nominations cease and the nominees be voted by acclamation. Dame seconded. Motion passed.

1. Executive Committee Report (Steve Campbell)
	* Summary of Outreach

Welcome to North Kansas City, Vickie Lewis, Director.

The contract between the State Library and MOBIUS is the addition/migration of five libraries per year. Due to the number of commitments to Missouri Evergreen, there are two remaining migration slots for 2017-2018.

* + Prospective Members

Riverside Regional is planning to join. Cass County is hesitant as they have some concerns regarding technical services.

1. Cataloging Committee (Shon Griffin)
	* Jefferson County Library migration – duplicate records

The duplicate record reports for Jefferson County and Festus are incomplete. It is planned to get these done soon. Jefferson County is working to resolve some cataloging record issues and have made great progress. They are to be commended.

Griffin stated with the addition of authority control and in a proactive move, the cataloging committee will begin work on RDA templates and has requested assistance from MOBIUS when agreement on the cataloging committee is reached.

Griffin reported some libraries were removing some sexually related subject headings from records. The cataloging committee has taken the stand this is a form of censorship imposed upon the other members. The cataloging committee states this is unacceptable practice.

1. Circulation Committee (Diane Disbro)
	* Revised Reciprocal Borrowing Agreement

Disbro presented a revised Agreement for use by member libraries if they so choose. Johnson made the motion to accept the Agreement as presented. Lightfoot seconded. Motion passed.

* + Procedure for Borrowing Reference Materials

The Policy and Procedure for loaning and borrowing reference materials was presented. After explanation from Disbro and assurance it was each library’s choice as to whether an item could be lent or not, a motion was made by Szostak to accept and York seconded. Motion passed.

* Condition report form has been changed to include name of library, item, title, barcode, and date.
* Members were reminded to **never** abort a transit.
* Please tell patrons regarding Book Club Kits, that they “cannot guarantee availability.” It is recommended book clubs might choose a backup title for the dates they desire.
1. Authority Control Special Committee (Sue Szostak)

As directed in the last membership meeting, Szostak followed up with Marcive and Backstage to verify year 1 and year 2 pricing. This information was reported to the membership (email to executive committee attached). Year 1 costs will be covered from ME reserves leaving a balance of around $45,000.00. There was concern that individual library pricing had not been developed to cover annual costs. Szostak stated she would work with MOBIUS to develop an algorithm based upon library size and usage. Klipsch made the motion to accept the Marcive bid with negotiation for contract terms and an acceptable algorithm for fair payment by the member libraries. Northcraft seconded. Motion passed with two no votes.

1. Automated Phone Notifications (Diane Disbro)

Tabled

1. Possible Bylaw Change: Non-Directors Serving on Missouri Evergreen Board (Steve Campbell)

Tabled

1. Equipment for Future Live Missouri Evergreen Meetings (Steve Campbell)

York made the motion to approve the purchase of sound and voice equipment for future Evergreen meetings. Funds are to come from reserves with the understanding that cost is to be approximately $200.00. Northcraft seconded. Motion passed.

1. Proposed Elimination of IMLS Funding (Steve Campbell)
	* Future of the Missouri Evergreen courier; contingency plan

Further discussion and study on this topic needed.

1. Update on 501(c)3 Application Status (Steve Campbell)

This has been submitted and waiting on response from the IRS.

1. MOBIUS Staff Update (Donna Bacon, Debbie Luchenbill, and Blake Henderson)

Debbie L., et al—Can you help me with this?

* Trails and Livingston County have started the process of migration.
* Working on preparation for Evergreen Conference
* Blake has presented the work he did on Carousels which has received both acclamation and sharing.
* Blake is working on cloud hosting.
* Donna reported that they may be responding to an RFB for hosting Evergreen.
1. Missouri State Library (Barbara Reading, Debbie Musselman, and Jennifer Thompson)
* Barbara Reading reported her retirement July 1, 2017 and thanked the membership for their support
* Future IMLS/LSTA funding is not a sure thing but it is hoped it would continue and there are some positive signs of help with the funding.
1. Closed Session

At 10:30 a.m. Campbell made a motion to adjourn the regular meeting and that the Board adjourn into a closed session to discuss legal issues (RsMo 610.021 (1). Szostak seconded. The membership by roll call vote approved the Executive Committee to go into closed session to discuss legal matters. There was no dissent.

The Executive Committee with motion made by Knight and seconded by Northcraft authorized Steve Campbell to permit attorneys to respond to correspondence received from the Board of Trustees of Ste. Genevieve County. Payment to attorneys was authorized out of ME Reserve Funds. Motion passed.

At 10;45, Szostak made the motion to adjourn the closed session. Motion seconded by Knight. Meeting adjourned.

1. Adjourn

 There being no further business, the meeting was adjourned.