

**Catamount Library Network
Cataloging Meeting Minutes
12/17/2024**

Attendees:

Jill Tofferi (Fletcher Memorial), Carrie Gutbier (Manchester Community), Susan Alan Craig (John G. McCullough), Janet Clapp (Rutland Free), Mary Limieux (Morristown Centennial), Nicholas (Deborah Rawson Memorial), Michelle Willey (Waterbury Public), Pat Meulemans (Winhall Memorial), Leah Gessner (Guilford), Sarah Rogers (Kellogg-Hubbard), Kodrin G. (Brooks Memorial), Stephen Niles (Dorset Village)

Called to Order: 9:03 am *recording started*

Additions to agenda:

None

Old Business:

None

New Business:

008 Target Audience - Janet

Janet reminded the group to always fill in the 008 subfield 22: Target Audience. Catalogers are to use the audience that the publisher has indicated, regardless of where the book will end up in your collection.

Please use the following 3 audiences: Adult, Adolescent (YA) or Juvenile (Children's)

If you are attaching to an existing record please make sure it has the Target Audience filled in.

008 Form of Item - Jill

Novel vs Fiction, either is fine to use as it won't affect Aspen.

001 & 003 Control Fields - Susan

Susan was wondering how these should be filled in when doing original cataloging. The group didn't have an answer so Susan will follow up with Lauren Kelley with the Dept of Libraries.

260 & 264 Fields - Carrie

What is the difference between these codes? 260 is the older version that is no longer being used. 264 corresponds with RDA and is the current version. There should be two 264 fields, one indicating published date (either assumed or stated) the other for copyright date.

264 indicator 1 is for publisher information. If the publish date is stated enter the year, if the publish date is assumed enter year in brackets.

264 indicator 4 is for copyright date with the © symbol.

Empty records - Jill

If you see an empty record please delete it.

Other:

020 subfield q follow up - Jill

Jill has written up a "Best Practices" for this, please review for voting at the next meeting.

<https://basecamp.com/2118307/projects/1853872/messages/109291815>

Next Meeting: Tuesday February 18th @ 9am.

Meeting adjourned: 9:58 am

Notes taken and submitted by Stephen Niles