

MUSIC LIBRARY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Vancouver, BC, Canada, 14-16, 20 February, 2005

Monday, 14 February: 9:00 a.m.-6:00 p.m.; Tuesday, 15 February: 9:00 a.m.-7:00 p.m.; Wednesday, 16 February: 8:30 am-12:30 pm.; Sunday, 20 February: 8:30 a.m.-11:30 p.m

Present: Pauline Bayne, Bonna Boettcher, Pamela Bristah, Michael Colby (recording), Laura Dankner (presiding), Richard LeSueur, Renée McBride, Ruthann Boles McTyre, Nancy Nuzzo, Matthew Wise

Incoming Board members: Linda Blair, Amanda Maple

Guests: Annie Thompson, Gordon Rowley (VIII.B); Lois Kuyper-Rushing (IX.F.4)

The meeting was called to order by President Dankner.

I. Approval of Agenda.

It was moved by Ruthann McTyre, seconded by Matthew Wise, and carried unanimously that the agenda be approved as submitted.

Motion

II. Recording Secretary's Report. Michael Colby

Some typos in Appendix II were noted.

It was moved by Richard LeSueur, seconded by Matthew Wise, and carried unanimously that the minutes of the October 8-10, 2004 meeting (St. Louis, Missouri) be approved as corrected.

Motion

The Board recognized Pauline Bayne's birthday in song.

III. Parliamentarian's Report. Richard LeSueur

There was discussion on improving the procedure for posting changes to the Administrative Handbook. Matthew Wise proposed the following method:

The Board approves changes, in concept if not in final wording, at its meeting. Within two weeks, working with the draft minutes, the Parliamentarian revises the text and checks for possible conflicts with other sections of the Handbook and distributes the text to the Board via its electronic list. The Board has one week to discuss and finalize the text. Next, the final text is submitted for posting by the Web Site Editor and the changes are announced to all who need to be informed by posting to MLA-L and by a targeted e-mailing by the President.

Nancy will work out the timing for posting to the web with the Web Site Editor. The Board agreed to try out this new procedure. Thanks were offered to Matthew Wise for thinking through this process.

IV. Treasurer/Executive Secretary's Report. Nancy Nuzzo

Notes on 2004/05 3rd quarter-to-date budget

Income:

Dues are at \$134,087.00 or 93.5% of budget. At this time last year, they were at \$110,412 or 94.08% (keep in mind that we had a dues increase this year, so it is more useful to compare the percentage rather than the dollar amount). Dues income is lower than budgeted in every category except Associate. Sales are at \$67,596.68 or 53.65%. Last year at this time, they were at \$72,425 or 66%. The figure is low mainly because of Notes royalties that have not come in yet. Notes royalties are at \$862.76 or 2% of budget. We can expect the bulk of the royalties and half of the advertising income to come in the spring. MCB subscriptions are at 106.53% and more renewals might come in. Notes subscriptions are at 97.87% and probably will not increase much for the rest of the year.

Total income is at \$300,593.80 or 77.99% of budget. Last year at this time we were at \$300,008 or 80% of budget.

Expenses:

- 10.0 Meeting expenses will come in after the meeting.
- 11.0 Miscellaneous expenses are on track
- 12.0 Awards expenses will be lower by \$1,250 because no Gerboth Award was made and the Freeman grants were under budget.
- 6.018 Business office photocopying is way out of whack—could be that some of the charges should be made to other lines, such as Membership Mailings.
- 6.019 Audit was much more than expected, even according to the auditors, whose confirmation letter estimated fees of \$11,550-\$15,500. This is cause for concern.
- 9.0385 MCB maintenance is higher than budgeted, possibly due to a misunderstanding of an estimate during the budgeting process.
- 9.091 Membership Handbook is in the works.

Contributions:

Contributions so far this year total \$4,132. No deposits have been made to the investment accounts.

Investment Accounts

At the end of the second quarter, MLA's investment accounts totaled \$699,595.03, a gain of \$50,394.78 for the quarter and \$42,244.20 for the fiscal year.

Membership

As of February 1, MLA has 1731 members and subscribers. Compared to a year ago, we have 9 fewer individual members, 8 fewer sustaining members, 6 more associate members, the same number of corporate patrons and members, and 11 more student members. We have 12 fewer institutional members and 5 more subscribers.

Sales

In calendar year 2004, MLA sold 495 units in the Basic Manual Series, 511 units in the Index and Bibliography Series, 453 units in the Technical Reports Series, and 22 units of occasional publications. Four new titles were published: two in the Basic Manual Series and one each in the Technical Reports and Index and Bibliography series.

Other

Contributions are being acknowledged on a monthly basis.
 The tax return for 2003/04 and 1099 forms for calendar year 2004 were filed.
 The audit was expensive.
 The Indiana University deposit account was closed, generating a refund of \$223.27. Nuzzo expressed her appreciation to Ralph Papakhian for shepherding this process.

A-R

The relationship with A-R is working well. The ballot and convention mailings went off without a hitch. More work needs to be done to smooth out the convention program printing process.

Matt has started to maintain a call log as part of the MLA database. This records the name of the caller, how the call was received (voice or voicemail), and the action taken.

Pat Wall and Kris Noeldner met with Associated Bank to discuss options for higher yielding vehicles for the Mellon money. Those funds have now been invested in certificates of deposit with a ladder of certificate maturities to coincide with the needs for making payments to the James Adrian Music Corp. All deposits are insured through FDIC through the Certificate of Deposit Registry Program. As a result of this move, the yield on the Mellon funds will be greater and we will fulfill one of the grant requirements. Nuzzo expressed her thanks to Pat and Kris for taking care of this.

V. Vice President/President Elect's Report. Bonna Boettcher

Bonna Boettcher reported that she had attended the Ontario/New York State Chapter meeting, which celebrated the 100th anniversary of the Sibley Music Library. The chapter noted that it currently has no members from Ontario.

Chapter reports were received and the process went relatively smoothly. Boettcher has been organizing the chapter breakfast to be held at this meeting, which will include chapter chairs, newsletter editors and web editors.

She has been working closely with Laura Dankner on the transition of power. She shipped two boxes of historical presidential files to the archives.

Bonna has been communicating with Jim Zychowicz about possible uses of the secure server, such as posting Board documents. Some uses, such as an online ballot, could have fiscal implications.

Flowers were sent to Lenore Coral from the Board as she was unable to attend this conference.

VI. President's Report. Laura Dankner.

President Dankner reported on committee appointments. Progress was made on finding members for the Resource Sharing and Collection Development committee's Task Force for American Music Archives, headed by John Bewley. The RSCD's Music Resources for Libraries Task Force has issued a survey and is progressing nicely. Other appointments include Holling Smith-Borne as chair of Education, Michael Rogan to chair the Membership Committee, Administration will be chaired by Paula Elliot and Paul Cary was appointed chair of the Reference and Public Services Committee. Gratitude was expressed to Kathy Glennan, serving as temporary chair of the Bibliographic Control Committee and Mary Wallace Davidson, who has stepped in as temporary chair of the Legislation Committee during the Vancouver meeting, since the usual chairs were unable to attend. Nancy Nuzzo asked about the status of the Ad Hoc Committee on Reference Works in Music Standards; Bonna Boettcher will explore this.

Of the seven roundtables that came up for renewal this year, five were renewed (American Music, Bibliography, Black Music, Conservatories and Jewish Music). The Composer and Performers and Contemporary Music roundtables did not receive the necessary letters of support. The Archives, Organ Music and Sheet Music roundtables, which had been on hiatus, will be reinstated. Dankner would like a closer look taken at the roundtables, not being convinced that we have the most logical way of ensuring a balance between new initiatives and tired older roundtables with a small but devoted coterie of members. While devotion to any MLA endeavor is good, are roundtables primary to our Association or to the meeting structure?

Dankner went on to express some thoughts she has had, which are solely her own and not necessarily indicative of the Board's opinion. (1) She would like future Boards to consider the very real problems she experienced in filling some key committee appointments. As music librarians have fewer opportunities to specialize, being forced to take on more and more non-music-related duties within their institutions--or, in some cases, simply get more and more duties added to their existing jobs (music or other)--it will be increasingly difficult to locate people with the energy, enthusiasm and efficiency to fill our various posts. (2) She would like the board to consider using the allowable interest from the MLA Fund to relieve pressure on the budget and possibly to allocate more funding for outreach for the President and other Board members to attend meetings such as CMS, AMS, ALS, etc. (It was noted that nothing prevents the President from simultaneously serving as the liaison to ALA.) (3) Dankner shared her concern that many of our awards--with the exception of the Freeman Travel Grant, the citation and the special achievement awards--go to support publication and research (not even going to our members, with few exceptions) and not to support the rank and file of our membership, such as to subsidize travel to our annual meetings. Public librarians are a category in special need of our support.

Dankner concluded by expressing her pride in having served as President and expressed confidence that Bonna Boettcher will be an outstanding President. She and Bonna have worked together very well and she feels that Bonna has a pretty good idea of what lies ahead.

VII. Editors' Reports.

A. Basic Manual Series.

The Board reviewed the report submitted by Jean Morrow.

Jean Morrow was thanked for her report.

B. Copyright Web Site.

The Board reviewed the report submitted by Brian Cockburn.

The Board discussed Brian's query about "official" guidelines from MLA on copyright issues. Bonna Boettcher commented that it would not be possible to offer hard and fast guidance on many "fuzzy" issues. It was suggested that Brian could work with the Legislation Committee about writing statements on some areas of concern.

Thanks were extended to Brian Cockburn for his work.

C. Index and Bibliography Series.

The Board reviewed the report submitted by Mark Palkovic.

Dankner thanked Mark Palkovic for his report.

D. Music Cataloging Bulletin.

The Board reviewed the report submitted by Mickey Koth.

The Board discussed Mickey's concern about indicating revisions. While the Board shared her concerns, it seemed that any change could be complicated and would require more effort on the part of A-R and preferred that no change be made at this time. The Board responded to her query about continuing as editor, noting that there are no time limits in effect for editors.

Mickey Koth was thanked for her report. The Board is pleased with her work and is happy that she wishes to continue in this role.

E. Newsletter. Stephen Mantz

The Board reviewed the report submitted by Stephen Mantz.

The question of pdf and html versions of the *Newsletter* was discussed. The idea of a continually revised news blog, which has been raised in previous Board meetings, was discussed again. It was noted that while this would increase timeliness, the stability of the issue format would be lost. It was also noted that both formats could co-exist. Since Stephen's tenure as editor is near its end, it was decided to leave the consideration of changes to his successor and that the possibility of revamping be mentioned in the position description. For now, the Board would like Stephen to continue with the pdf version.

Dankner thanked Stephen Mantz for his thoughtful and diligent work.

F. Notes.

The Board reviewed the report submitted by Jim Cassaro.

The Board applauds Jim's decisions to rethink the AMS reception and encourages him to explore his other ideas for acknowledging contributors. In discussing Jim's request for other names of other MLA members to feature in the anniversary year, Otto Kinkeldey, Suki Sommer, Don Krummel and Ralph Papakhian were suggested.

It was noted that funding for the *Notes* luncheon needs to be moved back from the meeting budget to the *Notes* section of the operating budget.

Dankner thanked Jim Cassaro for his work and noted that his is doing a very fine job as *Notes* editor.

G. Technical Reports.

The Board reviewed the report submitted by Steve Wright.

Dankner thanked Steve Wright for his thoughtful work.

H. Web.

The Board reviewed the report submitted by Amy Dankowski.

The Board examined Amy's new ideas for the web site. Several comments were made. It was thought that the section on "Useful Resources" could require a great deal of maintenance. It might work better as a joint undertaking with a RAPS subcommittee. It was noted that making links to online articles could be problematic when subscriptions are involved. Some of the changes could be phased in; it might be more manageable not to implement all the new sections at once. Some of the suggested changes may need to be developed with MLA committees.

The Board was pleased with Amy's suggestions for the revamping of the web site. There was concern that the copyright page might get buried. It is so popular it should remain on the first page. It was recommended that the order in which items are presented on the web page follow the order found in the Administrative Structure (e.g. Committees should be listed before Roundtables). Will links be made to the secure site for *Notes* and *MCB*? Much of the "Members and Subscribers" matter might fit better under "Inside MLA." The Bradley Award was not found in the Awards section. The archives folder could be moved under "Other Resources". Pauline Bayne suggested that there should be an easy and obvious way to contact the web editor on the web site. The Chair of the Publications Committee also needs to look at the proposed structure. Nancy Nuzzo will work with Amy on the Board's suggestions. Amy plans to have the new web site by the annual meeting in 2006; Dankner would be happy to see it up sooner.

Bonna Boettcher, Nancy Nuzzo and Laura Dankner met with Amy during the conference. Amy would like to receive a complete file of the Administrative Handbook. Matthew Wise and Richard LeSueur will get it sent to her. Amy was reminded about the time frame for updates and will acknowledge receipt of all updates in the future. Regarding information on the membership of committees, it might be more efficient to have a link to the appropriate section of the Administrative Structure, instead of trying to duplicate this information under the committee sections. Bonna will speak with Amy about this.

Amy Dankowski was thanked for her report.

VIII. Special Officers' Reports.

A. Advertising.

The Board reviewed the report submitted by Susan Dearborn.

Dankner feels that we could be stronger in this area. We realize that the world of print advertising has changed in recent years.

Dankner thanked Susan Dearborn for her report.

B. Convention Manager.

Annie Thompson and Assistant Convention Manager Gordon Rowley met with the Board. Annie had met with the Finance Committee on Monday. It appeared that income from the convention would now be over what had been expected. We did very well with booking of guest rooms, exceeded the block required to avoid charges for meeting rooms. We did not do as well with exhibitors; there were some last-minute cancellations, as well as the loss of some regular exhibitors. Our goals should be met, however, even though currency fluctuations have not been in our favor.

Regarding future meetings, Gordon has been in touch with Mariana Whitmer of the Society for American Music. There was a change in the contact person for SAM and Whitmer is now in that role. SAM has signed a contract with the Pittsburgh hotel. MLA will have no contractual obligation with SAM's room block. Meeting space should be plentiful and the booking of meeting rooms will be shared and coordinated between MLA and SAM.

It was moved by Richard LeSueur, seconded by Ruthann McTyre and approved unanimously to authorize the Convention Managers to begin exploring Chicago, Illinois as a convention site for 2009.

Motion

The Convention Manual should reflect that Local Arrangements Committees are required to have the ability to mount and maintain a web site for the meeting they host. Gordon noted that there is an expectation that the conference web site reflects the most current information available. LACs should be aware of this.

Gordon Rowley suggested that MLA might look into purchasing a data projector, to save recurring rental costs at conferences. Gordon will get the specifications on software for the computers at the Memphis hotel, so presenters can be prepared for the equipment they will be using. For this conference, A-R shipped materials directly to the Local Arrangements Committee instead of to the hotel and this worked quite smoothly. Nancy Nuzzo noted that A-R is getting better organized in their role with the meeting. She reported that Pat Wall had raised the question of the handling of money by the local arrangements committees; this does not appear in the official operating or convention budgets. It is probably too late to change this for Memphis, but we should explore changing this for the Pittsburgh, especially as it has the complication of being a joint meeting. Bonna Boettcher will query SAM about their letter of intent on the meeting with MLA.

Dankner thanked the Convention Managers for their diligent work.

C. Placement Officer.

The Board reviewed the report submitted by Jennifer Ottervik.

Dankner thanked Jennifer Ottervik for her report.

D. Publicity Officer.

The Board reviewed the report submitted by Ken Calkins.

Dankner thanked Ken Calkins for his report.

E. Management Services.

The Board reviewed the report submitted by Jim Zychowicz.

Jim Zychowicz was thanked for his report.

IX. Reports of Standing Committees.

A. Development/Marketing.

The Board reviewed the report submitted by Allie Goudy and Leslie Bennett.

The Development Committee is looking to the Board for direction. Bonna Boettcher floated the idea of a campaign to "endow the endowments." The membership needs to be made aware that the awards are not fully funded by the interest from the investment funds. A target amount would need to be determined by finding how much is needed in each awards fund in order for them to be sustainable by their earnings. Matthew Wise pointed out that matching funds have been very effective for fundraising in the past. Bonna noted that RILM needs to be included in an umbrella campaign for MLA. Pam Bristah reminded the Board that supporting online connections at meetings has been identified as a fundraising issue in previous meetings. The Convention Managers are researching the cost for this for the Memphis meeting. All of these ideas could fit under the umbrella of "endowing the endowments." Pam noted that dollar amounts for the campaign need to be established and that Allie needs this information by June. Nancy Nuzzo did some research and found that most universities utilize between 4.5 and 4.7 percent per year of the average market value over three years. This allows for expenditures in years in which there is no income. Nancy will do further research on this formula.

Allie Goudy saw no problem in approaching the same donors who gave to commissioning the 75th anniversary composition for other campaigns. Allie would like numbers for the goal of the campaign before the next Board meeting. Allie also advised the board that donors prefer to give money when they can see how it will be utilized. One example MLA could use is the "Live at 75" idea to fund internet connections at the conference.

Dankner announced that she has appointed Laura Gayle Green chair of the Marketing Subcommittee. The Board abandoned the idea of a commemorative item for long-standing members at Memphis, due to the cost. The Board discussed the question of where to house the inventory for the MLA Shop; it has been passed among committee members. Nancy Nuzzo suggested that we check with A-R about housing the shop and selling items. Nancy also shared the recently distributed results of the Subcommittee's survey about MLA Shop items. After a conversation with Allie, we learned that Lee Richardson is willing to continue housing MLA Shop items.

The idea was raised that the organization may wish to consider creating the position of Development Officer.

The Board expressed its gratitude to Allie Goudy. Leslie Bennett will be stepping down from chairing the Marketing Subcommittee and she was thanked for all she has done for us in recent years.

B. Education.

The Board reviewed the report submitted by Deborah Pierce.

Support for the continuing education workshops was expressed. These workshops are a source of revenue for the Association. Regarding the distance learning courses mentioned in the report, the Board would need to be kept closely involved with their development. The Board expressed its gratitude to Renée McBride and Ruthann McTyre for their work on the Hot Topics session at this conference. Bonna will ask incoming chair Holling Smith-Borne to discuss the Education Committee's taking responsibility for Hot Topics with other committee members.

Deborah Pierce was thanked for her report.

C. Finance.

Pauline Bayne reported on the Finance Committee meeting held on Monday. The committee heard reports from the Treasurer/Executive Secretary and the Convention Managers. At that point, it appeared to the Convention Managers that this meeting might break even. The fiscal performance of the meeting could affect budgetary recommendations. It was noted that committees appear to be unable to project their expenses, especially as related to the convention. It was suggested that convention handouts might be mounted on the convention web site, for distribution both before and after the meeting. This could reduce the need for and expense of photocopying.

The committee presented its recommendation for awards and discretionary funding. It was noted that the awards amounts were the same as last year, except for slight reductions in the amounts of the Gerboth and Special Achievement awards. The recommendation for *Notes* discretionary funding was derived from 20% of the earnings of the *Notes* endowment fund.

It was moved by Renée McBride, seconded by Richard LeSueur and unanimously approved that the recommendation of the Finance Committee that award and discretionary funding levels for the FY 2005-2006 are as follows:

Motion

Duckles	\$ 500
Hill	\$ 250
O'Meara	\$ 100
Bradley	\$1,000
Epstein	\$2,000
Gerboth	\$ 750 (unless pre-1990 Board minutes contain requirements for a higher award)
Freeman	\$1,750
Special Achievement	\$ 350
Notes Editor discretionary funding	\$ 500

It was moved by Richard LeSueur, seconded and unanimously approved to accept the recommendation of the Finance Committee that there be no dues increases for FY 2005-2006. Motion

The following motion was to make the current trial structure of the Investments Subcommittee permanent.

It was moved by Richard LeSueur, seconded and unanimously approved to accept the recommendation of the Finance Committee that the structure of the Investment Subcommittee in the Administrative Handbook, section V.H.4.D., be changed to the following: Motion

The Investment Subcommittee is composed of seven members including all five members of the Finance Committee (President, Vice-President/President-Elect/Past President, Fiscal Officer, Assistant Fiscal Officer, and Treasurer/Executive Secretary) as voting members of the Subcommittee except for the Treasurer/Executive Secretary, who shall be a non-voting member. The Assistant Fiscal Officer shall serve as the coordinator of the Investment Subcommittee. Two MLA members will be appointed by the President. The two appointed members shall serve staggered two-year terms. The two appointed MLA members shall be voting members of the Subcommittee.

The Finance Committee believes that investment policies do not belong in the Administrative Handbook, but in the Fiscal Policies Handbook, where they are currently found. It was moved by Renée McBride, seconded and unanimously approved to accept the recommendation of the Finance Committee that the section V.H.4.d.(1), Investment Policies, be struck from the Administrative Handbook. Motion

Hertzbach and Associates had provided a written estimate of \$11,000-15,000 for the FY 2003-2004 audit, but their actual charges came to \$22,383. The Finance Committee will either set up cost controls with Hertzbach and Associates or seek a new accounting company to conduct our audit.

D. Membership.

The Board reviewed the report submitted by Sarah Dorsey.

The Board is confident that the Membership Committee will make the right decision regarding whom to include in the list of long time members. The Board does not support producing a commemorative item for long-term members.

Bonna Boettcher met with the Membership Committee at this conference. The question arose as to what the focus of the Recruitment and Retention Task Force is. Perhaps a scholarship for underrepresented populations could be its goal. Another question arose as to why the Outreach and Library School Liaison subcommittees are under the Education Committee; Membership might be a better fit. Holling Smith-Borne, the incoming chair of the Education Committee will be encouraged to consider these questions regarding the charge and structure of the committee.

Dankner thanked Sarah Dorsey for her years of service chairing the committee.

E. Nominating.

Pauline Bayne has been appointed chair of the Nominating Committee, which has not yet been constituted. Two people have been identified as possible appointees. A diverse membership will be attempted. Pauline has received useful information from the previous chair, Ginny Danielson.

Pauline needs the most recent version of the Activities Roster. Matthew Wise and Bonna Boettcher noted that they still await an update as well.

F. Program Related.

1. 2005 Vancouver Program.

The Board reviewed the report submitted by Patricia Stroh.

Ruthann McTyre reported that the Hot Topics session went extremely well.

There was enthusiasm on the part of the membership for continuing this forum at future meetings. Bonna

Boettcher reported that the merged chapter chairs and officers breakfast was a success. She noted that there is a need for greater awareness between the various committees as to their various charges and activities. This might be achieved by means of a committee chairs blog or listserver.

Dankner sincerely thanked Patricia Stroh.

2. 2005 Local Arrangements Committee.

The Board reviewed the report submitted by Terry Horner and Kirsten Walsh. Dankner sincerely thanked Terry Horner and Kirsten Walsh for their

extraordinary efforts

3. Ad Hoc Committee, 75th Anniversary (Memphis, 2006)

The Board reviewed the report submitted by Roberta Chodacki Ford.

Dankner shared with the Board the press release on the Augusta Read Thomas commissioned work. Roberta will need to be informed that the Board is not in favor of funding commemorative items for long-term members. Dankner expressed her enthusiasm for Neil Hughes' ideas for SFEs (Small, Flashy Events) at the meeting. She also hopes to see some progress made on the oral history plenary.

Dankner thanked Roberta Chodacki Ford and the committee for their diligence, energy and ideas.

4. 2006 Memphis, program.

Lois Kuyper-Rushing met with the Board.

There was considerable discussion with Lois and the Board regarding the program proposal process and the goal of streamlining the meeting, while keeping it vital, rewarding and interesting. A timeline that resulted in a preliminary program ready for presentation to the Board at its June meeting would be extremely tight. The Program Committee will need to solicit, receive and evaluate the proposals, as well as identify possibilities for collaborative sessions. The Board agreed that the Program Committee should be given more authority for designing the program; hence its need to micromanage should be reduced. Consequently, it was decided that the Board need not see the preliminary program until its Fall meeting. Given that, the Program Committee will devise a timeline for submissions.

Lois reported that there will be a web-based form for program submissions. The Program Committee will be able to access the proposals on a secure web site. It was not possible to say at this point whether live internet connections will be available. It was noted that all equipment requests will require justification; "just-in-case" will not be an acceptable justification. The committee is still developing its set of criteria for evaluating the proposals. The goal is to streamline the program while achieving a quality program and all proposals--be they from committees, roundtables or for plenary sessions--will undergo the evaluation process. A block scheduling approach will be considered by the committee.

Lois mentioned that the committee is looking at creating a themed program. Two possible themes have arisen: the future of our profession and forging alliances. There is the danger of themes being forced. Patricia Stroh had advised Lois that themes might be identified in the post-proposal process.

Lois reported that the committee is not very far along in outlining plenary sessions. A question arose as to the funding of speakers; it was noted that honoraria for speakers is rather rare and, in any case, limited to \$150. The composer and conductor of the commissioned work (Augusta Read Thomas and David Loebel) could be featured on a plenary. Thomas could also be featured in a question and answer session, perhaps hosted by a roundtable or collaboration of roundtables (American Music and Women in Music is a possibility). It was noted that a local music session should not be considered a requirement, but the Board would not be opposed if an interesting one emerged.

It was pointed out that, while some members may be unhappy with the changes being introduced into the program process, the impetus for change came from the membership, in the survey and town meetings.

Lois Kuyper-Rushing was thanked for her report.

5. 2006 Memphis LAC and fund-raising.

The Board reviewed the reports submitted by Anna Neal and Laurel Whisler.

The Board found the proposed tours to be interesting. It appears that fund raising is off to a good start. It was reiterated that the LAC may approach MLA members for donations to the commission and to LAC fundraising as long as this is coordinated with the Development Committee.

The LAC's concerns about the lack of fundraising information in the Convention Manual were acknowledged. The Convention Managers are working on including more information in the next version.

Dankner expressed her thanks to Laurel Whisler for her hard work.

G. Publications.

The Board reviewed the report submitted by Publication Chair Karen Little.

The committee will discuss the Million Book Project at this meeting. The committee is also working on publicity and advertising concerns. Karen Little met with representatives of Scarecrow Press at this meeting. Scarecrow is interested in extending MLA's contract to include adding the Solider Creek Press series. Jay Weitz is the current editor of this series. Some Board members expressed concern about overlap between this series and the MLA Technical Report series. Karen Little will check the terms of the existing contract and the Publications Committee will work with Scarecrow to bring a formal proposal to the Board for its June meeting. Dankner noted that part of the original appeal of working with Scarecrow was its broad outreach and presentation of MLA publications at a wide variety of conferences.

Thanks were extended to Karen Little for her wonderfully concise report and her work.

X. Reports of Special Committees.

A. Administration.

The Board reviewed the report submitted by Robert Acker.

Dankner thanked Robert Acker for his work.

B. Bibliographic Control.

The Board reviewed the report submitted by Nancy Lorimer.

Renée McBride reported that the Working Group on Metadata Standards will be seeking a six-month extensions. That request should come to the Board from the chair of BCC.

Dankner thanked Nancy Lorimer for her report.

C. Legislation.

No report.

D. Preservation.

The Board reviewed the report submitted by Alice Carli.

It was noted that MLA has a representative to NISO. Any communication the committee wishes to make with NISO should be coordinated with him.

Dankner thanked Alice Carli for her report.

E. Public Libraries.

The Board reviewed the report submitted by Stephen Landstreet.

The diminishing numbers of public librarians attending the meeting saddens the Board. It is hoped that the Membership Committee can address this issue. MLA should try to present a session at the Public Library Association meeting.

Stephen Landstreet was thanked for his report.

F. Reference and Public Services.

The Board reviewed the report submitted by Marty Jenkins.

It was moved by Pam Bristah, seconded by Ruthann McTyre and approved unanimously to endorse the "Information Literacy Objectives for Undergraduate Music Students."

Motion

The President is looking forward to seeing how the Information Sharing Subcommittee's blog works. The Board was impressed with the quality of the programs offered by the committee.

Dankner thanked Marty Jenkins for his service on the committee.

G. Resources Sharing and Collection Development.

The Board reviewed the report submitted by Brian Doherty.

It was moved by Bonna Boettcher, seconded by Renée McBride and passed unanimously to reaffirm the approval of the Music Resources for Libraries Task Force survey.

Motion

The Board was not clear on what kind of assistance the Task Force for American Music Archives was requesting. The report states that the task force will not begin work for two or three years, so perhaps it should be disbanded for now. The Board clearly supports a new edition of *Resources of American Music* and looks forward to progress being made on the project. The Board will need a clear charge at its next meeting in order for it to consider the continuation of the task force. Nancy Nuzzo attending the task force's meeting at this conference and reported that its work may take the form of an updated online product. The board looks forward to a full report at its June meeting.

Brian Doherty was thanked for his report.

XI. Joint Committees.

A. AMS, Joint Committee on RISM.

The Board reviewed the report submitted by John Shepard.
Dankner thanked John Shepard for his report.

B. Archives, Joint Committee with the University of Maryland.

No report.

C. MPO/MOLA/MLA.

The Board reviewed the report submitted by George Boziwick.

The Board was pleased to see George Boziwick bring the information literacy standards to the attention of MPO/MOLA.

Dankner thanked George Boziwick for his work.

D. RILM/US Office.

The Board reviewed the report submitted by Dan Zager.

The U.S. RILM Office Long-Range Planning Task Force was concerned that the Board saw their charge as limited to fund raising, hence their concern at being reconstituted under the aegis of the Development Committee. They see strategic planning as part of their focus; part of their concern is the office's relationship with Cornell.

It was moved by Bonna Boettcher, seconded by Renée McBride and approved unanimously to rescind the action taken by the Board at its October 2004 meeting and to reconstitute the U.S. RILM Office Long-Range Planning Task Force as originally established.

Motion

Dankner thanked Dan Zager for his work.

XII. Representatives to Other Organizations.

A. ALA.

The Board reviewed the report submitted by Alan Karass.
Dankner thanked Alan Karass for his report.

B. NISO.

The Board reviewed the report submitted by Mark McKnight.
Dankner thanked Mark McKnight for his report.

XIII. External Liaisons.

A. MOUG.

The Board reviewed the report submitted by Stephen Luttmann.
Dankner thanked Stephen Luttmann for his work.

B. Organizational Liaison Committee.

The Board reviewed the report submitted by Matthew Wise.
Matthew Wise was thanked for his report.

XIV. Old Business.

A. MLA/IAML-US discussion of Jane Gottlieb's letter to the Board.

The Board reviewed Jane Gottlieb's letter regarding its decision on MLA's relationship with IAML-US. At its fall meeting, the Board determined that MLA and IAML-US would remain separate organizations, with cooperation (IAML news will be disseminated in the *MLA Newsletter* and IAML-US will continue to hold a business meeting during the annual MLA meeting.) The Board noted her concern but did not find it necessary to revisit what we discussed and voted on at the previous meeting.

XV. Roundtables

Renée McBride reported from the Roundtable coordinators breakfast. There was a suggestion that information on MLA meetings appear on the web site sooner, to facilitate attracting speakers. Several questions came up relating to the conference: how can roundtables sponsor tours, could a pattern of half of the roundtables meeting at every other conference be utilized, could roundtable presenters bring their own equipment for program sessions, can roundtables expect to always be granted at least a discussion session.

These questions should be made to the Program Committee Chair. Additionally, the Local Arrangements Committee and Convention Manager should be notified regarding any possible tours.

Dankner and the Board expressed their gratitude to Renée McBride for the balance she has achieved in serving both as a liaison from the board to and as an advocate for roundtables.

XVIII. Adjournment

It was noted that the Spring Board meeting will take place June 3-6, 2005 in Middleton, Wisconsin.

It was moved by Richard LeSueur, seconded by Matthew Wise, and carried unanimously carried to adjourn the meeting at 10:35 a.m.

Motion

Respectfully submitted by Michael Colby, Recording Secretary.

Appendix I. Policies adopted by the Board.

1. Investment Subcommittee of the Finance Committee restructured. (IX.C)
2. Investment policies removed from the Administrative Handbook. (IX.C)
3. Information Literacy Objectives for Undergraduate Music Students approved. (X.F)
4. US-RILM Office Long-Range Planning Task Force reconstituted as originally established. (XI.D)