

PrairieCat Technical Services Committee

Agenda

February 13, 2025

The Technical Services Committee will meet on Thursday, February 13, 2025, 9:30 AM to 11AM via Zoom.

[Register to attend the meeting \(https://support.prairiecat.info/events/prairiecat-technical-services-committee-meeting-2025-02-13\)](https://support.prairiecat.info/events/prairiecat-technical-services-committee-meeting-2025-02-13)

1. Call to order/welcome
2. Roll call for attendance
3. Review agenda for addition/changes
4. Approve minutes for August 8th, 2024, Technical Services Committee meeting
5. Welcome new MARC members
6. Pending products/updates and discussion –
7. Membership updates
8. New topics
 - 8.1. Deleting items via Serials checkin cards
 - 8.2. Vega Discover
 - 8.2.1. Vega Guide
 - 8.2.2. User roles and permissions
 - 8.2.3. Vega Discover Showcases training
 - 8.3. Member forums
 - 8.4. IPLAR Q & A sessions
9. PUG Day 2025
10. Reminders
 - 10.1. Paperback vs. hardcover / matching criteria

11. BYPT “Bring Your Problems Time”
12. Ideas for “Did you know?”
13. Review of meeting, what worked and what did not
14. Questions, comments, etc.
15. Adjournment
16. Next meeting – Thursday, April 10, 2025, via Zoom @ 9:00 AM

MARC/MARC-trainee Catalogers meeting to follow Technical Services Committee meeting. (Zoom session will be open @ 11:00 AM but meeting will start at 11:15 AM)



**PrairieCat Technical Services Committee
Draft Minutes
August 8, 2024**

ATTENDANCE:

MEMBERS PRESENT: Bonny (PC), Brozovich (RP), Evans (SY), Groth (EM), Landis (PC), Linnell (BD), Nissen (RU), Sangston (MA), Shippy (MX), Tedder (PC), Totton Schwarz (WO), Zanelli (PC).

MEMBERS ABSENT: Dean (WL), Slanicky (PC), Smith (PC), Solheim (KR).

GUESTS: Brown (FR), Carter (SL), Chapman (RL), Fane (LP), Fine (PR), Finnerty (NC), Jones (RP), Kozinski (DK), Lemke (DK), Martin (MP), Mladic (LP), Regan (MN), Schriner (KK), Sciaky (MK), Swanson (CC), Thomas (RP), Ward (YK).

- I. Welcome** – Tedder (PC) ran the meeting and welcomed everyone.
- II. Roll call for attendance.**
- III. Review agenda for additions/corrections** – No changes were made to the agenda.
- IV. Approval of Minutes From: February 8, 2024.**

Motion made by Brozovich (RP), seconded by Totton Schwarz (WO) To approve the minutes from the February 8, 2024, meeting with one correction. Approved.

Approval of minutes from April 11, 2024.

Motion made by Evans (SY) and seconded by Brozovich (RP) to approve minutes from the April 11, 2024, meeting as written. Approved.

- V. Committee Members** – Tricia Dean (WL) is the chair of the committee, but we still need a vice chair. Tedder (PC) recommended following the Circulation Committee procedures. Instead of having a chair and vice chair, Landis (PC) runs the Circulation meeting. The Technical Services Committee agreed that this is a good idea. Everyone is encouraged to attend but only members are allowed to vote. Everyone's input is greatly valued. The only responsibility of the membership is to attend meetings and vote.

At the July 2024 Delegates Assembly meeting, Carolyn Coulter (PC) explained that there are some suggested changes we would like to make to the bylaws. The most significant change is regarding the standing committees. Given the ongoing

issues we have had filling these “tiered” seats, it is felt that moving more seats to at large, and expanding the number of terms and individual can serve may help with this issue. The PrairieCat Technical Services Committee will have a total of eleven members. One each Tier 1, Tier 2, Tier 3, Academic, Special, or School, and seven At Large members. Union list members are welcome to run for At Large seats. The public library tiers are further delineated in the PrairieCat General Policy Manual. Each member shall serve a term of three years. Members may serve only three consecutive elected terms. Appointments to cover members departing before the end of their term do not count against the consecutive term limitation.

Elaine Chapman (RL) volunteered to fill a three-year At Large term (previously Tier 3) expiring June 30, 2027. Tari Sangston volunteered to fill in the remainder of the Tier 3 position that expires June 30, 2025. The committee can appoint the new members for the rest of this fiscal year, and we don't need a special election. The chart of committee members will be updated.

VI. Welcome new MARC Members – We welcome our new MARC members who have completed the BAMB (Becoming a MARC Member) class. Rebecca Eychaner / Cherry Valley, Tracy Evans / Sycamore, Madison Ward / Yorkville, Jen Finnerty / North Chicago, Joanna Mladic / North Suburban (refresher), and Ashley Swanson / Coal City (refresher). Congratulations to all. We have two new people currently in training.

VII. Pending Project/Updates and Discussion:

a. Vega – In May 2024 PrairieCat completed integrating eRead Illinois into Vega collection sites for circulating members. Those who opted out do not have eRead Illinois integrated into their collection sites. Remember that homepage customizations are available. To request carousels / showcases be added to your library's Vega homepage, please submit a Helpdesk ticket. PrairieCat staff and the Training Committee are testing user roles and permissions as well as homepage builder. This feature is in beta testing with Innovative.

VIII. New Topics

a. Idea Lab – Periodically PrairieCat will send out notice to members to vote on an idea within an Innovative platform, such as Vega Discover. Idea Exchange is open to all Innovative customers. You are not required to be a member of IUG to contribute to Idea Exchange, but you do need to have an account to vote. Idea Lab can be found at: <https://ideas.iii.com>. FAQ for Idea Lab can be found here: https://www.innovativeusers.org/idea_exchange_-_faq.php. Vega Discover: <https://ideas.iii.com/forums/951766-vega-discover>.

b. RAILS World Language Cataloging Services Program – This is a friendly reminder of other cataloging resources outside of PrairieCat that are available to our members. We have talked about the Cataloging Maintenance Center, or CMC, for special collections but RAILS also offers cataloging services for collections that are considered part of the library's regular collection. Some of

our members have already utilized this service for their foreign language collection. More information can be found on both the RAILS and PrairieCat support sites

- c. **Local 690 Headings** – We are creating a list of approved local 690 subject headings to be used for special collections. This list will be posted on the PC support site. These subject headings will not be retained in the master in OCLC, so you will only see them in Sierra. They will be formatted similarly to the local authors:

*2nd indicator = 7

*[Library] [Approved Subject Heading]

*|2 = “local”

Examples:

Subject 690 ^7 Rock Island Library of Things. |2 local

Subject 690 ^7 Johnsburg Homeschooling. |2 local

Subject 690 ^7 [Library] Library of Things. |2 local

If there is a new subject that you want to use, it must be added to the list before you begin using it. Currently, we have Library of Things and Homeschooling on the approved list. It was suggested that Equipment and Kids be added to the list.

- d. **Cataloging Requests** – PrairieCat staff are seeing a great deal of invalid requests coming in through the Help Desk ticketing system such as adding a paperback ISBN to a hardcover record, but the pagination and/or sizing is not within matching criteria. It is strongly recommended that if you became item entry or barcode certified prior to the implementation of the online courses that you create a Talent LMS account if you haven’t already done so and review the series of the Item Entry courses. You may need to put in a HD ticket to be fast-tracked through the courses or you can view the Technical Services video library.

Remember to use a Notepad file through the ocmlist to request to be pulled in from WorldCat instead of using the Help Desk.

- e. **OpenDyslexic Font** – Fane (LP) asked about OpenDyslexic Font. The librarians at North Suburban have been asking her about it. OpenDyslexic Is a new open-sourced font created to increase readability for readers with dyslexia. The typeface includes regular, bold, italic, and bold-italic styles, and 2 typefaces: OpenDyslex, and OpenDyslexic-Alta. It was asked if there was a MARC tag that could be used instead of large type to make them easier to find. A 340 tag is for font size. The isn’t necessarily about size. It is about type, so the 340 probably would not be appropriate. A 500 note in quotes taken directly from the resource will be used. When you email your Notepad file, you can ask that a note be added to the MARC record, similar to the way you ask for

paging and sizing to be added or changing the material type book to board book. We may have to incorporate something like a subtitle to indicate an OpenDyslexic version in Vega. We need to keep any eye on these moving forward to see how they will display in Vega.

- f. Material Types** – With more and more records coming in for Yotos and Tonies, we would like to review the list of new material type requests. Yotos are audio players and card collections for children. Cards are inserted into the player for audio to start. The player would be considered a 3D object with [realia] as the GMD. The sound card circulating by itself may require a new material type, such as "preloaded sound cards". The Toniebox is a digital audio player for children. The Tonie character (figurine) is placed on the box and the audio will begin to play. The player would be considered a 3D object with [realia] as the GMD. The Tonie character (figurine) would be considered a 3D object with [toy] as the GMD. We have room for more material types and will review the ones we have and see what needs to be added. Send suggestions for new material types or item types to PrairieCat staff. Item types are used by the circulation rules. Gathering statistics each month can be difficult, and especially for the IPLAR report. Let PrairieCat staff know which item types you want to use, and they can set it up for you.

Preloaded sound cards (Yotos)

Audio-enabled figurines (Tonies)

Filmstrip

Book + cassette

Book + CD (already addressed with "Book with Disc?")

Art print?

Graphic Novel

Comic Book

Baking equipment

Kitchen equipment

IX. Reminders

- a. Help Desk Ticketing Queues.** - When opening Help Desk tickets, for anything requires mass changes, please change the queue to Reports instead of Cataloging. Changing it to Reports gets it to the right people so they can process it sooner.

X. Membership Updates

- a. Mills and Petrie Memorial Library and Gymnasium** – The Mills and Petrie Memorial Library and Gymnasium is upgrading their membership from Union List to Basic Online. They have a new director who started this summer who

has completed their cataloging training. PrairieCat staff will be having more regular project meetings with the library as we continue through the upgrading process.

- b. Manhattan-Elwood Public Library District Branch** – The Manhattan-Elwood Public Library District is opening a new branch location which will require some work in Sierra to get the branch set up.

XI. PUG Day 2024 – PrairieCat Users Group (PUG Day) is scheduled for September 26-27, 2024. This year's event is a virtual event with a series of webinars scheduled for Thursday and Friday. Registration is now open, and you can find the schedule of sessions and their descriptions on the PrairieCat website under the PUG Day page.

XII. Other Events

- a. PrairieCat Back to School Session** – A PrairieCat Back to School Session will be on Tuesday, September 10, 2024, from 1:00-3:30 pm via Zoom. This is a virtual event for our school libraries.
- b. New Director Welcome** – Wednesday, September 18, 2024, is our quarterly New Director Welcome. This is also a virtual event via Zoom from 10:00-11:00 am. If you are a new director at a PrairieCat library, you will likely find the New Director Welcome full of helpful information.

XIII. BYPT “Bring Your Problems Time” – Several libraries reported receiving new items in poor condition and having to return them to the vendor. Some of the libraries are getting billed a 5% discount for the replacements instead of their normal 42%. Keep an eye on your invoices if you are returning items in a damaged condition. Items are coming from the printers in damaged condition and are coming from Baker & Taylor and can be hardcover or paperback. It was suggested that perhaps ALA could work with the publishers or vendors to help the libraries. Some books have chapters that are covered in ink or are so faint that you can't read them. Woodstock has an entire cart of damaged items.

XIV. Ideas for “Did You Know?” – Send suggestions for future “Did You Know?” topics to sandy.tedder@prairiecat.org or melissa.landis@prairiecat.org.

XV. Questions, Comments, Etc. – None.

XVI. Next Meeting will be Thursday, October 10, 2024, held via Zoom, 9:30-11:00 am. MARC/MARC-trainee Catalogers meeting to follow Technical Services Committee meeting. (Zoom session will be open @ 11:00 but meeting will start at 11:15 a.m.)

**PrairieCat Technical Services Committee
FY2025**

CUG and TSUG Representation: Elections will take place in May each year, concurrent with Administrative Council elections.

Tier 1 public libraries – 1 seats

Tier 2 public libraries – 1 seats

Tier 3 public libraries – 1 seats

Academic/Special/School libraries – 1 seat

At-Large members – 7 seats

Union List members are welcome to run for At-Large seats.

Each member shall serve a term of three years. Members may serve only three consecutive elected terms.

Appointments to cover members departing before the end of their term do not count against the consecutive term limitation (*special election are not required. The Committee can appoint them for the rest of this fiscal year and then they will be on the ballot next year)

In cases where we have no nominees to fill a seat, the size of the ocmmittee shall be adjusted until the next election cycle.

Seat	Name	Email	Library	Term Expires
*At Large (previously Tier 3)	Elaine Chapman	emchapman@reddicklibrary.org	Reddick PL	Jun 30, 2027
Tier 1 Public	Deborah Shippy	dshippy@molinelibrary.org	Moline PL	Jun 30, 2026
At Large	Eric Linnell	elinnell@bourbonnaislibrary.org	Bourbonnais PLD (BD)	Jun 30, 2026
At Large	Tricia Dean	tdean@wilmingtonlibrary.org	Wilmington PLD (WL)	Jun 30, 2026
Tier 2 Public	Alice Groth	grotha@eastmolinelibrary.org	East Moline PL (EM)	Jun 30, 2025
Tier 2 Public	Kat Solheim	kats@nipplersinklibrary.org	Nippersink PLD (KR)	Jun 30, 2025
At Large	Tracy Evans	tracye@sycamorelibrary.org	Sycamore PL (SY)	Jun 30, 2025
Tier 1 Public	Kim Brozovich	brozovich.kimberly@rigov.org	Rock Island Public Library (RP)	Jun 30, 2027
*Tier 3 Public	Tari Sangston	chefsnoopy01@hotmail.com	Richard A. Mautino (MA)	Jun 30, 2025
At Large	Lora Totton Schwarz	lorat@woodstockil.info	Woodstock PL (WO)	Jun 30, 2025
Academic/Special /School	Stephanie Nissen	snissen@rockford.edu	Rockford University (RU)	Jun 30, 2027

5 terms expiring 2025: Alice Groth, Kat Solheim, Tracy Evans, [empty], Lora Totton Schwarz

3 terms expiring 2026: Deborah Shippy, Eric Linnell, Tricia Dean

3 terms expiring 2027: Kim Brozovich, Elaine Chapman Stephanie Nissen