

MUSIC LIBRARY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Rochester, New York, September 22-24 2006

Friday, 22 September: 2:00pm-6:30pm; Saturday, 23 September: 9:00am-6:30pm; Sunday, 24 September 9:00am-12:00pm

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

Guests: Gordon Rowley

The meeting was called to order by President Boettcher.

I. Approval of Agenda.

It was moved by Amanda Maple, seconded by Linda Blair, and carried unanimously that the agenda be approved as submitted.

II. Recording Secretary's Report. Karen Little

It was moved by David Gilbert, seconded by Rebecca Littman, and carried unanimously that the minutes be approved as corrected pending receipt and correction of typographic errors by September 29.

III. Parliamentarian's Report. Paul Cauthen

A. Handbook language and ballot wording

Cauthen updated the Board on changes made to the handbook as a result of the discussions at the last Board meeting and presented some other changes that needed to be made. Those changes were discussed and agreement reached.

The Board reviewed Cauthen's draft of a proposed amendment to the constitution which adds a membership class for paraprofessionals to Article III.B.1. Cauthen will add to the explanation of why this would be of value to paraprofessionals a statement about why it is of value to the Association.

Cauthen will also draft proposed wording for IV.B.2 which adds paraprofessionals as a membership class eligible to run for offices within the Association.

It was moved by Amanda Maple and seconded by Rebecca Littman that with the friendly amendment of adding a revision to the wording for IV.B.2 and inserting text outlining how MLA membership might benefit individual paraprofessionals, that the ballot wording be approved. The motion passed unanimously.

Cauthen mentioned not having yet received an Activities Roster (a document of the history of service of each member used, for example, by nominating committees and to determine appropriate other committee memberships) from the Business Office. Boettcher, Nuzzo, Short, and Vandermeer are working on a new contract for the Business Office and will make sure the deadlines for the Activities Roster are listed in their compilation of deadlines.

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

IV. Treasurer/Executive Secretaries Report. Nancy Nuzzo and Brad Short

Section 1 - Nuzzo

Budget

1. Overview

Total operating income was \$442,994.55 or 107.34% of the budgeted amount; over budget by \$30,283.55 largely from *Notes* royalties, the convention, and development campaigns. Total operating expenses were \$390,507.41, or 90.34% of budget; under budget by \$41,774.11 largely because of lower convention, T/Ex (computer cost moved out) and program costs, and because Scarecrow honoraria were not paid out during this fiscal year. We budgeted a deficit of \$19,570.52; instead the operating surplus was \$52,487.14.

Contributions totaled \$28,513.50, including \$10,000 from the estate of Lenore Coral.

2. Highlights

Income

Dues came in at \$136,000.00 or 99.29% of budget.

Notes income came in at \$137,388.52 or 122.05% of budget. This includes subscriptions, advertising, and royalties.

Convention income came in at \$137,359.40 or 108.58% of budget.

Development came in at \$5,245.75, or 187.35% of budget, over by \$2,445.75.

Expenses

Convention expenses came in under budget. The higher income and lower expenses resulted in a surplus on the meeting of \$27,813.16.

Miscellaneous expenses include Fidelity Investment Advisory fees and bank and credit card fees. Both came in slightly higher than budgeted. "Misc other" is where the accountant charged a correction to the 2004-5 accounts to correct how the donation accounts were tracked that year.

2005-6 Investment Accounts

The ending balance in the Calvert accounts on June 30, 2006 was \$174,435.16 for a gain of \$7,077.68 for the year. The ending balance in the Fidelity accounts on June 30, 2006 was \$590,601.27 for a gain of \$49,019.63. Both gains reflect investment performance and deposits made to the accounts during the year. Nuzzo intends to deposit the remaining Temporarily Restricted donations made in 2005-6, less awards paid out.

Nuzzo noted that the three Fidelity accounts for Unrestricted, Temporarily Restricted, and Permanently Restricted assets show different performance because each has a different investment strategy tailored to the asset type. This was put into place after the June 2005 board meeting at the recommendation of the Investments Subcommittee.

Other

Notes vol. 62 was submitted for copyright.

Contributions under \$100 were acknowledged for the 4th quarter of 2005-6.

Scarecrow royalties were received and author royalties and editor honoraria were paid out.

The audit of the 2005-6 fiscal year was completed shortly before the board meeting. The fieldwork in early August went very smoothly according to both A-R and MLA's new accounting firm, Suby Von Haden. Nuzzo reviewed points mentioned in the Management Letter provided as part of the audit. There are no serious concerns. The auditors provided criteria which MLA should continue to follow in order to assure that advertising income can be treated as program income.

MLA's application for sales tax exempt status in Pennsylvania was denied. This will affect the conference budget, and MLA will have to collect and pay sales tax on MLA Shop items. Nuzzo will report this information to Rowley.

The transition of the T/Ex office from Nuzzo to Brad Short is going very smoothly. They are following the division of duties outlined in June, with the exception that Nuzzo will edit the 2007 Membership Handbook.

It was moved by Paul Cauthen, seconded by Amanda Maple and approved unanimously to reappoint Brad Short as Treasurer/Executive Secretary.

This being Nuzzo's last report to the board, she expressed deep appreciation for the great honor and awesome privilege of serving MLA as Treasurer/Executive Secretary.

Section 2 -- Short

Budget Fiscal Year 2006-7

A. Income

Dues income is at 76% of what is expected for this year and sales income at 31%.

B. Expenses

Line 6.018 (Administrative photocopying) is over budget but not expected to create much of a problem.

Line 6.019 (Legal fees & Audit) is over budget because of an unexpected bill from Hertzbach for \$935 for their assistance with SVA's audit. No further assistance or contact with Hertzbach is anticipated.

Membership report

The membership report is in two columns; the first for those whose membership expires on 6/30/07 and a second for those whose membership expires on 6/30/06. Since there is still time to renew

memberships and because a person who changes their membership status (e.g. from a regular membership to a sustaining member) will appear in both columns until the end of the calendar year, it is often difficult to get a true picture of our membership. The May 2006 figures in the chart below can be considered final membership totals for 2005-6.

Membership figures

	February 2006	May 2006	August 2006
Individual	626	639	511
Associate	9	9	4
Sustaining	59	61	57
Retired	110	109	96
Student	82	95	64
Honorary	16	16	2
Life	1	1	1
Corporate Member	6	8	6
Corporate Patron	6	8	10
Institutional	339	343	272

Scarecrow inventory

There was a net of 340 items sold so far in the 2006 calendar year for a net total of \$12,095.11. There were a number of returns (presumably from vendors) that actually have created negative sales figures for this year.

Investments report for July and August, 2006

The Gain/Loss figures for July and August reflect the volatile market with August returns much better than those for July.

The Board saluted Nancy for her fine work, and both Brad and Nancy for their work on the T/Ex transition.

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

Chapters

Two chapters applied for chapter grants for the 06-07 Fiscal Year: The Southern California Chapter and the Pacific Northwest Chapter were both awarded \$1000 to support travel grants to MLA meetings.

The Best of Chapters Committee chose Stephen Luttmann and the pair of Leslie Kamtman and Christia Thomason as the winners for their presentation on, respectively, collecting jazz cds, and iTunes. Phil was privileged to announce the winners on MLA-L.

The Texas Chapter is set for Oct. 27-28 at the University of North Texas. Once arrangements are made Phil will make plans to attend.

Educational Outreach Proposal

Vandermeer worked with Holling Smith-Borne to get a letter about this proposal out to chapter chairs. It was sent to the chapter listserv on September 13, 2006, in advance of the fall chapter meetings. It

is hoped that the chapters will put this issue on their agenda, since this proposal is based on significant chapter support, and that it will be discussed further at the Chapter Chairs Breakfast in Pittsburgh.

Annual Report Format

David Gilbert, Jean Morrow, and Vandermeer discussed the form of MLA's annual report, specifically whether or not it conforms to the standard 501 (c) 3 business practices. Vandermeer also looked at the IRS requirements and did not discover anything that MLA is missing. While MLA might want to pursue this issue further, for the group's own benefit, currently MLA seems to be in compliance for a non-profit organization (see XIV.B).

Mentorship as a theme

Vandermeer will hold off on moving forward with a review of this concept for the time being. Once again Vandermeer reported that it has been a great honor to serve MLA as Vice President this year.

VI. President's Report. Bonna Boettcher

Boettcher welcomed the Board to upstate New York, and thanked Linda Blair for her hospitality.

Boettcher described the many searches being initiated this fall. The Board was aware that the association would be initiating searches for the Development Officer and Placement Officer. Ruthann McTyre has agreed to chair the Development search committee, and is joined by Pam Bristah, Bob Follet, Nancy Nuzzo, and Jim Zychowicz. Pat Fiskén has agreed to chair the Placement search committee, and is joined by Jennifer Ottervik, Jon Stroop, and Michael Duffy. In mid-August, Brian Cockburn notified Boettcher that he wished to resign as Copyright Web Site Editor as soon as possible. Linda Blotner and Gordon Theil are co-chairing that search committee, assisted by Amy Dankowski and David Gilbert. Finally Steve Wright included his resignation as Technical Reports Series Editor with his report for this meeting. Debbie Campana has agreed to chair that search committee, and we are working on appointing the rest of the committee. The Development, Placement, and Tech Reports searches will proceed on MLA's usual schedule, with ads going out later this fall, and face-to-face interviews and recommendations in Pittsburgh. Given Brian's wish to step down as soon as possible, Linda and Gordon will move the Copyright editor search along as quickly as possible. We may need to discuss and accept provisionally a recommendation for this position, to be ratified when we meet again in Pittsburgh. (Boettcher reviewed the provision in the constitution for taking action between face-to-face Board meetings. The President, Vice-President/Past President, and Recording Secretary need to approve the action, and the decision is ratified by the Board at the next meeting.)

Boettcher's correspondence included appointing the search committees, as well as 8 other committee members. She acknowledged all gifts of \$100.00 or more. In addition, she sent a letter of sympathy to Geri Laudati's family.

It is time to renew our management services contract with A-R, and Boettcher has been working on that with Jim Zychowicz. A copy of the marked-up draft was sent to Nancy, Brad, and Phil for their comments, and we should be able to finalize the contract shortly after this meeting. (Approving the contract does not require Board action; that would only be necessary if we were planning to move to a different provider). The contract is, for the most part, status quo, with a ca. 0.0325 percent increase in the monthly fee. We are adding a clause about observing functional deadlines from the MLA calendar. The contract for Notes, the Membership Handbook, and the Newsletter also is up for renewal. The same group, plus Jim Cassaro, has reviewed that contract.

As reported on Board-L, so far, Boettcher has heard only positive comments from members about our choice of Paradise Point as the venue for our San Diego meeting in 2010. It probably still will be worth planning some sort of information campaign with the convention managers, perhaps beginning with the Newport meeting. Amy Dankowski and D.J. Hoek have been in touch with LSU programmer Sigrid Kelsey about trying to move the program submission forms from LSU to MLA's website. It appears that we will not be able to move the forms to the MLA web site in time for the 2008 committee's projected schedule. Sigrid has agreed to keep the forms at LSU for one more year, with the caveat that she cannot make programming changes.

Boettcher has had some interesting interchanges with Mariana Whitmer as we prepare to finalize the budget for the Pittsburgh meeting. We will be spending a good amount of this afternoon discussing this with Gordon.

We have three Round Tables up for renewal this year: Film Music, Performing Arts, and Video. So far, with no prompting, Boettcher has received the necessary 6 letters to renew the Film Music RT. In addition, she has 3 letters for Performing Arts. Boettcher requested that when Maple and Morrow are in

touch with the RT coordinators, to remind them that she needs 6 letters, on paper, and postmarked by 1 February, in order to renew the RTs.

The WISE Consortium received the IMLS grant for which they had applied, and Boettcher forwarded their information on to Gregg Geary, who likely will be MLA's liaison to this group. (The group is focusing on distance education for librarianship, and includes directors of the library schools at Illinois and Syracuse.)

Finally, Boettcher received several responses to our letter on the LC series decision.

The Board thanked Boettcher for all her fine work.

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.

The Board looks forward to a report on the meeting of the editors in Chicago with ALA staff and would like to have a report on that meeting soon after that meeting rather than waiting until Pittsburgh.

Daniel Boomhower was thanked for his report.

C. Copyright Web Site.

No report.

D. Index and Bibliography Series.

The Board reviewed the report submitted by Mark Palkovic.

Nuzzo will verify with Richard Smiraglia and Brad Young that they understand that the royalties for their volume are going directly into the Kevin Freeman Fund and will not be tracked as a donation for which they could claim a tax credit. In order for them to receive a tax credit, they would need to receive the royalties themselves and then make the donation to MLA

Boettcher noted particular inaccuracies in the e-mail correspondence from Ed Kurdyla. She's already shared with him her perspective regarding these inaccuracies. Board members wondered if D.J. Hoek's manuscript being ahead of schedule would affect Scarecrow's publication schedule.

Mark Palkovic was thanked for his report.

E. Music Cataloging Bulletin.

The Board reviewed the report submitted by Mickey Koth.

The board thanked Mickey Koth for her report, noting the exceptional length (and related additional work on Koth's part) of the publication recently due to the death date rule change.

F. Newsletter.

The Board reviewed the report submitted by Stephen Mantz.

The Board encouraged Mantz to continue working on the links to the popular images.

Stephen Mantz was thanked for his report.

G. Notes.

The Board reviewed the report submitted by Jim Cassaro.

The Board recommended that suggestions for articles or names of article authors be forwarded to Cassaro. Consideration might be given to calling for topical articles for one volume a year. Article writers might be drawn from award winners such as those winning Best of Chapter or those selected for poster sessions.

NOTES contracts housed at the Business Office are being scanned into PDF form and forwarded to Tracey Rudnick, new Assistant Editor for Electronic Vendors.

Jim Cassaro was thanked for his report.

G. Technical Reports.

The Board reviewed the report submitted by Steve Wright.

Wright has asked to see the two publications currently in production to their completion and then to step down. It is anticipated that a replacement for the Technical Reports editor will be announced in February with some overlap between Wright and this replacement.

Steve Wright was thanked for his report.

H. Web Editor.

The Board reviewed the report submitted by Amy Dankowski.

The Board would like to be better positioned to set priorities for this all important position so will work to get a better understanding of how work is generated for the person in this position. The Board discussed what positions/persons outside the Board might be driving the work of the Web Editor and how might the Board better direct and better support the work being doing by the Web Editor.

With the turnover of the copyright editor, it is appropriate that the relationship between these two positions be explored as well.

Amy Dankowski was thanked for her report.

VIII. Special Officers' Reports.

A. Advertising.

The Board reviewed the report submitted by Wendy Sistrunk.

It was moved by Amanda Maple, seconded by Rebecca Littman and approved unanimously by the Board to reappoint Wendy Sistrunk as Advertising Manager.

Wendy Sistrunk was thanked for her report and her great start in the position.

B. Convention Manager.

The Board reviewed the report submitted by Gordon Rowley. The primary issue discussed centered on the joint nature of the meeting of MLA and the Society for American Music in Pittsburgh. Of particular interest was the question of dividing (and keeping track of) the charges correctly between the two groups.

It was moved by Amanda Maple and seconded by Phil Vandermeer that Gordon Rowley, as MLA Convention Manager, be authorized to take on the additional role of convention manager for the Society of American Music through the joint meeting in Pittsburgh, thereby taking the lead in handling hotel accounts and managing the related distribution of charges to one group or the other. The motion passed unanimously.

It was moved by Paul Cauthen, seconded by David Gilbert and approved unanimously to reappoint Gordon Rowley as Convention Manager.

It was moved by Linda Blair, seconded by Paul Cauthen and approved unanimously to reappoint Paula Hickner as Assistant Convention Manager.

Gordon Rowley was thanked for his report.

C. Placement Officer.

The Board reviewed the report submitted by Jennifer Ottervik.

The Board expressed great pleasure at the continually updated job service. Thanks go to Jennifer and Amy Dankowski for their work on this.

The Board recommends leaving the Career Resources Bibliography as it currently is and having its usefulness reviewed by the incoming Placement Officer.

The Board recommends that responsibility for the conference mentoring program eventually shift to the Membership Committee but that Pittsburgh is a transition year with the Placement Officer having overall responsibility.

The Board recommends that the Resume Review Service be a responsibility of the Personnel Subcommittee but if during the year resumes are forwarded directly to the Placement Officer and that person is willing to review them that they be encouraged and thanked for that effort. During the meeting in Pittsburgh, however, the Personnel Subcommittee will be responsible for reviewing resumes as the Placement Officer's responsibilities are too great in number to also take on this task during the actual meeting.

The Board applauds the notion of developing a culture of support for one another and sees that an expansion of the association's mentoring initiatives might support this work.

The Board will retain the current job description of the Placement Officer pending a comprehensive report of the Association's committees and their structure and charges is complete. (See XV. New Business)

Jennifer Ottervik was thanked for her thorough and thoughtful report.

D. Publicity Officer.

The Board reviewed the report submitted by Ken Calkins.

It was moved by Rebecca Littman, seconded by Amanda Maple and approved unanimously to reappoint Ken Calkins as Publicity Officer.

Ken Calkins was thanked for his report.

E. Management Services.

The Board reviewed the report submitted by Jim Zychowicz and noted that work is proceeding well on signing another three year contract with A-R Editions for their continued management services. 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.

The Board wants the GIVE button on the website to operate in a secure environment and wants its placement throughout the website to be reviewed by the new Development Officer.

It was noted that sales tax would need to be collected for items sold at the MLA Shop in Pittsburgh (see IV.2. Other).

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

B. Education.

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

The Board suggested that it would be useful for the Library School Liaison Subcommittee to write a piece about the WISE consortium for the November/December issue of the MLA Newsletter.

The Board is pleased with the great progress on the Educational Outreach Program proposal.

Holling Smith-Borne was thanked for his report.

C. Finance/Investments.

Fiscal Officer Linda Blair and Incoming Fiscal Officer David Gilbert reported on the meeting of the Finance Committee.

The Board passed unanimously the recommendation of the Finance Committee that specific MLA conference expenses (e.g. chapter Chairs' breakfast) at the Pittsburgh meeting, circa \$7000, be paid from the MLA Fund, if MLA's share of conference income does not cover these costs.

The Board reviewed the conference fees recommended in the Convention Manager's report.

The Board passed unanimously the recommendation of the Finance Committee that the conference fees recommended in the Convention Manager's report, as listed below, be accepted.

Early MLA	\$140
Early 1st Three Years	\$120
Early (non-member)	\$190
1st Three Yrs – work grant	\$75
Student	\$75
Regular MLA	\$215
Regular (non-member)	\$240
Single Day	\$70

The Board passed unanimously the recommendation of the Finance Committee that the Convention Manager's proposed budget for the 2007 annual meeting in Pittsburgh be approved.

The Board passed unanimously the recommendation of the Finance Committee that the following overages for the 2005-6 budget be approved:

6.05 President's Office	\$780.00
6.06 Vice-president's Office	\$516.49

The Finance Committee's recommendation of the amount of honoraria for the Development Officer position was based on the % of the total budget formula used in the past reviews of honoraria and a comparison of current honoraria.

The Board passed unanimously the recommendation of the Finance Committee that the honorarium for the position of Development Officer be set at \$2200.00 per year.

The Board noted the recommendation for the dues for the paraprofessional membership category was one-half the regular member rate and \$10.00 more than the student rate.

The Board passed unanimously the recommendation of the Finance Committee that, should the membership category for paraprofessional be approved, the dues be set at \$45.00 per year.

Linda Blair and David Gilbert were thanked for their report.

D. Membership.

The Board reviewed the report submitted by Michael Rogan.

The Board discussed the need to keep the Membership Committee current on the development of all issues having to do with the Education Committee's proposal for the pre-conference workshop in 2008.

Michael Rogan was thanked for his wonderful report.

E. Nominating.

The Board reviewed the report submitted by Matthew Wise.

It was moved by Paul Cauthen, seconded by Amanda Maple and approved unanimously to accept the recommendation of the Nominating Committee for the Board of Directors slate.

The Board congratulated Matthew Wise and his committee for their fine work.

F. Program related.

1. 2007 Pittsburgh program.

The Board reviewed the report submitted by Mark McKnight.

An adjustment was suggested regarding the now newly titled “MLA New Members Forum & Buffet” which needs to be in the program with an appropriate parenthetical phrase describing the appropriate attendees. The time suggested was from 4:30-6:30pm. Amanda Maple with talk with Gordon Rowley, Renee McBride, Abby Al-Doory Cross, and Mark McKnight about the changes and will ask McBride and Al-Doory Cross to let the Board know the details of their Forum presentation so that Board members can come and go during the Forum & Buffet experience without disrupting the events.

The Board noted the membership would be happy with the afternoon breaks. The Board wondered if there would be a merged schedule with SAM and wondered whether or not it would be online.

Jean Morrow raised the issue of having an earlier deadline for plenary speakers than that for the other presentations in order to attract speakers who might already be booked by the time of our current deadline for plenary and presentation proposals. The Board will ask that the three future program committee chairs look at this issue and report back to the Board their recommendation(s) on this issue.

Mark McKnight was thanked for his report.

2. 2007 Pittsburgh LAC.

The Board reviewed the report submitted by Jim Cassaro.

The Board noted with pleasure the great progress being made. It was wondered how tour registrations were being handled.

Jim Cassaro was thanked for his report.

3. 2008 Newport program.

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

The Board would like the Web Site Editor to continue to try to move the program submission forms from the LSU site in time for Newport program activity and the Board will pursue paying for redevelopment of the pages if necessary.

D. J. Hoek was thanked for his report.

4. 2008 Newport LAC.

The Board reviewed the report submitted by Ned Quist.

The Board is pleased with the good start the committee has so far.

Ned Quist was thanked for his report.

G. Publications.

The Board reviewed the report submitted by Linda Solow Blotner.

The Board anticipates that the Publications Committee will receive a proposal from A-R Editions in the near future for publishing MLA’s publications. While previously only interested in producing our publications, there seems to now be an interest in a co-publishing agreement.

Royalties from Scarecrow Press, due March 31, arrived on July 6.

The Board wondered if the Necrology Index should become an official MLA publication. The Board suggests Linda Blotner (Publications Committee Chair), Jim Cassaro (NOTES Editor) and Brad Short (Music Librarian at hosting site) discuss this issue.

Linda Solow Blotner was thanked for her report.

X. Reports of Special Committees

A. Administration.

The Board reviewed the report submitted by Paula Elliot.

The Board reaffirmed its motion from the May Board meeting endorsing the creation of a Task Force to re-envision and develop a document that examines music in integrated library systems in the future.

The Board was enthused by the progress of the Facilities Subcommittee and will pass along recommendations it might have for chair of that important subcommittee.

The work of the Statistics Subcommittee will be considered in the context of the overall review of the Associations' committees and their structure and their charges (see XV. New Business).

The Board concurs with the Personnel Subcommittee's recognition that they need to secure a coordinator for the Resume Review Service for the 2007 conference in Pittsburgh. The Board encourages the Personnel Subcommittee to submit proposals for possible programs when the call for those proposals are made. The Board concurs with the Personnel Subcommittee's recommendation to suspend the Career Mentoring Program at this time with hopes of resuming work on it after the review of the Association's committee structure (see XV. New Business).

Paula Elliot was thanked for her report.

B. Awards

1. Best of Chapter

The Board reviewed the report submitted by Joan Flintoff LoPear and thanks her for her Committee's fine work.

2. Bradley

The Board reviewed the report submitted by Rick McRae.

It was moved by David Gilbert, seconded by Rebecca Littman and unanimously approved by the Board to accept the recommendation of the Carol June Bradley Award Committee.

The Board thanked Rick McRae and his committee for their efforts.

3. Epstein

The Board reviewed the report submitted by Andrew Leach.

It was moved by Amanda Maple, seconded by Rebecca Littman and unanimously approved by the Board to accept the recommendation of the Dena Epstein Award Committee.

The Board thanked Andrew Leach and his committee for their fine work.

4. Freeman

The Board reviewed the report submitted by Joseph Hafner.

The Board discussed the application deadline and the concern that library school students, in particular, may not have an opportunity to apply because of the early nature of that date. David Gilbert will discuss with his California colleagues the potential problems posed by the date and the provision that candidates not have been to a meeting in the past which further potentially limits opportunities for music librarians early in their career who may have attended a meeting while a student.

It was moved by Linda Blair, seconded by Phil Vandermeer and unanimously approved by the Board to accept the recommendation of the Kevin Freeman Grant Committee.

The Board thanked Joseph Hafner and his committee for their efforts.

5. Gerboth

The Board reviewed the report submitted by Gerry Szymanski.

It was moved by Jean Morrow, seconded by Rebecca Littman and unanimously approved by the Board to accept the recommendation of the Walter Gerboth Award Committee.

The Board thanked Gerry Szymanski and his committee for their thoughtfulness.

6. Publications

The Board reviewed the report submitted by Cheryl Taranto.

It was moved by Rebecca Littman, seconded by Amanda Maple and unanimously approved by the Board to accept the recommendation of the Publications Award Committee.

The Board thanked Cheryl Taranto and her committee for their work.

7. Special Achievement Award

The Board reviewed the report submitted by Phil Vandermeer.

It was unanimously approved by the Board, with one abstention, to accept the recommendation of the Special Achievement Award Committee.

The Board thanked Phil Vandermeer and his committee for their work.

C. Bibliographic Control.

The Board reviewed the report submitted by Nancy Lorimer.

The Board noted that it was good to have a liaison with OLAC and looks forward to a Metadata working group report in October.

Nancy Lorimer was thanked for her report.

D. Legislation.

The Board reviewed the report submitted by Gordon Theil.

The Board noted that several committee members will be rotating off in 2008 and encouraged recommendations for an additional committee member soon if the committee would like to add one to help maintain continuity.

Gordon Theil was thanked for his report.

E. Preservation.

The Board reviewed the report submitted by Lisa Lazar.

The Board looks forward to the report from an Archives Working Group. The Board wondered how registrations/reservations are being handled for the tour event as part of the Pittsburgh program on Friday afternoon of the meeting.

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.

The Board expressed pleasure at the proposal submissions for the Pittsburgh 2007 meeting.

Paul Cary was thanked for his report.

H. Resource Sharing and Collection Development.

The Board reviewed the report submitted by Joe Clark.

The Board wondered about the status of the removal of MLA's name from the list of those groups endorsing the ALA Guidelines for the Interlibrary Loan of Audiovisual Formats not mentioned in the report.

Boettcher reported having been in touch with Barbara Mackenzie about her work in soliciting additional journals for JSTOR. Mackenzie may be willing to help spearhead a new effort.

Joe Clark 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 wondered about the long-term strategic direction of RISM and wondered if that issue could be placed on the MLA/AMS RISM Committee's agenda. Are there thoughts of any part of the project becoming digital, for example?

John Shepard was thanked for his report.

B. Archives, Joint Committee with UMD.

The Board reviewed the comments submitted by Geri Ostrove and Constance Mayer.

The Board recalled that funding to support travel so that the Joint Committee could meet before the Pittsburgh meeting was granted at the last Board meeting and wondered if the meeting had happened yet and, if not, what plans were in place for that meeting.

It was noted that there had been a shift of responsibilities at the University of Maryland.

Ostrove was thanked for her work with the Joint Committee.

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 and applauded for his good work.

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 Kerri Scannell.

The Board expressed pleasure at receiving regular reports from MOUG and noted how much they enjoyed working with the group.

Kerri Scannell was thanked for her report.

XIV. Old Business

A. Agreement with SAM for Pittsburgh. Gordon Rowley

The Board reviewed the report submitted by Gordon Rowley.

See VIII.B.

Gordon Rowley was thanked for his report.

B. Annual reports for non-profits. Phil Vandermeer, David Gilbert, and Jean Morrow

The Board reviewed the report submitted by Phil Vandermeer, David Gilbert, and Jean Morrow.

The Board agreed that the inclusion of an Executive Summary would help the annual report but was happy to learn that changes would not be required based on IRS rules or regulations. It was agreed also that the inclusion of chapter reports in the annual report would be appropriate. Amanda Maple will check with Newsletter Editor Steve Mantz about the implications of shifting these chapter reports to the annual report from the newsletter with a potential start date of 2007.

Phil Vandermeer, David Gilbert, and Jean Morrow were thanked for their report.

XV. New Business

Discussion of strategic directions

The Board undertook a review of the Plan 2001 to learn what progress had been made since that document had been compiled. Annual meetings and the challenges inherent in them were seen to have been dealt with very well with good progress having been made. A review of the use of professional conference management services had determined that those services were too expensive for MLA to use at this time. The Board's review then turned to the four bullet points in the NOTES article, "The Music Library Association's Plan 2001: A Final Report" from NOTES, 58/2 (Dec. 2001): 272-90. Those points were:

1. Increase and enhance visibility outside of MLA.
2. Intensify development efforts in the areas of membership and fund-raising.
3. Intensify continuing education efforts.
4. Enhance the effectiveness of the association's internal organization and operations

After discussion centering on why the association needed to intensify development efforts, the Board concluded that development efforts were necessary so that the goals of the association, as detailed in items 1, 3, and 4, could move forward.

In discussing development efforts in conjunction with strategic directions, it was suggested that the association might be better served if the minimum donation for an endowment were increased.

It was moved by Phil Vandermeer, seconded by Rebecca Littman and unanimously approved by the Board to raise the amount of \$20,000 to \$50,000 in the Fiscal Policies Handbook statement on endowment giving, specifically: "Planned or one-time donations of \$20,000 or more; Can be permanently restricted" and to add the concluding words, "pending Board approval" to the statement.

A change to the website under "How to Give to MLA" will need to be made in conjunction with this approved motion.

It was decided that Boettcher will write about the successes of Plan 2001, specifically the increased visibility seen in the publication of the Basic Manual Series and the online access now afforded NOTES as seen in the dramatic increase in our royalties for that publication, in the next newsletter. She will also introduce a task force whose goal will be to review the association's committee structure which has not improved as dramatically as other areas of Plan 2001 since that plan's implementation.

It was moved by Rebecca Littman, seconded by Jean Morrow and unanimously approved by the Board to establish a task force to review the association's committee structure based on the goal of increasing the effectiveness of the association.

Boettcher will appoint the task force by November 1 with the expectation that the task force will provide a full report to the Board at its Fall 2007 meeting.

Jean Morrow and Amanda Maple volunteered to take a closer look at Plan 2001 to determine exactly which initiatives had been undertaken and what was left to do. They will report the results of their review at a future Board meeting.

XVI. Adjournment.

It was moved by Rebecca Littman, seconded by Linda Blair and unanimously approved by the Board to adjourn the meeting at 11:33am.