

Technical Services Committee Meeting

Meeting Date: Wednesday, August 15th, 2018, 10:00am

Meeting Location: Little Falls Public Library, 8 Warren St, Little Falls, NJ 07424

Call To Order:

Time: 10:15 By: Nick

Roll Call (Circle One):

Nicholas Bastean:	PRE ABS	Carol Loden:	PRE ABS
Carla De Luise:	PRE ABS	Paddi McClure:	PRE ABS
Laura Henderson:	PRE ABS	Luca Manna:	PRE ABS
Pat Joyce:	PRE ABS	Laura Pluymers:	PRE ABS
Jennifer Larrinaga:	PRE ABS	Annette Sellars:	PRE ABS

Additional Attendees: _____

Approval of Minutes:

Minutes From: May

Motioned By: Nick

Seconded By: Pat

Approved: **YES** YES-PENDING CORRECTION NO

Objectives:

Note: Carla leaving effective August 31st. Metadata librarian position will be open, part time approximately 20 hours/week. Let Luca know if we know of anyone who may be qualified and interested.

Woodland Park completed TV series conversion. 1. Conversion of item type and 2. Repackage. Once conversion is completed by all, then the circulating duration will change to 14 days. If anyone experiences problems or issues, contact Luca.

1. Host Technical Services Summit

a. Promotion of Summit

- Tech Services email group.
- Send save the date. Put something together.
- September – Use Eventbrite to create a registration module to register people for the event.
- Week before send a reminder (Monday).
- Save the date first week of September
- Registration about a month before.
- Google workspace for every committee - Luca will confirm

b. Power Point Presentations

i. |Z

1. Possibility of drive collaboration
2. Nick volunteers for presentation

ii. DVD/Blu Ray Combo

1. Review Carla's Work To Date
2. Luca Presenting as Carla will be gone

iii. BlueCloud

1. Need volunteer(s) to begin work - Luca & Maybe Pat
2. Scope for clean-up projects, the webinars
3. 10-15 minute presentation

c. Pamphlets

i. |Z

1. Add Music Example
2. Change logo
3. Woodland park TV Series for a good example
 - a. Season 1 Twilight Zone separated by disc?
4. Special note about change to DVD Blu-Ray Combo
5. Review pamphlet & recommend changes
 - a. Recent changes to DVD/Blu-Ray/Combo
 - b. TV Series Changes
6. Emphasize the fact that a space WILL MAKE A SEPARATE ITEM

ii. DVD/Blu Ray Combo

1. Laura H has volunteered to put together this pamphlet

iii. BlueCloud

1. If the presentation is put together, Jennifer has volunteered to put the pamphlet together

d. Conversation Starters

i. List of Questions/Topics

1. TV Series Question(s)
 - a. Update on issues to Luca
 - i. What hiccups are people experiencing?

2. Address Enterprise issues
 - a. What things aren't working for people in Enterprise?
3. Save the date - insert a "IF YOU HAVE ANYTHING YOU'D LIKE US TO ADDRESS, PLEASE LET US KNOW"
4. Training manual - helpful ideas - what do you wish you had? What do you wish you when you started?
5. Working on drive, support through the collaborative work space afforded by G-Drive, with final products going to the wiki as a repository.
6. Discuss wiki access so people can access the information.

7. Wiki pamphlet

8. Information Point: SEND TRACK-ITs.
9. JuliusF - ordering from smaller or independent vendors, such as Capstone, NJ Scholastic, Gale Cengage, Recorded Books, Mid-America, Gumdrops, etc. may have better MARC (free even) records. Many of the small vendors provide good MARC records.
10. Authority? Is this the right audience? How the authority index works does not impact how users interact with the database, but does impact the quality of the catalog. If you search for an author, for example, you can get all the authors that match, but that might not be the exact, if you have the author authorized, then (NOT TRACKITS FOR AUTHORITY) you can click on the link to that author and get only that author and the variations of only that author. Some 15,000 authors to authorize, cost \$20,000 for a 3rd party to do the catalog authorization. 490 field - if you have the complete series, but not all the works have the same 490 field in the bib record, these may not show as being owned when a patron searches.

2. Identify and recommend solutions for item and bibliographic metadata related issues in the catalog

a. Magazine Orphan Records

- i. Put in for summit questions
- ii. Manage suggestion notes
- iii. Maybe have an e-mail follow-up
- iv. Start conversation for how to standardize magazine linking and what issues we will have to overcome
- v. On-the-fly record
- vi. System reasons for items staying in longer
- vii. LF - accidental linking - unable to place a hold on magazine - need to look at hold map for Consumer Reports

Meeting Adjourned:

Time: _____11:37_____

By: _____Nick_____

Seconded By: _____Carol_____

Minutes Taker: _____Nick_____