



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
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AGENDA INFORMATION SHEET

DEPARTMENT: Library
ACM: Frank Dixon
DATE: December 8, 2025

SUBJECT

Receive an informational report and hold a discussion about Cataloging.

BACKGROUND

Catalog Librarian Shannon Young will provide an overview of the purpose and processes for Cataloging.

Cataloging is the process of creating metadata records for information resources provided by the library. It involves building a record that provides information such as the name of the author or creator of an item, the title, publisher information, a physical description of the item, and subject terms that describe the resource and subjects it covers. The records produced by catalog librarians are how libraries organize information in order to make the resources they provide easily accessible to the public.

EXHIBITS

1. Agenda Information Sheet
2. Cataloging Presentation

Respectfully submitted:
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