



# Cataloging Committee Meeting

October 5, 2023, 10 a.m. ET, 9 a.m. CT

Virtual Meeting

## Minutes

### Members Present:

Anita Brown (Kendallville)  
Charles Lemme (Hussey Mayfield)  
Jocelyn Lewis (ISL - non-voting member)  
Kayla Morris (Newburgh-Chandler)  
Sandra Osborn, secretary ( Mooresville)  
Emma Richey (Eckhart)  
Catherine Roberts (Shelby County)  
Jennifer Steffey (Noble County)  
Christie Whitton (Peabody)

### Members Not Present:

Monica Riley, chair (Jackson County)  
Arlene Reynolds (Henry Henley)

### State Library Staff:

Ruth Frasur Davis  
Britta Dorsey

### Guests included:

Sarah Childs (Hussey Mayfield PL)

- I. Call Meeting to Order. In the absence of the committee chair, Ruth Frasur Davis called the meeting to order at 10:05 AM.
- II. Roll Call. Roll call was taken
- III. Approval of Agenda. Agenda was approved on a motion by Christie and seconded by Emma.
- IV. Approval of the Minutes from August 3, 2023. After a minor correction, the minutes were approved on a motion by Sandra and seconded by Christie.
- V. Indiana State Library Report
  - A. [Community BIBFRAME Study Group - LoC BIBFRAME Project](#). No updates, just leaving these links here.
  - B. Pierceton PL Launch. Date is set for November 21st. Four cataloging parties have been held.
  - C. Aspen Discovery Implementation. A meeting was held yesterday. A new listserv was created for information sharing.
  - D. 3.11.1 Upgrade. Upgrade will be on November 17-18. Ruth also shared that Morrison Reeves Public Library is proposing to their board to join Evergreen Indiana. They are a class A library near Richmond, IN.
- VI. Training and Support Report
  - A. Live trainings. Advanced Cataloging was held twice since the last meeting, August 12-13 and September 11-12. There are 7 new Cat1 catalogers. November 8-9 is the next scheduled training.

Britta is busy removing old training videos on the YouTube channel. 14 people have completed Basic training since August. Britta is working on the Advanced Cataloging Moodle course, the text-heavy MARC section. Will request testers as she gets closer to release. It will be worth 6 LEUs.

- B. Documentation update. Britt has begun listing the changes needed for the cataloging and catalog manuals to match what we will see in the 3.11 upgrade.. Ruth reported some bug fixes in the holdings editor, which will need testers to test in December.

VII. Unfinished Business

- A. Procedures Guide Updates. Ruth requested that members look through these and proofread or offer suggestions. Nothing has changed. Hoping to get Baker and Taylor to do some fixes, then the template can be used.

- 1. Cover Art Uploader

- a) [Guidelines and Instructions](#)
- b) [Template](#)

VIII. New Business

- A. LCGFT: [Large print books](#) vs [Large type books](#). The Library of Congress has now authorized “Large print books” as a form and subject term. A motion was made by Emma to “allow use of the term “Large print book” as a form term, and this is the preferred term for the 655 \_7 field.” This was seconded by Christie and passed unanimously. The procedures guide will be updated.
- B. 2023 Cataloging Refresher. Britta asked for suggestions, and we had a discussion about what should be included and who would contribute. These topics were decided upon: Staff Catalog View (Ruth/Britta), Diacritics in records (Emma), New LCGFTs and LCSHs (not sure who), bug fixes (Ruth), and RDA Records (Sandra). The dates planned for the refresher are: November 30 (10am) and December 1 (2pm). The Refresher session was approved on a motion by Emma, seconded by Christie.
- C. Record Check Cataloger Role. This was a topic brought up by Emma, opening it to discussion by the committee because it does affect consortium-wide records. At her library, they have a role for someone to check records, requiring editing of the MARC record. However, this is a role that does not require full cataloging training as a Cat1. We discussed the possible need to have a Project Cataloger role or permission with a bit more power than a Cat2, but not a full Cat1. This is often needed for clean-up tasks or tasks on one or only a few fields. Ruth created a [document for comments and discussions](#) on how to proceed with this moving forward. It was agreed by several members that this is a category of cataloger that is needed.

IX. Public Comment. None

- X. Announcements. Ruth announced that she will leaving her position (and the state of Indiana) on May 24, 2024. Discussion on the future followed, along with regret for Ruth leaving, but congratulations on her new future.

- XI. Next meeting: 10am ET, 9am CT December 7, 2023, via Zoom. Meeting was adjourned at 11:54 am on a motion by Anita and seconded by Charles.

Respectfully submitted, Sandra Osborn