

**ONLINE AUDIOVISUAL CATALOGERS  
CATALOGING POLICY COMMITTEE (CAPC)  
OLAC 2002 CONFERENCE  
St. Paul, Minnesota  
September 29, 2002**

**Minutes**

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The meeting was called to order at 8:00 a.m. by Iris Wolley, CAPC Chair. Members present included Lisa Bodenheimer, Robert Bratton, Lynnette Fields, Robert Freeborn, Susan Leister, Steven Miller. Ex officio members Ann Caldwell (NACO-AV Funnel Coordinator), David Procházka (NACO-AV Assistant Funnel Coordinator) were present. There were 61 attendees at the meeting in total.

1. Welcome and Introductions

Iris Wolley introduced CAPC members and welcomed guests to the meeting.

2. Minutes

Approval of the minutes of the CAPC meeting, June 14, 2002 were deferred, as they are not yet published. Minutes from the CAPC meeting at ALA Midwinter in New Orleans were approved as published in the online edition of the OLAC Newsletter.

3. Reports

a. NACO-AV Funnel (A. Caldwell)

Nine people from seven institutions received NACO training at Thursday's Pre-Conference.

b. Integrating Resources Task Force (S. Miller)

<http://olacinc.org/capc/ir.html>

The Power Point presentation should be ready on or by December 1st. Work of the Task Force has been delayed by the delay of Chapter 12's publication.

c. Subcommittee on Source of Title Note for Internet Resources (S. Miller)

<http://olacinc.org/capc/stnir.html>

Up-to-date screen captures will be inserted into the report instead of links. The text will be updated for AACR revisions and LCRIs. Please contact Steven Miller if interested in helping revise the text.

- d. CAPC Additions to Personal Names Task Force Update (I. Wolley for G. de Groat) <<http://olacinc.org/capc/apn.html>>

This report has been submitted to CPSO and awaiting comment.

- e. Abstract/Summary Task Force (L. Bodenheimer)  
<<http://olacinc.org/capc/summnotes.html>>

This report has been completed and is on the CAPC page of the OLAC Website. Thanks to Sue Neumeister for getting the web version ready.

- f. DVD Task Force (R. Freeborn)  
<<http://olacinc.org/capc/dvd.html>>

The guide is now available to the public on the DVD Task Force page of the OLAC Website. Robert Freeborn has agreed to remain as editor in order to address any future changes to the guide.

- g. Conventional Terminology Task Force (R. Freeborn)  
<<http://olacinc.org/capc/ct.html>>

The Canadian Cataloging Committee submitted a proposal to JSC concerning 6.5 and 7.5. This proposal included a recommended list of terms. The Task Force will monitor the response to this proposal. The Task Force will work on a list of conventional terminology with a glossary.

- h. Chapter 3 Task Force (R. Lubas)  
<<http://olacinc.org/capc/ch3.html>>

Rebecca Lubas reported that the Chapter 3 presentation group would follow the format of the Chapter 9 group. Work on the presentation has been delayed along with the publication of the revised Chapter. The Task Force hopes to have a version ready by Midwinter.

- i. Authority Tools for Audio-Visual and Music Catalogers: An Annotated List of Useful Resources (D. Procházka)  
<<http://olacinc.org/capc/authtools.html>>

Additions have been requested. A new version should be posted by the end of January. David Procházka will be the editor of this resource for another year.

#### 4. Old Business

There was no old business.

#### 5. New Business

a. Web page design issues for the CAPC page

The Website needs organization, but not a major redesign. CAPC interns will work on this.

b. CAPC information on the OLAC introductory Web page

It was suggested that there be a CAPC button to link to recommended Websites.

c. Topic from Outreach meeting – Experts

A discussion with the membership took place concerning the identification and access to cataloging experts. Due to the high interest, CAPC will form a Task Force on this issue at Midwinter.

6. Adjournment

The meeting was adjourned at 9:15 a.m.

Respectfully submitted,

Rebecca L. Lubas  
OLAC Secretary

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Last updated: January 13, 2003