

RBMS Executive Committee DRAFT Minutes

ALA Annual 2008 Meeting

Anaheim, California

Monday, June 30th

8:00-11:30 a.m., Hyatt Regency Orange County, Garden 2

8/26/08

Executive Committee: Christian Dupont (University of Virginia), Beth M. Whittaker (Ohio State), Hjordis Halvorson (Newberry Library), Mary Lacy (Library of Congress), Charlotte B. Brown (UCLA), E.C. Schroeder (Yale), Melissa Conway (UC-Riverside)

Guests: Susan M. Allen (Getty), James P. Ascher (University of Colorado at Boulder) Kathryn Beam (University of Michigan), Terry Belanger (Rare Book School, UVa), Lois Fischer Black (Lehigh University), Nicole Bouché (University of Washington), Randal Brandt (UC- Berkeley), Alvan Bregman (University of Illinois), Alison Bridger (Folger Shakespeare Library), Linda Claassen (UC- San Diego), Ellen Cordes (Lewis Walpole Library, Yale), John Cullars (University of Illinois at Chicago), Donna Davey (Tamiment, New York University), Jackie Dooley (UC-Irvine), Ellen Ellickson (Yale), Sarah Fisher (Yale), E. Kenneth Giese (Rare Book School/UVa), Jane Gillis (Yale University), Eric Holzenberg (Grolier Club), Elizabeth Johnson (Indiana University), Kris Kiesling (University of Minnesota), Lynn King (Schenectady County Community College), Jason Kovari (University of Colorado at Buffalo), Anne Marie Lane (University of Wyoming), Deborah J. Leslie (Folger Shakespeare Library), R. Arvid Nelsen (University of Minnesota), Margaret Nichols (Cornell), Richard Noble (Brown University), Richard Oram (University of Texas at Austin), John Overholt (Harvard University), Fernando Peña (Grolier Club), Anne Posega (Washington University), Henry Raine (New York Historical Society), Jennifer Schaffner (RLG Programs/OCLC), Jennifer Sheehan (University of North Texas), Stephen Skuce (MIT), Christopher Smith (Yale University), Steven Smith (Texas A&M University), Elaine B. Smyth (Louisiana State University), Margaret Tenney (University of Texas at Austin), Susan Odell Walker (Yale University), Everett Wilkie (Texas)

[These minutes incorporate reports from RBMS Information Exchange of Sunday, June 29, 2009 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

Dupont called the meeting to order at 8:03 am 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 – C. Dupont

Dupont explained the structure of the meeting, with informational reports from Information Exchange incorporated into the minutes and action items only being brought to Exec., the business meeting of the section. He then reviewed the agenda.

Schroeder moved to approve agenda. Halvorson seconded. Approved.

3. Approval of minutes from ALA Midwinter 2008– C. Dupont

Dupont reminded the group of that the section’s minutes including those of committees, task forces, etc. are posted on the rbms.info website. They are a very useful reference for section business.

Halvorson moved to approve the minutes. Brown seconded. Approved.

4. Reminders for committee chairs – C. Dupont

Dupont reminded committee chairs, etc. to send information exchange reports to Whittaker within two weeks. These should be short summaries, reflecting what was reported. They should also create more formal minutes, including a list of attendees, which should be posted to the RBMS list and distributed to ACRL. [*Whittaker can send minutes posted to RBMS list to ACRL. There is no need for the section leadership to do this.*]

Dupont asked members to document any problems with meeting room arrangements. Fisher mentioned that the MARC for Special Collections discussion group was once again scheduled in an insufficient room. She found contact information for the ALA hotel arranger and will send this to Dupont. Dupont reminded section leadership that requests for meeting adjacencies, A/V equipment, etc. need to be made well ahead of time.

5. Consent agenda

- a. Ratification of resolution endorsing the creation of a web-based central information resource for missing rare materials.

Rich Oram for Security Committee reported that this project has proceeded since the Exec. vote to ratify the resolution, and it will likely be a centralized information resource through OCLC.

- b. DCRM(S)

Brandt reported on the process for vetting the procedures on this code, which was approved by Exec. via email.

- c. Site of preconference for 2010 preconference

Philadelphia submitted a proposal for the preconference, which was approved by ACRL board in the spring.

- d. Executive committee submitted a report to ACRL Board on the scholarship program.
- e. Charge for Digitization Task Force was refined and approved.
- f. Seminar Committee reviewed documentation and guidelines which were approved via email by Exec.
- g. Task Force documents approved by Exec. (Transfer of Rare Materials and Core Competencies)

Schroeder moved to approve the entire consent agenda. Whittaker seconded. Approved.

6. ACRL meeting reports

- a. ACRL Board I & II, 2008 Annual-- E.C. Schroeder

No report.

- b. Section Leadership and Sections Council – M. Lacy

During every ACRL meeting she attended, Lacy was reminded that “political speech” is prohibited by our tax exempt status. We cannot endorse or provide information (even “neutral information”) about particular candidates. ALA is perceived as having a political leaning so it is good to be reminded of this. A short statement on this policy will be drafted for circulation. Lacy asked that this statement be added to the rules of the RBMS listserv. Wilkie agreed to do so once he gets the official statement. Dupont mentioned that this has come up with ALA speech even on international matters.

Dupont reminded the section that the RBMS listserv is really for section business, and our section publications cannot express political opinions or provide political information. Johnson asked if this issue has come up in previous election years. Lacy clarified that the mention of a particular candidate is what defines it as political speech.

Lacy said ACRL is providing a template that can be used to reformat RBMS by-laws. This will be a cut-and-paste process. The results will not need to be approved by ACRL, but it needs to be done by Midwinter. We also need to include the procedure for making changes (approval by Exec.) in the new version. Dupont said this will be easier since the section will be managing its own documents.

7. Guideline revisions / Task forces

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

Brown attended the Standards and Accreditation Committee (SAC) meeting yesterday where the Guidelines were approved, but they will need to be approved by ACRL board. How should we promulgate these guidelines, particularly to public libraries or other bodies that might not automatically see them? Discussion will proceed via email.

Members of the task force are interested in continuing to support these guidelines, perhaps via a seminar. There is no natural standing committee to take this up once the task force is discharged. Brown will keep Exec. advised.

Allen recommended someone from the task force consider writing an article for *C&RL News*.

Brown requested that task force be discharged. Schroeder moved. Lacy seconded and expressed appreciation for the work of the group. Approved.

Action item / New business for Midwinter 2009: Revisit whether more formal measures need to be taken to promulgate this content.

b. Task Force on Core Competencies - K. Beam

Beam was also at the meeting and SAC approved their guidelines. Wilkie said William Nelson could be contacted for confirmation to determine the timeline. Beam will make sure the version on the website matches the approved version.

The competencies will be “published” via a link from ACRL site once approved. Since it might take time for the final version of both guidelines might take a while, final versions should be mounted on the rbms.info site pending posting on ACRL website.

Beam also asked what is the responsibility of the task force for promulgation. Wilkie said this information should have been included on transmittal sheet. Dupont said it will now be the section’s responsibility.

Competencies should be promoted to RBMS and through ARL channels, library schools, and the Oberlin Group.

Beam asked for task force to be discharged. Lacy moved. E.C. thanked the task force for their work and Halvorson seconded. Approved.

Dupont said this was a different process than previous guidelines because there was no precedent. Beam said the questions asked by SAC revealed they had a difference perspective than RBMS members, such as the use of “technical services,” a term that had been well-understood in the membership but was apparently not perceived as current in non-special collections circles.

Dupont recognized and thanked Wilkie, section liaison to SAC. His work for many years has made our guidelines process successful.

From the Information Exchange meeting:

The Task Force on Core Competencies for Special Collections Professionals submitted its document Guidelines: Competencies for Special Collections Professionals to the ACRL Standards and Accreditation Committee for review at its meeting held on Sunday, June 29, 2008 at the Disneyland Hotel in Anaheim. After a short discussion, the

document was approved. It was placed on the consent agenda for the meeting of the ACRL Board of Directors held on Tuesday, July 1, 2008 at which time it was also approved. The Guidelines are now posted on both the RBMS and ACRL websites for all members to peruse. The Task Force, having completed its charge, was officially disbanded at the meeting of the RBMS Executive Committee, June 30, 2008.

c. Guidelines for the Digitization of Special Collections Task Force & ALA/SAA Review of the Joint Statement on Access Task Force

From the Information Exchange meeting:

The Digitization in Special Collections Task Force, along with 37 guests, reviewed the Task Forces recently approved charge and discussed a variety of deliverables including a Principles for Digitized Special Collections statement, a bibliography of digitization and project planning resources, and a manifesto document to help guide special collections materials involved in mass digitization projects. These documents will likely be posted on the RBMS website, on the Task Forces web page. Possible liaison relationships, across and outside of ALA, were discussed, including ALCTS PARS, ALCTS NRMIG, SAA Metadata & Digital Objects Round Table, and the ARL Working Group on Special Collections.

8. Programming

a. 2008 Preconference Program Planning (Los Angeles) - K. Kiesling

Evaluations of the preconference will be available by Midwinter and will be shared with local arrangements.

From the Information Exchange meeting:

Thanks to everyone who attended “Rare and Special Bytes: Special Collections in the Digital Age.” It was your participation and lively discussion that made the preconference a success. Two questions: “Did you have fun?” [The response was an enthusiastic “yes!”] “Did we make you think?” [The response was another enthusiastic “yes!”] Then we did our job. Thank you!

b. 2008 Preconference Local Arrangements (Los Angeles) – V. Steele/S. Allen

No report.

c. 2008 Conference Program Planning (Anaheim) – K. Bachli

No report.

d. 2009 Preconference Program Planning (Charlottesville) – A. Nelson

Nelsen requested clarification about whether Publications Committee approval was needed for the website created by the History subcommittee (led by Elizabeth Johnson and Dan Slive) Johnson was worried that this would take too long, since the

subcommittee plans to work on this over the next year. After suggestions by Lacy and Conway, it was agreed that a general plan for publication be approved, and that the subcommittee could work on the details. Approval of each piece of content has never been needed, according to Belanger.

Nelsen made the distinction between a published keepsake (which will be a formal publication with review from Publications) and the website, which should be more to publicize the preconference. The exhibit will be led strongly by Rare Book School and is just getting under way.

The History subcommittee will continue working with the RBMS web editorial team to put history information on the website. This will be separate from the official preconference site, which will have registration information, etc. Lacy said published information on the RBMS website is approved by appropriate committee chair, which means Exec. approval is not needed.

From the Information Exchange meeting:

The 2009, 50th anniversary preconference will take place Wednesday, June 17 through Saturday, June 20 in Charlottesville, VA, site of the first preconference. Programming will take place both on the grounds of the University of Virginia and at the Omni Hotel at the entrance to the pedestrian mall in downtown Charlottesville.

The program is titled “Seas of Change: Navigating the Cultural and Institutional Contexts of Special Collections”. The program will look outward to examine changes – past, present and especially future – in the world around us and which our profession must address.

The contexts that we have identified to date, and the speakers who have accepted our invitation to address them, are as follows:

- Academic Research Universities: John T. Casteen, III, President of the University of Virginia
- Working with our Research Communities: Professor Fran Blouin, University of Michigan
- Professional Organizations and Library Education: Professor Beverly P. Lynch, UCLA
- Collecting and the Book Trade: Katharine Kyes Leab, Editor (and Fearless Leader), American Book Prices Current
- Publishing and the Popular Consumption of Print Materials: Eli Horowitz, Publisher, McSweeney’s Quarterly Concern
- Academic Library Systems, Domestic and International
 - Robert Darnton, Carl H. Pforzheimer University Professor and Director of the University Library, Harvard University
 - Dr. Sarah E. Thomas, The Bodley’s Librarian and Director, Oxford University

The committee has identified two more potential speakers who have not yet been approached.

The program will include short papers pertaining to “New and Emerging Voices” in which we intend to feature the perspectives of persons new to special collections, including traditionally under-represented cultural communities. Short programming will also include discussion groups. Further information about specific discussion topics will be available later.

Kenneth Giese of the Rare Book School, with the assistance of members of the 2009 program committee, will mount an exhibit on the history of the section and the preconference in the Dome Room of the Rotunda at the University of Virginia. Tour options will also be available. I hope that we will see you all there.

e. 2009 Preconference Local Arrangements (Charlottesville) – C. Dupont

From the Information Exchange meeting:

The 2009 RBMS preconference will be held in Charlottesville, Virginia, from 17-20 June – a Wednesday through Saturday morning schedule instead of the usual Tuesday through Friday. The ALA Annual Meeting will be held in Chicago from July 9-15. The main Preconference hotel will be the Omni, which is located at the head of the downtown pedestrian mall in Charlottesville. We have reserved 181 rooms – the largest room block ever. The room rate is \$189/night for singles and doubles. Additional room blocks will be reserved at Hampton Inn or Courtyard Marriott on Main Street, about halfway between the downtown mall and the University of Virginia grounds. Dormitory accommodations at the University of Virginia will also be available.

Preconference workshops and a booksellers’ showcase will be held at the Omni on Wednesday, where there will also be an opening reception that evening. On Thursday, shuttle buses will take us to the UVa grounds. Programming will be held in the Newcomb Hall conference facility. Tours of the Albert and Shirley Small Special Collections Library and exhibits will be offered during the day. An evening reception, sponsored by the UVa Library, will be held in the Colonnade Club pavilion garden. Programming on Friday and Saturday morning will be held at the Omni. Friday evening will be a restaurant night. On Saturday afternoon, tours of libraries and museums in Richmond, including their conservation facilities, will be available. Additional tour opportunities on Saturday and Wednesday will include Thomas Jefferson’s Monticello, James Madison’s Montpelier, James Monroe’s Ash Lawn, and local wineries. Rare Book School will hold classes immediately before and immediately after the preconference for those who wish to take advantage of both in one trip.

f. 2009 Conference Program Planning (Chicago) – S. Smith

From the Information Exchange meeting:

The 2009 Conference Program Planning Committee met Sunday morning, June 12. The conference program will be entitled “Documenting Tragedy: Special Collections on the Front Line and the Front Page.” This session deals with institutional crises in the form of tragedies and the role that archives and special collections play in responding to these events. These responses serve the crucial function of documenting such happenings. They also, however, play a role in helping the institution manage and respond to the event.

Because these events are often emotionally charged and involve intense public and media scrutiny, the archival and library response can be challenging. The participants on this panel all have first hand experience in such matters. Participants will come from Syracuse, Virginia Tech, Oklahoma State, and Texas A&M. Cosponsors include ALCTS-PARS and the Society of American Archivists. The committee consists of Beth Whittaker, Jane Carpenter, Deborah Whiteman, Jennifer Paustenbaugh, and Steve Smith.

9. Publications (Publications Committee, RBM, RBMS Newsletter, Web Editor)

Eric Holzenberg asked whether Exec. could fund the increased costs of the issue tied to the preconference. Does the section think that regular publication of increased publication is worth continuing and does it therefore merit regular funding from the section?

Dupont refreshed the group on the structure of *RBM* and its relationship with ACRL, its editorial board, etc. There are also guidelines for the preconference planning chair, which is under the rule of RBMS. Should serving as a guest editor for that issue be included as part of that person's duties and should it be built into the planning and budget?

Overholt said part of the reason it has not been formalized is that we are not sure the preconference will result in a certain number of papers that merit publication. The guest editor may need to make difficult choices about what to publish. Holzenberg said this discussion needs to be taking place ahead of time to prepare speakers so that they are able to produce good manuscripts.

Bregman, a member of the editorial board, believes a subscription to *RBM* should be a benefit of section membership. This would result in a lower cost to subscribe as well as other financial benefits for subscribers, advertisers, the section, etc. The issue of the relationship between between ACRL/RBMS membership and *RBM* is complicated and cannot be resolved yet because a new editor needs to be appointed.

Raine pointed out that after the papers are ready for publication, it is too late to line up fundraising. He believes expanded publication costs need to be a budget item.

Dupont said we cannot take a recommendation at this point at this time. Exec. will raise this issue with the new editor and editorial board. Appointment will be official after approval by ACRL board and announced to the section. Exec. will take this further.

Dupont recognized the contribution of Henry Raine as guest editor for the recent issue.

From the Information Exchange meeting:

The Publications Committee met on 28 June and renewed its commitment to producing a compact PDF version of *Your Old Books* that could be replicated readily and inexpensively. This is intended as a supplement to the version that is currently on our Web site. We are reviewing several different formats that are possible for this purpose.

Our committee was also approached recently by the Exhibitions Awards Committee for assistance with the creation of templates for the annual list of submissions to the

competition relating to library exhibition catalogs and for the actual award certificates that are presented to the winners of the competition each year. These tasks clearly fall within the purview and charge of the committee, and we are happy to undertake these. In other words, the editorial content of these lists and certificates will remain the responsibility of the Exhibitions Awards Committee, but the design and production of the printed pieces are logically functions of the Publications Committee.

We have also been approached by members of the section who are working on the fiftieth-anniversary celebrations in Charlottesville to assist with the publication of a keepsake volume that will help commemorate this occasion. This, too, seems perfectly in keeping with the charge of our committee, and we will be pursuing this highly desirable project as well.

In his capacity as the liaison to the ACRL Publications Committee, William La Moy reported that an ACRL-appointed search committee had interviewed candidates for the position of the editor of *RBM* (the position vacated by Richard Clement) and that this committee would soon be making its recommendations to the ACRL board.

Chris Smith, our new Web editor, then reported on the activities of our Web team, which take place under the aegis of the Publications Committee:

At the midwinter conference, asst. editor James Ascher and I put out a call for volunteers. Since then James has been working with Leigh Anne Palmer, Shannon Supple and Athena Jackson; and all have assisted in updating site content.

One of the new features of the site is a search box that has been added to the controlled vocabularies page, enhancing functionality.

Also, we are monitoring site usage with Google analytics.

The reports generated are extensive, so I will just share a few of the figures.

From the period of Feb 11 to Jun 22, the site was visited approximately 39,000 times with around 74,000 page views, approx. 25,000 of these were for the YOB page with an average time of a little over 3 minutes.

And finally, I would like remind committee chairs send updates to editor@rbms.info

11. Committees

a. Archivist/Records Manager

No report.

b. Bibliographic Standards – R. Brandt

With the subcommittee name changed from Thesauri to Controlled Vocabularies, the name of the appointment with ACRL should be changed, as well. Brandt proposed changing the Thesaurus Editor to Controlled Vocabularies Editor. Approved.

Due to the great crowds of people attending BSC and controlled vocabularies meetings, he will be requesting larger rooms. The white board was also very helpful. Since groups are doing more work online, having a live internet will be increasingly important. Dupont told committee chairs that this is a cost, since hotels generate revenue based on these services. We can ask, but we need to justify why they are needed. We also need to ask well in advance so needs can be evaluated and supported.

Dupont thanked Brandt for the work of the committee, particularly that which lead to the publication of DCRM(B)

From the Information Exchange meeting:

The Bibliographic Standards Committee met on Saturday morning to a capacity crowd. Much of the committee's work continues to involve development of Descriptive Cataloging of Rare Materials (DCRM) standards. DCRM(Books) has sold out its initial print run and has gone into a second printing, with corrections, that will be available from the Library of Congress in early July 2008. There are currently five DCRM components in various stages of completion: DCRM(Serials) is undergoing final review by CPSO and CC:DA and will be submitted for publication in August or September; DCRM(Music) is making good progress and should have a draft available for public comment by Midwinter 2009; DCRM(Graphics) and DCRM(Manuscripts) held their first full editorial meetings at ALA; BSC approved a proposal for DCRM(Cartographic) and will appoint an editorial team by Midwinter 2009. BSC approved a name change for the Thesaurus Subcommittee to the Controlled Vocabularies Subcommittee and approved eleven new terms and changes to three existing terms. The Subcommittee has started a wiki for terms under consideration, which has greatly streamlined work between meetings.

c. Budget and Development – M. Nichols

From the Information Exchange meeting:

The incoming chair of the committee, beginning after ALA, will be Elaine Smyth. In the meantime, at its ALA meeting, the committee discussed the 2008 preconference and plans for 2009; fundraising for preconference scholarships; the Leab Award fund, which helps support the work of the Exhibition Awards Committee; and the development database.

Some bits of good news:

- The 2008 preconference will finish in the black. We congratulate the preconference planners on its success.
- Donations made by RBMS members toward preconference scholarships topped \$1,000 this year.
- The Exhibition Awards Committee is now receiving monthly reports on the Leab Award fund, which is very helpful.

There were 22 preconference scholarship recipients this year. RBMS will ask ACRL for some funds to use toward preconference scholarships again for next year, and we

discussed possibly using some of that funding for paraprofessional staff to attend the preconference, in addition to funding for people from underrepresented demographic groups. This funding for paraprofessionals could open up another avenue for the growth of the Section, and might attract more new people into our profession. So we hope.

d. Conference Development – E. Johnson

Elaine Smyth had proposed 2011 preconference be hosted by LSU. There were no other proposals. No second needed. Approved.

This information can be shared as a recommendation since people want to know where the preconference will take place. In October, ACRL Board will approve and make it official and planning can begin.

From the Information Exchange meeting:

The Conference Development Committee approved a proposal from LSU to host the 2011 RBMS preconference in Baton Rouge. The ALA Annual Meeting that year is in New Orleans. This proposal will be forwarded on to the Executive Committee with a recommendation for its approval.

Looking ahead to future summer ALA meeting sites the committee is looking for host institutions for the 2012 preconference when ALA is back in Anaheim; 2013 with ALA in Washington, D.C.; and 2013 with ALA in Las Vegas. With the large number of attendees at the last several five preconferences, the Conference Development Committee has appointed a sub-committee to investigate aspects of the changing size of the preconferences.

e. Diversity – A. Lane/F. Peña

Dupont thanked Lane and Peña for their service during this transitional time between task force and committee.

From the Information Exchange meeting:

1. CULTURAL COMPETENCIES SEMINAR AT RBMS PRECONFERENCE
2009

Committee member Kathleen Burns of Yale started a lively discussion on her idea of the Committee organizing a seminar on cultural competencies—what they are, how we develop them, and how they could benefit library staff, patrons and users—hopefully for our preconference in Charlottesville next year.

The Diversity Committee will of course work with the Seminars Committee on putting this together, and additionally it will collaborate with the ACRL Committee on Racial and Ethnic Diversity, which is currently involved in a project to develop guidelines on cultural competency as is soliciting the input, knowledge and experience of other ACRL sections and committees.

The Diversity Committee also discussed possible speakers and the necessity to have an experienced facilitator lead such a seminar and identified possible funding sources like the ACRL Action Plan and ARL's Diversity Initiatives.

2. TOOL KIT REVISIONS

The Committee also finished revising a large portion of its Diversity Presentations Tool Kit, which includes guidelines and advice for RBMS members to make presentations on special collections librarianship locally within their own communities to undergraduates, high school students and paraprofessionals in institutions or areas with large communities of underrepresented groups. We will present these documents to the Executive Committee in the next couple of weeks for their review and approval, and then we hope to have them posted on the RBMS website. Members of the Committee made very successful presentations in San Antonio in 2006 and Seattle in 2007, before and after our mid-winter meetings in these cities. Now we want to encourage other members of RBMS to do the same so that we don't have to do it all ourselves.

The Diversity Committee is also working on a dynamic, Wiki-like portion of the Tool Kit which will include links to ALA-accredited MLS programs, scholarship and mentoring opportunities for members of underrepresented racial and ethnic groups, and examples of interesting and innovative online exhibitions. RBMS website users will be encouraged to add or update the content of this list, and the whole thing will be suitable for printing and distributing as a handout at presentations.

3. NEW COMMITTEE LEADERSHIP

Finally, Anne Marie and I will be stepping down as co-chairs of the Committee, and Veronica Reyes Escudero and Athena Jackson will serve as new co-chairs for the next year.

f. Exhibition Awards – R. Noble

No report.

g. Membership and Professional Development - E. Ellickson

Ellickson would like to begin a discussion of how to manage and store RBMS images, such as her slideshow and informal photos from preconferences. Johnson said this had been discussed in the work of the History subcommittee. Bregman will check on whether the ALA archives have a provision for archiving digital images and websites.

Ellickson said the original idea had been to play the slideshow during the introduction to RBMS session of the preconference, but this did not work out. It played at information exchange, where it was well-received. The new chair of M&PD, Donna Davey, will be following up on this.

Dupont welcomed Davey and offered Exec.'s support, and thanked Ellickson for her great service.

From the Information Exchange meeting:

The Membership & Professional Development Committee is continuing its work on developing evaluation forms for the Mentoring and also the Buddy Programs. And we are continuing to work on a FAQ for those new to the profession as well as a list of experts in various special collections fields who would be willing to answer specific questions from new librarians.

Now to M&PD Hollywood: At Midwinter, in Philadelphia, at Info Exchange, a project was pitched. It was to be a PowerPoint presentation consisting of head shots of RBMS committee chairs, Executive Committee members, etc. Possibly titled "RBMS Head Shots," the plan was for it to play silently and continuously on a large screen in the background of the Introduction to RBMS segment of the Preconference opening ceremonies.

After the Info Exchange pitch, the next morning the project was greenlighted by Exec and it was in development during the spring. Finally, "RBMS Head Shots" was completed and ready for distribution and exhibition at the Preconference. Distribution wasn't a problem but exhibition was. First sunlight and then technical difficulties intervened and "RBMS Head Shots" has gone straight to video.

Unexpectedly and happily, it was shown here at Info Exchange, before official business began, so it has had an official debut.

It is possible that "RBMS Head Shots 2008" will become a cult favorite and it is likely that it will spawn many sequels: RBMS Head Shots 2009, 2010, etc.

To end on a personal note: I will no longer be reporting to you about M&PD activities. That task will fall to the new chair, Donna Davey of NYU. I'd like to welcome Donna, I'd like to thank all the Committee members I ever worked with, and finally --what else?-- I'd like to thank the Academy.

New action item: Exec. will work with Davey & Bregman & Conference Development & web team to explore: how to acquire images [as part of local arrangements, perhaps?] how to acquire permissions/policies, technical issues of archiving, etc.

h. Nominating – Schroeder

No report.

i. Security - R. Oram

Oram gave an update on the proposed schedule of standards revision for the combined document, including text on what to do in the aftermath of theft/recovery. Work should be complete by August, and it will be posted on website, with a hearing scheduled for

Mindwinter. This will be a consent agenda item for approval during winter 2009, and SAC approval should come at Annual 2009.

IFLA is interested in this document as well and may adopt these after ACRL approval at August IFLA meeting. SAA may endorse these as well. Oram will be soliciting comment from the archival community, as well as others, but there will be no formal organizational review. Informal discussions with SAA leadership might be warranted as well. A final review should make sure the guidelines are internationally appropriate, and Oram needs to determine whether to make the references to “libraries and archives” or not.

Oram also asked about collaborative software for writing which came up during drafting these guidelines. ALA does not seem to support this. Are wikis the answer? Lynne King as ACRL liaison said ALA is working on ALA communities software, and it should be much more sophisticated. She has no details. This has implications on room scheduling, too since groups will need to access shared web spaces with their work.

Dupont said he has gotten wikis for ALA committee work (both public or private) through ALA. King said ALA web advisory committee was meeting at this time. Dupont has contact info.

Dupont asked if there was more information about registry of missing items. Oram said he is working very closely with RLG programs and OCLC on this initiative. There are lots of opportunities for section members to participate in the development of this product/solution. He anticipates a regular agenda item on this topic at their security meetings. Input from members, particularly catalogers, will be solicited and there will be chances to participate.

From the Information Exchange meeting:

Rich Oram reported on new developments relating to the reporting of missing/stolen rare materials. Just before Annual, a group of librarians, booksellers, law enforcement, and OCLC representatives met at the Getty Center to discuss the prospects for adding information about missing materials to existing bibliographical records. The meeting was positive and fruitful, but further discussions are required. An expanded and enhanced Security web site is now available (<http://www.rbms.info/committees/security/index.shtml>), which includes a resourced directory. Most committee work has been devoted to a combined revision of the Security and Theft Guidelines, which should be complete by Midwinter 2009.

j. Seminars - A. Nelsen

Dupont thanked Nelsen for his service.

From the Information Exchange meeting:

The Seminars Committee has updated seminar preparation documentation and timelines with the addition of clearer guidelines and standards first announced last year at Info

Exchange in Washington, DC. The newly updated information should be appearing on the RBMS website soon.

The committee met yesterday and discussed many ideas and will be planning a full complement of seminars for the 2009 preconference under the direction of incoming committee chair Erika Dowell, with whom I've had the pleasure to work for the past two years and who I am thrilled to see assuming leadership of the committee. Thank you.

12. Discussion Groups

a. Collection Development - L. Black

Dupont announced Bregman is no longer co-chair. New co-chair is Ron Lieberman. Dupont thanked Bregman for his service as co-chair and co-founder.

From the Information Exchange meeting:

The Collection Development Discussion Group held a joint meeting with the Public Service Discussion Group. About 40 people attended the meeting. After introductions and collection news reports from participants, the discussion concerned varieties of interaction between public services and collection development staff. Those acquiring materials need to learn about patron interests, and those directly working with users need to know what is being added to the collection. A lively discussion developed on both traditional and novel means of getting and disseminating acquisitions and usage information: through face-to-face meetings, new acquisitions and "reader's choice" exhibits and printed newsletters; and increasingly, through blogs, RSS feeds, wikis, videos and e-publications. The group discussed the advantages and of new forms of these communication, but acknowledged that the archiving and other organizational features of list-servs, for example, needed to be developed in less mediated applications.

The other main topic of discussion concerned "nineteenth-century materials in the stacks and in the vault". While bibliographical descriptions and control for early printed material is quite well advanced, that for the nineteenth-century is less developed: bibliographical records have generally not been created by rare book catalogers, and often gloss over the complexity of publication attested to by the Lucile Project and other studies. Policies for the transfer of hand-press books of the early-nineteenth century, and of children's books, pamphlets and other fugitive publications were discussed. It seemed to be agreed that the identification and protection of books considered "semi-rare" could be aided by the new ACRL Transfer Guidelines, and that rare book and special collections librarians should be active in advocating for their institutional colleagues to help implement these guidelines.

b. Curators and Conservators – D. Conn

Dupont announced the new co-chairs and thanked Conn, who was not present, for her service.

From the Information Exchange meeting:

The Curators and Conservators Discussion Group met at Disney's Paradise Pier on Saturday afternoon. Dianne van der Reyden, Director for Preservation at the Library of Congress, spoke to the group of 21 about the role of preservation in exhibitions. Dianne made all of us cringe with some of the horrors she has seen while working in the field. After her presentation, Dianne answered many questions from the floor on the topic of exhibitions and the use of digital exhibits to help promote collections.

The current chair, Donia Conn, has stepped down and the new co-Chairs are Ken Lavender of Syracuse University and Beth Kilmarx of SUNY Binghamton.

c. Manuscripts and Other Formats - L. Black

From the Information Exchange meeting:

Thirty-three librarians, archivists, and curators met to share news of recent conferences and new initiatives, as well as to discuss topics relevant to the profession. An in-depth discussion of student internships blossomed, as visitors shared their interest in establishing such programs. The creation of a national online clearinghouse of available internships designed to meet the needs of graduate students enrolled in online programs seeking regional appointments was suggested.

The group next addressed challenges associated with remote storage. One attendee became the subject of a case-study, as she coordinates supervision of a reading room in an off-site storage facility. Among the concerns raised were the risks associated with the transportation of materials between libraries, including insurance and safety issues.

Many of the concerns we face in the reading room, such as supervision of researchers and security cameras were evaluated in the context of off-site storage. Discussion shifted from patrons to staff, as attendees reported on staff producing more product with less process off-site. However, concern was addressed that staff working remotely are not fully integrated into the department workflow and are not seeing how collections are actually used. None in attendance were using Archon or Archivists Toolkit remotely.

Please send topics for future meetings to Co-chairs Lois Fischer Black (lob206@lehigh.edu) or Kate Colligan (katec@pitt.edu).

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

From the Information Exchange meeting:

The MARC for Special Collections Discussion Group met on Sunday, June 29, with 48 attendees. We heard a brief presentation from Matt Goldner of OCLC regarding WorldCat Local, a new initiative which marries the "FRBRized" records of the WorldCat.org site with holdings and availability information drawn from the ILSs of participating libraries. This presents a number of concerns for special collection catalogers, who note that the distinctions between different editions/issues/states of books are obliterated in WorldCat Local. Many expressed the concern that administrators would opt to replace local OPACs with the much less expensive WorldCat Local if it met the

needs of the bulk of users, even if it works poorly for our needs. Goldner emphasized that OCLC is aware of the concerns of the special collections community, and is putting together an advisory task force to address them, in consultation with the Bibliographic Standards Committee.

We then transitioned to a discussion of the problem of "concealed" editions, where a resetting of type has occurred without any outward indication of a new edition. The possibility of putting bracketed information in the 250 was discussed but this would work less well for editions where the priority was not known. This led to a related discussion of the problem of how to enhance a WorldCat record which does not distinguish between two concealed editions. There seemed to be consensus that you should always catalog the book in hand, and make a record that represents it if there isn't one already.

We closed with a brief discussion of the best ways to explain cataloging policies to non-librarians, if they object to the way something is described in the catalog. Suggestions included emphasizing the importance of consistency of treatment as a benefit to the scholarly community, and explaining the procedures for having policies changed.

e. Public Services –S. Walker

Public Services met with Curators and Conservators at Annual.

LaNina Clayton's term as co-chair expires. Margaret Tenny is the new co-chair.

13. Liaisons

a. ACRL – L. King

King's term of service is ending. There is now a review step for section programs. ACRL Professional Development Coordinating Committee is nearly ready to put this step in place. Responding to membership needs to shorten the conference, ALA will now end on Tuesday starting in 2010. They also want to make distances between hotels shorter. Meeting schedule options over a shorter conference time have necessitated spreading out meetings over non-prime times.

Sections are now no longer required to have formal bylaws. ACRL has provided template for transferring bylaws. She reiterated the policy about political speech mentioned by Lacy. Dupont said section business (including website and listserv) needs to have language to clarify this. ACRL should get this language within next few weeks. *[These changes have been made]*

Dupont thanked the board for approving the proposal for regional workshops and is interested in hearing the outcome of the report on the impact of the scholarship program. King says RBMS's report is a model of how assessment in ACRL should be done (based on what Board members have seen) Schroeder said at least some notice of this report in *C&RL News* is warranted. Dupont asked for the guidance of the board as to how to publicize this.

Dupont thanked King for her service. New ACRL board members are coming on. John Lehner of University of Houston will be our new liaison.

b. ACRL Board – Dupont

From the Information Exchange meeting:

At its spring meeting, the ACRL Board approved our proposal to offer traveling RBMS workshops. The idea to take our more popular preconference workshops on the road came out of preconference evaluations and member suggestions. Past section chair E.C. Schroeder led the proposal development, working closely with members of the Conference Development Committee and ACRL conference supervisor Tory Ondrila. As a pilot project, the ACRL Board has approved our organizing two workshops in the coming fiscal year. The topic and locations of the workshops will be determined by a Conference Development subcommittee, which will also work with local organizers on the workshop arrangements and promotion. Workshops funding will be budget neutral: costs will be covered by registration fees and whatever additional contributions host institutions may choose to provide in the form in-kind donations of catering or otherwise. If successful, approval to offer workshops in future years will be sought.

With the awarding of Action Plan funding for 2007 RBMS Preconference scholarships, the ACRL Board requested a report on the impact of scholarship funding on membership recruitment and retention. E.C. Schroeder, Mary Lacy, and Christian Dupont worked on the report, with the help of members of the Membership and Professional Development and Conference Development Committees and ACRL executive staff. The report was submitted to the ACRL Board in late May, and will be reviewed by the Board at its meeting on Tuesday. It is also available on the RBMS website. Some highlights from the report: between 2000 and 2007, a total 104 preconference attendance scholarships were awarded; of these 85 went to first-time attendees whose career focus was stated or understood to be special collections libraries (the other 19 were awarded to new and aspiring archives and museum professional under the ILMS grant that support the 2006 preconference on library, archives, and museum intersections). Among those who received scholarships in 2005 or earlier (51 total), 31 (60.8%) were still members after 3 years. Taking once again all 85 librarian scholarship recipients, 25 (29.4%) were identified as having served one or more years on an RBMS committee or task force by 2007. These and other data analyses in the report indicate that the scholarship program has had a positive effect on recruiting and retaining new members.

Our ACRL Board liaison Lynne King will be concluding her four-year term at the close this ALA Annual Meeting. Lynne has been a wonderful liaison and I am grateful for her service. Our new ACRL Board liaison will be John Lehrer, deputy university librarian at the University of Houston.

c. ACRL Sections Council – M. Lacy

From Information Exchange:

ACRL Sections Council, Friday, June 27, 2008

Bylaws revision: As a result of the bylaws change adopted by ACRL in the last election,

all sections will be migrating their bylaws into governance procedures. ACRL is providing a template into which our bylaws can be cut and pasted. We can send them by ACRL if we like, but this should be a fairly mechanical process; we can post the draft to the website for comment and should have it approved and final copy sent to ACRL by end of Midwinter. Future changes to the procedures can be approved by the RBMS Executive Committee and copies of the revised procedures sent to ACRL.

Political speech: In order to preserve ALA's tax-exempt status, political speech (defined as advocating for specific candidates, or for an organization with a perceived leaning, such as ALA, any information about specific candidates) is strictly forbidden. This includes ALA listservs, whether hosted at ALA or not. ACRL will provide us with language explaining this which we can add to our listserv FAQ. If our moderator is willing to enforce these rules as vigorously as other listserv rules are enforced, we will be ahead of other ACRL sections.

ALA conference schedule: ALA is looking to reduce its footprint in terms of the number of concurrent hotel rooms required, and ultimately its length in finishing on Tuesday instead of Monday. This will affect our conference program in 2009 as the 1:30 timeslot has been cut to 1.5 hours (there is also a 4-6 timeslot). Regular scheduling for the 8-10am and 4-6pm timeslots is encouraged.

d. ACRL Budget and Finance - S. Taraba

Not present.

e. ACRL Membership - E. Ellickson

Nothing further to report.

f. ACRL Professional Development - E. Ellickson

Nothing further to report.

g. ACRL Publications – W. LaMoy

Not present.

h. ALCTS/PARS -- D. Conn

From the Information Exchange meeting:

PARS Liaison Report

The PARS meeting at Annual was jam packed with valuable information for RBMS members.

Jennifer Hain Teper introduced a project at UIUC on preserving AV materials in small institutions. This project is still in its early stages but you can keep up at the project wiki

at <https://wiki.cites.uiuc.edu/wiki/display/AVSAP/AVSAP=Home+page>

Columbia University Library's Audio and Moving Image Survey Tool is also now online and can be accessed at

<http://www.columbia.edu/cu/lweb/services/preservation/index.html>

As part of the IMLS Connecting to Collections project, the Bank of America is partnering with IMLS to offer grants to small museums, libraries and archives for preservation.

More information on the grant can be found at

<http://www.imls.gov/collections/grants/boa.htm>

The American Institute for Conservation's Cultural Emergency Response Team is assembled and ready to respond to disasters. If your institution has a disaster and needs assistance in recovery, call 24hrs (202) 661-8068

Finally, The University of Michigan is starting a specialization in Preservation of Information covering paper-based and digital collections. For more information, see

<http://si.umich.edu/pi>.

i. MAGERT-N. Kandoian

Not present.

i. GODORT

Lacy reported Michael North is stepping down as liaison. [*New liaison is Arlene Shaner.*]

j. IFLA – Susan Allen

She reiterated the need for an RBMS member to put themselves forward for nomination by ALA. Barbara Paulson has been the official liaison between RBMS section of ALA and that of IFLA. Marcia Reed has been serving as a nominee of her home institution. Exec. has passed on names to ACRL International Relations Committee, which recommends people to the ACRL board.

Dupont anticipates that candidates' names will go forward and RBMS will have representation. We need to clarify this process. Allen said there are two vacancies – one has been vacant due to a resignation immediately after appointment since there was not enough time to appoint someone else.

k. CALM – C. Dupont

From the Information Exchange meeting:

The ALA/SAA/AAM Joint Committee on Archives Libraries and Museums (CALM) held an informal gathering on Sunday morning from 10:30-12:00 in the Hilton Anaheim. CALM is composed of representatives from the American Library Association (ALA), the Society of American Archivists (SAA), and the American Association of Museums

(AAM). CALM holds three official meetings a year at the respective annual meetings of the three organizations; the official ALA meeting is held at Midwinter. At our informal gathering this morning, the ALA Emerging Leaders group that had been assigned to us for the past six months showed us the wiki site that they had been developing to serve as central information point for CALM and the three organizations it represents. Among other features, the site includes links to relevant organizational documents and committees and information about conference programs, workshops, and topics of shared interest, such as funding sources and advocacy. Strategies were discussed for transitioning responsibility for maintaining the site from the Emerging Leaders group to regular CALM members and interns. We also heard reports on upcoming CALM-sponsored conference programs, including a panel session on data curation that will be held at the upcoming SAA annual meeting and a panel on case studies in library, archives, and museum convergence that Jennifer Schaffner of RLG Programs/OCLC has been organizing.

l. ARL Working Group on Special Collections: K. Kiesling

Kiesling said Lacy should forward guidelines on core competencies to Alice Prochaska [chair of ARL Working Group on Special Collections] since this initiative derived from the work of the earlier ARL Special Collections Task Force. The Working Group ought to be responsible for promulgating this document.

Action item: Lacy will discuss this with Prochaska.

m. SHARP – Duroselle-Melish

Not present.

n. BSA – Marcia Reed

Not present.

o. APHA – Peña

Nothing further to report.

p. ACRL Standards and Accreditation – E. Wilkie

Both recently approved guidelines were sent to SAC well in advance of the meeting. Other sections with guidelines under discussion were not as well organized and the meeting went too long. Wilkie suggested future section document authors ask for discussion of their documents to be first, since they need to get to the Information Exchange meeting. Dupont and Wilkie emphasized that having clean copy and the complete transmittal sheet are essential to the success of the process.

SAC is going to propose to ACRL that appendices at end of all guidelines be removed from the documents themselves and published online and updated on the fly (without SAC approval) Since the only RBMS guidelines that are under auspices of a standing

committee are the security guidelines, who will take responsibility for maintaining links in guidelines for task forces that don't have a resident committee responsible?

Dupont said this should be monitored. Broken links as well as appearance of new information that should be added will require maintenance. A statement should be provided on the web site regarding how to submit corrections and additions.

Action item: When the change is made, Lacy or Dupont should be contacted for text to include about how to notify of needed maintenance.

Dupont recognizes that RBMS website is hosted on an independent commercial site. Commercial hosting is inexpensive, but not free. No official plea for donations can be made since section funding cannot be used since we are unofficially maintaining our own site outside the ALA server. Dupont says he will ask for reimbursement from ALA since he has nothing to lose. Failing that, he will make plea for funds to listserv.

p. SAA – J. Schaffner

Nothing further to report.

14. Old Business

a. RBMS Traveling Workshops/Seminars (Schroeder)

These workshops, now called “regional workshops” have been approved. Conference development and Schroeder will look at potential sites for two workshops. Jane Gillis (Conference Development), a member-at-large, and a member of M&P will form a subcommittee. Schroeder will create a charge for this subcommittee. This will be a one year appointment for now. Schroeder will consult in the future as this goes forward.

Dupont thanked Schroeder for his work on this.

Conway seconded. Approved.

b. Preconference scholarship award committee charge

Charge is done and mounted on the website.

c. Preconference scholarship assessment report

This report has been filed with ACRL. RBMS awaits their feedback.

d. Committee appointment terms

Dupont said the issue is ensuing continuity of leadership when committee chairs are responsible for long-term projects. Lacy, who is now responsible, said not much work has been done on this. ACRL is open to thinking about different approaches. What if the term limit could be applied differently for chairs, like a resetting of the clock when a member becomes chair? Dupont has talked about this with Mary Ellen Davis (ACRL

staff) Leslie asked for specific next steps since Bib Standards is going to have to ask someone to resign early so they can “rest” for a year before becoming chair. Dupont will work on this more.

Action item: ?

- e. Preconference attendee contact list

Booksellers and other sponsors expect contact lists from preconference. In 2008, attendees could opt out of being included in such a list so this should be resolved. Also, the list is in electronic form so it can be distributed quickly to sponsors.

- f. Liaisons to ABAA, SAA, and other organizations

Most appointments have been made but Lacy still needs nomination for liaison to ABAA—she welcomes names. *[Ron Lieberman was appointed as ABAA liaison following the meeting]*

15. New Business

- a. Draft resolution honoring Henry Snyder in recognition of his NEH medal and other achievements.

Conway and others made some editorial suggestions. She read the charge with the changes. Dupont thanked Belanger for writing the resolution. Moved and seconded. Approved.

Text of the resolution:

Henry Snyder had a notable career as a specialist in eighteenth century English history at the University of Kansas; in 1980-1981 he was President of the American Society for Eighteenth Century Studies. In 1978, he accepted an appointment as editor and director of the Eighteenth Century (now the English) Short Title Catalogue in North America, while continuing his academic career first at Louisiana State University and later at the University of California, Riverside, where he is currently Director of the Center for Bibliographical Studies and Research. Since 1990 he has also served as the director of the California Newspaper Project (CNP), and in 2000 he inaugurated Catágo Colectivo de Impresos Latinoamericanos hasta 1851, for which he has received two grants from the National Science Foundation.

For the ESTC and CNP as well as other projects, he has raised nearly \$20 million in grants from the National Endowment for Humanities, the Andrew E. Mellon Foundation, the Carl Pforzheimer Foundation, the H.W. Wilson Foundation, The Rockefeller Foundation, The Gladys Kriebel Delmas Foundation, the Pew Family Trusts, the United States Department of Education, The Center for Research Libraries, The Swedish-American Foundation, and the California State Library. (Check spelling and cap on these)

Despite his busy schedule, Henry Snyder found time to attend faithfully the Annual Conference and Midwinter Meeting of the American Library Association in order to make oral reports on the projects he directs to the Rare Books and Manuscripts Section (RBMS) at its twice-yearly Information Exchange.

In November 2007, in a ceremony at the White House, Henry Snyder received the National Humanities medal from the President, one of ten persons so honored last year. The medal honors individuals or groups whose work has broadened citizens' engagement with the humanities; the selection process is administered by the National Endowment for the Humanities.

The Rare Books and Manuscripts Section of the Association of College and Research Libraries (ACRL) congratulates Henry Snyder on receiving the National Humanities medal, and expresses its enormous gratitude to him for his many contributions forwarding research in the humanities.

Action item: Dupont will write letter to Snyder and it will be placed on the RBMS website.

We also need a list of resolutions on the website. Dupont showed an official copy of the resolution from ALA honoring RBMS on its 50th anniversary. Brown asked about ALA/ACRL promulgation of this as a press release, perhaps. Also Dupont asked for suggestions of people who should be getting Lifetime Achievement recognition.

b. Timing of conference program and Leab Awards ceremony

Traditionally the conference program fills a 1:30-3:30 slot, with the program followed by the Leab awards. Now we have 1:30-3:00 pm slot for the program and 4-6 pm for Information Exchange. If we move the awards committee to IE (prior to reports) it would fit better and also avoid people leaving before the awards. Consultation has been made with chair of Exhibition Awards.

Dooley asked if we can reflect this in the schedule, perhaps by changing the name of the meeting for annual to "Leab Awards/Info Exchange" on the Annual program.

This is a scheduling issue so it does not require a vote.

Action item: In scheduling RBMS meetings at Annual, the name should reflect the inclusion of the Awards.

c. Discussion of golden anniversary scholarships fundraising plan

We asked ACRL for more money than usual, receiving \$7500 for 2009. We will raise one dollar for every two they give us, up to this amount. Section membership has been contributing through a check-off box on this year's registration. We need to raise money to meet this matching obligation. This will create funds for scholarships for new and aspiring professionals (including underrepresented groups) and also to bring back previous section leadership to celebrate.

Dupont has been talking with Conference Development and Exec. Originally they planned to identify a list of former section leaders to offer hospitality (such as waived registration.) Mary Ellen Davis said since we are using scholarship monies, these funds need to be applied for, instead of simply given to selected individuals.

Dupont proposes a specific category criteria be identified (such as past section chairs who have not attended in 5 years.) There would be a pool of money (to cover x number of registrations) available to this category of people. This would be publicized this via email but also through personal contact encouraging them to apply, with a drawing to award more money if more applications are made than can be funded. This accomplishes the ACRL need for this to be a competitive process while being gracious to those who will receive it. Nicole Bouche asked what happens to unspent money if people do not apply. Since we did not specify how much was going to “golden fellowships” compared to other scholarships, we don’t need to worry about it. We always have more applicants for scholarships than we have money to give, so the money will be spent.

We might also need to reconsider the amount of funding distributed per individual. Leslie asked if not getting award would keep some people from coming. Dupont said this would be small amount of money and should not make the difference in whether someone attends or not, given the other costs associated with attendance at this conference. Belanger hopes everyone identified as worthy can be funded. Criteria might need to be adjusted, but Belanger said if criteria are former committee chairs and Exec members, it is a very small number, perhaps around fifty people. Schroeder asserted the need to publicize this widely to make sure we get the word out.

Nelsen asks for additional names or suggestions to make sure criteria will cast a wide enough net.

This plan was met with general agreement.

Conversation then turned to how to raise that additional \$1500 we need to match for match. Yale University is contributing \$2000 for this year and next year for traditional scholarship recipients in honor of Marjorie Wynne. This will not be included in the match.

Belanger offered contribution from his McArthur award. Dupont thanked him, and recognized that others might want to contribute and we need a mechanism for this. We can publicize this on our website and via direct mail. Through the ACRL Friends program, contributions can be made online with a credit card, and can be specified for RBMS Scholarships. This would be more efficient for ACRL staff.

Action item: Dupont will investigate indirect costs of ACRL Friends program and how to make sure monies are directed appropriately instead of to ACRL generally.

d. Other business.

Dupont thanked outgoing Member at Large Charlotte Brown. Peña will come on as new member. Dupont recognized Leslie as Vice-Chair/Chair Elect. Schroeder's service with Exec. is now complete. Halvorson and Conway will continue as Member at Large. Lacy is now section Chair.

Susan Allen thanked Christian for his service. Lacy adjourned the meeting with the passing of the gavel and the copy of Roberts Rule of Order.

[Minutes submitted by Beth M. Whittaker, RBMS section secretary, xxxx]