

SHARE Bibliographic and Cataloging Standards Committee

Friday, January 19, 2018 at 10:00 am

Illinois Heartland Library System

6725 Goshen Road, Edwardsville, Illinois 62025

618/656-3216

Zoom meeting: <https://zoom.us/j/535450330>

Or Conference call 800-444-2801, code 5714087

Minutes

Call meeting to order and roll call: The meeting was called to order at 10:03 am

In attendance—Gwen Bumpers, Emily Drone, Lauren Erwin, Jacob Pahde, Dena Porter, Donna Schaal, and Carol Ziese.

Absent—Breana McCracken, Sandy West

Also in attendance—Vince Andrzejewski, Joan Bauer, Robert Brady, Traci Edwards, Edie Elliott, Jennifer Merriman, Liz Perkins, Don Pippin, and Shelley Stone.

Approval of Minutes of November 17, 2017 meeting: Some corrections noted. The minutes as amended were approved on a motion made by Dena Porter and seconded by Donna Schaal. All ayes; no nays; motion passed.

LLSAP Update:

Cassandra Thompson has been selected as the new SHARE Director and will start January 22. We will be setting up meetings for her with member libraries and committees.

Golconda is the latest transitional libraries to go live. We are still working with a few more Dream Grant/Walmart grant libraries, but are almost to the end of the list.

The January SHARE Executive Council has been postponed until after the arrival of the new SHARE Director.

Illinois Heartland Library System

Old Business:

- Use of MARC tag 526 to record reading/study programs—draft cataloging standard: The standard was reviewed and approved. It will be posted for member comment and comments will be reviewed at the next meeting
- Cataloging of large print and larger print materials in Polaris—review member comments: Comments were reviewed and some revisions were made. The revised standard will be posted to the SHARE website and publicized to the membership. Current records for larger print material will be edited as needed

New Business:

- On-order records: The group discussed email received from a member cataloger with questions and concerns about on-order records. It was decided not to make changes to the current standard. Jacob will contact the cataloger with clarification of current procedures
- Local procedure for Playaway Locks—preloaded ebook readers: There was discussion on requirements for bibliographic records for Playaway Locks. It was decided to add an edition statement and local subject heading to be consistent with current procedures for other Playaway devices
- New local subject heading—Playaway Lock: A new local subject heading of Playaway Lock (Preloaded electronic book reader) was approved. The revised local subject headings list will be posted to the SHARE website and publicized to the membership
- Cleanup of items with a circulation status of Lost or Withdrawn: On behalf of the SHARE Circulation Committee, Traci Edwards, IHLS-Carbondale, requested input on a proposal to establish a local procedure to allow the System to delete item records that have been in a Circulation Status of Lost for more than three years. The current Circulation standard will be revised to include this provision

It was decided not to establish procedures for item records with a Circulation Status of Withdrawn.

- Request for reinstatement of use of gsaft term Regency fiction: The group approved the reinstatement of the use of this genre term. The current cataloging standards on the

use of genre headings and subject headings will be revised as needed. Revisions will be posted and publicized to the membership

Public Comment: none

Announcements: none

Next meeting: The next meeting will be Friday, March 16, 2018, at 10:00 AM via Zoom.

Adjournment: The meeting adjourned at 11:43 AM on a motion made by Emily Drone and seconded by Dena Porter. All ayes; no nays; meeting adjourned.