



SHARE Bibliographic & Cataloging Standards Committee Minutes

Friday, April 21, 2023

10:00 a.m.

Call Meeting to Order

The meeting was called to order at 10:00 a.m. by Donna Schaal.

Roll Call

Members present: *Gwen Bumpers, Lauren Erwin, Jacob Pahde, Donna Schaal, Rachel Stewart, and Carol Ziese.*

Members absent: *Emily Drone and Jane Zerke.*

Others present: *Jennifer Baugh, Kathy Collett with Decatur Public Library, Jace Cook, Mary Cornell, Linda Johnson, Shawna Maki with O'Fallon Public Library, Liz Perkins, Loryn Rericha with Staley Library, Cassandra Thompson, Anna Wiegand, Karen Williams with Decatur Public Library, and Josh Zink.*

Approval of January 20, 2023, Minutes

A motion and second were made to approve the Jan. 20, 2023, minutes. Donna Schaal – yes, Gwen Bumpers – yes, Lauren Erwin – yes, Jacob Pahde – abstain, Rachel Stewart – yes, Carol Ziese – yes. Motion carried.

SHARE Update

Aspen is under review with the SHARE Finance and Policy Committee. SHARE has begun to discuss implementation and a tentative timeline with ByWater Solutions. A working group is being created to decide how the PAC will look, and committee members are encouraged to join.

SHARE Annual Agreements will be going out next week.

MARC Report is no longer being supported by TMQ. For now, the software still functions, but as Microsoft pushes out updates, MARC Report may cease to cooperate with said updates. MarcEdit is still an available tool, but more suitable replacements for MARC Report are being investigated.

The end of the school year is nearing, and school members are asked to submit the Schools End of the Year form on the SHARE website.

SHARE Bibliographic Services staff have begun cleanup work in preparation for Aspen.

Barcoder Refresher Training is going well; two to three-hundred staff have completed the training thus far.

New Business

- **New Committee Member – Shawna Maki, O'Fallon PL – A motion and second were made to approve Shawna Maki as a new member of the SHARE Bibliographic and Cataloging Standards Committee. Motion carried unanimously by roll call vote.**

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- **4K Blu-ray Discs** – A member library recently asked if a new material type could be created for 4K Blu-ray discs. Previously, the committee and SHARE had been working to reduce the number of material types in the system. The SHARE Bibliographic Services Manager recommends adding an edition statement, video characteristics, and a notes field into the record of 4K Blu-ray discs for patrons to see when browsing the online catalog, which aligns with the recent decision made by the committee on PAL format DVDs. **A motion and second were made to accept the proposed addition of 4K Blu-ray discs to the Cataloging Blu-rays, DVDs, and Blu-ray/DVD Combo Packs policy. Motion carried unanimously by roll call vote.**
- **Playaway Subject Heading** – Penguin Random House Audio has purchased Playaway Products LLC, formerly a part of Findaway World LLC. In regard to cataloging, this poses an issue in the 710 field, particularly with subfield \$e, the relator term. In general, OCLC records often leave out 710 subfield \$e on Playaway devices. SHARE practice has been to identify Findaway World LLC as the publisher and Playaway Digital Audio as the distributor. As ownership of the companies has changed, there has been a question over how to handle the 710 field going forward. The committee determined that further monitoring of the situation would be needed before deciding on the next step.
- **Relator terms: Author vs. Adapter** – Some books or graphic novels have adapters listed in the 700 field, but in the RDA Toolkit, “adapter” does not exist as a valid relator term. MARC 21, however, does have “adapter” as a valid relator term. The committee agreed that cataloging staff should continue to use “adapter” as a relator term when appropriate, citing it to be a local decision.
- **Subfield \$h in on-order records** – A discussion on the cataloging listserv revealed that some members are uncertain how to handle, identify, or merge on-order records properly and have particular issues with subfield \$h. Currently, the on-order policy does not mention subfield \$h. The policy has not been updated since 2017 and will need to be reviewed to help catalogers understand how to handle such records. A template and a handout will be created as well to help guide acquisition libraries. In preparation for Aspen, SHARE will contact ByWater Solutions to see how on-order records are handled on their end, so more issues are not created.
- **Other** – SHARE will contact IT to determine if there is a way to collect information on the most searched terms in the catalog.

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Old Business

- **New Thesauri** – A short guide was created to help catalogers use the newly approved thesauri (The Art & Architecture Thesaurus, Genre Terms for Tabletop Games, etc.). Spanish subject headings are also lacking, and finding a source for such headings has proved challenging, as many found resources are no longer being maintained. Committee members suggested using subject heading sources from other countries like Mexico and Spain if there is not an American equivalent. Potential sources for Spanish subject headings were identified during the meeting and will be investigated by SHARE catalogers to determine the preferred source.
- **Meeting Date/Time** – The current, regular meeting date and time is the best option for all committee members. The date and time will not change.
- **Other** – None

Public Comment

None

Announcements

None

Next meeting

Friday, July 21, 2023, at 10:00 a.m.

Adjournment

There being no further business to discuss, the chair adjourned the meeting at 11:04 a.m.

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