Technical Services Committee Meeting
Tuesday, August 18, 2021, 1:00pm
modified 8/19/21

Virtual Meeting

Attending via Go-to-Meeting:
Anne M. Murphy from Bedford Public Library, Angela Brown from Amherst Town Library, Amanda Alwyn from Laconia Public Library, Martha Simmons from Hooksett Public Library

Meeting called to order: 1:02 pm.

● Local Authors
  o GMILCS uses subject headings to designate local authors
    ▪ Amherst has 650 $aAuthors, New Hampshire and 650 $aAuthors, Amherst (N.H.)
    ▪ GMILCS libraries find that the use of the local author subject heading is well-liked
    ▪ Bedford has 650 7$aAuthors, New Hampshire. $2GMILCS
      ● Clarifying note that the above refer to subject headings, not authority records
  o How to designate what goes into the local author subject heading, or local history room
    ▪ Closely related to NH authors or NH people
  o If someone has moved away from NH, but are still known
    ▪ Handled by attaching subject heading for the time they were living here, but not retroactively going back to remove any
    ▪ Bedford: Some NH authors aren’t separated into a local history room because they will then be able to circulate
    ▪ Additionally, an NH sticker was added to the spines of local authors to highlight the books on the shelves. Or, a flag in the book.
    ▪ The labels are a simple NH state outline with New Hampshire written at the top, on one line or two. Simple enough to replicate.

● Brainstorming Cataloging Class
  o At a previous meeting, Jessica suggested an “ask a cataloger” or “ask a technical services librarian” email address.
    ▪ We could adapt that idea to having a few people on a panel, instead of an email, and have a live session.
• We could take questions and bring them to the meeting, to have a group answer – the discussion as a group would help to share the reasoning behind an answer

• It might encourage more people to attend the meetings

• Some questions might be system-specific, and the majority of the group so far is from GMILCS and therefore shares a system. It would be good to have people from different backgrounds on the panel.
  ● Kevin French
  ● Mark Glisson

• Having the questions ahead of time would be good, to have a chance to research them

• Also to promote GMILCS because as tech support as part of a consortium to pool resources and ask questions. It’s hard to help from a distance.
  o Heather Rainier says, while she is not the education chair for Paralibrairans, the section does want to collaborate with us
    ▪ She wants us to know that we can do more than they have done
    ▪ We would like to know from them, what they might like to see from us

• Contacts
  o Linda Kepner [LKepner@PeterboroughNH.gov](mailto:LKepner@PeterboroughNH.gov) used to teach the basic cataloging classes. She would be a good resource to reach out to for topics included, and how she organized it
  o Krista Bordeleau [kbordeleau@pelhamweb.com](mailto:kbordeleau@pelhamweb.com) would be the education contact for Paralibrarians

• Format?
  o Initially, a FAQ type panel, where we take questions both live and beforehand
    ▪ This could be used as a jumping-off point to see what kinds of questions need answering and might be a base for how to shape classes
    ▪ Set up a google form for questions to answer, or they could ask there as the conversation develops
  o After, set up a beginner, intermediate, advanced class for cataloging
  o Or, best practices, and introductory for non-catalogers

• B&T Sustainable Shelves
  o Hooksett found that the discards did not move in their book sale. No one wanted them.
  o They also had their arrangement for pick up of those materials fall through.
  o This service enables some small credit from B&T, or recycling
  o The rep was very helpful
  o They accept everything, not just B&T Purchased items, but donations and discards as well
- You upload a list of ISBNs for them to evaluate and they tell you which ones they will accept for credits
  - Laconia found that larger lists would be better
  - Each list must be in its own box, so if they only accept 2 books from your list for credit, then those two books are alone in their box.
    - The boxes are free, at least
- Martha’s system for Hooksett is to have a staff member scan the weeded books into a record set – which would be done anyway as part of the weeding process. Then to take that record set and pull the ISBNs and upload those to B&T. No need to scan the same book multiple times.

**How to build membership**

- Exposure through paralibrarians classes
- Share webinars, training, and useful tips on NHAIS
- Topics from the floor – host meetings to answer questions
- Have a set agenda each time, and send it out on NHAIS
  - Advertise what we are going to cover, questions or topics that others might be interested in
- Don’t be exclusive, invite everyone with cataloging/technical services questions
- Offer something concrete
- NHLA conference
  - Virtual in fall, or potentially in-person in spring 2022
  - Have the panel in a visible library community place
- Email NHAIS, consortiums/co-ops, ULAC, Paralibrarians membership chair and ask them to spread the word

*Meeting adjourned at 2:03 pm*