

MUSIC LIBRARY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Middleton, WI, May 23-25, 2006

Tuesday, 23 May: 8:30 am-12:30 pm; Wednesday, 24 May: 8:30 am-6:30 pm; Thursday, 25 May: 8:30-11:30 am

Present: Linda Blair, Bonna Boettcher (presiding), Paul Cauthen, David Gilbert, Rebecca Litmann, Karen Little (recording), Amanda Maple, Jean Morrow, Nancy Nuzzo, Brad Short, Philip Vandermeer

Guests: Paula Hickner, Gordon Rowley, Annie Thompson (VIII.D)

The meeting was called to order by President Boettcher.

I. Approval of Agenda.

Bonna Boettcher added a report on the status of the Mellon grant under Old Business (XIV), under New Business added a discussion of the Library of Congress series authority decision (XV.D.), and added a proposal from Jim Cassaro regarding proposed advertising rates increases (VII.G.1.).

It was moved by Phil Vandermeer, seconded by Rebecca Litmann, and carried unanimously that the agenda be approved as amended.

II. Recording Secretary's Report. Karen Little

A small number of typographic, punctuation and one spelling error were noted.

It was moved by Linda Blair, seconded by Paul Cauthen, and carried unanimously that the minutes be approved as corrected.

III. Parliamentarian's Report. Paul Cauthen

Paul Cauthen introduced two possible changes to the membership classes in the Bylaws. The LIFE membership category has not been offered for some years and only one current member holds a membership in this category. After discussion it was decided to retain the category as it stands in the Bylaws in part to allow for its use in the future, if desired. The second consideration was the addition of a membership category for paraprofessionals. Paul will draft wording for the Fall ballot for this change with an accompanying explanation for the change.

Paul also brought to the board a request to make changes in the Administrative Handbook to reflect the current responsibility of Assistant Parliamentarian as coordinator of Organizational Liaisons.

It was moved by Phil Vandermeer and seconded by Amanda Maple to approve the changes to allow for the Administrative Handbook to be updated to reflect that the Assistant Parliamentarian serves in the role of coordinator of Organizational Liaisons. The motion was unanimously approved.

Boettcher thanked Paul Cauthen for his report and service as Parliamentarian.

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

A. Budget

Income

Overall income is at \$419,171.02. This is 102.06% of the budgeted amount.

- Dues income was slightly under budget by \$1,980.00.
 - The greatest shortfalls were in Institutional Members and Corporate Patrons. Income for Individual Members and Sustaining Members was over budget.
- Sales income is over budget by \$1,397.54. Add to that another \$5,556.25 for a ProQuest royalty check that has arrived but hasn't been booked. Also expected are Scarecrow royalties.
 - Notes subscription income is under budget by \$4,040.40. Advertising income for the June issue will come in shortly. Notice that the negative income line no. for the Ad Manager honorarium no longer appears here. Notes royalty income is above budget by \$21,984.30, largely because of remarkable Project Muse royalties. A combination of high use and a revised pricing structure may have contributed to the startling increase in revenue.

- Mailing list income is way under budget, a precipitous drop from fairly steady figures in previous years. We may take in another \$500.00 - \$1K this fiscal year.
- Non-Notes royalties are under because we have not yet received the Scarecrow royalty check.
- Meeting income is over budget by \$8,224.40.
 - For more detail on contributions, see the LAC report. For Pittsburgh, all contributions will go through the Business Office accounting system.
 - There were a lot of registration refunds this year.
- Other
 - Placement refund is for a refund to an institution that didn't realize that the service is free and paid for a subscription last year.
 - MLA Shop was wildly successful.
 - Interest income is higher because we have maintained more in our accounts.
 - Miscellaneous income: the \$3000 is what we will realize from the Mellon grant administrative fee after we pay the principal investigator's honorarium.

Expenses

Overall expenses are at \$340,600.33 or 79.16% of budget, with 6 weeks to go in the fiscal year. Bills to come: Membership Services bills for May and June, including the renewal mailing costs; final bill for June issue of Notes; Notes honoraria; travel for this board meeting.

- Convention expenses came in under budget by \$19,641.32
- Miscellaneous expenses are over; mostly because of where a payment for the 75th commission is booked—should be under Convention LAC. Bank and credit card fees will probably go over. These fees include the cost of credit card transactions, the annual fees for our corporate American Express cards, and bank service fees.
- Headquarters Functions expenses are on track, as are most of the other Management Services lines.
- Program and Other Member Services expenses are under.
- Publications are on track.

Other income

MLA has received donations totaling \$21,483.50 so far this fiscal year; this figure includes \$10,000.00 received from the estate of Lenore Coral. We can hope for another \$2-3K in donations to come in with membership renewals.

B. Investment Accounts

MLA's investment accounts showed a gain of \$30,484.23 in the 3rd quarter. Gains for the fiscal year so far are \$67,884.38. Both figures reflect the deposit of \$10,000.00 to the Fidelity PR account.

C. Membership

Membership figures for 2005-6:

Individual members:	639
Associate:	9
Sustaining:	61
Retired:	109
Student:	95
Honorary:	16
Life:	1
Corporate Member:	8
Corporate Patron:	10
Institutional:	343
Notes subscriber:	400
MCB subscriber:	303

D. Sales and Inventory

Sales for the first quarter of calendar year 2006 are reported on the Scarecrow report. 340 volumes were sold for income of \$12,095.00. As mentioned earlier, royalties for 2005 sales have not yet been received.

E. Other

Membership renewal mailing was sent
Transition is under way. Division of labor:

Nancy:

2005-6 bills
Audit
2005-6 budget reports
Acknowledgement of 2005-6 donations up to \$99
Contributor list for 2007 membership handbook
Notes vol. 62 copyright deposit
August membership renewal reminder

Brad:

2006-7 bills
2006-7 budget reports
Acknowledgement of 2006-7 donations up to \$99
Administrative Structure
Membership handbook editing
Ballot mailing and election tally
Convention mailing

Application for sales tax exemption in PA was filed. The form was very long and there were a lot of required attachments. Now that the exhibitor fees are being set earlier, the process of applying for sales tax exemption should be started earlier. Nuzzo will adjust the calendar.

V. Vice President/President-Elect's Report. Philip Vandermeer

Vandermeer reported that his whirlwind apprenticeship as VP of MLA had been well facilitated by former VP Laura Dankner and President Bonna Boettcher. Thanks to both for their time and efforts.

Due to the generosity of his UL Sarah Michalek, Vandermeer was able to attend the early and late board meetings at the MLA meeting in Memphis. He shadowed Dankner in her duties, especially those involving MLA Chapters, and attended such committees such as Finance, Membership, and Development, reacquainting himself with the MLA committee structure. He also substituted for President Boettcher at the meeting of the MLA Joint Archives Committee, a group with which he became very familiar after 13 years of employment at the University of Maryland, home of the MLA Archives.

Since assuming his official duties, following the February business meeting, Vandermeer concentrated on several issues:

- a. Transitioning duties as NOTES Book Review Editor to the newly appointed editor Bob Follet (Peabody Conservatory). He has taken over all current commissioning of reviews. Vandermeer edited the Sept 2006 column (in March) and will edit the December 2006 column (in June), after which Bob will assume all of the duties of the column.
- b. Surveying the chapters to see if Newsletter Editors should be added to the Chapter listserv. After a largely affirmative response, Vandermeer plans to ask for those individuals to be added during the regular revision of the list of names. He will carry this out (with Ralph Papakhian) soon after the May board meeting.
- c. Working on filing and weeding the presidential papers with the aim to send as much of the material as feasible to the MLA Archives. This will be a summer project.
- d. Sending out several e-mail reminders to Chapter Chairs about Chapter Grant Proposals (see below.)

In addition to the above items Vandermeer was invited to attend the Joint Chapter meeting of the Southern California, Northern California, and Pacific Northwest Chapters held in San Francisco and Berkeley April 28-29. He offered congratulations to all those involved in local arrangements and programming this fascinating meeting, including Beverley Stafford and Jason Gibbs.

On Thursday the 28th the group met at the San Francisco Public Library for two sessions on local popular music. Penelope Houston (best known as lead singer of The Avengers, a 70s punk band) talked about using the web for musical entrepreneurship, and Lindsay Hanson from UCLA described her work on music at LA's Wende Museum, an institution devoted to Cold War artifacts from the USSR and East Germany. The afternoon session consisted of fascinating talks by Nan Bostick on Charles N. Daniels, a prominent SF songwriter and publisher of the early 20th century, and Richie Unterberger, a Oakland-based

rock journalist and researcher. In addition, they were treated to a tour of the SF Performing Arts Library and Museum, and a reception at the home of Ray Heigemeir.

On Saturday the 29th the group had a tour of the beautiful and impressive new Berkeley Music Library from John Roberts, in addition to stimulating talks by Cathy Gerhard (on double wind quintets) and Tom Bickley (on the Cardew Choir-including a performance of a piece by Cornelius Cardew). The three chapters had a individual business meetings. Vandermeer chose to attend the Southern California meeting because of their discussion of plans for the 2010 national meeting in San Diego.

Since the chapter meetings, Vandermeer has spent time reviewing all things MLA, trying to remember all of the things he had forgotten since leaving the Board four years ago. He looks forward to the next four years with humility and excited anticipation.

A. Chapter grant applications

Two chapter grants, one from the Northwest Chapter and one from the Southern California Chapter, were discussed. Both grants were to support travel to professional meetings. Discussion took place on how these grant opportunities could complement the Freeman grant offering and how best to expand participation and opportunities for participation in meetings, both by making funds more broadly available and by reducing costs at meetings.

It was moved by Amanda Maple and seconded by Paul Cauthen to approve both chapter grants. The motion was unanimously approved.

VI. President's Report. Bonna Boettcher

The president's office has been busy since the annual meeting. Although there have been some significant issues to address, there also seems to be a never-ending stream of phone calls and e-mails to handle.

Thanks to Michael's quick turnaround with the first draft of the minutes (Boettcher thinks he wanted to get them done quickly so he could hand off the operation to Karen), Boettcher was able to communicate comments and decisions to committee chairs, officers, editors, and others within the first couple of weeks following the meeting.

Comments were followed by the usual round of appointments that follows the annual meeting. Since the meeting, Boettcher has written 51 letters. Appointments include Suzanne Moulton-Gertig, who agreed to chair the 2009/Chicago Program Committee; Diane Steinhaus, whom Phil recruited to chair the 2010/probably San Diego Program Committee; Matt Snyder, who is chairing the Music Archival Materials Working Group; John Anderies, who is chairing the Digital Formats Working Group; Sarah Adams, who will co-chair the US-RILM Office Governing Board with Dan Zager; Tom Caw and Peggy Alexander, who are co-chairing the Jazz and Popular Music RT; and Renee McBride and Abigail Al-Doory, who will coordinate the New Members Forum. (Amanda Maple asked that she be copied on committee chair appointment letters so she can update the committee chairs' listserv. The Board was reminded that the function of the Reports Gatherer is to communicate with Committee Chairs.)

Other correspondence has included acknowledging contributions of \$100 and higher, and sending letters and checks to our publications award winners. Boettcher suggests going back to the schedule of sending the checks out prior to the annual meeting (unless we know that an award winner will be present at the business meeting). It was a bit awkward this year, as the Hill and O'Meara award winners received congratulations from friends in MLA who knew about the awards before Boettcher had new letterhead in hand to write to them and send the checks.

Boettcher received letters of thanks from our Freeman award recipients.

As I reported on Board-L, Boettcher signed the memorandum of agreement with Suby Von Haden for our 2005-06 audit. In addition, she spoke with Dan Wahlberg at Hertzbach to let him know that we were moving to a different firm, for financial reasons and not because of performance issues. She followed up the phone call with a letter requesting that Hertzbach supply requested files and documents when contacted by SVA.

The renewal materials should be going out soon. Boettcher worked with Ruthann McTyre on a letter from both of us, reminding members and subscribers of the anniversary campaign and encouraging contributions.

The program committee continues to chart its course in the new MLA world order. Boettcher has had several e-discussions with Mark McKnight related to honoraria for outside speakers. She thinks there still may be a bit of misunderstanding from some committees and round tables on the idea that their program sessions aren't just a given any longer. For example, one round table wanted to know if they could be assured the honorarium for their speaker before the proposal and review process was complete.

Jim Cassaro seems to have the Pittsburgh LAC working well, and he mentioned that he is in contact with Mariana Whitmer on a regular basis.

Finally, Boettcher has been invited, along with Paula Matthews, to give a presentation at November's NASM meeting. They will be talking about future developments and challenges in music librarianship as they are likely to affect music departments, faculty, future research, etc.

VII. Editors' Reports.

A. Basic Manual Series.

The Board reviewed the report submitted by Jean Morrow.

Jean Morrow was thanked for her report.

B. Basic Music Library

The Board reviewed the report submitted by Daniel Boomhower.

Several Board members suggested that the editors be reminded of the need, throughout the process, to make sure the product is useful to those in small academic libraries as well as public libraries. A number of mechanisms to insure this were suggested such as an advisory committee and/or much communication.

Dan was praised for his thoughtful attention to detail and the careful thought given to his work and report.

C. Copyright Web Site.

The Board reviewed the report submitted by Brian Cockburn.

The Board reiterated its support of changing FAQ to "Topics" and changing the title of the site to "Copyright for Music Librarians and Educators" or to whatever Brian feels appropriate. The Board also reiterated their support of continuing to maintain the site at JMU, at least until the same editing capabilities are available via MLA's web site provider.

Brian Cockburn was thanked for his thorough report.

D. Index and Bibliography Series.

The Board reviewed the report submitted by Mark Palkovic.

The Board mentioned how good it is to see several publications in the pipeline.

Mark Palkovic was thanked for his report.

E. Music Cataloging Bulletin.

The Board reviewed the report submitted by Mickey Koth.

Mickey Koth was thanked for her report.

F. Newsletter.

The Board reviewed the report submitted by Stephen Mantz.

The issue of who should be responsible for the compiling of Annual Reports was discussed. It was agreed that the Newsletter Editor should remain responsible, primarily because of that editor's close relationship with A-R and the need for communicating layout needs with them. David Gilbert, Jean Morrow, and Phil Vandermeer were charged with reviewing the content of the annual report and recommending any changes that might be necessary or desired.

Stephen Mantz was thanked for his report.

G. Notes.

The Board reviewed the report submitted by Jim Cassaro.

The Board discussed the need for an Assistant Editor for Electronic Vendors and agreed to forward any suggestions they might have to Jim. Jim's efforts to reduce costs were applauded.

Jim Cassaro was thanked for his report.

H. Technical Reports.

The Board reviewed the report submitted by Steve Wright.

Steve Wright was thanked for his report.

I. Web Editor.

The Board reviewed the report submitted by Amy Dankowski.

The Board discussed whether or not there was a grand plan to move content of various sorts to the MLA website. Content mentioned were the necrology index, types of compositions document, as well as the copyright website. Various reasons why this isn't always practical were mentioned. Bonna will also ask Amy about the status of the implementation of Survey Monkey.

Amy Dankowski was thanked for her report and her good work.

VIII. Special Officers' Reports.

A. Advertising.

The Board reviewed the report submitted by Wendy Sistrunk.

Wendy Sistrunk was thanked for her report.

B. Convention Manager.

Annie Thompson, Assistant Convention Manager Gordon Rowley and incoming Assistant Convention Manager Paula Hickner met with the Board. The Board reviewed the report submitted by Annie Thompson and Gordon Rowley.

Five properties as possible locations for the San Diego meeting were discussed in some detail as was the expected high cost of a San Diego meeting in general. The Board discussed at length the unique character of San Diego area as a resort/golf community and the membership's willingness to try a meeting venue likewise unique in character. After much discussion and challenging negotiations by Annie regarding room prices and dates at other venues, the decision fell to Paradise Point as the selected location for the 2010 San Diego meeting.

It was moved by Jean Morrow and seconded by Amanda Maple that the Convention Manager pursue contract negotiations with Paradise Point in San Diego for our 2010 Annual Meeting with March meeting dates our first choice followed by February meeting dates. The motion was unanimously approved.

The Board encourages the convention managers to let the Board know how to increase our hotel options in the various hosting cities. It was noted that in recent surveys the membership had sent no clear mandate for the Board and/or Convention Managers to look for less expensive hotels. Bonna will talk to Gordon Rowley and Paula Hickner about when they might have a chance to think about this issue.

Annie Thompson and Gordon Rowley were thanked for their report.

C. Placement Officer.

The Board reviewed the report submitted by Jennifer Ottervik.

The Board responded to Jennifer's concern about the hours the Placement Table is open on Wednesday by noting that she can set whatever hours she sees fit and it can change from meeting to meeting. Better communication with the Membership Committee and Convention Managers was suggested as a way to get her some assistance at the Table from "reduced registration program" attendees. It may also be possible to enlist the help of members of the Membership and Personnel Committees for this task.

It was recommended that consideration be given to melding the New Members Forum (which is usually followed by a dinner experience) and the First-Time Attendees' Reception into a reception of substance such that the dinner experience wasn't needed. This concept should be suggested to Jennifer, Michal Rogan, Renee McBride, and Abby Al-Doory for their consideration. And special thanks to Jennifer for sending thank yous to participating mentors with hopes that this practice would continue.

The Board applauded Jennifer's thoughtfulness regarding the issues of mentoring across the organization, the Placement Officer potentially serving as chair of the Personnel Subcommittee as well as the appropriate placement of the resume review service. In both regards, the Board discussed the need to have good communication between all committee and subcommittee leaders. In this case, the recommendation was for Jennifer to talk with Michael Rogan as chair of the Membership Committee and Sheri Stormes as chair of the Personnel Subcommittee to get their reactions to her thoughts. The Board would appreciate receiving recommendations on all three issues from all parties involved. Phil will work to bring the parties together for such a discussion with Amanda expressing a willingness to assist

It was moved by Phil Vandermeer and seconded by Amanda Maple that the Placement Officer be removed from the Publications Committee. The motion was unanimously approved.

Paul Cauthen will make the appropriate changes to the Administrative Handbook.

The Board agrees that a review of the Placement Officer's charge is appropriate at this time. It is expected that a search committee will be appointed in the Fall to fill the Placement Officer position as Jennifer's term ends at the conclusion of the Pittsburgh meeting.

Jennifer Ottervik was thanked for her report.

D. Publicity Officer.

The Board reviewed the report submitted by Ken Calkins.

Ken Calkins was thanked 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 reports submitted by Ruthann McTyre and Laura Gayle Green.

Several suggested changes to the “Donate Now” button were made and will be passed on to the Development Committee. Those changes were the need to add \$ for clarity, the need to add the possibility of directing money to socially responsible funds, the need for a comments field, a note of apology for not accepting American Express cards, and the need for the donor to receive an e-mail confirmation immediately and automatically. It was also noted that as it is, it is only available to members. It might be advantageous to have it also available to individuals who are not members.

The suggestion of the need for an automatic e-mail acknowledgement of online membership renewals was also discussed. There was limited enthusiasm for marketing through the placement of advertisements.

Ruthann McTyre and Laura Gayle Green were thanked for their reports.

B. Education.

The Board reviewed the report submitted by Holling Smith-Borne.

With regard to the pre-conference and on-site registration, the Board suggested that in the future work be undertaken to develop a clear, straight-forward process that allows for the opportunity for on-site registration rather than eliminating that as a possibility. And if future pre-conference planning groups would like the assistance of A-R with registration, name-tags, folders, etc. that that certainly could be pursued. There is a cost involved for A-R services which might well need to be recovered in registration costs, however, and the planning group needs to be aware of that.

The Board was interested in the continuing education session noted in the report and reminds the Committee that a proposal will need to be submitted for the session when a call for such proposals is made. (It was noted that Bonna should submit a proposal for the Business Meeting to make sure it makes it to the program.)

The Board was pleased with the poster sessions this year and encourages the Committee to pursue having them every year.

Regarding MOUG conference and MLA pre-conference workshop conflicts, the Board suggests that MOUG Board members work with Education Committee members and come up with a list of options and then involve the Convention Managers to work out details.

The Board suggests that the Outreach Subcommittee touch bases with the Public Libraries Committee and for their recruitment and retention efforts that they work with the Membership Committee and overlap with Publicity as necessary. In short, amongst themselves, define areas where collaboration is needed and is possible and work toward the best result. To this end, the Administrative Handbook will be amended to reflect that the Publicity Officer serve as an ex-officio member on the Outreach Subcommittee in order to serve as a conduit between Membership and Education.

The Board notes that if the organization really wants serious and productive outreach efforts that that work will need funding.

Holling Smith-Borne was thanked for his very complete and thoughtful report.

C. Finance/Investments. Linda Blair

Fiscal Officer Linda Blair reported on the meeting of the Finance Committee.

The Board discussed the meeting refund policy, noting that typically, one request is received per year on average. Last year, however, eight requests were received. It was noted that any policy allowing for refunding of registration fees is generous when compared to other professional organizations.

The Board passed unanimously the recommendation of the Finance Committee and the Convention Managers that the Convention, Fiscal, and Administrative manuals include the following refund policy for registration, banquet, and other conference related charges:

Requests received 4 weeks before: 100%

Requests received between 4 weeks and the beginning of the opening reception – 50% of registration fee, no refund for concerts, tours, etc.

Requests received after the opening reception begins – 0%

That policy language be added to the registration form

That special circumstances be reviewed by convention management.

Convention advertising and exhibit rates for the 2006 annual meeting were:

Exhibitor table package: \$550

Additional exhibitor registration:	\$120
Advertising: cover	\$375
Advertising: full page ad	\$275
Advertising: half page ad	\$175
Extra banquet ticket	\$ 55

The Board passed unanimously the recommendation, as proposed by the Convention Managers to the Board, that the convention advertising and exhibit rates for the 2007 annual meeting remain the same as for the 2006 annual meeting.

The Board passed unanimously the recommendation of the Finance Committee to adopt the following amounts for the 2006-07 honoraria:

Treasurer/Executive Secretary	\$6000
Convention Manager/Assistant	\$8500
Publicity Officer	\$2200
Placement Officer	\$1200
Notes Editorial Staff	\$11,000
Web Site Editor	\$2200
Copyright Web Site	\$600
MCB Editor	\$1200
Newsletter Editor	\$1200

The Board discussed the long-standing tradition that incoming Board members are invited to attend Board meetings that occur at the annual meeting prior to the beginning of their term. Because they do not officially take office until the close of the meeting, no funding has been provided for those incoming Board members to cover additional lodging and/or meal charges. For those whose institutions are not willing or able to provide additional funding, this has created a hardship and, in some cases, an inability to attend those meetings which is seen as fairly critical for some Board positions.

The Board passed unanimously the recommendation of the Finance Committee that \$1000 be added to the President’s Discretionary Fund to support hotel and per diem costs for incoming board members to attend the board meeting held in conjunction with the annual meeting, as needed.

The Board passed unanimously the recommendation of the Finance Committee that of the \$26,437.47 available for use from the MLA Fund, \$13,209.50 be allocated to the operating budget to cover external liaison travel and dues and live internet access at the Pittsburgh meeting.

The Board passed unanimously the budget as proposed by the Finance Committee for 2006-07.

D. Membership.

The Board reviewed the report submitted by Michael Rogan.

The Board agreed that the Reduced Registration Pilot Program was a success with the suggestion that with better communication and better distribution of labor it could be even more successful. Assigning a committee member to help with the project, taking the load off of the chair, might also be considered.

The Board agreed with Rogan’s comment that business meetings still have a “closed meeting” feel to them. Amanda Maple will communicate to committee chairs the need to request additional chairs for visitors and a room arrangement, when possible, that suggests an inviting atmosphere. She will also remind committee chairs of the open meeting policy and the need to conduct the meetings in a way that suggests a welcoming air to all those present.

The Board is supportive of the Committee pursuing, with the Local Arrangements Committee, a local rides clearinghouse in an effort to increase attendance by local residents.

Michael Rogan was thanked for his detailed report.

E. Nominating. Mathew Wise

No report.

F. Program related.

1. 2007 Pittsburgh program. Mark McKnight

The Board reviewed the report submitted by Mark McKnight

The Board agreed that the Program Proposal form should be moved from the LSU site to the MLA website for maintenance by our Web Master with much appreciation to the LSU folks for hosting it.

The Board discussed the Program Committee’s need for clarification on the honoraria available for speakers and wasn’t able to provide more much more detail outside noting the following: That the Program Committee recognizes that the total cost of the program (which includes honoraria) may affect

registration costs for the meeting (using local people where travel would not be an issue would be a way to save money) and that the Program Committee moves forward (without Board micromanagement) earlier than the May meeting in order to secure dates from speakers in high demand. The Chair of the Program Committee for the 2008 meeting, D.J. Hoek, will be reminded of the need to have a general estimate of speaker related expenses by the May Board meeting and Bonna will further inquire of Mark McKnight of his needs for the Pittsburgh meeting.

Board members wondered who would be responsible for bringing all the information together for the printed program for this joint meeting.

Mark McKnight was thanked for his report.

2. 2007 Pittsburgh LAC. Jim Cassaro

The Board reviewed the report submitted by Jim Cassaro.

The Board noted the success of using tour companies in Memphis and wondered about repeating this approach in Pittsburgh. Bonna will pursue this with Jim.

Most discussion centered on the unique character of a combined meeting and in particular SAMs use of annotations and/or abstracts of programs in their programs. It was thought that this might also be helpful, in particular, for committee meetings or other events without a presentation, to more clearly convey what the committee would be discussing during their session. Of course, there would be financial implications to the addition of this information to the program. It was also wondered who was coordinating and who was writing these annotations/abstracts.

Jim Cassaro was thanked for his report.

3. 2008 Newport Program. D.J. Hoek

The Board reviewed the report submitted by D.J. Hoek.

The accuracy of his timetable was noted and he was thanked for his report.

G. Publications.

The Board reviewed the report submitted by Karen Little and Linda Blotner.

The lack of receipt of royalties from Scarecrow in a timely fashion and other Scarecrow related issues were discussed. The Board encouraged the Publications Committee to seek out other publishers who might be interested in co-publishing with MLA. It seems the issues with Scarecrow we hoped had been resolved are still of concern.

It was confirmed that A-R is sending all MLA publications produced by A-R to the Archives. The Education Committee is responsible for getting copies of the items they produce to the Archives. The Publications Committee is responsible for seeing that copies of items published by those on its Committee get to the Archives.

The Board expressed no particular interest in the Committee pursuing the Million Book Project.

At the close of this meeting, Linda will transition from Co-Chair to Chair of the Publications Committee and Karen will rotate off the Committee.

Karen Little and Linda Blotner were thanked for their report.

X. Reports of Special Committees

A. Administration.

The Board reviewed the report submitted by Paula Elliot.

The Board enthusiastically discussed the Integrated Library Systems Subcommittee's work toward developing a new ILS document to replace and/or build on the Automation Requirements document from some years ago. The Board also applauded the Subcommittee's innovative approach to meeting through web conferencing.

A motion was made by Amanda Maple and seconded by Rebecca Littman to endorse the creation of a Task Force to re-envision and develop a document that examines music in integrated library systems in the future. The motion was unanimously approved.

The report of the work of the Statistics Subcommittee was discussed and the Board remains very interested in moving the survey to the website. Bonna will discuss the status of this project with Webmaster Amy Dankowski. She will also discuss with Paula Elliott the possibility of having her and the Statistics Subcommittee meet with the Board in Pittsburgh to look at the survey content, reviewing the value of it in its current form.

The Board agrees that reviewing the committee structure in the areas of membership/education/personnel as well as the Administration Committee's structure is appropriate at this time. Jean Morrow and Amanda Maple agreed to look at the various Committee/Subcommittee charges

prior to the Fall Board meeting. In reviewing the charges, they will look at whether or not the Committee/Subcommittee is doing what their charge says and also whether or not the charge (or what the Committee/Subcommittee is doing) is what the organization wants done. Their “white paper” on this issue will be discussed at the Fall Board meeting.

Paula Elliot was thanked for her report.

B. Awards

No reports.

C. Bibliographic Control.

The Board reviewed the report submitted by Nancy Lorimer.

The Board offered resounding congratulations to Kathy Glennan as she takes on the role of a voting member on CC:DA.

The Board is happy to delegate to the Bibliographic Control Committee the role of recruiting and appointing a new BCC webmaster. Likewise, the Board encourages the Bibliographic Control Committee to pursue a liaison relationship with OLAC if it deems this appropriate.

The Board noted with appreciation the Bibliographic Control Committee’s model for recruiting new members to its committees – inviting those interested to attend meetings, applying through the submission of a letter of interest, etc. This model will be shared with other committee chairs in hopes of improving committee membership recruitment.

While the Board greatly appreciates the Bibliographic Control Committee’s ability to come in under budget, it doesn’t feel it appropriate, practical, or fiscally responsible to fund honoraria after the fact regardless of fund availability. To help with the question of how honoraria are distributed, a newsletter article will be drafted by either the out-going or in-coming Treasurer/Executive Secretary. In the future, one of the convention managers will be asked to write a newsletter article on the anatomy of a convention budget which may also help clarify how and why decisions such as these are made.

Nancy Lorimer was thanked for her report.

D. Legislation.

The Board reviewed the report submitted by Gordon Theil.

A huge thanks was given to Gordon Theil for his fine work and for his report.

E. Preservation.

The Board reviewed the report submitted by Lisa Lazar.

The Board felt the changes to the Committee charge are appropriate.

The Board appreciates the fine work of the Committee as it relates to music binding issues and reminds the Committee to work through our NISO representative when communicating suggested music-specific statements as appropriate for various NISO standards.

Lisa Lazar was thanked for her report.

F. Public Libraries.

The Board reviewed the report submitted by Stephen Landstreet.

Stephen Landstreet was thanked for his report.

G. Reference and Public Services.

The Board reviewed the report submitted by Paul Cary.

Paul Cary was enthusiastically thanked for his report.

H. Resource Sharing and Collection Development.

The Board reviewed the report submitted by Brian Doherty.

The Board discussed, with continued disappointment, MLA’s continued presence on the list of those groups endorsing the ALA Guidelines for the Interlibrary Loan of Audiovisual Formats and hopes our name is removed as soon as possible.

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.

The Board surveyed the RISM Themefinder and found it works well, is nicely presented, and special appreciation was expressed for the presence of multiple search boxes.

John Shepard was thanked for his report.

B. Archives, Joint Committee with UMD.

The Board reviewed the report submitted by Geraldine Ostrove.

The Board endorses the inclusion of a MLA history/anniversary component on the web and refers the Joint Committee to the webmaster to work out the details.

The Board has no recollection of wanting to sell a 75th anniversary product, other than the commemorative t-shirt.

The distribution of who is responsible for getting MLA publications to the Archives has been worked out by the Board and the Publications Committee (see IX.G.). The Board looks forward to the Joint Committee's recommendations regarding guidelines for members with materials to send to the Archives.

Geraldine Ostrove was thanked for her report.

C. MPA/MOLA Joint Committee.

The Board reviewed the report submitted by George Boziwick.

George Boziwick was thanked for his report.

D. US RILM Office.

The Board reviewed the report submitted by Dan Zager.

Dan Zager was thanked for his report.

XII. Representatives to Other Organizations

A. ALA.

The Board reviewed the report submitted by Alan Karass.

Alan Karass was thanked for his report.

B. NISO.

The Board reviewed the report submitted by Mark McKnight.

Mark McKnight was thanked for his report.

XIII. External Liaisons

A. MOUG.

The Board reviewed the report submitted by Keri Scannell.

Keri Scannell was thanked for her report.

B. Organizational Liaisons.

The Board reviewed the report submitted by Paul Cauthen.

Paul Cauthen was thanked for his report.

XIV. Old Business

A. Mellon Grant Report

The Board reviewed the draft report submitted to The Mellon Foundation by Jim Cassaro.

Jim Cassaro was thanked for sharing this draft report.

XV. New Business

A. Outreach proposal (Smith-Borne)

The Board enthusiastically discussed the Educational Outreach Program Proposal submitted by the Outreach Subcommittee, the Education Committee, and the Library School Liaison Subcommittee. Several questions were raised such as what might already be in place in the various chapters. The difficulty (and expense) of distance education courses was noted. Such courses are not generally freely available on the web. Would continuing education credits/hours be offered? Likewise, it was noted that there would be a need for quality assurance controls, particularly for the distance education component. And would there be an opportunity to tailor the course(s) based on the location and expertise of local practitioners and teachers? The Board felt that a key to success would be the involvement of chapters, noting that members of the Committees/Subcommittee are members of chapters and would need to serve as this proposal's advocates. The Board suggested that the proposal be on the agenda for the Chapter Breakfast meeting in Pittsburgh.

Authors of the proposal were thanked for their efforts.

B. Development officer proposal (McTyre)

The Board reviewed the draft of a Development Officer's job description. A few minor changes to the description (such as adding thank you writing responsibilities for all donations) were suggested and will be incorporated by Bonna. David Gilbert will review honoraria in general and make a recommendation.

It was moved by Rebecca Littman and seconded by Jean Morrow that the position of Development Officer be established. The motion passed unanimously.

C. Chamber Music America proposal (Shepard)

The Board encourages John to write a statement about out-of-print performance materials, as he proposes, and to ask for Board feedback as he sees fit.

John Shepard was thanked for his report.

D. Library of Congress series authority decision (Boettcher)

Amanda Maple presented a draft of a preamble to the report from MLA's Bibliographic Control Committee to send to various organizations and individuals, including ALA and the First Lady, expressing MLA's concern and disappointment regarding the decision.

It was moved by Phil Vandermeer and seconded by Jean Morrow that the statement prepared by Amanda Maple be approved and sent to MLA, ALA, constituents previously identified as key by ALA, and First Lady Laura Bush. The motion passed unanimously.

Amanda Maple was enthusiastically thanked for her time and efforts.

E. Plan 2001 review

The Board agreed that it was time to review Plan 2001 to see what we had accomplished and what work remained to be done. This review will be put on the agenda for the Fall Board meeting.

XVI. Adjournment.

