

## Cataloging AC Minutes 10/5/2023 (online)

**Present:** Stephanie Anderson (APL), Rob Carle (UHLS), Anne Coletta (BETH), Sue Dague (EGRN), Jane Feeney (BETH), Pam Jacobson (SNLK), Peggy Mello (COLN), Joe Thornton (UHLS)

[[Here](#) is the [Zoom Summary](#) of our meeting. Not great. Not bad. Still in trial.]

1. Look at the [4XX](#) section of the [Cataloging Manual](#). Discussion:
  - Rob: Should we delete the 440 section?  
Sue: Don't bother.  
We'll run a report to see how many records have a 440.
  - Anne asked if we could replace (globally) all 440 fields with 490s. Rob said that that would be messy.
  - Batch removal of all 440s would not be hard to do.
  - Sue had commented in the [4XX](#) section of the [Cataloging Manual](#) and Stephanie said she really likes what Sue said. APL uses the 490 field a lot.
  - Rob asked if he should replace the text for the 490 field in the manual with Sue's text. Answer: yes.
  
2. Follow up to email sent in May to listserv. Copy of email follows: (Sue)

*I was looking at physical holds at our library and I came across a bib record for an item that is not going to exist- at least according to Baker and Taylor, The Tragedy of Macbeth with Denzel Washington was canceled. There are 31 holds on it. Is there a way to find out who created the bib? Should we cancel all the holds?*

Discussion:

- Joe: How do we identify them? 'Manage Holds' in *Sierra*?
- Sue: UHLS should reach out to GUIL to ask them to remove old order records.
- Stephanie: When an item will never arrive, is it okay to cancel its holds?  
Answer: yes.
- Can we ask III to change the 'Hold canceled' message that goes to patrons to 'Publication canceled?' We'll ask.
- Stephanie suggested that once a quarter we send lists of old holds to libraries for them to cancel.
- Sue asked if we could write an Ad Hoc Report that shows bib records with holds and no available items. We'll do that.

3. Is UHLS removing outstanding items on patrons' records after a certain amount of time? I believe a purge was done several years ago for libraries that agreed to this process. Is this happening on a recurring basis? (Sue)

Joe: No. We'll send an email to directors telling them that Rob will contact their library to ask how many years back we should go when deleting items that are billed, lost, damaged, whatever, and never coming back. The libraries can do the job themselves or ask us to remove the items for them.