



Cataloging Committee Meeting

June 6, 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)
Monica Riley, chair (Jackson County)
Anna Roberts (Greenwood)
Catherine Roberts (Shelby County)
Jennifer Steffey (Noble County)
Christie Whitton (Peabody)

Members Not Present:

Arlene Reynolds (Henry Henley)

State Library Staff:

Courtney Brown
Britta Dorsey

Guests included:

Jonathan Redmon (Monticello)
Angela Massey (Porter County)
Danielle Colman (Porter County)

- I. Call Meeting to Order. Chair Monica Riley called the meeting to order at 10:03 AM
- II. Roll Call. Roll call was taken by Secretary Sandra Osborn
- III. Approval of Agenda. Agenda was approved on a motion by Anita and seconded by Christie.

- IV. Approval of the Minutes from March 27, 2024. Minutes were approved on a motion by Anita and seconded by Sandra.
- V. Indiana State Library Report
 - A. New Evergreen Indiana Library Consortium Director. Courtney Brown introduced herself as new E.I. Director.
 - B. Migration updates
 - 1. Morrison Reeves. Successful migration. ~140,000 records are being moved into the separate Newspaper Index.
 - 2. Owensville. August 27th scheduled for migration.
 - 3. Jasonville. No update.
 - 4. Edinburgh. This library is interested in joining E.I. Britta and Courtney have met with them.
 - C. Message Bee. New texting service that won't have throttling issues, as before.
 - D. LibraryIQ Trainings. New trainings scheduled:
 - 1. June 12th
 - 2. September 10th
 - 3. November 6th
 - E. Regional User Groups. Working on dates for these:
 - 1. Jackson County
 - 2. Pike County
 - 3. Noble County
 - 4. Danville
- VI. Training and Support Report
 - A. Live trainings. Britta reported that 13 people have gone through the Basic course. 4 new Cat1s completed Advanced Cataloging. She also held some "MARC from scratch" trainings.
 - B. [Documentation update](#). Britta showed us the new format, moving things over there. There will be a big change to the enhanced MARC editor in 3.13, so she is preparing documentation.
- VII. Unfinished Business
 - A. [Subject heading policy and procedure consistency](#). Discussion on LC thesauri and BISAC. We voted on new language for the cataloging policy that records: "Must contain at least one established thesaurus or subject heading system". Moved by Christie, seconded by Emma. We will discuss the procedure guide updates at the next meeting.
 - A. [Procedures Guide: 534 and 588](#). We approved adding the 588 language for source of description on a motion by Sandra and seconded by Catherine. We decided that the 534 field procedure was not needed.
- VIII. New Business
 - A. Committee elections
 - 1. New member: Anna Roberts, Greenwood Public Library. Anna introduced herself.
 - 2. Committee chair and secretary. The slate of Monica Riley as Chair, and Sandra Osborn as secretary was passed on a motion by Christie and seconded by Emma.
 - B. Cataloging Procedures Guide updates
 - 1. [On-Sale Dates clarification \(policy?\)](#). We had quite a long discussion on street dates, and the various procedures that individual libraries have. We reviewed the existing procedure language on street dates. Emma made a motion to rewrite the statement, but

it failed to move due to no second motion. Emma offered to come up with something different at our next meeting.

2. [Combopack Parts Clarification](#). We also reviewed the combo parts language. We decided that no changes were needed. The staff members of the questioning library were at the meeting and were able to get the clarification that they needed.

- C. Discussion: pricing in the 020 field. Charles noticed that there is more pricing information in the 020, possibly due to imported records or Baker and Taylor vendor records. We verified that It is in the procedure guide to remove the prices, but people are not taking it out. Might be a good reminder to add to the refresher course.

IX. Public Comment. None

X. Announcements. None

XI. Next meeting: 10am ET, 9am CT August 1, 2024, via Zoom. Meeting was adjourned on a motion by Sandra and seconded by Kayla.