Acquisitions and Cataloging Users Group (ACUG)

May 12, 2022
9:30 am - 11:30 am

Book Repair Workshop hosted by

Warrenville Public Library District

Monday, April 11, 2022

Presented by

Amanda Musacchio,

College of DuPage, Assistant Professor and Library and Information Technology Chair

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Amanda discussed when to repair books and when to withdraw them.

Must have supplies for repairs:

- Norbond book repair glue: $4.11-$37.39 https://www.demco.com/demco-reg-norbond-trade-liquid-plastic-adhesive-glue

- Easy Bind repair tape: $25.39-$48.59 https://www.demco.com/kapco-reg-easy-bind-reg-repair-tape

- Skewers or knitting needles: $4.99 https://www.amazon.com/Garsum-Assorted-Renewable-Resources-Suitable/dp/B08RYQRKS6/ref=sr_1_2_sspa?keywords=wooden%2Bshiskabob%2Bskewers&qid=1651684085&sprefix=wooden%2Bshishka%2Caps%2C78&sr=8-2-spons&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEzNjg0QjkxQkZROEFXJmVuY3J5cHRlZElkPUEwNzI2NTAwRTFVVlA2WU9aNzdGJmVuY3J5cHRlZEFkSWQ9QTAyMzg1NzROMTZDUU5PSDFMVUImd2lkZ2V0TmFtZT1zcF9hdGYmYWN0aW9uPWNsaWNrUmVkaXJlY3QmZG9Ob3RMb2dDbGljaz10cnVl&th=1

- Gum eraser: $4.22 https://www.amazon.com/General-Pencil-136EBP-Artist-Eraser/dp/B004T4BUWK/ref=sr_1_5?keywords=Gum+Eraser&qid=1651683562&sr=8-5

- Fine sand paper or nail file: $5.98 https://www.homedepot.com/p/3M-Pro-Grade-Precision-9-in-x-11-in-400-Grit-Faster-Sanding-Sheets-X-Fine-4-Pack-26400PGP-4/313353728?mtc=SHOPPING-BF-F_D24-B-D24-024_038_ABRASIVES-Multi-NA-NA-LIA-NA-NA-FY21_Sundries_LIA&cm_mmc=SHOPPING-BF-F_D24-B-D24-024_038_ABRASIVES-Multi-NA-NA-LIA-NA-NA-FY21_Sundries_LIA-71700000076017969-58700006488652182-92700058625377512&msclkid=587065cc2878186cc32707be9b3fc1da&gclid=587065cc2878186cc32707be9b3fc1da&gclsrc=3p.ds

- X-acto knife: $6.77 https://www.amazon.com/Xacto-X3311-Precision-Knife-Blades/dp/B0000DD1N4/ref=sr_1_5?keywords=xacto+knife&qid=1651683896&sprefix=xacto%2Caps%2C88&sr=8-5

- Small plastic bin with lid: $27.55 https://www.amazon.com/Kekow-2-Pack-Storage-Plastic-Containers/dp/B08CKJVTCG/ref=sr_1_6?crid=1K9GSXQ9K7JT8&keywords=plastic+bins+with+lids&qid=1651683987&sprefix=plastic+bins+with+lids%2Caps%2C67&sr=8-6

- Charcoal Odor Absorber: $14.98 https://www.amazon.com/Gonzo-Natural-Magic-Air-Magnet-Activated/dp/B07PYHCC1K/ref=sr_1_6?keywords=charcoal+odor+absorber&qid=1649722456&sprefix=charcoal+odor%2Caps%2C143&sr=8-6https://www.amazon.com/Gonzo-Natural-Magic-Air-Magnet-Activated/dp/B07PYHCC1K/ref=sr_1_6?keywords=charcoal+odor+absorber&qid=1649722456&sprefix=charcoal+odor%2Caps%2C143&sr=8-6

- If your library budget allows, invest in a Cover Bind machine. https://www.coverbind.com/

* Prices per May 2022- Subject to change

Best Practices

Who is responsible for making the call on when an item gets repaired? Pages/Circulation? Selectors?

Has this item been repaired before?

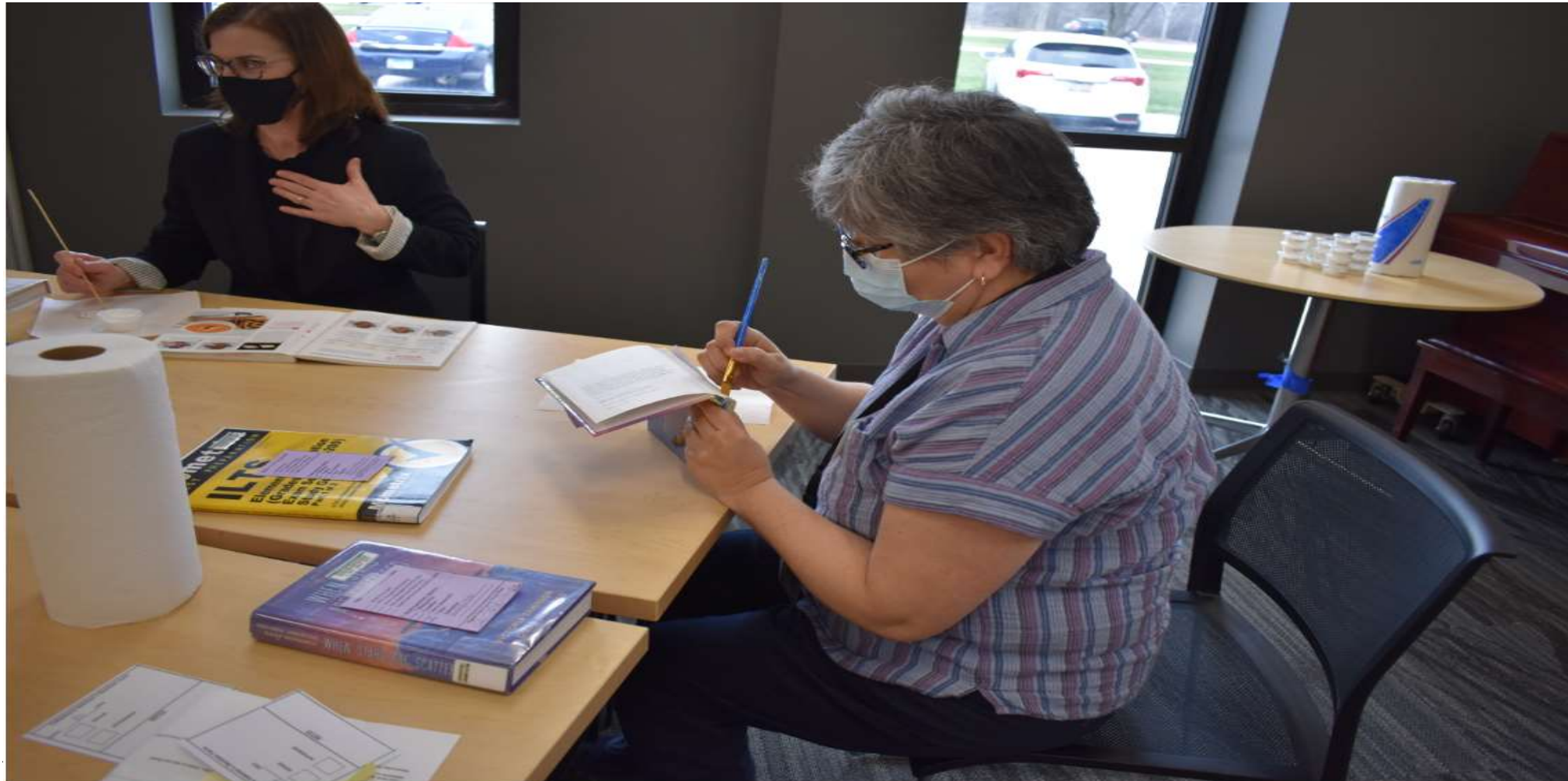Is it more fiscally responsible to buy a low cost replacement?

Participants got hands-on practice using Norbond glue to repair spines and glue in loose pages.

Kat and Gina from Bensenville, along with Stephanie from Palos Park use Easy Bind Hinge Repair tape is another key supply to have on hand.

Linda, from Fountaindale, uses a small paint brush and Norbond to glue book block back into the cover.

Miranda and Sarah from Joliet brainstorm the best way to glue in glossy, loose pages.

Leslie and Tina from Shorewood-Troy try using skewers to apply glue.

Gail from Warrenville shows a repair to Alex from Helen Plum and Laura from Westmont.

Mike from Coal City had a jaw-dropping moment as he conquers a difficult repair.

Printer Recommendation

DuraReady Labels Compatibility

1

Twin Turbo

Dymo labels used
1. DuraReady-*Special Template
2. LabelValue:Polypropylene labels & Matte

DURAREADY LABELS ARE NOT COMPATIBLE WITH THE DYMO LABELWRITER 550

DURABLE AND UNIQUE

LABEL SOLUTIONS

Thank you, Dani Erway! For bringing this to our attention.

2

Twin Turbo

3

Zebra GK420t

Zebra labels:
1. LabelValue ?

Recommended Hardware

SWAN Support Site Home > Technology & IT > Recommended Hardware

- Staff and OPAC Workstations
- Barcode Scanners
- Patron Photos
- Signature Pads
- Receipt & Spine Label Printers
- Network & VPN
- MobileStaff (Tablets / Mobile Devices)

Join DEI Metadata Committee

- Committee to resume meeting monthly to discuss DEI issues in cataloging
  - Subject headings
  - Personal name change policy
  - Access concerns
- Contact scott@swanlibraries.net with a brief statement of interest

Closed Captions Updates for Accessibility

- Requested by patrons and staff

- Our top-priority enhancement request with Aspen developers

- Based on subject heading "Video recordings for the hearing impaired"

- Will include "Descriptive audio track" indicator in future

Mock-up. Actual implementation may differ.

BLUEcloud Acquisitions Update

Welcome to BLUEcloud Acquisitions Ordering

| Search for an order | | Order Number | 🔍 |

Advanced Search

Access Vendor Portals | Create Orders | Import Orders | Approve Orders | Send Orders

Resolved:

- "Error changing status" messages for both approving and receiving orders

Still waiting:

- Manual invoices

- Non-title invoice lines

- Order cancellations

BlueCloud Cataloging Pilot Program

- Participating libraries (AMS, BIS, GED, LPS, TPS, WVD)

- Testing format-based templates when manually inputting pre-cats

- Searching and adding call numbers/items in BLUEcloud

- Pilot Program will last until end of July/2022

- Libraries will provide feedback/recommendations

Foreign language fields – Pre-cats

Foreign language pre-cats may be enhanced (not a requirement):

Rec_Status	n	Rec_Type	a	Bib_Lvl	m	TypeCtrl	
Enc_Lvl		Desc	i	Entrd	220421	Dat_Tp	t
Date1	2022	Date2	2021	Ctry	pl	Illus	
Audience		Repr		Cont		GovtPub	
ConfPub	0	Festschr	0	Indx	0	Fiction	1
Biog		Lang	pol	Mod_Rec		Source	d

500   Translation of:

546   Text in Polish

650 _0 Polish language materials.

650 _0 Polish language materials|xBilingual.

Foreign language fields – Pre-cats

- Useful links:

Language codes : [MARC Code List for Languages (loc.gov)](loc.gov)
(the code goes in the fixed field Lang)

Creating Pre-Cats for Foreign Language Materials :

https://support.swanlibraries.net/documentation/66746

Chronology using YEAR + ISS. number

Bicycling, *Runner's World*, and *Cosmopolitan*

- don't go back to correct call numbers
- continue creating predictions (if this is your practice)
- edit call numbers to reflect YEAR ISS.#
- verify the correct placement of the |z :   PERIODICAL**|z**2022 ISS.3

979-ISBN

ISBN numbers starting with 979 do not have an equivalent 10-digit ISBN.

- <u>DO NOT MAKE UP</u> a 10-digit ISBN by slashing the 979 and adding an additional 020 tag.

- Add only one 020 ISBN tag.

ISBN 979-1-23456-789-6

9 791234 567896

Avoiding duplicate records…

Always do a title search and ISBN search.

- If you find the record by title and it matches your item, submit a ticket to SWAN to add your ISBN to the record.

- If you find more than one record with the same ISBN, submit a ticket to SWAN to merge the records.

- This is especially true for Paw Print, Follettbound, etc., items.

Networking & Learning Opportunities

SWAN Expo

SWAN invites members and non-members alike to join us for our SWAN Expo annual conference. This all day event features a variety of speakers, sessions, and library vendors. A wonderful opportunity to network with library colleagues. We hope to see you there!

When: Friday, August 19, 2022
Where: Moraine Valley Community College, Palos Hills

Registration

Please select the registration method your library prefers. SWAN will invoice libraries after completing registration, or if you prefer, register your attendees and pay via credit card. Lunch selections will be part of the registration process.
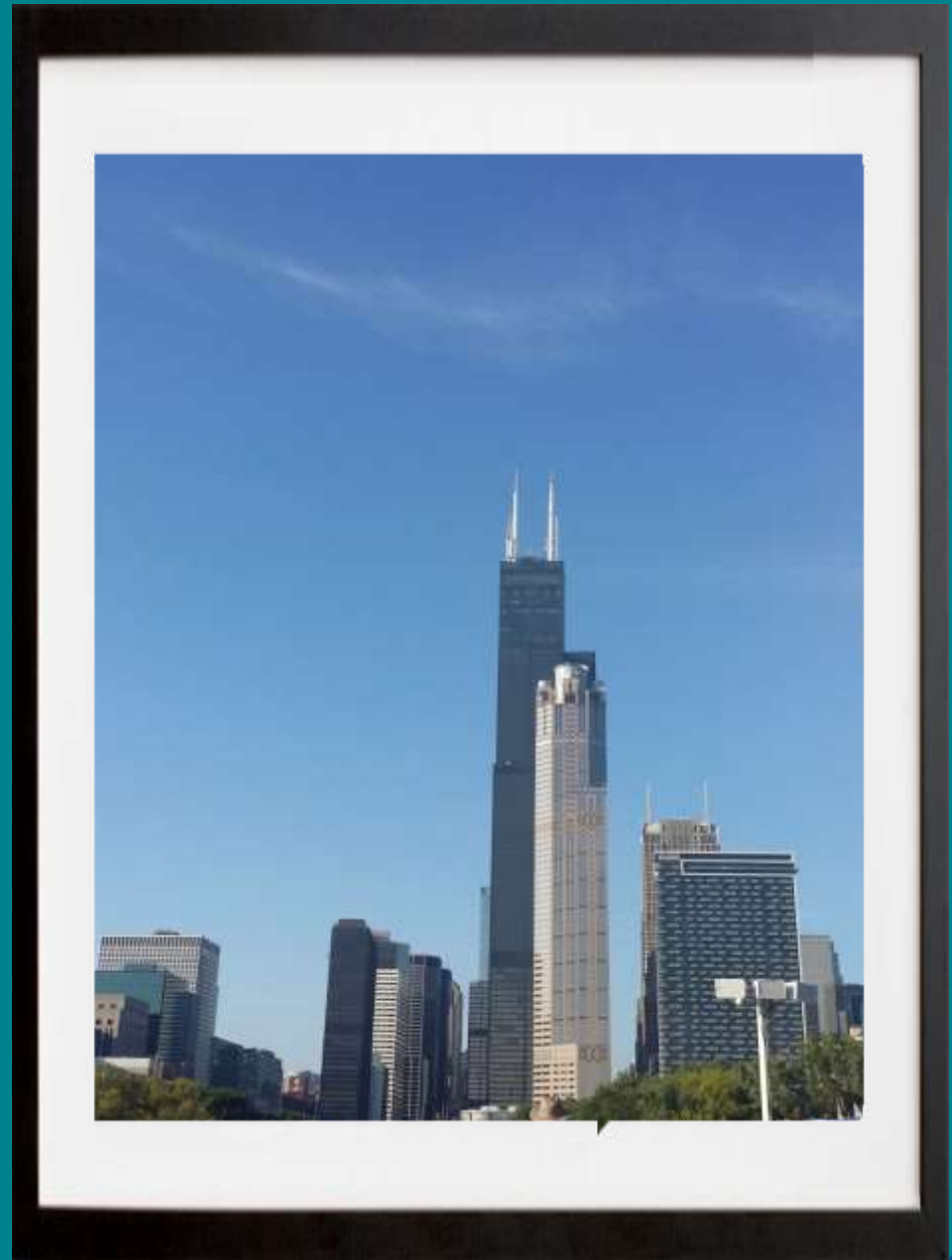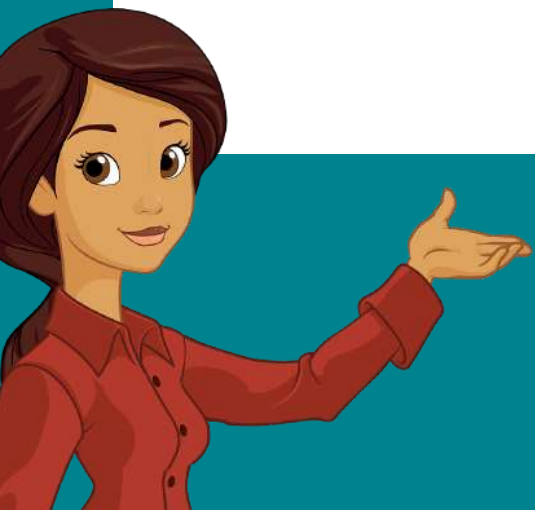
Online Learning opportunities

SWAN Online Learning | SWAN Library Services (swanlibraries.net)

Open Discussion

Important

Thank you! For all you do! Let us know what you would like to see next.

The Team

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Stay tuned for the next meeting
September 08, 2022