

02.28.2007

I finished going through all the boxes! So I've looked at every "donation" at least once. I culled the obvious sells/frees (religious cassette tapes, market guides from the 90s). There still needs to be a lot of sorting, but this has given me some background to think about for the CD policy.

-Define "Puget Sound" and what we're collecting in this section

-All fiction? All poetry?

-Age?

-Damage?

-Reader's Advance copies?

Tasks for the future (including possible things for interns):

1. Collection Development policy (talk to Betsey as well)
2. Survey
3. Sorting remaining books
4. Entering remaining books into LibraryThing
5. Labeling
6. Checking tags in LibraryThing (making sure there are no misspellings, for example)
7. Creating a spreadsheet of donations to the UW
8. Entering Chapbooks into LibraryThing (other options? Spreadsheet? Database?)
9. Weeding (checking for duplicate titles in LT, and just going through every book to make sure it belongs)
10. Making sure all visiting authors' books are in the visiting authors' section (check for the 120 tag).
11. Look for missing books (replace?)
12. Creating an exhibition of some kind?
13. Cataloging "different" materials (cd's, videos, bookart)