

19

MUSIC LIBRARY ASSOCIATION

MINUTES of the Meeting of the Board of Directors
Peabody Conservatory, Baltimore, Maryland, October 12-13, 1973

Friday, October 12, 1:15 p.m. - 5:55 p.m.; Saturday, October 13, 9:00 a.m. - noon,
1:00 p.m. - 5:10 p.m. James Pruett presiding.

Present: Troy Brazell, Lenore Coral, Dale Good (for Frank Campbell), Ruth Hilton,
William McClellan, Kurtz Myers, Geraldine Ostrove, James Pruett, Donald
Seibert, Susan Sonnet, Clara Steuermann, William Weichlein.

- I. The minutes of the previous meeting were accepted with the following corrections:
- p. 1, II. l. 2-3 Delete sentence "in response . . . work on that." and add:
Ruth called to the Board's attention unexpended allocations for fiscal 1973.
 - II. l. 6-7 Delete "indicating . . . unresolved" and add: , alleging we owe
back FICA taxes.
 - p. 3, VII. C. 5. l. 3 Revise sentence "Thor recommends . . . member" to:
Thor recommends MLA not become an affiliate member at present.
 - p. 4, VII. E. Revise to read: MLA's certificate of incorporation was located
in the D. C. District Court. It is now established that "articles" of
incorporation do not exist but that a "certificate" does.

II. Treasurer's report. Ruth Hilton.

- A. Quarterly report. Copies of the third-quarter report were distributed.
- B. Auditor's report for fiscal 1972 prepared by Douglas Horn & Co. of New York
City and dated June 11, 1973. Copies of the report and a letter containing
comments and recommendations regarding MLA's fiscal organization were
distributed. There is a discrepancy of \$1.01 between our figures and the
auditor's owing to the fact that certain small fees related to fiscal 1972
were entered in our books for 1973.

Recommendations and Board discussion:

- 1. Fiscal year. It was suggested that our membership year (Sept. 1-Aug. 31)
and our fiscal year (calendar) be the same. Because the former corresponds
with the publication of NOTES and the volumes of NOTES with the fiscal
year of the subscribers, no change will be made.
- 2. Reimbursement policy. The auditors suggested that there be a **predetermined**
per diem amount designated for the cost of those meals for which
reimbursement may be given. It was the concensus that this be done and
that the amount be \$15.00.
- 3. Membership plates. It was advised that this valuable asset needs adequate
insurance. The plates are insured.
- 4. Inventory of assets. A complete inventory, including cost, vendor and date
acquired, of all items purchased by MLA was proposed. The property in the
executive office, our main asset, is inventoried and insured.
- 5. Income vs. expense. We are advised that our records do not completely
classify expenses according to the types of our income with respect
to services MLA may offer. The treasurer indicated that our fiscal
organization and bookkeeping do permit us to do this.

It was decided that announcement of the audit will be made by means of a statement
in NOTES that the audit has been completed and that copies are available to those
who may request them. [Statement published in Newsletter]

III. Executive secretary's report. William Weichlein.

- A. Copies of the growth index were distributed. The number of subscribers appears to have decreased, but some agency checks have not yet been received.
- B. Postal increases. It is likely that beginning in January 1974 postage for NOTES will increase substantially in four stages. The President will write to Senator Gaylord Nelson expressing the Board's great concern over the cost to MLA of the increase. Lenore Coral suggested that an item about this matter might appear in the NEWSLETTER so that individual members could write to Senator Nelson if they wish.

IV. Convention coordinator's report. William Weichlein.

- A. Las Vegas.
We cleared about \$83.00. Jean Bonin's written report on questionnaires returned was presented. It was suggested the report be summarized in the NEWSLETTER. There was some discussion about how program chairmen might advise panelists and speakers of the audience they will address at our meetings; responses to one Las Vegas session indicated some auditors were disappointed in the panelists' apparently superficial familiarity with standard music bibliography. The President will write Jean expressing the Board's appreciation for her work in conjunction with the Las Vegas and Bloomington meetings.
- B. Urbana. Board meeting: January 30; January 31-February 2. The budget and preliminary program have been submitted. Bill suggested a registration fee of \$5.00-\$6.00.
- C. New York City. July 9-11, 1974. Board: June 8. Headquarters: Roosevelt Hotel, 45th Street and Madison Avenue.
- D. San Juan. February 5-8. Board: February 4, 1975. Library school alumnae luncheons are being planned.
- E. Summer 1975. The Board vote in Bloomington not to meet with ALA in Miami was based on misinformation: ALA meets in San Francisco that year. Further discussion was postponed to agenda item VIII. C. 2, IAML.

V. Members-at-large reports.

- A. Susan Sonnet. Committee Chairmen have received interim requests for financial reports.

VI. Fiscal officer's report. Troy Brazell.

- A. Budget for 1974.
Ruth had mailed the proposed budget to members of the Board prior to the meeting. The following new items were proposed as amendments:
 1. By Bill Weichlein, for new office equipment (other: Misc.) \$400.00
 2. By Clara Steuermann, for illustrations for her binding-of-music chapter of the 2d edition, Manual of Music Librarianship (other publications: Manual) \$250.00
 3. By Frank Campbell, for a discretionary fund for the editor of NOTES (NOTES: Misc.; change NOTES deficit to \$3,459.00) \$200.00
 4. By Kurtz Myers, for the lettering of two citations to be presented at the Urbana meeting (other: Misc.) \$ 50.00
 5. By Troy Brazell, for typing of forthcoming MLA Technical Reports (other publications: Technical Reports) \$100.00
 6. By Don Seibert, in the form of a motion, with second by Kurtz Myers for all NOTES honoraria (NOTES: Misc.; motion carried) \$3,000.00
 - a. Jim suggested a pending special project on the publication committee agenda (other publications: Fuld, \$600) not be deleted.
 - b. It was moved by Don Seibert, with second by Bill McClellan,

that the sum for NOTES honoraria be allocated to the editor for disposal at his discretion. Motion carried.

- c. Troy moved, with second by Susan, that the budget be adopted as amended. Motion carried.
- B. Recommendations from the finance committee (Minutes by Jim Pruett of the meeting in New York on September 29, 1973).
The treasurer suggested the following corrections:
 - page 1., I. paragraph 2, l. 4. change "of no consequence" to: of slight consequence.
 - page 2., II. paragraph 1. change to: Ms. Hilton distributed preliminary information for the 1974 budget. Discussion yielded a proposed budget for presentation to the Board.
 - paragraph 4. change "all costs and receipts:" to: the job list costs.
 - page 2., III. paragraph 2. a. Add after "audit:" of the preceding year. In view of the cost of \$800 for the auditor's report the committee made several suggestions of ways to avoid this expense every year. Bill McClellan pointed out that the constitution does not specify that a yearly audit be performed by professional accountants, but only that the fiscal officer provide for one.

VII. Past-President's report. William McClellan.

- A. A summary of Chapter activities from January to June 1973 had been mailed to Board members. So as to disseminate more widely information presented at Board meetings, Chapter officers and committee members will be invited to a designated session of the Urbana Board meeting.
- B. Chapter problems. No Pennsylvania Chapter will be organized for the time being. Geography appears to be an impediment to the formation of this state chapter. In general, Chapter activities have subsided noticeably.
- C. Bill McClellan distributed copies of a document entitled Music Librarianship containing MLA's statement Qualifications of a Music Librarian, a table of qualifications listed by libraries utilizing the placement service for the year 1972-1973, and a table of degrees held by the chief librarian of those libraries included in the MLA 1970-71 survey of music libraries.

VIII. President's report.

- A. Administrative structure. The new list generated some discussion about committees and projects, in particular the charges given committees. This topic was considered appropriate for the goals and objectives committee.
- B. Grant applications.
 - 1. CLR, NEH. In a vote of 6 in favor and 1 against, the Board had approved by mail an allocation of \$1,000 to the committee on goals and objectives. This action was taken at the suggestion of the CLR.
 - 2. Ford Foundation. A grant in the amount of \$41,474 has been awarded MLA "for support towards the final preparation of an Index of New Musical Notation." The grant period is 15 months beginning March 1, 1974. Jim will ask Kurt Stone for a list of proposed U. S. participants in the forthcoming Ghent Congress.
- C. Relationships with other organizations.
 - 1. MLA/MPA. Lenore distributed the report of her committee on material for inclusion in music publications, which will be presented at the meeting of the joint MLA/MPA committee on October 18. She also called attention to two American National Standards Committee publications: a pamphlet on title-pages which is directed to publishers, and whose contents are much the same as her report, and another on information presented in advertisements, The Advertising of Books. She suggested we ask MPA to consider the latter subject. Jim thanked Lenore and Don Seibert, the other committee member present, for producing their report

so quickly.

2. IAML.

a. Reports of the London meeting, August 1973. Lenore Coral:

- 1) RIIM will be up-to-date within the year. For the first time abstracts (180) have been received from Spain. The Thesaurus Commission is working on a 5-year cumulation of terms and a list of foreign language cross-references.
- 2) RIidIM. Works of art are being indexed and there are attempts to formulate a code. But there is little international coordination.
- 3) In the Research Libraries Commission there is a certain hostility among the members. The fourth volume of Rita Benton's list of research libraries (Spain, Portugal, France, Italy) will appear shortly, but there are problems in collecting information from Eastern European countries. Education of librarians was discussed, a subject also scheduled for the Public Libraries Commission.
- 4) Bibliographical Description. Donald Krummel's "dating handbook" for printed music will be published in the spring by Joseph Boonin. The commission's current project, a bibliography of 19th and early 20th century music, will begin with a location bibliography of publisher's catalogues. Lenore suggested MLA's bibliographical description committee keep a file of American catalogues.
- 5) The Cataloguing Commission's IC representative is now John Overbeck. It appears that the French are less attracted to using conventional titles than they appeared to be last year.
- 6) Business meeting. There is no provision for the succession of officers in the event of death. Apparently Thor Wood is still president, although last year it was announced that Mercedes Reis Pequeño, 2nd vice-president, would serve the final year of John Davies' term. Two new members have been appointed to the Council, Iván Pethes (Hungary) and Hans Steinbeck (Switzerland), and a constitutional revision committee is scheduled for August 18-24, 1974.

Kurtz Myers:

- 7) IAML has become a cumbersome organization with repetition among its projects. There is dissatisfaction among others besides Americans, specifically, among Scandinavians, Dutch, Belgians and West Germans.
- 8) The Public Libraries Commission's work remains at the point it had reached in Bologna last year, except that a publisher has been found in Berlin who will subsidize an international music libraries newsletter. Violet Lowens was appointed the U. S. representative. Kurtz advised this would be a good outlet for MLA information.
- 9) A meeting on sound recordings in public libraries was scheduled outside the regular program, an innovation symbolic of member's emerging ability to effect changes they feel to be necessary.
- 10) As a result of pressure from the membership, a FONTES editorial meeting scheduled to be held in camera was declared public.
- 11) IASA, not part of IAML but customarily meeting simultaneously with it, now publishes a Phonographic Bulletin, a copy of which was shown.

b. Montreal meeting, summer 1975. This is the season we have voted not to have a summer meeting simultaneously with ALA. It was suggested that MLA or some chapters coordinate a meeting with IAML or schedule one immediately before or after IAML. The meeting would be open to IAML members, and would best be held in Canada - perhaps at the University of Western Ontario - so that no additional visa problems would be created for visitors.

3. NMC. Board members were sent Thor Wood's report of the last meeting.

Several Board members expressed doubt there are advantages in our remaining in NMC. Jim recommended we renew our membership once more and in a year make a final reconsideration of our participation.

4. IFLA. Board members had been mailed copies of IFLA News no. 45 (Aug. 1973) and received Jane Franck's report of the September Grenoble meeting.
 5. ALA. We have been asked for a response in support of the ALA statement proposing faculty status for college and university librarians. The President will send the Board additional information before we respond.
- B. MLA Archives. LC has revised its Instrument of Gift, copies of which will be mailed to the Board, to incorporate the following provisions:
1. MLA will have all literary rights to archival material.
 2. Access to the collection will be considered a protective rather than a restrictive provision.
 3. The right of photo-reproduction for 1) library clients, will be single copies of unpublished material and for 2) LC, copies needed for purposes of preservation.

IX. Committees and projects.

- A. Continuing education committee. The slide show was screened once more and the Board was asked by Jim to reconsider it in the light of whether it provides the best possible representation of MLA. Copies of the evaluation questionnaire auditors were distributed. Comments:
1. A "good show." The details which one could suggest be changed are not of sufficient importance to redo the presentation before it has been seen by its intended audience.
 2. Let us now let it go for 6-8 showings and then examine the evaluations from the questionnaires.
 3. We could distribute copies of the text to audiences.
 4. The film has too much content for its length.
 5. It is apparent that the narrator is not completely at home with his subject. Next time, use a music librarian.
 6. The questionnaire needs a sentence or two of introduction.
- It was the concensus that the slide show be inventoried, publicized and sent and that for a while its shipment and related correspondence be taken care of by the Ann Arbor office. Lenore proposed a showing be offered to Walter Gerboth, whose idea the film was.
- B. Placement office. Shirley Emanuel needs an assistant and has asked that Carolyn Owlett, who lives nearby her, be appointed. Request approved.
- C. Nominating committee report. Kurtz Myers presented the slate of nominees, advising the Board that his committee's work had not yet been completed. For members-at-large (3 offices): John Emerson, Jean Geil, Katherine Holum, Donald Leavitt, Harold Samuel, Katherine Skrobela, Susan Sommer; for recording secretary: Forrest Alter, Geraldine Ostrove; for vice-president/president-elect: Clara Steuermann. The committee recommends Irene Millen and Elizabeth Olmsted¹⁰ receive citations at the Urbana meeting. So moved by Troy, with second by Don. Motion carried.

X. Publications.

- A. Publications committee. Mary Wallace Davidson has advised the President that she wishes to relinquish her position as chairwoman. He invited suggestions for a successor.
- B. NOTES. Dale Good.
1. Editor's report. Problems which had arisen during the preparation of the Fall 1973 issue, the first to be printed by Edwards Brothers, were received in Frank's written report and discussed by the Board. The issue will appear more than 3 weeks later than anticipated. Frank announced articles planned for future issues and commented on considerations which should enter into the appointment of his successor.

2. Staff meeting. Frank attaches great importance to this meeting, which will be held in the spring and to which he plans to invite selected individuals well acquainted with the publication of similar journals. He hopes to receive financial assistance from the Martha Baird Rockefeller Fund. The Board expressed approval of his grant request.
- C. NEWSLETTER. Few responses were received to the President's interim request for suggestions for a new editor. He has appointed Morris Martin.
- D. MUSIC CATALOGUING BULLETIN. Kitty Skrobela reports that the amount of material reported by LC has begun to increase. It was suggested:
 1. that it might be more convenient if another person besides Fred Bindman were given this liaison responsibility and
 2. that a report of the IAML cataloguing meetings appear in the MCB. The BULLETIN has been praised as "one of the best publications serving cataloguers" in an article by J. McRee Elrod in the spring 1973 issue of Library Resources and Technical Services.
- E. The MLA Catalog of Cards for Printed Music, 1953-1972 is shortly to be released.
- F. MLA TECHNICAL REPORTS. David Sommerfield's typescript of the proceedings of the cataloguing institute has been received.
- G. Johnson Associates, Inc. proposes publishing a microfiche edition of NOTES. Our contract with the AMS Press prevents our agreeing to this.
- H. MANUAL. Lenore conveyed a report from Hans Lenneberg, editor. Although he had hoped to go to press in the fall, Hans is unhappy with the article he has received about recordings in public libraries, complications have arisen with Ruth Watanabe's article about budgets, and Kitty Skrobela's article on cataloguing has not been completed.

XI. Copyright legislation.

- A. A letter was sent from the President (MLA) to Senator McClellan, Chairman of the Judiciary Committee, objecting to prohibitions on the copying of music contained in the proposed copyright legislation. The letter, dated August 8, 1973, was sent in time to be included in the report of hearings concluded a week earlier.
- B. CNLA has proposed an alternate reading of the entire section (108) containing the prohibition, for which it seeks approval by member organizations.
 1. The Board accepted CNLA's proposal.
 2. Jim reminded members of the MLA/MPA library requisition form for the reproduction of out-of-print music.

XII. Resolutions committee: Function. Postponed.

XIII. Gift appraisal service of MLA proposed by Thor Wood. Postponed.

- XIV. Possible gift to MLA. We may receive a legacy of \$50,000 - \$100,000. During a discussion of how the money might be used it was agreed as most likely that we would spend only interest earned on it. Jim will ask the potential donor if, beside the Board, the goals and objectives committee may be informed of the possibility of such a gift.

- XV. NOTES editor. Volume 31 (Sept. 1974) will be the new editor's first issue, but it is hoped he or she will be appointed in time to work with Frank on prior issues. It was the consensus of the Board that a subcommittee of the Board, and others if necessary, be designated to accept and distribute information regarding candidates for the editorship. The President appointed Lenore Coral, Kurtz Myers and William McClellan.

The meeting was adjourned

Respectfully submitted,

Geraldine Ostrove
Geraldine Ostrove
Recording Secretary