

MLA Board of Directors

Ithaca, New York

27-29 September 1991

MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors

Ithaca, New York, 27-29 September 1991

Friday, September 27: 2:00-6:00 p.m.; Saturday, September 28:

9:00 a.m. - 6:00 p.m.; Sunday, September 29: 9:00-11:00 a.m.

Present: Joseph Boonin, James Cassaro, Jane Gottlieb, Nancy Nuzzo,

Ralph Papakhian, Don Roberts (presiding), Susan Sommer, Joan

Swanekamp, Sherry Vellucci, Diane Parr Walker, Ross Wood.

I. Recording Secretary's report.

The minutes of the meeting of 31 May - 2 June 1991

(New York) were approved as written.

At Nuzzo's request, the board agreed to change the policy regarding distribution of the Index to Board Policies. It will now be distributed after the fall board meeting.

II. Treasurer's report. Diane Parr Walker.

Walker distributed a 1990/91 Fourth Quarter Year-End packet containing a Balance Sheet, Operating Budget Report, Supplemental Income Report, Awards Budget, Investment Reports, and Supplemental Income, Four Year Comparison. Also distributed were a Summary Budget Three Year Comparison, Operating Budget Surplus Report, and 1991/92 First Quarter-to-Date reports including the Operating Budget, Awards Budget, Treasury Bill Investment Reports, Supplemental Income Report, and First Quarter Comparison, FY 1990/91 and FY 1991/92.

1. Final review of 1990/91 budget.

a. Overall income reached 88.9% of the budgeted level.

(1) Dues came in at 101.9%.

(2) Sales came in at 88.6%. Low income for the MCB and Index Series was balanced by low expenditure.

(3) Meeting income came in at 67.6%. There was a

\$1,652.57 deficit; as reported last time, for the first time in several years the convention did not add money to the operating budget.

(4) Placement income came in at 119.2%.

(5) Miscellaneous income line 5.01 reflects the first sales of the Harvard symposium volume.

b. Overall expenditures reached 84.9% of the budgeted level.

(1) Management services came in at 90%.

(2) Program expenses came in at 112.6% of budget, principally reflecting Development Committee activity.

(3) Other member services reached 63.6%.

(4) Publications came in at 87.9%.

(5) Miscellaneous expenditures line 11.03 reflects support to the Southeast Chapter granted in June.

c. Surplus: there was a surplus of \$6,455.60 for the year; the four-year total is \$89,060.98.

d. Supplemental income was \$19,564.23 in 1990/91.

(1) There were additional contributions to two Endowment Funds.

(2) The Gerboth Fund received \$4,980.00 from the campaign and \$610.00 donated with membership renewals. Principal of nearly \$17,000.00 is needed to fund the award from interest earned, depending on where the money is invested and the interest rate. Also, MLA might want to consider reinvesting part of the interest.

e. Awards. There were no new expenditures. The total available income is \$3,775.52 (only \$1850 is needed to cover awards).

f. Investment Funds.

(1) The Calvert Money Market line reflects the transfer of \$60,000.00 to T-Bills. The interest rate on 30 June was 5.62%.

(2) The Calvert Growth Fund is fluctuating. MLA received 472.771 shares as dividends and capital gains and purchased 72.569 shares with a \$2,000 special endowment, for a total of 545.358 additional shares.

(3) Treasury Bills. The first bill purchased was renewed automatically on June 13. The calculated annual interest rate on the date of renewal was 5.66%

2. Three-Year Comparison

a. Income has increased over the three years.

(1) Dues, after seeming to begin a steady decline,

rallied to near 1988/89 income.

(2) Sales have shown an overall increase over the three years.

(3) Meetings have made money the previous two years; not having a workshop affected 1990/91 income.

b. Expenditures have increased steadily over the three years by \$11,000 to \$16,000 per year.

(1) Management services showed a lower increase in 1990/91. Academic Services was down a little from last year, but this reflects only 11 months' payments.

(2) Program expenses nearly doubled in 1990/91, mainly because of the Development Committee campaign.

(3) Other member services have increased gradually.

(4) Publications increased 5% from 1988/89 to 1989/90, and 2.5% from 1989/90 to 1990/91.

(5) Miscellaneous expenses included the Anniversary Commission and chapter support in each of the three years.

3. Supplemental Income Four-Year Comparison

a. Shows an increase in 1988/89, then little change.

b. At end of 1990/91, the accumulated principal in the Gerboth and Endowment funds was \$11,815.00 (\$7,815 in Gerboth).

4. Operating Budget Surplus Prediction

With the addition to the surplus in 1990/91, the surplus will not likely be depleted until 1995/96; a dues increase should be tentatively planned for that year or 1994/95, the eighth or ninth year after the last one. Predictions assume a 1% annual increase in income and a 5% annual increase in expenditures.

5. 1991/92 First Quarter-to-Date Budget

a. Miscellaneous expenditures include the Academic Services June invoice in line 11.015, the final convention hotel bill in line 11.019, and support for the California chapters' anniversary meeting in line 11.03.

b. T-Bills: each of the three bills has now been renewed once. Interest is still slipping, to 5.35% in September.

c. A two-year comparison of the first quarter shows that overall income is down by \$22,788.76 from last year. Expenditures are about even.

Walker was thanked for her report.

III. Executive Secretary's report. Ralph Papakhian.

Papakhian distributed a list of contributors to MLA for 1991/92, as of 23 September 1991, and a packet of information from ARLIS containing budgets and a job description for the ARLIS Executive Director.

1. Administrative Structure. The latest version (9/18/91) was posted on MLA-L, and can be updated regularly. Board members expressed appreciation for the availability of the most current version on MLA-L.

2. Membership. The downward trend continues. As of 8/31/91, the total number of members and NOTES subscribers is 2,727 (as compared to 2,780 the previous year). There are 808 MCB subscribers (compared to 855 at this time last year). Jim Henderson provided a list of life/honorary members and this has been edited. There are three life members on the books; Henderson is splitting the category so that life and honorary are separate. Thirty-one new memberships have been processed since the last board meeting.

3. MCIMAIL. It seems to be working well. The bill for July was \$12.90; for August, \$11.55.

4. Publications:

a. About 10 brochures have been mailed since the last board meeting. Geraldine Ostrove has taken the new music librarianship brochure to a designer.

b. Membership directory. Jim Henderson has sent an "invoice" to honorary/life members (for 0 dues), in order to enable them to correct directory information and make contributions should they so desire.

c. Library School Survey. Five have been sold since the last board meeting, bringing the total to about 52.

d. Inventory/AMS. Papakhian spoke with Gabriel Hornstein of AMS. Hornstein recommends scaling down what MLA sends him, to 25 copies per issue instead of 100. No reprinting has been done since the original back run in the 1960's. Hornstein agreed to look into MLA's file to see if there is a basis for royalties (Papakhian's last record of royalty payment is from 1976, for \$1,102.66). Hornstein confirmed the continual availability of this service, though he did not feel that a formal contract or agreement

was necessary because of the low volume of sales. Papakhian will follow up in about two months.

5. Academic Services. Everything seems to be working smoothly. Claims have come in for the July/August issue of MCB, which is delayed. Henderson and Dearborn have contacted advertisers in arrears and are either expecting payment or will stop further ads.

6. Contributors. Contributions and sustaining memberships received in 1991/92 total \$1,170, a figure somewhat higher than last year at this time. Papakhian has acknowledged all of the sustaining members and general donors, with the exception of a \$100 donation that Roberts acknowledged. Tote bags were sent to Gerboth fund contributors, and a list of those names was sent to Ostrove to acknowledge. Papakhian will be responsible for obtaining the list of Gerboth fund contributors from the Indianapolis meeting, adding the names of contributors since then, and submitting the master list to Ned Quist for publication in the Baltimore conference program. It was suggested that the list of contributors be mentioned during the Baltimore business meeting.

7. MLA-L. There are now ca. 425 subscribers.

8. MLA Clearinghouse. Papakhian has made a formal request to the Indiana University Dean for Budgetary Administration for continuation of the MLA external agency account. When that request is granted, Papakhian will prepare a draft of policies governing the clearinghouse. The board felt that it probably was not necessary to have written consent forms and agreements.

9. Post card ballot. Papakhian reported that ARLIS raised the level of participation in elections by using a postage-paid post card ballot. The board discussed the cost, how to ensure valid votes yet protect the anonymity of voters, and the security of a postcard versus an envelope. It was moved by Susan Sommer, seconded, and unanimously carried that this year, MLA send the ballot by a separate mailing with a pre-paid return post card for response. After the convention mailing, a separate mailing will be sent to members eligible to vote. The letter in the convention mailing will mention that the ballot will come separately. It was agreed that the ballots should be sent out via first class mail on November 21, and returned with a postmark no later than December 13.

Board members who attend chapter meetings this fall should mention the new procedure.

The board thanked Papakhian for his report.

IV. Past President's report. Susan Sommer.

Sommer reported that chapters are in flux because of upcoming elections. An updated list of chapter officers will be added to the Administrative Structure in the next few weeks.

The California chapters have been given \$1,000 from the 1991/92 budget in support of publications projects culminating in a joint celebration of the fiftieth anniversary of the chapters. Their request for \$1,500 was received three years ago; \$500 was granted at that time.

Sommer will attend the joint meeting of the Chesapeake and Southeast chapters this fall. Funds to support that meeting were approved by the board in 1990/91.

V. President's report. Don Roberts.

1. Recent business.

a. With the help of Brad Young, Joan Swanekamp, and James Cassaro, Roberts has written a letter to Librarian of Congress James Billington, expressing MLA's concerns about a number of areas.

b. Roberts wrote to the Office of Government Ethics to express concern about the proposed restrictions on participation in professional organizations by federal employees, as reported in American Libraries.

c. Marcia Gittinger of the Major Orchestra Librarians Association would like to have closer contact with MLA, especially in the area of preservation. Roberts asked John Shepard to contact her and invite her to participate in the Preservation Committee program at the Baltimore meeting.

d. Roberts has charged an Ad Hoc Committee to Evaluate the Membership Directory, with Dawn Thistle as chair and Joseph Boonin and Ralph Papakhian as members. [Marty Rosen was appointed as the fourth member in October.] Roberts noted that the index by state in the current version has been very useful to him.

e. Copies of a brochure on music librarianship as a career, published by IAML-UK, have been sent to Papakhian and

Geraldine Ostrove.

f. Donna Sanzone of GK Hall is continuing her discussions with Margaret Ericson regarding publication of the Women & Music bibliography. She has contacted Richard LeSueur about the CD review index, but no details are available yet.

g. Roberts noted the receipt of a letter from the USSR Center for International Projects, regarding sending music librarians to the USSR.

h. The MLARES-L situation resolved itself.

i. The Affiliates meeting at ALA focused on library school closings and the White House Conference.

2. Special Achievement Award.

The board went into executive session to discuss potential recipients of the award. Roberts appointed a subcommittee (Wood, Sommer, and Roberts) to consider names.

During discussion, the board was not agreed on the subject of naming the award.

3. Discussion: Should MLA consider establishing an office with full time staff?

Roberts gave a brief history of the administration of MLA's affairs, from the time that William Weichlein was executive secretary, through circumstances surrounding the selection of the Philadelphia business office, and up to the move to Academic Services. The board agreed that the decision to establish an office would be complicated. The board complimented Papakhian for his report comparing MLA's administrative needs with the structure of ARLIS management, noting that it addressed non-comparable factors. The board agreed that additional information will be needed if MLA decides to pursue the establishment of a business office. It was noted that the ARLIS situation has been successful largely because of the ARLIS member and art librarian who holds the office of Executive Director.

The board recalled that one of the original reasons for wanting to study a move in this direction was the recent difficulty in attracting candidates for responsible positions in the organization. It was felt, however, that this was probably a cyclical problem, because many potential candidates expressed interest in serving in a few years. And it was noted that having a large pool of candidates is less important than finding logical successors to the positions, which has happened. The board agreed that there is a need to promote these positions as opportunities for

professional development and management training, especially for librarians whose jobs lack such opportunities. They provide an opportunity to branch out when it is not possible to move up. On the other hand, the board recognized the danger of asking too much of officers such as the treasurer and executive secretary, and noted that clerical support for these positions is available and its use should be encouraged. The board also felt it would be wise to keep watch for young MLA members who are potential candidates for these positions before we lose them to other areas of librarianship. The president's column and the "Ask MLA" sessions are appropriate places to promote service to MLA.

The board discussed the nature of board business. It was surprising to one member how little the board talks about music librarianship; others pointed out that in discussions of programs and committees the board does deal with music librarianship. Recent boards have moved beyond mundane managerial details to look at the direction of the organization and consider programs in a broader context. Board members commented that business is conducted efficiently and care is taken not to create unnecessary work.

The board agreed that the present participatory structure, in which members are involved in running the organization, is good, and could see no compelling reason to change at this time. The board also agreed that the establishment of an office with a full time staff may be in MLA's future, and the board has a responsibility to continue to consider the question and be prepared. One way to prepare would be to raise honoraria regularly, to lessen the financial shock. The board might also want to appoint committees to investigate specific aspects of the situation, building on Papakhian's work with ARLIS.

The subject will not be addressed in Baltimore, but the new board will be brought up to speed.

4. Reappointment of Treasurer.

It was moved by Joseph Boonin, seconded, and unanimously carried that Diane Parr Walker be reappointed as Treasurer. There was a round of applause for Walker and for Papakhian, who will complete his term as Executive Secretary in February.

VI. Parliamentarians' report. Joseph Boonin and Sherry Vellucci.

Vellucci suggested that it is time to examine the handbook. Officers should look at their areas and report corrections to

Vellucci by November 15.

VII. Committees.

A. Standing Committees.

1. Development.

Roberts reported on a recent conversation with Geraldine Ostrove, chair. The Music Librarianship brochures are at a graphics designer, and are expected to be ready by the end of September. Ostrove asked what to do with left-over MLA t-shirts; the board suggested giving them to Richard Jones to use for publicity.

The board considered several questions posed in Ostrove's letter of September 3, 1991, particularly regarding the hiring of a consultant, long-range planning, the use of premiums, and the role of chapters in development.

The board felt that a certain direction had been set by earlier board discussions, and that the expertise of members of the Development Committee should be used to find answers to the questions posed in Ostrove's letter. The board felt it would be helpful for Roberts to reiterate the short- and long-term goals of the association for the committee and also in a president's column for the membership. The board suggested some specific ways the committee could support these goals: compile a list of names and addresses of past-presidents of the association, to be used in fund raising; find out what MLA members want from the association, in order to maintain membership levels; promote the Gerboth award by writing an article for the Newsletter about the people who have won the award.

The board consensus regarding the chapters' role in development was that it does not really work, and that many chapters have a strong identity that they want to keep separate from the national organization.

In response to Ostrove's letter of September 24, 1991, the board was not in favor of using mugs as a premium for the Gerboth campaign in Baltimore. Instead, the board favors an aggressive campaign with the remaining tote bags as premiums. The board suggested that the campaign booth should be highly visible and open during registration, and that prominent members of the association should be recruited to staff the booth. Board members are willing to assist. A Newsletter article as described above will also help promote the campaign. In general, the board is not opposed to offering premiums, but prefers to see them used as a kickoff for a campaign. For the Duckles campaign, perhaps the

kickoff event will be a benefit concert.

It was suggested that it is time to identify donors with more resources. The board still wants to involve the general membership in campaigns, but sees a need to identify higher levels of giving. A matching plan is another idea to explore.

The board reflected on the expertise of the members of the Development Committee expressed confidence that committee discussions would be able to address the questions raised in Ostrove's letter and result in creative proposals.

The status of brochures other than MLA and Music Librarianship was questioned.

2. Education.

a. Library School Directory.

The board reviewed its October 1990 discussion of the directory and reaffirmed that the directory should be kept up to date and made available electronically, with hard copies available on demand at cost (\$5.00 was suggested).

b. Continuing Education Project.

The board reviewed the report prepared by Roberta Chodacki and Joyce Wemer. There was some surprise about the movement away from credit-bearing courses and the difficulty of administering them. It was noted that the Public Libraries Committee has taken a program "on the road." Board members supported the idea of offering courses during the annual conference, noting that members might receive institutional support to attend the conference if it contains courses. It was suggested that the committee prepare a preconference workshop for 1994 consisting of one course or several parallel courses (perhaps offering a "menu" format like that planned for the 1992 preconference). The board favored programmed instruction rather than "sessions" on a topic, and suggested that because of the start-up work involved, the courses should be designed to be repeatable. There was strong feeling that these should not be "how we did it" sessions. The board would like for the committee to identify what MLA members need to know, and develop ideas, then draw on members of the association with long-term teaching experience. It may be necessary to bring in non-MLA member teachers. The board felt that the courses will be attractive to experienced librarians who find themselves taking on new responsibilities because of cutbacks, as well as younger members of the association. Some topics suggested for courses include cataloging basics, collection development, acquisitions, preservation, reference, and new

reference sources. MLA-L should be monitored for other topics of interest.

c. Other. See IX.C.2. below.

3. Finance. Joan Swanekamp.

a. Budget.

The board unanimously approved the Finance Committee recommendation for approval of an overage in the 1990/91 budget:

9.06 NOTES	\$1,580.02
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b. Baltimore conference and preconference budgets.

Swanekamp distributed the proposed convention budget. Registration fees are based on an estimate of 450 full registrations and 50 student or one-day registrations, and workshop registration of 100. The program budget includes honoraria for some round table sessions, though that does not necessarily set a precedent. Swanekamp was happy to report that requests for funding meeting activities came at the appropriate time this year. The opening reception will not be as lavish as last year's 60th anniversary celebration. Food and one drink will be provided; additional drinks can be purchased.

The board unanimously approved the Finance Committee proposal for a 1992 convention fee structure as follows:

Late registration penalty:	\$15.00
Table fee for exhibitors (registration fee not included)	\$250.00
Program ad:	
Full page	\$125.00
Half page	\$75.00
Banquet tickets	\$40.00
Registration:	
Regular	\$70.00
Student or 1 day	\$35.00

c. Investments.

(1) The board unanimously approved the following Finance Committee recommendation:

The Finance Committee recommends to the board that pursuant to the policy adopted in February 1991 regarding the distribution of monies invested in money market funds that the second market fund be Fidelity Spartan, specifically the US Government Money Market Fund. This recommendation is based on the

recommendation of the Investments Subcommittee.

(2) The board unanimously approved the following Finance Committee recommendation:

The Finance Committee recommends to the board that board policy of April 13, 1973 regarding refunds for convention registration fees be amended to read "There will be no refunds." This refund policy should be stated on the registration form. In emergency circumstances, the Convention Manager, with the approval of the President, can authorize on a case-by-case basis that refunds be made.

d. Audit. An audit of lines 2.05 and 7.05 by assistant fiscal officer James Cassaro, MLA member Elizabeth Gamble, and fiscal officer Joan Swanekamp revealed no discrepancies.

Walker stressed the importance of making copies of all receipts and bills, especially when the receipts are submitted to a committee chair or other person responsible for the budget line. This will be mentioned at the Fiscal Officers' breakfast.

Swanekamp and the Finance Committee were thanked for their work.

4. Nominating.

a. The slate of candidates recommended by the Nominating Committee for the 1991 election was unanimously approved. (Nuzzo and Vellucci were not present for discussion or vote.)

b. It was moved by Ross Wood and seconded that the Nominating Committee's recommendation for an MLA Citation be accepted. The motion was defeated with 0 votes for, 3 against, and 6 abstentions.

5. Program

a. 1992, Baltimore.

The board reviewed Beth Christensen's report. Regarding the explanatory paragraphs for the "Ask MLA" sessions, the board favors their inclusion as a separate insert, rather than within the program schedule. It was suggested that the panelists be named. Regarding the "open/closed" designations, the board suggests that closed meetings be referred to as "business" meetings, and that

open meetings not carry any designation.

b. Baltimore preconference.

The board reviewed the program and found it to be in order.

c. 1993, San Francisco.

The board reviewed Holly Mockovak's report. The board was enthusiastic about the sessions on computer music and on oral history. Marjorie Hassan and Bruce Wilson were suggested as resource people for the oral history session; the board suggested that the preservation and access aspects be addressed. The board felt a strong session could be formed by combining Campana's and Dow's proposals, perhaps with the Public Libraries Committee assisting with a discussion of reference work in the 1990's. The board agreed that there should be a session on California music, and suggested that Lou Harrison's musical notation would make a nice background on the program booklet. The board was not in favor of replacing the wrap-up session with a plenary session; it was felt that the wrap-up is especially crucial in the revised meeting format.

d. Joint meetings.

A joint meeting with the Sonneck Society is unlikely at this point. The possibility of meeting with ARSC is about 50-50. ARLIS is agreeable to joint sessions and/or tours and their board of directors recently passed a motion supporting the idea. It was moved by Joseph Boonin, seconded, and unanimously carried that the 1993 Program Committee and Local Arrangements Chairs and the Convention Manager work with their ARLIS counterparts to plan joint sessions and/or tours in San Francisco.

6. Publications.

a. Technical Reports. The board discussed Richard Smiraglia's report on Technical Report No. 20. It was moved by Susan Sommer, seconded, and unanimously carried that MLA publish Space Utilization in Music Libraries (compiled by James P. Cassaro) as No. 20 in the MLA Technical Reports series, as soon as possible.

b. NOTES. No report. See VII.B.9.a.

c. Index Series.

The Croissant volume is due in October. The print run will be 200 more than usual (600 total). A potential new volume is under review and receipt of another is expected.

d. Newsletter. No report. See VII.B.9.b.

e. MCB.

The July issue is finished and August is in the works. When that is completed, Elizabeth Gamble will begin work on the cumulative index. The new editor, Catherine Gerhart, is on schedule with current issues.

f. Chapter directories.

The board considered the two aspects of chapter directories: as a series of chapter directories, and as a series of parts of a national automated database. The problem is how to implement a national project. The Midwest Chapter was the pilot for the national project, and modified the software that had been provided. The board wondered whether the California chapters used the original software or the modified version. Suggestions included making an institutional index in the MLA directory (though it was pointed out that the chapter directories are for collections); putting the chapter directories in the Clearinghouse, and finding out what is happening with RISM C. The board agreed that the Newsletter should be used to explain the situation and see if someone would like to be the coordinator or national compiler of a national directory based on chapter directories. The board agreed that the revised Midwest Chapter software should be used.

B. Special Committees.

1. Administration. No report.

2. Awards. No report.

3. Bibliographic Control.

a. Music Thesaurus Project.

The board discussed the project as described in Brad Young's report. It was suggested that there should be an ethnomusicologist on the project board. There was a IAML project in the 1970's; Cassaro will get the prototype from Lenore Coral and

forward it to Young. It was noted that the software part of the project has been funded.

b. Subject Access Subcommittee.

Roberts reported that Harry Price will retire as chair following the Baltimore meeting. Unlike the chairs of other BCC subcommittees, this chair does not act as an official representative to another body. The subcommittee has influenced LC policy, however. It was suggested that this might be a good time to examine the subcommittee's charge and revise it if necessary. Roberts noted that following the Baltimore meeting, he plans to charge a task force to examine the entire BCC to see if restructuring is needed.

There was some discussion of whether the need for LC employees to follow the "party line" affects their contributions to MLA committees.

4. Legislation. No report.

5. Preservation.

Sommer reported that the exhibit at ALA was spectacular despite the poor space allotted to it. The program on the preservation of music materials was very successful and well attended. The papers will be published as a joint ALA/PLMS publication. The board agreed that the committee deserves a lot of credit for putting together a very professional program that raised the visibility of MLA at ALA.

6. Public Libraries. No report.

7. Reference and Public Service. No report.

8. Resource Sharing and Collection Development. No report.

9. Search Committees.

a. NOTES Editor.

The appointment of a new editor must take place by the end of 1991 so s/he can work with Michael Ochs on the June 1992 issue. The appointment will be made by the board, not the president; the board agreed that the discussion and vote could take place on MLABD-L.

b. Newsletter Editor.

The Newsletter Editor Search Committee, chaired by

Susan Sommer, welcomes suggestions. Sommer asked board members to encourage potential applicants.

VIII. Round Tables. No reports.

IX. Special Officers.

A. Convention Manager.

1. Current concerns. Hoffman suggests that MLA offer conference tapes one more time. MLA is not recovering the expense of conference tapes; it is being done as a service to members. It was suggested that past years' tapes be made available and be advertised in American Libraries. It was suggested that an ad mechanical be prepared for placement in various places. It was also suggested that the availability of tapes be mentioned when sessions are written up. They could also be sold or advertised at the ALA booth.

2. Future meetings. Scheduling. Roberts has addressed the availability of Sunday mornings for extra committee meetings in the forthcoming President's Column.

B. Placement Officer. No report.

C. Publicity Officer.

1. Book jobbers. The board discussed Rick Jones's report on the relationship between MLA and selected book jobbers. The board did not find it necessary to reconsider the "no discount for jobbers" policy established for Music Librarianship in America; this is a special policy because this is not an MLA publication. It was moved by Joseph Boonin, seconded, and unanimously carried that MLA adopt a return policy for credit only, as stated in Rick Jones's memo. It was moved by Joseph Boonin, seconded, and unanimously carried that the policy be amended to read:

A purchased item may be returned for full credit, applicable toward purchase of future publications, of the purchase price (not shipping or handling charges) during the period commencing six months after purchase and ending twelve months after purchase. The board suggested that Academic Services should keep track of credit.

It was moved by Joseph Boonin, seconded, and unanimously carried that the board instruct the Publicity Officer to inform the leading book jobbers of MLA's willingness to enter publications sold by MLA into their approval plans.

2. MLA exhibit at ALA. The board considered Jones's detailed report on the MLA exhibit at ALA. The board was in favor of ideas that would make the exhibit more relevant. The board supports MLA's presence at the summer meeting of ALA and recognizes that it is not a money maker but does raise our image. Some suggestions for raising the profile of the exhibit include dressing up the same size exhibit space, bringing in some reference books to assist with questions, fixing up the list of MLA publications, promoting good books on music librarianship not published by MLA, promoting music librarianship and not just MLA, bringing in a draft of the upcoming conference program and copies of past programs, and asking the Education Committee to prepare some handouts. The handouts could include a form for asking reference questions and a summary of review sources for sound recordings. The board was not agreed on the reference desk idea. The board did not like the idea of an "adopt a music collection" program. Holding a contest might be a good idea for the distant future.

The board recognized that the ALA exhibit is not the most effective use of publicity funds and its expense should be monitored closely. It was suggested that the volunteers at the ALA exhibit in San Francisco should keep the type of statistics that Jones kept in Atlanta.

3. Music Librarianship in America. The board discussed Jones's memo about publicity for this volume. The board felt compelled to improve its sales potential. It was moved by Joseph Boonin, seconded, and unanimously carried that MLA provide mailing labels at MLA's cost and allow a mailing to be made using the MLA bulk permit and Globe mail for the purpose of advertising the volume

Music Librarianship in America, with all costs to be borne by Harvard University; this action does not set a precedent. Academic Services and Jones will handle the finances. Roberts will instruct Jones to leave explanations off the mailer.

X. Representatives, Joint Committees, etc.

A. ALA. Roberts called the board's attention to the list of 97 recommendations adopted by the 1991 White House Conference on Library and Information Services included in the agenda packet.

B. MLA/MPA.

1. The joint committee has not met since the last board meeting.

2. Joint Task Force on Publishers' Archives.

The board discussed the mid-year review prepared by coordinator Kent Underwood. The board complimented the work of the task force so far and looks forward to their completing point g of their charge by the June, 1992, board meeting. The board would also like the task force to establish priorities by then, particularly in regard to archives that need to be rescued; the board would like to see this area addressed and crisis situations identified. The board applauded the compilation of a list of oral history candidates. It was noted that there is great excitement about this project from both organizations. The board considered the need for a national perspective on the problem, to avoid competition for funding between organizations or institutions. It was suggested that MLA's role in directing a call from a publisher to an appropriate library might be to set up a pattern of regional depositories and provide a way for libraries to enroll as a depository, and provide a statement of what this involves in terms of space and commitment.

C. NASM.

The MLA/NASM Joint Committee will consist of six members, three from each organization. Roberts will make the appointments in November; he invited the board to make suggestions, particularly of experienced, fiscally knowledgeable people from smaller institutions. It was suggested that the attendance lists for the Small Academic Libraries and Conservatories Round Tables be examined. Sam Hope, the Executive Secretary of NASM, is drafting a charge for the task force; Roberts will circulate it when received. The charge will focus on music library collections and services in the near future vis- -vis budgetary realities. NASM has recently sent Roberts a lot of solid information about planning.

D. NISO. No report. Patricia Harris will be on the program "National and International Standards: What They Mean for Us" in Baltimore.

XI. New business.

A. BMI convention fees. There was feeling that the literature received was not relevant to MLA.

B. Planning. See V.3.

C. Other. Susan Sommer introduced a motion thanking the Cornell Music Library for providing meeting space and Jim Cassaro for his personal assistance. The motion carried with applause and cries of "Bravo!"

The board discussed the sociology, psychology, and dynamics of board meetings and agreed that this had been an extraordinarily pleasant meeting.

It was suggested that some time in the future, the board might want to consider expanding the board to include the Convention Manager. For now, relevant board correspondence on MLABD-L will be forwarded to the convention managers.

A motion to adjourn carried unanimously.

Submitted by Nancy Nuzzo, Recording Secretary.

Appendix I. New Policies Adopted by the Board.

The Index to Board Policies will be distributed after the fall board meeting. [I]

There will be no refunds for convention registration fees. [VII. A.3.c.(2)]

A return policy for MLA publications for credit only was adopted. [IX.C.1.]

Appendix II. List of actions to be taken.

Action	By whom	By when
1. Follow up with AMS reprint [III.4.d.]	Papakhian	December
2. Obtain/prepare master list of Gerboth contrib. [III.6.]	Papakhian	Ned's deadline
3. Speak about copies of receipts	Swanekamp	Feb. 1992,

[VII.A.3.d.]

FO breakf.

4. Write article for NL re: chapter directories [VII.A.6.f.] Roberts soon
5. Send IAML project prototype to Young [VII.B.3.a.] Cassaro soon

...and from previous meetings:

6. Decide on June meeting date [5/91: III.10] Board Feb. 1992
7. Convey election results to Ochs [5/91: III.10] Roberts late Dec.
8. Address topic of speaker honoraria [5/91: VII.A.4.a.(4)] Swanekamp Feb. 1992,
FO breakf.
9. Ditto, with effect on registr. fees Roberts Feb. 1992
10. Bring copies of Library School Directory to conf. [2/91: III.5.c.] Papakhian Feb. 1992