

**MINUTES  
EVERGREEN INDIANA CATALOGING COMMITTEE MEETING**

June 5, 2012

Present: Sarah Childs, Chair (Hussey-Mayfield Memorial Public Library)  
Marlane Gutzwiller, Secretary (Jefferson County Public Library)  
Cindy Wilson, Certification Officer (Butler Public Library)  
Janet Buckley (Greenwood Public Library)  
Shelley Lesandrini (Westfield Washington Township Public Library)  
Amanda Piegza (Indiana State Library)  
Shauna Borger (Indiana State Library)

Not Present: Montie Manning (Alexandria-Monroe Public Library)

Chairperson Childs called the twentieth meeting of the Evergreen Indiana Cataloging Committee ("the Committee") to order at 10:00 a.m. on Tuesday, June 5 at the Hussey-Mayfield Memorial Public Library, Zionsville, Indiana.

**AGENDA:** Lesandrini made the motion to approve the proposed agenda.

Wilson seconded. Unanimously approved.

**MINUTES:** Childs moved to approve the minutes of the March 6 quarterly meeting.

Wilson seconded. Unanimously approved.

**OLD BUSINESS:**

Borger reported that Terri Wichman had completed some of the cataloging templates prior to her retirement last month and she will ask Jason Boyer to load them into Evergreen.

Borger announced she has a volunteer who will be working on merging duplicate bibliographic records.

Borger explained she will forward the updated CAT-1 login list to Wilson as soon as she receives it from Michael Peters.

Borger noted that if LEUs could be earned from watching the recorded version of the Advanced Cataloging online class, then a test would be required. The Committee confirmed the prior decision that live class attendance was required for CAT-1 certification and LEUs and could not be earned by watching the recorded class.

Wilson shared results of the EI Cataloging Survey. Only two libraries are now out of compliance. The Committee agreed that the contact list should be sent out quarterly with a request that libraries advise of any corrections.

Childs advised that revised chapters of the EI Cataloging Manual are being sent to the Committee for review as they are being completed. Final versions of individual chapters will be uploaded to the website.

Borger announced that plans are being made for a future 2.2 upgrade. Committees are being asked to test functions that impact their work flow. Borger distributed a testing sheet for the cataloging module. It was agreed that there was not much that can be tested at the cataloger level.

The online advanced training class was discussed. Instructors reported that the class went well. Participants who did not attend the entire class both days will not receive certification.

The webinar format of the spring roundtable was well received. Although in-person attendance was low, online attendance was very high. It was agreed that the webinar format should be repeated for future roundtables.

Wilson reported that the new copy cataloging procedures (CAT-2) will be ready for distribution before June 30. The revised version will be distributed to the Committee for comments and corrections prior to release.

Lesandrini announced that her volunteer has cleaned up the bibliographic records for the Gutenberg titles.

Applications from candidates wishing to join the EI Cataloging Committee were reviewed. Childs moved that Miriam Bunner from Mooresville Public Library, Mary Emmrich from Newton County Public Library, Margaret Carter from Culver-Union Township Public Library, and Jennifer Steffey from Noble County Public Library be approved as new Committee members.

Lesandrini seconded.

Unanimously approved.

Childs reported that the catalog working group session at the Evergreen International Conference was well attended. An Evergreen Cataloging list serv was established to discuss both technical and procedural issues.

The Committee agreed that it was time to start allowing RDA records to be imported into Evergreen and that catalogers should no longer convert RDA records to AACR2. Library of Congress will be making the transition in March 2013, so an Evergreen announcement that the consortium was also going to make the change was needed soon. Catalogers and directors will need plan for anticipated expenses and training needs. Borger and Childs will coordinate efforts to share this information.

#### **NEW BUSINESS:**

It was agreed that a reminder should be sent out about the June 30<sup>th</sup> cataloging policy change regarding CAT-2 permissions. Borger and Childs will make sure a message is posted the week prior to the effective date. Wilson confirmed that the CAT-2 portion of the revised EI Procedures Guide will be uploaded to the website prior to that date.

A tentative date of October 17 was set for the fall roundtable. A "FAQ" theme for the webinar presentation was agreed upon. Ideas for the presentation should be sent to Lesandrini who will organize them into a presentation.

The next quarterly meeting was scheduled for Thursday, September 20<sup>th</sup> at the Hussey-Mayfield Memorial Public Library, Zionsville, Indiana.

The next online advanced EI cataloging class was scheduled for July. The exact date and instructors will be decided upon via email.

Childs reported that an interest has been expressed for a new circ modifier to be used for music CDs with explicit content warnings. Although some libraries use labels or Evergreen alerts, some libraries appear to be assigning the 'DVD r-rated' modifier to these music CDs. Childs agreed to contact these libraries and explain that in order for a new circ modifier to be added, they will need to present their request to the EI Executive Committee.

The confusion over the OPAC display of the 700 field being labeled 'author' was discussed. If the record displayed does not contain a 1xx field, whatever name appears in the first 700 field is shown as the author in the OPAC. Borger agreed to check into the possibility of either changing the description to 'author or contributor' or turning off this display if there is no 1xx field.

Borger requested that someone be appointed to represent the EI Cataloging Committee at future Executive Committee meetings. Piegza volunteered, pending approval from her supervisor.

Borger explained that the state library has requested bids for some Evergreen services, including bibliographic record deduplication. She hopes that this will result in another deduplication project sometime next year.

The meeting adjourned at 1:10 p.m.