I. REPORT DATE - 2021 Jan 28

II. NAME OF OFFICE or PUBLICATION - MLA Archivist

III. NAME - Melissa Wertheimer

IV. BOARD ACTION REQUIRED - No

V. BRIEF SUMMARY OF ACTIVITIES

- I have informed members through MLA-L and by posting on the MLA Archives “Transfer” page that UMD’s temporary moratorium on accessions has been lifted for born-digital records only.

- I have liaised with the Acting Curator of SCPA and UMD’s Electronic Records Archivist to initiate transfers of born-digital records for 2 members who had waited to do so during the temporary moratorium.

- I liaised with the Acting Curator of SCPA and Stephen Henry (Michelle Smith Performing Arts Library) about rolling over the unused processing subvention from my approved FY20 budget to be added to FY21.

- I have liaised with the MOUG newsletter editor and Acting SCPA Curator about transferring missing and new issues to SCPA.

- I have advised and liaised with the MLA Newsletter Editor and Assistant Web Manager about how to properly archive the new Wordpress site for the Newsletter. The approach I shared is to send me (or my successor) and the Acting Curator of SCPA the new URL when it is live to request that the UMD Electronic Records Archivist add the URL to their Archive-It subscription. I have requested that the subdomain http://blog.musiclibraryassoc.org/ be added as well.

- Inquiring with Web Editor as to where Pauline Bayne’s spreadsheet of MLA meeting data can live on the MLA Website for general reference.

- Since I am not part of the search committee for my replacement, I had a phone conversation with Matt Snyder to discuss the job description and qualifications for the search committee based on the last four years’ of my experience in the position.

Thank you all for a rewarding four years as MLA Archivist. I’ve appreciated your leadership, collaboration, and support. It has been an honor and pleasure to serve the organization in this capacity.