

#### **4/4/19 Cataloging Advisory Council**

**Attending:** Joe Thornton (UHLS), Rob Carle (UHLS), Stephanie Anderson (APL), Lisa Pitkin (GUIL), Jen Murtha (VOOR), Peggy Mello (COLN), Sue Dague (EGRN), Joe Nash (COLN), Catherine Stollar Peters (BETH)

#### **Old Business:**

Rob explained “Do not fulfill hold” message is not customizable using a login, since it is a global setting.

UHLS has deleted the CD-ROM item type.

UHLS merged the items from libraries that had less than ten and put them into another item type that made sense. Number of used item types is getting lower. Libraries are still attempting to streamline their items. Rob is suggesting that libraries send tickets to support to have them reorganize items. Milwaukee Public Library has a very small number of Item Types. Sue D. runs a report monthly to see the ltype outliers. Sue D. was seeing some video game records with CD-ROM Material Type. She fixed what she saw. UHLS will work with the individual libraries to narrow down Item Types. COLN can eliminate the Blu-ray Item type and possibly GUIL can eliminate DVD Nonfiction. UHLS wants to suppress billed items in Encore that are older than three years. UHLS will run a report of suppressed items at UHLS libraries. This would include withdrawn items and ILL's, but report would still be helpful.

UHLS is asking all libraries to use a 500 field of Library of Things. to display all of our items that we circulate in our libraries as “library of things.” Joe will send an email. Rob can fix the tags to add the period if it is missing. Catherine mentioned that their Nintendo Switch module has many requests on it. BETH changed their web page to illustrate all of their items and have added a URL to their bib records to direct patrons to their web page. GUIL will be circulating ukuleles. BETH uses material types of Equipment, Kit and Instrument. BETH has 30 wifi hotspots that have different issues. Some overdue hot spots need to be remotely turned off. GUIL had UHLS create an Equipment Expensive item type for their expensive items. Most of BETH's library of things are \$1.00/day for overdue fees, with a maximum of \$5.00.

Rob talked about the MARCEDIT utility that is available to UHLS libraries. Rob does not want the entire system to become aware of this utility. Lisa suggested that he show this to us at a Cataloging Advisory Committee meeting. Joe mentioned that there is a potential for trouble if things aren't done correctly.

Lisa mentioned Playaway will have Wonderbooks. APL will be meeting with Listening Library to purchase Voxbooks. They will also have Wonderbooks. Readalongs are collecting dust at APL.

Rob mentioned 4.3 Sierra upgrade will fix the publication facet in Sierra.

Lisa and Catherine mentioned that they see that some vendor files do not come through. One or two are missing. Rob mentioned that UHLS does not have access to the MARC grid on the Baker and Taylor end, if there is an issue with Acquisitions.

Catherine asked if anyone was using Penworthy for a book vendor. You order online, they supply a MRC file that you have to import.

Rob sent out an email a while ago about Museum passes where some are expired. Libraries responded saying that it was their responsibility to clean these up.

Lisa P. is mentioning that GUIL will be pursuing RFID tagging for their items in the future. Schenectady, Glens Falls and Saratoga have it, as well as Clifton Park. They will not be using the materials handling process which sorts the items. They can now lease the machines, instead of purchase them. It would be a 2-3 month process of tagging their items. They would still be using barcodes. Books can be stacked and checked out all at once. Items through ILL will get a dummy RFID tag. DVD's would get a tag in the case. Inventory is much easier with RFID. They are undergoing a big weeding project and are hoping to do a big renovation if their May bond vote passes. The renovation will be smaller if the bond vote fails.

Rob asked about Create Lists – please clean out your Saved Searches and your Review files marked keep if you do not need them.

EGRN is going to be closed April 30<sup>th</sup>, and it will be Sue's birthday and Staff Development Day..

Jen M. may be moving out of the area to Washington State soon.

**Next meeting: Thursday, May 2, 2019 @ 9:30am**