

Recording link: <https://youtu.be/jaNAavG2Ukc>

Send questions, agenda items, other concerns: Lauren.Kelley@Vermont.gov

<https://libraries.vermont.gov/services/cataloging-and-technical-services/resources-and-assistance-learn-about-cataloging>

Introductions:

Name, library/location, what ILS you use

2024 Round Tables: Nov 26

2025-moving to afternoons 1 PM on Teams every other month!: February (1 PM), May (10 AM), August (1 PM), November (10 AM)

Fall 2024 Cataloging Core Course CPL is full

Spring and Fall 2025 have been added to [Con. Ed Calendar](#) (open 4 weeks before first class)

Send in suggestions for CE future topics!

Cataloging News or Resources to share:

LoC Subject Headings updates: <https://classweb.org/approved-subjects/2403.html?loclr=eashal>, <https://classweb.org/approved-subjects/2404.html?loclr=eashal>, <https://classweb.org/approved-subjects/2405.html?loclr=eashal>

Zine Union Catalog: <https://www.zinelibraries.info/zine-union-catalog/>

Cataloging Lab roundup (webinar recordings/podcasts/articles):

<https://cataloginglab.org/2024/08/01/critcatenate-critcat-in-july-2024/>

NASIG Presentation on Indigenous Knowledge and Language: <https://youtu.be/k88z3is1Jio>

Slides: https://drive.google.com/drive/folders/1C1LkugADdGCidgVAErTi24IVE-2_WdB0?usp=sharing

Conundrums:

From the Listserv, Traci Joy at Hartland Public Library:

“We are going to start numbering/labeling our series books for better findability and ease of shelving. (Currently, our Adult books within a series are shelved alphabetically, sigh.)

I am curious about how libraries who label their series (for adult and juv) do it.

- 1) What kinds of labels do you use? (Do you use Avery labels, etc.?)
- 2) How do you label the series? By Series Title, then Number?
- 3) If you could do your series labeling over, what would you do differently?

I have been in libraries as a cataloger and have processed series differently -- including writing the number on a tiny label and adding it to the top of the spine, and printing the series title then number.

If you have time to send pictures, that would be great!”

RESPONSE:

At Russell Memorial Library we have a hidden system for the adult series. On the last available page of each book in a series, in the bottom left corner, we write the name of the series and the number within the series. For example:

Inspector Gamache
#1

(In the back of Still Life by Louise Penny.)

Then we also have a 3-ring binder up by the circulation desk that has lists of all the popular series in order, sorted by author’s last name, then by series name. We highlight in yellow all the books we have and leave the ones we’re missing untouched. It isn’t a perfect system, but it saves the so-called “ugliness” of putting numbers on spines and also gives patrons an analog resource for when they come in looking for the next book in a series. It gets updated as a part of the cataloguing workflow and we DON’T reprint every single time a new entry comes out in a series. It has to get pretty messy with added notes before that happens.

Book Series Websites:

<https://www.bookseriesinorder.com/>

<https://www.goodreads.com/>

Book Donations!

How do you set boundaries for donations at your library?

Accepting a list beforehand

Setting a precedent (time-consuming!)

Overloading the free book cart, then eventual purging

RESPONSE:

Policy (consistency, everyone knows)

Suggest other places for donations (see Weeding Responses below)

Accepting only during a specific window of time

Handout for people who want to donate (examples attached)

ALA's page on book donations: <https://libguides.ala.org/book-donations>

WEEDING RESPONSES:

Better World Books

"...understanding that we get a fraction of the selling price. What I like now is the "pre-approval" process so that there isn't the waste of shipping items that just get rejected. Rather than receive a check from BWB, I've set it up to have any earnings (meager) be applied to our Ingram account, rather than bother with deposits."

"Better World Books has changed their policies so that you don't have to earn \$50 in a quarter to get paid. We've returned to using BWB over B&T's Sustainable Shelves when B&T stopped accepting most of what we were offering (not sure what changed with them). BWB also refuses a majority of titles, but accepts enough for me to justify using it. We make about 1/6 of what BWB sells each item for. We do often put weeded books in our ongoing book sale, but rarely sell any that way and end up recycling them."

Book recycle drop at the transfer station (free, town dependent)

Send pallets to Thrift Books (the non-screened option)

Free bookshelf

Booksale

Little Free Libraries

Local Bookstore

Goodwill/ReStore Habitat for Humanity/ReSOURCE Store/Other charity or consignment

"I set up a cart that I put "to-be-weeded" books onto with a sign that said: "Save This Book." The to-be-weeded would sit there for two weeks. If someone borrowed it during that time, it would go back onto the shelves. If not, then they were gone. People appreciated the transparency, and it helped raise awareness for the process of weeding. My usual comment is that we can always borrow something from another library, but we have to make room for the new with our limited shelving. I also sometimes point out that we're a circulating library, not an archive. We don't keep materials of no current interest unless they're particularly rare and focused on our town. (For example, we do house a collection of yearbooks from the high school in our town that closed in the early 1970s.)"

Successes:

None to report this month BUT plenty in our day-to-day operations. Thank you for doing your part!

Burnham Memorial Library

Donation Guidelines



Thank you for thinking of us! Please keep in mind that donated materials are reviewed using the same criteria as purchases. Most donations will not be added to the collection. If not added, the library may place items in a library book sale, donate to a Little Free Library, or discard or recycle them.

All items must be in good condition: covers on, clean, mold- and fragrance-free.

We gladly accept:

- Adult fiction and nonfiction that has been published in the last 5 years
 - Any books in good condition for children and teens
 - DVDs
 - Audio books on CD
 - Music CDs
- Without scratches please

We can't take:

- Books discarded by other libraries
- Books in poor condition (stained, yellowed, musty, moldy, torn or written in)
- Reader's Digest Condensed Books
- CD-ROMs, computer software or games

OVER ⇨

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OVER ⇨

- Encyclopedias
- Textbooks
- VHS or cassette tapes
- Outdated nonfiction books (books over 5 years old on topics such as business, travel, health, finance, computers)

What to do with items our library can't take:

- Goodwill on Shelburne Road accepts clean book donations. [\(802\) 658-5359](tel:8026585359)
- Recycle paperbacks in with your other blue bin recyclables
- Hardcover books are not recyclable. However, the CSWD has a helpful Reuse & Donation Options page with suggestions: <https://cswd.net/a-to-z/hardcover-books/>
- A local processor accepts hardcover books for recycling. Call them directly for pricing.

Shred-Ex (accepts household quantities)
 529 Jasper Mine Rd
 Colchester, VT 05446
 802-863-0404

Thank you!



burnhamlib@colchestervt.gov | 802-264-5660
 898 Main Street, Colchester, VT 05446

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- Hardcover books are not recyclable. However, the CSWD has a helpful Reuse & Donation Options page with suggestions: <https://cswd.net/a-to-z/hardcover-books/>
- A local processor accepts hardcover books for recycling. Call them directly for pricing.

Shred-Ex (accepts household quantities)
 529 Jasper Mine Rd
 Colchester, VT 05446
 802-863-0404

Thank you!



burnhamlib@colchestervt.gov | 802-264-5660
 898 Main Street, Colchester, VT 05446

Friends of the Aldrich Book Sale



Donation Guidelines

Thanks to generous book donations, the Friends of the Aldrich Library are able to conduct book sales that raise funds to support the library. However, the library is unable to support all book donations. Please drop off books inside with a staff member during library hours. Please refer to the donation guidelines below for items the library can and cannot accept:

WE ARE ONLY ACCEPTING TWO BOXES OF DONATIONS AT A TIME

What we can accept



Hardcover, softcover, and mass-market paperbacks

Please donate only books that are gently used and in good condition. We can take fiction or nonfiction.



Audiobooks on CD, DVDs

Please donate gently used media (no or few scratches) on discs only; no titles with missing discs.



Children and Young Adult (YA) Books



Rare, first edition & signed books

Books valued over \$20 may be sold by the Friends.

We cannot accept



Books that are filthy, dusty, torn, marked up, mildewed or musty



Encyclopedias, textbooks and outdated nonfiction & reference



Discards from other libraries



LP records, cassette music tapes, VHS videos, magazines

We only accept gently used audiobooks on CD, music CD's and DVD for media

The library can't take my books... Where can I go?

Additional Recyclables Collection Center (ARCC)
802-476-1900 (Call ahead for fees, hours and guidelines)

ReSOURCE Store (Barre Location)
802-477-7800 (Call ahead before dropping off books)