

## **RBMS Executive Committee Minutes**

ALA Annual Meeting, Washington, D.C.

Monday, 28 June 2010

8:00 a.m.-11:30 a.m., Hyatt Regency Washington (Congressional A)

**Call to order**                      The RBMS Executive Committee (Exec) meeting was called to order at 8:00 a.m.

### **1. Introductions /**

#### **Attendees**

*Executive Committee*      Melissa Conway (Member-at-large; University of California-Riverside), Mary Lacy (Past Chair; Library of Congress), Deborah J. Leslie (Chair; Folger Shakespeare Library), Jeffrey Makala (Member-at-large, University of South Carolina), Kate Moriarty (Secretary; Saint Louis University), Fernando Peña (Member-at-large; Grolier Club), Henry Raine (Vice Chair/Chair Elect, New York Historical Society)

#### *Guests*

James P. Ascher (University of Colorado at Boulder), Lois Fischer Black (Lehigh University), John A. Buchtel (Georgetown University), Scott Carlisle (Princeton University), Danielle Culpepper (Rare Book School, University of Virginia), Mark H. Danley (University of Memphis and Norwich University), Donna Davey (Tamiment Library, New York University), Erika Dowell (Indiana University), Christian Dupont (Atlas Systems), Ellen Ellickson (Yale University), Sarah Fisher (Beinecke Library, Yale University), Jane Gillis (Yale University), Barbara Heritage (Rare Book School, University of Virginia), Eric Holzenberg (Grolier Club), Athena Jackson (Louisiana State University), Elizabeth Johnson (Indiana University), Mike Kelly (Amherst College), Martha Lawler (Louisiana State University-Shreveport), John Lehner (ACRL Board Liaison, University of Houston), Margaret Nichols (Cornell University), Richard Noble (Brown University), Jennifer Schaffner (OCLC/RLG), Nina Schneider (Clark Library, UCLA), Molly Schwartzburg (Harry Ranson Center), Stephen Skuce (MIT), Elaine Smyth (Louisiana State University), Michael F. Suarez, S.J. (Rare Book School, University of Virginia), Shannon Supple (University of California-Berkeley), Diane Warner (Texas Tech University)

### **2. Review and finalize agenda**

Deborah Leslie added to New Business, 8.2. Timeline of Executive Committee minutes approval. Original items 8.2, 8.3, and 8.4 were renumbered 8.3, 8.4, and 8.5.

These items were struck out: 9.5 (2011 Preconference Local

Arrangements), 9.6 (2011 Conference Program Planning), 10 (Task forces), 11 (Publications), all of 12 (Committees) except 12.3 (Budget and Development) and 12.6 (Membership and Professional Development), and all of 13 (ACRL) except 13.1 (ACRL Board).

No other adjustments were requested by attendees.

*Secretary's note:* Information Exchange reports are appended to the end of these minutes.

3. **Meeting protocol**

Leslie reminded attendees that the meeting is run informally and motions are not required. Matters requiring a vote will be clearly stated beforehand.
4. **Approve minutes from ALA Midwinter 2010**

The minutes of the January 18, 2010 Exec meeting were approved.
5. **Reminders for committee chairs**

Kate Moriarty asked for Information Exchange reports as soon as possible and Annual 2010 draft and Midwinter 2010 final minutes within a month.

Leslie reminded committee, discussion group, and task force chairs that they are expected to attend Exec, whether or not they have action items to present. This responsibility can be found in the RBMS Manual. Chairs represent their committee and contribute to the collective wisdom during discussions.

  - 5.1. *Meeting schedule, rooms*

Leslie asked about meeting room satisfaction. There were a few difficulties: the public hearing for the "Guidelines for Borrowing and Lending Special Collections" and the 2011 Preconference Planning Committee were scheduled adjacent to loud events (an audio-visual committee meeting and a reception, respectively); Bibliographic Standards lacked the necessary number of chairs, which were provided upon request. Leab Awards also had difficulty. ACRL has requested information on all problems and Leslie asked chairs to email her their comments, including the hotel and meeting time.

Leslie asked all chairs to think about whether they need a face-to-face meeting at Midwinter. Committees that need face-to-face meetings to accomplish their work need have no scruples about scheduling one, but if a virtual one is sufficient, she will help the committees with the technology required.
6. **Consent agenda**

Leslie explained that ratifying a consent agenda at a face-to-face

6.1. *Approve the charge for the newly-formed Scholarships Committee*

meeting means that we acknowledge that there was a vote at some point prior to the current meeting and that these items were the outcome.

The consent agenda was approved.

6.2. *Discharge the Newsletter Committee*

6.3. *Change name of MARC for Special Collections to Technical Services Discussion Group*

## 7. Old business

7.1. *Traditional Cultural Expressions: Nurturing Understanding and Respect*

Christian Dupont summarized the history of the Traditional Cultural Expressions (TCE) document, the main concerns RBMS had with it, and the new direction that has been taken. ALA has assigned a new task force with a broader constituency of 18 members. ACRL requested that RBMS recommend a representative for the division and Dupont was chosen. CALM also has a representative. ALA wants to endorse the new document at Midwinter 2011 but given the complexity of the issues acknowledged at its first meeting and the need to define a clear scope for the document, that timetable may be too short. Dupont will keep RBMS informed and has also been communicating with SAA who is not represented as this is an ALA document.

Dupont has two other liaison roles. He is working with SAA's Manuscripts Repository Section on collections assessment. He has also been working with Megan Oakleaf of Syracuse University in providing her with a special collections bibliography and discussing with her the use of special collections in curriculum for her ACRL-commissioned report on the value of academic libraries.

## 8. New business

8.1. *Updates to RBMS Governance Procedures*

Mary Lacy presented proposed revisions to section J. Vacancies of the RBMS Governance Procedures. After discussion, it was decided that the following changes will be made. In J1 a hyphen will be added to "vice chair/chair-elect." In J2 the penultimate sentence will read "The vice-chair pro tempore shall be eligible for nomination in the next election." J4 will read "A vacancy in the

office of member-at-large shall be filled at the next scheduled election.” J6 will end with a period. Leslie read the entire J section, put it to a vote and it passed unanimously.

8.2. *Timeline of Executive Committee minutes approval*

Leslie recommended (not required) that committees consider following several other ACRL sections and approve their draft minutes virtually within one month of ALA meetings. Committees would then only submit final minutes to RBMS-L and the secretary. Leslie announced that the Executive Committee will follow this procedure.

8.3. *Translation of Your Old Books into Spanish*

Mike Kelly reported that he was approached by a librarian who wants to translate *Your Old Books* into Spanish. After some discussion, it was decided that Kelly would respond by thanking her and expressing our interest in a translation. RBMS will retain ownership of the document, will review and approve any translation, and, through the Publications Committee, will take primary responsibility for coordinating its distribution, including posting it to rbms.info. Kelly will circulate to Exec a draft of his email before sending.

8.4. *“Well-intentioned practice for putting digitized collections of unpublished materials online”*

The authors of this OCLC document on providing online access to entire digitized collections are seeking support for it from RBMS. Discussion included: the level (collection, series, or item) at which permissions are sought, concern that we express our respect for copyright, the cost of tracking down rights holders, and since it will be a fluid document, how will RBMS know when changes are made. Most attendees were in favor of the document’s approach.

Exec voted unanimously in favor of creating a link to it somewhere on rbms.info. Exec will work with the Web Team to determine its location and develop prefatory wording that expresses support of the ongoing effort but does not imply that RBMS has approved or wants to approve every word.

8.5. *Resolutions*

Leslie read two resolutions that were previously voted on and approved by Exec. The resolutions are:

**Laudatory Resolution for Elizabeth Johnson**

WHEREAS, Elizabeth L. Johnson has been selected as the 2010 recipient of the William Evans Jenkins Librarian Award, recognizing the outstanding professional contributions of a present or former librarian at Indiana University, Bloomington; and

WHEREAS, Elizabeth L. Johnson was nominated for the award based on her exemplary record of leadership and service to the

ACRL Rare Books and Manuscripts Section (RBMS) of the Association of College and Research Libraries; and

WHEREAS, Elizabeth L. Johnson has served on the RBMS Executive Committee as Secretary and as Vice-Chair/Chair-Elect, Chair, and Past-Chair; and

WHEREAS, Elizabeth L. Johnson's leadership in the development of the RBMS Preconference is both significant and sustained as demonstrated through her service as chair of the Preconference Local Arrangements, Seminars, and Conference Development Committees; and

WHEREAS, Elizabeth L. Johnson has lent her professional expertise to a variety of RBMS efforts relating to cataloging and description, including service on the Bibliographic Standards Committee and participation in significant revisions of standards relating to the cataloging of special collections materials; and

WHEREAS, Elizabeth L. Johnson has shared her experience and good sense as a mentor to many of her junior colleagues, both informally and in her stalwart service as a Preconference "buddy;" therefore be it

RESOLVED, that the officers and members of the Rare Books and Manuscripts Section recognize and celebrate Elizabeth L. Johnson's service to the Section and convey their warmest congratulations on her well-deserved receipt of the William Evans Jenkins Award.

**Laudatory Resolution for William L. Joyce**

WHEREAS, William L. Joyce has distinguished himself as a leader of the Rare Books and Manuscripts Section (RBMS) of the Association of College and Research Libraries for more than twenty-five years, including service as Vice-Chair, Chair, and Past-Chair (1987-1989); and

WHEREAS, William L. Joyce served as Vice-President and President (1985-1987) of the Society of American Archivists as well as in many other leadership positions; and

WHEREAS, William L. Joyce was awarded the highest honor of the Society of American Archivists as a distinguished Fellow (1981); and

WHEREAS, William L. Joyce was appointed by President William J. Clinton to the Assassination Records Review Board and served

as a respected member of the archival profession (1993-1994); and

WHEREAS, William L. Joyce has given generously of his time in service to numerous other academic and professional organizations; and

WHEREAS, William L. Joyce has been a leader within major academic and research libraries throughout the United States over the course of his career, including the Pennsylvania State University (2000-2010), Princeton University (1986-2000), the New York Public Library (1981-1986), the American Antiquarian Society (1977-1981), and the University of Michigan (1968-1972); and

WHEREAS, William L. Joyce has been a prolific author and speaker, contributing substantially to the advancement of his profession; and

WHEREAS, William L. Joyce organized the successful 1989 RBMS conference on “Markets for Books and Manuscripts: The Trade in Antiquarian Materials” held in Cambridge, England, the first international RBMS preconference; and

WHEREAS, William L. Joyce has been an active, generous, and wise mentor to countless fellow librarians and archivists; and

WHEREAS, William L. Joyce is widely admired for his collegial approach to professional collaborations of every possible kind; therefore be it

RESOLVED, that the Rare Books and Manuscripts Section honors William L. Joyce on the occasion of his retirement from the Pennsylvania State University, thanks him for his exceptional contributions to our profession, and wishes him a long and happy future in the company of his family and friends.

## **9. Programs and conferences**

### *9.1. 2010*

#### *Preconference*

#### *Program*

#### *Planning*

No action items.

Leslie thanked the committee and congratulated it on a wonderful program.

### *9.2. 2010*

#### *Preconference*

No action items.

- Local Arrangements* Leslie congratulated the committee on very smooth, thoughtful, and lavish arrangements.
- 9.3. *2010 Conference Program Planning* No action items.
- Leslie congratulated the committee on one of the best conference programs she has ever attended.
- 9.4. *2011 Preconference Program Planning* Henry Raine reported that the 2011 Preconference will be June 21-24 in Baton Rouge, LA. ALA will be in New Orleans that year.
- 9.7. *Conference Development* Two action items were presented.
1. The committee recommended that Exec approve a request by the ACRL Racial and Ethnic Diversity Committee to co-sponsor in name only its 2011 ALA program: Guidelines and Implementation of Cultural Competence in Libraries. Exec voted unanimously to approve.
  2. The committee recommended that Exec approve a proposal from Lynda Claassen for the University of California, San Diego to host the 2012 Preconference. Exec voted unanimously to approve.

## **12. Committees**

- 12.3. *Budget and Development* Two action items were presented.
1. The committee recommended using some of any extra revenue funds from the 2010 Preconference to pay for editing audio digital recordings of the Preconference and mounting them on rbms.info. Exec voted unanimously to approve using section funds, whether basic service funds or Preconference extra funds, for this purpose.
  2. Budget and Development requested Exec to authorize it to pursue \$3,000 in funding to post online back issues of RBM and RBML. Exec voted unanimously to approve.
- 12.6. *Membership and Professional Development* Two action items were presented.
1. Exec was asked to endorse the concept of the document, "Careers in Rare Books and Manuscripts: Frequently Asked Questions" which will be posted to rbms.info and updated annually. Exec voted unanimously to approve the document

and congratulated the committee for its work on it. Donna Davey was thanked for her service as chair.

2. The committee asked Exec to approve an annual loan in the amount of a venue deposit for the new members' social at the RBMS Preconference, which would be recouped if pre-payment for the event were included in the Preconference registration form. [8/9/10 statement from Tory Ondrla to RBMS-L: "If RBMS were to add the New Members' Social to the Preconference registration form, there would be no overhead associated with it. It would be just like tour income which is deferred. Putting it on the registration form would not mean that the event would have to cost more. It would however, mean organizing it much earlier in advance (details and contract with site to be completed by late Jan./early Feb.)."] It was suggested that instead of increasing formalization of the event, it go the other direction and resume aspects of its original, informal nature and be limited to new members only. Leslie stated that there was no action at this time for Exec to take and if Membership later decides to write funds into the budget for the event, the issue will be decided at that time.

### 13. ACRL

#### 13.1. *ACRL Board*

John Lehner reported on the ACRL board.

**Strategic plan:** the board is meeting in September to write a more concise and focused strategic plan.

**Value of academic libraries project:** the board has received the first draft of Megan Oakley's report. They are looking at a final release in July or August.

**Section basic services funding:** they are looking at a proposal for section funding that would have a base amount, plus \$.75 for every member over 200 members. (This would result in a several thousand dollar increase for RBMS).

**ACRL dues:** Currently, changes in dues must be voted on by the ACRL membership. The board wants to amend that to give the board authority to adjust dues indexed to inflationary costs, with a ceiling on how high they can adjust. There will be opportunities to discuss the proposal and, if approved, it would not take effect until 2012.

### 14. Closing business

The following outgoing chairs are thanked for their service: James Ascher (Web editor), Alvan Bregman (Archivist), Donna Davey (Membership and Professional Development), Erika Dowell (Seminars), Elizabeth Johnson (Conference Development), Will La

Moy (Publications), Ron Lieberman (Collection Development DG), Richard Noble (Exhibition Awards), Rich Oram (Security), Veronica Reyes Escudero (Diversity), Margaret Tenney (Public Services DG), and Sue Walker (Public Services DG).

The Executive Committee acknowledges Mary Lacy, Past Chair, and Melissa Conway, Member-at-Large, for their outstanding service on the committee.

Leslie passed the gavel to Raine who thanked her for her leadership this year.

### **Adjournment**

The meeting adjourned at 10:53 a.m.

### **Information Exchange Reports**

ALA Annual Meeting, Washington, D.C.

Sunday, 27 June 2010

4:30 p.m.-6:00 p.m., Washington Convention Center, Room 146C

### **Secretary's Announcements**

Chairs were asked to submit to Moriarty: 1) their Information Exchange reports as soon as possible, 2) draft minutes of 2010 Annual meetings by July 28, and 3) final minutes of 2010 Midwinter meetings.

### **Programming**

*2010 Preconference  
Program Planning  
(Philadelphia) –  
John Overholt*

No report.

*2010 Preconference  
Local  
Arrangements  
(Philadelphia) –  
Ruth Hughes*

The 2010 RBMS Preconference was very successful. Based on most recent estimates, it was attended by over 400 people, and income is expected to be about 107% of expenses (meaning we made a profit). Attendees have been asked to complete an evaluation, and the results will be reported in due time.

*2010 Conference  
Program Planning  
(Washington, D.C.)  
– Nina Schneider*

To Catch a Thief: Cataloging and the Security of Special Collections

A resource list of information and links to websites concerning security, and cataloging rare materials, as well as MAGERT's recently published security guidelines for map collections were distributed.

Travis McDade provided three cases studies and some commentary to put the issue of theft and cataloging into historical context. Mark Dimunation outlined the problems with legacy records and how Library of Congress is creating core-level records for which individual copy-

specific information can be attached. Bonnie Magness-Gardiner gave an overview on how to best protect collections by a combination of staff background checks and proactive security measures. Jennifer Schaffner described how OCLC's missingmaterials.org database is one tool to help in the recovery of lost and stolen library materials.

There were approximately 250 people in attendance. The program was recorded and will be made available on the RBMS website.

*2011 Preconference  
Program Planning  
(Baton Rouge) –  
Henry Raine,  
reporting for Steven  
Smith*

The theme of the 2011 RBMS Preconference Planning Committee is: “In the Hurricane’s Eye: Challenges of Collecting in the Twenty-first Century.” In the last several years special collections and archives have assumed a new and more prominent role within our larger host institutions as well as in the wider library community. Once perceived as peripheral to core library services, our collections are now viewed as central. Despite – or perhaps because of – this centrality, we face a perfect storm of increasing needs in a time of decreasing support. How can we keep building and providing effective access to collections that will remain central in the future, fulfilling our obligation to provide stewardship of the cultural record? While we continue to collect a multiplicity of formats from the nineteenth and twentieth centuries – with the attendant issues of physical storage space, preservation, and access – the twenty-first century offers a new set of evolving challenges. Demographics in the United States and elsewhere are shifting dramatically, and human use of digital technologies is changing what makes up the historical record, in both format and content. How do we capture records of the evanescent “now” without abandoning the documentation needs of the recent past? Engaging attendees using a variety of session formats, the 2011 Preconference will present current work in the profession, both theoretical and practical, that can be used for modeling possible solutions to such challenges. The spectrum of issues that we will consider includes negotiating collection development for digital collections, collecting across cultural divides, generating buy-in and support from our proliferating audiences, and considering how “uniqueness” and artifactual value will change in an age of born-digital objects. In the calm eye of the preconference, attendees will have the opportunity to thoughtfully engage these and other topics before returning to the whirlwind activities of doing the work

*2011 Conference  
Program Planning  
(New Orleans) –  
Ellen Ellickson*

At Midwinter in Boston, it was reported that the 2011 Conference Program Planning Committee had decided on a program for Annual in New Orleans that would focus on the experiences --positive as well as negative-- of special collections institutions in tough economic times. It will take the form of a moderated panel discussion with a representative from a rare book library in a large university, a rare book department in

a medium-sized university, and an independent research library. ACRL accepted the proposal so the committee's next task is to line up panelists and a moderator. The title of the program is: You Can't Always Get What You Want But If You Try Sometimes, You Might Get What You Need.

*RBMS*  
*Archivist/Records*  
*Manager – Alvan*  
*Bregman*

No report.

## **Publications**

*Publications*  
*Committee – James*  
*Ascher, reporting*  
*for William La Moy*

One of the most popular products of the section is Your Old Books as evidenced by the dwindling supply of the printed pamphlet. William T. La Moy redesigned the current version and produced a compact form of it that will soon be available on the RBMS Web site.

The committee also thanks William T. La Moy for his years of service as chair and assistance with the design and oversight of the printing of the award certificates for presentation by the Exhibition Awards Committee. He has volunteered to continue generating these for the Exhibition Awards Committee.

James P. Ascher has rotated in as the new chair of the Publications Committee and as the final business of the in-person meeting asked its members to consider the committee's role in communication, rather than simply publication, because the work of the section has expanded to include Web sites, blogs, Twitter streams, Facebook pages, news, audio recordings, and surely other communications media not yet considered. The conversation about this will continue online in the coming months on ALA Connect.

*RBM – Beth*  
*Whittaker*

The first half of 2010 has been a very exciting one for *RBM*. Our peer review process has really taken off since its modest beginnings in 2008. The fall issue, currently in preparation, will likely feature more peer-reviewed than editor-reviewed articles. We hope to take advantage of Editorial Manager software (used by *College & Research Libraries*) to manage the increased workload. We continue to welcome submissions for both editorial and peer review!

Due to demand from our readership, and thanks to the generosity of the KU Libraries, we have digitized the entire backfile of *Rare Books and Manuscripts Librarianship*, the predecessor to *RBM*. We are exploring our options for delivering the digitized content.

This year several new members joined the board, representing a diverse

set of backgrounds and skills. We always welcome expressions of interest from those who wish to improve the publication and serve the profession!

*News editor –  
Ethan Henderson*

James P. Ascher reporting on behalf of Ethan Henderson--the incoming News Editor--announced that the Newsletter Committee had been dissolved to be replaced by the News Editor, an ex-officio appointment to the Publications Committee, who is currently in communication with the Web Team about the infrastructure and format for the digital replacement of the Newsletter.

*RBMS Website –  
James Ascher*

James P. Ascher, Web Editor, reported on the work of the Web Team under the auspices of the Publications Committee

Since Midwinter, [rbms.info](http://rbms.info) has had nearly fifty-six thousand visits and over one-hundred thousand page views. A vast swath of these remain views of *Your Old Books* at thirty-four thousand visits which is roughly thirty-one percent of the traffic. The website remains a major communications vehicle for the Section.

At the request of the Executive Committee, the Team lead by Shannon Supple developed a method for Committees to identify and communicate broken links within their pages to the Web Team. Chairs are encourage to help with fixing the many broken links on the website, or to appoint an eager member of their Committee to assist. The instructions are posted on [rbms.info](http://rbms.info) on the Web Team's sub-page.

Lead by Christopher Thomas Smith and assisted by Eva Guggemos the Team continues to experiment with using Drupal for Section business. The Membership and Professional Development Committee kindly participated in the experiment by developing their FAQ for Careers in Rare Books and Manuscripts within the structure. The general feedback that the M&PD Committee has provided has been very useful to refine the structure as the Team continues to experiment with implementation challenges.

In response to the increasing requests for assistance with new web technologies, the Team sponsored two seminars at the most recent Preconference. One covered the issue of meeting remotely while the other discusses the technology behind the [digress.it](http://digress.it) system for collaboratively discussing documents. The seminars were met with wide approval within the Section- fifteen people attended the seminar on meeting remotely and fifty-five attended the session on [digress.it](http://digress.it).

The Team continues to collaborate with Nina Schneider and Eduardo Tenenbaum on the infrastructure to host the DCRM(B) Examples. We

have constructed a [digress.it](http://digress.it) based blog that allows for paragraph by paragraph comments on the text of the document which will be used actively in editing the final version.

As charged by the Executive Committee, the Team continues to explore social media. Lynne Marie Thomas and Shannon Supple lead the effort to create a Twitter feed, which prior to the Preconference, had one-hundred followers and 136 tweets, with links to Section content followed by eight to sixty-two people and links of general interest to librarianship followed by one to nearly four-thousand people. The addition of an AddThis link site wide solicited forty-two shares thirty-three percent of which were simply to print pages.

The Team also provided space to host the site for the 2010 Preconference that was generously designed and edited by Nicole Scalessa. The Team anticipates providing space for the 2011 Preconference as well.

## **Committees & Task Forces**

### *Bibliographic Standards – Stephen Skuce*

The Bibliographic Standards Committee continued to be highly productive both during, and in the months leading up to, ALA Annual 2010.

We'll soon be unveiling a wonderful new interface for our widely-used controlled vocabularies.

We've created and approved a new BIBCO Standard Record for Rare Books.

There's been terrific progress on "Examples to Accompany DCRM(B)" as well as on the manual that will accompany DCRM(S).

We're about to appoint a group that will create guidelines for the cataloging of single leaves and fragments of larger works.

Over the past six months we've made truly great strides on all four DCRM modules currently in the works: DCRM (Graphics), DCRM (Music), DCRM (Cartographic), and DCRM (Manuscripts). We conducted a review of a complete new draft of the Music rules, and reviewed a new draft of Area 1 of the Manuscripts rules. The Cartographic group prepared four important discussion papers, while the Graphics group seems poised for a public hearing on its rules at Midwinter 2011.

Finally, Bibliographic Standards was well represented at the

Preconference in Philadelphia, not least during the heavily oversubscribed, daylong workshop on "Latin for Rare Materials Catalogers."

*Budget &  
Development –  
Elaine Smyth*

See agenda item 12.3 above.

*Conference  
Development –  
Elizabeth Johnson*

The Conference Development Committee received a proposal for hosting the 2012 RBMS Preconference and the recommendation to accept this proposal was passed along to RBMS Exec for action at its Monday morning meeting. In the Fall, incoming committee chair Erika Dowell will issue a call for proposals to host the 2013 preconference. ALA annual that year will be in Chicago. At our Sunday morning meeting the committee discussed the very successful 2010 preconference in Philadelphia, the upcoming preconference in 2011 in Baton Rouge, as well as the 2010 and 2011 ALA Annual Conference programs. New features of our preconferences that were noted in the discussions were tweets, digital recordings, and the ever more popular new members' event. The committee also discussed the need for a thorough revision of the committee's Preconference Manual. In addition to aspects of the content that need revision, the committee discussed new ways to present the manual, perhaps in a wiki. Tory Ondrla from ACRL will help Elizabeth Johnson during the Fall with this revision.

*Diversity – Athena  
Nicole Jackson*

13 members and guests met to discuss the issues and actions related to the Diversity Committee. We are pleased to announce our committee has grown to 10 members starting in the next cycle – plus one virtual intern – more than doubling our committee's membership from last year. As we welcome new members to the committee, we give heartfelt thanks to Verónica Reyes-Escudero, who will be rolling off her Chair position but will still remain a committee member. We also thanked Anne Marie Lane who cycles off after years of amazing service.

Because of the recent transitions in committee membership and 10 years of Diversity-related initiatives in the Section, we began planning the creation of a Committee historical document, intended to highlight the great strides in our committee and to serve as a springboard for future actions. We also thanked Dan Slive for his service as ex-officio member of the Diversity Committee representing our charge in the Scholarships Committee, where 6 recipients self-identified as members of underrepresented racial and ethnic groups.

We heard reports of our recent sponsorship of a 2010 Preconference Seminar, where we gave a nuts-and-bolts, historical, and application

seminar on the recently launched Diversity Recruitment Toolkit. This segued nicely to a dynamic discussion about future activities in Preconference Programming. To that end, we will continue to consider seminar proposals borne from diversity-related issues, as well as take on new proactive measures by identifying existing programming for Preconferences that may lend themselves to including a diversity focus within the context of a segment's given theme. Basically, we agreed it is time to blend diversity issues into programming more integrally – we hope some of you will consider our contribution to your Preconference ideas.

We discussed liaising to other committees within RBMS, and more broadly within ALA, already making first steps with dialogs with ACRL's Racial and Ethnic Diversity Committee. Finally, we planned to begin taking advantage of ALA Connect to flesh out all the good ideas from our meeting and to maintain the momentum of promoting diversity in our beloved profession.

*Exhibition Awards*  
– *Richard Noble*

Report not received.

*Membership &  
Professional  
Development* –  
*Donna Davey*

Following are highlights from our meeting. Please see the meeting minutes for all the details. First, I just want to thank everyone who participated in the Orientation program and New Members Social. Approximately 75 people attended. We matched 16 buddy pairs for the Preconference and 2 pairs for Annual, including one last minute match made at the Preconference. On behalf of the M&PD Committee, I would like to say how much we appreciate the volunteers for sharing their time at the conferences and we would also like to give an extra thank you to those RBMS members who volunteer for the buddy program on a regular basis. We'll be sending out evaluation forms to participants right after ALA and look forward to hearing your feedback on the program.

The Mentoring Program continues to be popular, especially with new members looking for mentors. Since it began 2004 we have matched 82 mentoring pairs. 17 of those pairs have been matched since Annual last year. Thank you very much to everyone who has participated. As always, we are in need of volunteers. In fact, we have several people waiting for mentors right now, so please volunteer if you can.

The Education Opportunities Directory has been updated and changes will soon appear on the M&PD page of the website.

And finally, we have completed work on our biggest initiative of the year – our Careers in Rare Books and Manuscripts: Frequently Asked

Questions online resource. We will be putting it before the Executive Committee tomorrow for their approval. Just about every member of the committee worked on the FAQ over the last couple of years, but special thanks go out to Eve Guggemos and the RBMS Web Team, particularly, Chris Smith, who did a lot of the design work in Drupal.

Finally, I just want to say thank you to our outgoing members for their outstanding work on the committee and welcome our new members and incoming chair, Katie Carr.

*Nominating – Mary Lacy*

The Nominating Committee has been working to assemble the RBMS slate of nominees for the 2011 election. Positions to be filled are Vice-Chair/Chair-Elect, Member-at-Large, and Secretary. The committee thanks all those who submitted names for nomination and will be announcing the nominees at Midwinter.

*Regional Workshops – Jane Gillis*

The Regional Workshops Committee met on Saturday, June 26, 2010. We are charged with taking workshops from the pre-conferences on the road, one in the fall and one in the spring. We discussed possible workshops, dates, host institutions. We identified two possible workshops: Latin for Rare Materials Catalogers, given by Jennifer MacDonald and Jennifer Nelson, hosted by the Lilly Library, on Friday October 22, held in conjunction with an exhibition on medieval manuscripts; and, Building Collections, Acquiring Materials and Working with the Antiquarian Book Trade, given by E.C. Schroeder and Dan Slive, to be held in conjunction with the San Francisco Book Fair, Valentine's Day weekend 2011. During the planning of these two regional workshops, the committee will be working on a manual that will guide future workshop planning. This includes the budget, responsibilities of ACRL, host institutions, Regional Workshops Committee, PR, timeline.

*Scholarships – Diane Warner*

The committee members are:  
Diane Warner (Texas Tech University), Chair  
Daniel Slive (Southern Methodist University)  
Heather Cole (Harvard)  
Lynne Thomas (Northern Illinois University)

The committee received 44 applications and funded 19 (15 students and 4 members). Most people said they would not be able to attend without full funding, so most awards were either for full member or full student scholarships (3 full member; 10 full student).

Responses to Ethnic Background question:

33 people identified themselves as European American; 1 as African American; 6 as Other, and 4 did not answer this question. The people

who identified themselves as Other included the following ethnic backgrounds: Asian/European; Latino/Pacific Islander; Latino/European American; Hispanic/Caucasian; Japanese/American; Jewish; European.

6 of the 7 individuals who identified themselves as other than European/American received funding.

We had a strong applicant pool and were pleased to be able to make these awards.

*Security – Richard Oram*

Security discussed the response to [missingmaterials.org](http://missingmaterials.org) and [missingmaps.info](http://missingmaps.info) and ways to promote reporting. Marking and surveillance technology were also on the agenda. The incoming chair, Alvan Bregman, was introduced by outgoing chair Rich Oram.

*Seminars – Erika Dowell*

First, I would like to thank everyone involved with planning the seminars for the 2010 Preconference in Philadelphia. In recent years, the committee typically has developed nine seminars. For Philadelphia we agreed to develop twelve, thinking that we present nine seminars but present some of them twice. This plan did not work out, and so we present twelve different seminars. Thank you to everyone who helped us meet this goal. It was not an easy task!

The Seminars Committee is planning nine seminars for the 2011 Preconference. We are beginning development of proposed seminars on the following topics:

- Three proposed seminars on assessment, including assessment of public services activities, methodologies for assessing collections, and assessment of web 2.0 initiatives
- Cataloging and the security of collections—how to balance security with pressures to catalog faster and cheaper
- Ways to address the description of hidden collections for small institutions with limited resources
- Pecha Kucha format on progressive bibliography or another topic
- Next generation library catalogs
- Rare book cataloging in the new metadata environment
- Next generation patron-initiated request infrastructure (this is for patrons requesting digital images of collections)
- Collaborative collection development
- The borrowing and lending of special collections—a follow up on the new guidelines and a related OCLC study
- Best practices for online exhibitions
- Something on RDA, from the Bibliographic Standards

## committee

Careful listeners will note that I just listed more than nine topics, but it seems likely that one or two topics may end up as plenaries or other types of programming. As always, the Seminars Committee is interested in your ideas for future programming. There is a form on [rbms.info](http://rbms.info); also on [rbms.info](http://rbms.info) is a list of members if you would like to talk to a person about your ideas.

*Guidelines for  
Borrowing &  
Lending Special  
Collections Task  
Force – Hjordis  
Halvorson*

The Task Force for the Guidelines for Borrowing and Lending Special Collections held its first preliminary hearing on Saturday, June 26. The task force is preparing guidelines that address interlibrary loan of special collections and exhibition loans, merging the two current sets of guidelines. Because we are seeking wide-ranging input at this working draft stage, we chose to have a preliminary hearing relatively early on. Our current working draft is posted on the RBMS website.

We were very pleased that there was a good turnout at the hearing from different perspectives and communities: ILL, special collections, preservation, library administration, large and small libraries, and RLG/OCLC Research (which is working on a complementary “sharing special collections” initiative). We received helpful and clarifying commentary.

We are eager to receive further comments. We hope to finish by the Annual conference next year.

**Discussion Groups**

*Collection  
Development – Lois  
Fischer Black*

Twenty attendees joined co-chairs Lois Black and Ron Lieberman to discuss issues relevant to Special Collections Collection Development. Discussion began with reports on recent acquisitions, which ranged from the receipt of a collection of 500 miniature books to the acceptance of a collection of 8,000 boys and girls books by another institution. Yet another institution reported on the recent gift of over one million postcards.

Next, those present elected to continue and build upon discussion on collection development policies initiated at midwinter. Conversation about the value of policies and the need to keep them current resumed and evolved into a discussion of deeds of gift and donor agreements. A look at donor agreements led to an examination of the relationship between development officers and library staff. All those present concluded that it is crucial to educate development staff about collecting interests, thereby establishing a partnership to build collections through the acceptance of gifts in kind. It was also acknowledged that bibliographers are also valuable partners when large

collections are received, as these colleagues can assist with evaluation of material better suited to general library collections.

Discussion next turned to continuing education, including the potential presentation of a seminar on collecting the papers of prominent faculty – a subject which would also address cooperative collection development.

Finally, the session concluded with a discussion of print-on-demand services, which run rampant through the antiquarian book sale sites on the internet.

*Curators &  
Conservators –  
James Ascher,  
reporting for  
Kenneth Lavendar*

Nine people met to discuss issues of funding with Christine Henry, Senior Program Office, Museum Services, at the Institute of Museum and Library Services. A lively discussion ensued about how the IMLS would like to give us money to continue our projects.

*Manuscripts &  
Other Formats –  
Lois Fischer Black*

A small group of RBMS members met in Washington, D.C. to discuss topics relevant to manuscripts and other formats in Special Collections. Much attention was focused on metrics, thanks in large part to the ongoing CLIR initiative to expose hidden collections through innovative efficiencies in archival processing and cataloging. It was concluded that means of measurement vary widely – for example, one attendee observed that while some institutions count linear feet before processing takes place, others measure only fully processed collections. It was noted that weeding may take place during the appraisal process. Attendees acknowledged that there are parallel challenges in public services as reading room data collected varies from counting the item, the box, or the folder when documenting use statistics at the reference desk. The importance of the impact of statistics on resource allocation (such as funding new or existing personnel) can't be underestimated.

Finally, discussion concluded with anecdotal evidence regarding the many forms support for collections processing may take. Examples ranged from the provision of outright financial support of processing and preservation to the offer of specialized knowledge or expertise that may be contributed by the donors of the collections themselves.

*Public Services and  
Technical Services  
– Margaret Tufts  
Tenney*

The name of the discussion group formerly known as MASC [MARC for Special Collections] has been changed to: Technical Services Discussion Group.

This morning at the Hyatt Regency on Capitol Hill thirty-three people attended the joint meeting of the Public Services and Technical Services Discussion Groups.

A lively discussion took place on several topics. First, what public services staff would like to see in a catalog record, and, when searched, what our on-line public access catalogs (opacs) are capable of returning from a special collections catalog record. This brought up the limitations of the catalog interface, about which much was said.

Secondly we discussed how people learn and how we teach about searching the opac and its alternatives in a world increasingly comfortable with Google or keyword only searches. WorldCat Local was generally shunned.

And, because we couldn't leave out budget woes – given budgetary constraints, what we anticipate might affect our ability to provide individual assistance in the near future.

And, finally, we discussed very briefly because of time limitations, our differing policies, procedures, and fees for duplication of collection material and the associated metadata responsibility.

Announcements: Nicolette Dobrowolski will take over as a co-convenor of the Public Services Discussion Group and Susan Walker will continue. Ann Copeland and Ellen Ellickson will continue as co-convenors of the Technical Services Discussion Group.

### **Liaisons to Other Groups**

<i>ACRL Leadership Council – Deborah Leslie</i>	No report.
<i>ACRL Communities of Practice – Henry Raine</i>	No report.
<i>ACRL Budget &amp; Finance – E.C. Schroeder</i>	Report not received.
<i>ACRL Membership Advisory – Donna Davey</i>	The ACRL Membership Advisory Committee meets at the same time as Info Exchange. This will be the last official meeting of the Membership Advisory Committee, which has been reorganized. The new committee structure will take effect after ALA Annual.
<i>ACRL Professional Development –</i>	The ACRL Professional Development Coordinating Committee meets at the same time as the M&PD Committee, so I have nothing to report.

*Donna Davey*

*ACRL Publications* – *William La Moy* No report.

*ACRL Standards & Accreditation* – *Everett C. Wilkie* No report.

*ALCTS/PARS* – *Donia Conn* Report not received.

*APHA* – *Fernando Peña* The American Printing History Association (APHA) is pleased to announce its 35th annual conference, scheduled to take place in Washington, D.C. on October 15–16, 2010. The conference, “Learning to Print, Teaching to Print,” will explore the ways people learn to design, print, illustrate, bind, and make books and other printed matter—and how they are taught. The focus will be both historical, examining the way in which methods and styles are consciously continued, and contemporary, looking at how people learn now in an era in which new technologies and aesthetics coexist with tradition. Particular attention will be paid to the increasing and important role of letterpress and book arts programs at art schools, colleges, and universities. With its new M. A. program combining book history and book arts, the Corcoran is the ideal venue for a conference on the theme of learning and teaching.

Later this summer, Betsy Davids, book artist and educator, will give APHA’s 2010 Lieberman Lecture, “From Palm Leaf to Book: a South Asia Quest,” on July 26, 2010 at the Book Club of California in San Francisco. Palm leaf was the traditional material for books throughout South and Southeast Asia for many centuries. In the 1970s, the art of incising on palm leaves was revived in Raghurajpur, a village in the state of Orissa, India. Ms. Davids recently visited the village to research how these intriguing contemporary palm leaf structures are made, with the aim of making her own palm leaf books.

*ARL Working Group on Special Collections* – *Mark Dimunation* No report.

*BSA* – *E.C. Schroeder,* reporting for *Daniel Slive* 2010 Programming:  
BSA held its annual meeting on January 29, in New York at the Grolier Club. The New Scholars program included three presentations on

various aspects of book history. The annual address was delivered by Eric Holzenberg, Director of the Grolier Club.

BSA and the ABAA co-sponsored a lecture on February 13 at the California Antiquarian Book Fair in Los Angeles in February. Rare Book School Director Michael Suarez presented a talk on the value of booksellers' catalogues.

BSA sponsored three panels at the Annual Meeting of the American Society for Eighteenth-Century Studies (ASECS) held March 18-21 in Albuquerque: Two panels were on aspects of "Promotion, Advertising, and Marketing of Printed Materials in the Long Eighteenth Century": one focused on "Targeting the Consumer" while another included "Case Studies." A third panel was on "Associational Reading: Libraries, Reading Societies, and Book Clubs in the Eighteenth Century."

A one-day program devoted to "Reading in the White House" was held on May 7 at the Library of Congress. The program celebrated the publication of *The First White House Library*, a catalogue produced by BSA published by Penn State University Press. The plenary speaker was Sean Wilentz and sessions include "Mr. and Mrs. Lincoln: Books and Culture" and "First Ladies and Culture in the White House." Co-sponsors included BSA, the National First Ladies Library, Penn State University Press, and the Library of Congress (Rare Book and Special Collections Division and the Center for the Book), with funding from the Institute of Museum and Library Services (IMLS).

Future programs this year include a possible session at the St. Louis Conference on Manuscript Studies in October.

Please stay tuned and please check the BSA website for additional information on BSA programs throughout the year.

Thanks.

*CALM – Jeffrey  
Makala*

CALM met at the AAM Annual Meeting in Los Angeles in May, where the group spent most of its time reviewing the AAM's new strategic plan, the first formalized strategic plan in the organization's history. CALM sponsored a cohort of ALA's Emerging Leaders again this year, and the group has produced a 3-part podcast interview with David Ferriero, the new Archivist of the United States, with emphasis on getting his thoughts on issues of convergence between libraries, archives, and museums. The podcast, which is well worth listening to, is at: <http://calmcte.podomatic.com>.

CALM sponsored a program at this year's ALA annual conference: "The LAMs Converge: What Does the Future Hold for Libraries, Archives, and Museums?" with Michael Edson of the Smithsonian, Helen Tibbo of UNC-Chapel Hill, and Martin Gomez of LAPL. CALM has a representative (Fred Stielow) on the task force to rework ALA's Traditional Cultural Expression statement, which will be creating a revised document for ALA Council to vote on at Midwinter 2011.

*GODORT – Arlene  
Shaner*

GODORT – REGP (Rare and Endangered Government Documents Committee)

The REGP met Sunday morning, June 27, 2010, from 10:30-noon. Government Documents librarians are facing some of the same challenges that RBMS members confront regarding the safeguarding of physical copies, the digitization of fragile materials, and exploring collaborative approaches to collection management. All of these were topics for discussion at the meeting.

Of most interest to RBMS right now is the Association of Southeastern Research Libraries Centers for Excellence project based at the University of Kentucky to build a database, with the support of an IMLS grant, of WPA government document materials. The intention is that this will be a scalable project. The University of Kentucky is attempting to identify the universe of documents that were produced, to catalog the owned materials, and to assess their condition. This project does not contain a digitization component, and many of these materials are fragile. It is hoped that when the project becomes publically accessible later this fall that there will be an opportunity for the discovery of some of the materials for which no physical copy has been located. The project managers believe that a number of these documents may be contained within special collections, especially in hidden parts of those collections.

*IFLA – E.C.  
Schroeder*

Report not received.

*MAGERT – Nancy  
A. Kandoian*

Several MAGERT projects came to fruition in time for ALA Annual in Washington, and in time for MAGERT's 30th anniversary celebration this year. We inaugurated a new logo on a new membership brochure, we published the administrative summary of "Map Collection Security Guidelines" in color brochure format, we issued the second edition of "Cartographic Citations: a Style Guide," and we published a collection of beloved cartoons by Jim Coombs from our newsletter, "Great Moments in Map Librarianship: Cartoons from the First 30 Years of base line." Four ALA Emerging Leaders worked on a project to develop a marketing plan for MAGERT, which they presented to the

MAGERT executive board on Saturday morning; it is now available at [http://connect.ala.org/files/57439/magert\\_marketing\\_assessment\\_and\\_plan\\_pdf\\_61385.pdf](http://connect.ala.org/files/57439/magert_marketing_assessment_and_plan_pdf_61385.pdf).

Our Saturday afternoon program, "GIS in EVERY Library: Making it Happen," included presentations about implementing geographic information system services at various types of libraries: in academic libraries with emphasis in sciences versus business, and in public library planning. For 2011 in New Orleans, there are plans to present a complementary program about online mapping tools for reference services in libraries without a GIS specialist. We were happy to be a co-sponsor for the successful, just-concluded RBMS program, "To Catch a Thief," and we were gratified that our security guidelines brochure was well-received on that occasion.

*SAA – Jennifer Schaffner*

Report not received.

*SHARP – Caroline Duroselle-Melish*

No report.

*Bridwell Library and DeGolyer Library Program for RBMS at ALA Midwinter 2012 – Elizabeth Johnson, reporting for Daniel Slive*

A one-day program for RBMS members is being planned for Friday, January 20, 2012 when ALA Midwinter 2012 will be in Dallas. There will be no charge for the program, which will be sponsored by and held at Southern Methodist University (SMU) with co-hosting by Bridwell Library and DeGolyer Library, the two major special collections on campus. SMU is approximately 20 minutes from downtown, where ALA meetings and hotels will be located. There is a light rail line from downtown to a station close to campus so commuting from downtown will not be difficult. SMU is also approximately 20 minutes by car from Love Field airport, and approximately 45 minutes from DFW airport.

Daniel J. Slive, Head of Special Collections at the Bridwell Library, and Russell Martin, Director of the DeGolyer Library, have developed a program on that Friday (late morning and early afternoon) which would include presentations, tours of Bridwell Library and DeGolyer Library, opportunities to view exhibitions at both libraries, and a reception. The proposed schedule allows attendees time to return downtown for ALA registration and meetings later that Friday afternoon and evening.

To date, three speakers representing special collections, archives, and archival education in Texas have agreed to discuss the following topics:

Public history / training archivists:

Dr Gerald Saxon, Dean of Libraries at the University of Texas at Arlington

<http://www.uta.edu/history/transatlantic/saxon.htm>

Presidential Libraries / National Archives and Records Administration / George W. Bush Library at SMU:

Alan Lowe, Director of the George W. Bush Presidential Library

<http://www.archives.gov/press/press-releases/2009/nr09-45.html>

Regional collections:

Steve Davis, Southwestern Writers Collection, Texas State University – San Marcos

<http://alkek.library.txstate.edu/swwc/press/index.html>

We look forward to seeing our colleagues in Dallas and at SMU. For more information, please contact Dan Slive at: [dslive@smu.edu](mailto:dslive@smu.edu)  
Thanks.

*ESTC / CCILA –  
Brian Geiger*

Report not received.

*OCLC Research /  
RLG Programs –  
Jennifer Schaffner*

Report not received.

*Rare Book School –  
Michael Suarez*

Upcoming course: Roger Wieck's Introduction to Illuminated Manuscripts course will be offered in New York City at the Morgan Library, October 25-29, 2010.

Rare Book School is introducing a new certificate program. Beginning in January 2011, RBS will award Certificates of Proficiency to anyone completing a coherent sequence of 5 courses over a period of 8 years. Certificates may be awarded for a general course of study, or for courses centered on certain topics, geographic regions, or time periods.

RBS is launching an initiative to teach book history and print culture to high-school librarians, English teachers, and social science teachers. Comments or questions should be directed to Michael Suarez ([michael.suarez@virginia.edu](mailto:michael.suarez@virginia.edu)).

**Submitted  
Approved**

July 29, 2010. Corrected August 11, 2010. Kate Moriarty, *Secretary*.  
January 10, 2011. Kate Moriarty, *Secretary*.