

## Cataloging Committee news

1. [New migrations](#):
  - a. James Memorial - July 29
  - b. Henry County - August 19
  - c. Rolla Public - September 9
  - d. Cedar County - November 4
  - e. Reynolds County - TBD
2. Cataloging Freeze for new migrations
  - a. Missouri Evergreen catalogers will need to hold off merging or deleting records during the week of 7/19-7/23
  - b. This is a new request and will be necessary for all future migrations.
3. Using a different match set for these migrations.
  - a. Different from the December 2020 deduplication matching rules
  - b. The match set focuses primarily on title, author, ISBN/UPC
4. Videos are available from Equinox at <https://vimeo.com/equinoxedu>
  - a. Some of these are using a past version of Evergreen and may not reflect the changes in 3.6
5. Missouri Library Association Conference is September 29 & 30th in Chesterfield, MO.
  - a. Missouri Evergreen User Conference session from 8am to 12pm on the 29th
  - b. Register on their website: <http://molib.org/conference/2021-mla-conference/>

## Let's talk cataloging!

1. How to transfer items from one record to another in a variety of scenarios. This info will be in our Best Practices document.

### **Transfer all call numbers and items:**

1. Mark the whole bib as the transfer destination using the "Mark For" drop down menu at the top
2. Go to record with existing items and select all call numbers
3. Then on the actions menu choose "Transfer Holdings to Marked Destination"

### **Transfer multiple items (entire call number):**

1. Mark the whole bib as the transfer destination using the "Mark For" drop down menu at the top
2. Go to record with existing items and select just the call number that you wish to move
3. Then on the actions menu choose "Transfer Holdings to Marked Destination"

### **Transfer multiple items (but not the entire call number):**

1. Create call number on destination bib
2. Mark the new call number as the destination by choosing "Mark Library as Call Number/Transfer Destination" on the actions menu
3. Select the items you wish to move on their current record
4. Choose "Transfer Items to Marked Destination" from the actions menu

### **Transfer one item:**

1. Mark library/branch on destination bib by choosing "Mark Library as Call Number/Transfer Destination" on the actions menu
2. Select the item on its current bib
3. Choose "Transfer Items to Marked Destination" from the actions menu

2. Reminders:
  - a. Missouri Evergreen Cataloging [training manual](#) is up on the website.
  - b. Best practices will be available soon.
  - c. Several cataloging tutorials on the Missouri Evergreen [YouTube channel](#).
3. Next meeting, August 9, 2021 @11:00 am. Note that meetings will be using the GoToMeeting platform for the foreseeable future.

**Please contact for questions, clarifications, or additions:**

Missouri Evergreen Cataloging Committee

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