

MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors
Evanston, Illinois
November 11-12, 1977

Friday, November 11: 9:25 a.m.-1:55 p.m., 2:00-5:30 p.m.; Saturday, November 12:
9:10 a.m.-12:45 p.m., 1:45-5:45 p.m.

Present: Maria Calderisi, Shirley Emanuel, Michael Keller, Michael Ochs, Geraldine Ostrove, Don Roberts, Martin Silver, Linda Solow, Clara Steuermann, William Weichlein; for VI.B.2, Ruth Watanabe; for X.A, William McClellan. Dena Epstein presiding.

I. The minutes of the previous meeting in Goleta, California (Santa Barbara) were approved with the following corrections:

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| p. 2, IV, l. 4 | change "during the second quarter" to:
April 1-July 31 |
| V.A, l. 8 | change "Ahmon" to: Auman |
| last l. | change "moniter" to: monitor |
| p. 4, IX.C.1.a, l. 6-9 | change sentence beginning "With reference"
to: The ACRL A-V committee urged that
Epstein suggest an author for an
article in Choice on sound recordings
in the humanities. |
| p. 5, ... 6 | change "investigate the possibility of our
preparing" to: inquire about the
existence of |

II. Treasurer's report. Shirley Emanuel

The third quarter 1977 financial report was mailed to Board members. Our current balance in our checking account is \$2,529.68. \$15,000 was transferred to the telephone transfer account, bringing its balance to about \$16,000.

III. Executive secretary's report. William Weichlein

A. Financial matters

Weichlein distributed the growth index; a list of bank deposits, August 26-November 7, and subscription income (received: July 15-November 15; total possible from present members and subscribers; difference between amounts due and received); and a tally by payment category of the number of members and subscribers with present and proposed new dues for each category. He noted that the growth index's figure of 1921 subscribers in October 1977 is too high. This is our busy time of year for deposits, but over \$16,300 has yet to come in. We will have to drop members and subscribers who have not renewed by February 1978, and that will result in a deficit. Weichlein estimated that up to 3/4 of the outstanding payments will be received.

B. Business office

Weichlein is in frequent contact with the business office by phone and can work there on weekends. There has been some laxness in office follow-up on his directives. The priorities he has set for work there are: 1) do what the president asks, 2) do what the Board asks, and 3) do what he asks. Weichlein will serve as executive secretary through March 4. Dana Hull did not know she would be invited to Evanston and was unable to come owing to a previous engagement. The president said she would be expected in Boston. In view of budgetary considerations, it was later decided that whether she will come to Boston will be up to Epstein and Weichlein.

C. Publicity

A publications display was sent to the recent SEM meeting. There was no charge to exhibit, but the Society does not return such materials. However, they do forward them to their book review editor. The list of journals for MLA advertising compiled by David Fenske and Jack Ralston was sent to Ann Arbor. Some chapter meeting notices were received too late to be publicized nationally, although some of those meetings are not appropriately publicized in that fashion. The national MLA meeting will be, however. One member of the Board observed that well-organized chapters could have national journal publicity, and should certainly have local publicity. Weichlein then noted that our periodicals should be listed in all the directories, although they are not at present. Vern Frudd has agreed to be responsible for special publicity projects.

IV. Convention coordinator's report. William Weichlein

- A. Santa Barbara. We lost nearly \$200. No MLA money was paid to the travel agent, nor did any members lose any to the agent.
- B. Boston. All appears in order. Copies of the preliminary program as it will be mailed were distributed. It was noticed that the schedule for committee meetings appears to imply that the Music OCLC Users Group is an MLA committee (see also XIII.B). The official program will make clear that it is not. During the recent Midwest Chapter meeting some members indicated they suspect they will not be allowed to stay away for the entire week of the Boston meeting. A request was received from the distributor of the Charles Ives film to show it in Boston. Board members felt that as it was shown in Nashville and also on public television this fall, and because the program for the meeting is already quite full, another showing is unnecessary. Solow distributed a request for travel funds for two speakers, one an MLA member. After some discussion, it was moved by Keller, with second by Silver, that Solow's request for full travel for Alan Jabbour and partial travel for Ann Briegleb, a total of \$260, be approved. Motion carried. Weichlein said that 24 tables had been sold to 17 exhibitors, that three publishers will take a portion of a literature table, and that the total income from all of them now amounts to \$1,520. Four to six more exhibitors can be accommodated. He asked that the reception during Monday evening's registration be held in both the rooms designated for exhibitors. Ostrove requested that all reports to be duplicated for the meeting be sent to her in camera-ready copy rather than to the Ann Arbor office.
- C. New Orleans, February 5-10, 1979. Mary Davidson will be program chairwoman.
- D. Washington, D. C, winter 1980. Hotel prices are very high there and it has been some time since Weichlein has heard from Betty Auman. Can we change this site to 1982?
- E. San Antonio. Weichlein read a communication from the Texas Chapter supporting this site as appropriate for a meeting. Keller moved, with second by Ochs, that we meet in San Antonio in 1980 if it can be arranged. Motion carried. Keller moved, with second by Steuermann, that if the intent of the previous motion be realized, Washington, D. C. be explored for 1982. Motion carried.

V. Fiscal officer's report. Michael Ochs

- A. The audit of our financial transactions for 1976 was done on October 29, 1977 by a committee of Epstein, Ochs, and David Sommerfield, chair. Sommerfield reported the books were found to be in order.
- B. Finance committee report. 1978 budget.
 - 1. Publications
 - Emanuel stated that in both 1976 and 1977 not all income from the sale of Notes advertising sold was received because the follow-up bills were

not sent. This year income from the sale of our mailing lists is also not coming in as it should. It is not clear from business office records who is not paying. Procedures for assuring such lapses will not recur are being formulated and the treasurer will monitor the business office. The Notes advertising income budgeted for 1978, though raised, is still below what we sold in each of the two previous years. As for raising our advertising rates, both McClellan and Harold Diamond feel we should not do so until circulation increases. It was asked why advertising rates should not reflect our increased costs as dues and subscriptions are about to do, and also whether the proposed new pricing of Notes, as reflected in the dues and subscription rates, was derived with any reference to the new pricing formula for our other publications. The president was asked to write Diamond posing the questions raised at the Board meeting, conveying the consensus that advertising rates be raised, and asking for a written report. It was mentioned that monographs and non-subscription publications may now be mailed to libraries at the library rate, a reduction in postage of which we should take advantage.

2. Transportation. Only three Board meetings are scheduled for 1978. It was the consensus that the advantages of a separate finance committee meeting outweigh the benefit of saving travel expenses of some Board members by scheduling the committee meeting immediately before the fall Board meeting.
3. Requests, revisions, and approval. The finance committee's list of recommendations from among projects submitted for funding which had to be rejected because we cannot afford them will be put on the agenda for the Boston Board meeting. Various revisions to the proposed budget were made. Roberts moved, with second by Steuermann, that we table approval of the budget until later in the meeting. Motion carried. Further revisions were made during relevant discussion during agenda items VI-XI: Ochs moved, with second by Keller, that the finance committee's recommendation that hard-cover copies of the MLA Survey of Musical Instrument Collections be offered to Frits Knuf at \$2.00 each and that we not enter into an agreement with Knuf to sell the CIMCIM directory be approved. Motion carried. Ochs moved, with second by Keller, that the committee's recommendation that the cumulation of Notes Supplements be put on "sale" at \$6.00 each and that the next billing to subscribers include an offer to sell the Supplement "at cost" be approved. Motion carried. We cannot sell the Supplement at meetings, but orders will be taken in Boston. Prior to agenda item XIII discussion of the budget resumed. Keller moved, with second by Solow, that the budget be accepted as amended. Motion carried. Epstein thanked the finance committee on behalf of the Association and the Board. [Following the meeting Board members voted by mail on the proposed new dues structure to begin with v. 35, September 1978:

Institutional members and subscribers	\$27.00
Individual members	22.00
Individual subscribers	18.00
Retired members	12.00
Student members	12.00
Institutional and individual members and subscribers, Canada, add for postage	1.00
Institutional and individual members and subscribers, other foreign, add for postage	3.00

This schedule was approved unanimously.]

VI. Members-at-large reports

- A. Maria Calderisi. IFLA (see also VIII B.2)

Board members received written reports of attendance at this past September's congress in Brussels from Calderisi, Steuermann, and Garrett Bowles (see also IX.D) and copies of a letter from Robert Wedgeworth, ALA executive director, to Preben Kirkegaard of Copenhagen, new IFLA president, expressing concern about the manner of selecting sites for IFLA meetings. Calderisi asked the Board if we should continue to be members of as many as five IFLA sections. Statutes defining when fees are imposed for registration in sections are ambiguous. A music round-table has been established, but its structure and function are not yet determined. The only other music library organization in IFLA is IAML, and Calderisi has been appointed a IAML representative to IFLA. She will correspond with both organizations in an effort to clarify the situation. She noted that next year's IFLA meeting will be in Czechoslovakia at the end of August. In view of IAML's late July meeting in Lisbon, she will not be able to attend both without financial assistance, as two trips to Europe would be necessary. This year ALA's international relations committee will have a special session on IFLA at their Chicago meeting. Epstein will attend.

B. Don Roberts

Letters soliciting annual reports from committee chairpersons and representatives have been mailed. Roberts also sent a note to be published in the Newsletter asking for copies of all questionnaires relating to music librarianship so that there will be a file of them.

C. Michael Keller

1. MLA prizes. The selection committee has been appointed by Epstein. Keller reported that some nominations have been received, including ones from overseas.
2. Endowment. Watanabe, chairwoman of the ad hoc endowment committee, reported that everyone she has spoken to on the subject agrees MLA needs an endowment, income from which will enable us to expand our resources and programs. However, a fund drive of appropriate dimension cannot be mounted by the Boston meeting because more time is needed to establish procedures and create the proper climate. With reference to the latter:
 - a) our dues structure needs to be decided upon for a specific number of years ahead so that members, when asked to make contributions, will know what dues will be; b) participation as both a solicitor and a donor requires knowledge of where the money will or might go. Options of where to assign one's donation aid in solicitation. So the campaign's professional goals need to be defined. The goals and objectives committee report identified some things members want. The Board, the authoritative voice of the Association, needs to define goals. The patterns of donations will reveal others. The MLA 50th anniversary committee must decide whether its projects will be general ones or ones special to that occasion. Will the endowment finance our on-going projects, such as committee work, or will there be single-project goals? In any case, several attractive objectives must be chosen on which to base a campaign. Watanabe suspects members will not be attracted either by general objectives, such as the expansion of our publications program, or by projects representing the work of a single individual, but rather by projects benefitting the entire Association. A time-table has to be established and the amount of money we want designated. Watanabe suggested \$1/4 million (as distinct from \$250,000). We should be able to raise that amount ourselves, without outside help. She noted that a large goal is easier to reach than a small one.

The ad hoc endowment committee should proceed in a manner similar to that of the goals and objectives committee and present a progress report at each Board meeting. The committee can continue to work on their charge of revising Keller's original proposal, but there should not be a commitment

to undertake the fund drive itself. The consensus of the Board was that the kick-off should be at the 1979 meeting in New Orleans. The ad hoc committee will meet in Boston prior to the Board meeting and then with the Board in executive session.

VII. Past-president's report. Clara Steuermann. Chapters

Steuermann has been in touch with Marybeth Peters, attorney in the Copyright Office, about speaking to chapters about the new law. Peters can do so beginning in February. Chapters want information about national meetings. To this end, a registration folder including all handouts from sessions will be sent to each chapter. It will be the responsibility of the local arrangements chairperson to see that this is done. It is likely there will be a Rocky Mountain chapter. Epstein will attend the initial meeting.

VIII. President's report. Dena Epstein

A. Administrative structure changes

1. Coordinator of contributing libraries. The representatives want to elect the next incumbent.
2. Honorary membership for Ben Tucker. Epstein wrote to Donald Seibert pointing out that his motion at the last business meeting, and its subsequent approval by vote, was out-of-order, as only the Board can designate honorary membership in the Association. The president also asked Fred Bindman to inquire of Tucker whether he wants a life subscription to Notes, which honorary membership would give him. Tucker would like Notes. Keller moved, with second by Steuermann, that Ben Tucker, Library of Congress representative to the joint steering committee for Anglo-American Cataloguing Code revision, be given honorary membership in the Music Library Association and a life subscription to Notes for his meritorious service to music librarianship. Motion carried.
3. Search committee for an executive secretary. The Board members appointed are Emanuel and Roberts. Epstein will also name one more person. The honorarium is to be not less than \$2,000.

B. Relationships with other organizations

1. ALA
 - a. Epstein met with Helen Tuttle during the ALA summer meeting to discuss the work of the ALA future structure committee. Copies of a letter from Tuttle to the president were distributed to the Board.
 - b. Epstein wrote to Elizabeth Tate, chairperson of the RTSD cataloguing and classification committee, conveying MLA's request that we be represented on the successor committee to the catalogue code revision committee. Tate's response indicated she would put our request on the agenda of the next meeting of her RTSD committee, which will convene at the ALA midwinter meeting.
 - c. Basic lists. Our negotiations to have these distributed by ALA are continuing through the efforts of Epstein and John Tanno.
 - d. The ALA affiliates will meet on January 20. Epstein will attend.
 - e. Public Libraries Association audio-visual committee. Efforts to assist them through our Public Librarians Interest Group have not been productive. Kurtz Myers declined to appear at last summer's meeting.
2. IFLA. ISBD(NBM). Board members received copies of the paper delivered at the Brussels meeting by Heinz Lanske of IAML and a report from Garrett Bowles.
3. NASM. Samuel Hope, executive director, wrote to Steuermann informing her that the joint MLA/NASM committee can no longer exist. In Board discussion of the matter it was stated that the subject of a joint committee might be reopened in a few years. Meanwhile, we might try to exert our influence on the evaluation of academic music libraries in the accrediting procedure

through the regional accrediting agencies, and also contact James Coover, Bennet Ludden, and Harold Samuel, who serve on accrediting teams for the Middle States Association of Colleges and Secondary Schools.

4. SLA. CMS. Site search committee

Steuermann said she was unable to speak to Frank McKenna of SLA at the IFLA meeting as the Board had requested. Epstein called him in early November and asked what mechanism might be established in their office to operate as a conduit for MLA matters. He responded that routine matters could be dealt with by the responsible members of his staff. As for any other concerns, he had understood we would have a resource person in the New York area who, even though not stationed in the SLA office, could be consulted. This arrangement is not the one preferred by the Board.

As for CMS, although their executive secretary, Craig Short, recently wrote encouraging our mutual cooperation, Epstein felt there was no reason to believe that the same problems - whatever they were - would not occur in their new office in Boulder, Colorado as did at SUNY/Binghamton. Boulder might also be a labor-short area comparable to Ann Arbor. Epstein's response to Short's letter will ask him to keep us advised. Meanwhile, it was noted that AMS, CMS, and SEM will combine their employment lists.

Epstein reported that she had not yet been able to appoint a site search committee.

Discussion of the SLA office having resumed, ^{Silver}Roberts moved, with second by Calderisi, that MLA enter into a contractual agreement with SLA for business operations specified by the Board. Motion carried, 7 in favor, 2 opposed. Epstein will convey this decision to McKenna. We will need an attorney to prepare a contract, and a mutually appropriate time for the move must be chosen. Emanuel said no changes in the budget are needed right now, although the possibility of having a supplementary budget for consideration at the Boston meeting was suggested. Solow moved, with second by Silver, that there be severance pay or a bonus for Dana Hull so that she will stay through our move, and that the amount be determined at the time she is informed of the details of the move. Keller moved, with second by Roberts, that we appropriate a retainer for an attorney. Motion carried. Steuermann moved, with second by Silver, that the president appoint a search committee for an executive secretary, and that the committee include two members of the Board. Motion carried. Calderisi moved, with second by Silver, that the search committee attempt to select a single name to submit to the Board for ratification, and that they do so at the earliest possible date, but no later than January 26, 1978. Motion carried, 8 in favor, 1 opposed.

5. White House Conference on Libraries. Ostrove stated that, in view of the direction toward planning wholly by the individual States which this event has taken, there seems little point in our attempting to exert our influence.
6. Epstein will chair a session on music and American political ideologies at the next meeting of the American Society for Eighteenth-Century Studies.
7. MLA/MPA joint committee. Epstein has asked Walter Gerboth to find out why Frank Campbell has not called a meeting this year. Ron Freed of Peer-Southern [since engaged by European American Music Distributors Corp.] is also concerned.

C. MLA Survey of Musical Instrument Collections

In a letter to Epstein, Frits Knuf reiterated his offer to sell the

Survey in conjunction with his directory. Epstein also solicited the opinion of John Tanno. The finance committee recommended against our handling Knuf's (CIMCIM) directory. The committee did recommend 1) that we offer him our stock of cloth-cover Surveys at \$2.00 each, and 2) that we remainder our paperback inventory for \$2.00 each at MLA meetings. So moved by Ochs, with second by Keller. It was suggested the offer to Knuf be the price indicated plus shipping. Motion carried.

IX. Committees and projects

- A. Archives. Steuermann reported that Barbara Henry says the Library of Congress Music Division can now accept additional material. We will get a short statement from Jane Franck describing the kinds of things to send in. Section III.C (Archivist) of the revised Handbook for Officers and Committee Chairpersons should also be consulted.
- B. Administration committee. A lengthy report was received from chairman Robert Johnson.
- C. MLA brochures will be revised by the president after the Boston meeting.
- D. Cataloguing and classification committee. Don Seibert has asked Epstein and the Board to request regular reports on ISBD from Fred Bindman (LC) and Garrett Bowles (IAML, IFLA).
- E. Education committee. Their first meeting is scheduled for Boston. Ostrove will send chairwoman Kathryn Logan her folder from the work of the ad hoc committee on education.
- F. Legislation committee. Susan Sommer sent a progress report, including her recent attendance at a CNLA copyright committee meeting.
- G. Membership committee. Don Phillips plans to resign as chairman after seeing the first edition of the Directory of Music Librarians through to publication. It was noted that the Constitution and By-Laws charges this committee with increasing membership in the Association.
- H. The Musical Fund Society of Philadelphia has asked to be assured MLA will not use Benjamin Carr's Musical Journal for any purpose other than the one for which they have given permission, reprinting it in Da Capo's Earlier American Music series.
- I. NEH grant to Lenore Coral. The progress of this project has been impeded by her inability to obtain institutional support. It was remarked that ARSC was able to undertake their NEH project without such support.
- J. Newsletter. Morris Martin has expressed concern that no reports of the Santa Barbara meeting were sent to him except the president's.
- K. Nominating committee. The slate was presented, discussed, and approved. Only a list of persons who were suggested as possible recipients of citations was included with the committee's report. It was the consensus of the Board that Mary Lou Little and William Weichlein be given citations. Roberts moved, with second by Steuermann, that Edward Colby be given a citation. Motion carried, 6 in favor, 2 opposed, 1 abstain. A revote was called for. The motion was carried unanimously.
- I. Publications council. John Tanno submitted a written report of the meeting held in Santa Barbara.
- N. Constitutional revision committee. To be appointed.
- O. WPA index to music periodicals. There are 440,000 index cards at De Paul University. Some journals were completely indexed, some partly indexed, and others never begun. A student of Don Roberts's will report to the Midwest Chapter after having made a detailed evaluation of the index with help from other chapter members. Keller also described the file.

X. Notes

- A. William McClellan presented a written report.
- B. University Microfilms has offered to provide individual copies of articles,

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for which they would give us a 10% royalty on each copy sold. This same offer had been made previously. The Board again refused.

- C. Greenwood Press has offered us \$200 royalty to reprint the 1956 volume of the Index to Record Ratings. In view of Kurtz Myers's cumulation in progress, this too will be refused.

XI. Handbook for Officers and Committee Chairpersons

Some revisions were made and proposed revisions approved during discussion. In addition, travel subsidy 1) for the vice president or past president to chapter meetings was approved, and 2) for our members to meetings of other organizations to which they are our official representatives was approved in principal. The president and treasurer may sign checks. The practice of reimbursing the convention manager/exhibits director from convention funds for expenses incurred in pre-convention and convention travel was acknowledged. This special officer is responsible for official MLA exhibits at events other than our own national meetings, including recommending to the Board where the MLA exhibit ought to be shown. Keller moved, with second by Ochs, that the proposed policy on telephone polling of the Board be approved. Motion carried, 6 in favor, 2 opposed, 1 abstain. Ochs moved, with second by Solow, that round-trip transportation to national meetings for the program chairperson be paid from the convention budget. Motion carried. Calderisi moved, with second by Roberts, that round-trip transportation to national meetings for the placement officer be included in the budget for the Placement Service. Motion defeated, 3 in favor, 5 opposed, 1 abstain. Silver moved, with second by Solow, that the Board rescind its policy of April 23, 1966 requiring national membership for chapter members and substitute the guideline statement as proposed. Motion carried. Roberts moved, with second by Ochs, that the Handbook be accepted as revised, and that Solow and Ostrove be commended for their efforts. Motion carried.

XII. Future Board meetings. Calendar


The hours for the Boston Board meeting were discussed. Epstein asked who prepares the official calendar. She will do it.

XIII. New business

- A. Recommendations for positions. Roberts moved, with second by Solow, that no submission of names, nor recommendations for employment, may be made by a member of the Association on behalf of the Association. Motion carried.
- B. Music OCLC Users Group. There was concern expressed by some members of the Board to assure that OCLC does not assume we are sponsoring this group.
- C. Ruth Watanabe wrote an article for the most recent issue of C. F. Peters Notes.
- D. William Lichtenwanger's article about the authorship of the music of the Star Spangled Banner appears in the July issue of the Quarterly Journal of the Library of Congress. The New York Times devoted a half-page to a summary of the article on October 29, 1977, p. 9.
- E. The Institute for Scientific Information plans to publish an index to citations in the humanities which will include music literature publications.

The meeting was adjourned.

Respectfully submitted,



Geraldine Ostrove
Recording secretary