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MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors
Wednesday, Jan. 30 and Friday, Feb. 1, 1974
Champaign Hilton Hotel, Champaign, Illinois

Wednesday: 9:10 a.m. - 12:10 p.m.; 2:00 p.m. - 5:30 p.m.; 7:45 p.m. - 10:40 p.m.;

Friday: 7:45 p.m. - 1:00 a.m. James Pruett presiding.

Present: Troy Brazell, Frank Campbell, Lenore Coral, Ruth Hilton, Donald Leavitt, William McClellan, Kurtz Myers, Geraldine Ostrove, Harold Samuel, Donald Seibert (except Fri.), Susan Sommer (except Wed. a.m.), Susan Sonnet, Clara Steuermann, William Weichlein. For item X, Ruth Watanabe; for item XI, Richard Walker; for item XII, Fred Bindman, Linda Dobbs, Joan Flintoff, Jack Ralston, Ray Reeder, Janet Somers, John Tanno, Richard Walker.

I. Recording secretary's report.

A. The minutes of the previous meeting in Las Vegas, Nev. were approved with the following corrections:

p. 1. II. B. 2.

change last sentence to: We already do this, and the amount of \$15.00 was reaffirmed.

p. 2. IV. C.

change dates to: July 10-12; Board: July 9.

VI. A. 3.

delete parenthetical item.

p. 3. (VI. A.)

change "c" before final sentence to: 7.

p. 5. (X.)

change item "B" to: D.

B. In an effort to expedite the distribution of Board meeting minutes, those from Las Vegas were typed in Ann Arbor. This proved unsatisfactory, so the recording secretary will continue to prepare them and have them typed. The president requested this be done within a month of the meeting.

II. Treasurer's report. Ruth Hilton.

A & B. Prior to the meeting members of the Board received copies of the fourth quarter and annual 1973 reports and written comments on the latter.

1. Steuermann stated that illustrations for her chapter in the Manual of Music Librarianship will cost \$300, \$50 more than the amount budgeted. Pruett suggested that small amounts of money (up to \$50.00 or a percentage) exceeding budgeted funds should not require Board approval as is now the case (policy established Oct. 15, 1972; see minutes, p. 5, XII. C. 1. d.). He proposed that approval by the president, treasurer, executive secretary or fiscal officer suffice. Steuermann moved, with second by Coral, that the treasurer, in consultation with the president, executive secretary and fiscal officer, be allowed to release such funds at her discretion, and if she finds doing so necessary. Motion carried.
2. McClellan asked if money had been deposited in the development fund as proposed. (No.) The minimum balance the bank requires in our checking account has not yet been ascertained. Action on transferring funds to an interest-earning account was delayed until the report of the next finance committee meeting. Steuermann suggested we utilize both a short-term, high-interest source and a long-term note (4-7 years).
3. Hilton asked if MLA would be able to pay the transportation to a CNLA copyright meeting to which official representatives have been invited. The president's contingency fund will absorb this expense.
4. Money received on behalf of ARSC from the Bloomington meeting and owed them has never been paid because we have never received a complete financial report of that meeting. It was proposed and agreed that we send a registered letter to Don Roberts, ARSC president, asking for a

response by April 1, 1974. If none is received by then, we shall consider the matter closed.

- C. Royalty payments from Barry Brook for Thematic Catalogues in Music. 389 copies (relatively few) were sold during approximately the first year since publication, for which we received \$160.70. The president will ask that copies of the book's advertising flyer be sent to the major jobbers so they can supply it.
- D. Modern Music. The treasurer indicated that since 1969 - the last date indicated in recent correspondence from William Lichtenwanger - we have received all royalties owed us from the AMS Press for the sale of reprints of this journal. She will so inform Lichtenwanger.
- E. Record Ratings. Myers stated he could not proceed with his cumulation until his retirement. About \$1,040 is in an account for the support of this project. Pruett suggested Hilton look for and buy with these funds a high-interest note which will mature in 3 or 4 years.

III. Fiscal officer's report. Troy Brazell.

- A. The proposed calendar for the fiscal officer was revised.
- B. Observations on the post of fiscal officer. Brazell noted that there are no guidelines for this office. He suggested there be greater cooperation between the fiscal officer and the treasurer and that budgetary matters be considered at greater length before presentation to the Board. The fiscal officer should have more information and sooner than is now the case, responsibilities should be more than clerical, and he should choose the auditor rather than the treasurer, in accordance with what the Constitution appears to require. McClellan said the constitutional objective is to provide a focus for financial policies and that the job has two duties, keeping accounts and coordination of the planning of the budget, which is based on work done by the treasurer. Ostrove suggested that the Constitution relegates chief responsibility for financial matters to an elected rather than an appointed officer. Samuel said that the fiscal officer keeps the Board advised of whether the treasurer is operating effectively. Hilton stated that the office is not a practical one, it does not work and that it is easier for the treasurer to do things alone. Campbell suggested the yearly budget meeting be held earlier, perhaps in the spring, and thus before the summer Board meeting, so that more time could be spent formulating the budget.
- C. Appointment of a new fiscal officer. Deferred.

IV. Executive secretary's report. William Weichlein.

- A. Ann Arbor office. Copies of the growth index were distributed, and also a chart tabulating yearly income deposited from sales and royalties of 18 items, 1969 through 1973. Weichlein suggested the finance committee consider increasing the cost of foreign subscriptions to the Cat. Bul. and NOTES. The 3d ed. of the Index Series, 3 will be ready to mail within a week; stock of the Das Chorwerk index is low. The first two numbers of Technical Reports are on sale. On March 2, 1974 postal rates will be increased.
- B.. Conventions.
 - 1. New York City, July 9, 10-12, 1974. Headquarters: Roosevelt Hotel, 45th Street and Madison Avenue. As yet the program is not definite and no budget has been submitted. Weichlein requested and was granted the Board's permission to determine the registration fee.
 - 2. San Juan, Feb. 4, 5-8, 1974. A travel brochure has been prepared, and a representative from the travel agency will be in Urbana. Group flights costing less than the regular commercial rates are being arranged. No program yet.
 - 3. Summer 1975. We have chosen not to meet with AIA, but are considering some manner of coordinating with IAML in Montreal.
 - 4. Winter 1976 (cf. VII. G. 4.) Feb. 4, 5-7. We have been invited to

Seattle where headquarters may be the Olympic Hotel. David Wood, University of Washington, is local arrangements chairman.

5.. Winter 1977. Austin?

6. Myers reminded the Board of ARLIS/NA (North American art librarians) and observed that if we wish to attract public librarians, many who work in fine arts/music departments might be interested in a joint meeting.

- C. Development fund: considerations arising from change of name from the Hill Fund. Recently gifts have been received for the Hill Fund, raising doubts about the advisability of our having removed his name from its title. Coral moved, with second by Myers, that the development fund be referred to as "the MLA development fund established in memory of Richard S. Hill." Motion carried. The question of how to solicit gifts was raised. Samuel suggested providing a place on dues bills; Sommer proposed announcing in our regular publications that contributions will be accepted; Myers asked that mention of income tax deductions be avoided.

V. Past-president's report. William McClellan presented his written report to chapter officers, Observations on MLA Chapters.

VI. Members-at-large reports.

- A. Susan Sonnet. Committee reports had been solicited and made available for distribution.
- B. Lenore Coral distributed the index to 1973 Board minutes and made minor corrections.
- C. Clara Steuermann. The draft of the 1974-75 calendar was revised.
- D. Kurtz Myers, chairman of the nominating committee, commented that one of the most difficult tasks is to identify young people who can do good work for the Association.

VII. President's report.

- A. Copies of the administrative structure list were distributed and revisions made.
- B. Ford Foundation grant for Ghent notation congress. Kurt Stone's written report evoked expressions of concern from several Board members. Upon Stone's recovery from an illness the Board directed the president to write him requesting his response to previous, unanswered questions about:
- ✓ 1. specific plans which have been made for publishing the results of the congress and MLA's proposed participation.
 - ✓ 2. American participants (among whom several wished to see a practicing music librarian), who owns the index of new notation (which exists in the form of work sheets) and the publication rights to it were also discussed.
- C. Congressman Brademas (D., Ind.) has written requesting a statement concerning his Select Sub-Committee on Education's proposed White House conference on library and information services planned for 1976. Pruett responded favorably. (Response due before this Board meeting.)
- D. Musicdata, Inc. intends to publish a music-in-print classified by medium. Choral music will constitute the first volume.
- E. The Canadian Association of College and University Libraries is sponsoring a workshop on non-print media in Winnipeg, June 22-23, 1974. Michael Keller will attend, subsidized by them, by Cornell and by MLA.
- F. ACRL/AANP statement on faculty status for college and university libraries. Brazell moved with second by Sonnet, that we endorse. Coral moved that we table the subject in deference to a business meeting discussion. Carried: 4 yes, 2 no, 1 abstain, 1 absent. Following the business meeting Sonnet moved, with second by Steuermann, that the tabled subject be reactivated. Carried. Coral moved, with second by Brazell, that the Board endorse the statement. Motion carried unanimously.

G. Relationships with other organizations.

1. CNLA. (See also VII. J. 2.)

a. MLA representative Hilton presented a written report of the December meeting.

b. Coral read Hans Lenneberg's report of a continuing education conference and his comments on the Continuing Library Education Network. The latter may be a sub-section of CNLA's education taskforce. The American Association of Library Schools is also involved. Our participation in CLEN and AALS seems unnecessary.

✓ If we disassociate ourselves, the CNLA committee on prison libraries would remain as our only active affiliation with that organization.

2. ✓ SLA. A joint meeting has been suggested for June 1976, when they will meet in Denver. This would be just before our Seattle meeting. The Board felt we should not accept right now, pending the report of the goals and objectives committee and the announcement of where ALA will meet then.

3. CMS would like us to meet with them in Seattle following Christmas week, 1975. (See also IV. B. 4.) It was suggested that instead of a national meeting there be an effort to coordinate through the Pacific Northwest Chapter. Also, they could be asked to consider rescheduling their winter 1976 meeting so as to be with us in Seattle, or we could decide mutually on a location for winter 1977.

4. IFLA. A preliminary draft of suggested terminology for sound recordings contains an entirely different set of terms from those being used or proposed elsewhere. Jane Franck sent the Board a general report including announcement of a General Council meeting in Washington, D. C. in November 1974. Some expressed hope that MLA and LC could send representatives to attend as observers. MLA used to be, but is no longer, a member of IFLA.

H. Music Cataloguing Bulletin. Katherine Skrobela wishes to resign as editor as soon as we are able to find a successor. Coral moved, with second by Brazell, that the president appoint an ad hoc committee to search and to bring its recommendations to the Board. Motion carried.

I. Responses from MLA committee chairpersons regarding charges of committee. A compilation of the responses was distributed. 9 did not answer.

J. Copyright. Board members received transcripts of last summer's hearings on S. 1361, including our letter and responses to it (negative) from Wattenberg and Wattenberg on behalf of MPA. Discussion in the Open Forum session at the Urbana meeting yielded three suggestions for our future action: write once more (as individuals and on the part of the Association) to the House, where the bill now is; write to the Senate "mark-up" committee; and engage counsel of our own. Pruett appointed Coral, Hilton, Leavitt, Ostrove, and Sommer as chairwoman, to act as a clearing-house in gathering further information about copyright and the proposed legislation and to report at the April Board meeting.

K. Elizabeth Olmsted's impending departure from Oberlin. Pruett conveyed a suggestion from Olga Buth that we write to the college about the MLA citation and also speak on her behalf. It was felt that we should not interfere in the matter and, as in the past, should continue to avoid establishing grievance procedures. Brazell moved, with second by Myers, that the president prepare press releases for Oberlin and the Carnegie Library in Pittsburgh announcing that Olmsted and Millen had been awarded citations. Motion carried.

VIII. Committees and projects.

A. MLA/MPA joint committee. Minutes of the October 18 meeting were distributed. There had been objections to the format of the report submitted by Coral's ad hoc committee on music title-pages, but the report was endorsed. It will

be revised and resubmitted at the next joint committee meeting.

- B. Publications committee. Mary Davidson's report was received by the president. The Manual is still not ready to be published because two chapters are outstanding. Editor Lenneberg proposes publishing it in fascicles (i.e. chapters) so that at least completed essays will be available. Weichlein objected because of potential problems with binding and with claims that inevitably occur with serial publications.
- C. Nominations committee. Board members had been mailed Myers' final report.
- D. Finance committee: report in the form of recommendations of February 1, 1974 meeting, Troy Brazell.
 1. That a goals and objectives committee request for \$5,300 be included as a package with the NOTES application to the Martha Baird Rockefeller Foundation for funds to support a summer or fall editorial meeting. If the Foundation refuses, MLA would finance the GO committee. (Ruth Watanabe, chairwoman, hopes to have an interim report for the New York meeting. A preliminary draft of a questionnaire has been prepared, and Garrett Bowles has volunteered computer time to analyze responses.) With the understanding of our commitment to the goals and objectives committee, Brazell moved, with second by McClellan, that the recommendation and its alternative, be approved. Motion carried.
 2. That Hilton's transportation to the CNLA copyright meeting be paid by MLA. So moved by McClellan, second by Coral. Motion carried.
 3. That the treasurer be authorized to pay up to \$100 for an exhibit case and board for the MLA publications exhibit. So moved by Coral, second by Steuermann. Carried.
 4. That the treasurer be authorized to approve reimbursement for small amounts spent in excess of the budgets for officers and committee chairpersons. So moved by Coral, second by Myers. Carried.
 5. That funds be transferred out of our checking account. Coral moved, with second by Steuermann, that the finance committee be empowered to review the amount in the checking account, and to transfer up to \$5,000 to a savings plan, and that they report their action to the Board at the April meeting. Carried.
 6. Coral moved, with second by Sonnet, that the Board allocate \$100 for clerical assistance to the recording secretary for typing minutes of 1974 Board and business meetings. After some discussion, the motion was carried.

IX. NOTES.

- A. Editor's report. Frank Campbell.
 1. In a written report, advantages of and problems related to Edwards Bros.' printing NOTES were reviewed. One of the Edwards brothers will meet with Campbell in February.
 2. The ACLS has turned down an application to support the proposed editorial meeting. An interview with a representative of the Martha Baird Rockefeller Foundation is scheduled for February 8. It is hoped to hold the editorial meeting in the coming summer or fall.
 3. Plans for future articles were set forth. To effect a smooth transition to the new editorship the previous editor has been consulted and the present and new editors will work closely during the initial stages.
- B. Troy Brazell, advertising manager, reported we have standing exchange ads with 9 publications:
 - American Music Teacher
 - JAMS
 - American Record Guide
 - Current Musicology
 - Ethnomusicology
 - Otto Haas (British agents for NOTES)
 - Music & Letters

Perspectives of New Music
Schwann Catalogue

- C. Harold Samuel, chairman of the search committee for a new editor, delivered a written report. McClellan took the chair as James Pruett, the committee's candidate, was named. Sonnet moved, with second by Steuermann, that the Board accept the report. Motion carried. Pruett was invited to comment on what his policies as editor would be, requested to present in writing the remarks he had made and then declared next editor of NOTES. Announcement will appear in the June Notes for NOTES. Sonnet moved, with second by Steuermann, that Samuel announce the change in editorship at the Urbana meeting following the 9:30 a.m. session on Saturday, February 2. Motion carried.
- X. Goals and objectives committee. Ruth Watanabe. Although the committee was unable to meet in 1973, they still hope to submit their report at the originally designated time, the winter 1975 meeting. The chairwoman has consulted with Duane Webster in Washington, D. C. about procedures the committee might follow. Among information being sought and subjects being investigated are: a statement of goals and objectives as they are now, relationships with other national and international organizations, contents of NOTES, chapter activities (for which the need for guidelines has become evident), function of chapters and their relationship to other regional associations, why people join MLA and why they do not and past and present administrations. Because all members of the committee are from academic institutions, a special effort to obtain viewpoints from public librarians will be made; musicologists will also be consulted.
- XI. Director of publicity and exhibits. Richard Walker. Steuermann moved, with second by Seibert, that Walker's full expenses for attendance at this meeting be paid. Motion carried.
- A draft of a letter to all firms who have exhibited at national meetings of MLA during the past four years had been distributed to Board members. After some discussion it was recommended that Walker's letter be as short as possible. A written report setting forth procedures for the preparation for and organization of exhibits and containing some general observations about exhibits was also received.
- XII. Chapter chairpersons and officers. Six chapters were represented by one or more officers or a delegate; three chapters were not represented. There were individual statements on behalf of the former with particular reference to problems each faces, and general discussions during and following the statements.
- Northern California. Ray Reeder. Maintaining continuous contact among the members is the most important function of the chapter. There seem to be no problems in relation to the national organization.
- Greater New York. Janet Somers. Chapter activities have lapsed during the past three or four years, and now there are only two meetings a year. It has proved difficult to get people to come back. Urban sprawl and the crime rate may be reasons for this, but the subject matter at meetings has also been poor. The next meeting will be longer and of greater scope.
- Midwest. Jack Ralston and Linda Dobbs. Problems which the chapter has include its unusually large potential membership, its geographical area and the fact that activities do not satisfy some people, so they attend once and not again. Some of these need basic information about music librarianship; others are too shy to become involved. It is necessary to arrive at a balance between activities that interest the inexperienced and experienced. There is indecision over whether to publish another issue of Explorations in Music Librarianship. The chapter roster was lost and has now been reconstructed.
- Southeast. Richard Walker. The principal difficulty is the large geographical area. Also, because many people belong to several organizations, it is a challenge

to plan meetings members will consider worth attending.

Southern California. John Tanno and Joan Flintoff. Few in the chapter attend national meetings. Because interest in those meetings is high, sessions in chapter meetings are often devoted to reports. Thus, the chapter serves to keep members within the national orbit. The office of chapter executive secretary has been effective in maintaining continuity of chapter affairs.

Washington-Baltimore. Fred Bindman. The chapter has been moribund for the last year-and-a-half. At present there is no membership list. Many felt chapters should establish goals toward which activities should be directed. The value of the national organization to the chapters needs examination. It was agreed that periodic meetings of chapter officers are worthwhile, but it was also noted that a mealtime meeting is not the most conducive to a productive business session. Geographical boundaries need clarification and reevaluation. To stimulate general interest in chapter activities it was proposed that, schedules permitting, chapter meetings be announced in the NEWSLETTER; activities of the national organization could be publicized by having order forms for MLA publications available at chapter meetings.

It was the concensus that the Board/chapter officer session had been beneficial to those present. Minutes of the session will be sent to chapter chairpersons.

- XIII. The spring Board meeting was scheduled to be held in Chapel Hill [but subsequently changed to Washington, D. C.].
- XIV. Executive secretary and treasurer. Pruett suggested that the process of reappointment be preceded by a letter to each officer asking if he or she wished to be reconsidered. McClellan moved, with second by Coral, that the executive secretary be reappointed. Motion carried. Steuermann moved, with second by McClellan, that the treasurer be reappointed. Motion carried.

The meeting was adjourned.

Respectfully submitted,



Geraldine Ostrove
Recording secretary

GO:pm