To: Minerva Executive Committee
From: Minerva Cataloging Standards Committee
RE: July 2013 Report

RDA

The cataloging committee met on June 4 at Central Maine Community College for an all day session to write RDA policy for Minerva. As we began to write policy we felt that we needed to change the implementation date of RDA from September 3, 2013 to January 1, 2014. Catalogers needed more time for training (such as webinars and workshops), we hoped Alisia Revitt could find a RDA trainer to come to Maine (and she did), and the committee needed more time to read and interpret RDA to finish writing the Minerva policy.

After the July 23, 2013 Cataloging Roundtable meeting the committee will meet to continue to write RDA policy.

RDA Toolkit

I along with Shelly Davis had a conference call with Melissa Wood from RDA Toolkit. As a result the cataloging committee has a free 60-day free trial (June 18-August 18) and the rest of Minerva catalogers will have access to RDA Toolkit for 30-day free trial starting in July.

At the June 4 RDA meeting, the committee found that it is vital that all Minerva cataloger have access to the RDA Toolkit. After cataloging with ACCR2 most of our cataloging careers we will need to check and verify rule changes.

Recommendations

MinervaCats

At least one cataloger from each library needs to sign up for MinervaCats listserv. The listserv is used for a variety of reasons such as the cataloging committee announcements about policies, when the taped meetings are available for requesting, catalogers use it to ask questions, and minutes from the Cataloging Roundtable. This late spring an issue came up involving *The Hobbit* DVD. Unfortunately, one of the libraries that needed to fix their record wasn't signed up to receive MinervaCats. The issue was resolved, but the committee would like to have a policy that one cataloger per library be signed up for MinervaCats.