

MUSIC LIBRARY ASSOCIATION
Meeting of the Board of Directors
Milwaukee, Wisconsin
February 9-10/12, 1986

Sunday, 9 February: 8:10 p.m.--10:30 p.m.; Monday, 10 February: 9:15 a.m.--12:15 p.m.; 1:30--6:05 p.m.; Wednesday, 12 February: 8:00 p.m.--9:30 p.m. (with committee and sub-committee chairs, special officers, and representatives); 9:40 p.m.--9:50 p.m.

Present: Arne Arneson, Dee Baily, Linda Solow Blotner, Lenore Coral, Peggy Daub (absent Sunday; arrived looking green on Monday) Mary Wallace Davidson, Karen K. Griffith, Ruth Henderson, Richard Jones (most of the time), Karen Nagy, Geraldine Ostrove (presiding), Ralph Papakhian, Ida Reed, John Roberts (absent part of Monday morning, and Wednesday night), Richard Smiraglia, Ruth Tucker.

Guests/Observers: Michael Ochs (part of Monday afternoon), Jean Bowen (Wednesday night).

I. RECORDING SECRETARY'S REPORT. Ruth Tucker.

A. **Minutes of the previous board meeting.** *It was moved, seconded, and passed that the minutes of the Board meeting of 4-6 October, 1985 be approved with the following corrections:*

p. 1, Section II, 2: change the third sentence to read: "...the net gain for fiscal year 1983/84 was \$61,020.95."

p. 2, Section II, 3, c: change the last sentence to read: "As soon as that is accomplished, the treasurer will request from the IRS a letter of exemption covering the chapters."

p. 3, Section III, 2, paragraph 3: change the paragraph to read: "Apropos a dues increase, Blotner pointed out that the fees MLA pays to Academic Services are computed on a per capita basis. ~~These include a one-time keying cost for each member, costs to maintain the name in the data base, costs for separate mailings (i.e. for meetings), ballots, and revised constitutions, etc.~~ *These include a one-time keying cost for each member, costs to maintain the name in the data base, costs for separate mailings (i.e. for meetings), ballots, and revised constitutions, etc.* If we could increase our membership by about 200 new members, however, Academic Services would charge us the minimum rate, ~~which~~ *and it is* would reduce the amount of money we pay for each membership. Thus a significant increase in membership would be required for the organization to realize savings in this area."

p. 6, Section VI, B, 3, b: change the first sentence to read: "...with Don Roberts serving as the at-large member of the Audit Committee."

p. 6, Section VI, B, 3, b: change the last sentence to read: "...name of the person called be included on the telephone bills submitted for reimbursement."

p. 7, Section VI, B, 5, paragraph 3: change "Nashota House" to "Linda Hartig (of Nashota House)" (oh, must we?)

p. 8: Section VI, C, 1: change the last sentence to read: "Gordon Theil has replaced Ellen Johnson as the liaison from the Audio-Visual Committee to the Music Library Facilities Subcommittee."

p. 8: Section VI, C, 7: replace "slated" with "under negotiation"

p. 11: Section IX, 5: change the third sentence to read: "...it will be submitted for publication as a Technical Report."

B. **Index to the minutes.** (Uh...)

II. **TREASURER'S REPORT.** Karen Griffith.

1. **Final report, FY 1984/85.** Submitted at the October Board meeting. No further discussion.

2. **Quarterly reports.** Griffith submitted the 2nd quarter report for fiscal year 1985/86, which covers the period 1 July--31 December, 1985. She noted that our income level for this quarter is higher than for the same period of the previous fiscal year, but said that there is nothing to indicate a trend. The report shows a balance of \$201,608.55 as of 31 December 1986, with a net gain for the 6-month period of \$77,181.59. (By contrast, last year's 2nd quarter report showed a balance of \$148,762.33, with a net gain for the period of \$59,585.33.)

3. **IRS matters.**

A. MLA received a bill of \$59.03 from the IRS for filing our 1978 tax return late; included was a credit of \$27.05 for interest because the IRS delayed so long in billing us.

B. We are now filing our taxes in accordance with our fiscal year. A short return was filed for the first half of 1985, in order to synchronize our filing in the future.

C. The documentation for MLA's tax-exempt status has finally been discovered: MLA is listed in an IRS book of organizations which are covered by 501(3)(C) of the tax code. State requirements for tax-exempt status, however, differ (we all knew it couldn't be that simple, right?). ~~Griffith and Coral will prepare kits for the chapters to inform them how to file for tax-exempt status.~~ *Griffith and Coral will prepare info kits for the chapters to inform them how to file for tax-exempt status.*

4. **MLA Investments.** Griffith gave a report on the status of MLA's current investments. We presently have money invested in three funds which are realizing earnings of 8-10%. An evaluation of MLA investments, both present and potential, will be undertaken by the Investment Committee which Ostrove is appointing and for which she is writing a charge. See also Section VII, C, 5 below.

5. Griffith announced that the mileage reimbursement rate has been adjusted to \$.21/mile to reflect changes in the federal rate.

II.A. **TREASURER SEARCH COMMITTEE.**

The Committee has been appointed: Don Roberts (chair), Linda Solow Blotner, and Ralph Papakhian.

III. **EXECUTIVE SECRETARY'S REPORT.** Linda Solow Blotner.

1. **Academic Services matters & membership.**

a. Blotner distributed an updated growth index. She noted that the significant decrease in subscribers in the last two years has resulted from dropping all unpaid subscribers from previous years. As of January 1986 there were 2092 members and 1015 subscribers, for a total of 3107. The total number of members and subscribers in 1985 represents a decrease of 12% since 1980.

b. Blotner found that not all recipients of citations had received honorary membership. Three of those individuals (Myers, Heyer, and Campbell) have been paying ~~regular~~ dues. *It was moved, seconded, and passed that their money be refunded.*

c. Blotner noted that the rental of the MLA mailing list has been a source of some income. ~~The idea was initiated by Jim Henderson.~~ She distributed a list of

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firms and individuals to whom mailing lists, and portions of the list, have been rented in the last two years. Coral suggested that we could let potential exhibitors know that our mailing list is available for rental (some exhibitors have asked for advance copies of registration lists). Nagy suggested that the same be done for Notes advertisers.

2. Other administrative matters.

a. Blotner reported that our storage fees have been reduced by \$20/month as a result of the inventory reduction sale. She is presently trying to get a firmer idea of the real costs of ~~storage~~ storage by series title.

b. She noted that new stationery had been printed, and invited requests for it.

c. Finally, Blotner distributed updated lists of officers and of the administrative structure. She noted that she had inadvertently omitted some roundtables (i.e. Band Music and Bibliography) because of a misunderstanding.

III.A. REAPPOINTMENT OF THE EXECUTIVE SECRETARY.

It was moved, seconded, and passed that Linda Solow Blotner be reappointed as Executive Secretary.

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IV. PAST PRESIDENT'S REPORT. Mary Wallace Davidson.

Davidson directed the Board's attention to the chapter reports in the registration packets. She edited everyone's prose into a standardized style, leaving omitted details for the Newsletter. She distributed a table which lists chapters, the areas they incorporate, and the zip codes represented in each. A final column shows the number of national MLA members in each of the areas. She also distributed a list of statistics for the Finance Committee and the Board. She polled chapter chairpersons to ask what they would do with a \$1.00 rebate for each chapter member who was also a member of the national MLA. For the most part, the chart shows that the number of national MLA members in the areas assigned to each chapter significantly exceeds the number of chapter members. Davidson noted that she had created the appendix to the administrative structure roster which lists addresses, telephone numbers, and the terms of office for the chapter chairpersons--a welcome addition!

V. PRESIDENT'S REPORT. Geraldine Ostrove.

1. **Annual report.** Ostrove pointed out that she, rather than the Recording Secretary, wrote the report this year. This experiment followed a recommendation in the Ad Hoc Committee on Committees' report. She asked for comments.

2. **Budget/program review.** Ostrove was concerned because the 1984/85 final budget summary shows that our expenses were considerably less than what we expected and for which we budgeted. (Would that most of us had such problems!) She desires tighter control of our finances so that we can better determine if we have money left to spend on other services or projects. The Board had received a draft of a letter which she proposed to send to all those with budgets in order to determine the reasons for significant discrepancies between amounts budgeted and amounts spent. The Board agreed that other approaches might be more helpful: a mid-year review of the budget; a workshop for those who prepare budgets to inform them how to do it more accurately; a report from the Finance Committee to the Board as to what and why some budget request items were denied. Action was tabled until after the Board meeting with committee chairs, slated for Wednesday night.

1000.6

3. Recent appointments and vacancies.

a. Board. Coral will replace Davidson as the ex officio member of the Development Committee. Coral and Smiraglia will replace Davidson and Jones on the Finance Committee.

b. Other. Vacancies have been created by the election of some committee chairs and other officers to the Board: Coral has resigned as chair of the Administration Committee (no replacement as yet); Smiraglia has resigned as chair of the Bibliographic Control Committee (Joan Swanekamp has been appointed as his replacement); Reed has resigned as chair of the 1987 Program Committee (Carolyn Rabson has been appointed to replace her), as well as Placement Officer (Laura Dankner is the replacement). See also Section VII, under specific Committee names, for further appointments.

4. **Assignments for new Members-at-Large.** Ostrove announced that she had made the following assignments to new Board members: Assistant fiscal officer: Richard Smiraglia; collector of committee reports: Ida Reed; Assistant parliamentarian: John Roberts.

5. Letters of appreciation. Ostrove announced her intention to send letters of appreciation to outgoing committee chairs, editors, and officers for their service to the MLA, but asked for advice on sending copies to supervisors and administrators. Coral suggested that she might ask each person if he or she would also like her to send a copy of the letter to someone else.

VI. PARLIAMENTARIAN'S REPORT. Arne Arneson.

1. **Handbook text.** Daub has the entire text in her computer. Arneson wrote the text in WordPerfect, and Daub has hired someone to edit it in Wordstar. Revision is now underway. Any last-minute changes should be sent to Daub. Blotner suggested the inclusion of MLA's tax-exempt number in the appropriate places. There was no mention of when the final version will be distributed.

2. **Handbook index.** An impressive and useful index was distributed to the Board before the meeting. Arneson and Daub divided the labor, whereby each indexed a certain number of sections. Arneson noted that there might be some inconsistencies as a result. The Board expressed gratitude and admiration for the heroic efforts of the Parliamentarians in "completing" the Handbook.

VII. COMMITTEES.

A. General.

1. **Annual reports.** Thanks were extended to Baily and Daub for soliciting and preparing the reports for the registration packets.

2. **Conference wrap-up session.** Ostrove summarized the planned structure and contents of the final session, and commended Rowley for his organizational skills.

3. **Ad hoc Committee on Committees.** Nagy and Tucker. Discussion was reserved for the session with the committee chairs on Wednesday night. Nagy and Tucker will submit some recommendations for action to the Board in June based on this meeting.

B. Standing.

1. Development. Nagy.

a. Structure of Committee. The Board agreed with Nagy's view that it is not necessary for two members-at-large to serve simultaneously on the Committee. Therefore, no incoming member-at-large was appointed to sit on the Committee.

Ostrove was concerned about the heavy Board representation on the Committee, now that the President-elect/Past president is an ex officio member as well. The Board may want to consider a motion which modifies the one passed last June, whereby a member-at-large was to serve on the Committee but not necessarily be the chair. In the future it probably makes more sense for any new appointments to be made on the basis of specific expertise, rather than as an assignment for a member-at-large.

b. Recent activities. The Committee decided not to host a reception at the recent AMS/CMS/SMT/SEM meeting in Vancouver. It did, however, set up a very successful exhibit. Nagy pointed out that we need to decide what our relationship with AMS and other "sister" organizations should be. At present we have arrangements whereby we reciprocate in providing free exhibit space, which affords worthwhile educational advantages and opportunities for visibility. Furthermore, our goals and development efforts often overlap. In the future the Committee will look closely at all organizations in which we might want to become visible, not just AMS, and suggest a course of action on a case by case basis.

c. MLA membership. Efforts to enlist new members continue. Nagy just sent MLA brochures to a number of institutions and individuals.

d. Sales. Baily has gathered a number of brochures from vendors which specialize in products for organizations and guilds. ~~The Committee will peruse these, and Baily will present a proposal to the Board at its June meeting.~~

f. Directory of music library resources. Nagy raised the possibility of creating standards for regional directories, of which at least five have been published by MLA chapters. However, she was not sure that this should be a Development Committee project. A discussion ensued about the pros and cons of creating a national directory, or a national database for regional directories. No conclusions were reached about either software which encompasses the standards, or a national directory.

2. Education.

a. Directory of Education for Music Librarianship. Reports are that the Committee has had considerable success with its sale.

b. Workshops. The Board was in receipt of the 1986 pre-conference budget, which had been referred back to the Committee in October with the directive to revise the registration fee. See Section VII, B, 3 below.

c. Summer institutes. No report.

3. Finance.

a. Dues. The Committee reported that a large portion of its meeting earlier in the day had focused on a hypothetical increase in membership dues. It based the discussions on an individual dues increase from \$32.00 to \$35.00, and an institutional membership increase from \$46.00 to \$50.00. Such an increase, assuming the number of members remained stable, would increase revenues by \$12,000 per year.

Then the Committee tried to decide how it would spend these additional funds. It selected from the following possibilities:

- Honoraria for officers and editors
- Long-term RISM funding
- Newsletter expansion
- RILM Office
- Endowment for publications
- Chapter support
- Subsidies for individuals serving in MLA (e.g., support for travel to meetings necessary to conduct MLA business)
- Automation equipment
- Membership directory
- Survey of the field to determine the need for music librarians

Out of this list, the Committee recommended five areas for high funding priority: ① expansion of the Newsletter; ② support for the RILM Office; ③ support for chapters (possibly adopting the device of rebates for members with joint membership in MLA national); ④ subsidies for individuals who serve MLA; ⑤ automation equipment. Jones stated that members receive more than \$32.00 worth of goods and services per year. Notes alone costs about \$22.00 per member. Based on the annual budgeted expenditures, the Committee has determined that MLA spends about \$50.00 on each member. Therefore, if necessary, we could justify a dues increase; but we also may be able to allocate the additional hypothetical revenue (\$12,000) while remaining within the bounds of our current fiscal situation.

A lengthy discussion followed. The organization has tried quite successfully in recent years to stay within budget, and to budget realistically. We are operating according to a basic budgeting policy which mandates that expenditures not exceed income. The trend, therefore, is to budget more closely. Griffith made the straightforward observation that the tightest budget in the world does not change where we stand financially--we really need to determine whether we have sufficient surplus revenue to spend on any of these desirable activities. The American Association of Accountants recommends that an organization maintain 1.6 times its annual budget in surplus. Jones noted that we have been using the interest from our investments steadily, so that their value has in effect decreased. And finally, most expressed confusion about the implementation of full fund accounting. Griffith promised that by the June meeting she would try to clarify to the Board what has been done thus far, and what further actions might be taken.

Nagy said that the Development Committee will concentrate on raising money for activities such as support for the RILM Office, because donors often do not care to give money for an organization's internal operations. The Committee will also try to increase the membership base as a means to raise revenues.

At one point a motion was made to increase the dues by the 5-6% recommended by the Finance Committee, but the motion was not seconded. The Board finally "decided" that it was not ready to vote for a dues increase. It would like more information on exactly how much of our investment interest should be plowed back into investments (referred to the Investment Committee as part of its charge--see Section VII, C, 5 below). It would also like to see whether moderate fund-raising efforts by the Development Committee can help appreciably.

The Board's consensus was that the Finance Committee should allocate money for the five suggested priority areas: Newsletter, Chapters, Travel to other meetings, RILM, Automation. Ostrove will indicate to Nancy Bren Nuzzo that she should budget for whatever expenses and support she needs (such as keying on a word processor) to expand the Newsletter. The mechanism for telling potential recipients that they should ask for increased support in the other four areas was not defined.

Finally, somewhere in the midst of this discussion, a motion was introduced regarding the amount of money the MLA should charge for a sustaining membership. *It was moved, seconded, and passed that the dues corresponding to a sustaining membership be defined at \$100.00 for both individuals and institutions.*

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b. Committee meeting, 2-9-86. Other matters of business were as follows:

According to the Finance Committee recommendation, *it was moved, seconded and passed that \$260.60 in additional expenditures not covered by the NEH grant for 19th century American music be approved for the 1985/86 budget.*

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A reduced registration fee for annual meetings was discussed. Blotner pointed out that we have about 175 student members. One can remain in student status for four years, and the organization is beginning to track this time period. We do not know how many student members usually attend meetings. Jones pointed out that everyone else's registration fees will subsidize the reduced rate for students. In spite of the dire financial implications, and upon the Committee's recommendation: *it was moved, seconded, and passed that a reduced meeting registration fee be approved for students who are MLA members.*

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The budget for the 1986 workshop on world music materials was submitted to the Board. Income was estimated at \$4,100 for the 100 registrations that had been received as of 22 January; expenses were predicted at \$5,697. The Board agreed strongly that MLA has a responsibility to support good educational programs, such as the workshop, even if some money is lost. Thus, *it was moved, seconded, and passed that the budget for the 1986 workshop be approved.*

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4. Nominating.

a. Citations to be presented. Ostrove noted that the citations for Watanabe and Epstein were beautifully calligraphed and ready for presentation at the business meeting.

b. 1986 slate. Ostrove has appointed Alan Gregory, Katie Holum, Jean Morrow, and Ruth Tucker (Chair) to nominate candidates for member-at-large for next year.

5. Program.

a. Explanation of rotation. Details of the newly adopted rotation scheme and planning timetable were refined. The official committee should be viewed as an "overcommittee" which coordinates planning, and which benefits the continuity in its membership. The person who serves as chair of each program, however, should be free to form his or her own ad hoc planning committee. Appointment to the yearly ad hoc committees should be made by the committee chairs, rather than by the president. This should be a workable solution for the problem of the Program Committee having to plan two meetings at the same time. Nagy suggested that we should probably fund the Program Committee to meet each May.

b. 1987 meeting. Ostrove appointed Carolyn Rabson to chair the 1987 Program Committee. She also appointed Stephen Yusko to a two-year term on the Committee; and Gordon Theil for a three-year term, chairing the 1988 Program Committee.

6. Publications.

a. Policy governing committee reports. The Committee's annual report

states that it "affirmed MLA's policy that editors of MLA publications have first option on MLA committee project reports." Clarification of what exactly is to be done with committee reports was referred to the Ad Hoc Committee on Publications. Policy, as embodied in the Handbook, states that "other materials intended for publication or distribution under the association's name, imprint or logo are submitted to the Publications Committee for review and then to the board for approval." The Ad Hoc Committee on Committees has recommended the Newsletter as a possible vehicle for committee reports, and suggests that committee chairs decide how reports are to be disseminated. None of these statements is necessarily contradictory, but we do need some clarifications from the Ad Hoc Committee on Publications. (The Recording Secretary has to confess that she fabricated that entire paragraph--she walked into the meeting a bit late on Monday morning, only to hear the tail end of the discussion. This is how she thinks it should have gone, with confirmation from a reliable source.)

b. b. Membership. Donald Thompson has resigned as editor of the Index and Bibliography Series; he submitted a report of his much-appreciated activities during the last 3 1/3 years. Ostrove appointed Michael Fling to replace Thompson, Marguerite Iskenderian's tenure as editor of the MCB is about to end.

as interim editor
c. Ad hoc Committee on MLA Publications. Still no final report. Blotner distributed a publications inventory report for 1985. For each title, the list shows the number of copies on hand as of January, 1986 as well as the number of copies sold in both 1984 and 1985.

C. Special.

1. **Administration.** Annual report in the registration packets. Coral reported that the automation report was almost ready.

2. **Audio-Visual.** Vernon McCart has resigned from the Committee.

3. **Awards.**

a. Gerboth. Davidson presented the report of the of the Award Committee. The Committee recommended that the first annual award be granted to Holly Ann Gardinier, Music Librarian at Mansfield University, for her introduction to and annotated checklist of over 350 volumes of French almanacs of music and theater housed in the Sibley Music Library. *It was moved, seconded and passed that the recommendation of the Walter Gerboth Committee be accepted.* The Board directed Ostrove to present the award at the business meeting, and to write to both Gardinier and Janis Gerboth informing them of the selection.

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b. Publications. The Board was in receipt of the Committee report. It proposed awards for the following: 1) best book-length bibliography: Donald L. Hixon for his Thea Musgrave: a bio-bibliography; 2) best article-length bibliography: Sabina Teller Ratner for her "A cache of Saint-Saens Autographs"; 3) Best Notes review: Karl Kroeger for his review of "Fuging Tunes in the eighteenth century", by Nicholas Temperly. *It was moved, seconded, and passed that the Board accept the Publications Committee Awards report.*

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4. **Bibliographic Control.**

a. Personnel changes. Ostrove announced that Smiraglia has been appointed chair of CC:DA. She has appointed *well* Joan Swanekamp to replace Smiraglia as

head of the Bibliographic Control Committee. Glenn Patton has resigned his position on the Committee, and will be replaced by Joan Schuitema and Jay Weitz. Erlene Rickerson has left WLN, so a new representative will be needed. Smiraglia asked Ostrove to form a search committee for a new MCB editor. Finally, Dena Epstein is resigning as the coordinator of the LC/NUC/MBMSR contributors. Ostrove asked Smiraglia to try to recruit a replacement.

b. NUC Working Group. William Palmer, editor in chief of the NUC, has asked the MLA for a letter of support for the MBMSR: he fears that budget cuts may affect its publication. The Board recommended that the NUC Working Group send such a letter on behalf of the MLA.

c. MARBI. A recent review recommended that MARBI, which is currently a joint committee of ALA, LITA, RASD, and RTSD, be made a standing committee of ALA. The Board felt that this would not be the best place for the committee, but it requested the Bibliographic Control Committee to prepare a specific proposal for the June Board meeting. An official letter to ALA will then be drafted.

5. **Investment.** Ostrove gave a progress report on the creation of the Committee. She has appointed two members thus far: Don Roberts and Rick Jones. The Board was in receipt of Ostrove's initial draft of a charge to the Committee. Further discussion produced some amendments to the draft. In general, the Committee is to evaluate MLA's income-producing assets (both present and potential), and to make recommendations for investment based on the objectives of the organization. Ostrove added the stipulation that the Committee prepare a report for the October, 1986 Board meeting. The Committee will be asked to prepare recommendations regarding our options for money management: whether to enlist a volunteer to monitor our investments; to hire a broker to do so; or to invest in established funds which are automatically monitored by fund managers.

The Committee will initially function on an ad hoc basis. As part of its report to the Board, it will be asked to consider whether a standing or special committee should be appointed to continue its work. If such is the case, then the chairs of the Development and Finance Committees can be appointed as ex officio members.

One important matter remained before the Committee's final charge could be formulated: whether MLA's investments should be governed by moral considerations. A long discussion ensued about the difficulty of defining moral issues as they relate to investments: e.g., only invest in companies that produce life-giving products or services, in companies that do not manufacture armaments (or any products that might be used in their manufacture), in companies that participate in "fair-employment" practices, in companies that are concerned with environmental issues, that do not do business in South Africa, etc.

Papakhian thought that while we could not now deal generically with moral issues, we could focus on South Africa. As a result, *it was moved, seconded, and passed (with 2 abstentions) that MLA's present and future monies not be invested in firms that do business in or with South Africa.*

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In order to deal with other moral issues, however, the Board directed the Committee to prepare and present a proposal on the question of moral imperatives vs. optimum return. Karen Griffith was asked to draft this directive for the finalized charge to the Committee. The Board also asked that the Committee examine our current investments to determine whether we need to divest. When the Committee's report is received, the Board will consider whether the membership should be consulted on the morality issue. Finally, Nagy noted the general rules of thumb for donors. Corporations usually do not care whether money is invested morally; individuals are usually most concerned that their money be used for specific purposes; those considering bequests may be concerned with investment morality.

- 6. **Legislation.** No further report.
- 7. **Microforms.** No further report.
- 8. **Preservation.** No further report.

9. **Public Library.** The Board made suggestions that the Committee contact either the New York Library Association, which has a deep commitment to continuing education, or ALA, as possible sponsors for its seminar on music reference for general librarians. Baily promised to supply Norma Jean Lamb with the name of a contact in NYLA.

10. **Reference and Public Services.** No further report. There was a very brief mention of whether MLA wants to get involved in the issue of UAP.

11. **Resources and Collection Development.** No further report. Someone commented that the meaning of the "OCLC project," mentioned in the annual report, is not immediately apparent.

VIII. ROUNDTABLES.

1. MLA Handbook, section VII. This rather brief document was distributed to roundtable coordinators and newer members of the Board with the minutes for the October Board meeting. It appears that some people did not receive it (or, perish the thought, they never read their minutes).

The discussion turned to the issue of budgeting for roundtable activities, a matter not covered in section VII of the Handbook. Since roundtables have no charge, some felt that they have no mandate to undertake projects. Therefore, they should not receive money for projects. Some were concerned that there is no mechanism for roundtables to account for money allocated to them; ~~even the submission of an annual report is elective.~~ Some were a bit worried that these spontaneous groups might take on projects more properly conducted by established committees. But everyone wanted to encourage the roundtables. The Ad Hoc Committee on Committees' report recommends that roundtables be enabled to make budget requests.

An initial motion was made, but defeated (4 nays, 2 abstentions): *When roundtables request funds the President should direct them to submit their requests either to the Board or to the Program Chair as appropriate.* Then a second motion was offered: *it was moved, seconded, and passed that the Board inform the roundtables through an additional sentence in the Handbook, Section VII, that the Board will entertain requests for funding for special projects.* The understanding is that in most cases general operating expenses will not be funded. The Finance Committee will decide on a case by case basis whether the budget request should fit into the budget under the roundtable or the annual meeting rubric.

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Hapless and innocent John Roberts was given his first assignment as Assistant Parliamentarian: to rewrite section VII of the Handbook, as directed, and to clarify what a roundtable is.

- 2. Deletions and current. See section III, 2, c.

IX. SPECIAL OFFICERS.

- 1. **Convention Manager.** Rick Jones.

- a. Milwaukee

1) Letter from and responses to Krummel. This year's \$50.00 registration fee, which included a ticket to the banquet, provoked some of the liveliest responses and most colorful prose in quite some time. Jones reiterated that the hotel only provided free meeting space with the guarantee of a certain attendance at the banquet. Meeting space can easily cost \$1800/day: in effect, "we pay for the banquet whether we have one or not." Including the banquet fee in the registration fee was an experiment this year. Most felt that the biggest obstacle to attending meetings is not the registration fee, but the cost of accommodations. The Board advised that the membership be informed in cases, such as this, where the appearance of the fee structure may not fully reflect the reality. (But the barrage of letters was quite delightful, nevertheless...)

2) Other. Jones reported that there were 341 paid registrants, and 38 exhibitors at 60 exhibit tables. He said that he and the Local Arrangements Committee had established a single-day registration fee of \$20.00. He also said that he had arranged to waive \$25.00 of the registration fee for students who mounted, packed up, and monitored exhibits for exhibitors who could not attend. The exhibitors pay MLA \$50.00 for this service. Davidson pointed out that this is a good way to get more in-depth exhibits, and to enable some of the smaller companies to become visible without the considerable expense, in time and money, of manning their tables throughout the conference. The Board endorsed the practice.

b. 1987--Eugene. The meeting, including all preliminaries and the like, is slated for 8-15 February. Local arrangements will be co-chaired by Leslie Greer and Christine Olsen. Although a hotel contract had not yet been signed, the rates are in general reasonable.

c. 1988--Minneapolis. Dates were not set, and discussion was tabled until the June meeting. Some Board members mentioned the number of member comments objecting to the season of MLA's annual meetings, especially those held in northern climes. Holum had suggested early April as a desirable time to meet in Milwaukee.
New Orleans

d. 1989--Cleveland. Jones reported that he did call Donna Mendro of the Texas chapter to inform her of the reasons for the decision in favor of Cleveland (more reasonable hotel rates).

e. Other. The Board regretfully received Jones' letter of resignation as Convention Manager. He has accepted a new position as the Acquisitions Librarian at UWM, and will not be able to continue his MLA duties beyond the 1987 meeting. He urged Ostrove to appoint a new manager as soon as possible, so that he or she could work with him as he completes the arrangements for the Eugene meeting.

2. Placement Manager. Ida Reed.

Reed reported that she has increased the number of subscribers to the Job List, but that higher postage costs have put the publication's financial solvency in doubt. The Board charged Reed and her replacement, Laura Dankner, with suggesting subscription rate increases, both domestic and foreign, for the June Board meeting. The rates would take effect in September, to coincide with the billing period.

3. **Publicity.** Ostrove proposed that she appoint a search committee to recommend candidates to share the duties of Publicity Officer with Christine Hoffman. She and Christine will develop a job description.

X. REPRESENTATIVES, JOINT COMMITTEES, PROJECTS.

1. **ALA.** The Board received Goldman's excellent report from the Midwinter meeting. The possibilities for cooperative efforts and for MLA involvement in ALA programs look promising. Discussion focused on the role of MLA vis-a-vis ALA and the degree of our involvement. Input on the reorganization of MARBI emerged as a crucial issue in which we need a voice. See also Section VII, C, 4 above.

2. **Council of National Library Institutions and Associations (CNLIA).** Jean Bowen. The Board recommended that a special music section be considered for the Bowker Annual. It directed the Development Committee to pursue the matter. The Board decided to table the issue of lobbying to ensure the existence of the National Commission on Libraries and Information Science unless further action is required. ^{discussed her} And finally, after hearing Jean Bowen's views on the recent and current usefulness of CNLIA to the MLA, ~~*it was moved, seconded, and passed that we withdraw from the organization.*~~ ^{not true}

MOTION

3. **MLA Archives.** The Board received Gail Sonnemann's letter of December 16, 1985 on behalf of the Working Group of the Joint Committee for the MLA Archives. This document addressed the following matters:

a. Documentation of annual meetings. The Working Group recommended that the Board take appropriate action to ensure the documentation of annual meetings. It further recommended that plenary sessions, the business meeting, etc., be recorded on tape. The Board endorsed this as the most thorough and unbiased way to document our meetings. Coverage in the Newsletter currently offers some documentation of the sessions. The Board charged the Archives Joint Committee to prepare a proposal which: specifies who should tape the meetings (e.g., a commercial recording company); suggests a budget for taping; examines the ramifications of obtaining permission from speakers; assesses any effect on discussion; and explores other possible mechanisms to gather this documentation. (See also the minutes of the Board meeting of 4-6 October, 1985, p. 9.)

b. Annual solicitation of documents. The Working Group further recommended that the Board "...take appropriate action to ensure that information on the transfer of documents to the MLA Archives be included in annual mailings of official information to MLA officers, and chairpersons of committees and chapters." The Board espoused this recommendation. It proposed to implement it by including a mandate and instructions for sending documents to the Archives along with thank-you letters to outgoing officers, letters of appointment for new officers, and requests for annual reports.

4. **MLA/Music Publishers Association.** The Board received the description of the First Don Malin Memorial Award. There was no further discussion, except to note that more information about the "...microfiche catalog of the current stock from MPA publishers" would be welcome. (This was mentioned in Ratliff's annual report.)

5. **National Information Standards Organization, Z-39 (NISO).** Coral suggested that MLA consider funding a voting member to NISO. This would entail sending someone to Washington, D.C. three times a year. She also noted that NISO is proposing that the International Standard Record Number (ISRN), mentioned in her annual report, be specific to the level of a single band on a recording, in order to identify reissues of specific works. (Won't music catalogers have fun with that one?) She mentioned that she makes every attempt to pass pertinent information to the appropriate MLA committees.

6. **NEH grant for 19th-century American music bibliography.** The Board received copies of Don Krummel's final narrative summary for the report. No further discussion.

7. **RILM: U.S. RILM office.** Coral reported that the office is productive, and ~~swamped~~^S. The International Office just notified them that Cambridge and Oxford University Press imprints are considered to be in the purview of the U.S. office. As a result, this office has begun to collect abstracts for those publications from 1981 on.

8. **RISM.** The Board gratefully received a ream of documentation from Susan Sommer about the joint RISM Committee. Sommer submitted these reports in response to last meeting's Board request for information and clarification. Most questions were answered thereby, e.g., that the NEH grant proposal specified that the Project Center at Harvard was to coordinate Series A/I addenda and corrigenda. There remained, or emerged, yet a few more questions. Coral mentioned that she had not been asked to serve as an advisor for the RISM Libretto Project, although her name appeared on the list in Sommer's report dated December 14, 1985. Davidson said she was troubled by the phrase "Purchased by the project" insofar as it concerns microfilm from which the manuscripts are cataloged at the Center. There were still some questions about how the RISM Libretto Project and corrections for Series B will relate to the Project Center. Ostrove promised to relay these concerns to Sommer, and asked that the Board consult directly with Sommer about any other questions.

Finally, Ostrove reported that John Howard of the Center is currently working on software whereby data from the Center can be electronically transmitted to the International Office in Kassel.

9. **Joint Committee on Retrospective Conversion in Music.** ~~No further report.~~ ^{STET}

XI. NEW BUSINESS.

1. **Associated Music Libraries Group Title II-C proposal.** Ostrove wrote a letter dated December 13, 1985, to the Division of Library Programs, U.S. Department of Education, communicating MLA's support for AMLG's proposal for a coordinated plan of retrospective conversion. The Board had submitted reactions and comments between meetings, so that Ostrove could write MLA's letter before the deadline.

2. **Facsimile User's Directory.** Documentation did not reach the Board with the agenda packet. Ostrove confessed to confusion about the directory, except that it apparently refers to electronic mail. This in turn prompted the Board to ask that everyone ascertain whether they can use BITNET for electronic mail. If so, it should be adopted for MLA communications. Board members were also urged to divulge their account numbers.

3. **International Library Exchange Center.** The Board received copies of a press release which sets forth the purpose of the Center: "...to help foreign libraries in their collection development under conditions of financial hardship." There was very brief discussion of possible conflict with IAML's underdeveloped country libraries program.

XII. NEXT MEETING.

The meeting is tentatively scheduled for 6-8 June, 1986 in Washington, D.C.

Ecstatically submitted,

Ruth Tucker, Recording Secretary

Appendix 1.

New Policies Approved by the Board

1. MLA present and future monies are not to be invested in companies that do business in or with South Africa. ~~Summa has to be submitted to membership vote~~

2. The dues for a sustaining membership, both individual and institutional, are \$100.00.

3. Roundtables may make budget requests for special projects.

~~4. The MLA will not renew its membership in the Council of National Library and Information Associations.~~

4. Students who are MLA members will be charged a reduced registration fee at Appendix 2. *Annual meetings.*

List of Actions to be Taken

<u>Action</u>	<u>By Whom</u>	<u>By When</u>
1. Create kits to inform chapters how to file for tax-exempt status	Griffith and Coral	As soon as possible
2. Draft a charge for the Investment Committee to explore moral investment issues.	Griffith	As soon as possible
3. Notify Henderson to stop sending renewal notices to those who have received citations; refund their money.	Blotner; Griffith	As soon as possible
4. Incorporate tax-exempt # into appropriate <u>Handbook</u> sections	Daub	As soon as possible
5. Make recommendations to the Board regarding further action on their report	Ad Hoc Committee on Committees	June Board meeting
6. Make a proposal to the Board for MLA sales items	Baily	June Board meeting
7. Explain the implementation of fund accounting	Griffith	June Board meeting
→ 8. Charge the Investment Committee to examine the level of investment interest which should be reinvested	Ostrove <i>not in 10... Book is chair</i>	As soon as possible
9. ✓ Appoint new Administration Committee chair	Ostrove	As soon as possible
10. ✓ Write to Gardinier & J. Gerboth re: granting of 1st annual Gerboth award	Ostrove	As soon as possible
11. ✓ Form a search committee for new <u>MCB</u> editor	Ostrove	As soon as possible

12. Recruit a coordinator for the <u>NUC/MBMSR</u> contributors	Smiraglia	As soon as possible
13. Send a letter of support for <u>MBMSR</u> to William Palmer	NUC Working Group	As soon as possible
14. Make recommendations for the disposition of MARBI	Bibliographic Control Committee	June Board meeting
15. Prepare report on MLA investments	Investment Committee	October Board meeting
16. Supply name of NYLA contact to N.J. Lamb	Baily	As soon as possible
17. Pursue NYLA or ALA as sponsors for seminar	Public Library Committee	Not specified
18. Rewrite Section VII of the <u>Handbook</u>	Roberts	As soon as possible
19. ✓ Appoint new Convention Manager	Ostrove	As soon as possible
20. Propose new subscription rates for <u>MLA Job List</u>	Reed and Dankner	June Board meeting
→ 21. Appoint a search Committee for assistant Publicity Officer; write job description	Ostrove (with Hoffman)	As soon as possible
22. Pursue possibility of music section in <u>Bowker Annual</u>	Development Committee	Not specified
23. Prepare proposal for taping annual meetings	Archives, Joint Committee	June or October Board meeting
24. Instruct officers to transfer papers to Archives when thanking & appointing, and when soliciting annual reports	President & appropriate officers	Whenever appropriate
25. ✓ Ask Sommer about formation of "Libretto Advisory Committee" & other RISM questions	Ostrove	As soon as possible
→ 26. Distribute BITNET account numbers	Board	As soon as possible