Minutes of the SHARE Bibliographic and Cataloging Standards Committee meeting
January 15, 2016, 10 AM
By vtel at Decatur Public Library, IHLS-Champaign, IHLS-DuQuoin, IHLS-Edwardsville, Illinois State Library
or by conference call at (800) 444-2801, conference code 3892694

Attendees (includes committee members and observers): *Joan Bauer, IHLS-Champaign, Nick Bennyhoff, IHLS-Edwardsville; Gwen Bumpers, Edwardsville PL; Pat Burg, Illinois State Museum; Robert Edwards, Decatur PL; Edie Elliott, IHLS-Edwardsville; Lauren Erwin, Hayner PLD; Dianne Garrett, Tolono PLD; Steve Johnson, IHLS-DuQuoin; Jacob Pahde, Rochester PL; Liz Perkins, IHLS-Champaign, Bobbi Perryman, Vespasian Warner PLD; Carol Robinett, Decatur PL; Cheri Schuler-Faust, IHLS-Edwardsville; Shelley Stone, IHLS-DuQuoin; Sandy West, Rend Lake College*

I.Call meeting to order
Chair Bobbi Perryman called the meeting to order at 10:00 am.

II.Approve minutes of November 13, 2015 meeting
A motion was made by Sandy West, seconded by Jacob Pahde, to approve the minutes of the November 13, 2015 meeting with one correction. The motion carried by voice vote.

III.LLSAP update
The update was provided by Joan Bauer.

Marissa PL has recently gone live. Newton schools and Girard are ready to begin barcoding. Two more new libraries may be added under the Dream Grant.

An upgrade to Polaris is scheduled for Monday, January 18. Some changes include different format icons for DVD and Blu-ray, and the ability to create item record sets from a patron account. There are also many changes to LEAP.

The SHARE Finance & Policy Committee will meet next week.

The next SHARE membership meeting is April 11, 2016. Proposals for voting will be presented.

IV.Old business

A. Continued use of general material designation (gmd) in Polaris records—input from SHARE Circulation and Resource Sharing Committee

The group reviewed input from the SHARE Circulation and Resource Sharing Committee on this issue. That committee's recommendation is to discontinue adding GMDs to records and assess the impact on searching.

Jacob Pahde noted that having the gmd is useful on request lists to show format.

The group decided to send out a survey to the membership for input and discuss the results at the next meeting.

B. Draft best practice for editing subfield 4 in 1XX and 7XX fields

The group reviewed input from the SHARE Circulation and Resource Sharing Committee on this issue. That committee's recommendation is to add subfield e with a relator term to all 1XX and 7XX fields.

The group reviewed the draft best practice and some changes were suggested. The changes will be made and the draft will be posted for member comment. The draft and any comments received will be reviewed at the next meeting.

C. Draft revision of cataloging standard for on-order records

The group reviewed proposed changes to the current standard and some additional changes were suggested. The current standards and best practices document will be revised and posted to the SHARE website. This is a revision to a current standard so membership vote will not be required.

D. Implementation of RDA cataloging in SHARE—report of subcommittee

A formal written proposal on the implementation of RDA in SHARE is being prepared for presentation to the SHARE Executive Council.

E. RDA recommendations

The group discussed RDA recommendations for options allowed in MARC tags 246, 250, and 264 for variant titles, edition statements, and publication, distribution, etc. information.

V. New business

A. Proposed SHARE Operational Guidelines

A proposed SHARE Operational Guidelines document was provided to the group for input. The document includes all current SHARE policies and best practices for governance, fees, circulation and resource sharing, and cataloging. The consensus from the group was that a document such as this would be useful.

B.SHARE E-resources committee

Chair Bobbi Perryman requested a volunteer from the Bibliographic and Cataloging Standards Committee to serve on the newly formed SHARE e-resources committee. Lauren Erwin volunteered.

VI.Public comment

Robert Edwards asked how recent recommendations from the Illinois State Library regarding library services in the state and the preservation of SHARE will affect SHARE. Joan Bauer responded that no firm decisions have been made.

VII.Adjourn

A motion to adjourn was made by Sandy West, seconded by Gwen Bumpers. The motion passed by voice vote and the meeting adjourned at 11:05 am.

The next meeting is Friday, March 18, 2016.