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## SHARE Bibliographic & Cataloging Standards Committee Minutes

Friday, February 23, 2024

10:00 a.m.

### Call Meeting to Order

The meeting was called to order at 10 a.m. by Donna Schaal.

### Roll Call

Members present via Zoom: *Gwen Bumpers, Lauren Erwin, Shawwna Maki, Donna Schaal, Rachel Stewart, and Carol Ziese.*

Members absent: *Emily Drone and Jacob Pahde.*

Others present via Zoom: *Jennifer Baugh, Jace Cook, Mary Cornell, Linda Johnson, Connie Kisner with Carmi Public Library, Liz Perkins, Bobbi Perryman with Vespasian Warner Public Library, Anna Wiegand, and Josh Zink.*

### Approval of October 20, 2023, Minutes

A motion and second were made to approve the Oct. 20, 2023, minutes. Motion carried unanimously by roll call vote.

### SHARE Update

The Annual Members' Group Meeting voting period is closed, and all four measures have passed. The SHARE Executive Council will finalize the results at their next meeting.

SHARE staff recently attended IDEAcon in Schaumburg, Ill. The next conferences SHARE staff will attend will be the Public Library Association's annual conference in April and Reaching Forward South in April, where SHARE and CMC staff will have booths and presentations. Members are encouraged to attend.

SHARE has two open positions due to staff accepting other opportunities. Details for the SHARE Circulation Specialist and Cataloger 1 position are available on the IHLS website.

A few SHARE committees have volunteer openings, and members are encouraged to submit a statement of interest to join.

The CMC has new trainings available in L2 for members to view. All SHARE Bibliographic Services trainings are in L2 as well.

To receive updates on Polaris outages, text "Polaris" to 84483.

Aspen implementation is moving forward, with cohort 2 going live recently. Members are encouraged to continue to ask questions or send in help desk tickets should any issues arise.

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Josh Zink, Cataloger 3, has accepted another position outside of IHLS and will be greatly missed. All staff wish him the best on his new journey. Anna Wiegand will be taking his position as Cataloger 3, which leaves a Cataloger 1 position open at all three hubs.

### New Business

- **New Member:** A motion and second were made to approve Bobbi Perryman of Vespasian Warner Public Library as a committee member. Motion carried unanimously by roll call vote.
- **Circulating On Order Records:** Violations of circulating on order records continue to happen. The committee would like to see a formalized policy outlining consequences for repeated violations. The SHARE Bibliographic Services Manager will draft a policy for the next committee meeting in April.
- **Additional Local Subject Heading:** Yoto Players utilize Yoto Cards. The SHARE Bibliographic Services Manager would like to see Yoto Cards added as a local subject heading to help patrons find additional content. A motion and second were made to add Yoto Cards as a local subject heading. Motion carried unanimously by roll call vote.
- **490 for Graphic Novels/Manga:** In creating new editing checklists to guide catalogers, a SHARE cataloger noticed that many manga or comic book records have 490 and 800 or 830 field series statements. Manga and comic books are published initially as serials and thus should not have series statements. Discussion ensued. The committee would prefer to continue the use of adding a 490 and 800 or 830 field to manga and comic books to help assist patrons in their search process. The SHARE Bibliographic Services Manager will draft a local policy to bring to the committee's meeting in April.
- **Other:** None

### Old Business

- **New Material Type – Young Adult Books:** The SHARE Circulation and Resource Sharing Committee deemed the addition of Young Adult Books as a material type unnecessary.
- **Aspen Mapping:** The SHARE Circulation and Resource Sharing Committee agreed with the SHARE Bibliographic and Cataloging Standards Committee that “withdrawn” would be the only status needing masked. The committee discussed various help desk tickets relating to Aspen, and SHARE staff are working to resolve said issues.
- **Collection Codes – Project Delayed:** The collection code project is currently delayed due to changes in staffing and the recent holiday and weather closures. SHARE staff anticipate continuing the work within the next month or so and will provide an update at the April meeting.
- **Other:** None

### Public Comment

None

### Announcements

SHARE staff are working with OCLC to review two new programs available for free from OCLC. The first

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is a real-time availability (RTA) program that would allow libraries with subscriptions to ILL and OCLC to automatically check requests to see if they're available at that library. The second is an integration between OCLC and Google that allows a person to see if a book they've searched for is available nearby at a local library. A list of libraries eligible for both programs will be made available soon.

#### **Next meeting**

The committee agreed upon Friday, April 26, 2024, at 10:00 a.m. for the next meeting, as the original date conflicts with Reaching Forward South.

#### **Adjournment**

There being no further business to discuss, the chair adjourned the meeting at 10:41 a.m.

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