

## Cataloging AC Minutes 6/7/18

### ATTENDING:

Rob Carle, Joe Thornton (UHLS), Katie Farrell (APL), Lisa Pitkin (GUIL), Jen Murtha (VOOR), Catherine Stollar Peters (BETH), Peggy Mello (COLN), Sue Dague (EGRN)

### Old Business:

1. Checked out items marked withdrawn that cannot be deleted. **Rob created a Review File of these records. Libraries should look at and correct their own items (check in and also change status back to withdrawn).**
2. After the last meeting Rob deleted an EGRN location code and did not find problems. It looks like we can manage deleting location codes if we really want to.
3. Joe added item record number, and removed the months owned, total CKOs, Last Year Circ, and YTD circs from the [Search by Item Status Ad Hoc report](#). Columns are sortable now.
4. Discussion about Sierra logins and permissions and overrides. Peggy will contact Rob to fine tune COLN permissions. Catherine said that BETH has tiered logins and that circ staff need to be able to edit item records.
5. Duplicate patron requests on DVD record as a result of duplicate records for same DVD being eventually merged. **Joe will investigate creating a report. Discuss further at next meeting.**

### Agenda:

1. Minutes! Who would like the honor of following in Jendy's esteemed footsteps by taking meeting minutes?

Peggy, lovely Peggy, volunteered to take notes for a while if we provide her with a laptop for the meetings. We'll provide her with as many laptops as she wants. Thank you, Peggy!

2. BETH is adding VOX books to our library. They are readalongs with a digital player attached to the front cover. We will need a new Material type and subfield for the books. (Catherine)

**UHLS will change Material Type 'p' from 'Mixed media' to 'VOX book;' Rob will contact TROY to move their two 'Mixed media' records to a new Material Type; catalogers will use [sound recording (VOX book)] in the 245\$h, and Joe will make the related changes in Encore.**

3. Miscellaneous:

- a. UHLS will remind libraries to clear their hold shelves every day.
- b. UHLS will send the Sierra 4.0 Release Notes to everyone.
- c. Joe will ask the Directors Association to start a discussion about Automatic Renewals.

Next meeting: August 2, 2018, UHLS 9:30 AM.