

**Catamount Library Network
Cataloging Meeting Minutes
02/27/2024**

Attendees:

Jill Tofferi (Fletcher Memorial), Wendy Sharkey (Bennington Free), Carrie Gutbier (Manchester Community), Michelle (Fletcher Memorial), Karin (Putney Public?), Tracy Ombreski (Springfield Town), Cathy Clark (Deborah Rawson), Pat Meulemans (Winhall Memorial), Janet Clapp (Rutland), Stephen Niles (Dorset Village)

Called to Order: 9:01am *recording started*

Old Business:

Spring Catalogers Meeting -

Jill brought forth the request for an annual catalogers meeting to be held in the Spring at the last CLN Board meeting. The request was passed unanimously and the CLN Board has agreed to fund the lunch and mileage (1 vehicle per library) for as long as they're able to. This meeting is going to be in person with zoom available for those who cannot make it, although it is strongly recommended that all attend in person.

When: Wednesday April 24th beginning at 10am

Where: Rutland Free Library, Fox Room

Lunch: Please reach out to Pat Meulemans at Winhall Memorial to RSVP

Needed: Topics, volunteers for presenting/training/committee

Jill will be posting in Basecamp

New Collection Codes -

Tabled until next meeting

Janet asked about having a library's own collection codes only show up in the drop down menu, Wendy said it is possible but would need to go through Bywater.

"This is something that can be done in house. Catalogers don't generally have enough power to do this but there are those who can. Catalogers need to put in a CLN ticket to make these changes. No need to take it to ByWater." correction on process from Wendy

New Business:

Content Warnings -

This is something new that is coming in with some records for new items. The consensus is to not remove them from an existing record, but instead search for a record that does not contain them. This is unless the warning is clearly printed within the book.

Target audience -

You can change the target audience in the 008 field ONLY if it is currently blank and have contacted the libraries with items attached to that record. This should be filled in on all records going forward.

Series info -

Series info should be indicated in two places in the record 490 and 800. There shouldn't be any series info in the 240's. (Will go over at the annual meeting)

Meeting Adjourned: 9:44am

Catalogers Annual Meeting/Training will count as our regular meeting.

Minutes taken by and submitted by Stephen Niles