

MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors  
Hotel Borinquén, San Juan, Puerto Rico  
February 4 and 8, 1975

Tuesday, February 4, 9:40 a.m. - 1:00 p.m.; 2:30 p.m. - 5:35 p.m. Saturday, February 8, 8:30 a.m. - 9:40 a.m.

Present: Lenore Coral, Shirley Emanuel, David Fenske, Barbara Henry, Ruth Hilton, Donald Leavitt, Kurtz Myers, Geraldine Ostrove, Nina Romani, Harold Samuel, Susan Sommer, Susan Sonnet, Clara Steuermann, William Weichlein (intermittantly). For item VII. B.: Garrett Bowles, Bruce Carr, Vern Frudd, Kathryn Logan, Ruth Watanabe. For VII. C.: Kurt Stone, Gerald Warfield. For IX.: Marsha Berman, Binnie Braunstein, Patricia Keyser, Pauline Shaw, Linda Wilson. James Pruett presiding.

I. Recording secretary's report.

The minutes of the previous meeting in New York City were accepted with the following corrections:

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|------------------------------|--|
| p. 1. II.                    | delete "and 15-month summary"  |
| p. 3.                        | delete sentence before B. (Continued)<br>"Weichlein commented...proposes." |
| p. 4. l. 3.                  | change "preparing to publish" to:<br>investigating publishing.             |
| V. A. l. 16                  | change individual subscribers rate from<br>"\$16.00" to: \$14.00.          |
| p. 5. VI. D. next-to-last l. | change Coral's proposal from "item 2" to:<br>item 1.                       |
| p. 6. VII. C. last l.        | change "Soley" to: Solie.  |

II. Treasurer's report. Ruth Hilton.

- A. Fourth quarter and annual reports were mailed to Board members prior to the meeting.

Delinquent Notes advertisers have been referred to our attorney. We have received a judgement relating to Vienna House in our favor, and also three payments. They want to advertise in Notes again, and if they do so, payment will be accepted by certified check only. We lost approximately \$6,000 in 1974. There was discussion about the balance in our checking account at various periods during 1975 and the moving of funds between checking and savings accounts.

Travel expenses to San Juan, including a per diem of \$30.00 for the goals and objectives committee members, will be paid mostly by the Martha Baird Rockefeller Foundation grant. We do not yet know whether the budgeted amount will be exceeded.

- B. Ford Foundation grant for the Ghent notation congress. A fourth quarter report and 1974 (April 1 - December 31) summary were mailed to Board members prior to the meeting. An attempt to obtain a supplementary allocation is being made so that it will not be necessary to cut either Kurt Stone's salary or some of the projects that have been planned for the remainder of the grant period. (Both the Ford and Rockefeller grants will terminate on May 31, 1975.) It may be necessary to pay unemployment insurance for two project assistants. Hilton will continue as treasurer for this account until it expires.
- C. The treasurer had mailed the following recommendation to Board members: All persons authorized to attend the annual budget meeting of the Finance Committee shall receive door-to-door transportation expenses according to the same provisions as apply to Members-at-Large traveling to Board meetings. Under the overriding policy, the President and Executive Secretary shall receive full expenses, as usual. So moved by Sommer, with second by Sonnet. Motion carried.

Hilton passed out the new Board address list for checking. She asked about the disposition of the MLA typewriter. It was moved by Leavitt, with second by Steuermann, that the typewriter be placed on permanent loan with Hilton. Motion carried

III. Executive secretary's report. William Weichlein.

- A. The growth index was distributed. Figures have risen since October to an all-time high.
- B. Refunds for cancelled subscriptions. We now permit refunds part-way through the year, i.e., after two issues. A plate pull costs about 40¢ and takes a lot of time. Romani recommended we no longer give refunds for partial year subscriptions. So moved by Sommer, with the addition that exceptions be made at the discretion of the business manager. Second by Leavitt. Motion carried. The president welcomed Nina Romani to the Board meeting. He thanked Weichlein for his reports during the past 10 years and Hilton for hers during the past six years. He then presented a gift to each, with the appreciation, love, and esteem of the Board.
- C. Future meetings.
  - 1975, August 17-23. IAML, Montréal.
  - 1977, summer. We have received an invitation from Vernon I. Cheadle, chancellor of the University of California at Santa Barbara. Sonnet said we might share the meeting with U. C. L. A. (96 miles away), although the Schoenberg Institute building there might not be completed yet. We could spend a day at U. C. L. A. using chartered buses, or include an option to visit Los Angeles afterward. Coral moved, with second by Myers, that we accept Santa Barbara's invitation, dates and hotel to be selected. Motion carried.

Winter meetings:	1976	Seattle
	1977	Nashville
	1978	Springfield, Illinois
	1979	New Haven
Summer meetings:	1975	Montréal
	1976	Chicago (ALA)?
	1977	U. C. S. B.

IV. Vice-president's report. Clara Steuermann.

Chapter reports, including a list of officers, are in the convention folders. It has been a good year for chapters: a new one was begun and three were revived. Steuermann enjoyed visiting chapter meetings and observed that her visits seemed to have a good effect on the chapters.

V. Members-at-large reports.

- A. Susan Sonnet.
  1. Nominating committee for a new placement director. In looking for candidates, Garrett Bowles' list from G and O questionnaires of persons interested in MLA work was consulted and comments on potential candidates selected from all sources were solicited from the Board. Sonnet nominated the committee's choice, Carolyn Hunter. Second by Sommer. Nominee elected.
  2. Committee and representatives' report, distributed. That some chairpersons neglected to send reports is a disappointment. (Present committee members and representatives will retain their appointments until several months into Steuermann's term.)
- B. Lenore Coral.
  1. The index of Board policy decisions had been mailed to Board members. ~~Regarding our recent stance on grievance procedures, no policy appears in the minutes prior to our decision in January 1974.~~
  2. The travelling show has not been going out during the past several months, and the required questionnaires were not being returned by those who had seen it. It may be that the show is not being adequately

The feasibility study will est. the

advertised.

- 3. Several drafts have been written of a grant proposal to NEH for a feasibility study for a bibliography of American music imprints, 1826-? John Mason (NEH), Pruett, and Janet Knapp (AMS) have reviewed the proposal, but it has not been possible to get through to Simone Reagor at NEH. Mason seems not to understand the proposal entirely although he appears to regard it favorably. He wants strong letters from MLA and AMS documenting the urgency of the project and information about the persons who would be doing the study. ~~We must now decide the~~ terminal imprint date and the methodology to be adopted.

C. Harold Samuel.

A grant proposal to NEH for a feasibility study for a retrospective music periodical index is being prepared as a joint project with AMS. Barry Brook is AMS coordinator. He and Samuel will meet in San Juan to discuss the draft. Florence Kretzschmar is also on the committee. \$10,000 will be requested, and the index will be limited to a selection of the 100 most important titles.

VI. President's report. James Pruett.

A. Announcements.

- 1. The archives have been physically deposited at LC.
- 2. New members-at-large will receive a complete back-file of Board meeting minutes.
- 3. An ad for the Survey of Musical Instruments will appear in the next issue of the Galpin Society Journal. Suggestions of other journals in which to place such an ad were made.
- 4. The American Choral Directors Association's president-elect, Walter Collins, has written inviting the MLA president to a meeting of representatives of music organizations called for the purpose of beginning preliminary discussion of the desirability and feasibility of establishing a joint national office.
- 5. College and Research Library News (no. 11, Dec. 1974) published an article "Draft: Guidelines for Branch Libraries in Colleges and Universities," copies of which were distributed to Board members. The draft was prepared by ACRL's committee on standards and accreditation.
- 6. The J. C. Penney Co. has embarked on a bi-centennial project in which packages of American music for band and chorus, including scores, parts and tapes, will be sent to 30,000 college and university libraries. Samuel suggested we provide addresses and cataloguing copy.

*[Handwritten initials]*

B. Administrative changes.

- 1. John Tanno will be the next chairman of the publications committee.
- 2. Walter Gerboth is chairman of the selection and acquisitions subcommittee on basic music collection.
- 3. See also V. A. 1.

C. National Music Council. The Board received Thor Wood's final report. Our withdrawal from membership generated some correspondence between presidents of the two organizations, during which the Board's reasons for our decision were set forth in detail.

D. International Federation of Library Associations.

- 1. Jerry Emanuel submitted a written report of the cataloguing sessions he attended during their Washington, D. C. meeting.
- 2. Jane Franck has recommended we join IFLA. So moved by Sommer, second by Coral. The amount of our dues is not yet known. Coral moved, with second by Leavitt, that we table the motion until the April Board meeting. Motion to table carried.

E. ALA.

- 1. Dena Epstein submitted a report of a meeting of presidents or their representatives of organizations affiliated with ALA. No one knew what "affiliation" means, and the importance of improving communication

*[Handwritten signature]*

with AIA varies among the affiliated organizations.

- 2. AACR is being thoroughly revised. It was agreed that we should be represented during the process of revision and that we should underwrite the expenses of our representative.
- F. A search committee for selection of an executive secretary has not yet been appointed, owing in part to the difficulty in formulating a job description. The committee will be chosen prior to the Ann Arbor Board meeting, at which its chairperson will be present.
- G. Policy concerning chapter publications. There was discussion of whether we should revise the present policy and of such a policy's purpose. Coral moved, with second by Samuel, that we approve publication by the New England chapter of its directory of music libraries and that we allow them to charge what they consider appropriate. Motion carried.

VII. Committees.

A. Publications.

(See also VI. B.) The president gave a brief report. The newest number of the Index and Bibliography Series, Annie Thompson's bibliography about Puerto Rican music, was available for inspection.

B. Goals and objectives.

Most of the discussion, during which members of the committee were present, took place following the business meeting. There were several questions about officers and their duties as described in the report. The committee was reluctant to rename offices because of the implied necessity of amending the Constitution and By-laws, but explained changes in function the report reflected: the present office of treasurer might be abolished in favor of a financial development officer whose responsibility would be to develop sources of funds; the recording secretary, whose position is not entirely clear in the report, would probably be a corresponding secretary and joint committee liaison with other organizations; members-at-large would be "junior" during their first year in office and "senior" during their second, when they would then serve as chairpersons of designated standing committees; the executive director, although appearing to some to be the most powerful officer on paper, would not be because policy would still be set by the Board. It was intentional that no target date for the installation of an executive director was established. No attempt was made to investigate this type of office in other organizations; the position evolved from consideration of MLA members' opinions only. The position would cost approximately twice what is now spent for salaries in the Ann Arbor office, an additional expense which, if the Society of American Archivists can be used as an example, the great majority of members would be willing to absorb through higher dues. The reaction during the business meeting to the report's discussion of the qualifications statement suggested 1) that this section might be struck from the report and handled separately, and 2) the policy to which it refers (i.e. that all statements issued in behalf of MLA should be sent to the Board before being promulgated) is good but not the example meant to illustrate it. The report, and in particular the section related to the qualifications statement will be revised before publication in Notes, and rather than appearing in the June issue as originally planned, it will probably be included in the September issue. The validity of a statistical profile based on a self-selected sample was questioned, then declared to be valid both in concept and because the percentage of MLA responses was significantly high. Also of concern was whether members have enough information to evaluate the report. While efforts to assure members are well informed about the present structure of the Association will be made, it was felt 1) by the committee, that making public certain information they had assembled could do more harm than good, and 2) by some members of the Board, that not only is instant orientation of new members an impossibility, but

that the entire membership cannot possibly know everything that happens. Therefore, the Board acts in their name. The Board is not a static administrative hierarchy because its membership is continually changing. Various means of disseminating the report at chapter meetings were suggested, such as having the past-president or another Board member lead a discussion and answer questions. But it was questionable whether the Board members, much less the chapter members, would be sufficiently well-informed to permit such a discussion to be effective. Other suggestions were 1) that nominees for the next election be asked to prepare statements about the report, and 2) that before the report is presented at chapter meetings Board members should consider it in some detail. Pruett asked if the committee wanted to remain constituted or whether they feel their work has been completed. Watanabe responded that while the committee had not discussed that, their charge would end with the publication of their report in Notes. However, they could be utilized as resource persons for data which the Board might need when deciding whether or not to implement the report's recommendations. The entire committee cannot meet with the Board at the April meeting because all funds have been spent, but a representative could attend. The president requested that the committee determine whether they will need additional funds and, if so, to let the Board know in San Juan.

C. Advanced notation.

Clara Steuermann, official MLA delegate to the Ghent notation congress, mailed her report with accompanying documents to Board members in November.

After thanking the Association for having helped make the congress possible, Kurt Stone read his report (copies later sent to the Board). He indicated that a brief report of the congress will be published in the Belgian journal Interface and that he hopes a more lengthy one will appear in Perspectives of New Music. ~~Gerald Warfield is preparing a~~ partially annotated bibliography of works from 1950 to the present about new notation. Publication of ~~musical analyses and~~ the analysis sheets developed by the Index of New Musical Notation was also discussed. It was the consensus of the Board that Benjamin Boretz be contacted immediately to ascertain whether he is willing to publish the entire congress report in Perspectives, and, if not, grant funds be used to prepare camera-ready copy to be submitted to the MLA publications committee; that ~~Warfield's~~ bibliography be similarly prepared for the committee; and that the analysis sheets be reproduced cheaply and also be distributed by MLA. Stone said both Norton and Macmillan have expressed interest in ~~the analysis sheets~~, and questioned whether NYPL, recipient of the Rockefeller grant supporting the notation index, might not also want to publish them. It was decided that in the remaining four months of the Ford and Rockefeller grant periods (to May 31) the following would be done: completion of the final congress report, completion of the bibliography, settlement of questions regarding ownership and copyright, completion of a serviceable batch of analysis sheets.

D. MLA/NASM.

The president read a report from chairman William McClellan describing the objectives of the committee's work: to revise criteria for evaluation of music libraries for accreditation, and to define minimum standards for music library resources and services according to the curriculum they support. Katherine Holum reported that the revision of the music section of the NASM basic music library list is still in progress.

E. MLA/MPA.

John Owen Ward has indicated that the MPA list of members and U. S. agents of foreign publishers is being updated and, hopefully, will be ready this spring. In exchange for a free copy of the MLA mailing list, MPA will send us copies.

F. Cataloguing and classification.

William Welsh has responded to the committee's letter requesting full

record analytics, and Katherine Skrobela has prepared a draft response to him, copies of which were included in convention folders.

VIII. Notes, editor's report. James Pruett.

The recent problem of overrun has been solved for the current issue. Harold Diamond will succeed Troy Brazell as advertising manager beginning with the June issue. The March issue will be late because some of the composed ads were held by Brazell before being sent to the printer. That issue's Notes for Notes will announce the initiation of a communications department (letters to the editor). The reprint of Supplements for Members is not selling well, so a publicity letter will be sent to purchasers of Notes reprints. The editorial conference with the G and O committee was a rousing success. Some technical improvements were discovered and will be made and Bowles presented some relevant questionnaire responses. Myers observed that it was good to meet together and have some time to talk as collaborators. The editor is reconsidering the inclusion of annual or semi-annual reviews of reference books and annotated checklists of new serial titles; a cumulative index of vols. 1-30 may be prepared.

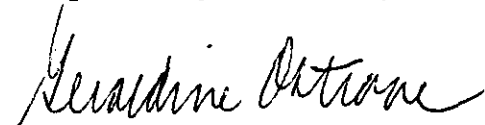
IX. Meeting with chapter chairpersons.

Four chapters were represented: Baltimore-Washington, Texas, Southeast, and Southern California, and the recent activities of each were described. There was some discussion about chapter publications and also of whether chapter members must also be members of the national organization. It was felt that they need not.

X. The spring Board meeting will be held Friday afternoon and Saturday, April 18 and 19 in Ann Arbor.

The meeting was adjourned.

Respectfully submitted,



Geraldine Ostrove  
Recording secretary