

MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors
Louisville, Kentucky; June 2-4, 1989

Friday, June 2: 8:00-10:35 PM; Saturday, June 3: 9:05 AM - 12:15 PM, 2:15-5:00 PM;
Sunday, June 4: 9:15-11:45 AM.

Present: Lenore Coral, Laura Dankner, Nina Davis-Millis, Jean Geil, Richard Griscom, Dale Hudson, Ralph Papakhian, Susan Sommer (presiding), Gordon Theil, Sherry Vellucci, Diane Parr Walker.

I. Recording Secretary's report.

The minutes of the meeting of March 14-18, 1989 (Cleveland) were MOTION tentatively approved. Coral will clarify a question concerning a suggested correction to X.1.a (page 11).

II. Treasurer's report. Sherry Vellucci.

Vellucci distributed a Third Quarter Balance Sheet, Third Quarter Budget Report (Summary), Third Quarter Supplementary Income Report, Awards Budget Report, Fourth Quarter-To-Date Budget Report (Summary), Fourth Quarter-To-Date Supplementary Income Report, and Calvert Investment Accounts Reports. Income and expenditure lines termed "miscellaneous" (5.01, 11.02, 11.03, and 11.09) were explained.

1. Highlights:

a. Income presently stands at 81% of the figure anticipated in the 1988-1989 budget (94%, excluding 1987/1988 surplus funds). Line 2.06 may require clarification.

b. As of May 29, 1989, 81.4% of the amount budgeted for expenditures has been spent.

c. Income from dues, sales, and placement service are somewhat under projected amounts.

d. The conference and preconference produced a combined profit of \$12,860.

e. Supplementary income figures show a substantial increase over 1987/1988.

f. All budgeted funds for awards have been spent.

2. It is anticipated that the end-of-year surplus in the operating budget will be in the range of \$26,000-\$30,000.

3. Vellucci reviewed actions in respect to investment accounts. Recently, \$25,000 has been transferred into the growth fund from the checking account, and \$34,000 transferred from the money market fund; approximately \$50,000 remains in the money market fund as per the recommendation of the Investment Subcommittee (see Minutes, March, 1989, VII.A.3.b(2) [page 6]).

4. Inquiries have been directed to Oxford University Press as to why royalties of \$386.90 have been sent to MLA; as yet, no explanation has been forthcoming.

5. Royalties from UMI are being received by Academic Services. Inquiries are being directed to AMS Press as to whether MLA is due to receive royalty payments for Notes reprints.

6. A policy was established that any reference to fiscal years be described by mentioning both years, separated by a slash (e.g., "the 1988/1989 operating budget").

7. Vellucci reminded board members that books for the present fiscal year close at the end of this month. All outstanding bills must therefore be submitted by June 20.

Sommer thanked Vellucci for her detailed report.

III. Executive Secretary's report. Ralph Papakhian.

Handouts were distributed, including the Constitution and By-Laws (as amended December 1988), the Music Library Association Administrative Structure (5/19/89), a draft of the MLA Official Calendar: July 1989 - June 1990, MLA Growth Comparison (5/89), Growth Index (amended to include figures through April, 1989), and information on ALANET usage.

1. The Constitution and By-Laws document will be listed in the summer newsletter as being available as a free item from the Executive Secretary.

2. Several corrections to the Administrative Structure document were passed on to Papakhian. Additional changes and corrections should be forwarded to Papakhian as soon as possible (by July 1 at the latest). A copy of the complete document will be sent out to everyone who receives the minutes of the June board meeting; somewhat abbreviated versions will appear in the summer newsletter and in the September Notes issue.

3. The calendar for 1989-1990 incorporates newsletter deadlines as well as suggestions received from various sources throughout the year. The board studied the document and made further suggestions. Any additional changes and corrections must be submitted to Papakhian as soon as possible. The final copy will be mailed with the minutes of the June board meeting.

4. Membership has decreased by 36 this year; the total number of subscribers is down by 20. These figures do not include unpaid members/subscribers. Academic Services sent mailing labels to Papakhian for 125 unpaid members; Papakhian's mailing of reminder letters elicited four renewals. It was noted that memberships have lapsed for some individuals listed in the administrative structure (committee chairs, etc.); Sommer will contact these individuals by letter or telephone to request that they either give up their administrative responsibilities or pay their dues. Papakhian will ask Academic Services to forward a list of lapsed memberships to Sommer.

5. The April 1989 figures on the Growth Index show paid and gratis members/subscribers only; earlier figures may include "unpaid" members/subscribers who were still on the books. Twelve new memberships (not renewals) have been processed since the Cleveland meeting. It was noted that membership forms must be made available at the registration table in Tucson. Dankner suggested staffing this area with volunteers from the board or development committee. Information concerning chapter membership could also be made available. These matters should be brought up with local arrangements chair Dorman Smith at the fall board meeting.

6. Before making a decision as to whether ALANET coverage should be expanded, one should determine whether it is possible for individuals without BITNET addresses to connect to BITNET via ALANET. Papakhian and Vellucci will investigate this matter and obtain information as to costs and procedures. Papakhian will also obtain costs for adding new users to ALANET.

7. Publications.

a. Since the Cleveland meeting 244 brochures have been distributed. New application cards have been printed and are available from the Executive Secretary.

b. The new membership directory has been mailed to MLA members. It will be listed in the newsletter as being available for purchase from the Executive Secretary.

c. Four hundred copies of Notes (two issues with large printing overruns) are being shipped to Dallas for free distribution at ALA. In order to minimize inventory costs, extra copies of Notes to be shipped to Haddon for inventory are now being limited to no more than 250. Inventory reports are received regularly from Haddon.

d. Two copies of the library school survey have been sold since the Cleveland meeting. There has been no word as to a new edition.

e. Papakhian has experienced difficulties in contacting the Copyright Office. When forms are received, copyright applications will be submitted for the membership directory and the latest issue of Notes.

8. Academic Services matters.

a. A renewal letter from Sommer and Papakhian has gone out. The renewal notices have the new membership categories listed and provide for indication of e-mail address.

b. New forms of sales reports are being sent by Jim Henderson to Papakhian and to the editors. Inventory reports are now listed by series number instead of stock number.

9. The last general mailing of the MLA Handbook was in June, 1987. It was decided that members of the administrative structure (i.e., everyone who receives the minutes) should receive a copy of the revised handbook, in its entirety (possibly in a photographically-reduced version). When the handbook is ready, Walker and Papakhian will make the final decisions as to in what form it will be distributed to the board and to members of the administrative structure. Rather than being distributed with the board minutes, Papakhian will send the large general mailing of the handbook out by third-class mail. It was emphasized that the MLA Handbook is an occasional publication, issued as needed. As such, it does not necessarily appear at regularly-specified intervals.

10. In matters relating to other organizations, the ACRL Arts Section and the Center for Black Music Research have now been added to the list of organizations receiving complimentary copies of the newsletter. The MOUG/MLA minutes exchange is working well. The membership directory has been sent to all 10 related organizations.

11. As a test, Indiana University has subscribed to LISTSERV for MLA. Currently, material submitted is distributed via e-mail to 96 recipients. Papakhian has received many favorable comments about this service; it displays considerable potential for facilitating data storage and distribution among large numbers of interested parties.

IV. Past President's report. Lenore Coral.

1. About half the chapters have complied with the request to obtain FEIN numbers to establish their tax-exempt status. In corresponding with chapter chairs, Coral will stress the necessity of completing this procedure. She will remind chapter chairs that the board welcomes requests for modest funding for special projects, and invite them to send chapter membership materials for distribution at the registration table at the Tucson meeting.

2. Coral shared with the board some comments received from last year's honorees and award recipients.

V. President's report. Susan Sommer.

1. Sommer summarized recent changes in organizational structure, including appointments of special officers as well as new committee chairs, as detailed in the latest administrative structure document.

2. A telegram was sent to Nicolas Slonimsky wishing him a happy 95th birthday.

3. Sommer has been in touch with Michele Cloonan at Brown University, who is coordinating plans for a presentation at ALA in 1991 on preservation of music materials. The MLA preservation committee may be asked to play a part in this development.

VI. Parliamentarians. Diane Parr Walker.

Walker distributed revised portions of the handbook to board members. Any changes should be sent to Walker within the next two weeks.

VII. Committees.

A. Standing.

1. Development.

a. Geraldine Ostrove has been appointed chair. Membership and activities are being re-examined. Sommer relayed to the board a number of concerns and ideas expressed by Ostrove in a recent letter.

- (1) After discussion by the board, no changes are presently anticipated in the ex officio membership on the Development Committee from what is specified in the MLA Handbook. The treasurer works closely with the Fund Raising Subcommittee, while the Executive Secretary is board liaison to the Membership Subcommittee.
- (2) Ostrove has drawn up a list of individuals who might consider bequests to MLA. Sommer will contact Dick French for advice in this area.
- (3) Discussion centered on to what extent MLA should solicit for restricted purposes (e.g., named funds), as opposed to soliciting unrestricted donations. MLA is presently receiving more unrestricted than restricted donations. A brochure should be developed outlining various opportunities for supporting MLA. With sizeable contributions, new endowments might be established. Coral MOTION moved that the Fund Raising Subcommittee of the Development Committee be asked to develop a brochure describing in general terms the purposes and activities of the organization, mentioning specific funds for which contributions might be designated, the possibility of making bequests to the organization, establishing new endowments (including how much funding is required for this purpose), and describing any other possibilities for supporting MLA. The motion was seconded and carried unanimously. Since wording of the brochure is extremely important, board approval will be required. The Fund Raising Subcommittee should aim for presenting initial ideas to the board at its February meeting, and having a completed draft by the June meeting.
- (4) Funding was not approved to support a suggestion that complimentary copies of Notes be mailed to a segment of the IAML membership list, and possibly to other targeted foreign recipients. It was proposed that efforts be concentrated first on attracting potential

members in the U.S., particularly through contacts with related organizations and by appealing to librarians who are just entering the field. Rather than distributing Notes copies abroad, one might consider sending a mailing of membership brochures to IAML and other foreign addresses.

- (5) Papakhian noted that the brochure entitled "Music Librarianship -- Is It For You" is presently in short supply. Ostrove suggests having the two MLA brochures professionally redesigned. The Membership Subcommittee will be asked to produce a draft of revised texts for both brochures, with proposed new designs, for consideration by the board at its fall meeting.

2. Education.

a. Nancy England has been appointed chair. A new edition of the library school directory is forthcoming. Discussion centered on the role of the committee in planning and directing preconference workshops. It was noted that it is not required for there to be a workshop every year; attendance might be better if workshops were not scheduled on an annual basis. On years without workshops, there could be an extra day for scheduling the regular conference program, or user groups might be able to benefit by the possibility of having half-day sessions.

b. 1990 workshop. The workshop (approved March 1989; see Minutes, p.5, VII.A.2.a) has been renamed "Space Utilization in the Music Library: Creation, Renovation, Reorganization". It was suggested that the proposed keynote speaker be an architect sensitive to the needs of librarians. A number of suggestions of additional speakers and/or topics were discussed; Sommer will relay these suggestions to workshop coordinator Jim Cassaro. Additional comments included the following:

- Have input from librarians who can contribute from the perspective of having actually planned or remodeled library space;
- Deal with the long perspective: once decisions have been made, how well have they held up after the passage of a number of years?
- Emphasize the remodeling of old space as well as the planning of new library facilities;
- Other factors: climate control; remote storage; relationships between Music Library and other units in planning for space utilization;
- Effective visual presentations: since these topics imply heavy reliance on visual aids, the workshop planners must work closely with the Local Arrangements Committee in insuring quality equipment and efficient operation;
- Small group sessions should be led by "coordinators" rather than "speakers"; discussion should be encouraged within these individual sessions, with perhaps the opportunity for general questions and discussion at the conclusion of the workshop as a whole.

c. Future workshops. Two tentative proposals have been received:

(1) grantsmanship; (2) oral history. It was noted that each of these topics might also be appropriate for a plenary session, rather than being developed into a workshop. Unless a fully-formed workshop proposal is submitted to the board within the near future (i.e., before the fall board meeting), there will be no preconference workshop in Indianapolis in 1991. Sommer will notify Martin Silver to this effect. She will also contact the chair of the MLA Archives Joint Committee and the Archives Roundtable coordinator to ascertain whether there is any interest in developing a full proposal on oral history for board consideration.

3. Finance. Richard Griscom.

Griscom distributed the MLA 1989-1990 Proposed Budget Summary; a set of four graphs comparing income for 1989/90 with 1988/89, expenditures for 1989/90 with 1988/89, detailing percentages of anticipated 1989/90 income received from various sources, and proposed distribution of 1989/90 expenditures; and a summary of finance committee motions requiring board approval.

a. The following overages for the 1988/1989 budget were approved: MOTION

7.07	Local Arrangements Committee	\$ 11.85
7.16	MLA/MPA Travel	41.50
9.03	Music Cataloging Bulletin	139.31

b. The Finance Committee motion recommending that the board approve an amendment to the Technical Reports Series budget adding a line for photocopying carried unanimously. MOTION

c. The Finance Committee motion was approved unanimously recommending that the board set the following prices for the Cumulated Cataloging Decisions, scheduled for publication in August 1989: \$20 for members, \$24 for non-members. MOTION

d. The Finance Committee motion was approved unanimously recommending that the board set the following prices for the 1985-1989 quinquennial MCB index, scheduled for publication in March 1990: \$18 for members, \$22 for non-members. MOTION

e. A Finance Committee motion was approved unanimously that the board set the following prices for subscriptions to MCB: \$20 domestic, \$25 foreign. MOTION

f. A Finance Committee motion was approved unanimously that the board set the following prices for individual copies of the MLA membership directory: \$3 for members, \$10 for non-members. It was noted that the charge for members would be for copies purchased in addition to the one provided without charge for each member. MOTION

g. A Finance Committee motion was approved unanimously that official MLA representatives to outside organizations be allowed to submit budget requests for full travel, including transportation, lodging, per diem, and registration (if expenses are not supported by other institutions). MOTION

h. Coral moved that the Finance Committee be requested to review annually the specific amount of per diem reimbursement and submit to the board any recommended change; the motion was amended to the effect that this new Finance Committee charge be added to the MLA Handbook. The motion, as amended, was seconded and carried unanimously. MOTION

i. Coral moved that the specific amount of per diem reimbursement be deleted from the handbook, to be replaced by a general statement such as "...an amount as set by the board." The motion was seconded and carried unanimously. MOTION

j. A Finance Committee motion recommending that the board increase the travel per diem to \$30 was approved unanimously. MOTION

k. The Finance Committee moved that the following increases in honoraria be approved, as submitted and amended by the board: MOTION

	1988/89	1989/90
Index series editor	350	500
TR editor	350	500
MCB editor	500	650
NOTES		
Advertising manager	1,500	2,000
Editor	2,000	3,000
Book Review editor	0	300
Music Review editor	0	300
Treasurer	3,500	4,000
Executive Secretary	3,500	4,000
Convention Manager	3,250	3,500
Newsletter editor	500	650
Publicity Officer	500	650
Placement Officer	500	650

The motion carried with one negative vote.

l. Coral moved that an honorarium equal to that of the current editorial assistant be awarded to a second editorial assistant for Notes (expenditures line 9.0612). The motion was seconded and carried unanimously. MOTION

m. For the Finance Committee, Griscom moved that the monetary amounts for the MLA awards remain the same in 1989/1990 as in 1988/1989, and that the board approve these budgetary expenditures for fiscal year 1989/1990. The motion carried unanimously. MOTION

n. The Finance Committee motion that the board approve the proposed 1989/1990 operating budget carried unanimously. MOTION

Griscom will summarize the budgetary process for the newsletter. It was noted that chapter support (expenditures line 11.08) has been increased by \$500. Board members viewed this as a positive indication of MLA's commitment to encourage new programs and activities, on the chapter level as well as nationally.

4. Program.

a. 1990 Tucson.

It was noted that there is a tight deadline (Sept.1, 1989) for submitting the tentative program to the President prior to the fall board meeting. Sommer will alert David Day to this fact. Sommer reported that Dorman Smith's Local Arrangements Committee has met recently, along with Program Committee chair David Day, and that plans are well underway for an excellent conference. Fund raising for the sponsored reception is in process.

In Tucson there is no viable natural setup in place for taping conference sessions. Greatapes will be asked for an estimate; the matter will be on the agenda for the fall board meeting, at which time we will also have access to last year's sales figures. While taping is not considered a part of the convention budget, the costs for taping conference sessions will be discussed in September when the board considers the convention budget in detail.

Among board suggestions concerning the draft of the Tucson program are the following:

- p.1: - The MOUG meeting has been changed from Sunday/Monday to Monday/Tuesday.
- Coral will try to arrange to reschedule the RLG Music Libraries meeting.
- p.2: - A "welcome" session should be scheduled Wednesday 2/21 from 9:00-9:30, preceding the initial plenary session on Thursday 2/22.
- The IAML-US Board Meeting should begin at 9:30.
 - Correct typographical error after Troutman's name, "...Urbana-Champaign".
- p.4: - 9:00 PM, Thursday 2/22: "Committee Chairs and Roundtable Coordinators Reception (closed)".
- p.5: - Add umlaut to Kären Nagy's name.
- p.6: - Because of problems involved with people having lunch, try to reschedule the Bibliographic Control Committee (other possibilities: 1:00-3:00? 2:00-4:00? Possibly switch positions with the Music Cataloging Practices Roundtable). Do not schedule the Bibliographic Control Committee against a plenary session.
- Laura Dankner will contact Anna Thompson concerning the nature of her participation on the Public Libraries Committee; she will then notify Sommer, and pass on information as to any equipment requirements.
- p.7: - Unless notified to the contrary, the board assumes that none of the speakers on the Antiquarian Music Collecting session will be receiving travel or per diem expenses.
- p.8: - Reschedule the Automation Forum, which consists of reports from representatives of all organized user groups as well as presentations by other automated system users. Davis-Millis noted that a closed session may be scheduled afterwards (one possibility: Friday 2/23, 11:00-12:30 for the open session; Saturday 2/24, 9:00 AM for the closed session).
- The two Development Committee subcommittees (Membership and Fund Raising) should not be scheduled against each other.
- p.9: - Several questions and suggestions were received from board members concerning the music therapy session, Saturday 2/24; Sommer will contact Kirby Dilworth for clarification.
- More time is needed for the RISM Joint Committee; try for 1:00-4:00 PM.

Other suggestions: "roundtable" is one word; be sure to include slots for the new roundtables. The Sunday morning after the conference is now open. It was felt that it is best not to schedule anything in this time period except perhaps for ad hoc committee sessions.

Sommer will relay board suggestions to David Day, along with compliments on the content of the program and the hard work of his committee members in organizing it. She will remind Day that his committee may exercise control over programmatic committee sessions, which should be described as such on the program. "Tagging" all sessions is a good idea, e.g., "Roundtable session"; "Committee session"; "Plenary session"; "Special report".

b. 1991 Indianapolis. Martin Silver and Christine Hoffman will visit Indianapolis within the next few weeks. The Program Committee is working hard. An imaginative focus may be expected, including presentations other than typical conference papers.

c. Relation to other parts of MLA. A letter from Cleveland Local Arrangements co-chair Stephen Toombs, to which Sommer has already replied, was shared with the board. Discussion ensued on how communication between the board, convention managers, and those responsible for planning conferences might be improved. The Program and Local Arrangements chairs need to work closely together. The appointment of an assistant convention manager may ultimately facilitate communication. Silver and Hoffman will meet with the board in September for conference budgeting; they will then be responsible for communicating board decisions to Program and Local Arrangements chairs, and for keeping in close touch throughout the planning process.

5. Publications.

a. Newsletter. An outside agency has made a bid to publish the newsletter and (perhaps) handle its mailing. Sommer will ask Jim Farrington to obtain quotes from one or more additional firms. Papakhian will query Henderson as to whether Academic Services might be able to handle this responsibility. The board will hold further discussion on these various options for publishing and distributing the newsletter.

b. Publication awards. In accordance with the recommendation of the Publications Committee, Coral moved that the article award be named for MOTION Richard S. Hill, and the award for the best review in Notes be named for Eva Judd O'Meara. The motion was seconded and carried unanimously.

B. Special Committees.

1. Ad Hoc Committee on the 60th Anniversary.

During the course of several days' board meetings, Sommer played for board members a number of compositions by each of the two top choices of the Ad Hoc Committee on the 60th Anniversary, to facilitate a decision as to which one should receive the MLA commission. Griscom moved that the board accept MOTION the first-choice recommendation of the Ad Hoc Committee. The motion was seconded and carried; if, for some reason, this decision cannot be implemented, the board will be polled regarding further action.

MLA is committed to underwriting commission and copying costs; a decision as to post-concert reception funding cannot yet be considered without further information. Suggestions outlined in Ostrove's report as to possible performers, choice of auditorium, and a meet-the-composer appearance met with an enthusiastic response from the board. Sommer commended Ostrove and her committee for a job well done. Indianapolis program chair Jane Gottlieb will be alerted to any program implications; the Local Arrangements Committee might wish to undertake the responsibility of raising funds for the reception.

2. Bibliographic Control Committee.

Sommer will query committee chair Brad Young as to the nature of Joan Swanekamp's duties as INTERNET representative. Among other changes in committee structure and personnel, Sommer reported that, having completed its specific assignment, the World Music Subcommittee has transformed itself into a roundtable under Laurel Sercombe's leadership.

3. Legislation Committee. The committee has been enlarged. Coral asked Papakhian to send committee chair Neil Ratliff information on proposed legislation to prohibit interlibrary loan of recordings.

4. Reference and Public Service Committee. Sommer shared with the board a letter from committee chair Bonnie Jo Dopp, in which she advocates changing the vocabulary generally used to describe reference work from one utilizing "military" metaphors to one emphasizing "performance". Board members considered this task to fall within the responsibility of a working group, rather than a subcommittee. No official board approval is required, nor is a description needed for the handbook. Sommer will convey the opinions of the board to Dopp, together with the recommendation that such a group be formed within the Reference and Public Service Committee, charged with developing a new approach to the vocabulary of reference work based upon "performance" metaphors, and to present recommendations in an appropriate arena.

5. Administration: Personnel Subcommittee.

Over the course of the board meeting, members studied a recently-received document entitled "Standards for Music Library Support Staff". Comments from board members included the following:

- The idea is sound; a commonly-accepted document of this type could be useful in making a case for appropriate levels of support staff.
- The document does not work as well for large libraries as it does for medium-sized and smaller collections. It should either be revised to better address the needs of larger libraries, or there should be a statement that the document is designed for libraries of up to a certain size.
- Some problems with terminology were noted.
- Table III does not address the matter of how much each of the various types of activities are performed by support staff.
- The introduction does not tell the reader enough for board members to feel comfortable about the document's design.
- The subcommittee should be encouraged to send the document to Technical Reports editor Richard Smiraglia for comment, editorial revision, and to ask Smiraglia whether a revised version might be appropriate for eventual publication as a technical report. The board would like to see a revised version after consultation with Smiraglia has been completed.
- The document should not be described as a "standard", as it is a worksheet in its present form; as such, it does not require board approval. At this time, the introduction to the document should not state or imply board approval.
- The board encourages the development, enhancement, and eventual publication of this document.

VIII. Roundtables.

A. Three new roundtables have been established:

1. American Music (John Druessedow, coordinator)
2. Research in Music Librarianship (Richard Smiraglia, coordinator)
3. World Music (Laurel Sercombe, coordinator)

A coordinator needs to be confirmed for the Social Responsibilities Roundtable.

B. Subsequent discussion centered on the organization and role within the association of roundtables generally. Traditionally, roundtables have been characterized by a somewhat loose and flexible structure, to encourage informal participation and free-for-all discussion. Some roundtables, however, offer formal programmatic sessions. It was reconfirmed that roundtable sessions which are programmatic in content must be developed in conjunction with the Program chair. It was also suggested that roundtables always provide ample time for general discussion at some point during the program slot.

Roundtables are encouraged to develop plenary sessions, in conjunction with the Program Committee. The board discourages the issuing of newsletters by individual roundtables. Rather, roundtables are encouraged to communicate via the general MLA newsletter. Sommer will prepare a statement for the newsletter on the role of roundtables within MLA. Roundtable coordinators are encouraged to keep in touch with the president.

IX. Special Officers.

A. Convention manager. Coral noted that MLA should have a hotel contract in hand by now for Tucson. Martin Silver and Christine Hoffman will meet in the near future. Silver anticipates that it will be difficult to hire library science students to staff exhibit tables in Tucson. Board members expressed the opinion that such jobs do not need to be restricted to library students.

B. Placement. Sommer noted that the bulletin has been coming out regularly.

C. Publicity. MLA exhibit material will be sent to ALA.

X. Representatives, Joint Committees, Projects.

A. Joint Committee on MLA Archives. Sommer noted that Barbara Henry has recently been appointed as chair.

B. MLA/MPA. Davis-Millis noted that over the years MLA has had a favorable impact within music publishing circles. Music librarians can also be effective as listeners. Largely due to the work of this committee, some research libraries (under strict conditions) can now purchase rental scores upon occasion. Harold Diamond will succeed Davis-Millis as MLA coordinator for the MLA/MPA Committee. A point of articulation between MLA and the Major Orchestra Libraries Association has been through this committee.

C. CNLIA. MLA representative Kathleen Haefliger has been appointed to the CNLIA board. A question was raised as to whether the Ad Hoc Committee on Copyright Policy and Implementation still exists.

D. NISO. Coral requested that Geraldine Ostrove be officially designated as the alternate MLA representative. Coral reported that she has recently voted on the common command language which has been under development; NISO is setting up a committee on the proposed standard for thesis submissions; the NISO standard for library statistics is under review. A recent proposal to establish an international standard music number (ISMN) is not acceptable, as presently formulated, to MPA, to the Canadian association of music publishers, or to the international organization. MLA impact is now much stronger within NISO than was the case formerly. Sommer commended Coral for her detailed attention to all of these matters.

E. RILM. Coral outlined recent changes in the international RILM office, including the appointment of Terry Ford as editor. The compilation of information for 1985 is nearing completion. The schedule for the 1986 volume has been announced.

The U.S. office is in good shape financially, and its staff members are getting closer to catching up with "real time". Coral will write an article for the MLA newsletter thanking volunteers for their efforts on behalf of RILM.

F. RISM. Sommer shared a memo from Eugene K. Wolf, chair of the Joint AMS/MLA Committee on RISM, announcing that NEH will fund the libretto project. The Title II-C request is still pending.

XI. New Business.

A. Davis-Millis reported on plans for the upcoming Harvard-sponsored symposium, "Music Librarianship in America" (October 5-7, 1989), funded in part by a grant from CLR. A subcommittee of BAML is functioning as the local arrangements committee. A program will be mailed shortly. Gordon Theil moved that MOTION MLA contribute a set of labels for individual U.S. members of MLA to the organizers of the Harvard symposium on "Music Librarianship in America". The motion was seconded and approved, with one abstention. Papakhian will ask Jim Henderson to send a set of labels to Millard Irion (local arrangements chair) as soon as possible. Davis-Millis thanked the board for this contribution.

B. The MLA fall board meeting will be held in New Orleans on Friday, September 22 [2:00-10:30 PM], Saturday, September 23 [9:00 AM - 5:00 PM] and Sunday, September 24 [9:00 AM - 12:00 noon]. (Finance Committee Thursday, September 21 [3:00-10:00 PM] and Friday, September 22 [9:00 AM - 12:00 noon]).

Accommodations:

Park View Guest House
7004 St. Charles Avenue
New Orleans, LA 70118
(504) 861-7564

The board's appreciation was expressed to Griscom and to the University of Louisville for their hospitality and for the use of library facilities. Griscom proposed a motion to adjourn. The motion carried unanimously, MOTION -- submitted by Jean Geil, Recording Secretary

Appendix 1. New Policies Approved by the Board

1. Any reference to fiscal years is to be described by mentioning both years, separated by a slash. [II.6]
2. As a general rule, roundtables are discouraged from issuing separate newsletters [VIII.B]

Appendix 2. List of Actions to be Taken

<u>Action</u>	<u>By whom</u>	<u>By when</u>
1. Clarify question as to potential correction to March, 1989 minutes [I]	Coral	Whenever appropriate
2. Clarify Oxford University Press matter, make inquiries as to AMS Press royalties [II.4-5]	Vellucci	Sometime
3. Submit outstanding bills for 1988/89 [II.7]	Everyone	Immediately
4. List in newsletter items available from the executive secretary's office [III.1,7.b,etc.]	Papakhian	Whenever appropriate
5. Submit to Papakhian any changes to Admin. Structure & Calendar [III.2-3]	Everyone	Immediately
6. Send camera-ready copy for Admin. Structure and Calendar, plus mailing labels, to Geil for distribution with June minutes [III.2-3]	Papakhian	July 1, 1989 or shortly thereafter

<u>Action</u>	<u>By whom</u>	<u>By when</u>
7. Ask Acad. Services to send list of lapsed memberships to Sommer [III.4]	Papakhian	Soon
8. Contact lapsed members [III.4]	Sommer	Soon
9. Arrangements for staffing membership area of registration table, Tucson. [III.5]	Board, D. Smith	Fall board meeting & thereafter
10. Contact chapters concerning various matters [III.5, IV.1]	Coral	Whenever appropriate
11. ALANET, BITNET decisions [III.6]	Papakhian, Vellucci	Whenever appropriate
12. Copyright application [III.7.e]	Papakhian	Sometime
13. Handbook corrections to Walker [VI]	Board	Immediately
14. Handbook distribution decision & mailing [III.9]	Papakhian, Walker	Whenever appropriate
15. Further contact with M. Cloonan concerning ALA music preservation session [V.3]	Sommer	As necessary
16. Contact G. Ostrove concerning board opinions & decisions re Devel. Comm. & 60th Anniv. commission [VII.A.1, VII.B.1]	Sommer	Whenever appropriate
17. Develop ideas for MLA fund raising brochure [VII.A.1.3]	Devel./ Fund Raising	Feb. board meeting
18. Revise & redesign existing MLA brochures [VII.A.1.5]	Devel./ Membership	Fall board meeting
19. Notify N. England as to board comments concerning workshops [VII.A.2.a]	Sommer	Whenever appropriate
20. Relay board comments as to 1990 workshop to J. Cassaro [VII.A.2.b]	Sommer	Whenever appropriate
21. Contact Martin Silver concerning various matters [VII.A.2.c, IX.A]	Sommer	Whenever appropriate
22. Ascertain whether oral history workshop proposal will be forthcoming [VII.A.2.c]	Sommer	Whenever appropriate
23. Handbook changes [VII.A.3.h-i]	Walker	Soon
24. Notify Ochs as to board decision re 2nd editorial asst. [VII.A.3.1]	Sommer	Soon
25. Summarize budgetary process for newsletter [VII.A.3]	Griscom	Whenever appropriate
26. Work out tight deadline matter with Day [VII.A.4.a]	Sommer	Very soon
27. Investigate taping options [VII.A.4.a]	Sommer or Coral	Fall board meeting
28. Relay board comments as to 1990 program to David Day [VII.A.4.a]	Sommer	Very soon
29. Ask Farrington to obtain printing quotes [VII.A.5.a]	Sommer	Whenever appropriate
30. Query Acad. Services concerning possibility of printing newsletter [VII.A.5.a]	Papakhian	Whenever appropriate

<u>Action</u>	<u>By whom</u>	<u>By when</u>
31. Publicity concerning named awards [VII.A.5.b]	Sommer/ C. Olson	Whenever appropriate
32. Alert J. Gottlieb as to program implications of commission [VII.B.1]	Sommer	Whenever appropriate
33. Ask Brad Young as to INTERNET representative [VII.B.2]	Sommer	Whenever appropriate
34. Send information on proposed legislation to N. Ratliff [VII.B.3]	Papakhian	Whenever appropriate
35. Convey opinions of board to Dopp concerning vocabulary proposal [VII.B.4]	Sommer	Whenever appropriate
36. Confirm coordinator for SR Roundtable [VIII]	Sommer	Sometime
37. Prepare statement on roundtables for newsletter [VIII.B]	Sommer	Whenever appropriate
38. Find out if Ad Hoc Committee on Copyright Policy...(CNLIA) still exists [X.C]	Sommer	Sometime
39. If necessary, officially establish Ostrove as NISO alternate [X.D]	Sommer/ Coral	Whenever appropriate
40. Write article for newsletter thanking RILM volunteers [X.E]	Coral	Whenever appropriate
41. Ask Henderson to send mailing labels to Irion [XI.A]	Papakhian	Immediately
42. Arrangements for fall board meeting [XI.B]	Dankner	As necessary