

Valley Library Consortium
Minutes of the Database Committee Meeting
September 27, 2012

Present in Person: Mary Schultz and Ron Suszek (Midland) ; Sallie Hirschman (BCLS) ; Ruth Ann Reinert and Paul Lutenske (Saginaw) ; Becky Grai (Northwood) ; Anne Wooden (Delta) ; Cindy Hix (Bridgeport) ; Kay Dunker (VLC)

Remote Attendance: Jane Himmel (Pigeon); Ann Langlois (Lapeer); Ronnie Jankoviak (Mid-Michigan Comm. College); Kelli Lovasz (North Branch); Andrew Sullivan and Amy Winter (West Branch); Lynn Deming (St. Charles); Betty Gettel (Caro)

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

Decisions:

1. Ron Suszek moved to approve the minutes from the August 23, 2012 meeting. Ruth Ann Reinert seconded the motion. Motion carried.

Discussions :

1. **Update from Administrative Council**

At the recent Administrative Council meeting they held a Strategic Plan Review. Administration discussed goals met, ongoing goals, and implementing new goals. A review of the progress for the Strategic Plan will be posted to the VLC website when it is approved by Administrative Council. K. Dunker stated that moving the meeting time of the Database to be just before the Administrative Council is under consideration.

2. **Ebook ISBN's**

On records for electronic items, the ISBN(s) for the electronic item goes in the 020 a subfield. Subfield a is for valid ISBN's, subfield z is for invalid ISBN's. All other ISBN's should go in 020 tag, z subfield. On records for print items, the ISBN(s) for the item in hand goes in the 020 a subfield. ISBN(s) for electronic formats should go in the 020 subfield z.

Discussion was opened about Large Print and Hardcover ISBN's on the same BIB. These ISBN's are listed on the actual item. It was decided to put the Large Print ISBN in the 020, z subfield when listed on a Hardcover (regular print) item.

Currently, the ISBN indexed searched in Horizon by staff and in HIP indexes both the valid and invalid ISBN. Member libraries can e-mail Kay if they are interested in suppressing the z subfield for patron and staff view.

3. **Northwood request to load bibs for e-books**

It was discovered that all Northwood Records for E-books would load with all ISBN's in the 020 tag, z subfield or with all ISBN's in the 020, z subfield. Discussion followed as to how this would impact other members. K. Dunker stated that eResource Central, a new product from SirsiDynix, may make loading records for electronic resources unnecessary. Becky Grai recommended we table this issue and revisit at a later date after decisions about eResource Central have been made. Kay Dunker said she would do more research and possibly have more information for our next meeting. Issue was tabled.

4. **ILL procedures**

Discussion was opened concerning Damaged and Lost item procedures for ILL material. Some members thought the report for Lost or Damaged ILL material should be created more often. Kay Dunker decided to run a pilot report for lost and damaged items in ILL on a quarterly basis. If this seems to work better for member libraries then we will look at our standards and adopt a new standard accordingly. Andrew from West Branch created a work flow chart for ILL procedures. The report is self-explanatory and very easy to read. Andrew will e-mail the report to ILL committee members and Database committee members for any input and approval.

5. **Default setting for "Notices by" on borrower record**

Kay Dunker inquired if member libraries would be interested in changing the default setting on a patron record from "standard" to "e-mail". This is a global setting and would affect all members. The consensus was to leave the setting at "standard" at this time and revisit this in the future.

6. **Marc 264 tag**

OCLC has declared the 264 tag valid in addition to the 260 tag. This tag list the place of publication, publisher, and pub. date; however, the 264 tag is not indexed in HIP. Kay Dunker will allow the 264 to be indexed in HIP. Bib records can now have a 260 tag or a 264 tag. Both tags are valid and a BIB record will have either, but not both.

No new announcements were made

Meeting adjourned at 11:30 a.m.

Next meeting Thursday, October 25, 2012

Minutes submitted by M. Schultz