The Special Officers, Standing Committees, Special Committees, and Representatives Annual Reports were compiled by Judy Tsou. The Chapter Annual Reports were compiled by Jane Gottlieb.

Committee Charges are printed in the Membership Handbook. See “About MLA Committee Charges in the Administrative Structure,” on page xvi of the 1994 Membership Handbook. Roundtable Reports will continue to appear in the body of the MLA Newsletter upon submission.

**Special Officers**

**ADVERTISING MANAGER**

_Susan C. Dearborn, Advertising Manager_

In the 1993/94 volume of Notes the number of advertising pages continued to increase as in the past two years.

The increase is due to a number of factors, including more multiple page insertions from long-time advertisers, new exchange advertising agreements, and 11 new advertisers.

Despite the increase in pages, the total billings were slightly below the previous year. This can be attributed to two factors: the introduction of the 10% discount for MLA Corporate Members, and the 10% discount extended to those advertisers who purchased space in both the March issue of Notes and the Membership Handbook. The comparative statistics for Notes are as follows:

<table>
<thead>
<tr>
<th>Volume Years</th>
<th>Total # Ad Pages</th>
<th># 1st Time Advertisers</th>
<th>Total $ Billed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1991/92</td>
<td>178</td>
<td>19</td>
<td>$28,427.30</td>
</tr>
<tr>
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<td>186</td>
<td>21</td>
<td>$29,990.88</td>
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<tr>
<td>1993/94</td>
<td>191</td>
<td>11</td>
<td>$29,451.90</td>
</tr>
</tbody>
</table>

The 1994 issue of the Membership Handbook was the first to include advertisements. This initial effort to create a new source of revenue for the Association resulted in total billings of $2,959.30 with 21 companies participating. As mentioned above, an incentive was offered to all current and "lapsed" Notes advertisers that provided a 10% discount if they placed an ad in both the March issue of Notes and the 1994 Handbook; 19 of the 21 Handbook advertisers took advantage of this offer. Plans are underway to increase the total revenue amount for the 1995 Handbook through soliciting a wider base of advertising prospects.

Submitted by Susan C. Dearborn

**CONVENTION MANAGER**

_Joseph Fuchs, Convention Manager, 94/95;
Assistant Convention Manager, 93/94_

_Edwin Quist, Convention Manager, 93/94;
Assistant Convention Manager, 94/95_

The 63rd Annual Convention was held 28 February through 6 March 1994 at the Ritz-Carlton Hotel in Kansas City, Missouri. The meeting was coordinated and supervised by Convention Manager Ned Quist. There were more than 400 paid registrants. Forty-seven exhibitors purchased 56 tables and 10 vendors placed ads in the Convention Program Booklet.

The Convention Manager and Assistant Convention Manager made a final site inspection in Kansas City in November and met with the Local Arrangements Committee. In conjunction with the Kansas City visit, four sites in New Orleans were inspected for 1997. Negotiations with New Orleans Hotels are still in progress.

In March, the Convention Manager met in Atlanta with members of the 1995 Local Arrangements Committee, chaired by Bill Coscarelli, and inspected the facilities of the Holiday Inn Crowne Plaza Ravinia, the 1995 Convention hotel. A final site review and meeting with the Local Arrangements Committee and hotel convention services staff are scheduled in October, at which time a second site visit to New Orleans will also be conducted.

The Board approved moving the dates of the 1996 Convention to the week of 5-11 February, at the request of the Seattle Westin Hotel. The Association was able to contract a highly favorable room rate through this renegotiation. The Convention Manager met in September with the Seattle Local Arrangements Committee, chaired by Debbie Pierce, to discuss convention planning and to conduct a review of the hotel.

Several changes in Convention budget management were approved by the Board in June. The Convention Manager attended the fall meeting of the Finance Committee, to receive direction in revising and administering the Convention budget. At that time the Convention...
Manager also attended the Board meeting to discuss the 1995 Convention budget, the status of negotiations for the 1997 Convention, and other matters relating to the Office.

Submitted by Joseph Fuchs

PLACEMENT OFFICER

Patricia Frisken,
Placement Officer, to 5/94

Elisabeth H. Rebmam,
Placement Officer, from 6/94

During 1993-94 the Placement Service's monthly job list advertised 56 positions: 51 new listings and 38 reposts, a total decrease of 11 new listings from the previous year. Of the new positions posted, geographically 3 were located in the West, 14 in the Midwest, 17 in the Southeast, and 20 in the Northeast. Two of the positions were for MLA officers. Seventeen were for catalogers, 7 for reference librarians, and 30 for administrative and/or mixed positions.

The year ended with 349 members of the Placement Service, a decrease of 12 over last year's membership. Additional statistical information is available from the Placement Officer, including salary minimums and educational requirements for positions.

The Placement Officer, Ms. Fisken, held an orientation session, participated in the Personnel Subcommittee's "Interviewing Workshop," coordinated 46 interviews, and provided employment information at the annual meeting in Kansas City. Ms. Fisken also coordinated the Mentoring Program for its fourth year, with help from the New Members Roundtable. At the Kansas City meeting, 17 new members were paired with 17 volunteer mentors from the MLA membership. As Placement Officer, Ms. Fisken also served on a search committee to select a new Placement Officer. Ms. Rebmam assumed that position on June 1, 1994.

Submitted by Elisabeth H. Rebmam

PUBLICITY OFFICER

Richard E. Jones, Publicity Officer

Informational Activities: Press releases were prepared and mailed soliciting nominees for the 1994 MLA awards, announcing the 1993 Walter Gerboth and annual publications awards, announcing three MLA publications and announcing the 1995 MLA Annual Conference in Atlanta. These releases were sent, as appropriate, to a lengthy list of journals in librarianship and music, to administrative and official personnel in organizations and associations in related fields, and to e-mail lists in related fields. Discussions have been held or are planned with appropriate officers of related organizations to determine in what ways MLA can: (1) inform members of these organizations of MLA's purpose and services, and (2) make a contribution to the professional lives of the members of those organizations. The complete list of MLA Chapter publications was revised and distributed, it is also included in the MLA exhibit materials.

Advertising: Press releases were prepared for all new MLA publications. These were sent to all appropriate library schools, musical and library journals, and related organizations. In addition, releases were sent to appropriate e-mail lists for distribution to list members. The publications list and order form were revised with the assistance of the Notes Advertising Manager and the editors of MLA monographic series. Advertising space was purchased or exchanged for new MLA publications in various publications. Direct-mail campaigns were prepared for Technical Report 22 with ACRL collection development officers, and for the MCD and MCB Index/Supplement through the Music Cataloging Bulletin.

Exhibits: The MLA exhibit has appeared or will appear at seven conferences during the 1994: the American Library Association, the American Musicological Society/Society for Music Theory, the Art Library Society of North America, College Music Society/Association for Music Technology, the Music Library Association, Society for Ethnomusicology, and the Sonneck Society. At many of these meetings, groups of volunteers took responsibility for organizing and staffing the MLA exhibits. The list is too long to enumerate, but, without the extensive assistance and participation of these MLA members, the Association would be unable to perform this service. We are grateful to one and all.

Submitted by Richard E. Jones

Standing Committees

DEVELOPMENT COMMITTEE


The Development Committee met twice during the Kansas City Meeting. In addition to hearing subcommittee reports (details are provided in the individual subcommittee reports), the committee discussed the Freeman Travel Grant Proposal (Judy Tsou and Mimi Tashiro, guests), the Corporate Membership Drive, and Giving to MLA.

a. Freeman Travel Grant. The MLA Board of Directors approved the idea of exploring the establishment of a travel grant in memory of Kevin Freeman to be supported by the Northern and Southern California Chapters. The grant would be designed to provide financial assistance to younger or student members who wish to attend MLA annual meetings. A Working Group was appointed (John W. Tanno, chair) to develop guidelines. A final report will be submitted to the MLA Board in Atlanta.

b. Corporate Membership Drive. Strategies for continuing the Corporate
Membership Drive were discussed. An improved system for administering this membership category needs to be developed. A Working Group was appointed (Christine Hoffman, chair, until December; Joseph M. Boonin, chair, beginning December) to respond to these issues.

c. Giving to MLA. The MLA Board has recommended that the Development Committee pursue fund-raising to support the growth of MLA’s Permanent Fund. The “Giving to MLA” brochure, begun several years ago by the Development Committee, will be completed. It will inform prospective donors about giving to MLA and how their gifts will be used by the Association. A Working Group was appointed (Geraldine Ostrove, chair) to revise and complete this brochure.

In addition to its meetings, the Development Committee sponsored two fund-raising events in Kansas City:

a. Duckles Campaign. $2,750 in contributions to the Duckles Fund was received at the Kansas meeting, bringing the total in the fund to $19,893, which exceeds our goal of $19,000 needed to endow the award. 86 MLA letter openers remain in inventory. The Committee discussed continuing to send these for contributions of $40.00 or more to the Duckles and Gerboth Funds, and/or possibly using them as gifts to major donors.

b. Silent Auction. MLA’s first Silent Auction was a success, generating over $1,700 which will be used to support MLA’s operating budget. Fourteen exhibitors participated. Guidelines are being prepared to assist with future silent auctions.

It was decided to form a Working Group on Special Projects to explore the idea of offering “keepsakes” at future annual meetings in order to generate additional income.

With the change in chairs in March, the Committee was restructured to allow individual working groups to pursue the specific objectives set by the MLA Board.

Submitted by Linda Solow Blotner

MEMBERSHIP SUBCOMMITTEE


The Subcommittee continued to work on outreach to new members through liaisons with the regional chapters and through the New Members Roundtable. It also is working within the public library community to attract new members. As well, the Subcommittee has worked to ensure regular communication between the Board and the chapters at chapter meetings. Working with Richard Griscom, the Subcommittee distributed its first message on MLA-I soliciting information from the non-MLA subscribers to the list. The Subcommittee encouraged the President to continue the practice of soliciting lapsed members to rejoin the Association. The Subcommittee is also exploring the idea of a new membership category that would offer less expensive options. The Subcommittee Chair participates as a liaison to the Working Group Surveying Library Personnel Characteristics. Other committee members serve as liaisons to ALA, the New Members Roundtable, and the regional chapters.

Submitted by Linda Solow Blotner

WORKING GROUP ON ENDOWED FUNDS

Members: John W. Tanno (chair); Gordon S. Rowley, Judy Tsou, Sherry Vellucci.

The Working Group drafted a policy and guidelines for the establishment of future endowed funds within the Association. As well, it created guidelines for the establishment of the Kevin Freeman Travel Grant. Both documents will be presented to the MLA Board for the Atlanta meeting.

Submitted by Linda Solow Blotner

WORKING GROUP ON MAJOR GIFTS

Members: Geraldine Ostrove (chair); Linda Solow Blotner, David P. Farneth, Richard E. Jones, Sherry Vellucci (liaison, Self-Study Steering Committee).

The Working Group is preparing a final version of the “Giving to MLA” brochure. It is focusing on strategies for enhancing MLA’s Permanent Fund, including a donor relations program for older and prominent members and others important to MLA.

Submitted by Linda Solow Blotner

WORKING GROUP ON CORPORATE MEMBERS

Members: Christine Hoffman (chair, to 9/94); Joseph M. Boonin (chair, from 12/94), Susan Dearborn, Brian Hill, Ned Quist.

A revised letter was sent to eleven institutional and seven individual members encouraging these members to upgrade to the Corporate level with their 1994-95 renewal. The Working Group is recommending an increased direct approach to potential new Corporate Members. It plans to work with the Convention Manager, Business Manager, and other mailing lists to increase our Corporate Membership.

Submitted by Linda Solow Blotner

EDUCATION COMMITTEE

Members: Roberta Chodacki, chair; Laura Dankner, Paula Elliot, Lisa Redpath, Joyce Werner, Raymond White, H. Stephen Wright.

The 5th edition of the Directory of Library School Offerings in Music Librarianship, compiled by Raymond White, was issued this year. Rick Jones, MLA’s Publicity Officer, and Dick Griscom, MLA Executive Secretary, offered valuable public relations assistance and production advice, respectively, to the Committee. The Directory is
MLA 1994 Annual Reports

FINANCE COMMITTEE

Members: Elizabeth Davis, Fiscal Officer, chair; Jane Gottlieb, Richard Griscom, Jerry L. McBride, Michael Ochs, Diane Parr Walker (to 10/94), James Cassaro (from 10/94)

As is customary, the committee changed members during the Kansas City meeting, but since there is much overlap, this report will include that meeting, as well as the meeting in New York, 2-3 June 1994. At the Kansas City meeting, the Committee heard reports from the Treasurer and the Secretary, and reviewed investment and fundraising guidelines submitted by the Investments Subcommittee. The Committee also discussed its role in the review of the Association's goals scheduled for the following Board meeting. It established the Association's per diem for meals and the levels for honoraria for the coming fiscal year for Board approval.

At its New York meeting, the Treasurer and the Secretary presented reports. The operating budget for FY 1994/95 was drawn up for presentation to the Board. The Committee set a recommended price for the upcoming Cumulative Index to Notes and recommended increased membership rate amounts.

Submitted by Elizabeth Davis

NOMINATING COMMITTEE

Members: David Farneth, chair; Sandra Acker, Beth Christensen, Robert Curtis.

The committee, communicating via e-mail and conference call, completed an extensive selection process during May and June. The committee contacted potential candidates, obtained the required consent forms, and submitted its report by the required deadline for consideration by the Board at its September meeting.

Submitted by David Farneth

PROGRAM COMMITTEE

Members: Jean Purnell, Chair; Stephen M. Fry, James Farrington, Paula Matthews, ex officio.

The Program Committee worked within planning and scheduling guidelines discussed by the Committee with the MLA Executive Board at the Kansas City annual meeting. The Committee planned the program for the Atlanta meeting in 1995, submitted program proposals, drafts, and progress reports to the Board. The Committee chair prepared room, equipment, and budget requests and submitted these to the Convention Manager.

As planned, the 1995 program will include a preconference on Leadership/Management Skills within the Music Library; plenary sessions relating to (1) music librarianship in the Eastern Europe and post-Soviet bloc countries, and (2) legal issues relating to fair use, music, and technology. Committee and roundtables will offer a miscellany of programs including noted scholars' and composers' presentations and demonstrations of advanced uses of the Internet. Committee meetings are planned for the purpose of carrying out the Association's business and reporting on progress to MLA members.

Submitted by Jean Purnell

PUBLICATIONS COMMITTEE

Members: Ruth Henderson, chair; Deborah Campana (MLA Index and Bibliography Series Editor), Susan C. Dearborn (Notes Ad Manager), Catherine Gerhart (Music Cataloging Bulletin Editor), Richard Griscom (Executive Secretary), Richard E. Jones (Publicity Officer); Michael Rogan (MLA Newsletter Editor); Richard Smiraglia (MLA Technical Reports Editor, to 5/94); Sherry Vellucci (MLA Technical Reports Editor, from 6/94); Diane Parr Walker (Treasurer); Daniel Zager (Notes Editor).

Four new publications have recently appeared or are in final stages of production: A Thematic Catalog of the Works of Robert Valentinne, by J. Bradford Young, was published this summer as No. 27 in the MLA Index and Bibliography Series.
MLA 1994 Annual Reports

Knowing the Score: Preserving Collections of Music, compiled by Mark Roosa and Jane Gottlieb, was co-published in September with the Association for Library Collections and Technical Services as No. 23 in the MLA Technical Reports series. Carl Rahkonen's World Music in the Library is forthcoming soon as No. 24 in the Technical Reports series.

Editorships for the Technical Reports series and two Notes columns have changed recently. Richard Smiraglia has completed a commendable six-year term as editor of the Technical Reports, leaving behind a first-rate series of volumes published under his guidance. Sherry Vellucci will be the new editor of the series. James Cassaro has succeeded Charles Croissant as editor of the Notes Video Reviews column; and, after editing some 750 book reviews, Mark Germer and Marjorie Hassen have retired as Notes book review editors; David Hunter succeeds them.

The committee has clarified with the board the policy for deleting MLA publications.

Submitted by Ruth Henderson

REPRODUCTION OF MLA PUBLICATIONS SUBCOMMITTEE

Members: Robert Acker, chair; Diane Parr Walker, Daniel Zager

The committee, formed in January, 1994, began its work by taking into consideration proposals by UMI and H.W. Wilson to provide Notes in electronic form as part of their CD-ROM and online products. The committee's main concern is the effect this would have on subscriptions to the print version. It hopes to submit a report of its recommendations to the Board by the end of the year.

Submitted by Robert Acker

Special Committees

AD HOC COMMITTEE TO REVISE THE CONVENTION MANUAL

Members: Christine Hoffman, Chair; Ned Quist, Jane Gottlieb, Judy Tsou

Judy Tsou edited and amplified the Local Arrangements Committee section of the Manual. The draft has been read by Susan Hitchens, Local Arrangements Chair of the most recent meeting, and gone out to the committee for review. It is anticipated these additions and changes will be inserted into the original document.

Christine Hoffman has written a new section detailing the preparation of the convention program booklet. This text has gone to Joe Fuchs, current Convention Manager, and Ned Quist, who will be formatting the booklet for the Atlanta conference. The last three convention managers have continuously developed a detailed deadline calendar for conference planning, and a sample of this calendar will also be added to the manual. It was proposed by the Chair that, once a new text is prepared including the progress above, it might be more productive to disband the Ad Hoc Committee, and change the way the manual is updated. Updates can be accomplished by including the review of the appropriate portion of the manual in the job description for each successive program chair, local arrangements chair, and convention manager. Additions and changes would be forwarded to the current convention manager, whose responsibility would be to maintain a current version for supply on demand to appropriate parties.

Submitted by Christine Hoffman

AD HOC COMMITTEE TO STUDY ROUNDTABLES

Members: Michelle Koth, Chair; Beth Christensen, Michael Colby

The Committee compiled, distributed, and analyzed questionnaires which were sent to a sample of MLA members, to all current and most-recent past roundtable coordinators, and to two other library organizations (Medical Library Association and American Theological Library Association). Ideas, concerns, and suggestions were solicited via the MLA Newsletter and MLA-L. An open forum was held at the 1994 Kansas City MLA meeting.

A final report was submitted to the MLA Board in May, and revised for the September meeting. The Committee made the following recommendations (the final report includes details with each recommendation):

1. Do not limit the number of roundtables.
2. Limit the length of meeting time for roundtables to one and a half hours.
3. Do not establish fixed time slots for roundtables, nor schedule roundtable meetings against plenary sessions, nor limit roundtables to every other MLA meeting.
4. New coordinators should be recommended by the roundtables to the MLA president for approval.
5. Increase to six the number of letters needed to both establish and renew a roundtable.
6. Establish a minimum attendance at roundtable meetings to merit both a room assignment and a time slot on the program.
7. Expand the section of the MLA Handbook dealing with roundtables to include more specific information.
8. The Board should think about, in considering the definition of a roundtable, how large a roundtable can be.
9. Appoint one Board member to "coordinate" the coordinators. 10. The Board should consider the concerns about the content and format of roundtable meetings.
11. The Board should consider how the roundtable coordinators publicize their programs.
12. The Subject Access to Contemporary Music Roundtable is up for renewal this year. This roundtable should either be retired or made into a working
group of the Subject Subcommittee of the Bibliographic Control Committee.

13. Clarify how the decision to retire a roundtable is to be made.

14. Publish reports of the roundtable meetings in the MLA Newsletter as part of the annual meeting reports, and not as part of the administrative structure reports published in the November-December issue of the MLA Newsletter.

15. Roundtables and committees currently have very little contact with each other. The situation should be improved.

16. Make the Committee’s final report available to the MLA membership.

ADMINISTRATION COMMITTEE

Members: Charles P. Coldwell (chair); Joyce M. Clinkscales, Paula D. Matthews (to 1/94), Timothy Cherubini (from 1/94), David Lesniaski.

The Committee met in closed session during the Kansas City meeting. The meeting served as an orientation to new subcommittee chairs David Lesniaski and Timothy Cherubini. It focused on operating and financial procedures, developing future programs for annual meeting sessions and workshops, and reporting on each subcommittee’s activities and the activities of the Working Group Surveying Music Library Personnel Characteristics (David Lesniaski, chair). The Committee continues to develop plans for a future annual meeting educational program, and has been communicating with the Education Committee and the Research in Music Librarianship roundtable about cosponsorship. Submitted by Charles P. Coldwell

AUTOMATION SUBCOMMITTEE

Members: Charles Coldwell (acting chair); Lowell E. Ashley, Ann E. Caldwell, Linda Hartig, David Lesniaski, Judy MacLeod, Robert Acker (On-Line Reference Services Subcommittee Liaison).

The subcommittee saw the completion of a project with the publication of “Online Catalogs Available on the Internet” (written by David Lesniaski) in the September-October 1993 issue of the MLA Newsletter. Business conducted during the subcommittee’s Kansas City meeting included planning for updating and expanding the directory of automated system user groups and their contacts, and making it available through MLA-L. The subcommittee discussed future directions for its Automation Forums that are held during the annual meetings, including exploring ways to present live demonstrations of automated systems’ features and problems. The purposes and possible formats of a revision of the “Automation Requirements for Music Information” (Notes 45 [September 1986]: 14-18) were also discussed, along with planning the process the subcommittee with take in doing the revision.

The subcommittee again sponsored the open Automation Forum, where representatives from the system user groups presented a summary of their activities and highlights of their systems’ features, problems, and current development activities. Two themes emerged: many vendors are moving toward systems that use client/server technology with graphical user interfaces, and end users (music librarians) often have difficulty in determining if problems or lack of features are due to the way their vendor programmed the software, or the way their institution’s local systems personnel implemented features that are under local control.

Submitted by Charles P. Coldwell

PERSONNEL SUBCOMMITTEE

Members: Timothy J. Cherubini, chair (from 1/94); Charles P. Coldwell, Patricia B. Fiskin (ex officio to 7/94; regular appointment from July 1994), Paula D. Matthews (chair to 1/94), Renee McBride, Elisabeth H. Reaman (ex officio, from 7/94), Suzanne Risley.

The subcommittee conducted a business meeting and sponsored two workshops at the Kansas City meeting. Workshop topics were Interviewing Skills and Sexual Harassment. At the business meeting, efforts to compile and make available a personnel-related bibliography were reaffirmed, as was the Mentoring Program. It was noted that several members of the Personnel Subcommittee are also serving on the Working Group on Personnel Characteristics. The subcommittee hopes to build on the results of the Working Group’s study. Rick Jones joined the subcommittee in a discussion of management-related issues of potential interest to the MLA membership.

The subcommittee’s main activity since Kansas City has been to plan with the Education Committee the “Leadership Skills in the Music Library” pre-conference Continuing Education Workshop to be presented at the 1995 Atlanta meeting.

Submitted by Timothy J. Cherubini

STATISTICS SUBCOMMITTEE

Members: David Lesniaski, chair; Pauline Bayne, Allie Goudy (from 10/94), Melva Peterson, Charles Slater (to 6/94), Sherry Vellucci.

The subcommittee held a joint meeting with the Research in Music Librarianship Roundtable in Kansas City. During this meeting we focused on several topics: 1) refining the current survey of music library facilities and expenditures to improve its usefulness to MLA members, 2) examining the desirability of coordinating surveys by MLA members (so those interested in particular information or studies can contact others who have knowledge or expertise in that
The committee solicited nominations, reviewed the appropriate literature and made its recommendations to the Board. The awards for 1992 publications approved by the Board and presented at the business meeting in Kansas City were: The Vincent H. Duckless award to Mary Kay Duggan for her *Italian Music Incunabula: Printers and Type* (Berkeley: Univ. of California Press, 1992); the Richard S. Hill award to Dannette Cook Adamson and Mimi Tashiro for their article, "Servants and Sleuths: Early Leaders in California Music Librarianship," in *Notes* 49/3 (March 1992): 806-835; the Eva Judd O'Meara award to Susan Sommer for her review of *Baker's Biographical Dictionary*, 8th ed., in *Notes* 49/2 (January 1992): 67-70.

Submitted by Lenore Coral

**BIBLIOGRAPHIC CONTROL COMMITTEE (BCC)**

Voting members: Jennifer Bowen, Chair, BCC; Kevin A. Freeman (Subcommittee on Subject Access, to 9/93), Catherine Gerhart (*Music Cataloging Bulletin*, editor), Harriette Hemmasi (Subcommittee on Subject Access, from 11/93), Richard H. Hunter (Library of Congress representative), Karen Little (Subcommittee on MARC Formats, from Feb. 1994), Jerry L. McBride (Subcommittee on MARC Formats, to Feb. 1994), Phillip E. Schreur (Subcommittee on Descriptive Cataloging), Joan Schuitema (Subcommittee on Authorities).

Non-voting members: Ed Glazier (RLG Representative), Jay Weitz (OCLC Representative), Robert Richart, Greta deGroat (WLN Representatives).

A budget for the Bibliographic Control Committee 1994-1995, totaling $3,674, was adopted by the MLA Board, primarily to support work of MLA representatives to ALA. Funding for the Chair of the Subject Access Subcommittee to attend ALA meetings was reinstated.

This year, BCC has responded to several proposals and reports from the Library of Congress and from various Task Forces of the Library of Congress's Cooperative Cataloging Council. Prior to the MLA Meeting in Kansas City, BCC responded to proposed changes in LC's music cataloging practices. BCC also urged LC to reconsider its proposed reduction in authority work for series, and responded to surveys from the CCC Core Record for Music Task Force and reviewed this group's reports. BCC responded to the LC Cataloging Policy Support Office regarding the proposed deletion of LCRI 26.2C and, through the BCC Descriptive Cataloging and Authorities Subcommittees, is monitoring the CCC Task Group on LC-Issued Descriptive Cataloging Documentation's review of the LCRI.

The BCC Chair wrote on behalf of BCC to urge staff at LC's Cataloging Distribution Service to add the LC Music Cataloging Decisions to the Cataloger's Desktop CD-ROM product, and to CLR in support of funding for the Music Thesaurus Project.

The work of BCC's active Subcommittees and Working Groups continues, as described in the reports of these individual groups.

Submitted by Jennifer Bowen

**SUBCOMMITTEE ON AUTHORITY RECORDS**

Members: Joan Schuitema, chair; Linda Barnhart, Marilyn Craig, Jane Penner, Barbara Strauss, Sue Stancu, Joan Swankamp.

During the past year, the Subcommittee on Authority Records (SAR) followed up on two primary projects from previous year. The first, MARBI Discussion Paper no. 72: Possible Changes to Treatment of Uniform Titles, prepared by the MARC Formats Subcommittee, was rejected by MARBI during the ALA '94 midwinter meeting. The SAR decided to put this proposal on hold for future reconsideration. The second project, the document entitled "Recommendations from the Music Library Community for Changes in the Shared Authority File and in Authority and Bibliographic Records" was used by LC's Cooperative Cataloging Council Authorities Task Group deliberations this past year. The SAR was also
pleased to receive an official LC response to this document indicating that LC had approved most of the recommendations made. Other activities during the past year have included responding to Cooperative Cataloging Council surveys as appropriate as well as to requests from LC involving possible changes to rule interpretations affecting music authority records. The SAR also began to explore and prioritize future projects and research. The Chair represented the SAR's interests at the '94 annual meeting of ALA's LITA/ALCTS Authority Control in the Online Environment Interest Group. In the absence of the Chair, Linda Barnhart represented the SAR at the '94 midwinter meeting of this group.

Submitted by Joan Schultema

SUBCOMMITTEE ON DESCRIPTIVE CATALOGING

Members: Philip Schreur (Chair), Catherine Gerhart, Richard Hunter, Marguerite Iskenderian, Mark Scharff, William Walker.

Philip E. Schreur attended CC:DA meetings in January and June as the Music Library Association representative, where: (1) A counterproposal was made by MLA to the latest objections by the British Library to a MLA rule revision proposal to clean up the use of the term musical work. MLA was complimented on the clarity of the revised proposal. (2) MLA submitted a rule revision proposal to 25.30D2 (Key in post-nineteenth-century works).

The Subcommittee responded to a number of national cataloging proposals: (1) a proposal by LC to reduce the number of series access points and series authority records generated in their cataloging, (2) a proposal by LC to bibliographically simplify their music cataloging and restructure the cataloging process, (3) a proposal describing the elements of a proposed core bibliographic record for music being developed for the Program for Cooperative Cataloging, (4) a national review of the LCRIs with an eye toward simplification and reduction.

The Subcommittee responded to a letter referred to it by the Authorities Subcommittee concerning the apparent inconsistency in the establishment of name headings for popular music performers.

The Subcommittee is anticipating reviewing the guidelines being established by the Working Group on Sheet Music Cataloging and submitting a discussion paper to CC:DA concerning main entry for videorecordings of musical works.

Submitted by Philip E. Schreur

SUBCOMMITTEE ON MARC FORMATS

Members: Karen R. Little, chair (from 3/94); Ann Caldwell (from 4/94); Greta de Groat (from 4/94; ex officio), Jeffrey Earnest (to 3/94), Ian Fairclough (from 4/94), Elizabeth Gamble (to 10/93), Ed Glazier (ex officio), Kathryn P. Glennan (to 4/94), Jerry L. McBride (to 3/94), David Thomas, Jay Weitz (ex officio), Stephen Yuskos.

Two MLA discussion papers were presented to MARBI at the January 1994 MLA meeting. This meeting was attended by Jerry McBride as the MLA representative to the USMARC Advisory Group. The discussion paper on the use of subfield 7 in fields 1XX rather than the field 240 to record the uniform title was rejected by MARBI. The discussion paper on the use of linking subfields to improve precision in retrieval of bibliographic records in online systems was received favorably and was presented as a proposal at the June 1994 MARBI meeting.

At the June 1994 MARBI meeting, attended by Karen Little as the MLA representative to the USMARC Advisory Group, the linking fields proposal was approved in concept. No mandatory field link type codes were approved as it was decided that each should be discussed and approved separately. Plans are for a discussion of the field link code for music (the component parts field link code) at the February MARBI meeting.

The Subcommittee is also discussing a request that qualifiers be coded separately in headings for names of popular music groups.

Submitted by Karen Little

SUBCOMMITTEE ON SUBJECT ACCESS

Members: Kevin Freeman, chair (to 9/93); Harriette Hemmssi, chair (from 11/93); Michael Colby, Mark Germer (from 2/94), David Lesniski, Taras Pavolphsky, Laura Snyder, Gail Sonneman, Brad Young (from 2/94), Mark Zioniuk.

Harriette Hemmssi attended meetings of the ALA Subject Analysis Committee at the 1994 Annual meeting in Miami. Particularly germane to the area of music subject access were: (1) the announcement of three Regional Subject Analysis Institutes planned for this year in Rochester, Dallas, and Anaheim, for which Brad Young is scheduled to be one of the presenters; (2) SAC's approval to send a letter of support drafted by the SAC Subcommittee on the Music Thesaurus Project to Sarah Thomas; (3) the report of the SAC Subcommittee on Form Data discussing whether form data will be entered in the 655 field or the $v of the 650 field of the bibliographic record; (4) the announcement that, due to the realization that it could not beneficially impose the Airlie-House recommended prescribed order of subdivisions and meet the other purposes of the Airlie-House recommendations, the SAC Subcommittee on the Order in LCSH Subject Strings decided to discontinue its work.

This year's work of the Subject Access Subcommittee focused on points both within and beyond the current framework of subject analysis. Particular attention was given to analyzing existing and proposed tools and concepts of subject access and determining whether and how they apply to current needs. Reports for the 1994 MLA Annual Meeting included: an assessment of the construction of FOLKSONGS headings and the adequacy of their relevant cross-references (Taras Pavolphsky); a discussion paper entitled, "Faceted Access to Music: Possibilities and Ramifications" (Amanda
Maple, on behalf of the Working Group on Faceted Access to Music; presentation of a plan to collect and organize concepts representing twentieth-century music, some of which eventually may be submitted for inclusion in LCSH and the music thesaurus (Michael Colby, on behalf of the Working Group on Terminology in 20th Century Music); an update on the work and status of the LC Music Subject Group (Deta Davis); formation and work of the ALA SAC Subcommittee on the Music Thesaurus Project (Mark McKnight); summary of the past year's work on the Music Thesaurus Project (Harriette Hemmasi); report on the mid-winter meetings of the ALA SAC Subcommittee on the Order of Subdivisions (Laura Snyder).

Goals for the coming year include continued attention to and work on FOLK SONGS headings, the Music Thesaurus Project, a review of literature on facetted analysis of music, and the possibility of developing a user study of music subject headings.

Submitted by Harriette Hemmasi

WORKING GROUP ON
BIBLIOGRAPHIC CONTROL
OF MUSIC VIDEO MATERIAL

Members: Lowell E. Ashley, Chair; David L. Brown, Charles Croissant (to 11/93), Grace Fitzgerald, David Thomas

Because of the controversial nature of some of the suggested provisions in the draft guide dealing with choice of entry, the BCC decided to make it available to interested groups and individuals for comment before deciding how to proceed with the project. While several formal responses to the draft guide were received, these responses did not result in a clear majority of support for certain initiatives in the draft guide regarding choice of entry.

BCC agreed that the draft guide contains much useful information, apart from choice of entry, about which there has been little, if any, disagreement. The committee felt that the numerous examples in the guide would be useful to catalogers and that it would provide a good resource for further discussion of the choice of entry question. The BCC decided that the working group should edit and prepare the guide for publication; however, it will incorporate none of the new initiatives in the draft regarding choice of entry. It will reflect the opinion of CC:DA and many cataloging authorities that AACR2 in its present form requires videorecordings of musical performances that are works of mixed responsibility to be entered under title. Editing of the guide is in progress.

Meanwhile, the BCC has directed Phil Schuur, Chair of the Subcommittee on Descriptive Cataloging, in consultation with members of the working group, to prepare a discussion paper bringing together the diverse views and opinions that have arisen on the choice of entry question. The BCC proposes to submit this discussion paper to CC:DA for their review and consideration concerning what many regard as inadequate and confusing rules in AACR2, Chapter 21 as they are applied to moving image media and multimedia.

Submitted by Lowell E. Ashley

WORKING GROUP ON
FACETED ACCESS TO MUSIC

Members: Amanda Maple, Chair; Kathy Glennan, David Thomas, Stephen Yusko

Submitted a short article "Faceted Access to Music," published in the MLA Newsletter No. 97 (to advertise the existence and availability of our discussion paper and to keep the issue of faceted access before the membership).

Wrote an informal response to Arlene Taylor and Sherry Vellucci regarding their proposals for music subject headings that were based on the Airlie House document about the order of subject subdivisions. The working group chair attended ALA meetings in Miami regarding the Airlie House document.

Our 1995 Open Meeting will feature a review of the literature on faceted access, presented by members of the working group, and a presentation by Harriette Hemmasi about how the music thesaurus incorporates the concepts of faceted access to improve retrieval of music information. Preparations are under way for the open meeting.

Submitted by Amanda Maple

WORKING GROUP ON
SHEET MUSIC CATALOGING
GUIDELINES

Members: Sarah Shaw, chair; Victor Cardell, Calvin Elliker, Virginia Gifford (deceased), Lois Schultz

Documentation for all areas of description has now been formulated and formatted as a commentary to AACR2, Chapter 5. New areas of description prepared this year and now in final draft include:

- Publication, distribution, etc. (Field 260)
- Physical description (Field 300)
- Series (Fields 4xx)
- Notes (Fields 5xx)

Statement on levels of cataloging (commentary to AACR2, 5.0D; also includes NLBR minimal/full levels and proposed CORE bibliographic record as they relate to sheet music cataloging. Research conducted at the University of Michigan to unearth types of musical presentation statements in sheet music reinforced the working group's hypothesis that various types of "professional" copies or editions do indeed present edition-level changes from the "original" or "commercial" publication of the same song by the same publisher.

Brief statements are being written on subject and added entry access, and on production music and uniform titles. Still pending is selection and editing of sample bibliographic records (and photoreproduction of chief sources of information for those items) which the working group plans to append to the final guidelines.

Later in Fall 1994 the working group will be sending the draft guidelines for critique to the BCC Descriptive Cataloging Subcommittee, and then to RBMS Bibliographic Standards Committee and to ARLIS Cataloging Advisory Committee.

Submitted by Sarah J. Shaw
WORKING GROUP ON TERMINOLOGY IN 20TH CENTURY MUSIC

Members: Michael Colby, chair; Dan Cherubin, Ralph Hartsook, David Lesniaski, Brian Newhouse.

The Group is currently working on deriving its list of terms from concepts in twentieth-century music. The list will be organized conceptually into the following categories:

- Extended instrumental techniques (including natural sounds)
- Chance compositions
- Serialism
- Tuning systems
- Text-sound
- Music theatre/Music and motion
- Site specific works
- Stylistic terms
- Graphic notation/Art as notation
- The format of the Group's report will include the following information for each term:
  - the postable term
  - scope note
  - related terms (e.g., used for, broader)
  - citations (where we found the term, e.g., reference works, composer interviews, reviews, program notes, etc.) examples illustrative of the term, to include name of composer and title of piece

The elements outlined above will also facilitate submitting some of these terms as proposals for new subject headings to the Library of Congress. All group members have now submitted drafts of their portions of the list term, and these have been compiled into rudimentary database, which the group is now reviewing. Dena Davis, the Library of Congress, is acting as an unofficial consultant to the Working Group.

Submitted by Michael Colby and Jennifer Bowen

LEGISLATION COMMITTEE

Members: Bonna Boettcher, chair; Mary Wallace Davidson, David Farneth, Laura Gayle Green, C. Martin Rosen, Anna Sylvester, Gordon Theil.

The committee met twice during the Kansas City meeting. The first meeting was spent discussing the progress of various sections of the copyright handbook. Most sections were nearing completion. The committee also began to discuss possible formats for the handbook.

The second meeting began as a joint meeting with the Education committee to evaluate the pre-conference Copyright Workshop, which was sponsored by the two committees. The committee also met with William Coscarelli and Jean Purnell to discuss the possibility of sponsoring a plenary session at the Atlanta meeting.

Submitted by Bonna Boettcher

MLA SELF-STUDY STEERING COMMITTEE

Members: Mary Wallace Davidson, chair; Jane Gottlieb, Ralph Papakhian, Sherry Vellucci, Diane Parr Walker.

The Committee was first appointed at the end of the Kansas City meeting. It soon became clear that the Committee would not be able to function at all without an initial meeting. Walker and Davidson met in May (in Rochester) with Ruth Watanabe, chair of MLA’s earlier Goals and Objectives Committee. She urged us to take into account the rapid changes in music publishing and music libraries and librarianship. We all reread the report of her committee, as well as the response to it, both published in Notes, in preparation for our committee meeting in New York, June 18-19.

The meeting was fruitful, resulting in several decisions, including a rough draft of the questionnaire with which we propose to survey the membership, pending the Board’s approval. It includes some of the same questions asked in the mid-1970s so that we can more easily see the changes which have ensued. We also proposed a retreat, to take place in late summer or early fall of 1995, and identified various sources of funding. These recommendations were submitted to the Board during their September meeting.

Submitted by Mary Wallace Davidson

PRESERVATION COMMITTEE

Members: Brenda Nelson-Strauss, chair (from 3/94); John Shepard, Ken Calkins, Jim Farrington, Peter A. Munstedt (to 6/94), R. Wayne Shoaf, Steven Smolian, Edie Tibbits (from 8/94).

The Preservation Committee continued production of its MLA Newsletter column “Lasting Concerns” though a reduction in questions posed by the membership resulted in the publication of only one column during the fiscal year. In the May-June issue of the Newsletter, R. Wayne Shoaf discussed preservation and copyright issues associated with the playback and transfer of video tapes; also included were announcements of upcoming conferences, digital imaging projects, and new preservation-related publications. The committee will continue to actively solicit preservation questions from the membership and will attempt to publish the column with greater frequency.

The committee met twice during the MLA meeting in Kansas City. During the first meeting programs were proposed for future annual meetings including an “Ask MLA” session on “Preservation Issues for Music Media Materials” and a continuing education workshop on the conservation of music materials. Formal proposals were subsequently drafted and submitted to the Board in June where the “Ask MLA” session was approved for the 1995 meeting in Atlanta. The workshop was rejected but the Board encouraged the committee to refine and resubmit the proposal next year. The second meeting was occupied with the drafting of a letter and revision of a document to be sent to the Commission on Preservation and Access in Washington, D.C. Because of the rapidly growing problem of preserving sound recordings, the committee has proposed that MLA contact the Commission on Preservation and Access about the possibility of organizing an invitational seminar to establish preservation priorities for music in recorded form.

With encouragement from the Board to pursue the proposed seminar as aggressively as possible,” the committee com-
completed revisions to the document and it was recently submitted to the President for review.

The committee closed its meeting in Kansas City with discussion of better ways to open channels of communication with the MLA membership. John Shepard stepped down as chair of the committee and MLA President Michael Ochs appointed Brenda Nelson-Strauss to be the new chair. Further changes to the committee occurred in June when Peter A. Munstedt resigned and was replaced in August by Edie Tibbits.

Submitted by Brenda Nelson-Strauss

PUBLIC LIBRARIES COMMITTEE

Members: Carolyn Dow, chair (to 7/94); Jeanette L. Casey, chair (from 8/94); Anita Bealer, Eileen Dolan-Heitlinger, Julia Marshall, Anna Seaburg, Susan R. Waddington.

At the 1994 MLA Annual Conference, the Committee presented a well-attended session on “Cruisin’ the Internet: an open forum,” co-sponsored by the Online Reference and Information Sharing Sub-committee. The forum proved to be an excellent follow-up to the Subcommittee’s presentation by Leslie Troutman on “The Internet: the virtual music library.”

During the Committee’s business meeting, next year’s session on improving reference service was discussed. It was agreed that the successful format of a presentation followed by an open forum would be repeated. The Committee accepted with regrets Carolyn Dow’s resignation.

Submitted by Jeanette L. Casey

REFERENCES AND PUBLIC SERVICE COMMITTEE

Members: Leslie Troutman, chair (from 3/94); Judy Tsou, chair (to 2/94); Suzanne Eggleston (from 3/94), David Hunter (to 2/94), Kimberly Lloyd (from 3/94), Mark McKnight, Ruthann Mctyre (from 3/94), Elisabeth Rebman (to 2/94), Philip Vandermeer (to 2/94).

The committee met once during the San Francisco meeting. In addition to subcommittee reports (details supplied by subcommittee chairs), the committee members discussed personnel needs and changes for the various subcommittees. There were significant personnel changes this year, with three of the four subcommittees acquiring new chairs (Bibliographic Instruction, Online Reference Services, and Reference Performance). The Bibliographic Standards Subcommittee successfully completed its charge and was dissolved.

Over the course of the year committee members contributed comments on both the Library of Congress’ proposal regarding elimination of series work and on the Core Bibliographic Record Survey.

Submitted by Leslie Troutman

BIBLIOGRAPHIC INSTRUCTION SUBCOMMITTEE

Members: Leslie Troutman, chair (to 3/94); Suzanne Eggleston, chair (from 3/94); Paul Cary (from 4/94), Timothy Cherubini, Deborah Davis, Gregg Geary (from 2/94), Judith Marley, Ruthann Mctyre (to 3/94).

The committee has been collecting bibliographic instruction materials from libraries in electronic and/or paper formats to form a clearinghouse for materials that can be used by Music librarians.

Submitted by Suzanne Eggleston

INFORMATION SHARING SUBCOMMITTEE

Members: Mark McKnight, chair; Jeanette Casey, Robert Kosovsky, Geraldine Laudati, Judith Maclerod, Richard McRae, Roger Olson, Karl Van Ausdal, Philip Vandermeer, Judy Weidow.

During the reporting year 1994, the Information Sharing Subcommittee discontinued contributing to the MLA Newsletter its column “Music-Related Articles from Non-Music Journals,” edited by Geraldine Laudati. It was decided instead, due to financial constraints within the Association, to publish the column electronically via MLA-L. Mark McKnight resigned as editor of the “E-Mail Digest” column in the Newsletter and this duty was assumed by Roger Olson.

The Subcommittee met during the MLA national conference in Kansas City. Plans were discussed for the Subcommittee’s proposed expanded cumulative volume of the “Music Articles” columns as part of the MLA Index and Bibliography Series. This proposal was approved by the Board. The Subcommittee also co-sponsored, with the Online Reference Sub-committee, a program during the Kansas City meeting on music resources available via the Internet. Leslie Troutman of the University of Illinois-Urbana Champaign was the guest presenter. The program was an unqualified success. It was decided to plan a follow-up program for Atlanta in 1995 on training faculty in the use of Internet resources, possibly with the co-sponsorship of the Bibliographic Instruction Subcommittee.

Discussions were also carried out during the year, mostly electronically, with MLA Board members and with MLA-L list-owners Ralph Papakhian and Richard Griscom on the feasibility of establishing a more direct, formal connection between MLA and MLA-L. It was agreed by most Subcommittee members that it would be logical and within the mission of the Subcommittee to participate in this establishment. The list-owners specified a number of activities with which members of the group might be able to assist them.

Submitted by Mark McKnight

ONLINE REFERENCE SERVICES SUBCOMMITTEE

Members: Kim Lloyd, chair; Robert Acker, Michael Colby (from 5/94), Paula Elliott (from 5/94), Patricia Elliott (from 5/94), David Gilbert (from 5/94), Beth Rehman (to 3/94), Gail Sonnemann (to 3/94), Mimi Tashiro (to 3/94), Michelle Wolff.

The Subcommittee sponsored one program at the 1994 annual meeting in

The Subcommittee co-sponsored Leslie Troutman’s presentation “The Virtual Music Library” with the Information Sharing Subcommittee, also at the annual meeting.

Rebman wrote a response to the Library of Congress Proposed Series Tracing Policy on behalf of the Subcommittee.  
Submitted by Kim Lloyd

SUBCOMMITTEE ON REFERENCE PERFORMANCE

Members: Ruthann McTyre, Chair; Sarah Ransom Canino, Kendall Crilly (to 3/94), Eileen Dolan-Heitlinger, Margaret Erickson (to 3/94), Allie W. Goudy (from 4/94), Alan A. Green, Martin D. Jenkins (from 4/94), Tinsley E. Silcox (from 4/94).

The first reference refresher session was met with great success at the Kansas City meeting. Kendall Crilly and John Howard presented a session on RISM and other sources for identifying manuscripts. At the same session Alan Green presented the findings from the poll evaluating reference services and staffing. The subcommittee received favorable comments from those attending this session (75 people) and will continue to present the yearly refresher. Members Green, Jenkins, and Goudy met at Ohio State in August to begin further investigations into the evaluation of reference services and staffing and will report on the meeting when we meet in Atlanta.
Submitted by Ruthann McTyre

RESOURCE SHARING AND COLLECTION DEVELOPMENT COMMITTEE

Members: Brad Short, chair; William Coscarelli, Elizabeth Davis, David A. Day, John Druesedow, Jr., Mark Germer, Amanda Maple, Jean Morrow, Janet Wizenburger.

The Committee met at the annual meeting in Kansas City in one open session meeting. Jane Gottlieb and Kent Underwood, co-editors of the new edition of A Basic Music Library, were on hand to discuss their progress and concerns. Elizabeth Davis is the committee’s liaison for this project. David Day reported on the twentieth-century composer project and of renewed interest in continuing that project with the assistance of Mark Germer. Amanda Maple, William Coscarelli, and Jean Morrow lead the committee’s work with music collection development policies. John Druesedow, Jane Winzenburger, and Brad Short are beginning work on resource sharing issues and in particular a proposal for expanding the role of interlibrary loan for music materials.
Submitted by Brad Short

Representatives

AMERICAN LIBRARY ASSOCIATION

Paula D. Matthews, Representative

The American Library Association held its Midwinter Meeting in Los Angeles in January 1994, and in Miami in June 1994. The ALA Representative attended both of these meetings, and wrote full reports which were published in MLA Newsletter, no. 97 (May-June 1994) and no. 98 (September-October 1994).
Submitted by Paula D. Matthews

AMERICAN MUSICOLOGICAL SOCIETY, JOINT COMMITTEE ON RISM


Our application for a three-year grant to work on the U.S. portion of Series A/II, the inventory of music manuscripts from 1600 to 1800, was rejected by the National Endowment for the Humanities, and project staff of the U.S. RISM Office at Harvard had to be laid off 1 July 1994. A revised grant proposal has been resubmitted to NEH, and subsistence funding is also being sought from AMS, MLA, and IAML-US. Meanwhile, nearly 15,000 project records for manuscripts in fifty U.S. libraries have become available in Harvard’s online information system, HOLLIS, which can be accessed via the Internet. More records will be added shortly, and a RISM Gopher is also planned. Records for librettos in the Schatz Collection at the Library of Congress, created by the RISM Libretto Project, have been published in LC’s new The Music Catalog on CD-ROM.
Submitted by John H. Roberts

MLA ARCHIVES, JOINT COMMITTEE WITH THE UNIVERSITY OF MARYLAND

Members: Bonlyn Hall (Chair); Dena Epstein, Michael Ochs (ex officio), Jane Edmister Penner. Representatives of the University of Maryland: H. Joanne Harrer, Director of Libraries; Danuta Nitecki, Associate Director of Library, Public Services; Neil Ratliff, Head, Music Library; Bruce D. Wilson, Curator, Special Collections in Music.

The committee met 4 October 1993 at College Park; 3 March 1994 at Kansas City; and 18 April 1994 at College Park. New accessions to the MLA Archives between April 1993 and March 1994 have consisted of organizational records, and tapes and transcripts of oral history interviews.

The committee has drafted an Interim Policy on Machine-Readable Records, which was forwarded to the Board for approval. Discussion of this issue will continue. Members of the committee also are gathering for the archives
all winners of the Duckles, O'Meara, and Hill awards.

Submitted by Bonlyn Hall

ORAL HISTORY SUBCOMMITTEE

Members: Marjorie Hassen (chair); Kathleen Haeffiger (from 5/94), Philip Vandenmeer (from 5/94), Bruce D. Wilson

The subcommittee sponsored (jointly with the Education Committee) an "Interviewing Skills" workshop, held in Kansas City on 6 March 1994, following the annual MLA meeting. The workshop was attended by 31 individuals.

The subcommittee also facilitated the transcription of 6 interviews that were already a part of the MLA Archives.

Submitted by Marjorie Hassen

MUSIC OCLC USERS GROUP

Members: Ralph Papakhian, Chair; Laura Snyder, Past Chair; Christine Grandy, Treasurer; Judy Weidow, Secretary/Newsletter Editor; Laura Gayle Green, Continuing Education Coordinator; Jay Weitz, OCLC Liaison.

The 1994 annual MOUG meeting was held March 2, 1994 in Kansas City, Missouri. The bylaws were revised. The NACO-Music Project added 5 more institutions, bringing the total number of participants to 14. A call for more NACO participants was made. The 5th edition of The Best of MOUG was compiled and made available for purchase. Plans were made for a joint meeting with OLAC in October, 1994.

Submitted by Judy Weidow

MUSIC PUBLISHERS' ASSOCIATION/MAJOR ORCHESTRA LIBRARIANS' ASSOCIATION, JOINT COMMITTEE

Members: For MLA: Fran Barulich (Chair for this session), Joseph Boonin, Harold Diamond (coordinator of MLA reps), Susan T. Sommer, Kent Underwood; For MPA: Brian Hill, Stuart Pope, Lynn Sengstack, Charles Slater; For MOLA: Robert Sutherland, Larry Tarlow.

Progress towards establishing guidelines for the preservation of music publishers' archives was made in the form of a document stating specific objectives. It was suggested that this document might be suitable for publication in Notes, along with a directory of archival collections.

A new MPA agency list for 1994 has been prepared in hard copy and Charles Slater is working towards its availability on Internet. A music notation pamphlet (MPA-MENC production) has been distributed at no charge. It states and demonstrates examples of optimum standards for music notation. The pamphlet is of extreme importance and it was suggested that it be distributed to software developers as a guide to those standards. A suggestion was made that MLA be asked to consider a program on notation at a conference.

Tarlow (MOLA) discussed opera resources and different types of orchestral libraries. Sommer noted that IAML will have an orchestra section at its Ottawa meeting.

A handbook for print ISMN has been completed. An agent in the U.S. is to be selected to administer the program.

Submitted by Harold J. Diamond

TASK FORCE ON PUBLISHERS' ARCHIVES

Members: For MLA: Kent Underwood, coordinator; Elizabeth Auman, Wilma Reid Cipolla, Mary Wallace Davidson, Dena Epstein, Bruce D. Wilson; For MPA: Sylvia Goldstein, Bernard Kalban, W. Stuart Pope, Lynn Sengstack.

The Task Force fulfilled a major objective with the completion of its "Archival Guidelines for the Music Publishing Industry." This document, the product of a working conference held at the Eastman School in August 1993, presents in outline form a model archive in which documents are organized according to the six principal functions of a music publishing company (acquisition of product, administration of product, editing and production, promotion and marketing of product, promotion of culture, and governance and self-sustenance). The guidelines have been favorably received by music publishers, and the work has been set on a course towards formal publication. The task force, in the person of its coordinator, has reported to the MLA/MPA/MOLA Joint Committee and to the Archives and Bibliography Roundtables of MLA, and it has recently established contacts with like-interested persons in England and in IAML.

Submitted by Kent Underwood

NATIONAL ASSOCIATION OF SCHOOLS OF MUSIC

Members: For MLA: Dan O. Clark, David Fenske, Jane Gottlieb. For NASM: Sterling Cossaboom, Sam Hope, Barbara Lister-Sink, Rollin Potter.

The Task Force has its final meeting in Tysons Corner, Virginia on April 16-17, 1994. Committee members reviewed and edited the draft document "Local Assessment of Music Libraries and Information Services: The Present and the Future." The document, which incorporates the ideas and concerns of the members of both organizations, is designed to assist institutions and individuals in making local analyses and assessments; it is not a statement of accreditation standards, policies, or processes.

Final editing of the document has recently been completed, and it will soon be available from the NASM office.

Submitted by Jane Gottlieb

NATIONAL INFORMATION STANDARDS ORGANIZATION (NISO)

Lenore Coral, Representative

Geraldine Ostrove, Alternate Representative

During this past year your representative continued the efforts to add the category
"Printed Music" to the NISO Standard Z39.7 — Library Statistics which has been undergoing revision. Printed music stands alone as a type of library material not allowed to be separately counted in this standard.

Although we have rallied the support of a number of other NISO member organizations, we have been unable to convince the revision committee to add this material as a separate countable category.

In the current year a proposed revision of Z39.50 will be voted on. This important connectivity document will require considerable attention.

Work continues on the implementation of the new International Standard Music Number. We hope that we may begin to see these numbers appearing on music publications sometime in 1995.

*Submitted by Lenore Coral*

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**RILM-US**

Members: Susan T. Sommer (MLA), chair; Karl Kroeger (Sonneck Society), Diane Parr Walker (IAML-US), Deane Root (AMS)

Report: The joint committee on RILM-US includes representatives of each of the professional societies that currently contribute funding to support the operations of the US Office at Cornell University. The committee met in Minneapolis during the annual AMS meeting in October 1994. Representatives at the meeting were Lenore Coral for the RILM-US office, Tamara Livingston for the Sonneck Society, Michael Cherlin for the Society for Music Theory, Blase Searnati for the American Musicological Society, Stephen Kelly for the College Music Society, and Diane Parr Walker for IAML-US, and as MLA's substitute for Susan Sommer, who was unable to attend. The Hymn Society and the Society for Ethnomusicology were not represented.

Lenore Coral reported on the activities of the US office and on the progress of RILM publication from the central office at CUNY. The US office at Cornell is responsible for collecting and submitting to the publication office abstracts of writings on music in English published in the US and British university press publications that appear with dual imprints. The Cornell office is currently preparing the last abstracts for 1993 publications, and the staff now keeps up with current publications to the point that they have asked volunteers to abstract periodical articles so new that volumes are just being bound for libraries.

Some 40 volunteers are asked to prepare abstracts for articles and books whose authors do not supply them. Lenore thanked SMT and SEM members, in particular, who have volunteered to abstract theory and ethnomusicological writings, adding that it is particularly helpful to have abstractors familiar with the specifics of the subject matter. The US office prepares and sends approximately 2500 abstracts each year to the International RILM office at CUNY.

Regarding the publication schedule, Lenore reported that current information from the International office indicates that the 1991 volume will appear soon, 1992 during the spring of 1995, and the volume for 1993 probably next fall.

As in the past, dissertations remain the one area in which the US office would most like to increase the number of author prepared abstracts. Lenore would like to see music departments and schools incorporate preparation of a RILM abstract into the submission process for dissertations. Stephen Kelly will suggest to the CMS board that members be encouraged to implement this suggestion at their institutions.

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**Chapter Annual Reports**

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**CHESAPEAKE**

Officers: (to fall 1995) Chair: Eric Stoltzfs (St. Johns College); Vice Chair/Chair elect: Jane Penner (University of Virginia); Past Chair: Stephen Yusko (Library of Congress); Secretary/Treasurer: Ruth Harris (College of William and Mary)

Newsletter: (Semiannual) Editor: Catherine Dixon (Martin Luther King Memorial Library)

Committees: Program: Jane Penner (University of Virginia), chair; Composers Project: Bonnie Hedges (Historical Society of Washington DC) and Bynlyn Hall (University of Richmond), co-chairs; Nominating: Stephen Yusko (Library of Congress), chair; Membership: Jane Penner (University of Virginia), chair

Meetings: September 30-October 1, 1994; joint meeting with Pennsylvania Chapter: Library of Congress, Washington, DC and University of Maryland, College Park, MD; 1995 meeting location tentatively set for College of William and Mary, Williamsburg, VA.

Publications: Twentieth-Century Composers in the Chesapeake Region: A Bio-Bibliography and Guide to Library Holdings; available from: Bonlyn Hall, Music Library, Modlin Fine Arts Center, University of Richmond, VA 23173. $15.00 (including shipping); Membership Directory (annual):

*Chapter Handbook*

Dues: $6.00

Membership: 50

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**GREATERT NEW YORK**

Officers: (to spring 1995) Chair: Tom Moore (Princeton University); Vice-Chair: Taras Pavlovsky (Juilliard School); Past Chair: Deborah Davis (Mannes College of Music); Secretary/Treasurer: Jane Nowakowski (Westminster Choir College)

Newsletter: 3 issues per year; Editor: Kristen Shuman (New York Public Library for the Performing Arts)

Meetings: April 7, 1994, Princeton University; June 10, The Palmer School of Library and Information Science; Dues: $10

Membership: 50.

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**MIDWEST**

Officers: (throughout 1994) Chair: Leslie Troutman (University of Illinois at...
Urbana-Champaign); Past Chair: Allie Wise Goudy (Western Illinois University); Secretary/Treasurer: Linda Hartig (University of Wisconsin—Milwaukee).

Newsletter: Midwest Note-Book; Editor: Richard E. Jones (University of Notre Dame).

Committees: Anniversary: Jean Geil (University of Illinois at Urbana-Champaign), chair; By-laws: Beth Christensen (St. Olaf College), chair; Cataloging: Mary Huismann (University of Wisconsin—Whitewater), chair; Local Arrangements: Robert Delvin (Illinois Wesleyan University), chair; Membership: Linda Hartig (University of Wisconsin—Milwaukee), chair; Preservation: Therese Zoski (Southern Illinois University—Edwardsville), chair; Publications: H. Stephen Wright (Northern Illinois University), chair; Public Services: Lewis Bowling (University of Kentucky), chair; Nominations: Lynn Gullickson (University of Wisconsin—Madison), chair.


Dues: $5.00
Membership: 120

NEW ENGLAND

Officers: (to spring 1995) Chair: Carolyn A. Johnson (Connecticut College); Vice-Chair: Peter Munstedt (MIT); Past-Chair: Ann Caldwell (Brown University); Secretary-Treasurer: (to spring 1995): Candice Feldt (Tufts University); Member-at-Large: Wendy Sistrunk (Tufts)

Newsletter: NEMLA Newsletter. 4 issues per year; Editor: Michelle Koth (Yale University)

Committees: Program: Carolyn Johnson (Connecticut College), 1993-94 chair; Peter Munstedt (MIT), 1994-1995 chair; Membership: Millard Irlon (Harvard University), chair; Publications: Jim Farrington (Wesleyan University)/Richard Slapys (University of Massachusetts at Lowell), co-chairs

Meetings: May 14, 1994: Providence Public Library; October 21, 1994: Williams College


Dues: $6.00; students & retired, $4.00; institutions, $8.00; membership year September-August
Membership: 93

NORTHERN CALIFORNIA

Officers: (to Spring 1995), Judy Tsou (University of California, Berkeley); Vice-chair: Chair-elect, Janet Bochin (California State University, Fresno); Past Chair, Patricia Elliott (Center for Beethoven Studies, San Jose State University); Secretary/Treasurer: Michael Irvine (College of Marin)

Newsletter: MLA/NCGC Newsletter (semiannual); Editor: Michael Colby (University of California, Davis) Committees: Kevin Freeman Travel Grant; Mimi Tashiro (Stanford University), chair; Membership: Martha Weil (Humboldt State University), chair; Nominating: Jean Purnell (University of the Pacific), chair.

Meetings: April 22, 1994: University of California, Berkeley; October 22: Stanford University.

Project: The Kevin Freeman Travel Grant (Campaign starts Fall 1994); Mimi Tashiro (Stanford University), chair.

Dues: $10.00; students and retired members, $5.00.
Membership: 80

PACIFIC NORTHWEST

Officers: (to spring 1995): Chair: Anna Seaberg (King County Library System); Vice-chair/Chair-elect: Paula Elliot (Washington State University); Past Chair: Cynthia S. Richardson (King County Library System);
MLA 1994 Annual Reports

Secretary/Treasurer: Christine Grandy (University of Oregon)
Newsletter: Editor: Robert W. Richart (WLN)

Meetings: May 6-7, 1994: University of Oregon, Eugene OR; March 31-April 1, 1995: King County Library System, Seattle WA
Projects: Updating Directory of Music Resources; Planning for 1996 national MLA Annual Meeting in Seattle
Publications: Directory of Music Resources in the Pacific Northwest. 1985
Dues: $10.00
Membership: 38

PENNSYLVANIA

Officers: (to fall 1995) Chair: Carl Rahkonen (Indiana University of Pennsylvania); Vice Chair/Chair Elect: John Fleming (Edinboro University of Pennsylvania); Past Chair: Kenton Meyer (Curtis Institute of Music); Secretary/Treasurer: J. Bradford Young (University of Pennsylvania).
Newsletter: Notations (2 issues per year) Editor: Kirby S. Dilworth (Carnegie Library of Pittsburgh).
Committees: Publications (Chair: Kirby Dilworth); Bibliographic Instruction (Chair: Elizabeth Walker); Membership (Chair vacant).
Meetings: September 30th—October 1st, 1994, Joint meeting with the Chesapeake Chapter at Washington, D.C. and College Park, MD.
Dues: $10.00
Membership: 30

SOUTHERN CALIFORNIA

Officers: (to July 1995) Chair, Leslie Andersen (County of Los Angeles Public Library); Vice-Chair/Chair-Elect, Debbie Smith (Occidental College); Past-Chair, Joe Fuchs (Glendale Public Library); Secretary/Treasurer, Susan Annett (Santa Monica Public Library); Members-at-Large, Louise Spear (UCLA Ethnomusicology Archive), Blair Whittington (Brand Library).
Newsletter: MLA/SCC Newsletter (quarterly); Editor, Darwin Scott (UCLA Music Library).
Committees: Membership, Blair Whittington, chair; Publications, Louise Spear, chair; Program, Don Brown (El Camino College) and Leslie Andersen, Spring 1994 co-chairs; Nominating, Leslie Andersen, chair.
Meetings: November 12/13, 1993, joint program with Northern California chapter, Center for Beethoven Studies, San Jose State University; May 20, 1994, Multiculturalism and the Music Collection, Brand Library, Glendale.
Projects: MLA/SCC gopher, development of Chapter handbook, Kevin Freeman Memorial Fund (joint project with MLA/NCC), 50th Anniversary celebration proceedings publication.
Dues: Regular, $10.00; institutional and retired, $8.00; supporting (non-regional) and student, $6.00.
Membership: 75

TEXAS

Officers: (to fall 1996) Chair: Ruthann McTyre (Baylor University); Vice Chair Paul Orkiszewski (Rice University); Secretary/Treasurer, Felicia Piscitelli (Texas A & M University) Past Chair: William Walker (Southern Methodist University)
Newsletter: Texas Quarter-Notes (4 issues per year); Editor, Raymond Villarreal (San Antonio Public Library)
Committees: Program (Dallas, TX.) William J. Walker, Chair (Southern Methodist University); Ron Banks (Southern Methodist University); Tinsley Silcox (Southern Methodist University); Jennifer Kubencak (Southern Methodist University); Nominating Patty Seegars Bellus (Baylor University); Mark McKnight (University of North Texas)
Projects: A History of the Texas Chapter Meetings: October 14-15, 1994 (20th Anniversary Meeting), Southern Methodist University, Dallas TX.
Dues: $7.00
Membership: 46