

I A.

MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors
Cleveland Institute of Music, Cleveland Ohio, October 14-15, 1972

Monday, October 14.

9:45 a.m. - 12:25 p.m.; 2:05 p.m. - 4:45 p.m. William McClellan presiding

Present: Troy Brazell, Frank Campbell, Richard Colvig, Dena Epstein, Ruth Hilton, Marion Korda, William McClellan, Geraldine Ostrove, James Pruett, Don Seibert, Clara Steuermaun, William Weichlein.

Recording secretary's report

The minutes of the previous meeting were approved with the following corrections:

- p. 1. III. A., l. 4: change "Weichlin" to Weichlein
- p. 3. VII. A., l. 2: change "was" to "were"
- p. 6. XV. A., l. 2: change "to apportioned" to "to be apportioned"

II. Treasurer's report

- A. The third quarter of 1972 financial report and projections for the final quarter and the first quarter of 1973 were summarized.
- B. A report on the cost of Notes, based on vol. 28 (Sept. 1971 - June 1972) and including one year's expenses (Sept. 1, 1971 - Aug. 31, 1972), had been mailed to members of the board. This report emends and supersedes the previous one of December 1971.
- C. Costs for one year's issues of the Newsletter and the Cataloguing Bulletin were also presented in a written report.

III. Executive secretary's report

- A. The growth index showed that subscriptions have increased slightly since last year at this time. This year money from members and subscribers came in early.
- B. Publicity. Advertising rates for the NAMS Bulletin (circulation: 3,650), a possible source for an MLA ad, are as follows:

1/2 page, one time	\$69.00	
1/4 page, one time	\$46.00	NMC
- C. The Revolutionary Bi-Centennial Commission, which has had several meetings, wants various organizations to appoint committees to plan appropriate projects. The Commission will not provide funds to finance projects.
- D. Cataloguing Bulletin
 - 1. We have a complete file of the Cataloguing Bulletin. This could be mentioned from time-to-time in Notes. Back issues might be in special demand after SLAAC is published.
 - 2. The Bulletin is probably most useful as single issues or in a temporary binding.
 - 3. Jim Pruett mentioned that Kitty Skrobela is working on an index which he suggested should be sent free-of-charge to subscribers. He added that a flyer listing all MLA publications ought to be mailed to library schools, to universities and colleges with separate schools of music and to independent music schools.
 - 4. The amount of copy sent from LC to the editor is expected to decrease.
 - 5. Additions and changes to Class M made between 1968 and 1970, when the Bulletin began publication, should be cumulated, so as to fill in the gap between the scheme as published and the additions and changes listed in the Bulletin.
 - 6. A cumulation of the additions and changes to Class M that have appeared in the Bulletin will be published about November 15 as an MLA Supplement for Members.

IV. Convention coordinator's report

- A. Bloomington
 - 1. Bill Weichlein read the program sent to him by Gerald Gibson, program chairman.

Two sessions will be held jointly with ARSC.

2. The budget for the meeting includes overhead costs for arrangements with the Indiana University Concert Bureau, obligatory in order to meet on the campus.
- B. Las Vegas. The meetings will take place from Tuesday, June 26 to Thursday, June 28, 1973. Don Roberts is local arrangements chairman and Ray Sullivan is program chairman.
- C. San Juan. We will meet early in February 197⁵, probably Feb. 1 - 3. Bill requested and received from the Board permission to make travel arrangements through an agency in Washington, D. C. whose services would be provided without charge to either MLA or its individual members.

V. Members'-at-large reports.

- A. Clara Steuermann will accept suggestions for the 1973/74 calendar.
- B. Don Seibert
 1. The blue questionnaire concerning classification numbers for recordings which was mailed in a recent issue of the Cataloguing Bulletin was returned by more than 122 librarians.
 - a. In answer to questions 1 and 2, most libraries do not classify according to the LC scheme and do not plan to do so despite this new service.
 - b. Responding to the usefulness of the class numbers for other reasons, 55 o/o said they weren't useful, 24 o/c said they were and 21 o/o were not yet sure.
 - c. For those using the service, 106 respondents had no comment concerning the appropriateness of the class numbers assigned by LC, and the rest had, generally, negative comments or seem to have misunderstood the question. This service will be continued for at least two more years, after which time it will be reevaluated.
 2. To select the libraries whose cataloguing copy for music and recordings may be submitted to LC for inclusion in the printed catalogue, Virginia Cunningham, Don Seibert, Jerry Emanuel and David Sommerfield met at LC in September. Among the libraries invited to express their interest in participating in the project the fifteen who responded were asked to send sample copy. Stanford and the Ohio State Universities, the Universities of Toronto, North Carolina and Chicago, and Oberlin College were chosen. It was the consensus of the board that the inclusion of Bowling Green State University be highly recommended, and that if only 6 libraries could be chosen, Ohio State be withdrawn. Entries from contributing libraries will be printed in full, but tracings will not be indexed. The NUC staff insists that copy from these libraries be prepared on a specified model of typewriter. A statement from Betty Olmsted, recorded and distributed by Clara, and representing a consensus of Oberlin Librarians, urged the board to indicate to the NUC staff its hope that cataloguing of recorded anthologies from the 6 contributing libraries be included to the greatest extent possible.
 3. Sumner Spaulding needs a synonym for "recording" to be used as the international English language standard term. "Sound recording" has been suggested.
- C. Dena Epstein: no report
- D. Marion Korda. Board members were asked for suggestions regarding committee reports, as the time for requesting reports from chairmen was at hand.
- E. Troy Brazell. For the finance committee report see items X. A. and XII.
- F. Richard Colvig. Progress continues on the MLA Handbook.
 1. It was pointed out that the "Program Committee," mentioned in the Constitution, is now obsolete. VI A + C
 2. Troy moved, with second by Jim, that the board policy statement regarding criteria for the selection of nominees for national office be deleted. Motion carried.
 3. Troy moved, with second by Dena, that a list of past officers not be included. Motion carried.
 4. The duties of the past-president and vice-president shall be the same.
 5. A draft of the complete handbook will be sent to the president for final review

and then to Bill Weichlein for preparation of the official copies.

VI. Vice-president's report

- Need list of place*
- A. MIA exhibit. Richard Walker reports that since January 1971 the exhibit has appeared most often at meetings of MIA or its closely affiliated organizations: (SLA, ARL, NMC, SEM) and also at regional and state library association meetings.
- B. H. W. Wilson has agreed to index *Fontes Artis Musicae* in *Library Literature*, and may eventually include *Brio* also.

VII. Report of Notes editor.

Frank expressed his thanks to Ruth Hilton, Dale Good and to his secretary Maxine for their efforts on behalf of Notes during his recent illness.

- A. Budget.
1. Frank is investigating changing printers in order to lower costs.
 2. The budget submitted to the finance committee was not quite accurate.
- B. A brief description of some articles and bibliographies planned for future issues was given.
- C. With regard to a letter of protest from Guy Marco (copies sent by him to the board) concerning Notes' refusal to print an article which had apparently already been accepted, the board reaffirmed the prerogative of the Notes editor to reject the article.
- D. Troy's name, as advertising manager, will appear on the masthead.
- E. Objections to a recent Harrassowitz ad in Notes were expressed by two parties in letters to Frank. The board chose to take no action in the matter.

VIII. President's report.

- A. Changes and additions in administrative structure (Fall - Winter 1972 - 73). A new list was distributed containing a popular music committee whose principal duty will be to prepare an annual survey (for Notes.)
- B. Other matters *or a separate project*
1. John Fleming of Edinburg State College hopes to form a Pennsylvania MIA chapter.
 2. Nominations were invited for a person to attend a seminar on the evaluation of library education to be given by the ALA Committee on Accreditation.
 3. Two publishers have asked MIA to suggest to them music titles to reprint. In response it was proposed that they buy our mailing list in order to poll members.
 4. The senior editor of the ALA publishing services wonders what publications ALA and MIA might jointly publish in the future.
 5. John Davies, president of IAML, died late last summer. Thor Wood, vice-president who is now filling the second year of Davies' term, does not feel that the designation of an official MIA representative to IAML is necessary at the moment.
 6. As yet, no one has been selected to fill the position of head of the MIA development fund.
 7. We are still investigating the possibility of permanently housing the MIA archives at LC.
 8. A full report of the recent meeting of Music Libraries of Ohio will shortly be sent to board members.

IX. Other publications

- A. The future of the series *Earlier American Music* has become uncertain as the Da Capo Press is being phased out as a corporate entity. The implications of this circumstance with regard to any other Da Capo projects in which we have a special interest are equally unclear.
- B. Yet other publications
1. Dena presented a report from Hans Lenneberg about the new *Manual of Music Librarianship* in which he expressed disappointment at being behind schedule. Some of those presumably working on chapters have not responded to his letters and it has not been possible to find authors for two of the proposed chapters. Bill McClellan requested a brief written report for the Bloomington meeting.

2. Mary Wallace's report of the publications committee activities was mailed to board members by the president subsequent to the Cleveland meeting.
3. It is expected by Jean Geil that four Basic Lists of Chamber music, for winds (scores; parts) and strings (scores; parts), will be ready in time for the Bloomington meeting.

X. Committees, Representatives, Special Officers, Positions

- A. There was a review of the finance committee report which had been mailed to board members prior to the meeting. (See also XII.)
- B. The nominating committee has selected candidates for this year's election and the slate was presented to the board. Seven candidates were named for the 3 member-at-large positions. Jim moved, with second by Dena, that the slate be accepted. Motion carried.
- C. The statement by the professional education committee regarding the qualifications necessary for persons entering the field of music librarianship (see Newsletter, no. 11, p. 5 and letter of Donald Krummel to the board dated March 23, 1972) was again discussed. Dena moved, with second by Don, that the statement be accepted with certain emendations by the board and that it supersede the previous statement which had been prepared for the NASM. Motion carried.

The session was adjourned.

Sunday, October 15.

9:40 a.m. - 12:15 p.m.

Present: The same as yesterday with the exception of Frank Campbell.

- X. D. Fred Blum wishes to change the focus of the audio-visual and microforms committee to what the literature tends to group together: audio-visual materials. No decision was reached by the board regarding the implications this would have concerning the exclusion of some of the committee's present concerns and the possible addition of new aspects of the subject.
- E. Continuing education committee. Lenore Coral reported that the traveling exhibit for public librarians in small libraries is nearly complete. It will be shown at the fall MLA Midwest Chapter meeting and will have its official preview at the Bloomington board meeting.
- F. Linda Solow's written report as observer of the Chicago workshop on record library problems was distributed.
- G. Bill Weichlein announced his resignation as executive secretary, effective at the conclusion of the winter 1975 national meeting. He suggested that eventually MLA will have to hire someone to fill what has become a major, time-consuming position, despite the presence of a full-time clerical assistant. Bill also invited the board to convene its April 1973 meeting in Ann Arbor.

XI. Travel expenses

- A. Troy requested that he be reimbursed for travel expenses to the September 1972 finance committee meeting in New York City. It was moved by Dena, with second by Clara, that the board accept a recommendation of the finance committee that as of 1972 the fiscal officer's transportation to the annual budget meeting be paid by MLA. Motion carried.
- B. Jim also requested similar reimbursement. Clara moved, with second by Dena, that the vice-president ~~past president~~ also attend the annual budget meeting with transportation paid by the Association.
- C. Don Seibert requested reimbursement for travel expenses to LC for the meeting held to plan the NUC contributing libraries project. Troy moved, with second by Richard, that the request be approved with the understanding that Don's be considered an exceptional circumstance. Motion carried.

XII. Proposed 1973 budget

A. Finance committee report

1. Item IV of that report was a unanimous recommendation to the board that the editor of Notes be reimbursed for travel to and from board meetings on the same basis as board members. Clara moved, with second by Dena, that the recommendation be approved. Motion carried.
2. The question of so reimbursing others attending board meetings upon invitation was raised. No action was taken.

B. Based upon affirmative action taken by the finance committee, Jim moved, with second by Marion, that MLA join the Society of National Association Publications (SNAP). Motion carried. Dues are presently \$100 per year. Jim then requested a report from Bill Weichlein and Ruth evaluating SNAP's services after one year.

C. Budget

1. The following action was taken on the proposed 1973 budget:
 - a. P. 2. Operating costs: clerical. Betty Olmsted's NUC project, \$1,440 (see also minutes of the finance committee meeting, V. B. 3). It was moved by Jim with second by Troy that we defer action on this item until the June board meeting, thus deleting the item, and that Betty be informed of our reasons for doing so, specifically, that the budget will not presently permit this expenditure and that there has not yet been time to investigate publishers' interest in the project. Motion carried.
 - b. P. 2. Operating costs: supplies; phone. Microforms project of the Midwest Chapter, \$50.00. It was moved by Clara, with second by Dena, that as this project is to be taken over by Fred Blum's committee, it be recommended that he attempt to obtain these funds from the Midwest Chapter. Motion carried.
 - c. P. 2. Operating costs: clerical. Secretary in the Ann Arbor office, \$7,100. It was moved by Clara, with second by Dena, that the title of secretary be changed to administrative assistant and that the salary be raised from \$6,000 to \$7,100 (no fringe benefits included). Motion carried.
 - d. Dena moved, with second by Troy, that it is to be recognized as the consensus of the board that expenditures for approved budget items are not to exceed the amount budgeted without the board's authorization and that the treasurer is instructed not to pay bills in excess of the budgeted amount. Motion carried.
 - e. P. 3. Notes: clerical. Book review editor's clerical help, \$150; music review editor's clerical help, \$150. It was moved by Jim with second by Don that these items be included. Motion carried.
2. Finance committee recommendations reported in the minutes of their meeting.
 - a. V. B. 1: membership dues and Notes subscription fees.
 - 1) It was moved by Don, with second by Troy, that only the institutional fee be raised, to \$18.00. Motion defeated: 4 - against, 3 - for.
 - 2) It was the consensus that this item be revised to read: that membership dues and Notes subscription fees be raised as of vol. 30, September 1973 as follows:
 - 3) Dena moved, with second by Richard, that we defer action on raising dues and subscription fees for one year. Motion carried: 5 - for, 2 - against, 1 - abstain.
 - b. V. B. 3 (with revisions): Withholding of certain items pending a half-year financial review at the summer 1973 meeting. It was moved by Troy, with second by Dena, that the following items be deleted: phonorecord manual, instrument collection survey, archives, 2 issues of the Index Series (total: \$4,050). Motion carried.

D. It was moved by Dena, with second by Don, that the 1973 budget be approved as submitted and revised. Motion carried.

XIII. Faculty status of college and university librarians. The statement by the Joint Committee on College Library Problems has been passed on to Michael Winesanker's committee (MLA/NSAB)

- XIV. Future meetings with AIA. Discussion deferred until the February board meeting.
- XV. Suitability of music publishers' editions for library purchase. Clara read a letter she had written expressing dissatisfaction with the practices of publishers as demonstrated by certain scores she had recently ordered, and asked members' assistance in attempting to encourage higher standards. It was suggested that an item be placed in the Newsletter advising members that this subject will be discussed at the Bloomington business meeting.
- XVI. Committee on goals and new directions. Discussion deferred until the Bloomington meeting.
- XVII. The next board meeting will convene in Bloomington on January 31, 1973 at 10:00 a.m.

The meeting was adjourned with a formal resolution of thanks and appreciation to Clara for the generous and exceptional hospitality the board had enjoyed in Cleveland.

Respectfully submitted,

Geraldine Ostrove

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Recording secretary