

**Members Present:**

Vandy Evermon [Columbia College Chair], Peter Neely [Columbia College Site Coordinator], Tom Leimkuehler [Missouri State Library Site Coordinator], Dan Kammer [Stephens College Site Coordinator], Corinne Caputo [Westminster College Site Coordinator], Erlene Dudley [William Woods University Site Coordinator].

**Members Absent:**

Ethan Cordray [Lincoln University Site Coordinator]

**Guests or Proxies Present:**

Scott Peterson	MOBIUS
----------------	--------

1. Call to order and introductions  
The meeting was called to order at 10 a.m. Scott Peterson began the recording of the meeting.
2. Adoption of the agenda  
The agenda was reviewed and accepted.
3. Approval of minutes  
Minutes of the previous meeting were already approved.
4. Information Items  
None.
5. Unfinished Business  
None
6. New Business
  - MAT types  
There was a brief discussion on the issue of records loaded from OCLC that were being assigned the incorrect MAT type. It was decided to have the MAT type remain blank on records loaded from OCLC and the individual librarian responsible to code the correct MAT type. Scott said he would work on getting that change done as soon as possible. Corrine volunteered to check for records with the incorrect code and correct them as needed.
  - Limiting dates with 260/264 fields  
After a discussion on the problem of limiting by date in the Arthur catalog, it was decided to follow the MOBIUS recommendation to set the limit to look at the 260/264 subfield c for the publication year. Vandy will notify Megan Durham of MOBIUS to make the change.



**Agenda/Minutes of the  
Arthur Coordinators & Technical Services Committee Meeting  
November 19, 2014 Online**

- **Heading and MARS report distribution**  
Vandy asked the committee about distribution of the MARS reports and issues with the headings reports. Vandy has found that some of the headings reports have authority records that were created in the wrong index. She is coding the headings in the wrong index for deletion and informed MOBIUS of the issue. Due to the need for training and staff shortage, Corrine and Vandy volunteered to work on the MARS reports until other libraries have the staff to work on them.
- **Fictitious character designators**  
Corrine reviewed the issue of human fictitious characters in the personal name file. The committee decided not to remove the fictitious character designator and add it if it is missing.
- **Spring meeting**  
Vandy mentioned the need for training for the spring meeting. Members of the committee will discuss by email the date for the spring meeting and the training priorities. The meeting will be held at Columbia College and MOBIUS will be requested to provide training.

7. **Adjourn Meeting**  
The meeting was adjourned at 10:20.
8. **Minutes submitted by Vandy Evermon on November 19, 2014.**