

MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors  
New York Public Library, Lincoln Center  
October 11-12, 1974

Friday, October 11, 2:15 p.m. - 5:45 p.m. Saturday, October 12, 10:20 a.m. - 12:35 p.m.;  
2:10 p.m. - 6:30 p.m.

Present: Lenore Coral, Ruth Hilton, Kurtz Myers, Geraldine Ostrove, Harold Samuel, Susan Sommer, Susan Sonnet, Clara Steuermann, William Weichlein; on Saturday, Donald Leavitt; on Friday until 4:15, Ruth Watanabe. James Pruett presiding.

I. Recording secretary's report.

The minutes of the previous meeting in New York City were approved with the following correction:

p. 3, l. 1 change "Registrar" to: Register.

II. Treasurer's report. Ruth Hilton.

Third quarter financial reports and reports (third quarter ~~and 15-month summary~~) of the Ford grant for the Ghent notation congress were distributed. Total MLA funds held at the end of the quarter were \$32,484.19.

III. Executive secretary's report. William Weichlein.

A. Regular quarterly report and future meetings.

1. Referring to the current cumulative growth index, Weichlein commented that as delinquents will now be dropped after no. 2 of each Notes volume, the index will reflect their omission earlier in the year. A questionnaire enclosed with this year's renewal notice seems to have stimulated renewals, which came in with the filled in questionnaires.
2. Weichlein also distributed an inventory of MLA publications available from the Ann Arbor office. Orders for the musical instrument survey by William Lichtenwanger are coming in. However, orders for the index series have decreased. Sonnet suggested advertising it more frequently in Notes. A list of individuals and organizations receiving Notes as gifts or exchanges was discussed and the Board decided to discontinue two of those subscriptions (National Federation of Music Clubs, Music Article Guide).
3. Meetings. Arrangements have been completed for meeting rooms and exhibits in San Juan. Approximately 75 persons have registered. There will be another mailing. Discussion of an invitation to Santa Barbara for summer 1977 was tabled for later in the Board meeting. [Discussion not resumed.]

B. Resignation of the executive secretary and of the administrative assistant. In a letter of September 9, 1974 to Board members Weichlein tendered his resignation, effective at the conclusion of the winter 1975 national meeting, and submitted nine suggestions concerning future aspects of the duties of the officer and organization of the executive office. In a letter of September 23, Nina Romani, administrative assistant, offered her resignation, to be effective March 1, 1975. Weichlein's letter was a confirmation of his resignation submitted some time ago. He summarized alternative means of operating the executive office in the future as follows:

1. With reference to organization of business activities, there can be
  - a. Complete centralization in the executive office.
  - b. A status quo, or partial centralization.
  - c. Total decentralization, resulting in three offices:
    - 1) Publications
    - 2) Treasurer/bursar
    - 3) Executive secretary
2. The office could be located in
  - a. Ann Arbor
  - b. Elsewhere
3. The executive secretary could be

- a. A paid professional
- b. A volunteer who would receive an honorarium
- c. Abolished in favor of an "administrative associate" (or comparable title) who would be responsible for business affairs. A corresponding secretary would be required.

Weichlein's letter of resignation contained details of his preference for total centralization. (This item continued following item III. C.)

C. Report of Goals and Objectives (G and O) committee concerning administrative structure of MLA. Ruth Watanabe.

A written report, distributed to Board members, was described as a preliminary abstract of the committee's work on this subject. (The final and complete report is expected to be delivered at the San Juan meeting.)

1. Money. Response to the G and O questionnaire conveyed to committee members the definite feeling that whereas academic and research librarians have time and money to volunteer their services, public librarians are less fortunate.
2. Location of the executive office. The committee recommends that the office remain in Ann Arbor because it is advisable to maintain the continuity which remaining there would represent during this period of other likely changes in the Association, and because further administrative centralization will probably be the case.
3. Discussion.

Sommer. What is meant by the "growth" of MLA that is frequently mentioned? Size of membership? Number of publications? Degree of individual participation in the organization?

Watanabe. It means the ability to cope with changing conditions in our profession, to maintain flexibility by abandoning what is not needed in the organization, and to be pioneers in our field. More members are needed merely to maintain quality in our activities.

Samuel. Is the economic situation really that bad? How long are present economic conditions expected to continue?

Watanabe. Some institutions consider the economic outlook poor and have adopted this assumption in their long-range plans. We should prepare for the worst.

Weichlein. What is the committee's feeling about our rate of growth as reflected in the growth index?

Watanabe. They consider it to be very good, but the present recession may result in less money being spent on subscriptions. Membership will dwindle by attrition unless MLA is continually able to offer its members appealing activities.

Weichlein. Will MLA members support a fully paid executive director?

Watanabe. The G and O committee's recommendations are based on what is interpreted as the attitudes of MLA members. The committee is not giving advice. MLA members seem to favor a fully paid position.

Sommer. What is the sum of salaries now paid the executive office?

Answer. Romani ca. \$7,500 (no fringe benefits)

Weichlein 2,000  
\$9,500

‡ clerical assistance

Question. What salary does the committee recommend?

Watanabe. \$13,000 - \$18,000.

Myers. Something seems to have happened historically to the nature of one's volunteer contributions and it may be related to the fact that institutions now require calculation of the amount of time one works.

Weichlein. Whether paid or voluntary, the job of executive secretary requires commitments. Work is likely to be done on time if it is paid for.

Pruett. The quality and speed of volunteer work must be considered.

Coral. The membership has not yet been asked if they are willing to pay

for what they want even though at the moment they presumably don't care if work is paid for or not as long as it gets done.

Watanabe. The next step is to present a report to the membership so that they can react to it.

Sonnet. Would a decision to pay a full-time salary to the executive secretary have implications regarding what members think about paid vs. volunteer work on their own part and on the part of others?

Samuel. The position of executive secretary is a reflection of society as a whole.

Steuermann. There is no danger of losing volunteer help. But there are categories of it, and there are also some things which must be paid for.

Ostrove. We must decide at this Board meeting what will happen after Weichlein's resignation.

Hilton made several suggestions regarding the immediate future of the executive office and officer which were put in the form of a motion by Samuel: that the duties of the executive secretary remain as they now are during calendar 1975; that Nina Romani be appointed interim executive secretary for that year, with Weichlein as consultant; that the 1975 personnel appropriation assigned to the Ann Arbor office be apportioned as Weichlein sees fit; that the Board appoint a committee to search for a new executive secretary. There was no second to the motion. Weichlein commented that his wife, as executive secretary of the American Psychological Association, does exactly the same things as described in the Grand O committee report at a much higher salary than the committee proposes.

B. (Continued)

Pruett suggested:

1. that Mrs. Romani be appointed administrative associate during 1975 at a salary of \$9,000 (an increase of \$1,500 above her present salary);
2. that MLA pay her travel expenses to San Juan where she would attend the Board meeting;
3. that during her tenure in the new position she attend other Board meetings with the same compensation for travel now provided the executive secretary;
4. the spring Board meeting be in Ann Arbor; (See also VIII.)
5. that the office of treasurer remain as is for the time being;
6. that, as part-time clerical help would be required, Mrs. Romani be authorized to engage someone as needed.

Coral moved, with second by Sommer, that Nina Romani be appointed administrative associate during 1975 at a salary of \$9,000 plus expenses to all meetings the Board may request her to attend during that period. Leavitt moved to amend the title of the position to business manager. Second by Sommer. Motion to amend carried. Motion as amended carried. Leavitt moved, with second by Sonnet, that William Weichlein act as consultant. Motion carried. Samuel moved, with second by Steuermann, that Mrs. Romani be permitted to employ clerical assistance as required, up to a cost of \$1,500 for the year, without special appropriation. Motion carried. Sommer moved, with second by Sonnet, that the duties of the business manager be to run the Ann Arbor office and conduct all business thereto appertaining. Motion carried. Sommer moved, with second by Leavitt, that a committee be appointed to consider the office of executive secretary and possible alternatives to it, and that they consider possible candidates for any such office. The committee should have final recommendations by the fall Board meeting, 1975. Motion carried. Leavitt suggested that the chairperson of that committee attend the April Board meeting if it is held in Ann Arbor. Weichlein proposed visiting the Ann Arbor office before then. Coral moved, with second by Steuermann, that Nina Romani's resignation not be accepted. Motion carried.

IV. Vice president's report. Clara Steuermann.

After reviewing the activities of several fall chapter meetings held prior to the Board meeting, Steuermann called the attention of Board members to the fact

that the policy regarding chapter publications is being ignored by the Southern California chapter, which accepts money for subscriptions to its Newsletter, and by the Mid-West chapter, which is preparing to publish a new number of the series "Explorations in Music Librarianship" without first obtaining Board approval. Copies of a memo describing the series and of the MLA Policy Concerning Chapter Publications (dated April 13, 1970) were distributed. It was hoped that Jack Ralston, Mid-West chapter chairman, could be encouraged to insist his chapter observe established policy.

V. Members-at-large reports.

A. Donald Leavitt, fiscal officer.

Minutes of the finance committee meeting of September 28 and the proposed budget for fiscal 1975 were distributed. Leavitt moved, with second by Steuermann, that recommendation 1.) of the report (that the Board pay full expenses of the treasurer to all four meetings of the Board) be adopted. Motion carried. Leavitt moved, with second by Sommer, that recommendation 2.) of the report (that members of the finance committee receive full expenses to its annual budget meeting) be accepted. As this would result in an inequity between the reimbursement given Board members if attending a finance committee meeting (full expenses) and that given Board members when attending Board meetings (travel expenses only), Sonnet moved, with second by Myers, that the motion be tabled until the San Juan meeting. Motion to table carried. Sommer moved, with second by Leavitt, that recommendation 3.) of the report (that subscriptions and membership fees be increased as specified) be adopted. Motion carried. The new rates, effective with vol. 32 of Notes (September 1975) are: students, \$7.50; ~~individual~~ subscribers, \$14.00; institutional members and subscribers, \$18.00; individual members, \$16.00. The budget was discussed and amended. Steuermann moved, with second by Myers, that the budget be approved as amended. Motion carried. Sommer moved, with second by Steuermann, that the Board congratulate the finance committee, and particularly the treasurer, for their excellent and detailed budget. Motion carried.

B. Lenore Coral.

1. What was the outcome of her proposal that offprints from JAMS's supplements to Adkins be made available? The president stated that he wrote to Charles Hamm twice but has not received a response. He will write once again.
2. Have there been responses from LC to our requests for implementation of MARC for music before 1979 and for full record analytics? No. (See VI. A. 4.)
3. IAML. Coral summarized a recent conversation with Don Roberts, who had attended the Jerusalem meeting: Although this was a congress, only three people attended the meeting of the Research Libraries Commission. That meeting lasted approximately three minutes. New officers are Harald Heckmann, president; Barry Brook and Israel Adler, vice-presidents; Anders Lönn, recording secretary. The proposed constitutional revisions were approved. [This statement may be incorrect. At a meeting of U. S. IAML members during the AMS meeting in Washington, D. C., Thor Wood reported that the revisions were amended before being accepted. (See below)] No "young" U. S. member seems to have been present, although Wood had stated that a subsidy for such a member had been arranged and a recipient chosen. Future meetings included Bergen in 1976 and Mainz in 1977. Don Roberts is the new secretary-treasurer of the U. S. branch, and not George Hill, as Board members had previously been informed. Sommer announced that an informal meeting of some U. S. branch members will be called by Walter Gerboth during the November AMS meeting in Washington, D. C.
4. No Board members commented on Coral's draft resumé of Board policies drawn from past minutes of meetings. Final copies will be prepared and mailed.

C. Susan Sonnet distributed the 1975-76 calendar.

D. Susan Sommer. Copyright.

There will be a session on copyright in San Juan, in which Sommer will be joined by Carolyn Hunter and Dorothy Keziah of the Copyright Office and Walter

Gerboth. The proposed bill was passed by the Senate and now goes to the House committee. If the House passes it, it will return to the Senate where differences will be ironed out.

VI. President's report. James Pruett.

A. Announcements.

1. Elizabeth Olmsted sent a letter of thanks for her citation and gift subscription to Notes.
2. Of the 1,000 sets printed of MLA Cards for Printed Music, 1953-1972, Rowman & Littlefield had sold 586 as of September 13.
3. A case has been designed for the MLA exhibit, now in Muncie, Indiana with Nyal Williams.
4. LC has not yet responded to our letters regarding the implementation of MARC for music and preparation of full record analytics.
5. Correspondence about the coming IAML meeting in Montréal has been received from Kathleen Toomey and Keith MacMillan of the Canadian MLA.
6. The president sent a letter of congratulations to Otto Albrecht on his 75th birthday.
7. IFLA. Pruett has requested and received news releases regarding the November meeting in Washington, D. C. The Board approved the appointment of Jerry Emanuel (Gerald Gibson, alternate) as MLA observer. He will register at MLA expense and attend as many sessions as possible.
8. H.R. 2661, brought to Pruett's attention by Marlene Wong of Stanford, seeks to prohibit income tax deductions for attendance at business meetings outside the U. S. Sonnet moved, with second by Leavitt, that the president write a letter setting forth ways in which members of professional associations would find such legislation disadvantageous.
9. Garrett Bowles has prepared a list of members interested in working for MLA. Names were gathered while processing G and O committee questionnaires.

B. Administrative structure changes.

1. A list of MLA/NASM joint committee members was distributed. (See also VII. D.) The committee is our response to NASM's having come to us to discuss how they should evaluate music libraries. MLA's statement on the qualifications of a music librarian, the presence of a music librarian on each accreditation team, and the new basic list of books and music now being compiled can also contribute to such evaluations.
2. A job description for MLA placement director has been prepared by Shirley Emanuel, who will resign from that position when she becomes treasurer. The president appointed a search committee to find a new placement director: Susan Sonnet, chairwoman, Kurtz Myers and Shirley Emanuel. They were asked to report to the Board by December 15.

C. NMC. In response to his inquiries of other organizations as to why they have withdrawn from or remained in NMC, Pruett received letters from William Newman (AMS) and Karl Kroeger (Moravian Music Foundation). MLA representative Thor Wood did not recommend we withdraw, but knows no reasons we should stay. Sommer moved, with second by Coral, that we not renew our membership. Motion carried. Pruett will notify NMC of the Board's decision and will write to Wood thanking him for being our representative.

D. NEH has announced the availability of funds, including grants for feasibility studies, for the preparation of new research tools in the humanities. Among suggestions solicited by the president from Board members and others, three projects were mentioned most frequently and seemed likely choices for NEH grant proposals:

1. A catalogue of American sheet music imprints, 1826 - ?
2. A retrospective index to music periodicals.
3. A census of source materials in the history of American music, including collections in the U. S., and a handbook for the cataloguing and preservation of American sheet music.

Coral was asked to prepare a proposal for a feasibility study for item 2. In order to ascertain whether projects selected are of the type in which NEH is

interested, an effort to meet with Simone Reagor, acting director of NEH, will be made.

## VII. Committees and publications.

### A. Publications committee.

1. Survey of Musical Instrument Collections. Flyers were distributed and a copy of the Survey was available for inspection.
2. Report from Mary Davidson. Index and Bibliography Series. James Fuld's survey of 18th-century music manuscripts will be around 200 pages as edited. He has suggested that LC's Sonneck Memorial Fund might help support publication. Annie Thompson's bibliography about Puerto Rican music is ready to be printed. Arthur Wenk's bibliography of analyses of 20th-century music has been completely revised and checked, and is ready to be typed.
3. Manual. Hans Lenneberg reported that Katherine Skrobela's article is being edited. It was proposed that the manuscript be sent to Davidson by January 1, that it be passed on to two readers, and that it be ready for approval by the Board in San Juan.
4. The index to Modern Music will be published by the AMS Press.
5. Myers brought to the Board's attention the fact that Florence Kretzschmar seems to be having financial difficulties, a situation which might affect the Music Index.

### B. Professional education.

Sommer, a member of the committee, reported that the statement of qualifications of a music librarian is directed toward those who will hire and those who may wish to become music librarians. Precisely how the statement is to be made available to them is now being determined. A possible future project is the question of certification. Sonnet questioned how an administrator is able to evaluate the work of an individual with whose subject specialty he or she is unfamiliar. Proposals included:

1. ascertaining what other fields now certify librarians.
2. making a systematic survey of the music programs and courses offered by library schools and also of the music holdings of library school libraries.

### C. Notes. James Pruett, editor.

Pruett read a list of future articles. He informed the Board there will be no rise in paper costs this summer, and then gave the following figures for advertising in recent volumes:

v. 28	\$21,030	} value of space sold	171 pages of ads
v. 29	\$16,836		137 pages of ads
v. 30	\$13,605		109 pages of ads

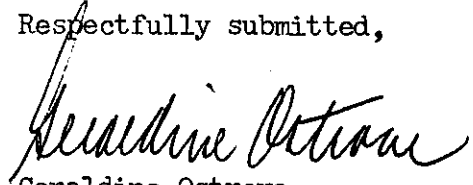
Suggestions for a new advertising manager were invited. A recent proposal that the membership list be removed from the journal and published separately was submitted to an informal vote which indicated that a majority of Board members favor doing so. Pruett has discussed the possibility of producing a cumulative index with Ruth Soley.

- D. MLA/NASM. Board members received a list of the committee's personnel, including new members.
- E. Report of the nominating committee submitted in writing by Shirley Emanuel. The nominees, for three members-at-large, are Forrest Alter, Mary Ashe, David Fenske, Barbara Henry, Morris Martin and Jack Ralston. Some Board members expressed reservations of a general nature about the slate.
- F. Membership committee. A poster with tear-off membership applications has been printed and will be sent to U. S. library schools. Sommer suggested it also be sent to musicology departments.

VIII. Future Board meetings. Ann Arbor was suggested for spring 1975.

The meeting was adjourned.

Respectfully submitted,



Geraldine Ostrove  
Recording secretary