

MUSIC LIBRARY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Chapel Hill, North Carolina, September 21-23, 2007

Friday, 21 September: 2:02pm-5:35pm; Saturday, 22 September: 9:00am-5:25pm; Sunday, 23 September: 8:30am-10:35am.

Present: Bonna Boettcher, George Boziwick, David Gilbert, Rebecca Littman, Karen Little (recording), Jean Morrow, Eunice Schroeder, Brad Short, Holling Smith-Borne, Philip Vandermeer (presiding)

Guests: Stephen Mantz (VII.F.), Paula Matthews (entire meeting), Gordon Rowley (VIII.B.)

The meeting was called to order by President Vandermeer.

I. Approval of Agenda.

It was moved by Bonna Boettcher, seconded by Jean Morrow, and carried unanimously that the agenda be approved as submitted.

II. Recording Secretary's Report. Karen Little

It was moved by Jean Morrow, seconded by Rebecca Littman, and carried unanimously that the minutes of the Board meeting held in Middleton, WI June 6-8, 2007 be approved as corrected.

It was moved by Bonna Boettcher, seconded by Jean Morrow, and carried unanimously that the minutes of the Board meeting held in Pittsburgh, PA February 27-28 and March 4, 2007 be corrected to include action by the Board on the Freeman Travel Grant award.

III. Parliamentarian's Report. Rebecca Littman

Rebecca is nearing completing of her work to resolve the remaining conflicts between the Membership Handbook, Administrative Handbook, and Administrative Structure documents.

The Board thanked Rebecca Littman for her report and ongoing service as Parliamentarian.

IV. Treasurer/Executive Secretary's Report. Brad Short

Section 1

Budget Year 2006-7

Budget

1. Overview

Total operating income was \$473,669.14 or 111.47% of the budgeted amount; over budget by \$48,751.64. Total operating expenses were \$450,396.04, or 101.48% of budget; over budget by \$6,587.54. Even though expenses were over budget the net result for the year was a \$23,273.10 surplus.

Contributions totaled \$20,085.50 which was 98.9% of what was projected.

2. Highlights

Income

Dues came in at \$130,995.00 or 97.89% of budget.

Notes income came in at \$146,244.32 or 123.66% of budget. This includes subscriptions, advertising, and royalties.

Convention income came in at \$160,975.00 or 117.43% of budget.

Development activities (Silent Auction and MLA Shop) came in at \$4,122.70, or 85.89% of budget.

There could be a booking error with the way income is divided between the Silent Auction and the MLA Shop. Often the receipts that make it back to the Business Office do not include enough information to distinguish between the two activities. I would encourage the Merry Marketeers to offer suggestions/solutions on how to keep these two budget items separate.

Interest income came in at \$9,727.75 or 90.07% of budget.

Expenses

Convention expenses came in over budget with the program printing, program expense, equipment, catering and tours all significantly more than projected. When compared to the income, the convention ran a deficit of \$8,247.91.

Miscellaneous expenses include Fidelity Investment Advisory fees and bank and credit card fees and came in over budget by \$2,432.18 or 117.01% of budget.

While a few of the individual Management Services lines appear out of balance (6.2172, 6.0181, and 6.019), the overall group was 93.83% of budget and is of little concern.

The Board lines (6.03 – 6.09) were generally on track. The Presidential Discretionary Fund (6.058) was over because the new Development Officer expenses were charged to that line until the FY07-08 fiscal year.

Committee travel (7.02) was over budget by \$1,703.62 or 122.56% of budget.

Other expenses including our publishing activities generally came in at or below budget.

2006-7 Investment Accounts

The ending balance in the Calvert accounts on June 30, 2007 was \$194,130.69 for a net gain of \$19,405.53 or 11.1% for the year. The ending balance in the Fidelity accounts on June 30, 2007 was \$675,208.50 for a net gain of \$76,074.73 or 12.9%. Both gains reflect investment performance and deposits made to the accounts during the year. Short intends to deposit the remaining Temporarily Restricted donations made in 2006-7, less awards paid out.

Short 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. Short welcomes a review of this investment strategy and would like to encourage the Investment Subcommittee to work on a written statement of investment goals and associated risk levels.

Section 2

Budget Fiscal Year 2007-8

A. Income

Dues income is at 58.13% which is behind where we were this time last year. We are still in the renewal cycle and there are a couple of weeks worth of renewals waiting inputting at the Business Office. So, there is probably little cause for concern. Sales income is at 10.53% which is also behind when compared to last year.

B. Expenses

A couple of the expense lines look out of whack. Monographic Series Honorarium for 2006 royalties (9.021) seems high but no more expenses will be paid until next summer and they will probably end up in next years expenses. Publication (9.022) for BML4 travel seems ahead of where it is budgeted if there is more travel planned. Likewise, there must be an error in budget line Notes Printing (9.063). Last year the line was budgeted at \$70,000 with the actual expenses being \$57,128.73. This year it seems to be budgeted at \$5,920 which is an inputting mistake. The approved budget for 9.063 is \$68,000.00. Short will let the Business Office know of the error.

Membership report

The membership report is in two columns; the first for those whose membership expires on 6/30/08 and a second for those whose membership expires on 6/30/07. 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. Looking at the changes over the past few years at the three points along the year (Jan/Feb, Apr/May and Sept/Oct) a certain rhythm begins to appear for the renewal cycle. In most years, the April/May numbers will be the most authoritative.

	Jan 2005	April 2005	Sept 2005	Jan 2006	April 2006	Oct 2006	Feb 2007	May 2007	Sept 2007
Associate	11	11	8	9	9	4	4	4	3
Corporate Member	7	7	4	5	8	6	9	9	5
Corporate Patron	11	12	10	10	10	10	11	11	9

Gratis	22	25	19	23	23	23	23	23	23
Honorary	17	18	16	16	16	14	14	14	14
Individual	595	628	467	605	641	521	632	638	494
Institutional	355	363	298	334	343	275	315	334	258
Life	1	1	1	1	1	1	1	1	2
Notes Individual	18	21	7	9	10	6	8	8	9
Notes Institutional	409	426	329	378	388	319	374	375	293
Paraprofessional	NA	NA	NA	NA	NA	NA	NA	NA	9
Retired	120	121	97	110	100	96	100	100	85
Student	89	101	44	73	93	67	88	95	65
Sustaining	55	55	56	59	59	57	59	59	53

Scarecrow inventory

There was a net of 1,078 items sold so far in the 2007 calendar year for a net total of \$59,140.59. Publications by noted authors Hoek, Farrington, Little and Girsberger lead sales for the year thus far.

Investments report for July and August, 2007

The Gain/Loss figures for July and August reflect the volatile market with all accounts losing money. Endowment balances as of June 30, 2007 were:

Freeman	\$35,641.79
Gerboth	\$28,477.16
Duckles	\$32,819.56
Epstein	\$57,099.76
Mayo	\$1,321.54
Wicker	\$13,356.31
Ochs	\$29,953.54
RILM	\$26,217.26

Other

Notes vol. 63 was submitted for copyright; as were the Membership Handbooks for 2003, 2004, 2005 and 2006.

Contributions under \$100 were acknowledged for the 3rd and 4th quarters of 2006-7 and for July of this fiscal year. 40 acknowledgement letters were sent out following the convention; 53 were sent out that came in with the renewals through the end of June; 16 have been sent out for July; and 15 from August are waiting for me to send them out.

Scarecrow royalties were received and 19 author royalties/editor honoraria were paid out.

The Calendar was extremely late this year and Short offers his sincere apologies.

The audit of the 2006-7 fiscal year was completed shortly before the board meeting. The fieldwork in mid August went very smoothly according to both A-R and MLA's accounting firm, Suby Von Haden. Short 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. The suggestion that the T/Ex include copies of the invoices with the RFP has already been adopted. The suggestion to reconcile donation and investment accounts monthly is under discussion. Pat's suggestion is that "we 'close' the books monthly or at least quarterly. While we do reconcile the database to QB quarterly, we don't formally close each period in QB. This means that entries for things like depreciation expense, inventory values, prepayments or accruals of anticipated liabilities, and investment gains & losses aren't made until the end of the year. Not all of these things involve big money but per Kirsten's suggestion maybe we should make entries for the larger activities like the investment accounts." Perhaps since the auditor's concern is with the investment accounts, perhaps we should limit this activity to only those adjustments. The auditor also mentioned the need for a disaster recovery plan.

MLA's application for sales tax exempt status in Rhode Island is in process.

Application has been made for a MLA Corporate American Express card for the Development Officer.

Short has been in conversation with Amy D. and Jim Z. about increasing the functionality of the MLA web site and the associated costs.

Short has been in conversation with Steve M. and Jim Z. about the potential of producing a print version of the Newsletter again. While there are certain advantages over an online newsletter for development purposes, there are also questions if this is the direction that the Newsletter should move. Perhaps there should be a new publication that could be exclusively for various development initiatives.

Short shared with the Board his concerns about the Executive Secretary/Treasurer position and the amount of work it involves, noting that it requires more than fifteen to twenty hours a week to accomplish all the tasks required. Suggestions for better managing the work include splitting the position into two as was the division prior to 1999. This would take a constitutional amendment. Another suggestion was to move more of the Executive Secretary work to the Business Office. Another suggestion was to use a model such as that used by the Convention Manager and Assistant Convention Manager, having the next Executive Secretary/Treasurer assist the one currently in office. The preferred model is unclear. Short will make a recommendation to the Board at the Newport meeting on this matter.

It was moved by Jean Morrow, seconded by George Boziwick, and carried unanimously to reappoint Brad Short as Treasurer/Executive Secretary.

V. Past President's Report. Bonna Boettcher

Boettcher reported that she had, during the past several months

- notified the Atlantic, Pacific Northwest, Southeast, and Southern California Chapters of the success of the chapter grant proposals;
- prepared the requests for payment to the chapters and forwarded them to the Treasurer/Executive Secretary for processing;
- spoke with Elizabeth Davis at IAML about the Mellon Grant;
- spent a good deal of time checking back minutes to fill in details when requested;
- issued the call for chapter annual (or in this case, six-month, given the change in annual reporting) reports.

VI. President's Report. Phil Vandermeer

Since the June Board meeting in Middleton, much of my time has been spent on the issues regarding our \$379,000 grant from the Andrew F. Mellon Foundation for completion of the Index to Printed Music. The James Adrian Music Co., MLA's subcontractor, asked MLA to apply to Mellon for an extension so they could continue the project using unexpended funds. By the time we left our deliberations in Middleton, the Board had yet to make a decision. After continued negotiation between the MLA Board and James Adrian, with valued input from the administrators at Mellon, I am happy to say that the Mellon Foundation recently approved a two year, no-cost, extension of the grant so that the work on IPM can be completed. The fact that a granting agency like Mellon has confidence in our association is a huge benefit to us and bodes well for the future of our development activities.

The other major issue I have been working on is regarding our publication contracts. All the contracts have been vetted by our attorney Katherine Goldman with the following results:

1. I sent a registered letter to Scarecrow Publishing outlining our intention to sever our co-publishing agreements for the Basic Manual Series, the Index and Bibliography Series, and the Technical Reports Series effective December 31, 2007.
2. We have worked out an acceptable contract with A-R editions to take over these series on January 1, 2008. A contract will be signed soon.
3. With the help of editor Daniel Boomhower, we have been negotiating a contract with ALA for the publication of the new edition of the Basic Music Library.

Other tasks I have completed since my last report:

1. Wrote and submitted the Presidents Column for the upcoming MLA Newsletter.
2. Appointed Misti Shaw (DePauw University) to the Information Sharing Subcommittee.
3. Authorized the new Music Industry & Arts Management Roundtable and appointed Alicia Hansen (Tulane University) as its coordinator.
4. Wrote and sent out another round of letters acknowledging contributions of \$100.00 or more to the association.

This office continues to challenge me in significant ways, but brings great satisfaction at the end of the day. I am honored to have this opportunity, and I value the ongoing support of the Board, Officers, and Members of our association.

VII. Editors' Reports.

A. Basic Manual Series.

The Board reviewed the report submitted by Jean Morrow.

The co-publishing contract with A-R Editions has a January 1 start date so new contracts can not be signed until that date.

Jean Morrow was thanked for her report.

B. Basic Music Library

No report. Contract negotiations between MLA and ALA are underway.

C. Copyright Web Site.

The Board reviewed the report submitted by Eric Harbeson.

Eric Harbeson was thanked for his report.

D. Index and Bibliography Series.

The Board reviewed the report submitted by Mark Palkovic.

It was moved by Jean Morrow, seconded by George Boziwick, and carried unanimously that the publication recommended for publication by editor Mark Palkovic, *An Index to Articles Published in The Etude, 1883-1957 by Pamela Dennis*, be approved.

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 and welcomed him to the meeting to help discuss the future role of the newsletter within the Association. After a discussion of the information that typically currently appear in the newsletter, the types of information that might better be presented in a format that is less passive and presented in a "late-breaking" type of way, and the types of information that need to be archived, the Board recommended the formation of a task force to study the matter.

Stephen Mantz was thanked for his report.

G. Notes.

The Board reviewed the report submitted by Jim Cassaro.

Jim Cassaro was thanked for his report.

H. Technical Reports.

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

D.J. Hoek was thanked for his report.

I. Web Editor.

The Board reviewed the report submitted by Amy Dankowski.

The Board noted the critical need for the Program Committee's web forms to be in place by October.

The Board discussed priorities of Dankowski's work, needing to make sure that routine but critical work – particularly that of the Board – get done in a timely fashion and get done accurately. Questions were raised about the need to make sure that various e-mail addresses that members might be using to contact the web editor

be redirected, as necessary, in order to assure that the messages are getting to Dankowski. It was suggested that when she receives messages, that she respond to each one with an acknowledgment of receipt, even if the work the message requests be done be quite far down on her priority list. That will help eliminate concern that messages are not reaching the web editor. For the time being, Past-President Boettcher will serve as the Board contact for questions/concerns/issues that arise from members regarding the web site, rather than President Vandermeer.

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 Jean Morrow, seconded by George Boziwick, and carried unanimously to reappoint Wendy Sistrunk as Advertising Manager.

Wendy Sistrunk was thanked for her report.

B. Convention Manager.

The Board reviewed the report submitted by Gordon Rowley and Paula Hickner.

It was moved by Jean Morrow, seconded by George Boziwick, and carried unanimously to reappoint Gordon Rowley as Convention Manager.

It was moved by Jean Morrow, seconded by George Boziwick, and carried unanimously to reappoint Paula Hickner as Assistant Convention Manager.

Gordon Rowley and Paula Hickner were thanked for their report.

C. Placement Officer.

The Board reviewed the report submitted by Susannah Cleveland.

It was moved by Jean Morrow, seconded by George Boziwick, and carried unanimously to reappoint Susannah Cleveland as Placement Officer.

Susannah Cleveland was thanked for her report.

D. Publicity Officer.

The Board reviewed the report submitted by Ken Calkins.

It was moved by Jean Morrow, seconded by George Boziwick, and carried 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.

Jim Zychowicz was thanked for his report.

IX. Reports of Standing Committees.

A. 1. Development

The Board reviewed the report submitted by Paula Matthews.

Paula reported that she is absorbing information on all fundraising efforts of the organization. She is learning from the current Local Arrangement Committee about the type of fundraising they're doing, possibly looking toward standardizing solicitation and/or thank you letters but minimally confirming that all is being well done. She notes that there is not a GIVE TO MLA button on the homepage of the Music Library Association website. The Board discussed that there should be a way to give online. Paula discussed the need to increase not only the amounts of money needed to be raised but the percentage of members giving to the Association.

It was moved by David Gilbert, seconded by Rebecca Littman, and carried unanimously the implementation of a "\$5 Campaign" to increase the percentage of members giving to the Association.

It was moved by David Gilbert, seconded by Bonna Boettcher, and carried unanimously that unspecified donations given as part of the "\$5 Campaign" go into the MLA Fund.

The Board talked about how to recognize members who were financial contributors to the Association. Some type of identifying mark on the name badge at the annual meeting was suggested. Board members felt that individuals should be able to opt in or out of that type of visible display of their donation choices on the name badge and Paula will convey that to the appropriate Local Arrangements Committee members.

Paula will speak with AMS leaders about their OPUS Campaign but believes we're several years from moving in that direction.

Paula noted the need to standardize the Association's recognition of those who donate gifts in kind and the need to get this information in the master database in addition to the financial contributions as is currently

being done. She will try to learn what other groups do and help determine how we should proceed, learning also about the tax implications to this.

Paula is sending out hand-written thank you's to donors as she learns of them from the Business Office. She will also work with Brad Short to relieve him of the thank you correspondence he currently completes.

Paula Matthews was thanked for her report.

A.2. Marketing

The Board reviewed the report submitted by Laura Gayle Green.

Laura Gayle Green was thanked for her report.

B. Education.

After much discussion the Board endorsed the Education Committee's recommendation that preconference attendees who are not members of MLA be invited to MLA's New Member reception.

Holling Smith-Borne and Joseph Hafner were heartily thanked for their report.

C. Finance/Investments

David Gilbert reported on the meeting of the Finance Committee.

Eunice Schroeder reported on the work of the Investments Subcommittee and their gathering of information from other non-profit organizations to learn how they handle funds that they invest.

After review and discussion, the Board acted on the following:

It was moved by Jean Morrow and carried unanimously to accept the recommendation of the Finance Committee that MLA send Darren Hedeem a letter of concern and appreciation and include a check for \$1000 to offset the loss of his laptop at the 2007 Pittsburgh annual meeting.

It was moved by Jean Morrow and carried unanimously to accept the recommendation of the Finance Committee that the following conference fees be set for the annual meeting in Newport:

Early MLA	\$180.00
Early 1 st Three Years	\$160.00
Early (non-members)	\$270.00
Student	\$ 95.00
Regular MLA	\$280.00
Regular (non-member)	\$370.00
Single Day	\$115.00
Single Day nonmember preconference registrants	\$ 35.00

It was moved by Jean Morrow and carried unanimously to accept the recommendation of the Finance Committee that MLA provide conference registrants the option of purchasing two continental breakfasts at the annual meeting for \$25.

It was moved by Jean Morrow and carried unanimously to accept the recommendation of the Finance Committee that honoraria in the amount of \$675 be paid to speakers in various program sessions as laid out by the program chair.

It was moved by Jean Morrow and carried unanimously to accept the recommendation of the Finance Committee the Convention Manager's proposed budget for the 2008 annual meeting in Newport with funds to cover shortages, should they occur, coming from the MLA Fund.

It was moved by Rebecca Littman and carried unanimously to accept the recommendation of the Finance Committee the proposed budget for the continuing education workshop to be held at the 2008 annual meeting in Newport.

David Gilbert and Eunice Schroeder were thanked for their reports.

D. Membership.

The Board reviewed the report submitted by Michael Rogan.

Michael Rogan was thanked for his report.

E. Nominating.

The Board reviewed the recommendations forwarded by Paul Cauthen.

It was moved by David Gilbert, seconded by Jean Morrow, and carried unanimously that the nominees for the Board of Directors slate presented by the Nominating Committee be approved.

It was moved by Bonna Boettcher, seconded by Jean Morrow, and carried unanimously that the selection for the MLA Citation be approved.

Paul Cauthen was thanked for his report.

F. Annual Convention.

1. 2008 Newport program.

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

The Board discussed the need to confirm that chapters will be meeting in time so that the program can be adjusted before printing.

D.J. Hoek was thanked for his report.

2. 2008 Newport LAC.

The Board reviewed the report submitted by Ned Quist.

Ned Quist was thanked for his report.

G. Publications.

Linda Blotner reported on the activities of the Publications Committee.

Linda Blotner was thanked for her report.

X. Reports of Special Committees

A. Administration.

The Board reviewed the report submitted by Paula Elliot.

Paula Elliot was thanked for her report.

B. Awards

It was moved by Rebecca Littman, seconded by George Boziwick, and carried unanimously that the recommendations of the following award committees be approved:

Walter Gerboth Award Committee

Kevin Freeman Travel Grant Committee

Carol June Bradley Award

Publications Award Committee

It was moved by Rebecca Littman, seconded by David Gilbert, and carried unanimously that the recommendation of the Dena Epstein Award Committee be approved.

Chairs Joseph Boonin (Walter Gerboth Award Committee), Judy Tsou (Kevin Freeman Travel Grant Committee), Roberta Ford (Carol June Bradley Award), Kendall Crilly (Publications Award Committee), Suzanne Moulton-Gertig (Dena Epstein Award Committee), and their respective committee members were thanked for their thoughtful work.

C. Bibliographic Control.

The Board reviewed the report submitted by Nancy Lorimer.

Nancy Lorimer was thanked for her report.

D. Legislation.

The Board reviewed the report submitted by Gordon Theil.

Gordon Theil was thanked for his report.

E. Preservation.

The Board reviewed the report submitted by Lisa Lazar.

Regarding the recommendation regarding a preservation website:

It was moved by Jean Morrow, seconded by Bonna Boettcher, and carried unanimously that the proposal for a preservation website be accepted in principle.

Several issues surrounding the website, such as currency, maintenance, the level of comprehension, and the desire to see a prototype of the website were discussed. The Board encouraged the Committee to use their presentation in Newport as a time to get feedback on the content and usefulness of the site as is currently developed.

Regarding the work of the Working Group on Archival Music Materials of the Preservation Committee:

It was moved by George Boziwick, seconded by Bonna Boettcher, and carried unanimously that the report of the Working Group on Archival Music Materials be accepted.

The editorial board of the Basic Manual Series has been discussing the need for a manual on processing archival and special collections in music libraries. Jean Morrow, editor of that series, will contact key members of this working group to get their input on developing an outline for such a manual.

Lisa Lazar was thanked for her report.

F. Public Libraries.

The Board reviewed the report submitted by Blair Whittington..

Blair Whittington was thanked for his report.

G. Reference and Public Services.

The Board reviewed the report submitted by Paul Cary.

Paul Cary was thanked for his report.

H. Resource Sharing and Collection Development.

The Board reviewed the report submitted by Joe Clark detailing their request to create a list of collection development resources that would be mounted on the MLA website.

It was moved by Bonna Boettcher and seconded by George Boziwick to approve the proposal from the Resource Sharing and Collection Development Committee that a list of collection development resources be added to the website. After further discussion, the motion was unanimously defeated.

The Board felt there was potential merit in parts of the proposal but preferred to ask the Committee to refine their proposal with the thought of adding value to the site rather than providing a simple posting of links.

The Board reviewed the report of the Task Force on Digitizing and Preserving Scores and Sound Recordings, chaired by Joan O'Connor. The Board was particularly pleased to see a recommendation for a resource website that might provide guidance to best practices.

It was moved by Jean Morrow, seconded by Rebecca Littman, and carried unanimously to accept the report of the Task Force on Digitizing and Preserving Scores and Sound Recordings.

The Board will consider the Task Force's recommendations.

Joe Clark was thanked for his report.

XI. Joint Committees

A. AMS, Joint Committee on RISM.

The Board reviewed the report submitted by Paula Matthews.

Paula Matthews was thanked for her report.

B. Archives, Joint Committee with University of Maryland.

The Board reviewed the report submitted by Geraldine Ostrove.

Establish a task force on the future of the MLA archives, investigate MLA applying for a NHPRC grant. Need to get to a point where we have a fully developed records management program, keeping in mind open records and retention laws of the State of Maryland.

Geraldine Ostrove was thanked for her report.

C. MPA/MOLA Joint Committee.

Although no written report was submitted, Board member and MPA/MOLA Joint Committee representative George Boziwick reminded the Board that the next Board meeting of MPA is on October 19. President Vandermeer is unable to attend but will try to attend the meeting in April. Boziwick hopes to discuss how publishers intend to handle selling copies of scores listed as only available through rental to libraries and how best and what to communicate to libraries about this.

George Boziwick was thanked for his oral report.

D. US RILM Office.

The Board reviewed the report submitted by Sarah Adams.

Sarah Adams was thanked for her report.

XII. Representatives to Other Organizations

A. ALA.

The Board reviewed the report submitted by Alan Karass.

The Board noted that Karass is doing far more than the representative's charge necessitates but expressed sincere gratitude. His work with ALA mirrors the Board's desires and a change in the wording of the charge is suggested in the Task Force on Committee Structure's report.

Alan will be given information on MLA's preconference to take to the ALA mid-winter meeting in January.

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.

C. AMS

The Board reviewed the reports submitted by Paula Matthews.

The Board discussed whether or not more formal relationships should be codified between not just AMS but perhaps SAM and SEM as well. It was thought that recognizing and working more closely with committees within these other organizations that parallel the work of MLA may be beneficial.

The President will contact the president's of AMS, SAM, and SEM and invite them to our annual meeting in Newport. If they are able to attend, they will be offered an opportunity to briefly address MLA members either at the opening session or at MLA's business meeting.

It was moved by Bonna Boettcher, seconded by Rebecca Littman, and carried unanimously that the Board support the recommendation of MLA's President that he request more formal organizational relationships be established between AMS, SAM, and SEM.

Paula Matthews was thanked for her report.

XIII. External Liaisons

A. MOUG.

The Board reviewed the report submitted by Kerri Scannell

Kerri Scannell was thanked for her report.

XIV. Old Business

A. Mellon Foundation Grant Update. Phil Vandermeer

Vandermeer reported that no communication has been received from the James Adrian Music Company leaders about their work or status of the grant since the awarding of the extension. The three principle investigators (Bonna Boettcher, George Boziwick, and Jean Morrow) will work to detail what information the investigators need on a monthly basis from the James Adrian Music Company leaders and will communicate that information to them. Boettcher and Boziwick will attend the next Board meeting of the James Adrian Music Company in early November.

B. Progress on Committee Structure Evaluation. Jean Morrow

In order to do their work, the Committee developed a draft mission statement and associated goals of the Association as a starting point. This was shared with the Board and discussed during their strategic planning session. Morrow then presented the interim report of the Task Force. Throughout the presentation, Board members discussed implications of the changes suggested and, in several instances, Morrow was charged with taking back to the Task Force suggestions/questions from the Board. In many cases, committee chairs with whom the Task Force had consulted, were in complete agreement with the suggestions the Task Force ultimately made in their report. Morrow and President Vandermeer will discuss ways to communicate the interim results of the Task Force to the membership both before and during the Annual Meeting.

XV. New Business

A. Strategic Planning

The Board spent Saturday morning brainstorming ideas to structure future strategic planning sessions. We discussed two broad categories: outreach and "inreach" or member services. Topics that arose during the outreach session included: ties with sister organizations; advocacy issues; publications; how MLA leads others; and music in public libraries. In terms of "inreach" we discussed: annual meetings; archives; professional development; diversifying programs; emerging technologies; and continuing education. All these topics are worth future discussion and led to issues of funding and how development activities might be focused on specific goals.

XVI. Adjournment

It was moved by Jean Morrow, seconded by Rebecca Littman, and carried unanimously to adjourn the meeting at 10:35am.