



# Cataloging Committee Meeting

February 1, 2024, 10 a.m. ET, 9 a.m. CT

Virtual Meeting

**Members Present:**

Anita Brown (Kendallville)  
Jocelyn Lewis (ISL - non-voting member)  
Kayla Morris (Newburgh-Chandler)  
Sandra Osborn, secretary (Mooresville)  
Monica Riley, chair (Jackson County)  
Catherine Roberts (Shelby County)  
Jennifer Steffey (Noble County)

Charles Lemme (Hussey Mayfield)  
Emma Richey (Eckhart)  
Arlene Reynolds (Henry Henley)  
Christie Whitton (Peabody)

**Guests included:**

Jennifer Crusenberry (Hamilton North)  
Bre Weeks (Eckhart)  
Jonathan Redmon (Monticello Union)

**State Library Staff:**

Ruth Frasur Davis  
Britta Dorsey

**Members Not Present:**

## Minutes

- I. Call Meeting to Order. Chair Monica Riley called the meeting to order at 10:01 AM
- II. Roll Call. Roll call was taken. Quorum was met.
- III. Approval of Agenda. Agenda was approved on a motion by Kayla and seconded by Anita.
- IV. Approval of the Minutes from December 7, 2023. Minutes were approved on a motion by Anita and seconded by Sandra
- V. Indiana State Library Report
  - A. [Community BIBFRAME Study Group - LoC BIBFRAME Project](#). No updates.
  - B. Morrisson Reeves Library. Update is continuing.
    1. SIRSI Horizon
    2. Newspaper Index - separate Evergreen ILS instance. These records do not meet Evergreen standards, but are valuable, so a separate instance is being created. Will not be part of the bibliographic database. However, this opens up the possibility for other non-standard records being in an Evergreen database for member libraries.

- C. Jasonville Public Library. Approval is going through the executive committee.
    - 1. Follett Destiny
  - D. Owensville Public Library. Ruth met with them, and there is a possibility of them joining/migrating before Ruth departs.
    - 1. Evolve by Infovision
  - E. Aspen Discovery Implementation. The Train the Trainer cohort has met and is continuing implementation work.
  - F. 3.11.2 and OPAC Upgrade. Very solid upgrade with few problems. Shorter than expected.
    - 1. Acquisitions Upgrade - New Permission
    - 2. Parts - global flag and library setting. This feature requires parts on records that already have parts. Hold requests must select a part for the hold to go through.
    - 3. Holds Screen label. This was sent to the Patron Services committee.
  - G. [Holdings Bugfix Project](#)
  - H. [Evergreen 2024 International Online Conference](#). Ruth reminded us of this conference happening in April. There will be a cataloging track. Terry Reese of MarcEdit will be speaking.
- VI. Training and Support Report. Britta reported on her MARC from scratch series in the cataloging interest groups. In January, she did “DVD from Scratch” and will be holding a “cataloging a board game from scratch” course in February. These have been well received.
- A. Live trainings. 6 people completed Basic Cataloging, and 1 completed Advanced Cataloging. Also, people who did not complete the Refresher training were reverted to Cat2 status. About 40 accounts were affected. Will change back if/when they view the refresher webinar.
  - B. Documentation update. Britta reported that she worked on the procedure manual. Also, she updated the manual, mostly for 3.11 screenshot updates.
- VII. Unfinished Business
- A. [Procedures Guide Updates](#). The updates that Britta made were passed on a motion by Sandra and seconded by Catherine. We also discussed the 250, a repeatable field, but only one 250 shows in the OPAC.
    - 1. Cover Art Uploader
      - a) [Guidelines and Instructions](#)
      - b) [Template](#)
1. Magazine Part Names. Porter County is now adding dates to their part names. They are not changing any existing parts. No action will be taken.
8. New Business
- 1. Dyslexia-friendly books. Jennifer discussed the use of the local heading that she found “Dyslexia-friendly books”. It is an existing subject heading for use in the 650, but not as a genre heading in a 655. We discussed how Aspen may differentiate 650s and 655s. After some discussion, Jennifer made a motion for us to create a local thesaurus genre heading “Dyslexia-friendly books”. It was seconded by Kayla and passed unanimously.
  - 2. LCCNs. Not discussed since neither Emma nor Charles were present at the meeting.
  - 3. [Policy Update Recommendations](#). Britta made some changes to the training section, mostly wordage and typos. There are also some changes to the wordage of the refresher requirements. We will discuss and vote at the next meeting.

9. Public Comment. Britta brought up the idea of purchasing the BISAC code list. Ruth looked up the price and will research and discuss later.
10. Announcements. It was discussed that several members will be attending the PLA conference in April, when our next meeting is scheduled. We decided to move the meeting to Wednesday, March 27th at 10am.
11. Next meeting: 10am ET, 9am CT March 27, 2024, via Zoom

Respectfully submitted,

Sandra Osborn