

PALS Plus Technical Services Committee Meeting Minutes:
February 14, 2023

The Technical Services Committee meeting was called to order via Zoom on Tuesday, February 14, 2023, at 10:05 a.m. by Kristin Blumberg.

Present: Kristin Blumberg (PALS Plus, Chair), Heather Caldwell (Ringwood), Sawyer Conlon (Cedar Grove), Cindy Corbett (Verona), Patricia Joyce (Woodland Park), Janine Rinaldi (Wayne), Luca Manna (PALSPlus)

Absent: Lois Pasanda (Belleville), Laura Pluymers (Bloomingdale), Carmen Fugate (Totowa)

Approval of minutes: The minutes from November 11, 2022 meeting were approved.

Correspondence: None

Old Business: Kristin and Pat rescheduled the Pipe Z popup workshop from December to March 14 at 11:00 and 2:00.

New Business:

- We reviewed the charges for 2023.
 - Most Core Documents were reviewed in 2022 and just require some formatting.
 - We will hold a Summit close to the end of the year, to begin discussing the details in the summer.
- Completing the Periodicals Project, that was started pre-pandemic, is a goal for 2023. Kristin presented the Power Point on the subject from 2019. The purpose of the project is to clean up the catalog and improve discovery for the patrons.
 - We compiled a list of questions to put in a survey to all the libraries regarding whether they hold magazines and how they handle cataloging them.
 - Do you own magazines?
 - Do you circulate them?
 - Who links them? Circ or tech staff?
 - Do you catalog them as they come in or create brief items on the fly?
 - How do you handle deletions?
 - What is your timeframe for magazine holdings?
 - Do you allow holds?
 - Any other information: ex: do you circulate the current issue?
 - Kristin will create the survey and we'll review at our next meeting. She will compile the results into a spreadsheet.
 - We will then decide how to train staff on transferring holdings records and creating new periodical records.
- We had some discussion about linking children's books published in color versus black and white and determined that the publishing date, edition, ISBN, and whether it's a serial, all play a role in making that decision.

Adjournment: 10:55 am

Next meeting: Tuesday, March 21, 2023 at 10:00 a.m. via Zoom.

Respectfully submitted by Heather Caldwell (Ringwood)