

**Minutes of the SHARE Bibliographic and Cataloging Standards Committee meeting  
June 27, 2014**

**By vtel at Decatur Public Library, IHLS-Champaign, IHLS-DuQuoin, IHLS-Edwardsville,  
Illinois State Library**

**Attendees (includes committee members and observers):** *Rebecca Bailey, Lincoln College; Joan Bauer, IHLS-Champaign; Nick Bennyhoff, IHLS-Edwardsville; Edie Elliott, IHLS-Edwardsville, Dianne Garrett, Tolono PL; 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; Lee Wiley, Decatur Public Library*

**I.Call meeting to order**

Chair Bobbi Perryman called the meeting to order at 10:05 am.

**II.Approve minutes of May 23, 2014 meeting**

A motion was made by Cheri Schuler-Faust, seconded by Shelley Stone, to approve the minutes of the May 23, 2104 meeting, with corrections to paragraph IVH. The motion carried by voice vote.

**III.LLSAP update**

IHLS staff attended a staff development day in Effingham on June 20.

Blue Ridge Township Library is going live July 1.

Barcoding SWAT teams will be going to Sidell District Library, Williamsville Middle School, and Fisher Jr-Sr High School.

The SHARE-Cat cataloging listserv has been created.

**IV.Old business**

**A.Initial training requirements for catalogers and barcoders—next steps**

An email was sent to the SHARE membership by Chair Bobbi Perryman explaining the committee's position on the initial training requirements for new catalogers and barcoders.

Since this is a widely debated issue, it was decided to send the draft out a second time for member comment. The draft will be posted before the August committee meeting so that the committee members can review the draft once more before it goes for comment.

The next vote by the SHARE membership will be October 2014 or April 2015.

**B.Local subject headings—review member comments**

The group reviewed member comments and did not make any revisions. The draft policy will now be considered a best practice until it is voted on by the membership.

**C. Policy on adding 520 summary notes to all records—review member comments**

The group reviewed member comments and did not make any revisions. The draft policy will now be considered a best practice until it is voted on by the membership.

**D. Use of genre terms -- gsaft, lcgft, and/or LCSH—review draft policy**

The group reviewed the draft policy and discussed some revisions. The policy will also be given to the SHARE Circulation Committee for input before being sent to the membership for comment.

**E. Policy on use of enhanced 505 contents note—review draft policy**

Tabled until the next meeting

**V. New business****A. Revisit of multipart records policy**

The group discussed various aspects of this policy. It was decided to get input from circulation staff on how this policy has been working.

Bobbi will contact the chair of the SHARE Circulation Committee to try and set up a joint meeting to discuss this and other policies.

The discussion of standard abbreviations for the Volume field will be tabled until we are able to meet with the circulation committee.

**B. Edition statement and subject headings in video game records**

Shelley will work on a draft policy for a future meeting.

**C. Draft revision to current policy on Playaways**

The draft revision was reviewed and will be sent to the membership for comment

**VI. Public comment - None****VII. Adjourn**

A motion to adjourn was made by Shelley Stone, seconded by Jacob Pahde. The motion passed by voice vote and the meeting adjourned at 11:36 PM. The next meeting will be Friday, July 25, 2014.