

RBMS Executive Committee Agenda
ALA Annual Meeting - Washington D.C.
June 25, 2007
8:00 a.m. - 11:30 a.m.
Four-Points Sheraton Hotel - Franklin Room

Present: E. C. Schroeder (Yale University), Chair; Christian Dupont (University of Virginia), Vice-Chair/Chair-Elect; Katherine Reagan (Cornell University), Past-Chair; Danette R. Pachtner (Duke University), Secretary; Jane M. Gillis (Yale University), Member-at-Large; Charlotte B. Brown (University of California, Los Angeles), Member-at-Large; Hjordis Halvorson (Newberry Library) Member-at-Large

James Ascher (University of South Florida, student), Kelley Bachli (Claremont Colleges), Kathryn Beam (University of Michigan, Ann Arbor), Terry Belanger (University of Virginia, Rare Book School), Lois Fischer Black (Lehigh University), Erin Blake (Folger Shakespeare Library), Randall Brandt (University of California, Berkeley), John Buchtel (Johns Hopkins University), Adam Burling (ACRL), John Cullars (University of Illinois, Chicago), Louie Elder (Library of Congress, retired), Ellen Ellickson (Yale University), Sarah Fisher (University of Delaware), Kenneth Giese (University of Virginia, Rare Book School), Julie Grob (University of Houston), Eileen Heeran (Cornell University), Barbara Heritage (University of Virginia, Rare Book School), Eric Holzenberg (Grolier Club), Mike Kelly (New York University), Lynne King (ACRL Liaison), Mary Lacy (Library of Congress), Martha Lawler (Louisiana State University, Shreveport), Deborah J. Leslie (Folger Shakespeare Library), Jeffrey Makala (University of South Carolina), Kate Moriarty (Saint Louis University), Arvid Nelsen (University of Minnesota), Margaret Nichols (Cornell University), Richard Noble (Brown University), John Overholt (Harvard University), Barbara Paulson (NEH, retired), Fernando Peña (Grolier Club), Anne Posega (Washington University), Henry Raine (New York Historical Society), Marcia Reed (Getty Research Institute), Martha Repp (Yale Center for British Art), Ryan L. Roth (University of Virginia, Rare Book School), Jennifer Schaffner (UCLA), Nina Schneider (NYPL, Berg Collection), Stephen Skuce (Massachusetts Institute of Technology), Daniel J. Slive (William Reese Company), Christopher Smith (Yale University)

[These minutes incorporate reports from RBMS Information Exchange of Sunday, 24 June, 2007 that are indicated by the phrase “[From the Information Exchange meeting]” preceding each report. Thanks to committee chairs, task force chairs, discussion group leaders, and liaisons for providing summaries.]

1. Introductions

Schroeder called the meeting to order at 8 a.m. and invited all present to introduce themselves, beginning with the members of the Executive Committee [henceforth referred to as Exec].

2. Review and finalize agenda - E.C. Schroeder

Schroeder announced a revision to the agenda – the chair title for Budget & Development should be listed as Margaret Nichols.

There were no additions to the agenda.

3. Approve minutes from ALA Midwinter 2007 - E.C. Schroeder

Schroeder called for a motion to approve the minutes from ALA Midwinter 2007.

Motion approved.

4. Reminders for committee chairs - E.C. Schroeder

Schroeder read from the charge to chairs, reminding them of their duties. For details see Information for Chairs of Committees, Task Forces, and Discussion Groups:

http://www.rbms.nd.edu/committees/information_for_chairs.shtml

Reminder from Dupont – ACRL has moved to an online appointment system so one can find and assign committee members who have volunteered. The RBMS Committee service interest form links out to ACRL's form. This form can be filled out to describe what a member is interested in but remember to also send an email to current vice-chair to let him/her know that an interest form has been sent since there is no mechanism to alert us via ACRL. The committee chair can then alert members via email if one is going to be appointed to a committee, and the member will need to respond via the ACRL automatic form.

Brown added that several members reported a year or two ago that they had been lost in the system. Her recommendation is to always alert the chair of the committee to let them know of an interest in volunteering.

5. Consent agenda to ratify any e-mail votes taken by Exec since Annual - E.C. Schroeder

a. Voted to approve printing of Your Old Books

In late March/early April Exec approved the printing of Your Old Books. Exec confirmed the decision to move forward and print.

6. ACRL meeting reports

a. ACRL Board I & II, 2006 Annual - E.C. Schroeder

No report.

b. Section Leadership and Sections Council - M. Lacy, C. Dupont & Schroeder
Dupont passed out handouts of changes under consideration by ACRL. Excerpt from handout: "ACRL began its strategic planning process in 2003 using a variety of data-gathering methods. For nearly five years the Board has assessed the data, striving to enhance the organization to meet member needs. Desired enhancements include a more stream-lined structure for ACRL, a 'home' within ACRL for areas not currently represented, greater opportunities for involvement in ACRL, increased autonomy for budgetary decisions, and reduced duplication and effort in program and initiative planning. To this end, the Board used information from member surveys, focus groups and conversations, to suggest changes in structure, changes in activities and processes, and enhanced communication."

Lacy reported that the Council met on Wednesday and completed an exercise in outcomes-based assessment. Three structural changes were highlighted: 1) community of interest creation, 2) nomination process streamlined – one big committee which the units feed nominations into, 3) ACRL budget and finance committee proposal to allow board to increase dues each year (if necessary) to keep in line with inflation/consumer price index without having to get a membership vote/approval. RBMS may have a chance to vote on this next spring. Lacy clarified that the idea of creating a community of interest groups is based on the need to find a place for groups that have not already found a home in ACRL.

[From the Information Exchange meeting]

ACRL Section Council met on Friday from 4:30-5:30. The agenda included two topics. The Education and Behavioral Sciences Section (EBSS) surveyed attendees concerning on its outline for Meeting Effectiveness Training. The Instruction Section (IS) sought information from other sections about how they shared materials generated for their conference programs. This led to a discussion of the podcasting options that ACRL has begun offering and hopes to formalize in the coming year. Under New Business, Sara Wenzel (Western European Studies Section (WESS) called attention to the third and final public hearing that the LC Working Group on the Future of Bibliographic Control will be holding in July. Mary Ellen Davis (Executive Director, ACRL) also solicited suggestions for new ACRL liaison relationships with other organization. ACRL has recently appointed liaisons to the American Anthropological Association, American Sociological Association, and the Society for Information Technology and Teacher Education, among others.

7. Guideline revisions / Task forces

a. Guidelines on Selection of General Collections Materials for Transfer to Special Collections - C. Brown (see Draft)

Brown stated that she wanted to check the procedures. The guidelines are at the point where the committee is prepared to submit a near final draft online in September. With Exec's approval, the final draft will be submitted to the ACRL SAC by October for Q&A and at Midwinter 2008 for approval. Janet Fore, SAC liaison, has been outstanding and has helped the committee stay on track. Schroeder asked Brown to please give Exec a deadline for approval of the guidelines.

[From the Information Exchange meeting]

Publication of the February 2007 draft revision of the "Guidelines..." on the ACRL website was announced in the May 2007 issue of "CRL News" and to the RBMS listserv. A public hearing on the draft was then held at the 2007 ALA annual meeting. Comments received as a result of the hearing and emails will be incorporated into the revision and forwarded to RBMS Executive Committee for their review. Once approved by the Executive Committee, the "Guidelines..." will then be submitted to the ACRL Standards and Accreditation Committee for review during the 2008 Midwinter conference.

b. Task Force on Core Competencies - K. Beam – (see Draft 3)

Beam stated that she has basically the same question as Brown. Schroeder observed that submitting the revised draft to Exec by September would provide sufficient time for Exec

to review the document and issue recommendations by Midwinter. If a September deadline cannot be met, Beam asked, what is the timing for the next six months? Schroeder replied that if Exec could receive the draft by February or March, it would allow enough time for review and revision prior to ALA Annual in 2008. Regardless of the timetable, Beam should stay in contact with the task force's SAC liaison.

[From the Information Exchange meeting]

The meeting in Washington focused on Draft 3 of the document "Core Competencies for Special Collections Professionals." The discussion centered on the comments and suggestions gathered at the Public Hearing held in Washington on Friday, June 22, from 6:30 to 8:00 at the Renaissance Washington Hotel (attendance of 20). Topics of significance included curating collections and competencies relevant to curation, remarks concerning several of the individual areas of practice, and the relation between fundamental and specialized competencies. A revision will be prepared over the summer months with the intent of submitting the document to the RBMS Executive Committee by early fall. The goal remains submission of the document to ACRL's Standards and Accreditation Committee by October. Further remarks and suggestions are welcome through the middle of August. Please send them to the Chair, Kathryn Beam, at kjmb@umich.edu.

c. Joint Statement on Access Review Task Force - W. Joyce – (see Draft)

Joyce reported that the process has been considerably bumpy. Some members of SAC questioned their own ability to approve a statement of this nature; there was some confusion since so many organizations have involved. Participation of the AAM is in question. Schroeder states that his understanding was that we were trying to push the statement through to the museum association in 5 years.

Dupont added that a joint committee on archives/libraries/and museums exists. Since 1972 an SAA/ALA committee has existed, but only 3 years ago the AAM was added. It is a formal, co-chaired committee, and Dupont will be serving as incoming co-chair. Each organization appoints four or five members. Formally there was a body that approved the ALA/SAA joint statement-the ALA standards committee-but this body no longer exists. Schroeder responded that we do not know where this needs to go for approval. Joyce is waiting to hear from the chair of SAC and Mary Ellen Davis to find out what the next move will be. Dupont added that at least we can endorse the statement.

[From the Information Exchange meeting]

The RBMS Task Force on Revision of the Joint Access statement conducted a hearing in Washington on Saturday afternoon, June 23, which was sparsely attended, and during which several questions, mostly concerning procedural detail, concerning the statement were discussed. The next day, Sunday, June 24, the Task Force held its statutory meeting which was attended by incoming RBMS Chair, Christian Dupont. A consequence of both meetings is that the statement will undergo some minor revisions.

Once the revisions are undertaken, the statement will be circulated to Task Force members for final review, as well as submitted to the ACRL Committee on Standards and Accreditation, as well as submitted to the Society of American Archivists' (SAA) Committee on Standards.

It has been some thirteen years since this statement was last revised, and the ALA Committee on Standards that approved the statement no longer exists, while the SAA Committee now in place did not exist when the statement was initially approved by SAA. The initial approval work of the statement, in the early 1990s, was undertaken by the Joint ALA-SAA Committee on Libraries and Archives (now the Committee on Archives, Libraries, and Museums to reflect the recent addition of the Association of American Museums to the group). A variety of efforts are underway to clarify the process by which the statement will be approved.

8. Programming

a. 2007 Preconference Planning (Baltimore) - E.C. Schroeder/H. Raine
Raine asked if there were any questions. He stated that there is an approximate surplus of six thousand dollars. Slive stated that the booksellers' showcase was very successful and raised twelve thousand dollars.

Schroeder thanked Henry Raine for agreeing to serve as chair. Raine returned his thanks to Schroeder.

[From the Information Exchange meeting]

The 48th Annual RBMS Preconference, "From Here to Ephemerality: Fugitive Sources in Libraries, Archives, and Museums," took place in Baltimore from June 19 to June 22, 2007. This sold-out conference enjoyed record attendance, with 381 registrants, and 33 people on the waiting list. The conference program included six plenary sessions, twelve short papers, and nine seminars exploring various aspects of the theme of ephemera, as well as two workshops, one on cataloging and organizing ephemera, and the other on fundraising. Among the highlights of the preconference were the keynote address by Michael Twyman, of the University of Reading, England, and the conference wrap-up delivered by Julie Anne Lambert, Librarian of the John Johnson Collection at the Bodleian Library, Oxford. The conference was kicked off on Tuesday by a Dealers' Showcase sponsored by the Southeast Chapter of ABAA, featuring 22 book dealers, many of whom included examples of ephemera in their displays. Cynthia Requardt of Johns Hopkins University chaired the Local Arrangements Committee, and conference attendees enjoyed lavish receptions each night, including an opening reception at the magnificent George Peabody Library, a reception at the Walters Art Museum, and a picnic dinner at Evergreen House, one of Johns Hopkins University's special collections libraries.

b. 2007 Preconference Local Arrangements (Baltimore) - C. Requardt/Schroeder/H. Raine
Nothing further to report.

Schroeder extended thanks to Cynthia Requardt (in absentia), for her excellent work on the Preconference.

c. 2007 Conference Program (Washington DC) - J. Makala
Nothing further to report.

Schroeder thanked Makala for his work on the program. Deborah Leslie stated that the MAGERT Program did not reflect RBMS' co-sponsorship; it was attended by

over a hundred people. Belanger added that Exec should contact the ALA secretariat to inform them that an RBMS-related program was run during the same time slot as our conference program without informing RBMS; a more experienced ALA secretariat would have caught this conflict. The program was entitled, "Special Collections (AFL) – Deal or No Deal?" Eric Holzenberg raised the question, if RBMS agrees to sponsorship in name only, do we need to spell out that we want RBMS acknowledged in some specific way? Belanger replied that there is an incentive if our name is included—the program will get indexed twice rather than once. Slive added that it is also a communications issue; Exec and the Conference Development chair need to decide who will communicate with the co-sponsor. There was consensus that the chair of Conference Development should be responsible.

[From the Information Exchange meeting]

The 2007 RBMS Program, "Rare Books and Special Collections in Public Libraries: Collections and Locations, Old and New" was held on Sunday, June 24 in Washington D.C. during the ALA Annual Conference. Elaine Barone (Buffalo and Erie County Public Library), Gladys Mahoney (Phoenix Public Library) and Francine Henderson (Auburn Avenue Research Library on African American Culture and History) explored issues of collection development, funding, exhibition creation and programming, outreach, and providing research support to their user communities. This program was cosponsored with the Public Library Association and 75 people attended.

d. 2008 Preconference Program Planning (Los Angeles) - C. Dupont/K. Kiesling Beam reported for Kiesling that for one of the plenaries, the committee is hoping to bring ARL directors together with special collections directors on the topic of special collections-related issues related to digitization for the ARL directors to hear. This plenary would be scheduled for Friday morning to coincide with ALA.

[From the Information Exchange meeting]

In the absence of Kris Kiesling the meeting was chaired by Elizabeth Johnson. The meeting began with a review of the basic agenda for the Preconference, which will be co-hosted by UCLA and the Getty Research Library. Susan Allen reported on plans as developed so far by the Local Arrangements Committee. Meetings will be at the Hotel Luxe in Los Angeles, with a full day on the Getty campus. A second hotel is the Hotel Angelino.

The title for the Preconference was selected. It is "Rare and Special Bytes: Special Collections in the Digital Era." Workshops were suggested for Tuesday, and Arvid Nelsen reported on proposals for seminars.

Much of the meeting was devoted to a discussion of plenary sessions and possible speakers. Suggested topics were 1. the present state and future capabilities of digital technology especially as applied to early books, 2. mass digitization programs and cooperative efforts such as Google, the InterPARES Project, or The Digital Futures Alliance – best practices with commercial partners, 3. copyright and licensing issues, 4. current and future visions from top directors and/or top-end funding organizations such as an NEH or Mellon Foundation, 5. the born-digital realm and its implications for special collections repositories, 6. perspectives of the book and manuscript trade concerning

mass digitization, 7. digitization and higher education, 8. podcasting, interactive tools, and the futuristic landscape.

e. 2008 Preconference Local Arrangements (Los Angeles) – Steele/Allen/Dupont
Nothing further to report.

[From the Information Exchange meeting]

The 2008 RBMS Preconference will be held in Los Angeles from June 24-27, 2008. It will be jointly hosted by UCLA and the Getty Research Institute. Vicki Steele and Susan Allen are serving as local arrangements co-chairs. Two Brentwood hotels, directly across the street from one another, will provide the primary conference venue and lodging: the newly-renovated boutique Hotel Angelino and the LA-styled Luxe Summit. The Angelino will offer 100 single king or double rooms at \$169/night. The Luxe will offer 50 Superior rooms at \$179/night and 30 Jr. Executive suites (which can sleep up to four) for \$229/night. Both hotels have restaurants and other amenities. Additional options for lower-priced accommodations, including dormitories, are also being explored.

On Tuesday evening there would be an opening reception at the Luxe Hotel in Brentwood. All day Wednesday would also be spent at the hotel. There would be an event Wednesday evening (to be determined) or a well organized restaurant night in Brentwood and Westwood. All day Thursday would be spent at the Getty Center in Brentwood. Thursday morning would include a plenary session and seminars. Lunch would be on your own followed by free time to explore the Getty Center, including tours of the Research Library, the Getty Conservation Institute, conservation labs in the museum, and, of course, the galleries of the J. Paul Getty Museum. A second plenary session will begin at approximately 5 p.m. This will be followed by a gala reception with generous refreshments served in the museum courtyard from 6:30 - 8:30 p.m. Since the Getty Center will be closed to the public at this time, attendees will need to come to the plenary session at 5 p.m. in order to attend the reception. On Friday morning, the preconference will resume at the Luxe Hotel where it will conclude at noon. The Local Arrangements Committee hopes to be able to offer a transportation option to Anaheim for an extra charge for those going on to ALA Annual.

f. 2008 Conference Program Planning (Anaheim) – K. Bachli
Nothing further to report.

[From the Information Exchange meeting]

RBMS Conference Planning Committee for ALA Annual in Anaheim, 2008, is planning a session titled "Moving Image Collections: Surveying Tools and Preservation Basics." This will be a practical program that will cover available surveying tools and current preservation approaches in a panel format, featuring 3-4 speakers. The session is being co-sponsored by PARS. The program will be on Sunday, June 29, from 1:30-3pm.

g. 2009 Preconference (Charlottesville) – Lacy/Dupont
Dupont stated that the most important piece of business is the change of date, which will be discussed under Conference Development.

[From the Information Exchange meeting]

A large and enthusiastic group met to plan for the 50th Preconference of RBMS; like the first preconference, it will be held in Charlottesville, Virginia. The preconference will focus on our future while recognizing our past: the program will address who we are, how we got here, and where we need and want to go; in other words, the future of our profession. The program may address changes over fifty years by analyzing RBMS program topics, demographics, technology, education, audiences, and the intersecting futures of rare book librarians, archivists, museum, and conservation professions. Programs may be held in a variety of formats, and will build on current concerns such as core competencies and diversity. Commemoration of our history may take place through exhibitions, publications, recognition of surviving pioneers of RBMS, and informal events proposed for the preconference may include on-the-spot interviews for oral histories ("Open Bar, Open Mike"?) The Virginia Historical Society and the Library of Virginia are interested in hosting one day of this preconference in Richmond.

The dates for the preconference are being reconsidered. RBMS meetings at the ALA Annual Conference in Chicago will held from Friday evening July 10 through Monday July 13. The preconference is presently scheduled for July 6-9, but changes in the management policies of the preferred hotels have limited the number of available rooms on those dates. For this and other reasons, the Conference Development Committee has recommended exploring alternative dates in June. A decision will be announced shortly. [Subsequent to Information Exchange, R. Arvid Nelsen agreed to serve as chair of the 2009 Preconference Program Planning Committee]

h. 2009 Conference Program (Chicago) – Lacy/Smith
Nothing further to report.

[From the Information Exchange meeting]

A small but productive group met with Program Chair Steven Smith to begin planning the 2009 RBMS Program at the ALA annual meeting in Chicago. The group began discussion of a possible topic of immediate interest both to RBMS members and ALA attendees at large; while it is premature to divulge the topic, it may be suggested by a proposed title, "Special Collections on the Front Lines." Stay tuned for details!

9. Publications

a. Publications Committee- M. Kelly

Kelly held up the pamphlet, *Your Old Books (YOB)*. He stated that it has been printed but RBMS is on its own in terms of distribution. Schroeder clarified that ACRL did not want to distribute this publication item by item; they claimed an outrageous price of \$15 per item. 15,000 copies were printed. ABAA paid for and took 10,000; LC took another 500. The rest are in Schroeder's possession. He will follow up with an email to RBMS preconference attendees. We'll send them out and any monies accrued from postage received will go to the scholarship fund. Once an initial print run is finished, RBMS will discuss printing and distribution options with ACRL. One suggestion was made that *YOB* be sold by ALA; ACRL was also willing to distribute copies at venues where section brochures are distributed.

Dupont added that he had suggested to the Publications Committee that they consider producing a PDF version of the document that could be freely downloaded from the RBMS website and printed on both sides of a single legal-size sheet and then folder into a four-panel brochure. This could be an economical option for institutions and individuals to produce their own copies.

Schroeder acknowledged the generosity of ABAA and RBS for sponsoring the printing. Holzenberg asked if he could assume that if ABAA took 10,000 copies that they will be responsible for distributing them at book fairs. Schroeder responded affirmatively and added that ABAA will also have plenty to hand out as they wish. They were quite pleased by the publication, and it created very good relations between RBMS and ABAA.

Kelly stated that it was frustrating and disappointing that ABAA's contribution held no sway with ACRL in their decision to not distribute the publication. Schroeder has already distributed more than 1600 copies of *YOB* through an announcement to preconference attendees. Additional copies were distributed in Baltimore at the RBMS Preconference and ALA at the RBMS Annual Program, Information Exchange, and the Exec meeting. RBMS could do another distribution at next year's preconference, annual program, etc. Belanger suggested that we might want to extend institutional distribution to APHA, the Ephemera Society, SAA, American Society for State and Local History, SHARP, etc. to develop a constituency for the publication. Schroeder replied that this is a good idea, and he will contact relevant people. Kelly confessed that his fantasy is for someone to hold the publication up on Antiques Roadshow. Dupont added that we have three committee chairs and four section chairs to thank along with Mike Kelly, Martha Lawler, Margaret Nichols, ABAA and Terry Belanger of RBS.

Kelly reported that we are inches away from having a new section brochure approved. ACRL wants all section brochures to be of uniform design; there is a current draft in PDF format. The Publications Committee has approved the current version and Exec is now making edits. Schroeder added that a version should be ready before the end of the fiscal year. Belanger asked what ACRL wants us to do with it. Schroeder replied that it is intended for any ACRL event; in theory it could go to the Membership and Professional Development Committee is still sending mailings to new members. Belanger then asked how many brochures we get. He would like them for RBS, ideally 500 in groups of 50 or 100, shrink-wrapped. It would be nice if there were some mechanism for distribution. Holzenberg added that it would also be good to hand out at the RBMS booth. Dupont stated that RBMS is different than many sections since we have other venues for distribution. Reagan added that aside from RBMS, only the Instruction Section has its own logo. Grob asked if the brochure will be available online. Schroeder replied that it will, though finding it on the ACRL website it not easy; we can link to it from the RBMS website. ACRL will also make copies of the section brochure available for distribution by RBMS.

Schroeder thanked Mike Kelly as outgoing chair. Will LaMoy is incoming chair.

[From the Information Exchange meeting]

The Publications Committee meeting began with a report from Rick Clement about the latest issue of RBM. Copies of the spring 2007 issue were sent to each RBMS member and additional copies have been distributed to interested parties in allied fields. The

IMLS grant that funded part of the 2006 Preconference in Austin, TX also paid for printing additional copies of the journal.

The committee reviewed the new print edition of *Your Old Books* and called it a good thing. 15,000 copies of the publication were printed this spring, 10,000 of which were delivered to ABAA in time for the Antiquarian Book Fair in New York City. ABAA and Rare Book School helped to fund this new print run. Distribution of the remaining (non-ABAA) copies remains a challenge. They are currently housed at Yale University where past-chair E. C. Schroeder will handle distribution.

A new edition of the RBMS Section Brochure is currently in the works. The content was approved by the Publications Committee with the understanding that the RBMS Executive Committee may make additional changes before the final text goes to press. ACRL requested an overhaul of our section brochure that it might conform to their new template for uniform section brochures.

With the close of the 2007 ALA Annual Meeting, Mike Kelly's term as chair of the committee reached its end.

b. RBMS Newsletter - M. Kelly
Please send items in early fall.

c. RBM - R. Clement
Nothing further to report.

[From the Information Exchange meeting]

The spring 2007 (8:1) issue featured eleven articles from the 2006 Preconference in Austin on the intersections of special collections, archives, and museums. This expanded issue was guest edited by Christian Dupont (University of Virginia). The IMLS grant that supported the 2006 Preconference included \$6,000 for funding a print over-run. An additional 4,500 copies were printed and sent to all members of 2006 Preconference attendees and RBMS members who were not already RBM subscribers and some 2,000 art and historical museum directors. The mailings included subscription invitation letters. One hundred and fifty additional copies were distributed at an RBMS-organized program session at the 2007 annual meeting of the American Association of Museums that reported on the outcomes of the 2006 Preconference (attendance 220). Another 150 copies were distributed at the CALM-sponsored program session on libraries, archives, and museums at the 2007 ALA annual conference (attendance 320). Remaining copies will be distributed at the 2007 SAA annual meeting. Clement observed that this issue has given RBM wide exposure and hopes it will generate new subscriptions.

d. Webmaster - J. Pull
Kelly urged contacting John Pull and Chris Smith (assistant webmaster) about mounting material on the RBMS website. He advised that Pull has one more year and then we will need another person with good web skills to serve as assistant. If you know someone, contact Will LaMoy. Schroeder asked that LaMoy make this more widely known. Email Editor@rbms.info to make submissions.

Kelly stated that several RBMS members chip in a few dollars per year to pay

for the rbms.info domain name; if anyone wants to contribute it would be greatly appreciated. ALA and ACRL had initially denied RBMS permission to register its own domain name for ALA policy reasons, but the new RBMS domain name has now appeared in several ACRL publications and so has been tacitly accepted. There appears to be no threat to RBMS' new online identity.

[From the Information Exchange meeting]

Section webmaster, John Pull, reported that the entire section website will undergo a complete re-design during the next twelve months. He also assured the committee that the Bib Standards pages will be migrated to the rbms.info host before midwinter.

10. Committees

a. Archivist/Records Manager - C. Cook

Schroeder requested that any documents from outgoing committee chairs please be sent to RBMS archivist Chris Cook. He asked if there was interest in a formal presentation being made by the archivist, maybe fifteen minutes at the Midwinter 2008 Exec Meeting. There was interest. Brown requested that the archivist let members know of any preprocessing that might be helpful.

b. Bibliographic Standards - D. Leslie

Leslie reported that the committee has been approached by someone involved in the international cataloging community, Ageo Garcia, a cataloger at Tulane, who organizes Latin American regional conferences to translate DCRM into Spanish. Our publisher is also enthusiastic about this. It is likely that it will not be printed but put out on catalogers desktop. Bib Standards will be in touch with fluent Spanish speakers.

Bill Landis asked Bib Standards to look into forming a working group to develop rules/guidelines for item level cataloging of manuscripts. Leslie is happy to have this input. Brown was pleased that Bib Standards is taking on the item level cataloging for manuscripts initiative.

Dupont asked Leslie to report on the LC working group on the future of bibliographic control, but she would prefer to delay this since the group is meeting next month. She will have more to report at Midwinter. This group emerged after the LC announcement that it was going to stop supplying authority control for monograph series. There was a backlash, and Deanna Marcum assembled the working group that includes experts from the profession, educators, and major corporate digitizing partners. It is not clear to Leslie what the purpose of this is -- whether there is just an attempt to seem to pay attention or whether the working group will have real teeth. Ellickson stated that a representative gave a presentation to Yale, but they got the idea that there are no real specifics or a clear agenda. Susan Allen added that there have been two meetings and there's going to be a third which will available as a live webcast; the Getty is signing up for it, and she urged others to as well. It is scheduled for July 9th at 8:30am Eastern Time.

Schroeder thanked Leslie for her six years of hard work. He added that as a cataloger, he considers the product, DCRM(B), to be fantastic.

[From the Information Exchange meeting]

Several ongoing projects are going on: editorial subcommittees for *Descriptive Cataloging of Rare Materials (Serials)* and *Descriptive Cataloging of Rare Materials (Music)* are making good progress. The thesaurus subcommittee, under direction of incoming thesaurus editor, Nina Schneider, are continuing to process new form/genre and relator terms, and are making plans for a systematic evaluation of all the thesauri. The Library of Congress Cataloging Distribution Service is currently negotiating the translation of *Descriptive Cataloging of Rare Materials (Books)* into Spanish.

Upcoming projects include a Manuscript Working Group, created to formulate rules for item-level cataloging of modern (post-1600) manuscripts. The committee is planning for both a workshop (for catalogers) and a seminar (for a general audience) on *Descriptive Cataloging of Rare Materials (Books)* for the 2008 preconference. Randal S. Brandt is incoming chair.

c. Budget and Development – M. Nichols for E. Smyth

Nichols reported that the committee discussed the administration of the LEAB awards, and the accounting problems are in the past but there is still a problem of communication – letting the committee know what is going on. The income is not high enough to cover current committee expenses. They are planning to meet with Mary Ellen Davis at Midwinter to talk about this problem. Richard Noble stated that there was an ACRL workshop for new awards committee chairs; there has been a problem with reporting and it has been atrociously confusing. The division heads are frustrated with ALA. The rate of return/income before charges is a low 2.5%. We could take that endowment and put it into CDs for a better rate of return. We cannot even realize a standard 4% return.

Schroeder reiterated that the expectation is that Richard Noble, Margaret Nichols, and Christian Dupont meet with ACRL at Midwinter to formally register an RBMS complaint. Susan Allen suggested aggressively trying to get a representative from RBMS or ACRL on the ALA investment committee. Marcia Reed added that the low rate of return also represents very poor donor relations since donors do not appreciate when their money goes into a sinkhole. Susan Allen pointed out that ACRL has the highest endowment in ALA, so there is good reason for this section to be angry about this issue. Noble stated that nevertheless, since the latest 2003 report, funds stood at \$20,000 and it is now more than \$31,000 so at least the funds are rolling over. Schroeder stated that institutions have been covering the cost of mailing, so that is where this money has come from.

[From the Information Exchange meeting]

The Budget & Development Committee had a lively meeting on Saturday afternoon, June 23. We discussed the budgetary aspects of the very successful Baltimore preconference just ended, and plans for the Los Angeles preconference in 2008 and Charlottesville in 2009. With the help of the incoming chair of the Exhibition Awards Committee, Richard Noble, we also had an enlightening discussion of the administration of the Leab Award. Our discussion touched on scholarships fundraising and the state of the Committee's development database, as well. As always, the discussion contained many useful nuggets of information for preconference planners and others. RBMS members

who really want to understand the inner workings of the Section are invited to sit in on our next meeting, at ALA Midwinter.

d. Conference Development - D. Slive

Slive put forward an action item: he moved that the chair of the Seminars Committee be added to the Conference Development Committee roster as an ex-officio member.

According to the RBMS manual (Slive read from manual):

The committee includes as ex officio:

the current, immediate past, and future preconference program, local arrangements, and conference program chairs;

the current section chair, immediate past section chair, and vice-chair/chair-elect; the appropriate member-at-large of the RBMS Executive Committee. The incoming vice-chair/chair-elect is also urged to participate. The number of other members is left to the discretion of the chair. (Approved by the RBMS Executive Committee, 29 June 1992, and amended 17 June, 2002).

Slive noted that in recognition of the significant role of seminars in the annual preconference program, the chair of the Seminars Committee should be included in the roster of ex officio members of the Conference Development Committee.

Schroeder moved to approve the action item. The motion was approved.

Slive reported an informational item: the committee voted to change the dates for the 2009 Preconference at UVA. ALA's Annual Meeting will take place from July 9-15th in 2009. The Preconference had originally been scheduled for the week immediately preceding, but several factors, including hotel availability, favored moving the Preconference back to its traditional time in mid- to late June. Local arrangements chair Christian Dupont will work with ACRL meeting planner, Victoria Ondrla, on options and send a recommendation to Exec as soon as possible. ACRL will need to approve the change of dates.

Slive reported another informational item: with the 50th anniversary of RBMS starting in June 2008 and the 50th Preconference in 2009, RBMS should seek recognition in the form of a resolution from ALA, ACRL, allied groups like BSA, Sharp, Bib society of London, APHA, etc.

As a general reminder, Slive reported that RBMS is doing a great job with co-sponsorships. Please keep in mind that Conference Development needs to be kept in the loop regarding all co-sponsorships.

Schroeder thanked Slive for his many contributions over the years and for serving as chair of this committee.

[From the Information Exchange meeting]

The following future preconference and conference locations have been confirmed. Committee chairs or their representatives for each of these events have provided program and local arrangements information.

RBMS Preconferences:
2008 in Los Angeles
2009 Charlottesville

RBMS Conference Programs at ALA Annual:
2008 in Anaheim
2009 in Chicago

2007 RBMS programming (in addition to the RBMS Preconference in Baltimore and the RBMS Annual Conference Program in Washington, D.C, reported by respective program chairs separately):

The bi-annual ACRL National Conference was held in Baltimore March 29 – April 1, 2007. I would like to thank Hjordis Halvorson and Suzy Taraba for representing RBMS with a panel entitled “Library as Laboratory: Special Collections in Undergraduate Education.”

RBMS COSPONSORSHIPS:

2007 MAGERT PRECONFERENCE:

RBMS cosponsored, in name only, a MAGERT Preconference on the cataloguing of early (pre-twentieth-century) cartographic resources held in Washington, D.C. at the Library of Congress June 21-22. The scheduling of this MAGERT Preconference conflicted with the 2007 RBMS Preconference in Baltimore, but due to the importance and timeliness of this issue, both the RBMS Program Committee and the RBMS Executive Committee enthusiastically endorsed the section’s co-sponsorship of this event. In addition to RBMS, ALCTS and GODORT were also cosponsors.

2007 ANNUAL CONFERENCE PROGRAMS:

RBMS cosponsored, in name only, the 2007 ANSS Conference Program entitled “Native American Heritage in the Nation’s Capitol: Representation, Repatriation, and Resilience.” The program included an interdisciplinary panel of scholars, curators, and other cultural heritage professionals who explored issues surrounding the preservation and revitalization of American Indian heritage and cultures, with a focus on the cultural institutions in Washington, D.C. and surrounding area. In addition to RBMS, cosponsors included the following: EMIRT (Ethnic Multicultural Information Exchange Round Table); Committee on Rural, Native, and Tribal Libraries of All Kinds; Committee on Diversity; ALA Diversity Council; Rural Library Services; American Indian Library Association; and OLOS (Office for Literacy and Outreach Services).

RBMS cosponsored, in name only, the 2007 MAGERT Conference Program entitled “Library Security for Maps.” Moderated by David Cobb (Harvard University), speakers included the following: Alice Hudson (NYPL), Rob Lopresti (Western Washington University), Ed Redmond (LC), Chris Schmeisser (Assistant U.S. Attorney General, Prosecutor in the Smiley case). In addition to RBMS, GODORT was also a cosponsor.

RBMS cosponsored, in name only, the 2007 GODORT Conference Program entitled “What Difference Does It Make What Congress Published? American History in the Earliest Congressional Documents.” In addition to RBMS, RUSA/History Section was also a cosponsor.

FUTURE PROGRAMMING:

RBMS will be celebrating two milestones in the near future, the 50th anniversary of the section in 2008 and the 50th preconference in 2009. I'm pleased to announce that there are plans for a champagne toast at the 2008 Preconference in Los Angeles, the first of many celebrations in the works. Please stay tuned.

FUTURE SITES OF ALA ANNUAL CONFERENCES:

The following sites are currently confirmed for ALA Annual Conferences between 2010 and 2014. The RBMS Conference Development Committee will begin investigating possible locations for future preconferences based on this information:

2010: Washington, D.C.

2011: New Orleans

2012: Anaheim

2013: New York City

2014: Las Vegas

Finally, I am pleased to announce that Elizabeth Johnson is the incoming chair of the Conference Development Committee.

e. Diversity - J. Grob (see documents distributed by J. Grob)

Grob was interested in feedback on the toolkit draft sent to Exec. This online kit can be used by RBMS members for recruiting into the profession. Dupont thanks Grob for providing this toolkit. He asked her to recap what the Diversity Committee has been doing. Grob replied that committee members have given presentations in San Antonio and Seattle; presentations are given at Midwinter since more students attend. Schroeder asked if anyone on the committee has used the toolkit outside of the RBMS framework that could provide feedback on it. Grob replied that no one has used it yet outside of the RBMS Framework. She added that they do provide a survey/assessment tool and hope the toolkit can be added to the RBMS website.

Dupont observed that the UVA Library has run a summer internship program for high school students from professionally underrepresented backgrounds. He has met with them in the past to talk about special collections, and he feels that the Diversity Action Toolkit will better prepare him to do so in the future. Grob replied that in her opinion, meeting one-on-one is really important for this type of outreach.

Schroeder asked if she is looking to Exec for approval of this toolkit. Belanger asked if Publications has an interest in this. Schroeder replied that at this point he thinks not. Dupont added that this is a committee-published item. Reagan stated that since this is going to be available publicly, she thinks it should have Exec approval. Dupont will forward a copy to new members and our ACRL reps and will seek electronic approval next month. He thanked Grob for her service and stellar work.

[From the Information Exchange meeting]

The Diversity Committee has created draft text for an online Diversity Toolkit, which will include a tip sheet and several templates of materials such as a promotional flyer and an assessment tool. The text has been provided to the Executive Committee for input, and will be discussed at Exec.

The Diversity Committee is planning to pursue opportunities to hold outreach visits at educational institutions in Philadelphia during ALA Midwinter 2008.

The committee is also exploring the idea of creating a podcast or video that can be used for outreach by RMBS members along with the online Diversity Toolkit, or by library science educators in the classroom.

f. Exhibition Awards - M. Reed

Reed reported that the display of Leab Awards submissions worked very well this year. It was a great leap with the location and having it during a preconference coffee break. It was great to have people to come and see the awards and get the idea of maybe submitting from their own institution. Schroeder added that some sort of sign would have been good. Lacy also added that it would be a good idea to remind people in the Plenary before the break to take a look at the winners.

Schroeder thanked Marcia Reed for her service as chair.

[From the Information Exchange meeting]

The Exhibition Awards Committee had a productive meeting on the morning of June 23rd that was attended by several guests. Topics were the EAC events in Baltimore, the Leab account and how it is expended, the EAC's collaborative relationships and overlapping activities with the Publications Committee, and orientation and training for new EAC members. It was felt that the display of the Leab submissions at the Baltimore preconference was considerably more successful and well attended than the display in Austin, primarily due to assistance provided by the Local Arrangements Committee. EAC members offered further suggestions to refine this display next year in LA. Tom Bolze, Riva Feshbach and Steve MacLeod had prepared a draft version of a document on "New Members' Orientation." Comments and suggestions will be added to this, and it will be used to bring new EAC members up to speed with the committee's review process and judging of the Leab Exhibition Award submissions. Finally, the EAC is looking into the cataloging of the Leab Award submissions at the three archival repositories, and whether there are collection-level records for the Leab archives.

[Meeting break from 9:18 to 9:35 a.m.]

g. Membership and Professional Development - E. Ellickson

[From the Information Exchange meeting]

Although the Membership and Professional Development Committee (M&PD) is working on drafting an evaluation form for the RBMS Mentoring Program, the members, in examining anecdotal evidence about the program, find that a standard scenario is that a mentor and mentee are matched, the mentor gets in touch with the mentee, there is a brief flurry of enthusiastic e-mails and then the mentee --it is always the mentee-- drifts away and is never heard from again. This scenario leads one to believe that once a mentee has understood that no job is forthcoming or has had some questions answered by the mentor, the mentee sees no reason to continue the relationship. This is not necessarily a bad thing but M&PD will have some proposals for Exec that will address the issue of providing new RBMS members with answers to questions within a more efficient arena than the Mentoring Program.

The M&PD section of the Preconference orientation session was a success: we finished two minutes early. We plan to add even more pizzazz, Hollywood pizzazz, to our presentation next year by developing a PowerPoint presentation loop of head shots of RBMS committee chairs. This too we will discuss this further at Exec.

Ellickson reported that the mentoring program has been difficult to maintain since the committee does not get many volunteers for mentors. Usually a few people volunteer after biannual meetings. What mentees want is only a couple of questions answered, not necessarily a long-term relationship. Maybe we could offer on the website, a question form that goes to M&PD. Should this form be part of the mentee form or a separate form to have three levels of communication? Would the committee need Exec's permission to put something like that up on the RBMS website? Schroeder asked how the mentorship program was set up—did Exec give approval? Ellickson replied in the affirmative. Raine suggested, instead of three levels, which would be difficult to administer, why not change the term from mentor to advisor, since maybe a fear of commitment is part of the problem. Change the length of service from a year to three months. Ellickson added, or maybe not even have a time period. A reworking of the mentoring program is in order.

Grob asked if there has been any feedback from mentees. Ellickson replied that feedback has only come from members of the committee, which is working on a survey. Raine asked if we have any mentees who stuck with the relationship. Ellickson reported that Dupont's mentee is a poster boy for this. Dupont asked if he was hearing that there is not enough to maintain a formal mentorship program? Ellen replied in the affirmative. Reagan stated that there is a section in the *Chronicle of Higher Education* for thorny questions; if there was some section of the RBMS website for those types of questions it would allow us to deploy the resources of the moment rather than a long time commitment. After reviewing the mentor program, this could be a possible substitute. Holzenberg stated that this would be a great model that he would sign up for; he would want to attach an FAQ to that. Grob responded that perhaps this is the reason the mentoring program as set up, is not working out.

Holzenberg stated that he has thought it would be very difficult to assign a mentor to a mentee and get anything reliable out of the relationship, since you cannot know beforehand if the two people are going to be compatible. Gillis stated that she has had two mentees and each of them wanted jobs in special collections; this seems to be the main reason why mentees want mentors. You can give the same advice to everyone—how to build a resume, what to be interested in, how RBMS can help, come to the committee meetings, etc. It is all the same thing. Raine pointed out that what is being described sounds like the buddy program. Maybe the buddy program can be redefined so it is not tied to a specific conference. Halverson stated that an extension of the buddy concept might work. But there are examples of people from an underrepresented group who found a good mentor and has now joined a committee and she had a good experience. The diversity issue is real, I think.

Belanger asked if there anything in print along the lines of, "So you want to be a special collections librarian?" We might want to expand the educational opportunities website. Jennifer Schaffner suggested that the core competencies could help. Schroeder agreed and added that it could also include where to go to find the jobs. Scholarship student, James Asher, stated that the core competencies were ideal for him since he is

self-directed; he had a buddy at preconference which went really well. He did not ask for a mentor because he did not realize it was different from the buddy program. Schroeder asked, for people in library school, what sort of support do you have from your advisor? Dupont pointed out that having a formal mentoring program also provides formal recognition of the mentors for their professional development. Schroeder summed up that M&PD should go back and rethink what steps to take next and get back to Exec at Midwinter. Grob suggested that M&PD could also see if other sections have mentoring programs.

Mary Ellen Davis attended the preconferences in Austin and Baltimore. After the new members orientation, she thought it could be punched up a bit by having a PowerPoint loop of committee chairs' headshots. Many committee chairs do not attend, so this would make them more recognizable. Victoria Ondrla will send the committee the similar thing that ACRL does, as an example. Committee chairs would have to send in pictures. It would give a little more pizzazz to that section of the orientation.

h. Nominating - E. Smyth
Nothing further to report.

Smyth asked all to welcome the incoming Exec members.

[From the Information Exchange meeting]

Reporting for last year's Nominating Committee Chair, Elaine Smyth, Katherine Reagan thanked all candidates who stood for election this year and congratulated this year's elected members of the RBMS Executive Committee: Mary A. Lacy as Vice-Chair/Chair Elect, Beth Russell Whitaker as Secretary, and Melissa Conway as first year Member-at-Large. Reagan also announced the members of this year's Nominating Committee: Katherine Reagan, Terry Belanger, and Julie Grob.

[ACRL representative, Lynn King reported next]

12a) Lynn King

King congratulated the section on a fantastic preconference. Mary Ellen Davis was able to attend and reported on how lively and informative it was.

First the first time this year ACRL offered an ACRL 101 program—there were two opportunities for new members to gather and get an overview of ACRL. Sections can have a representative at these meetings, and she hopes that this is something that will be useful to this section. If anyone has suggestions or other ideas of how to utilize this session, please contact King.

Proposals from the ACRL Board at Midwinter re: structural reorganization include the formation of interest groups. There are some changes to the proposal, but it is still moving forward. If there are there any additional responses or ideas, please send them along. Thank you for those who responded to the survey that was posted after Midwinter, including the proposal to revise the nominating procedures. That feedback was invaluable, and this section in particular provided excellent input.

Another proposal was the create a mechanism for a small range of dues increases that the board might have the authority to add incremental increases without a full membership vote in order to get a handle on the necessary inflationary cost increases without going too long and having a major jump in dues. There is an understandable lack

of comfort that many section chairs have with this idea. The Board has had enough feedback that this idea will probably not move forward since a membership vote makes everyone more comfortable.

Does anyone have questions or comments or points that King can take back to the Board? Dupont mentioned the unfortunate scheduling conflict of the two ALA program sessions on special collections in public libraries. Lacy asked what the mechanism is for people to learn about ACRL 101 in terms of sending a representative. Burling responded that this was the first time ACRL has presented the program, and he will send out emails to section chairs. There were 404 first timers registered for ALA Annual this year in D.C. The program will be more organized next year. Schroeder added that this year it was pretty informal. King stated that the program took place on Saturday and on Sunday; is there an ideal time for the program? Brown suggested that Saturday works, especially if we are targeting folks who are not necessarily thinking of RBMS. Multiple sessions are a good idea. King replied that the ones this year lasted one hour. Half the attendees were new members and half were representatives from sections. Brown replied that this program could also serve as an effective teachable moment to create synergies with other sections.

Susan Allen asked that we share our continual dismay with the ALA endowment fund. Schroeder elaborated that we get a terribly small amount on a \$31K endowment, and we have living donors who are very disgruntled. They are willing to put more money into the endowment, only if it is worth their while. RBMS would like to receive formal reports from ALA about returns and how the money is being invested—quarterly or semiannually would be good, including documentation of the rollover amounts.

Dupont pointed out that King has been a wonderful board liaison.

i. Security - R. Oram

As committee chair, Oram put forth a motion to combine the guidelines for security with the guideline for prevention of theft into one document as part of the revision procedure (the latter is due for revision next year), which would result in a single document consisting of essential elements of both and eliminating overlap. The rationale for this merger is that these two documents grew up independently and at different times, but there is a synaptic delay since they are so similar and related. The committee believes it would be much more efficient to combine them. The only downside to the merger is that it will result in a lengthier process than a simple revision of the existing theft guidelines. Dupont asked if the marking section of the thefts guidelines would remain in the document. Oram replied affirmatively—it is just a matter of organization and creating appropriate appendices. Susan Allen commented that it is probably time to merge these documents; IFLA has been considering endorsing the RBMS documents as well, and she urges RBMS to stay in communication with them. Oram added that he will contact the SAC chair to let them know what we propose to do. Schroeder stated that this revision would be done within the Security Committee, so no separate task force would be appointed.

Schroeder moved for a vote. Motion approved.

Oram added an informational item—the committee is working with MAGERT on a joint commendatory resolution to rare book and map dealers who have assisted with recovery of stolen items in recent years. Copies would be sent to ABAA and the Map

Dealers Association. Language will be drafted and specific names inserted then sent on to the Exec of both bodies for approval. Schroeder asked that the committee draft the resolution and forward it to Dupont. Brown asked if there is any downside to this resolution. Gillis commented, there would be if you leave anyone out. Oram replied that they will try to be as generous as possible.

The RBMS Security Committee is also looking for ways to create links between ABAA and its security committee—for example, maybe unofficially exchanging members. Oram would like to teleconference to their next meeting on issues relating to library thefts.

[From the Information Exchange meeting]

The committee heard reports of progress on recovery of Forbes Smiley map thefts (Yale, Harvard, others) and Mimi Meyer rare book thefts (Texas) and voted to submit a joint MAGERT-RBMS commendatory resolution regarding booksellers who had cooperated with the recovery process. Other issues discussed were the prospect of creating a centralized database for identifying stolen rare books, cooperation with the American Antiquarian Books Association, and other interested parties, the draft MAGERT security guidelines, and the revision of the RBMS Theft Guidelines.

j. Seminars - A. Nelsen

Nelsen reported that the committee has now drafted guidelines. He will forward the guidelines for Exec to review. We have developed a logo for the Seminars Teach campaign [see IE notes below]. If we were to develop buttons or t-shirts would we have permission to use the RBMS logo or ACRL logo? Schroeder replied in the affirmative regarding the RBMS logo, but he is not sure about ACRL's. Reagan replied that it is not required.

Leslie wanted to hear a little bit more about the Teach campaign. She asked what problem is this solving. Nelsen responded that over the years the committee has received a lot of feedback that seminars were not instructional enough. The committee is trying to refocus what he believes is the intent of the seminar and to align them with audience anticipation. They need to have identifiable educational and instructional goals. The committee has been talking about these guidelines for about a year and a half. The logo will appear on documents about Seminars submissions, etc.

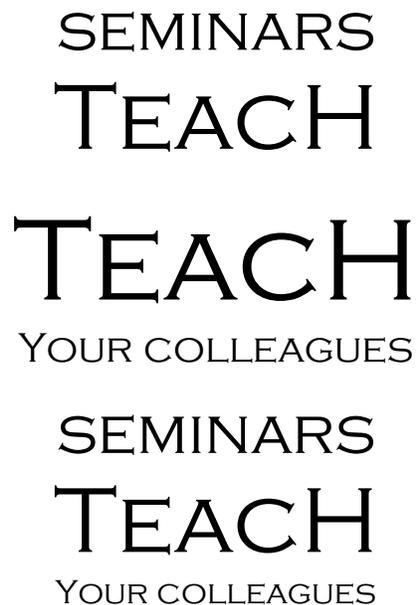
Raine asked if the committee is worried that it might get fewer submissions. Nelsen does not foresee this as being a problem since the committee has more than enough proposals for 2008 and 2009. He thinks that by forming more relationships with other committees, there will be a more stable pool of incoming proposals from those who understand the nature and purpose of seminars. Leslie stated that on a few occasions Bib Standards has sponsored an open forum—would that be out of bounds in future? Nelsen replied that he did not think so; formats can be different as long as the seminar has a clearly defined educational goal and the benefits are clear. He wants attendees to know what they can expect to get out of a seminar.

Schroeder asked that when a draft has been finished, that it be sent to Exec. Nelsen responded that a draft should be ready in a couple of weeks.

[From the Information Exchange meeting]

The Seminars Committee discussed fourteen proposals submitted for the 2008 preconference. Some questions and suggestions were discussed in regards to each of the proposals and these will be brought back to the seminar organizers to see if they are able to make modifications. Selection will be determined in part by response to suggestions. Please see the Seminars wiki to see ideas that have been brainstormed and proposed for 2008. The wiki can be located currently at <http://seminars.pbwiki.com/>.

In response to feedback from preconference and seminar attendees the Committee has drafted clearer guidelines for the content and structure of seminars in order to assure quality programming to the extent we are able. In addition, new duties have been outlined for the Seminar Committee Liaisons, who will assist seminar organizers in the construction of seminars, and the Seminar Coordinators, who will be on hand at seminars to offer assistance and monitor time for speakers. In conjunction with the new guidelines, the Committee has adopted new logos that emphasize the teaching and educational goals of the seminars. Look for these to appear soon on the Seminars webpage:



11. Discussion Groups

- a. Collection Development - A. Bregman/C. Duroselle-Melish
Nothing further to report.

[From the Information Exchange meeting]

The Collection Development Discussion Group met Sunday June 24th in the California room of the Capital Hilton. After introductions and announcements, the group of twelve discussed various topics including the pacing of the acquisition budget, restricted vs. flexible funds, collecting books published by one's university, the role of the "friends of the library", budget strategy, and finally the role of faculty in acquisitions.

In a future meeting, we plan on having a more in depth discussion about some of these important topics such as the role of the "friends of the library."

- b. Curators and Conservators – D. Conn

Nothing further to report.

[From the Information Exchange meeting]

Twenty eight intrepid souls were early to rise on Saturday morning to participate in a lively discussion on decision-making and priority setting at the Curators and Conservators DG. The discussion ranged from decision making in large and small institutions, helpful tools, conservation in grants and the impact of digitization on prioritization. Information gathered at this DG will be used to help plan a potential seminar for Preconference 2008.

c. Manuscripts and Other Formats - M. Lacy/L. Black

Nothing further to report.

[From the Information Exchange meeting]

The Manuscripts and Other Formats Discussion Group did not meet at the ALA Annual Conference, but is presently soliciting topics for our next meeting at Midwinter in Philadelphia, when we will hold a joint meeting with the MARC for Special Collections Discussion Group. We are also seeking a new co-chair, and request that those interested contact either Lois Fischer Black (lob206@lehigh.edu) or Mary Lacy (mlac@loc.gov).

d. MARC for Special Collections - S. Schmidt Fisher / J. Overholt

Nothing further to report.

[From the Information Exchange meeting]

The MARC for Special Collections Discussion Group met Sunday, June 24th in the Cabinet Room of the Renaissance Mayflower Hotel. The 59 participants overcame an awkward meeting space to have an interesting and productive session. Following introductions and announcements, Susan Westberg from OCLC gave a brief update on the continued process of integrating RLG and OCLC. We then moved onto a discussion of the 752 field and the different geographic hierarchies currently being used.

Our final discussion topic was a rousing conversation about the use of barcodes and RFIDs within Special Collections. No one present used RFIDs in their library, but many were using barcodes. Those institutions that had considered RFIDs did not pursue their use due to a number of factors, including the cost and the unknown longevity of the RFIDs. A variety of methods for keeping the barcode with the item were discussed. It was noted that barcodes adhere better to plastic than to paper and the use of polyethylene strapping was encouraged. One institution created a macro to print scannable barcodes directly onto paper tabs.

MASC is scheduled not to meet at Midwinter and will be joining the Manuscripts and Other Formats Discussion Group. The co-chairs are always interested in suggestions of topics for future discussions.

b. Public Services - Walker/Clayton

Nothing further to report.

[From the Information Exchange meeting]

The Public Services Discussion Group met at 8 a.m. on Sunday morning, in the Capital Hilton. The sixteen attendees used ARL SPEC Kit 296, Public Services in Special Collections (published November 2006) as a jumping off point for discussion of public services procedures and standards.

We talked about how we measure: --what we do, --who uses our collections, --what materials they use, and --"how much" they use the materials.

We also discussed the advantages and disadvantages of standardizing the way we measure these things. Discussion also included remarks on coping with successful outreach efforts. Encouraging use of special collections can sometimes bring overwhelming numbers of patrons to our reading rooms and cause undesirable wear and tear on materials.

12. Liaisons

a. ACRL – L. King
[see report above, 10h]

b. ACRL Board – Schroeder
Nothing to report.

c. ACRL Sections Council - Schroeder/Dupont
Nothing further to report.

d. ACRL Budget and Finance - S. Taraba
No report.

e. ACRL Membership - E. Ellickson
Nothing further to report.

f. ACRL Professional Development - E. Ellickson
No report.

c. ACRL Publications - M. Kelly
No report.

h. ACRL Standards and Accreditation
No report.

i. ALCTS/PARS - Teper/Paulson
Nothing further to report.

[From the Information Exchange meeting]

There is much to report going on in the Preservation and Reformatting Section of ALCTS. Of particular note are the following items:

1) Fire Testing for HD Storage: Members of PARS reported on a project, led by Yale University library and supported by multiple university library partners and FM Global Insurance Company, to update the current fire protection standards used in designing fire suppression systems in high-density library storage. Current standards are for warehouse shelving which are predicted to not burn in the manner as library materials shelved in HD fashion. A timeline for an actual burn test from which new standards will be derived is going to be set this fall.

2) ILL Policy Updates: An updated ALA interlibrary loan code, will now include a statement that advises against the use of any pressure sensitive materials on borrowed or loaned materials.

3) LoC Testing and Research Updates: There is a great deal of research and testing going on in the Library of Congress at present, but a few that relate directly to special collections include a) research into argon display environments for extremely fragile materials; b) testing on the stability and aging of treatment methods, solvents and housing materials for photographic materials; c) testing on aging characteristics of CD/DVD storage media; d) Digital imaging and sound recreation via laser beam of grooved sound recordings (called IRENE), can even scan broken phonographic discs and soon wax cylinders as well. More information can be found at <http://www.loc.gov/preserv/rt/> and <http://irene.lbl.gov>

4) Audio/Visual and Digital Preservation: Two PARS programs held at ALA Annual 07 focused on audio-visual or digital preservation and were both highly attended, they were: Saving Sound III: Audio Digitization and Preservation, the last of a three part program on identifying endangered recordings and planning for the preservation of audio collections, sponsored by the Safe Sound Archive was held Sunday afternoon; Digital Asset Management: Implications for Preservation was held on Saturday afternoon to a standing-room-only crowd.

j. GODORT/MAGERT - M. North
Nothing further to report

[From the Information Exchange meeting]

An announcement was made about the REGP program, Monday, June 25, at 10:30 AM held at the Mayflower Hotel. This program, entitled, "What Difference Does It Make What Congress Published? American History in the Earliest Congressional Documents" was co-sponsored in name only by RBMS.

k. IFLA - R. Clement

Susan Allen reported that she has been an ALA representative and that RBMS members Barbara Paulson and Marcia Reed are also on the committee. She urged the members of

this section to consider someone to put forth for the 2-year IFLA membership cycle. It is a complicated nominating process that will come up in about 18 months. There is no funding, so members need to provide their own. It is an eight day meeting that usually takes place towards the end of August from Friday to Saturday. It is very important for RBMS to have someone there. It is a wonderful opportunity to make connections. If you have any interest please talk to Susan.

Marcia Reed reported that the IFLA/RBM group is planning a preconference in Washington, D.C. before the 2008 annual meeting in Montreal. Mark Dimunation has arranged that LC will host, and the topic will be how maps fit with rare books and prints. There is hope that people who cannot attend IFLA in Montreal might attend the preconference, which will last two days and include speakers and tours.

1. BSA - Dan Slive
Nothing further to report.

[From the Information Exchange meeting]

48th Annual RBMS Preconference

June 19-22, 2007. Baltimore, MD.

“Ephemera”

BSA was a cosponsor of the 2007 RBMS Preconference, officially sponsoring the keynote address, “The Long-Term Significance of Printed Ephemera,” delivered by Michael Twyman (Emeritus Professor, Centre for Ephemera Studies, University of Reading).

BSA is pleased to announce the upcoming programs:

2007 Programming:

15th Annual SHARP Conference

July 11-15, 2007.

Minneapolis, Minnesota.

A BSA-sponsored panel devoted to photographic illustrations in 19th-century books has been accepted. To be moderated by Caroline Duroselle-Melish, the session will include the following speakers and papers:

Anne Peterson (DeGolyer Library, Southern Methodist University): “Alexander Gardner and the Photographically Illustrated Book”

Claudia Funke (Avery Library, Columbia University): “Reading the Building, Reading the Photographic Book: The First American Architectural Books Illustrated with Photographs”

David Whitesell (American Antiquarian Society): “Sun Pictures’ Through a Clouded Lens: The Bibliography of 19th-Century Books Illustrated with Mounted Photographs.”

34th Annual Saint Louis Conference on Manuscript Studies at Saint Louis University

October 12-13, 2007. St. Louis.

Sponsored by the Vatican Film Library

The annual conference addresses topics in medieval and Renaissance manuscript studies, including paleography, codicology, diplomatics, illumination, book production, papyrology, library history, reading and literacy, textual criticism, and manuscript cataloguing.

The BSA-sponsored panel will be devoted to paleography and is being organized by Consuelo Dutschke (Curator of Medieval and Renaissance Manuscripts, Rare Book and Manuscript Library, Columbia University Libraries).

2008 Programming:

“Book Catalogues: Tomorrow and Beyond” [working title].

January 22, 2008 [Tuesday of Bibliography Week]. New York.

Eric Holzenberg is planning a follow-up conference to the 1995 BSA invitational conference devoted to book catalogues. To be held at the Grolier Club, possible speakers include Giles Mandelbrote (British Library) on the impact of online sources in provenance research and his revision of Pollard and Ehrman's *The Distribution of Books by Catalogue...*; Christiaan Coppens (collector and independent scholar) on his database of manuscripts sold at auction; and Debbie Kemp (Frick Art Reference Library) on the current state and likely fate of the SCIPIO auction catalogue database. Other potential speakers include Dr. Gerhard Loh on his series of book catalogue inventories, Lisa Stevens (Abebooks.com) on access to prices realized and other information about books sold online, and Bruce McKinney (Americana Exchange) regarding the digitization of book catalogues.

BSA Annual Meeting.

January 25, 2008 [Friday of Bibliography Week]. New York.

As in recent years, the meeting will include presentations by three New Scholars. Scholars interested in submitting proposals should consult the BSA website for information. The annual meeting this year will include a lecture by President John Bidwell on American printing history. All are welcome to attend.

For additional information about programs and the other BSA activities, please consult the Society's website.

m. APHA – Eric Holzenberg
Nothing further to report.

[From the Information Exchange meeting]

The American Printing History Association (APHA) will hold its 2007 conference in Los Angeles, CA, on October 11-13, 2007, hosted by UCLA and the Getty Research Institute. The theme of the conference is "Transformations: The Persistence of Aldus Manutius," and papers will be presented in categories such as life and work of Aldus Manutius, Nineteenth Century Views, Historical Personalities, Historical Typography, Contemporary Typography, and Modern Views. More information can be found on the

APHA website: <http://www.printinghistory.org/>, and while there, we encourage anyone who is not already a member to join us!

13. Old Business

None.

14. New Business

a. Scholarships – Review selection criteria and report on past scholarship winners (to be sent separately)

An ad-hoc group composed of members from Exec, Diversity, Budget & Development, and Membership & Professional Development, selects scholarship recipients. They have requested guidelines for what RBMS is looking for in a scholarship recipient. Jane Gillis asked what do we want the outcome to be. Schroeder stated that the eligibility criteria this year included that a recipient must be a student or have completed a library school program, must be an ACRL member and have never having attended an RBMS preconference. Gillis replied that several applicants were interested in RBMS and becoming active although it is not spelled out in the guidelines that this was a requirement. Fernando Pena asked what is the original goal of scholarships? Schroeder asked Membership & Professional Development (M&PD) to go back and review eligibility and criteria for selection before Midwinter so that it can be in place for Spring 2008. He would like this charge to be presented to Exec for consideration at the Midwinter meeting and added that allowances should be made for revisions based on specific preconferences that might have additional funding from outside institutions.

b. Committee appointments

Schroeder announced that it is the official policy of ALA that no one can serve more than 2 terms for a total of 4 years. In the past RBMS has been allowed up to 8 years with 4 as chair and 4 as a committee member. The clarification from ALA is that a total of 4 years only is allowed. Non-consecutive terms on the same committee are allowed. Think about succession within committees. This ALA policy encourages participation and opportunities for members. Schroeder then asked for feedback

Dupont stated that he had many discussions about this with ACRL representatives this spring. They are holding the line to the bylaws on this. He added that it is not necessarily a bad thing—just plan for it. Committee chairs should be in dialogue with the section vice-chair. ACRL has discontinued internship appointments on ACRL committees, however, section committees can appoint interns and intern years do not count towards membership years; an internship typically lasts for one year only.

Eric Holzenberg stated that in a case where a large-scale, long-term project in which continuity is crucial, he is hesitant about rolling over. Katherine Reagan added that this does not mean that we cannot try to make exceptional cases as with Deborah and DCRM-B. Holzenberg asked if there will be allowances for special cases that come up. Dupont replied that we should try to minimize exceptional cases since he senses a lot of pushback from ACRL.

Deborah Leslie stated that she thinks the policy is potentially disastrous. She stressed that there are other committees besides Bib Standards with long-term projects where members and chairs need to hit the ground running. Schroeder replied that

disastrous is an extreme descriptor. Marcia Reed added that there is a real need for continuity in the LEAB Awards Committee, for example. Gillis stated that in addition to Bib Standards, there is also the case of the Thesaurus editor; and the four year maximum poses a problem. Dupont replied that the editor appointment could be a different case; it is not a membership appointment, so he does not think that it would be tied to a four year term limit.

Belanger asked if there is an action item here. Dupont stated that we would have to work to change the by-laws. Randy Brandt stated that his institution is suffering financial difficulties like everyone in the country and serving on a committee gives members a higher level of financial support; this fact could be used to argue against the policy. Lacy pointed out that many committee members have membership on more than one committee. Schroeder asked King to clarify that this is an ALA by-law, not an ACRL by-law. King replied that ACRL has supported the four-year term limit which relates to the efforts in recent years to respond to broader membership requests to allow more new committee membership appointments.

Holzenberg asked if we can codify the additional term membership of a committee chair. Belanger added that RBMS has enormously complicated and successful committees and needs chairs with more than two years of experience. Halvorson asked if there is any kind of model of a publication group that can be carried forward without term committee appointments. Schroeder replied that we have that model with Bib Standards and its editors. Reagan added that the most useful thing would be to have help articulating why we have problems with the term limits and then Dupont could go back and explain the consequences for the section in the cases where this clearly undermines our committee work and goals, ask what solutions they might see and is there any flexibility?

Dupont stated that it is the ACRL policy that needs to be changed in the section about appointments and he does not know if ACRL can change anything that conflicts with ALA policy. As a strategy what we can do is try to change ACRL policy overall so that the change would apply to all sections, for example, "a committee member who has served four consecutive years may be appointed as chair for up to two years." Or we can ask for exceptions for RBMS or for particular RBMS committees. Dupont is willing to pursue the former course of action. Raine asked if we could also consider that long-term projects could take place outside the committee structure. Reagan replied that there would have to be a reporting structure. Arvid Nelsen stated that for recurrent processes, like development of preconference seminars, it is a long term process and it seems inefficient to have only two-year terms. Sarah Fisher added that RBMS is a very active section-could we look at stats of other sections to use in our justification for seeking longer appointments? Schroeder suggested that Dupont and Lacy meet with King to develop a strategy.

c)

Dupont asked for a point of advice to the incoming section chair. In conjunction with the 2008 Preconference, what do members think about a new guideline and taskforce on the Digitization of Special Collections Materials in Libraries and Archives? Looking at these cooperative large scale digitization projects in many of our institutions, it is happening differently at different places. It would be nice for ARL libraries to think more in concert

and in advance about policies to follow in large-scale projects. This is an opportunity for RBMS to put forth its principles in terms of licensing, usage, care and handling, etc. Does this sound like something the section should pursue? If so, when would be a good time?

Holzenberg replied that the idea of a forum on this topic would be very useful. The basic idea could be presented at a preconference and an outline and group could be formed from that. Schroeder asked about what else might out there on the topic. Grob responded that we might need to figure out what information is not out there that would be necessary for RBMS members; since technology and standards change so quickly this will be tricky. Brown suggested that a flexible bibliography could be more useful with a best practices type of document. She sees a divide between print material and archives/manuscripts. Core principles could go for both but with sections of specifics on each.

Dupont stated that he would be looking for a document that he could point to in dealing with administrative directives to show what the Special Collections communities are doing. Erin Blake thought that PARS was coming up with some sort of similar document. Brown replied that she thought PARS was coming up with guidelines, but not specifically for Special Collections. Kelly stated that what Dupont is looking for is wise—instead of the technologies and best practices; let us look at what our role as custodians of cultural property is and how to deal with these large-scale vendors. Schroeder asked if we are willing to move ahead and appoint a task force or should wait until the preconference? Reagan suggested we start by debating offline what the charge might be and what would be the feasibility of creating national guidelines. Belanger added that is our professional responsibility to create such guidelines; this is a huge issue for us.

d)

Belanger asked that future chairs work with ACRL to create a document to generate a list of preconference attendees with sufficient contact information. Raine asked if ACRL gives out phone numbers given privacy issues. Belanger responded that if there is a privacy issue there could be an opt-out box for individuals not comfortable with providing that information. Schroeder stated that this is an issue for the Preconference Program Planning committee to take up.

e) Schroeder asked if we want a liaison for ABAA. Holzenberg responded that historically RBMS has had such a liaison. Reagan added that previously the ABAA liaison was the section chair. Schroeder replied that it is good to have a regular contact with ABAA, and continuity would pose a problem with designating the section chair.

Schroeder moved to create a liaison to ABAA. Motion approved.

Brown stated that we also need a liaison to SAA. Schroeder moved to create a liaison to SAA. Motion approved.

Schroeder thanked outgoing members of Exec: Katherine Reagan, Jane Gillis, Danette Pachtner.

The RBMS gavel was a gift to the section from Marjorie Wynn in 1977; Cornell University Library's conservation lab supplied a custom fitted box for the gavel in 2006. The gavel, in its box, along with a dog-eared copy of *Roberts Rules of Order*—a gift of Suzy Taraba, 2002—were passed on by Schroeder to Dupont.

Dupont's first official act as Chair was to adjourn the meeting and elicit one more round of applause for E. C. Schroeder.

Meeting adjourned, 11:22 a.m.

Minutes respectfully submitted, 31 July 2007, by Danette R Pachtner.