

Catamount Catalogers Meeting Minutes

May 28, 2014

(revised version 6/6/14)

Present: Tom McMurdo (VT Lib), Jill Chase (Waterbury), Janet Clapp, June Osowski (Rutland), Jo Coleman, Cheryl Cox (Springfield), Leslie Markey (Brattleboro), Wendy Sharkey (Bennington), Ginger Palmer (Ludlow)

March meeting minutes: Leslie moved to accept. Wendy seconded.

Deduping: New items will not necessarily be deduped first. The reason for deduping is so one library doesn't send a book to another library that is sitting on the requesting library's shelves.

Leslie reported that Jess is deduping and has raised some questions about whether or not to merge bib records. There are some things that won't be touched. If all of the following fields match, she will merge the bib records: ISBN, date, publisher, and pagination. If the records differ by a year or a centimeter they will still be merged. If a library has local notes in a bib record the notes will be gone if the library's record is subsumed in merging. Since there are two note fields in the item record, it was suggested that notes be put in the item record so they will not be lost in a merge.

Jess will not merge serial records. Some libraries have cataloged items as serials and some libraries have cataloged them as monographs. Technically it is not correct to put an ISBN in a serial record but Leslie includes it so that there will be a book cover image in the catalog. Because it is each library's individual decision whether or not to catalog items as serials or monographs, the records will not be merged at this time.

Jess has found nonprint items attached to print records. She will not merge them because she does not have the item in hand. She will contact the owning library directly and it will be the owning library's responsibility to follow up and fix the records. There was agreement among us that email is the best way for Jess to communicate with the catalogers and she is not expected to follow up on those items.

Records of individually cataloged discs of a set will not be merged. If there is a disc number in the title she won't merge records.

Leslie demonstrated the record merging process. The report used is in saved reports: "338 Duplicate Records." Once the report is run it is possible to use the list title by title but that isn't efficient. A keyword search in another window for the title provides many results. After sorting titles A-Z it's easy to scan the list to find duplicates. Only two bib records can be merged at a time. Create a private "to be merged" list if your library does not have one. Check off the titles to be merged and add to the "to be merged" list. After adding all the titles to be merged to the "to be merged" list, select by twos the records to merge. Because Brooks records went through Marcive the Brooks record is usually the chosen record. When merging you can look at the source and destination records side by side to see which is better. Fields can be removed and added but not edited. If there is a field in the source record that you

want in the destination record you can check mark it to move to the destination record. Then click the Merge button.

It is important that catalogers don't add duplicate records when cataloging new items. If we look for an item and find more than one bib record we should merge records if they're identical.

To merge records: search the catalog for the records to merge then add to "to be merged" private list. Then go into list and check mark the two and click "merge records" button. Look carefully at both MARC records. We can move ISBN to destination record if there aren't both the 10 digit and 13 digit ISBNs already in the destination record. Leslie is now taking out 906 fields because Dodie from Massachusetts suggested it. For new acquisitions we need to merge identical records if group agrees. If we don't do this Jess will continually have to run a new duplicate list. If Brooks has an on order record in the catalog that means Leslie hasn't seen it. If one of us attaches our holdings to an on order record, be aware that it is a vendor record, not Leslie's. If we attach an item to it and Leslie doesn't like the bib record she'll find a better record to replace it. If Brooks has an order record in the system but another library does not want to use it, then we can retrieve a new record and leave Brooks record alone. When Leslie catalogs the item she will either delete or merge the Brooks order record so there are no longer duplicate bib records.

Tom announced that aggressive ISBN matching is completed and we can turn it on in our system for batch loading records. It creates 10 and 13 digit ISBNs. Parenthetical information doesn't interfere with the match. All agreed that we want it turned on so Tom will ask Bywater to do so. The aggressive matching is being incorporated into migrations and will be part of the next Koha release.

Cleaning up files: Leslie attended the last Bywater town hall and asked about cleaning records. They need to be cleaned for performance reasons. Leslie suggested once a month. Once you have imported the records you can clean them out. The only reason not to clean is if you want to undo the import.

Procedure: Go to tools. Go to "Staged Marc record management." Click "clean" then a message pops up, click ok. We can see everybody's but we should know what's ours. Task for each of us: go in once a month and clean our records. Tom will put in a ticket for a chron job for cleaning.

OCLC vs. CatExpress: OCLC wants over \$7000 for the six CLN libraries currently on the system. That would be the entire budget that CLN set aside for deduping and OCLC. It would also mean that some CLN libraries have OCLC and others don't. OCLC usage statistics are skewed so it isn't clear which libraries use it the most. The Department of Libraries provides up to 250 records/year for free for Vermont libraries and gives VOKAL 2400 records/year for free. If CLN moves to CatExpress we'd have essentially unlimited free access to CatExpress records. We would no longer have the OCLC link in the Z39.50 search window.

Leslie pointed out that with the OCLC client you can edit the record in a more normal fashion, unlike in the Koha cataloging module. CatExpress also means waiting 24 hours for the records so catalogers have to handle items twice. Wendy thinks all consortium members should have the same resources. Leslie suggested that if a library wants OCLC that library could pay more. It was pointed out that other libraries

would still benefit even if not paying because the OCLC library contributes to the consortium. OCLC libraries may end up with a higher workload. Tom's recommendation is that we put together a clear proposal of what we want to happen before the next CLN management board meeting on June 10.

Jo asked if we could find out pricing if there are fewer than 6 libraries interested. Wendy believed that cost would be around \$7400 no matter how many libraries participate. She pointed out that pricing depends on population served, not cardholders. Rutland has the largest population area.

Given the time, it was decided to move the OCLC/CatExpress discussion to Basecamp. Tom started a thread there. Catalogers need to ask their director's opinion of whether a library would be willing to pay for OCLC then Wendy can try to get a price quote from OCLC.

Tom will try to borrow a CatExpress login and give a demo in the future.

Next meeting: The next meeting will be in person in June in Ludlow. The meeting date will be decided by Doodle poll. Leslie will show us how to do diacritics.