

DRAFT minutes

Present: Keiley McGregor, MSC staff ; Carly Designe, North Jefferson County ; Sydnie Tallman, State Law Library ; Abbi Dooley, North Lake County Public Library District ; Melody Karle, MSC staff ; Elizabeth Fellerer, Billings PL ; Jim Kammerer, MSL ; Mel Carroll, MSC staff ; Amy Marchwick, MSC staff ; Heidi Sue Adams, Logan Health Medical ; Jodie Moore, Red Lodge Carnegie PL ; Courtney Lujan, Billings PL ; Lynde Park, Missoula PL ; Katie Burkhalter, Billings PL ; Beth Boyson, Bozeman PL ; Jen Hossack, MCPS Washington Middle School ; Treva Higgins, Great Falls PL ; Laura Tretter, MSC staff

Quorum present = ½ of committee membership+1 = 8 members - Carly Designe, North Jefferson County ; Sydnie Tallman, State Law Library ; Abbi Dooley, North Lake County Public Library District ; Jodie Moore, Red Lodge Carnegie PL ; Lynde Park, Missoula PL ; Beth Boyson, Bozeman PL ; Jen Hossack, MCPS Washington Middle School.

AGENDA

Call to Order 1pm, **Approval of minutes** for 10/27/2021 meeting – Jodie Moore makes a motion to accept the minutes. Sydnie Tallman seconds. Members vote to approve the minutes.

Announcements: Paulette Parpart is absent due to illness.

MSC update: Amy Marchwick reports Enterprise will be updated and the item display will include a content type pulled from the 336 field. The terms in the 336 field include spoken word, still image, text, etc. This will clarify the audio for users. MSC is only adding to the record. Nothing will be removed. Missoula will test this out within 3-4 weeks and report back to the CMC and Exec Board on staff and patron reception. If everyone likes it, this feature will be revealed to all libraries in MSC.

OLD BUSINESS

Junk tags / oversized records: Some records have so much text in them that they create problems in Workflows. The CMC made a recommendation of several junk fields, such as 500 fields and others, to be removed by MSC in a batch. The 650 fields that are French language subject headings and FAST records are NOT displaying in the Enterprise records. Unfortunately, they are not junk tags that can be screened and removed from the records as they are added to Workflows because junk tags cannot be narrowed by indicators. Oversized records will be reduced in size and length when these junk fields are removed. This is a project on a list of projects.

Montana Library Network Update The MSC Exec Board will be dissolving over the next year. This will require rewriting the MSC bylaws and having the membership vote on it, possibly at the Spring 2023 meeting.

OCLC reclamation is in a place of not entirely completed but mostly completed. The load process and discards have been going on since February but the load of updates has not yet happened. Everyone should continue to discard and add and delete as usual. A reclamation project notice of completion will be announced by MSC when it happens.

Records overlaying other records in Workflows: The large type records overlaying other records is an easier problem to solve than first thought, thanks to the MSC staff. Workflows will properly sort the LT records from others with the same title. The overlaying of records such as those items in a series that are filed on a group record: i.e. travel books, juv comics, fiction and Manga titles are a more complex problem. Also complicating the resolution of this problem is a membership who is allowed to decide how they want their records sorted: either adding onto a group record or adding a record for each title in a series. MSC will explore what the best solution is and share with CMC and membership.

Search index for Names review: Paulette Parpart has mentioned that when a patron searches for an illustrator/ author/singer/actor by name in Workflows, quite often there are several different entries for one name with the e field (Relator term) noting several different roles (composer, performer, author, illustrator, etc) and creating several different entry points. There are difference in the display in Enterprise, which, provides a list of all author entries associated with

one name a patron can look at, Unfortunately, Enterprise does not sort the author entries alphabetically and includes many others on the same record. #COMPLICATED. Sirsi may be able to cleanup and combine these authority records.

NEW BUSINESS

Committee Vacancies Eight committee members represent many types and sizes of libraries in Montana. Tribal and academic libraries are not represented on the committee in part because so few of those libraries are members of MSC. CMC does not have a Chair of the committee. MSL staff are willing to facilitate the meetings, and serve in a non-voting role. The CMC meetings may move to an on demand schedule and last one hour. CMC members can bring issues to the meetings and discuss. This is a tentative plan contingent upon changes in the bylaws.

Montana NACO Funnel Laura Tretter of MSC is willing to serve as the Coordinator for Montana NACA funnel. We need a co-reviewer since Theresa Keenan of UM is able to review records but needs a second person to help with the workload. Laura will keep searching for a second NACO reviewer.

Super Cataloger Update MSC allowed a few catalogers across the state to have special 'super' cataloger privileges, which allow them to correct mistakes found in Workflows at any library. This was started in 2018. As retirements and career moves have reduced the number of super catalogers, the special login will be given to a few more catalogers who complete the special training at MSC.

MSC Original Cataloging MSC does not provide a lot of training for catalogers to create original records and that is not going to change. Other training is provided but not cataloging items from scratch. MSC will provide this service to member libraries. Melody Karle and Laura Tretter of MSC will accept materials that need original cataloging, complete it and return the item to the library who requested it. The ticket system will be used to submit materials.

Cataloging Hotspots and call number analytics - Placing holds in Enterprise become more complicated if a call number analytic is added by any member library. Call number analytics are also known as a series number, or volume number. These holds are complicated because holds are local and not group or system-wide and a patron has to select a blank line in the holds list to place a hold correctly. That is not intuitive at all! How do we best serve users by altering the cataloging and call numbers to give more information? MSC may create four records – 1. Hotspot Verizon filtered 2. Hotspot Verizon (this would be unfiltered) 3. Hotspot T-Mobile filtered 4. Hotspot T-Mobile (unfiltered.) A Library name in the analytic is also possible for clarity. The filtered hotspots were requested by parents or required for libraries with e-rate funding. The CMC did a similar project to clean up the Backroads of Montana DVD records in Workflows that worked out well. This plan to sort the hotspots will be approved by CMC, and information provided on ZOHO. If approved, and MSC staff will have the authority to correct the call numbers. This new sorting of hotspots will be available to review on the test server for the CMC to review at the members meeting. Jodie Moore makes a motion that the CMC will update the hotspot instructions per CMC directions in the Standard Cataloging Procedures. It will be presented at the membership meeting. Abbi Dooley seconds. Motion passes.

Cataloging of and attaching items to serial and series bib records – Multiple MSC guidelines exist for both series records and serial records. A group record is useful for sharing groups because holds can be placed easily and moved around the libraries that are sharing holds. However, if items are on an individual volume record in a series – not a group record for the series, that may be because the owning library wants it that way. What is the preferred solution for holds, patrons searching for items, and catalogers? How might we fix this problem in acquisitions? MSC wants to end the practice of duplicate records appearing in the catalog, too. Continuing resource format records complicate facets in Enterprise. One solution is to move more towards to detailed group records with titles included for every book in the series, and use V. (volume number with a delimiter.) The travel books work well on a serial record because there are one or two, total. However, there is increased interest in recommending using volume records and fewer serial records. This could limit number records exceeding maximum size and help with acquisitions. Interest in working with a smaller sharing group to look at how this could play out. MSC staff will begin work on this.

Next meeting: tentatively March 2023