

**Catamount Cataloging Group**  
**Minutes (Draft)**  
**November 20, 2018**  
**GoToMeeting**

**Present:** Jill Chase (Waterbury), Janet Clapp (Rutland), Ellen Desmeules (Norman Williams, Woodstock), Leslie Markey (Brooks, Brattleboro), Constance Murphy (Deborah Rawson, Jericho), June Osowski (Rutland), Mary Lemieux (Morristown), Rene Cressey (West Rutland), Jennie (N. Bennington)

**Not present:** Ainsworth; H.F. Brigham, Bakersfield; Bennington; Fletcher, Ludlow; Guilford; Putney; Reading; Royalton; Springfield; Starksboro

**September minutes.** No corrections or additions.

**On order records.** Jill C said whether or not to add to an on order record appears to be an individual library choice. We agreed to continue the past practice that we would not add items to an order record if there is no pagination in the on order record. If adding to an on order record, change the 942 item type from "on order" to the appropriate not new item type.

**Dedup stats.** Jill C suggested we no longer keep count of individual library deduping stats because Wendy can tell us how many duplicate records are in the system. Currently there are over 25,000 duplicates, but numbers are decreasing a little because libraries are making the effort. Leslie suggested it might be helpful to have a reminder at cataloging meetings to dedup. Jill C said so far this year 3491 dedup records were reported. If anybody has questions about merging records, ask on Basecamp. Jennie asked if there are instructions on how to merge records; a video would be especially helpful. Instructions have been given in previous cataloging meetings. Jill C will check back on those. There is no video that attendees were aware of.

**949 field.** Constance asked if we should avoid using the 949 field since it's local; it was agreed. Leslie said that when she finds a 949 that is a Brooks note she deletes it.

**Next meeting.** Jill C has polled in the past to find the best time for people to attend and Tuesday morning was the answer. Now that Jill C has a schedule change, that will not work for her. She invited anybody interested to volunteer as facilitator. Janet's schedule has also made Tuesday morning meetings less feasible for her to attend, and she pointed out that there are new libraries who should have input into meeting day and time. Jill C will put out a Doodle poll to determine the best meeting day and time.