# Minutes of the MOBIUS Cataloging Committee

Meeting November 20, 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
* 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
* Julie Portman, Saint Louis University
* Rachel Utrecht, William Woods University

Members Absent

* Donna Bacon, Ex-Officio, MOBIUS
* Vivian Gould, MOBIUS Consortium Office; MCO Liaison
* Richard Pitaniello, Truman State University

Meeting Minutes

1. Call to order

Meeting was called to order at 10:15 am due to technical difficulties.

1. Adoption of the agenda

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

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

Minutes approved after making a correction to Julianne’s misspelled name (Julianne moved; Nicole seconded; motion adopted unanimously)

1. Information Items

There were no information items shared

1. Old Business
   1. Maintenance of shared MARC records (Sarah)
      1. MOBIUS COPY CATALOGING CHECKLIST: Shared Book Records

The cleaned up draft of the Copy Cataloging Checklist was shared with the committee to discuss final questions. The committee talked through each remaining comment on the Draft Copy Cataloging Checklist to gain consensus and clarification, paying special attention to the 856 field. The committee also discussed which links to cataloging resources to add to the document. The committee decided to change the title of the document to MOBIUS Maintenance of Shared Books Records Checklist. The committee recommended clarifying that people should be on the lookout for duplicate fields when the documentation is shared out to the consortium.

Approval for the MOBIUS Maintenance of Shared Books Records Checklist and Draft Cat Committee Guidelines for editing shared records to be shared out to the consortium (DeAnn moved; Julie seconded; motion adopted unanimously)

* Action Item: Sarah will check with Vivian about sharing out finalized documents to the wider consortium

1. New Business
   1. Withdrawal documentation (Sarah)

Moved to the next meeting due to lack of time.

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

Committee agreed to cancel December 2024 meetings and the first meeting in January due to holiday closures (Julie moved; Richard P. seconded; motion adopted unanimously)

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

Moved to the next meeting due to lack of time.

1. Meeting adjourned at 10:53 am (Julie moved; Nicole seconded; all approved)