

Agenda
CCS Acquisition Technical Group
Zoom mtg: Wednesday March 19, 2024 (9:30am)

1. Call to order
 2. Approval of minutes from last meeting
 3. Additions to the agenda
 4. Officer reports
 - a. Chair
 - b. Vice Chair
 - c. Secretary
 5. Old Business
 6. New Business
 - a. **Staff Reports** (5 mins)

Rachel

 - Polaris v.7.7 update
 - Training update
 - Change in access for Staff Client
 - Call for next year's Officers

Molly

 - Introduction
 - b. **Polls**
 - Are you interested in changing the meeting time for the Acquisitions Technical Group to 10 AM?

 - If CCS scheduled in-person acquisitions in Leap training at the CCS office, would you be interested in attending?
 - c. **Discussions**
 - Would it fit into your workflow to add the volume to the item record when it is ordered?
(Rachel – 5 min.)

 - How do you decide to set up your PO#. Is it by Category, Selection (Adult vs Juv), Vendor, or Date? Is there a reason why you do it this way, does it help you identify or just keep track of things better? (Rachel – 5 min.)

 - For the 4k and Blu-ray format--could we put the [4k] or [Blu-ray] or [4k combo] after the title in the preliminary record, just like how it's done for the videogame?
(Lay-5 min)
 - d. **Potential Motion**

Motion to allow acquisitions staff to add the video format to the 245 field of on order records in all capital letters in brackets.
 - e. **Reminders**
 - Delete 024_3 that looks like an ISBN (Rachel – 2 min.)
 - f. **Demonstrations**
 - Finding and editing item templates in Leap (Rachel – 5 min.)
 - Deducating in Leap (Molly – 10 min.)
- Presentations**
- Avoiding unauthorized versions of movies and television on DVDs
(Heather Campbell and Karen Clements – 10 min.)
 - Fiscal Year Rollover (Rachel – 10 min.)