

## Collection Services Advisory Committee Meeting

Kinney Memorial Library in Hartwick

September 16<sup>th</sup> 2014 at 10:00 am

Attending: Barb Potter (HART), Stephanie Champney (WP), Nancy Wilcox (OX), Dawn Rogers Kroll (WA), Tina Winstead (ONA), Echo Waller (SP), Gary Norman (MO), Nancy Simerl (SH), Roz Connor (SI), Sharon Dunscombe (JC), Connie Dalrymple (NO), Megan Biddle (4CLS), Emily Creo (4CLS) and Steve Bachman (4CLS)

### **A discussion on the authorized name for authors with multiple forms of a name.**

When an item displays a form of an author's name that does not match the authorized form, standard procedure is to transcribe the name as it appears in the 245 |c field as the statement of responsibility, but to record the authorized form in the 100 field. A "see" reference is added to the authority record listing the variant form of the name.

Currently, our local procedure (for fiction books) in cases where an author's name is displayed differently than it appears in the authority record is as follows: The 100 field of the record is altered to match the form as it appears in the book, the 245 |c field also displays the name transcribed as it appears, a 700 is added to list the authorized form of the author name, and a second separate authority record is created for the variant form of the name, with each authority record bearing "see also" references for the alternate forms.

The reasons this procedure was created were that the 245 |c is not searchable in our catalog, and Enterprise does not support authority control. Theoretically, when searching the catalog for an unauthorized form of an author's name, it should either suggest the authorized form based on the "see" references listed in the authority record, or simply automatically display all results for the authorized form, being redirected based on the "see" references. Sirsi has named authority control an enhancement, and one that it has not yet offered. Thus, our technology is currently failing us and we need to have a work-around to deal with the problem.

Another issue is that there are shelving implications to using one form of the name versus another as the 100 field is what displays on the pocket label. Recording the name in the 100 field 'as it appears' will match the book and be convenient for shelvees not looking at the label, but could prevent the books of one author from being shelved together alphabetically, depending on the variance.

Our procedure was developed due to necessity, but it is problematic and a bit clunky. The committee feedback seems to support abandoning the troubling step of adding the extra and incorrect authority records. **Going forward, the next highly advisable step would be to stop recording the variant form of the author's name in the 100 field, and instead always use the authorized form in the 100 and relegate the variant form to appear in the 700** so that it is still searchable in Enterprise but our catalog correctly reflects the authorized access point for the work. It would be helpful if the members of this committee would consider the situation and if there are any other solutions that might work to keep the integrity of the record but better serve our patrons in their search.

#### **A discussion on the cataloging of eReaders.**

Jeff has created a new item type of EREADER and libraries can have a circ map created if they choose to use this item type.

The committee recommends that the records should simply reflect the device and model's technical specifications without adding contents notes of downloads specific to any one device so that multiple libraries with identical models might use the same record.

#### **An update on the status of Collection Services.**

Please see attached charts.

#### **A discussion on the additional Item Cats.**

A brief discussion was had on the use of the additional Item Cats but there is no apparent need for their use currently. The issue will be revisited in the future if there is a need.

It was decided that 3 new item types will be created for miscellaneous items, for example, cake pans. The new items types will have a 1 week, 2 week and 3 week circulation defaults.

### **A demonstration of the new lamination machine.**

There was a demonstration of the new lamination machine by Emily. The use of this new machine has helped to increase the speed by which member libraries receive their books.

**The next meeting will be held on April 7<sup>th</sup> 2015 with a location still to be determined.**