I. February 2, 2023

II. Technical Reports and Monographs in Music Librarianship Series

III. Name – Anna E. Kijas, series editor; Bonnie L. Finn, Lisa K. Hooper, Nurhak Tuncer, editorial board members

IV. Board Action Required – none

V. Brief summary of activities
   a. Books released in 2022:
      i. *Annotations for music catalogers* (update of Hartsock’s Notes for Music Catalogers);
   b. Books in copyediting:
      i. *Managing Institutional Recordings*, co-edited by Beth Thomson and Liza Weisbrod
   c. Books under contract and manuscripts in progress:
      i. *Describing Music Resources Using Faceted Vocabularies*, by Casey Mullin manuscript in progress, anticipated receipt in Summer 2023
   d. Upcoming panel with Melanie Zeck, Lois Kuyper-Rushing, Matthew Vest, and Jim Zychowicz as moderator at MLA 2023 called “So you want to write a book? We’ll help!: Introducing a Toolkit for Prospective Authors”

VI. Alignment with the 2022-2023 Strategic Plan Objectives
   a. Objective 1.4 - Contribute to the discussion with the Publications Committee and MLA editors to review how to best support MLA’s strategy through our publications.
   b. Objective 2.3 - Collaborate with series editors to create a resource that will support authors throughout the publishing process.
   c. Goal Area 3: Cultivate Inclusivity
      i. Create synchronous and asynchronous opportunities for series editors to meet and be transparent about the publishing process with potential authors, especially for early-career or first-time authors who may also be members of underrepresented groups.
      ii. Work with the editorial board to identify potential authors with diverse backgrounds and perspectives.
      iii. Collaborate with the editorial board when reviewing proposals and manuscripts in order to grow expertise and potential for future editor openings.