# Minutes of the MOBIUS Cataloging Committee

Meeting November 06, 2024, 10-11 am via Zoom

Members Present

* Sarah Jones, Northwest Missouri State University; Committee Chair
* Phyllis Holzenberg, Drury University; Committee Vice-Chair
* Jill Mahoney, William Woods University; Board Liaison
* Vivian Gould, MOBIUS Consortium Office; MCO Liaison
* Becky Givens, Covenant Theological Seminary
* DeAnn Isenhower, Missouri Southern State University
* Richard Leach-Steffens, Conception Abbey & Seminary
* Nicole Merzweiler, University of Missouri – Columbia
* Julianne Newbury, Rockhurst University
* Michala Peterman, Culver-Stockton College
* Richard Pitaniello, Truman State University
* Julie Portman, Saint Louis University
* Rachel Utrecht, William Woods University

Members Absent

* Donna Bacon, Ex-Officio, MOBIUS

Meeting Minutes

1. Call to order

Meeting was called to order at 10:00 am.

1. Adoption of the agenda

The agenda adopted without changes (Becky moved; Phyllis seconded; motion adopted unanimously)

1. Approval of the minutes (both 10/09/2024 and 10/23/2024)

The agenda adopted after date fixed on minutes for 10/23/2024 ( 10/09/2024 Minutes - Julie moved; DeAnn seconded; motion adopted unanimously; 10/23/2024 - Phyllis moved; Julie seconded; motion adopted unanimously)

1. Information Items

There were no information items shared

1. Old Business
	1. Maintenance of shared MARC records (Sarah)
		1. Draft Copy Cataloging Checklist

The committee talked through each MARC field and comment on the Draft Copy Cataloging Checklist to gain consensus and clarification. The committee also discussed the scope of the document. It was agreed that the document was to be used for the most common fields in shared records, and how catalogers should handle those fields in shared records.

* Action Item: Sarah will pull together and reformat comments to make a more clean document for the committee to look over and finalize
	1. Procedure for deleting shared MARC records - update on order records (Sarah)

Vivian and Sarah did a test to see if order records connected to an Instance could be seen by another institution, and found that, as expected, an institution cannot see if another institution has an order connected to an Instance. After some discussion, it was decided to discourage libraries from marking Instances for deletion on shared records.

1. New Business
	1. Meeting schedule for the rest of November 2024 - January 2025 (Sarah)

It was decided to meet as scheduled in November and to revisit December and January dates at our next meeting.

* 1. Cleaning up links in shared records (Becky)

Moved to the next meeting due to lack of time.

1. Meeting adjourned at 11:00 am (Julie moved; Nicole seconded; all approved)