

5/2/19 Cataloging Advisory Council

Attending: Joe Thornton (UHLS), Stephanie Anderson (APL), Jen Murtha (VOOR), Peggy Mello (COLN), Sue Dague (EGRN), Joe Nash (COLN), Catherine Stollar Peters (BETH), Lisa Bouchard (BETH), Chris Havens (APL)

Old Business:

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. **Joe still has to email regarding Library of Things.**

New Business:

Catherine asked about Wonder books and BETH has purchased Vox books.. Should we call the material type MP3/Readalong? These are books with built-in MP3 players. They will talk it over and let Joe know what to rename the Material Type.

Peggy asked about the 7XX field not being clickable in Encore. Joe said that we may not be able to change Encore to make the Author/artist clickable from a 700 field. Joe asked for the specific search in Create Lists. **Catherine suggested that we do two separate reports in Create Lists, one isolating music with a 700 field and no 100 field or 110 field. We could then change it to a 100 field. The other report would be music items with a 710 field and no 100 or 110. We could then change these to 110 fields.**

Stephanie at APL discussed a new project: A patron was asking for a newspaper. Newspaper did not show as available in Encore. They did a project on adding items for each branch. They would use item holdings, not items. They want to make newspapers holdings, not items. If she does holdings for Times Union the Library Holdings will be at the top and everyone else's will be at the bottom. There was no objection from anyone. People can just scroll down to see the rest of the list. When the status is "Library Use Only" Encore and Sierra will have the red "Not available." If a library makes one copy with an available status, then Sierra and Encore will have Available at the top. Each APL branch has a different retention policy for each newspaper.

Catherine asked about creating a selection of books for outreach only. Maybe four bins of books to be taken to the farmer's market, etc. Catherine created new locations for outreach. Status is a problem., since the status always clears upon checkin. APL has a separate Sierra login for outreach. Catherine was playing around with status x (closed stack). When it is returned, status returns to available. They could change status back after checked in, or not clear the status. These items are also nonrequest.

Stephanie and Xiao Fe at APL are trying to train on cataloging. Shonun Jump is not a series, it is an imprint. How do we add an imprint in Sierra? Naruto as 490 field and Shonun Jump as 830 field. Marc 21 seems to have 260 as imprint.

Joe T. asked about RDA - are we getting more in RDA than in MARC 21? Seems like more of our OCLC items are RDA format. RDA toolkit is up for renewal. The consensus of the group was that we should renew it.

Lisa asked if we update MARC records when we replace items. She does not upgrade record to RDA format. We generally don't. Sue will upgrade the record if it is lacking information.

Sue asked about items with a status of on hold shelf with no patron information attached. How do we know about the location of the item? Can we send a message to please clear hold shelves? If they have to keep the book on the shelf then they have to edit the hold expiration date. They can always just look at dates on slips. **Joe will send an email to circulation to clear the hold shelf.**

Next meeting: Thursday, June 6, 2019 @ 9:30am