

Valley Library Consortium
Minutes of the Database Committee
January 29, 2012

Present in Person: Ron Suszek and Mary Schultz (Midland); Becky Grai (Northwood); Betsy Osborn and Paula Pashak (BCLS); Cindy Hix (Bridgeport); Linda Hudecek (CDL); Paul Lutenske and Ruth Ann Reinert (Saginaw); Kay Dunker and Lee Martin (VLC); Pat Lange (North Branch); Anne Wooden (Delta); Bruce Guy (Gladwin); Kelli Lovasz (NBTL)
Present Remotely: Sandie Snow (Almont); Betty Gettel (Caro); Ann Langlois (Lapeer); Lynn Deming (St. Charles); Andrew Sutherland and Amy Winter (West Branch).

Chair Anne Wooden called the meeting to order at 10:00 AM.

Additions to the Agenda: None.

Decisions:

1. R. Reinert moved to approve the minutes from the August 25, 2011 meeting. R. Suszek seconded the motion. Motion carried.

Discussions:

1. Database Projects Calendar:

K. Dunker reviewed the upcoming year's calendar of database reports and projects. This schedule is similar to last year's and will be posted on the VLC website. Included are the following reports:

- RIS Report for "In Transit" and "Hold Expired" items
- Requests on unavailable items
- Report of records containing misspelled words
- Report of lost items no longer lost
- Weekly duplicate control and ISBN reports
- Deletion of bibs w/out holdings aged more than two months
- Report of items flagged for request
- Report of address correction blocks
- Report of Code/Agency mismatch
- Report of ILL/Lost items
- Review of bad indicators

2. Fields on the Lost/Missing ILL report:

K. Dunker indicated a need to include the call number and collection code for items appearing on Lost/Missing ILL report. Motion to accept recommendation was made by R. Reinert and seconded by L. Hudecek. Motion was passed unanimously.

K. Dunker also indicated that many times borrowing libraries call her for information regarding the identity of the patron who requested the ILL item. This information is on the Lost/Missing report (borrower number), which is received by the lending institution. This information should be passed on by the lending library to the borrower's home library when billing occurs.

- K. Dunker reminded members that when viewing an item's detailed status, the information displayed includes: current borrower, prior circ info and circ long term history. It is important to remember that a borrower listed in circ long term history is not necessarily the last borrower to have had the item out.
3. Cataloging records for titles on CD with bonus MP3 disc version.
Members have the option of circulating the dual formats of a single title together as one item or as two separate and distinct items. If the second option is selected, member libraries should add the bonus item to a MARC record and update the record for the multiple format set to include a 500 note indicating that each part circulates separately. If another member chooses to add an item record to this bib, they must not remove the originating library's note.
 4. Expiration of borrowers based on B-Type
If libraries expire patrons based on b-type, expiration can now be set to a specific date as opposed to selecting a date range.
 5. RDA records:
Bibliographic records constructed using RDA standards are currently appearing in OCLC and now in the Horizon database. Current database standards state that MARC records in the database must meet the AACR2 standards. RDA records imported into the database must be edited to meet these standards.

K. Dunker provided examples of differences between RDA and AACR2 based records. Screencasts will be available on VLC's website to further illustrate these differences as they appear in Horizon and in OCLC for both full cataloging members and for CatExpress members.

040 tag will contain "rda" (in lower case) ~~RDA~~ if the record was created by RDA standards.

Leader: CatF will have a value of I if record is RDA.

In Horizon, the following 3XX tags will appear in red to indicate RDA media type and carrier type: 336,337,338.

These fields replace gmd data for subfield h of the 245 tag in AACR2 records. If converting an RDA record to AACR2 standards, you may retain the 336, 337 and 338 tags but must supply data for subfield h of the 245 to ensure the record displays correctly and can be limited by type when searched.

260 tag will include symbols like © in RDA records.

300 tag will not use standard abbreviations for pagination, illustrations, etc.

Capitalization changes will also be apparent in other tags in RDA record.

L. Martin suggested that the cataloging sub-committee review the possibility of RDA replacing AACR2 as the accepted bibliographic standard and discuss the potential for implementation in the near future. The cataloging sub-committee will meet next month to select new chair and discuss RDA standards.

Currently, if a member adds an RDA record and does not modify that record to reflect AACR2 standards, VLC will contact that member library and request that the record in question be modified.

When modifying records identified by VLC as being non AACR2 compliant, it is important to remove the RDA info from subfield E of the 040 tag after correcting other RDA issues in the record. Failure to do this will result in records being re-flagged as non-AACR2 compliant.

Announcements:

Betsy Osborn announced that she will be retiring in late February after 22 years of service in the Bay County Library System.

K. Dunker noted that 30,000 items were involved in last week's data corruption incident. As a result of the incident, some items that were long overdue aged to the status of lost several days before they typically would have as circulation data had to be reconstructed from backups. Reports were sent to member libraries containing items that needed specific attention. The corruption issue appears to be resolved with no likelihood of reoccurrence.

Meeting adjourned at 11:23 AM.

Next Meeting: Thursday, February 23, 2012

Minutes submitted by R. Suszek