

Technical Services Interest Meeting Minutes

Tuesday, April 8, 2025 9:30 AM to 10:30 AM

Agenda Items

Monograph Parts Functionality & Holds Impact: There is a bug in Evergreen that allows staff to enter free-text monograph part designators, but full functionality for managing parts (e.g., multi-disc sets) is not yet implemented. This causes confusion with holds and may not be compatible with the Aspen discovery layer.

- **Recommendation & Next Steps:** Staff are advised not to use free-text part entries due to their negative impact on holds. Incorrect entries should be cleared, and future improvements to monograph parts functionality remain a topic for further testing. Lindsay Stratton will investigate Aspen compatibility.

Incomplete or Generic Call Numbers: Bibliographic records—especially vendor-supplied and pre-order items—often have missing or overly generic call numbers, requiring manual correction by staff.

- **Vendor Record Limitations & Access Challenges:** Pre-release vendor records are frequently low quality and not always updated post-release. Limited access to full DDC data (due to OCLC licensing) adds to the difficulty.
- **Cleanup Support & Next Steps:** Shelf list reports including call numbers are being developed to assist with cleanup. PLDA may explore options for improving record quality, though reliance on pre-order vendor records remains a challenge.

Need for "Replacement" Item Status: Items awaiting replacement were being accidentally deleted, resulting in lost circulation stats. A new "replacement" status was proposed to preserve records during this process.

- **Proposed Solution & Next Steps:** A dedicated "To be replaced" status—non-circulating, non-holdable, and hidden from the OPAC—has been added!
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Discussion / Q&A

Default Classification for Fiction

Question: Mary Black inquired about setting the default classification for fiction books to "Generic" instead of Dewey, as the current workflow requires manual changes for each item.

Answer: Lindsay Stratton confirmed that the current workflow of manually changing the classification to "Generic" is the only available method. There is no system-wide default setting for this.

Dewey vs. Generic for Biography:

Question: Alex asked whether biography should be classified as Dewey (B or 92) or Generic.

Answer: Technically, biography falls under Dewey. However, Lindsay Stratton suggested that for their catalog, the specific designation (B, 92, or Generic) likely doesn't significantly impact searching or patron experience. The key is to maintain consistency.

Duplicate Bibliographic Records

Question: Lori raised concerns about duplicate bibliographic records being created, often for new or on-order items, leading to patrons placing holds on records with few or no copies. What's the best workflow for correcting these?

Answer: These duplicates usually result from mismatched vendor imports. Although Evergreen has matching logic, it isn't foolproof. Duplicates must be manually merged by WLS/Cataloging, including transferring existing holds. Library staff are encouraged to report duplicate records, especially when patron holds are affected, to ensure timely cleanup and improved access.

Romanization of Korean Author Names:

Question: Siobhan inquired about plans to follow the revised Romanization of Korean, the official transliteration standard since 2000, as current records often have author names that don't match the book.

Answer: Lindsay Stratton will reach out to the cataloging department regarding this issue to ensure adherence to current standards.

[Korean Romanization - Our catalog follows Library of Congress standards, and the LoC uses a variation of the [McCune-Reischauer](#) system to romanize Korean text. More information: [LoC Korean Romanization Table](#) (pdf)]

Next meeting: June 10, 2025

Future meeting details will be posted on the Westchester Library System public calendar and announced at Circulation Committee meetings.

Feedback and topic suggestions for future meetings can be emailed to Allison Pryor or Lindsey Stratton, or submitted via help desk ticket. A previous Submit topic suggestions and questions for future Tech Services Interest Meetings to Allison Pryor or Lindsey Stratton or via help desk ticket.