

## **RBMS Executive Committee Agenda**

ALA Midwinter 2009 Meeting

Denver, CO

8:00-11:30 a.m., Colorado Convention Center Room 603

**Executive Committee:** Christian Dupont (Past Chair; Atlas Systems), Melissa Conway (Member-at-Large; University of California, Riverside), Hjordis Halvorson (Member-at-Large; Newberry Library), Mary Lacy (Chair, Library of Congress), Deborah J. Leslie (Vice Chair/Chair Elect, Folger Shakespeare Library), Beth M. Whittaker (Secretary; Ohio State University)

**Guests:** James P. Ascher (University of Colorado, Boulder), Terry Belanger (Rare Book School, University of Virginia), Lois Fischer Black (Lehigh University), Randal Brandt (University of California Berkeley), Alvan Bregman (University of Illinois), Alison Bridger (Folger Shakespeare Library), Charlotte B. Brown (UCLA), Ellen Cordes (Yale University), Donna Davey (New York University), Jackie Dooley (RLG/OCLC), Erika Dowell (Indiana University), Ellen Ellickson (Yale University), Sarah Fisher (Yale University), Jane Gillis (Yale University), Athena Jackson, Elizabeth Johnson (Indiana University), Will La Moy (Syracuse University), Jennifer MacDonald (University of Delaware), Laila Miletic-Vejzovic (University of Central Florida), Kate Moriarty (Saint Louis University), R. Arvid Nelsen (University of Minnesota), Jennifer Nelson (University of California Berkeley), Margaret Nichols (Cornell University), Richard Noble (Brown University), Richard Oram (University of Texas at Austin), John Overholt (Harvard University), Barbara Paulson (NEH), Fernando Peña (Grolier Club), Verónica Reyes-Escudero (University of Arizona), Jennifer Schaffner (RLG Programs/OCLC), Nina Schneider (University of California Los Angeles), Stephen Skuce (MIT), Joe Springer (Mennonite Historical Library), Steven Smith (Texas A&M University), Elaine B. Smyth (Louisiana State University), Eduardo Tennenbaum (Princeton University), Margaret Tenney (University of Texas at Austin), Susan Walker (Yale University)

Note: These minutes incorporate reports from RBMS Information Exchange of Sunday, January 26, 2009; these are indicated by the phrase “From the Information Exchange meeting” preceding each report. Thanks are due to committee chairs, task force chairs, discussion group leaders, and liaisons for providing summaries of their Information Exchange reports.

### **1. Introductions**

Lacy called the meeting to order at 8:05 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**

Lacy reminded the group that the meeting minutes will include summaries of reports given at Information Exchange. Since Exec. is the business meeting of the Section, only

action items and items requiring general discussion or advice from Exec. should be brought forward during the meeting by committee chairs and others who appear on the agenda. Lacy noted small changes in names of those who would be reported and timing of items. The agenda was approved.

**3. Approve minutes from ALA Annual 2008** M. Lacy

The minutes were approved as distributed.

**4. Reminders for committee chairs** M. Lacy

Lacy reminded committee chairs, etc. to send Information Exchange reports to Whittaker within two weeks. Chairs should also make sure that formal meeting minutes, including a list of attendees, be posted to the RBMS list and sent to Adam Burling at ACRL by the deadline that will be announced, generally one month after the close of the ALA Annual meeting. *[Deadline for Midwinter 2009 is February 20-bmw]*

Lacy had not heard of any problems with meeting room arrangements. Coding discussion group meetings as committees instead of discussion groups seems to have worked to get the rooms they asked for. Any comments or concerns about arrangements should be sent to Mary.

**5. Consent agenda**

a. No items.

**6. ACRL meeting reports**

a. ACRL Board I & II, 2008 Midwinter C. Dupont

No further report.

(see ACRL Board Liaison report below)

b. Section Leadership and Sections Council M. Lacy/D. Leslie

Lacy and Leslie attended. The major discussion item was the impact of the shortened ALA meeting schedule. Also, the report of the ALA Task Force on Electronic Member Participation has several recommendations. It will require some effort on the part of ALA to make this happen but it will make some things easier for members. Report says “experiment with” and regards this as experimentation. The relationship between ACRL & RBMS would be good questions for ACRL candidates who will be visiting the meeting later.

From the Information Exchange meeting:

Two prominent topics at both ACRL meetings could have a potential major impact on RBMS activities. Section leaders discussed and commented on recommendations of the report of the ALA Task Force on Electronic Member Participation: which would benefit the sections, and what would cause problems. Issues pertaining to virtual participation in

committees, programs, and conferences are of great importance in economic hard times, and may be key to being able to maintain our vitality as fewer institutions support travel to meetings and conferences, and RBMS is already exploring ways of sharing its program content with remote audiences. The second topic concerned ALA's reduced footprint at future conferences; starting in 2010, the last full day of ALA meetings will be Monday (rather than Tuesday). ACRL is shifting its required meetings around ALA's projected no-conflict time slots, and put forward draft schedules for comment at Leadership Council. One proposal scheduled all section executive committee meetings to meet on Saturday morning. Discussion revealed a wide variety of practice among sections: some have two meetings (one at the beginning and one at the end), and some have a council of section chairs in addition to an executive committee. We will have an opportunity to comment on the draft ACRL schedule this spring, before it is finalized and we schedule RBMS meetings this fall for 2010 meetings.

## **7. Guideline revisions / Task forces**

### **a. Guidelines for the Digitization of Special Collections Task Force- R. Irwin**

No further report.

From the Information Exchange meeting:

The Guidelines for Digitization of Special Collections Task Force met with roughly thirty guests on Sunday, Jan. 25, 10:30-12:00. The primary topic of discussion was the final set of recommendations due in July 2009 at ALA Annual. This document may propose a follow-up group discussion group, interest group, committee, or series of formal liaisons to sustain the need for continuing education and professional dialogue focused on digitization and digital objects in special collections. The Task Force also agreed to sponsor the upcoming RBMS pre-conference seminar, "Taking the Shifting Gears Challenge" and made final revisions to the soon-to-be-released "Manifesto" or policy statement on digitization of special collections.

### **b. ALA/SAA Review of the Joint Statement on Access Task Force - T. Murray**

No further report.

From the Information Exchange meeting:

The Task Force to Review the ALA/SAA Revision of the Joint Statement on Access met twice in Denver during the 2009 ALA Midwinter Meeting. On Saturday (January 24) the Task Force held a hearing on the Joint Statement. Prior to the meeting, the current draft statement was posted on the RBMS web site: <http://www.rbms.info/index.shtml>. Ten individuals attended the hearing, including a representative from the Standards and Accreditation Committee (SAC) and a representative from the ALA Joint Committee on Archives Libraries and Museums (CALM) who planned to report to CALM at their Midwinter meeting later that day. A number of minor corrections were suggested, but in general, the draft document was well received and deemed ready to go forward to the RBMS Executive Committee and to

SAC. The SAC representative informed me that the draft did NOT need to appear in C&RL News.

A second Task Force meeting was also scheduled for Sunday (Jan. 25). It was not as well attended as the hearing and we did not meet for the full allotted time.

I will be discussing the draft and the hearing this week with my Task Force co-chair on the SAA side, Joe Anderson. Also, as noted above, I will be forwarding the current draft to RBMS Exec and hopefully it will then go on to SAC for approval.

c. Guidelines for the Interlibrary Loan of Rare and Unique Materials revision

Everett Wilkie had informed Lacy that it was time to revise these guidelines, last revisited in 2004. The guidelines for borrowing and lending of materials for exhibits, which are related, were last reviewed in 2005. Preliminary review indicates that these cannot be easily combined. This would be useful to make them easier to review, but it would require more work.

Whittaker observed that combining the documents might make these easier for non-RBMS people to find them and use them, as it is sometimes confusing which is which. Belanger said the guidelines for loan for exhibits are especially important when working with institutions that do not do this much. Schaffner said both AMA and ALA/RBMS need to contribute to the international discussion about standards [?] Lacy said it would be useful to combine them and will make it easier to have one document on “lending” with two sections. There was general agreement.

*Action item:* Exec. will draft a charge for a task force to look at ILL loans and how to incorporate exhibit loans into it. This will appear as a consent agenda item for Annual, so that work can begin sooner. Lacy will distribute a draft charge to RBMS list, potentially spurring interest on serving on the task force.

## **8. Programming**

a. 2009 Preconference Program Planning (Charlottesville) - A. Nelsen

Nelsen had asked to create a Facebook page for 2009 Preconference. Interest was expressed. Nelsen went to Publications committee with idea and asked if he could do it since it is timely, in consultation with Publications. Publications agreed. This is part of the “virtual outreach” attempts for the 2009 preconference. Leslie asked if we need to have RBMS Facebook page beforehand. The answer was no; Publications could create one later. Leslie asked if we would still have preconference webpage for archiving, after the preconference webpage was taken down. Yes, we would. Bregman says he would like to try to keep some record of it before it goes down. Nelsen will work with him on this.

Lacy said to proceed. No need for vote.

From the Information Exchange report:

The 50<sup>th</sup> anniversary RBMS Preconference will take place Wednesday, June 17 through Saturday, June 20, 2009 in Charlottesville, VA. The title is *Seas of Change: Navigating the Cultural and Institutional Contexts of Special Collections.*”

The program will feature 5 plenary sessions with a total of 11 plenary speakers, including one 3-person panel, and an additional special guest speaker, David Stam, providing introductory remarks on the history of the preconference. The Preconference program will also include 9 short papers, running in 3 concurrent sessions of 3 speakers each, 5 concurrent discussion sessions, and the usual complement of 9 seminars. Detailed information, including speakers, session titles, and some descriptions can be found on the Preconference website at: <http://rbms.info/conferences/preconferences/2009/index.shtml>

Wikis, Digital Recording and Podcasts:

This year we will be experimenting with new methods of participation and access to preconference programs. First, the moderators of the discussion sessions have asked that we establish wikis prior to the preconference to encourage broad discussion and provide sets of questions and issues of concern and interest for examination at the preconference itself. It is also hoped that persons not able to attend the preconference, or all of the specific discussion sessions of interest (since they will run concurrently) will hereby be able to express their thoughts and engage in discussion with others.

Secondly, thanks to a loan of recording equipment from RLG, we will be making digital audio recordings of the plenary sessions and the short papers which we will then make available as podcasts on the RBMS website following the Preconference. We would also like to experiment with video recordings of the plenary sessions, but in order to accomplish this we will need to secure the loan of a digital video recorder and a volunteer (or volunteers) to operate it during sessions. As this is an experiment we are not expecting vast experience with camera work. If you are interested either in loaning a suitable device and/or recording any of the sessions, please contact the Preconference Program Planning Chair at [nels0307@umn.edu](mailto:nels0307@umn.edu).

Lastly, for those of you on Facebook, the Preconference is implementing a Facebook Group page with which to provide updates of interest. The group is called RBMS Preconference 2009 and is open to anyone.

b. 2009 Preconference Local Arrangements (Charlottesville) - C. Dupont / M. Lacy

No further report.

From the Information Exchange meeting:

The website for the 2009 preconference was launched in early January, with thanks to Chris Smith for designing it. Reservations at the Omni Charlottesville Hotel were also opened at the same time and attendees are encouraged to make their reservations as soon as possible. Rates are \$189/night for both single and double rooms. Free high-speed wireless internet is included. Dormitory accommodations at the University of Virginia are currently being finalized. Information will be added to the preconference website and an announcement posted to the RBMS website as soon as they are available. Likewise

arrangements for tours are presently being finalized. Tour offerings will include special visits to Thomas Jefferson's Monticello and the International Center for Jefferson Studies Library, James Madison's Montpelier and Barboursville Winery, the American Shakespeare Company and Blackfriars Theater, a hiking expedition in the Blue Ridge Mountains, and tours of several University of Virginia library facilities. The ABAA Booksellers Showcase is being expanded to include 30 exhibitors, who are being chosen by lottery from a pool of 39 booksellers who expressed interest. The Showcase will open at 9:00am on Wednesday and will remain open through the welcome reception that evening. A list of exhibitors will be added to the preconference website shortly. A reception will also be held in the Colonnade Club on the historic central grounds of the University of Virginia on Thursday evening, June 18 the very date on which the first RBMS preconference opened in 1959. General preconference registration will open in late February and will be announced on the RBMS and other discussion lists. Anticipating a large turnout for this fiftieth anniversary event, we have expanded registration capacity to 425 participants

We are inviting former retired section leaders ("golden leaders") to the 50th anniversary preconference and offering complimentary registration. To support this activity and our regular scholarships, we will be soliciting additional contributions to our "50 for 50" campaign to reach our goal of \$3750 total contributions matched by \$7500 from ACRL; we are almost half there! Donations may be made at the "Friends of ACRL" website. So that we will know how many scholarships we can offer, donations should be received by March 15 (March 1 date was announced at Info Exchange).

c. 2009 Conference Program Planning (Chicago) - S. Smith

No further report.

From the Information Exchange meeting:

The annual program committee met at the appointed time in Denver during midwinter. We reviewed details, speakers, logistics, deadlines. All seems to be in order. Details of the program are: "Documenting Tragedy: Special Collections on the Front Line and on the Front Page." The program will take place on Sunday, July 12, from 1:30 to 3:00 and will include speakers from Virginia Tech, Oklahoma State, Texas A&M, and Syracuse.

d. 2010 Preconference Program Planning (Philadelphia) - J. Overholt

No further report.

From the Information Exchange meeting:

The 2010 Preconference will be held in Philadelphia at the Doubletree Hotel on Broad Street. The theme of the preconference is collaboration, inspired by the close relationship among the libraries of the Philadelphia Area Consortium of Special Collections Libraries (PACSCL). The tentative title for the preconference, also inspired by the setting, is "Join or Die".

Given the theme, it seemed inappropriate to rely too heavily on single-speaker, one-way plenary sessions, so the tentative schedule includes only three plenaries. The remaining programming slots will be filled several ways: The Seminars Committee intends to remount the highest demand seminars a second time, meaning there will be four sessions of seminars instead of the usual three. We will have a slot for discussion groups, and what we're calling case studies. These will be presented like short papers, but instead of being research-focused essays, we will be soliciting practical and specific reports of collaborative relationships that will, we hope, provide attendees with examples they can build on at their home institutions.

Tuesday night will feature an expanded booksellers' showcase and opening reception. Wednesday and Friday sessions will be held at the hotel, with Thursday morning meetings being held in the Old City area, followed by an extended lunch break to provide time for sightseeing, and concluding with an afternoon plenary and reception at the Union League. We anticipate offering a number of excellent tour opportunities and a restaurant night.

e. 2010 Conference Program Planning (Washington, D.C.)- N. Schneider

No further report.

From the Information Exchange meeting:

The RBMS Conference Program Planning Committee convened for the first time on Saturday, January 24, 2009 to discuss ideas for the 2010 program in Washington, DC. The membership consists of Ellen Ellickson, Nancy Kandoian, Richard Oram, Henry Raine, Shannon Supple, and Beth Whittaker. We are planning a program focused on cataloging and collections security.

Recognizing the current and ongoing pressures on libraries and staff due to budget cutbacks, bottom-lines, quotas and backlogs, we will seek to explore whether faster and cheaper cataloging is really what's best for a library collection. Can full-level catalog records be used to identify and reclaim stolen materials, as well as to deter theft? How can libraries bridge the need to expose collections and protect them at the same time?

## **9. Publications**

a. Publications Committee - W. LaMoy

Publications is now actively engaged in the creation of the commemorative keepsake volume for the 2009 preconference and is hoping for \$1000 section funding with the expectation of additional funding from other sources. Printing estimates range about \$3000 for 750 copies.

The section budget is usually \$1500. No other projects have been identified for money. Leab awards are the only ongoing expense, but Noble does not anticipate using any section funds this year for additional Leab expenses.

Belanger says such a volume is of value to the section as a whole, not necessarily a preconference expense. Surplus, if not spent, would revert to section. This would be an investment in the history of the section. Overholt asked if there was a plan for the distribution of any surplus copies. LaMoy would like to distribute some to libraries to make this available broadly. He is also thinking of a cloth bound version that could be sold at extra cost.

Schneider asked about section members who don't attend the preconference. We have 1800 members but most likely would not want to spend the fulfillment costs we would incur sending this out to everyone. Perhaps we need to print a larger number, like 1000 copies. ACRL publications would need to approve and administer any sale. LaMoy says fulfillment should not be a problem and is confident in prospects of getting the additional \$2000 in funding.

Dooley questioned how much trouble it would be to distribute these outside of preconference attendees. Belanger anticipates cloth-bound copies would be ordered through the mail with payment, which would cover costs. Dooley was skeptical about sales.

LaMoy moved \$1000 of estimated \$3000 be allocated from section funds to fund publication of keepsake in run of between 750 and 1000 copies.

No second was needed. Motion approved unanimously.

From the Information Exchange meeting:

The primary business of the Publications Committee at this time is the design and production of a commemorative keepsake volume for the fiftieth anniversary of the Rare Books and Manuscripts Section. Thanks to the advance work of Terry Belanger, Alvan Bregman, Christian Dupont, Elizabeth Johnson, Jeffrey Makala, Arvid Nelsen, and Dan Slive, we now have the core text that will be used in the book. In order to achieve some economy of scale, we may use the same printing firm in Charlottesville that is producing the program booklet for the preconference. In any event, a completely edited and formatted InDesign file will be presented to a commercial offset printer in order to obtain the maximum savings for the section. By way of warning, some of you may be solicited for information to fill in some of the gaps that still exist in terms of the records of our preconferences.

The Publications Committee has now assumed responsibility for producing the Leab award certificates and the list of submissions to these competitions that will be available at the preconference.

I can assure you that the Web team that works as a subset of the Publications Committee has been extraordinarily productive. Christopher Smith, the Web editor, had another meeting to attend at this time, and James Ascher will present the report for the Web team instead.



In terms of our liaison with ACRL publications, I attended those meetings this morning, but I do not have anything pertinent to report.

b. *RBM* - B. Whittaker

No further report.

From the Information Exchange meeting:

- Editorial board met this morning. The newest member is Christine DeZelar-Tiedmann from University of Minnesota. We are always looking for new members for the board!
- Issue 9.2 was published and included a wide variety of topics, plus the first two articles which underwent a double-blind peer review process. This is an option for authors and one that we are happy to offer.
- 10.1 will feature articles based on several plenaries given at 2008 Preconference in Los Angeles, which is widely anticipated. Issue 10.2 will not have a theme but we are thinking about themes for upcoming issues and please look for calls. We always welcome submissions on topics of interest to the field, and I am excited about working with authors who have ideas to develop!
- We realize most readers are looking at institutional copies or consulting issues online, but remind people that revenues are very important to the continued viability of *RBM*. A personal subscription is only \$42 US, \$47 Canadian, and \$58 international. To paraphrase a call familiar from public radio and television, I remind you that this equals 13 cents a day. If you believe *RBM* has contributed to your professional life and is worth 13 cents a day, consider subscribing, especially as your institutional subscription may not be long for the world! We will shorten our pledge drive if you call now!
- We are looking at all aspects of the content of *RBM* and considering features such as re-instituting books reviewed or received, etc., We welcome comments from the readership about what is of value, since this is YOUR journal!

c. RBMS Newsletter C. Cook/S. Co

No report given at Information Exchange or Exec.

d. Web Editor J. Ascher / C. Smith

No report.

From the Information Exchange meeting:

James P. Ascher, assistant Web Editor, reported for the Web Team on behalf of Christopher Smith, Web Editor. The activities of the Web Team take place under the aegis of the Publications Committee.

In addition to routine updates and maintenance, the team has two new main content

sections to announce. One was created for the ongoing work of the History Subcommittee of the Preconference Planning Committee, and currently houses a few documents of historical interest. The other main content section was created for the On the Road workshops that the section has been sponsoring.

The Web Team continues to monitor site usage with Google Analytics and is happy to report that since the last Annual Meeting rbms.info has had over sixty four thousand visits to over one hundred and nine thousand pages. The team has become convinced of the stability of the Analytics system and now invites committee chairs to contact them with statistics requests. Various things can be reported including numbers of visitors to particular pages, reported language of visitors, and geographic location. The team will work with a committee chair to explore how they can provide useful statistics.

Committee chairs are reminded that requests for web-site maintenance and information should be directed to [editor@rbms.info](mailto:editor@rbms.info).

#### **10. ACRL Vice President/President-Elect Candidate Visits**

- a. Kelly Janousek, California State University Long Beach Library
- b. Lisa Hinchliffe, University of Illinois at Urbana-Champaign Undergraduate Library

Both candidates visited the Exec. meeting and discussed their goals and objectives. They also took questions from the group.

#### **11. Committees**

- a. Archivist/Records Manager - A. Bregman

No further report.

From the Information Exchange meeting:

This year has been a busy year for the RBMS Archivist. There have been numerous requests for information in connection with the forthcoming 50<sup>th</sup> anniversary preconference. In addition, several packets of files have been received and sent for addition to the ALA Archives. Finally, questions continue to arise about the addition of photographic and digital material to the Archives. As usual, a message will be sent to the RBMS listserv reminding chairs and others how to submit their RBMS business files.

- b. Bibliographic Standards - R. Brandt

No further report.

From the Information Exchange meeting:

The Bibliographic Standards Committee met on Saturday morning with approximately 40 attendees. The second manual in the DCRM suite, *Descriptive Cataloging of Rare*

*Materials (Serials)*, was published in November 2008 and will be the subject of a workshop at the 2009 RBMS Preconference. Work is continuing on four additional DCRM components: Music, Manuscripts, Graphics, and Cartographic Materials. The Controlled Vocabularies Subcommittee is working with OCLC Research to add the thesauri to the OCLC Terminologies Project. A revision of *Standard Citation Forms for Rare Book Cataloging* (2nd ed.), to provide better access to citations, is underway; and, as part of that revision, a Bib Standards proposal to MARBI to add subfield "u" (for a URL) to MARC tag 510 (Citation/References note) was approved during this conference.

c. Budget and Development - E. Smyth

Smyth says committee would like approval from Exec. that in addition to seeking funding for preconference scholarship, they be allowed to seek funding for scholarships to attend ALA meetings and RBMS programming at other venues (like ACRL, virtual stuff, etc.)

This would be for future events, not this year. It would allow for new members to become committee members by funding conference attendance. Overholt said increasing participation in virtual ways is important to preconference chairs, but this is a bigger goal than can be taken on year by year. Lacy asked if this is going to be ongoing and incorporated into the ACRL Friends donation box. Smyth doesn't want it to be in competition with preconference support. They will need to work with M&PD rather than undertaking this "solo."

The mechanism for contributing to scholarship through ALA is unclear. Brown asked if there is a mechanism for leveraging institutional support and if this would be open to people not yet affiliated with institutions. Smyth said yes. There was agreement that this falls well within the charge of B&D. In 1994, Exec. had decided everyone seeking external funding should consult with Exec., so that is why it is coming to this group. B&D also wanted a way to get the word out.

Motion:

The Budget and Development Committee moves that the Executive Committee direct that the Budget and Development Committee

- 1) In addition to seeking funding for Preconference scholarships, seek to develop funding for scholarships to support the attendance of new RBMS members at ALA Midwinter Meetings and Annual Conferences; and
- 2) Working with other appropriate RBMS committees, explore mechanisms for and seek funding to support virtual attendance at and/or participation in RBMS programming.

Dooley reiterated that this should not compete with preconference fundraising activities, and everyone agreed.

The motion carried unanimously.

From the Information Exchange meeting:

The RBMS Budget & Development Committee met from 4 to 5:30 yesterday. We heard reports on budget matters pertaining to the Leab endowment, as well as the preconference and preconference scholarship finances and discussed fund-raising initiatives to support those latter endeavors. We also discussed what additional actions the committee should take to promote section activities. We agreed to ask for the Executive Committee's approval to pursue two additional initiatives. 1) to develop support for scholarships to help new RBMS members attend ALA Midwinter and Annual Conference; and 2) to develop support for providing additional access to RBMS programming using digital technology. This committee has many ex-officio members but only a few who are members *in propria persona*, so additional members are welcome

d. Conference Development - E. Johnson

Conference Development is looking at the long term future of the preconference. They would like to do a survey of the section, but this would go beyond evaluation of the preconference, and will include both past preconference experience and the members' thoughts about the preconference in general. Since it will involve the whole section, they wanted to consult with Exec. It would likely use one of the free web survey options, although there may be an ACRL mechanism for this, too. They will commit to incurring no cost, whatever mechanism is used.

Belanger said there was a survey (late 80s) that may be in the archives. Leslie asked for Exec. to be able to review the survey instrument prior to it being sent out.

There was general agreement that this is OK. Exec. will be contacted when there is more information. No formal motion needed.

From the information exchange meeting:

The Conference Development Committee met Sunday morning, January 25th and heard reports about preconferences and conference programs past and future. We discussed the first RBMS Traveling Workshop that was held at the Beinecke Library in New Haven in December. It was very successful and discussions are underway to plan the second workshop for later this spring. The subcommittee charged with study of the future of RBMS preconferences gave a progress report focusing on evaluations from the past three preconferences. Pending approval by RBMS Exec, the subcommittee is hoping to send out a survey about future preconferences before the 2009 preconference in Charlottesville.

e. Diversity - A. Jackson/V. Reyes-Escudero

Reyes said that portions of the toolkit had already been submitted to Exec. for approval. This is meant to be used as part of efforts to recruit underrepresented groups into the special collections field, not only by Diversity committee members, but section membership at large. The goals of presentations have been submitted, and other parts will be coming later and enhanced at a later time.

They will make final edits (since some of Leslie's weren't incorporated) and Exec. will approve after the meeting. It should be completed quickly and mounted on the website.

From the Information Exchange meeting:

The new co-chairs (Athena N. Jackson and Veronica Reyes-Escudero) would like to express their thanks to their predecessors Anne-Marie Lane and Fernando Pena for their support throughout this transition.

January 24, 2009, the RBMS Diversity Committee convened a well-attended morning meeting where we discussed burgeoning ideas, new tasks, and ideas for our committee's future efforts.

We would like to spread the word that the committee is seeking new members. Current members are cycling out of their seats, and we would welcome suggestions for new members, and target groups for soliciting new members. We have a dynamic committee whose charge encourages librarians from underrepresented groups to both participate in fulfilling our charge and participating in other RBMS committees. For example, we have members currently participating in or actively attending meetings of the Scholarship Committee, the Seminars Committee, and the Preconference Planning Committees. This year, Diana Wess is the RBMS representative for the Scholarship Committee.

We also discussed our much-anticipated Tool Kit. We extended special thanks to all of the previous Diversity Committee members for their efforts in bringing the Tool Kit to fruition. At the last stages of approval, it is hoped that the Tool Kit will be ready for deployment before Annual. The Tool Kit is a practical guide for the recruitment and retention of underrepresented groups into our profession. We encourage members to use this tool in your institutions. As a corollary, we are exploring new opportunities for the 2009 Annual Conference presentations by our committee in Chicago.

We closed with a lively discussion for ideas for seminars in the future. En queue for discussion: an exploration of the Repatriation Act and its effect on working with cultural communities in the US, and another idea where we host a candid discussion as to the practicality and use of the Tool Kit.

f. Exhibition Awards - R. Noble

Noble asked about timing for the awards ceremony. Smith said 1:30-3 pm is slotted for the program. Lacy said Info Exchange is 2 hour slot with Leab included.

From the Information Exchange meeting:

The Exhibition Awards Committee met for four hours on Saturday morning, 24 January, and selected winners of Leab Awards in five categories: Expensive, Moderately Expensive, and Inexpensive Catalogs, Brochures, and Electronic Exhibitions. The awards will be announced in early spring, in C&RL News and via rbms-l and exlibris, and presented as the first part of the "Leab Awards/Info Exchange" at ALA Annual in Chicago on 12 July, where the winning entries will be on view. (This is a change from

the former practice of appending the awards ceremony to the RBMS Conference Program.) There will be, as usual, a display of all the entries at the Preconference, along with a printed version of the list of submissions included among the committee's pages on rbms.info.

Three members of the committee will be rotating off at the end of ALA in July, so we are in search of new blood. We look for members from a variety of institutions and locales, and with various tastes and talents. You may contact the chair directly (Richard\_Noble@brown.edu) or submit an ACRL Volunteer Form, or both.

The committee spent some time at their business meeting on 24 January discussing themes and basic content for a seminar on exhibitions at the 2010 Preconference. Anyone with ideas about exhibitions, their uses, and their byproducts, especially in lean times, is invited to contact the chair.

The ongoing support of Dan and Kathy Leab is evidenced once more in Kathy's agreement to devote her honorarium from the Preconference to the expenses of the committee, and we are grateful, as ever, for the Leabs' generosity. This is all the more welcome in view of recent financial events, though it does appear that, so far, the interest income which goes into the spending account has not suffered, despite a decline in the endowment principal. We hope to devote at least part of these funds to the production of a somewhat fancier version of the submissions list than we had last year, in honor of the occasion.

g. Membership and Professional Development - D. Davey

Nothing further to report.

From the Information Exchange meeting:

The Membership & Professional Development Committee had a busy meeting and a full agenda on Saturday morning. The committee has nearly completed work on evaluation forms for the Mentoring and Buddy Programs. The evaluations are short online surveys that we will send out to participants in the Buddy Program after meetings and to mentoring pairs one year after they are matched. We plan to use the results of the evaluations to continue to improve both programs. Special thanks go to Kathleen Burns, former member of the M&PD Committee, who drafted and designed the online evaluation forms.

And, speaking of these two programs, we made one buddy match for Mid-winter and have matched six pairs of mentors since Annual 2008. The total number of mentor pairs matched since the program's inception in 2004 is 62. Thank you to everyone who has participated in the mentoring and buddy programs. And, because new mentors are always needed, please consider signing up to be a mentor if you can.

A subcommittee of M&PD consisting of Eva Guggemos, Heather Cole, Susan Fagan, and Sarah Fass is finalizing work on an FAQ for those new to the profession. The FAQ is in the form of a wiki which will be available via M&PDs page on the RBMS website. We

hope to complete work on it in the coming months. We will consult with the Web Team and then present it to the Executive Committee for their review and approval.

The M&PD Committee would like to reprise for the Charlottesville Preconference the Head Shots display that Ellen Ellickson debuted at the Preconference Orientation in Los Angeles. So we would like every member of the Executive Committee and the chairs of every committee, discussion group and task force, to send a digital photo of themselves for inclusion in the PowerPoint presentation that will be playing during the Introduction to RBMS portion of the Orientation in Charlottesville. Or, if your photo was in the Head Shots display in Los Angeles, please let us know if we may use it again, or send us a new one if you prefer.

h. Nominating - Schroeder

Nothing further to report. Does not report at Information Exchange.

i. Scholarship - Conway

Nothing further to report. No report given at Information Exchange.

j. Security - R. Oram

Oram reiterated the status of the proposed security/theft guidelines and that the period for open comment period will be brief. After comment period, they will be sent to Exec. as a consent agenda item. By March, they will be sent to ACRL standards, and everything is expected to go routinely.

From the Information Exchange meeting:

The group heard reports on the Missing Maps database ([www.missingmaps.info](http://www.missingmaps.info)) and the proposed use of the List feature with the Worldcat database for listing missing and stolen special collections materials (the latter still in an early stage of development). There was a report on the committee's improved and expanded website (<http://www.rbms.info/committees/security/index.shtml>). The committee completed its work on a final draft of the combined Security/Theft Guidelines.

k. Seminars - Dowell

Nothing further to report.

From the Information Exchange meeting:

The 2009 RBMS Preconference will feature 9 seminars. You can look forward to:

- Mold Outbreak! Dealing with Disaster
- Taking the *Shifting Gears* Challenge
- Can an Effective Transfer Policy be Achieved? Guidelines on the Selection and Transfer of Materials from General Collections to Special Collections

- Islands in the Bitstream: Special Collections at the confluence of information, authentication, and technology
- Finding Common Ground: CLIR Postdoctoral Fellows on Scholarly Engagement
- The Library and Its Friends: Negotiating Change for the 21st Century

Three seminars are, as yet, without titles:

One will address managing the use of our exposed collections, meaning formerly hidden collections.

Another seminar covers the use of graduate and undergraduate students and volunteers in cataloging and processing.

A final seminar will be sponsored by the Bibliographic Standards Committee and will cover the use of standard citation formats in cataloging and research.

The committee also had time for a discussion of ideas for the 2010 Preconference. As John Overholt mentioned, for this Preconference, the Seminars Committee will present nine seminars, and three of those seminars will be presented twice. As always, the committee welcomes ideas for future programming.

## **12. Discussion Groups**

- a. Collection Development - L. Black/R. Lieberman

No further report.

From the Information Exchange meeting:

Approximately fifteen hearty souls braved the snow in Denver early Sunday morning to participate in a discussion that began with reports of new collections from around the country. Despite the grim state of the economy, colleagues shared news of donations continuing to come in. Speaking of the economy, participants went on to discuss the impact felt by budget cuts ranging from hiring freezes to reductions in endowment spending. One bookseller attending the discussion group observed that the trade has experienced a parallel reduction in sales, but no price reductions at this point.

Attention next turned to the topic of building collections on a reduced budget. Among suggestions offered by attendees were identifying potential transfers from the general stacks and the identification of new, previously uncollected disciplines.

Discussion relating to collection development policies revealed that there is interest among RBMS members in a workshop or seminar on this topic. The co-chairs will pursue this proposal with preconference program planners.

- b. Curators and Conservators - B. Kilmarx/K. Lavender

This group did not meet at the Midwinter meeting.



c. Manuscripts and Other Formats - L. Black/K. Colligan

No further report.

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

No further report.

From the Information Exchange meeting:

The MARC for Special Collections (MASC) Discussion Group met Sunday morning in the Colorado Convention Center for 90 minutes. The 41 attendees applauded the publication of DCRM(S) and listened to other announcements, including a request for volunteers to take over leading MASC following ALA Annual. We then welcomed John Chapman, Matt Goldner, and Jackie Dooley from OCLC for a discussion of the findings of the WorldCat Local Special Collections and Archives Taskforce. The Taskforce brought together special collections librarians and OCLC representatives to identify problems with the way WorldCat Local handles special collections, and rank them from highest to lowest significance. The task force identified the top five concerns as:

- Incomplete record displays
- Local/institutional data is not indexed
- Principal author is not distinguished from added entries
- Keyword searching is inadequate for voluminous result sets
- The definition of “type” for archival materials is inaccurate.

Matt Goldner promised that OCLC would provide a response no later than the end of February. Discussion then moved on to the use of non-special collections catalog librarians and staff in special collections cataloging. Suggestions included using staff to work on 20<sup>th</sup> century materials and also to develop long term projects and utilize staff for a set amount of time each week. Several people noted that with increases in shelf-ready materials makes this an ideal time to request assistance from our colleagues in cataloging departments. Please send future discussion to the co-conveners.

e. Public Services S. Walker/M. Tenney

No further report.

From the Information Exchange meeting:

The Public Services Discussion Group met in the Convention Center on Saturday the 24<sup>th</sup> of January. There were 34 in attendance with lots of new faces. Topics under discussion included:

The Public Services section of the Core Competencies centering mainly on how reduced staffing and budget cuts affect public services and security. Many participants in the discussion indicated their institutions were undergoing hiring freezes. Training and continuing education were mentioned as issues as well. Discussion evolved into how best

to reach out to the community served, under the current strained economic circumstances, to get across what special collections are about.

We also discussed digital collections and initiatives particularly responses to last summers preconference. Topics included digital delivery, the use of digital facsimiles in the Reading Room, born digital collections and how they are delivered to a patron, organization and retention of digital images and use of digital web sites such as Flickr, Internet Archive, and other subscription services.

The last topic of discussion centered on exhibits, how they are handled and what benefits and challenges are associated with them. The impact on public services was varied depending on the size of the institution; dedicated exhibit space and whether there were curators on staff or public services staff had curatorial duties. Topics included how exhibits are selected and approved, who collaborates within the institution to create an exhibit and how exhibitions are funded.

The Public Services Discussion Group will meet again in Chicago at the ALA Annual Conference. Suggested topics for future discussion can be submitted to Susan Walker or Margaret Tenney.

### **13. Liaisons**

#### **a. ACRL - J. Lehner**

John Lehner introduced himself when he arrived at the meeting. He is the new liaison from the ACRL Board. Budget & Finance report was received Saturday. ACRL is fiscally sound. Mary Ellen Davis is concerned about the future – membership and conference attendance, in particular. Registration for ACRL Seattle conference is good.

Dooley asked if ALA was able to dip into their “huge endowment” to trickle down to sections. Noble explained about the Leab Award endowment, which is one of the smallest ones managed by ALA. Belanger said donors don’t see much return on their “investment.” Lehner believes ACRL has a reserve fund, but it must be considered in light of overall division / association strategy.

Johnson asserted that Midwinter seems less important than Annual, but we are being told Midwinter alone generates about \$1 million in income. How much of the \$1 million is used to actually put on Midwinter, versus actual gain, or is it a wash? Lehner thinks it is net revenue. They had a lengthy discussion about what ACRL would look like if Midwinter became virtual. Budget & Finance is developing scenarios to see what that would look like.

#### **b. ACRL Board - Dupont.**

No further report.

From the Information Exchange meeting:

The ACRL Board meets twice at ALA Midwinter, first on Saturday and then again on Tuesday. I attended the first part of the Saturday session and Mary Lacy will attend a portion of Tuesday's meeting. The first part of the Saturday meeting mainly consisted of a review of various committee meeting minutes and approvals of consent agenda items. There was also a discussion of the ALA Task Force on Electronic Meeting Participation (TFOEMP), which issued its recommendations late last fall. With other ALA units, ACRL is exploring ways of supporting virtual conference and committee participation. The upcoming ACRL National Conference, for instance, will be giving registrants one year of free access to every presentation in the ACRL 2009 Virtual Conference Community as well as the possibility of registering as a virtual only participant for access to synchronous and asynchronous programming. Meanwhile, the RBMS Executive Committee will be reviewing a proposal at its meeting tomorrow regarding term limits for committee appointments, an issue for which consultation with the ACRL executive staff and board may be required. The most important ACRL board action with respect to RBMS since our last meeting was the approval of the RBMS Action Plan request for \$10,000 in 2-1 matching funding for scholarships to the 2010 RBMS Preconference, a portion of which will be used to support preconference attendance by paraprofessionals who work in special collections. The new ACRL Board liaison to RBMS is John Lehner of the University of Houston. John will attend a portion of tomorrow's Executive Committee meeting.

c. ACRL Sections Council - M. Lacy

No further report. See 6b. for report given at Information Exchange.

d. ACRL Budget and Finance - S. Taraba

Taraba was not present, although it was announced that there there was reason to believe that an RBMS section member would be appointed to this committee. Belanger said this type of informal representation has been fundamental to the success of the section over the past twenty-odd years. RBMS is "in the loop" and able to take advantage of opportunities. Lacy recognized the importance of those who have served on this ACRL committee.

e. ACRL Membership - Davey

Nothing further to report. No report given at Information Exchange.

f. ACRL Professional Development - Davey

Nothing further to report. No report given at Information Exchange.

g. ACRL Publications - LaMoy

Nothing further to report. No report given at Information Exchange.

h. ALCTS/PARS - D. Conn/J. Teper

No report.

Roger Schonefeld/Ithaka and Constance Malpas/OCLC-RLG met with the PARS Preservation Administration Interest Group and presented their research on the first phase - the serials portion - of their project: "Preservation at the Network Level: Print Archives and Large Scale Digitization."

Building on Candace Yano's research on determining threshold levels for obtaining sustainability of print copies, the project is looking at several questions: can local library preservation programs support "efforts to sustain the intellectual record?" How many archival print copies of the serial title must be preserved in order to permanently sustain the authenticated digital file of the title?

The Malpas presentation can be viewed at:

<http://www.slideshare.net/RLGPrograms/preservation-at-the-network-level-challenges-opportunities-presentation>

Of interest to RBMS members are the PARS discussions on the definition of the "national preservation copy" and the obligations of the library which owns the designated "national preservation copy."

The next phase of the Ithaka/OCLC-RLG print archives/digitization research will focus on monographs.

i. GODORT - A. Shaner

No report. No report given at Information Exchange.

j. MAGERT - N. Kandoian

No report. No report given at Information Exchange.

k. IFLA - M. Reed

Dupont said process to have an RBMS member appointed to IFLA Rare Books and Manuscript Section has been initiated, but not official yet. E.C. Schroeder was nominated by the ACRL International Relations Committee. We need to make sure we get "our" second slot filled as well next year.

From the Information Exchange meeting:

Preconference in Munich, 19-21 August 2009  
Bayerische Staatsbibliothek  
Early Printed Books as Material Objects

Conference in Milan, 23-27 August 2009

Dispersed cultural collections: Preservation, reconstruction and access

Co-sponsored by the Preservation and Conservation Section and the Library History section

2010 Brisbane Australia

2011 San Juan Puerto Rico

l. CALM - Dupont

Dupont recommended that RBMS to continue to maintain a liaison relationship with this jointly appointed committee that represents interests shared by special collections libraries, archives, and museums. RBMS has typically had one or more members serve as appointed members of CALM at any given time.

From the Information Exchange meeting:

The ALA/SAA/AAM Joint Committee on Archives, Libraries and Museums met this morning. I am currently serving as co-chair for ALA. Representatives from all three organizations and several guests attended. The main topics of discussion included developing a legislative agenda for CALM (which we decided will involve more positioning ourselves as a liaison for advocacy information among the legislative affairs committees of our respective organizations than developing an agenda of our own), organizing programming sessions at the annual meetings of our respective organizations, and working with our new ALA Emerging Leaders project team to further enhance the wiki site that we launched last year with the help of our initial EL project team. We also discussed the revision of the ALA/SAA Joint Statement on Access to Research Materials in Special Collection and Archives that Tim Murray, as ALA co-chair for the joint review task force reported on earlier.

m. ARL Working Group on Special Collections -M. Dimunation

No report. No report given at Information Exchange.

n. SHARP - Duroselle-Melish

Nothing further to report.

From the Information Exchange meeting (delivered by Lacy):

The 2008 SHARP conference took place at Oxford Brookes University (in walking distance of downtown Oxford) on June 24-28. Sessions covered a wide range of topics from publishing history (addressing censorship and copyright issues for example), readership (communities of readers etc), online research and teaching databases and methods of teaching the history of the book. The majority of the papers dealt with the Modern period even including the 21<sup>st</sup> century (with sessions titled for example “Is there a history of the future of the book?”) but they were far from being limited to Western European and North American contexts. The wide geographical scope of SHARP papers

is not new and reflects the international membership of this association. In the case of the Oxford Brookes conference, however, it also reflected the worldwide implementation of Oxford University Press around which a number of sessions were organized (including a plenary panel about OUP history and another on the Oxford Companion to the Book to be published in 2010).

o. BSA - Slive

Nothing further to report.

From the Information Exchange meeting (delivered by Nelsen):

In 2008, BSA-sponsored programs included sessions at the RBMS Preconference in Los Angeles; ASECS in Portland, Oregon; SHARP in Oxford, England; and the St. Louis Conference on Manuscript Studies.

BSA held its 2009 annual meeting [two days ago] on Friday, January 23, in New York. The New Scholars program included presentations on various aspects of the history of the book by three participants, and the Annual Address, delivered by Terry Belanger, was entitled "A View from the Bridge: Further Meditations by the Captain of the Iceberg."

Future programming in 2009:

BSA and the ABAA will be cosponsoring a lecture at the California Antiquarian Book Fair in San Francisco to be delivered on February 14 by Nicolas Barker. His talk is entitled "Good for Nothing: The Impact of the Computer on Books, Libraries, and Book-Collecting, or Can We Do Without Them?"

BSA is also cosponsoring, with the Bibliographical Society of Canada, a panel at SHARP in Toronto in July. The theme of the SHARP conference is "Form and Function of Images in Books" and the panel is entitled "Case Studies of the Production of Book Illustrations in the Eighteenth Century." Speakers will include Roger Gaskell, John Bidwell, and Jordan Rendell Smith.

Other programs in the works for 2009 include sessions at ASECS, the St. Louis Conference on Manuscript Studies, and the RBMS Preconference in Charlottesville. Please stay tuned and please check the website.

p. APHA - Peña.

Nothing further to report.

From the Information Exchange meeting:

APHA's Annual Meeting was held January 24, 2009 at the New York Public Library. Following reports of officers, APHA's distinguished Achievement Awards were presented to Robert Bringhurst (Individual) and the Whittington Press (Institutional). Also announced was the 2009 Mark Samuels Lasner Fellowship in Printing History, which was presented to Jacob W. Lewis of

Northwestern University for his work on Charles Nègre, the 19th century French artist, photographer and inventor. Mr. Lewis was selected from 14 applications.

APHA and its local chapters are busy planning events for winter and spring 2009. Along with the Society of Scribes and the Type Directors Club, the New York Chapter of APHA is co-sponsoring a talk by letter designer and book artist Russel Maret on February 26 at the Type Directors Club in Manhattan. John Kristensen, proprietor of the Firefly Press, will deliver the 2009 J. Ben Lieberman Memorial Lecture at Wellesley College on March 12. APHA chapters in New England, the Chesapeake area, and Northern and Southern California are also holding smaller events and socials later this year.

APHA now invites proposals for its 34th conference, "The Book Beautiful," to be held 1618 October 2009 in Newport, Rhode Island. The conference will feature short papers, panels, and workshops on "all forms of printed and manuscript creation where the aim was to produce an object of beauty with form and content reinforcing one another." William S. Peterson, emeritus professor of English at the University of Maryland and editor of APHA's journal, *Printing History*, will deliver the keynote address. For more information on this conference and other APHA events, please visit [www.printinghistory.org](http://www.printinghistory.org).

q. ACRL Standards and Accreditation - Wilkie

No report. Lacy said we know security guidelines are on track.

r. SAA -Schaffner

Nothing further to report.

s. ABAA-R. Lieberman

No report. No report given at Information Exchange.

#### **14. Old Business**

a. RBMS Traveling Workshops/Seminars (Schroeder)

Jane Gillis reported on the first "traveling workshop," at the Beinecke. This was the first time that there was registration/fee involved, and this process was handled by ACRL. The budget needs to be revisited; costs were a bit higher than expected. They understood it was ACRL policy not to pay members of the profession an honorarium, but are checking on this. There are three possibilities for spring workshops: another on DCRM(B), ephemera cataloging, or fundraising, most likely at Newberry Library. They are attempting to hit different geographic areas. All will be confirmed later.

Belanger asked about surplus income from the Beinecke class. Gillis will investigate because Tory Ondrla (ACRL staff) was not able to attend. Some people had to cancel. Belanger said regarding an honorarium: underpaying is better than not paying at all. ACRL policy (if this is it) could be circumvented by giving presenters small amount to cover expenses. Leslie said they have evidence that there is no honorarium prohibition. How could there be a surplus if the Beinecke had to cover so many of the costs (like workbook overage, coffees, etc.?)

Smyth offered B&D expertise to assist in normalizing the budget so this kind of error doesn't happen again. Right now, an ad hoc group (with M&PD and Conference Development representation) is organizing these traveling workshops. Johnson said much of this discussion is premature since we haven't seen any numbers.

Dupont reminded the group that the present program was initiated as a one-year trial with ACRL during which two regional workshops are to be presented. He encouraged Gillis and Schroeder to consider outlining the responsibilities of local institutional hosts for such workshops, as has been done for preconference.

Others commented that it is too early to outline such a structure because we don't have the evaluations yet. Fees structure was based on SAA workshops but is lower (and doesn't include honorarium.) Belanger said it was about the same as Rare Book School fees.

Dooley asked if ACRL had ever done this before – offer workshops off-site not affiliated with a conference. Belanger said they did it in the past. Dooley says there is room for negotiation. For SAA workshops, the host institution gets a number of free registrations.

b. Committee appointment terms - Leslie

Until recently, RBMS has interpreted the 4 year term limit on committee membership as applying separately to different types of membership. If someone serves two terms and then is appointed chair the “clock” is reset. We learned this is not the case from ACRL. We recognize that cycling people through committees is in general a good thing, but some committees are involved in long-term projects or take considerable expertise. She provided the example of the Bibliographic Standards committee, and the long-term nature of the modules of *DCRM*. New members need to “hit the ground running.” Chair must have considerable experience as a member before being appointed as chair. She proposed that RBMS chair appointments (when necessary and approved by Exec.) be considered separate appointments, thus resetting the clock.

Are there other committees where this applies? Noble said sometimes in Leab Awards people are “virtual members,” essentially doing the work but not getting the credit in order to circumvent these term limits.

Whittaker said we should we should NOT make an exception for Bib Standards, but should look at each vacancy as it comes rather than making a decision for an entire committee. In the future, other committees might be affected and we don't want to be



“rubber stamping” exceptions. Also, it might be easier strategically to get approval from ACRL to allow exceptions if we promise constant Exec. oversight.

Conway asked if this would have the unintended consequence down the road of shutting out membership and making RBMS a closed club. Whittaker said this was another reason to not exempt entire committees. Johnson said Seminars are also a group that needs experience because of the long cycle for planning. Nelsen agrees.

Dooley spoke against this proposal. We have lots of new members who are involved and can contribute. Six years (2 terms plus leadership) is a long time! People who care will continue to serve and participate, but they need to have the chance to move on to other roles. Nelsen clarified that 2 years as a member and 2 years as chair is allowed by the rules. Dooley said this was plenty. Conway disagreed.

Belanger disagreed with Dooley. He argued we should listen to those in RBMS with a great deal of experience, who seem to be in favor of this.

Dupont commented that we would need to work with ACRL on this issue. We cannot propose section policies that conflict with ACRL or ALA policies, but there may be options that do not pose conflicts. Further, the ACRL Board would have to review and approve any policy changes.

Another option would be to propose to something across all ACRL sections to find common ground. This would have to be taken to sections council to see if we could make a sweeping change, like stating that “a different appointment in any ACRL section resets the clock.” Alternately, we could look at certain types of appointments having a longer appointment (like the *RBM* editor, who is appointed for 3 years.)

Lacy was torn. She understood the ACRL policy, and noted that some of the committees that seem to have the need for the most expertise also have the longest waiting lists to get involved. RBMS may have the longest terms across sections – many have 1 year terms. We don’t want to open up a situation where everyone can cite special needs and make exceptions to term limits which lock down participation and leadership for the section.

Dupont observed that we are one of the largest ACRL sections in terms of membership and that we have more committees, task forces, discussion groups, etc., all of which require appointments. Thus it is easy to get involved, but sometimes hard to find enough experienced leaders to chair them. Dooley stated that it is counterproductive to insist on the “specialness” of RBMS or a given committee. Other committees all throughout ALA are doing great and important work. We need to take seriously the work of M&PD, Diversity, etc. towards allowing leadership roles for everyone, and chairs should rotate off to allow newer members to assume these roles. However, Nelsen and Brandt said they are relatively new members who have moved quickly into leadership roles, so the current process is working.

Belanger asked if the policy of serving four years plus two as chair is an ALA or ACRL policy, since most seem to agree this scenario (six possible years total) is sufficient. If the policy is two years plus two, some people are more concerned. Davey said maybe an

orientation or other resource for helping new members move into leadership roles might be helpful.

Smyth asked if we can institutionalize communication between new chair and previous chair in order to ensure a smoother transition. This seems to have happened well with Diversity. Nichols asked for flexibility. Whittaker said we do not need infinite flexibility. No one seemed to have a problem with four years plus two as chair.

Action item: Lacy will investigate with ACRL. [Result: Lacy conferred with Mary Ellen Davis, Mary Jane Petrowski, and John Lehner at ACRL Board II. They confirmed that ACRL bylaws guidelines permit consecutive service of five years. Therefore, RBMS can appoint committee chairs who have served as a member of the committee for three years (for a term of two years), or four years (for a term of one year). Although appointments in the last few years have been handled in a more restrictive fashion, RBMS should be able to exercise this option whenever needed.

In a truly exceptional case (and this should be very infrequent) an exception may be made to permit service for an additional consecutive year in consultation with ACRL staff.

Any other course of action would require changing the ACRL bylaws, which would require among other things a membership vote. RBMS could propose amending the bylaws, which would require submitting a petition, two favorable votes by the Board of Directors at least two months apart, and a membership vote. And since ALA bylaws limit service to four years, not five, this course of action would be moving farther from the ALA bylaws and policy.

- c. Fundraising approaches for the 2009 50th Anniversary golden scholarship matching program - Lacy

Lacy reported fundraising is happening in a variety of ways. Ideas are welcome for other approaches. Dupont said \$3750 was needed to get full match from ACRL. We are not quite half way there. Lacy said the March 1<sup>st</sup> deadline gives sense of urgency and avoids confusion with other efforts. [The deadline was later changed to March 15.]

- d. RBMS image archive

Recapping earlier discussions, Dupont said the History subcommittee of M&PD generated the issue of how to document our activities using photos, etc. What services or approaches do we use? Various groups are discussing this and more questions keep getting raised. Davey said M&PD had been working on this but it crosses groups. We need to decide if these are archived, or of ephemeral use. Ellickson mentioned the PowerPoint presentation for the preconference, with images of section leadership.

Johnson said Conference Development hasn't done anything because they were seeking guidance from Exec. Dupont said everyone seems to be unsure of who should take this up, but people ARE posting images of RBMS events in the meantime. Belanger said when you show up to a meeting you are suspending your expectation of privacy. We cannot get permission for every picture and shouldn't worry about it. Old photos such as

those found only in the ABAA archives are lost. We should encourage better documentation of the history of the section. Dooley said to make sure we have photos taken at the 2009 preconference.

Nelsen said Publications needs to be included because they have been vocal about this. It might be joint effort between Publications (for infrastructure) and M&PD or Archives (for creation of the documentation)

Action item: Lacy will ask the two committees to work together to develop a process.

e. Migration of RBMS Bylaws into new Governance Procedures.

There are several questions that Lacy will bring up with Exec. Exec. will put up a draft for comment. Belanger asked for a report at Annual. Dupont suggested that we can use this opportunity to have to put our organizational procedures into a new form to clarify them. The new governance procedures will be easier to modify going forward because amendments will only require the approval of Exec rather than the ACRL Board.

Action item: Draft will be posted to RBMS list for very quick turnaround.

## **15. New Business**

a. ACRL Friends fund and RBMS scholarships

b. Funding for preconference issue of *RBM*

Whittaker said she is working on resolving this with upcoming preconference chairs and will hopefully be a people problem instead of a procedural problem.

c. Other?

Nothing further.

Respectfully submitted,

Beth M. Whittaker  
03/06/2009