

MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors

Evanston, Illinois, June 11-12, 1978

Sunday, June 11: 9:00 AM--5:15 PM; Monday, June 12: 9:00 AM--12:26 PM

Present: Mary Ashe (except for part of V and VI), Ann Basart, Maria Calderisi, Shirley Emanuel, George R. Hill, Jon Newsom, Don Roberts, Martin Silver, Ruth Watanabe. Dena J. Epstein presiding.

I. Recording Secretary's report. George R. Hill.

A. The minutes of the previous meeting in Boston were approved with the following corrections:

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| p. 2, V, l. 15-16.       | change to read: " <u>New Orleans</u> , February 6-10, 1979. Plans are underway. Liselotte Andersson is head of local arrangements" |
| p. 3, VI.B.1, l. 6-7, 12 | underline titles: <u>Contemporary...</u> and <u>Fontes...</u>  |
| p. 4, VI.D, l. 3         | change to read: "Silver also to prepare the 1978 index."   |
| p. 4, VI.E, l. 15        | change "is" to "does not constitute"   |
| p. 5, VIII.B.2, l. 1     | correct spelling: "Lospinuso"  |
| p. 5, VIII.C.1, l. 13    | end sentence with "ALA Council." and delete l. 1 on page 6.  |
| p. 6, VIII.C.3, l. 4     | delete "of their Board meeting"  |
| p. 7, VIII.E, l. 4       | change to read: "Victorian Society of America, Chicago Chapter,"   |
| p. 8, IX.F, l. 15        | correct spelling: "multi-association"  |
| p. 8, IX.F, l. 27        | change to read "Ann Arbor office"  |
| p. 10, XIII.B, l. 6      | change to read: "she would recommend an appropriation"   |

B. In response to questions from the Board, Hill promised distribution of the minutes early in July, after a draft has been sent to Epstein for emendation.

II. Treasurer's report. Shirley Emanuel.

- A. The first quarter 1978 financial report was distributed, showing a balance in the checking account of \$16,466.80.
- B. Emanuel reported that, following the Board's instructions (Minutes, Feb. 26-27, Mar. 3, 1978, p. 10, XIII.C), she had ascertained that the University of Michigan pays \$80 per month for employees' health insurance, and that the Association is thus paying the premium of \$49.96 per month for Dana Hull's health insurance.
- C. Certificates of deposit for Record Ratings and Development Funds fall due late in June in the amount of approximately \$14,500. These funds are to be combined in new certificates of deposit; current interest rates in Washington, DC, banks are 7.71% for 4-6 years and 6.66% for 2-4 years.
- D. A bank error in making a telephone transfer resulted in Association checks being returned for apparent insufficiency of funds, but the matter has now been resolved.
- E. The question of royalties from AMS Press is still under investigation.

- F. The Association will experience a tight cash flow situation between now and September. With \$16,000 in hand, known expenses include \$10,000 or \$11,000 for the June Notes printing bill, \$2000 for the Board meeting, and 4 months of operating expenses at approximately \$1000 per month.

III. Executive Secretary's report. William J. Weichlein.

Weichlein distributed copies of 1) the growth index; 2) an enumeration of standing orders to publications other than Notes; and 3) a list by category of bank deposits between June 2, 1977, and June 5, 1978.

The growth index indicates a gradual increase back up to peak levels achieved in 1975. The new postal rate increases are severe (29% more to mail Notes, with 3rd class up 30% and 4th class up an average of 36.8%), and the Notes printing contract will be approximately 8% higher this year compared with last. Beginning with volume 35, the Association will no longer replace without charge issues of Notes lost in the mails because of address changes.

Index and Bibliography Series. Numbers 18 by Dedel and 19 by M. Williams were mailed together to subscribers during the first week in June. On instructions of the Publications Committee, nos. 4, 6, and 7 were reprinted. No. 13 is out of print, but will not be reprinted because no. 14 (the supplement) has 200 copies left in stock.

The Board approved sale of 80 copies of the Instrument Collection Survey to a group at the University of Michigan, Friends of the Stearns Collection, at \$2.00 each.

It was moved, seconded, and passed, that the issuance of the next membership list be discussed at the next meeting of the Board, and that production work be deferred.

The draft of the Directory of Music Librarians is in the hands of John Tann

IV. Convention Manager's report. William J. Weichlein.

A solicitation from the American Musicological Society to exhibit at its meeting in Minneapolis on October 19-22 has been received. It was moved, seconded, and passed, that the Association not take exhibit space.

Weichlein asked to be relieved of responsibilities as Convention Manager, with the 1981 meeting in New Haven to be his last.

It was moved, seconded, and passed, that the Board empower Weichlein to investigate Denver and Los Angeles as possible sites for the 1982 convention.

A brief discussion of the Boston meeting was held. It had been budgeted at \$12,800. The New Orleans meeting (Feb. 5-10, 1979), budgeted at approximately \$6000, will allow some time for sightseeing, as well as sessions on current issues in bibliography, the closing of the catalog, collection development, jazz archives, and Nicholas Slonimsky and Stanley J. Sadie on the topic "Baker's and Grove's rise again." The Sonneck Society will meet following the MLA meetings, with two joint sessions with MLA. The hotel will be the Fountain Bay, with rooms at \$27 single, \$31 double, and \$42 triple.

San Antonio. Feb. 25-Mar. 1, 1980. El Tropicano Hotel. \$31 single, \$37 double.

New Haven. 1981.

It was the general consensus that there is no point in listing closed meetings in the convention program.

V. Fiscal Officer's report. Jon Newsom.

- A. The Finance Committee will meet in Washington, DC, during the period Nov. 1-3, 1978.

[Note: B.-G. Actions taken were taken on June 12, 1978.]

- B. In response to a request for travel funds from Donald Seibert to attend a MARBI meeting in Chicago as the representative of the Automation Committee of MLA, it was moved, seconded, and passed, that the Board decline to fund the request because the statement of the need was not sufficiently compelling.

- C. On page 4 of the current budget is a note to reconsider at midyear the \$500 allocated for advertising. It was moved, seconded, and passed, that an additional \$1000 be budgeted for the current year.
- D. On page 2 of the current budget, \$1500 is allocated for part-time business office clerical assistance. As of this date \$1366.27 has already been expended. It was moved, seconded, and passed, that an appropriation of not more than \$1500 additional through the end of the current fiscal year be approved.
- E. It was moved, seconded, and passed, that Maria Calderisi be allowed \$250 toward travel expenses to the IFLA meetings in Czechoslovakia, \$100 of this amount to come from the President's Fund and the remaining \$150 from the non-Board meeting general travel fund.
- F. It was moved, seconded, and passed, that the expenditure of necessary funds to visit sites of recommended business offices be authorized. It was anticipated that travel expenses of the MLA Business Operations Search Committee would amount to approximately \$650, and that those of the negotiating group would be \$1000-\$1500.
- G. It was moved, seconded, and passed, that the Treasurer be authorized to keep \$3000 in a fluid account to cover expenses over the next period of time and then to reinvest these funds in a certificate of deposit. This action was taken to allow the Treasurer to postpone purchase of a new certificate for a period of approximately 3 months, the time of the potential cash flow tightness.

VI. Members-at-Large reports.

- A. Mary Ashe. Ashe has accepted the President's designation as Parliamentarian to the Board.
- B. Ann Basart. Basart discussed the MLA Newsletter, and chapter and music library newsletters.
- C. Maria Calderisi. MLA has paid IFLA dues of \$200. Calderisi proposed a committee to coordinate United States IFLA activities, with a president and secretary so that a more amicable arrangement of the dues apportionment could be made, and to coordinate policies if appropriate. Epstein will attend such a meeting in Chicago at ALA.

At the meeting in Czechoslovakia it is anticipated that a round table of music librarians will function. Several library associations and 15 institutions have indicated interest.

Since the Council of Library Resources had notified Michael Keller that it declined to fund Maria Calderisi's travel to IFLA as the MLA representative, Calderisi stated that she would be willing to spend \$500 personally if MLA would provide \$250 to match \$250 from IAML/US. [This expenditure was approved in V.E. on June 12.]

- D. Jon Newsom. See Fiscal Officer's Report, V.

- E. Don Roberts. Committee on the Business Office.

Roberts presented a written preliminary report that indicated that 19 association management firms had been invited to submit preliminary proposals to manage MLA's business operations, and that with the possible exception of the Modern Language Association office in New York, efforts to identify promising cooperative ventures with other associations had not been fruitful. The committee is presently in the process of interviewing three management firms and the Modern Language Association, a process which will be concluded by July 5. A final report of the committee is planned for submission on July 15, intending to recommend that MLA officers enter into final negotiations with one or two companies. Request for travel funds in the amount of \$650 for the Search Committee was made; approval is indicated in these minutes in V.F. After discussion, it was the consensus of the Board that no

further negotiations with the Modern Language Association should be pursued.

It was moved, seconded, and passed, that the President, President-Elect, Treasurer, and Executive Secretary enter into negotiations with the Business Office Search Committee's choice or choices of management firms or other associations, with a view toward presenting a negotiated contract for approval by the Board at its October meeting.

F. Martin Silver. As he did in 1977, Silver will prepare the index to the minutes of the 1978 Board meetings.

VII. Vice-President/President Elect's report. Ruth Watanabe.

Watanabe is in close contact with chapters by letter and telephone, and hopes to personally visit chapter meetings during the next year. [Chapters are requested to send notices of meeting times to her as much in advance as is possible.]

VIII. President's report. Dena J. Epstein.

A. Administrative structure changes. Epstein is currently working on committee assignments.

1. Constitution Revision Committee. Geraldine Ostrove, chair; Walter Gerboth; Marguerite Iskenderian.
2. Education Committee. This committee met in Boston and reports progress in formulating plans.
3. Music Library Administration Committee. Brenda Goldman, chair. For further discussion, see IX.I.
4. Cataloging and Classification reorganization proposal. The Board considered materials submitted by Donald Seibert to Epstein. It was moved, seconded, and passed, that the Board accept in principle the formulation of a Cataloging Council. It was moved, seconded, and passed, that the President request a refined organization plan from the Cataloging Council for the consideration of the Board.

B. Relations with other organizations.

1. American Library Association. There has been no action as yet in establishing an ongoing code revision committee, nor on MLA's request for representation on the ALA Cataloging Committee. Epstein has signed a letter of agreement with ALA dated May 16, 1978, for the publication of the Basic Music Collection list. Arne Arneson will chair a session at ALA on June 27 entitled "Phonograph Record and Cassette Utilization in Public Libraries," and attendance should be very good; 50 librarians from the Chicago Public Library alone will be in attendance.
2. IAML and MLA-IAML/US Joint Committee on RILM. Letters of June 6 from Lenore Coral to Epstein and Harold Samuel suggest appointment of a joint steering committee of three people, and various projects such a committee should undertake.
3. Music Publishers' Association. Epstein reported on a meeting of the MPA-MLA Joint Committee held in New York on March 7. Topics covered included exhibits at the Boston meeting, the need for a revised list of agencies, matters of copyright, and pricing policies.
4. CIMCIM. Epstein distributed a letter from Friedemann Hellwig, Chairman, promising cooperation should the matter of reprinting the Instrument Collection Survey come up.

5. Sonneck Society. In response to a letter from Raoul Camus, Epstein suggested that if the Sonneck Society could schedule its convention to coincide with our New Orleans meeting we would be glad to have their members attend any of our meetings of interest to them. The Sonneck Society is now in contact with our Program Chair for the meeting, Mary W. Davidson, and there will be two joint sessions with MLA in New Orleans.
6. White House Conference. It is the considered opinion of CNLA and Susan Sommer that not much can be done except through state library associations. The conference seems to be emphasizing regional and state organization, and public libraries, not research or academic libraries.
7. Council of National Library Associations. Susan Sommer continues as our representative. She is of the opinion that a continuing presence of MLA is highly desirable. Committee Z39, on standards, sponsored by CNLA, has been reorganized to include businesses as well as libraries. Carolyn Hunter has assumed the chair of the MLA Legislation Committee, with Susan Sommer as member.

IX. Committees and projects.

- A. Audio-visual and Microforms. Arne Arneson will attend the meeting of the ACRL Audio-visual Committee at ALA in Chicago.
- B. 50th Anniversary. Donald Leavitt reports progress in developing plans.
- C. MLA Prizes. Thank-you letters have been received from the recipients and their publishers.
- D. Publications. The Ad-hoc Committee appointed by the Publications Council submitted three draft forms to the Board for approval: 1) Consent to Publish Contributions in Notes; 2) Consent to Publish [for Monographs]; and 3) Permission to Quote. It was moved, seconded, and passed, that the forms be approved as an interim measure, but further that the matter be returned to the Ad-hoc Committee with the request that a reminder be inserted to the effect that authors have the right to retain their copyright for monographs as provided in the new copyright law. Newsom agreed to act as coordinator between the Committee and the Copyright Office.

On suggestion of Harold Diamond transmitted through Weichlein, it was moved, seconded, and passed, that Weichlein be authorized to write a letter of inquiry to jobbers offering MLA publications at a 40% discount postpaid, a minimum of 20 copies with no returns. At present, dealers receive a 10% discount for single copies, postpaid, a practice that will continue.

On April 25, John Tanno submitted his resignation as Chair of the Publications Committee. Epstein will ask Linda Solow to serve as acting Chair and was authorized by the Board to offer a sum not exceeding \$100 for secretarial assistance between June and October.

[The agenda contained no E; F was divided into G, H, and I]

- G. Endowment. The Board reviewed the report of the Ad-hoc Committee. It was moved, seconded, and passed, that an endowment campaign be postponed and that another committee be constituted to investigate other means of raising income.
- H. Public Library Committee. This Committee has a second program (in addition to the one on phonodiscs; see VIII.B.1) planned. Epstein referred a letter of inquiry to the Association from a public library to Cheryl Osborn, Chair, for response. The Board will ask the Committee to define its scope, in the realization that the Committee may not be project-oriented in the immediate future.

- I. Music Library Administration Committee. This Committee submitted three questionnaires and a covering letter to the Board for approval. It was moved, seconded, and passed, that the Board accept the questionnaires in principle, but that they be redrafted in tabular form with space for answers and comments, together with a covering letter.
- X. Notes. William McClellan's report of June 2 was received. It details format changes to be made in the September 1978 issue and announces the appointment of Susan Sommer as Book Review Editor effective with the March 1979 issue. It was moved, seconded, and passed, that the copyright statement submitted in McClellan's report be approved.

[Financial matters decided at this time in the meeting on June 12 are reported in V.B.-G. and VI.C, pages 2-3 of these minutes.]

- XI. Future Board meetings. Because of the uncertainty of the location of the executive office, the place of the fall Board meeting was not fixed. It was felt that the meeting should be held in the new quarters if possible. The Finance Committee will meet in Washington, DC, during the period Nov. 1-3, and the Board will meet during the period Nov. 3-5, 1978.
- XII. New business. Epstein reported on responses to letters received from E. T. Bryant requesting information on MLA for the new edition of his book on music librarianship; from Alfred Lane, Exchange Librarian at Columbia University, about exchanges of library materials; and from the American Music Library in Israel, requesting information on the classification of library positions.

The meeting was adjourned.

Respectfully submitted,



George R. Hill  
Recording Secretary