

Meeting summary for Cataloging Advisory Council (08/01/2024)

[Zoom Summary, edited by JT]

Present: Stephanie Anderson (APL), Rob Carle (UHLS), Anne Coletta (BETH), Sue Dague (EGRN), Pam Jacobson (SNLK), Xiaofei Li (APL), Chris O'Brien (BETH), Lisa Thomas (BETH), Joe Thornton (UHLS)

Quick recap

The group discussed various issues related to music cataloging, including the inclusion of certain subfields and the declining demand for audio books on CD. They also addressed format issues concerning canceled orders and the need for effective management of library orders and holds. Lastly, they discussed staffing concerns, upcoming retirements, and potential changes to the use of OCLC for additional cataloging services.

Next steps

- Anne will send a support ticket to UHLS to inquire about suppressing certain subfield values in the 100, 600, and 700 fields to prevent them from being pulled through to *Encore*.
- Stephanie will prepare an agenda item for the next meeting to discuss the sexual reproductive health grant and the potential use of local subject headings.

Summary

Discussion on Technical Issues and Agenda

Anne, Stephanie, Rob, and Lisa gathered, with Joe expected to join later. Rob experienced technical difficulties with their camera, so decided to continue the meeting without it. The group discussed the lack of an official agenda, with Anne, suggesting a topic for discussion. There were some communication issues, particularly with Anne's audio, but it was confirmed that everyone could hear her.

Subfield B Options and Global Update

Anne raised a question about the 300 fields for subfield B, specifically about whether "CD, audio" or "CD, digital" should be included. Rob confirmed that these options were acceptable and offered to make a global update to include them if Anne could provide a list of the records. Stephanie suggested reaching out to the Midwest representative to make changes to the setup files. Sue was asked to share her expertise on the matter, and it was agreed that this information should be recorded in the manual.

Music Cataloging and Audio Book Trends

The group discussed issues related to music cataloging, specifically focusing on the inclusion of certain subfields and the declining demand and circulation of audio books on CD. Sue found that the problem with missing subfield b in records sent by Midwest Tapes was due to the preferred use of field 344 for recording sound characteristics. The group debated whether to add a subfield b if subfield 344 or 347 is filled out, with Anne suggesting not to add it. Rob proposed a potential solution to add the subfield b in batch using Global Update. The group also discussed the trend of reduced usage and budget allocation towards audio books, with Stephanie proposing to monitor the situation with Midwest to understand their approach.

Addressing Canceled DVD and Blu-Ray Orders

Stephanie addressed a format issue concerning the cancellation of DVD and Blu-ray orders of 'Killers of the Flower Moon'. She pointed out that despite the orders being canceled, librarians were still placing holds on the Blu-ray, and a DVD was available on eBay. Stephanie emphasized the importance of managing library orders and holds effectively, particularly when orders are canceled, to avoid confusion among patrons. She also noted that she would communicate with GUIL and Kathleen, who is now in charge of that part of the operation, to ensure the canceled orders are removed from the system. The group also discussed concerns about some patrons finding a DVD record after it was canceled.

Stephanie's Involvement and Cataloging Updates

Stephanie expressed her intention to attend more meetings in the coming months due to Xiao Fei's absence. She inquired about the number of staff within Upper Hudson involved in cataloging and record handling, and Rob explained that the cataloging list goes to every director and that individual libraries make their own decisions. Rob also assured Stephanie that her voice, along with other member libraries, is important in the system. There were also discussions about new cataloging staff and updates to training documents. Lastly, it was announced that Sue would be leaving the group.

Sue's Retirement and Replacement Discussion

Sue announced her retirement at the end of the month, and the group expressed their gratitude for her contributions. It was also shared that a part-time replacement would be hired to cover Sue's duties, which have been reassigned to other group members. Stephanie planned to research more about the subject and anticipated the addition of more books to their collection based on a related grant.

Addressing Sierra Handling and OCLC

Stephanie expressed concerns about the handling of Sierra and the potential impact on manga records. She suggested reconsidering the use of OCLC for additional cataloging

services due to staffing issues. Rob acknowledged the ongoing training and the need for staff to be vigilant in their work. Anne raised a question about suppressing certain URLs in the name fields to avoid clutter, which Rob agreed to look into. It was decided that specific problems affecting individual libraries should be addressed through support tickets.