

ME Cataloging meeting notes

08/09/21 11:00am

Youtube: <https://youtu.be/xq5-7czSu2o>

Cataloging Committee news

1. James Memorial went live on Missouri Evergreen as of July 29th.
2. Cataloging Freeze for new migrations
 - a. Missouri Evergreen catalogers will need to hold off merging or deleting records during the week of 8/9-8/16 for Henry County's data migration
 - b. You will see Henry County bib records before you see their items
3. Consortial cataloging position
 - a. Several applications so far with some promising candidates
4. Updates that came with July Evergreen maintenance
 - a. "Show more details" button is a toggle button that lets you see holding information from the search results
 - b. Preferred library now working as predicted
5. Updates were made to the Missouri Evergreen Cataloging Contacts page
 - a. Information about the meeting time and recordings was added to the top
 - b. Committee member contact information was added to the top of the page

Let's talk cataloging!

1. Known issue with sorting lists alphabetically
 - a. Found on bug 1632430 : <https://bugs.launchpad.net/evergreen/+bug/1632430>
2. Reminder: do not add 092 for a local call number.
 - a. 092 is for a local call number, and local information does not belong on the bib record
 - b. 082 is the place for a Dewey number if not already recorded
3. When to Import New Records
 - a. Always double check the catalog
 - b. Discussed search settings and how to make best use of the Z39.50 page
 - c. Reviewed merging guidelines on the website
4. Discussed new Best Practices manual
 - a. This is available on the Missouri Evergreen website:
<http://moevergreenlibraries.org/wp-content/uploads/2021/07/Best-Practices-for-Cataloging.pdf>
5. Discussed pre-cataloged items
 - a. Pre-cataloged items exist on the record with TCN -1
 - b. Easiest to identify to locate with barcode number after check-in
 - c. There are reports available to identify these
 - d. Once a more concrete procedure is identified, an email will be sent out explaining how to address these.
6. Next meeting, September 13, 2021 @11:00 am on GoToMeeting.

Please contact for questions, clarifications, or additions:

Missouri Evergreen Cataloging Committee

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