



SHARE
SHARING HEARTLAND'S AVAILABLE
RESOURCES EQUALLY



Illinois Heartland Library System

SHARE Bibliographic and Cataloging Standards Committee

Friday, January 21, 2022, at 10:00 a.m.

Illinois Heartland Library System

6725 Goshen Road, Edwardsville, Illinois 62025

via [Zoom](#)

Minutes

Call meeting to order and roll call: The meeting was called to order at 10:00 a.m.

In attendance: Gwen Bumpers, Emily Drone, Lauren Erwin, Jacob Pahde, Donna Schaal, and Jane Zerkel

Absent: Carol Ziese

IHLS staff: Jennifer Baugh, Mary Cornell, Katy Egts, Edie Elliott, Linda Johnson, Sue Pearson, and Cassandra Thompson

Also in attendance: Connie Kisner, Gayle Lane, Joel Pikora, and Diane Yeoman

Approval of Minutes of October 15, 2021, meeting: The minutes were approved on a motion made by Jacob Pahde and seconded by Gwen Bumpers. All ayes; no nays; motion passed.

LLSAP Update:

Voting is open on a proposed data privacy and protection policy.

The optional common loan periods have been implemented. Contact Dena Porter if you would like this set up for your library.

If you haven't already, please send in this year's closing dates.

You can now get notified by text when there is a service interruption that affects Polaris or the SHARE or IHLS websites. Text Polaris to 84483 to sign up for text alerts. Thanks to Donna Schaal for the suggestion.

The new SHARE mobile library is up and running and doing well. Twenty libraries have signed up for customization so far. Contact Cassandra Thompson if you would like customization for your library.

Save the Date! Join us on Zoom on Monday, April 4, 3-4 p.m., to celebrate SHARE's 10-year anniversary.

Illinois Heartland Library System

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The CMC is working with RAILS on a new statewide service being offered by RAILS for cataloging resources in world languages.

The CMC currently offers cataloging of resources in world languages that are part of a special collection, as determined by the library.

The RAILS program offers cataloging of general items in world languages that are not part of a special collection.

A live online Barcoding I class is being offered on Tuesday, February 15, 9 a.m. – 12 p.m.

A live online SHARE Reports class is being planned for February. A date is being finalized.

Old Business: None

New business:

- **Options for identifying local authors**

A request was received from Joel Pikora of Mascoutah Public Library about the possibility of creating one or more local subject headings to identify local authors and to be able to identify diversity aspects that pertain to local authors.

Since IHLS covers a large geographic area, if local subject headings are created, it was suggested that geographic subdivisions be added to narrow the focus of what is considered “local” for a library. Subdivisions would be entered using LCSH formatting to remain consistent with other LCSH headings.

Donna Schaal will work on a proposal to bring to the next meeting.

- **Discussion on revision of training requirements for new barcoders and catalogers:**

Jennifer Baugh stated that SHARE staff has been looking at improving and streamlining the training process for barcoders and catalogers.

Currently there is no ongoing continuing education requirement for barcoders. One area being looked at is a suggestion to require barcoders to retake the barcoding classes annually. This will provide a refresher on local policies and hopefully will reduce ongoing problems such as the incorrect use of the volume field in the item record, items being circulated from on-order records, etc.

Also, we are looking at ways to reduce the time it takes for new catalogers to be certified, to allow the process to be able to be completed within a year.

A proposal will be brought to the next meeting.

Other business: None

Public Comment: None

Announcements:

Jennifer Baugh announced that a live online Dewey Decimal Classification class is being offered on Tuesday, January 25, 9 a.m. – 12 p.m. This class will be recorded.

Next meeting: The next meeting will be Friday, April 15, 2022, at 10:00 a.m. via Zoom.

Adjournment: The meeting adjourned at 10:28 a.m. on a motion made by Jacob Pahde and seconded by Emily Drone. All ayes; no nays; meeting adjourned.