

RBMS Executive Committee Minutes

DRAFT Minutes

ALA Midwinter Meeting
Monday, 28 January 2013
8:30 a.m.-11:30 a.m.

Call to order The RBMS Executive Committee meeting was called to order by Erika Dowell at 8:30 a.m.

1. Introductions / Attendees

Executive Committee Erika Dowell (Chair; Indiana University), Fernando Pena (Vice-Chair; Palmer School of Library & Information Science, Long Island University), Ann Copeland (Secretary; Penn State University), Mike Kelly (Past-Chairperson; Amherst College), Athena Jackson (Member-at-Large; University of Miami), William T. La Moy (Member-at-large; Syracuse University), Nina Schneider (Member-at-Large; Clark Library-UCLA)

Guests James P. Ascher (University of Colorado, Boulder), Anne Bahde (Oregon State University), Mathew Beacom (Yale University), Lois Fischer Black (Lehigh University), Alvan Bregman (University of British Columbia), Richenda Brim (Getty Research Institute), Jane Carpenter (UCLA), Martha Conway (University of Michigan), Meghan Constantinou (Grolier Club), Christian Dupont (Atlas Systems), Ellen Ellickson (Yale University), Jane Gillis (Yale University), Katie Henningsen (University of Puget Sound), Hjordis Halvorson (Newberry Library), Melissa Hubbard (Southern Illinois University), Mary Lacy (Library of Congress), Deborah J. Leslie (Folger Shakespeare Library), Jennifer MacDonald (University of Delaware), Michelle Mascaro (University of Akron), Christina Necklo, R. Arvid Nelsen (University of Minnesota), Jennifer Nelson (Robbins Collection, University of California, Berkeley), Margaret Nichols (Cornell University), Jessica Pigza (New York Public Library), E.C. Shroeder (Yale University), Jennifer Schaffner (OCLC Research), Marten Stromberg (University of Illinois at Urbana-Champaign) Shannon Supple (Clark Library-UCLA), Julie Tanaka (University of Notre Dame), Michael Taylor (Louisiana State University), Cherry Williams (Indiana University)

2. Review and finalize agenda (Dowell) *Secretary's note:* Information Exchange reports from Jan. 27, 2013 are appended to the end of these minutes. A list of acronyms used follows the Information Exchange reports.

- 3. Meeting protocol (Dowell)** Dowell reminded attendees that the meeting is run informally according to Sturgis' *Standard Code of Parliamentary Procedure*; motions are not necessary; matters requiring a vote will be clearly stated prior to the vote by the Executive Committee members.
- Dowell also reminded attendees that it is not necessary to repeat reports made at the Jan. 27, 2013 Information Exchange, but that discussion is encouraged if needed.
- 4. Approval of minutes from ALA Annual 2012 (Dowell)** The minutes of the June 2012 Executive Committee meeting were approved with one exception; a correction will be made to section 9.1.1 regarding appointing a committee to review *Competencies for special collections professionals*. A committee will be appointed to determine whether to rewrite or rescind the document.
- 5. Reminders for committee chairs (Dowell)**
- 5.1 Meeting Schedule, Meeting room setups (Dowell)* The deadline for scheduling rooms for ALA Annual in Chicago is January 31, 2013. Exceptional requests were approved for Midwinter so please let Dowell know of any adjustments to the schedule for Annual. Jane Carpenter has requested 3 additional slots for two DCRM hearings and for a hearing on the revised *Standards Citations*.
- 5.2 Information Exchange Reports (Copeland)* Copeland as Secretary asked for Information Exchange reports as soon as possible and reminded chairs that draft or final minutes for Midwinter are due by Feb. 15, 2013.
- 6. Updates from the Executive Committee (Dowell)** The budget for FY2013 is \$2,233.50. We have spent all but \$700. Of the \$700, we have encumbered \$200 which is going to buy the third audio recorder for use at Preconference. So, we have \$500 approximately left to spend.

7. Old Business

7.1 RBMS Standards due for review

ACRL policy requires each of its standards and guidelines be reviewed every five years. We have two guidelines that are up for review. Below are draft charges for the two task groups, which will be appointed in the coming months.

7.1.1 Competencies for Special Collections Professionals

This task force is charged to review *Competencies for Special Collections Professionals* (2008) and determine whether the standard should be (1) continued in force without change, (2) revised to address current needs, or (3) rescinded. The task force will report to the RBMS Executive Committee by the ALA Annual Meeting in 2014. If the task force determines a revision is necessary, it will draft a revision and keep the Executive Committee apprised of its progress.

Fernando Pena, as incoming Chair, will contact the chairs of Membership & Professional Development and the Diversity Committee inquiring if they have members who would like to volunteer for this group. ACRL will need to approve the charge before they officially appoint members.

7.1.2 Guidelines on the Selection and Transfer of Materials from General to Special Collections

This task force is charged to review *Guidelines on the Selection and Transfer of Materials from General Collections to Special Collections* (3rd edition, 2008) and determine whether the guidelines should be (1) continued in force without change, (2) revised to address current needs, or (3) rescinded. The task force will report to the RBMS Executive Committee by the ALA Annual Meeting in 2014. If the task force determines a revision is necessary, it will draft a revision and keep the Executive Committee apprised of its progress.

Charlotte Brown will chair the task force working on this document. Work will begin after ALA Annual. The Security Committee wants to participate. ACRL will need to approve the charge before they officially appoint members.

8. New Business

8.1 Quorums

Nina Schneider questioned whether the RBMS bylaws state a maximum or minimum for committee meeting attendance. Nina had only two of her committee members at one of her groups. Athena Jackson noted that votes have been tabled when there have been too

few members in attendance; a vote was held later online. Sturgis says that a majority of the membership should be present for a vote, but sometimes it could be less. James P. Ascher pointed out that since the Executive Committee votes on all major decisions that the notion of a quorum may be questionable.

*8.2 ExOfficio
Appointments
(Deborah J. Leslie)*

Deborah Leslie voiced a concern that the large contingent of ex officio appointments to the Conference Development Committee are not listed on the section's roster, and may not even know that they are expected to attend. Ex officio members include section chairs (current, elect, and past), current, future, and past preconference program, local arrangements, and conference planning chairs, as well as the current Seminars chair. Leslie also would like to make the current Workshops Committee chair an ex officio appointment to the Conference Development.

Leslie asked Exec to approve the ex officio appointment of the chair of Workshops Committee, but withdrew the request when it became clear the issue required more consideration.

RBMS chairs-elect must make explicit appointments for ex officio members in the ACRL appointment system; otherwise, they don't show up. The chair of Conference Development should also make sure the ex officio members are included in committee correspondence. Contrary to a common misperception, ex officio members are full, voting members of a committee (Sturgis p. 178).

**9. Programs and
Conferences**

*9.1 2013
Preconference
Program Planning
(Minneapolis)
(James P. Ascher)* No report.

*9.2 2013
Preconference Local
Arrangements
(Minneapolis) (Arvid
Nelsen, Marguerite
Ragnow)* No report.

- 9.3 2013 Annual Conference Program Planning (Chicago) (Jennifer MacDonald and Athena Jackson) No report.
- 9.4 2014 Preconference Program Planning (Las Vegas)(Athena Jackson, Richenda Brim) No report.
- 9.5 2014 Preconference Local Arrangements (Las Vegas) No report.
- 9.6 2014 Annual Conference Program Planning (Las Vegas) No report.
- 9.7 Conference Development Committee (Deborah J. Leslie) Deborah Leslie put forward a proposal for the 2015 Preconference in Oakland. There are no specific dates yet; they will be set after the site visit. University of California, Berkeley will be the official host.
- Randal Brandt points out that Oakland now has numerous hotels and cool things to see; the Bancroft, the Robbins Collection, and the papyrus collections are close by in Berkeley. The Bay Area Transit System (BART) will make it easy to move between sites. The proposal was submitted by Brandt and Jennifer Nelsen at Berkeley, and Mattie Taormina and Ann Myers at Stanford. A reception at Berkeley is planned, with possible tours to the wine region, the Grateful Dead archives, and Muir Woods.
- Leslie requested that the Executive Committee approve this proposal. There were no competing proposals. Exec approved Oakland as the site of the 2015 Preconference unanimously.

10. Task Forces

- 10.1 Task Force on Metrics and Assessment (Martha Conway, Sara Fisher) Task Force on Metrics and Assessment had a good meeting on how to wrap up and present their final report at Annual. They plan to make some recommendations, including further research that can be done by another group in the future. If guidelines are recommended,

another group will need to be charged to draft them. Conway and Fisher wonder whether this should be a new task force. Assigning the work to a new or existing standing committee is also an option.

*10.2 Joint Task Force
on the Audio-Visual
Needs of the Section*

The Publications Committee figured out the correct way to handle recording for the RBMS Preconference presentations and thus no task force was formed. Conference Development will now include audio recording as part of Local Arrangements; this will be added to documentation for Conference Planning.

11. Publications & Communications

*11.1 Publications and
Communications
Committee (Jason
Kovari)*

No report.

*11.2 News Editor
(Ethan Henderson)*

No report.

*11.3 Web Team
(Melissa Hubbard,
Shannon Supple)*

There is some concern that RBMS.info lists name and mailing addresses while the ACRL policy is not to release addresses on their website. The Team wanted to confirm with Exec that we feel comfortable and not overly exposed. The Web Team will add a note to the Roster page that they will withdraw addresses upon request.

*12.4 RBM Editorial
Board (Beth
Whittaker)*

No report.

12. Standing Committees

*12.1 Archivist
(Marten Stromberg)*

No report.

*12.2 Bibliographic
Standards Committee
(Jane F. Carpenter)*

Jane Carpenter reported that there will be three large web publications projects coming up this year (*Examples to accompany DCRM(B); DCRM(Graphics), and Standard Citations*). The committee will be leaning on the Web Team for guidance. The committee would like these tools to be as usable on the RBMS website as they are in Catalogers' Desktop. The committee thinks it

is a worthy thing to do given the number of smaller shops who don't have access to Cataloger's Desktop. If there were extra money in the RBMS budgets, BSC could use help since LC is probably not as able to help with graphic design as they were before. *Standard Citations* has 800 entries. Dowell agreed that this would be a valid expense for the \$500 left in the section budget. In the past people took on big web projects but it is unclear whether they were paid or volunteered.

Suggestions included looking for interns through Membership & Professional Development. The BSC will draft a proposal for Dowell to take to the Budget & Development Committee.

12.3. Budget & Development Committee (E.C. Shroeder)

E.C. Shroeder reported that the Budget & Development Committee is discussing ways of getting the Leab Endowment back up to \$50,000. They discussed some ideas of generating income. For the next 8/9 years, any monies left from the Preconference could be directed to the Leab endowment; ACRL might give us a matching grant.

Scholarships for Preconferences: for the past many years, the IMLS has awarded us some funds, attendance has been up, and fundraising has also been up. We have had \$15,000 for scholarships. Each year's scholarship recipients form a strong cohort, which really makes a difference in the section. ACRL can't match funds anymore. Going into this year's preconference we need to raise \$3000 for scholarships.

Website: The committee will create a bigger presence on the web, making it much more formal, listing past winners, posting applicant essays, accompanied with "donate here" button that is tied to ACRL Friends, figure out creative ways to recognize donors.

Aggressive fundraising: Encouraged that 5-6 people gave \$700 just before the end of the year, they will be asking past chairs for donations, making sure that the ASK lets people know what the goal is. This will not be a single year effort but ongoing. The section membership will be approached, there will be incentives, etc. EC says it is an iterative process, have to start somewhere then see. It is good to be able to say something like "95 percent supported this effort." If the section thinks that having scholarships and new member are important they need to put their money behind it.

Shroeder was advised to proceed.

- 12.4 *Diversity Committee (Katherine Chandler, Chellammal Vaidyanathan)* No report.
- 12.5 *Exhibition Awards Committee (Cherry Williams)* ACRL has said that every endowment has to have at least \$50,000. The decision has been made to devise ways to go forward with fundraising to bring the fund up to the required amount to keep the Katharine Kyes Leab & Daniel J. Leab *American Book Prices Current* Exhibition Awards endowed.
- 12.6 *Membership & Professional Development Committee (Katie Henningsen)* No report.
- 12.7 *Nominating Committee (Jennifer Schaffner)* No report.
- 12.8 *Workshops (Jane Gillis)* Jane Gillis announced that in the future the Workshops Committee will meet virtually rather than at ALA Midwinter. They will make this clear to all new members and follow the guidelines for virtual meetings.
- Discussion: Some people showed up for the Seminars Committee because it was on the schedule when it met virtually prior to ALA. Groups meeting virtually in lieu of meeting at ALA need to let the Exec Chair know to remove them from the Schedule of Meetings. The committee chair is still required to attend the Exec meeting and to report on the virtual meeting at Info Exchange.
- 12.9 *Scholarships Committee (Amy Roberson)* No report.
- 12.10 *Security Committee (Alvan Bregman)* Alvan Bregman reported that the Security Committee was contacted by the ABAA concerning the recent Italian books theft and getting the information out. ExLibris is not a big enough list and the RBMS list is about section business. Jackie Dooley helped by supplying a list of names and addresses of special collections librarians, but Bregman asked if it would also be appropriate to use the RBMS list for this kind of news? Yes, it is appropriate. Also the blog that took the place of the newsletter would be a place.

No report.

*13.11 Seminars
Committee (Laura
Micham/Danielle
Culpepper)*

13. Discussion groups

*13.1 Collection
Development (Marten
Stromberg)*

No report.

*13.2 Curators and
Conservators (William
LaMoy)*

No report.

*13.3 Manuscripts and
Other Formats
(WilliamModrow)*

No report.

*13.4 Public Services
(Julia Gardner)*

No report.

*13.5 Technical
Services (Ann
Copeland / Ellen
Ellickson)*

No report.

*13.6 Digital Special
Collections Discussion
Group (Jason Kovari)*

No report.

16. Closing business

Adjournment

The meeting adjourned at 10:47 am.

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DRAFT

Information Exchange

ALA Midwinter
Conference, Anaheim
Sunday, Jan. 27, 2013,
4:30-5:30 pm
Westin Seattle Hotel,
Vashon Room

Moderator:

William T. La Moy,
RBMS Member-at-Large

Secretary's Announcements

All who report at Information Exchange were asked to submit their reports to Annie Copeland (auc1@psu.edu) as soon as possible.

Chairs were asked to submit by Feb. 15, 2013 draft or final minutes of 2013 Midwinter meetings; and any final minutes from Annual that may have just been approved.

Programming

*2013 Preconference
Program Planning
Committee (Minneapolis)
James P. Ascher*

The 2013 Preconference will be "O Rare! Performance in Special Collections". The committee has been working with indomitable and stalwart vitality to prepare a rich and enlightening preconference for your delectation, teeming with programing and bursting with entertainment.

We are meeting June 23 - [June 26, 2013](#) in Minneapolis, Minnesota at the Marriott. Registration for ACRL Members is \$280 and our hotel is \$174 for a single or double room.

After a successful meeting we are on track to have ten talk sessions, both panels and lightning, ten discussion sessions, three plenaries, nine Seminars, six unconference sessions, three RBMS workshops and ten posters. Not to mention the Book Sellers Showcase, a Book Arts Fair, Tech Petting zoo, and we will be documenting the session.

Registration opens in February.

*2013 Preconference
Local Arrangements
(Minneapolis) (Arvid
Nelsen, Marguerite
Ragnow)*

The website is currently up and contains a lot of information but more will be added. The Local Arrangements Committee has been working on a number of receptions, tours, and other outings, including:

Receptions – In addition to the Booksellers’ Reception on Sunday night we will have receptions on Monday and Tuesday. Monday’s reception will be sponsored by the Rose Ensemble, an ancient and Medieval music organization in the Twin Cities who will host a special concert, open to the public for a cost but free to RBMS registrants. The concert will be followed by a wine-and-cheese reception with a “meet the artists” question-and answer period, also exclusively for RBMS registrants. Tuesday will the a “Welcome to Minneapolis” co-sponsored by the University of Minnesota Libraries and the Minnesota Historical Society, at the MHS’s Mill City Museum, a beautiful historical museum in a renovated grain elevator on the banks of the Mississippi River.

Tours and Outings: Currently scheduled tours include afternoon tours on Wednesday to the American Craft Council and the Bakken Museum and Library. Thursday tours include day-long trips to St. John’s University and the Hill Manuscript Library and a combined tour of the American Swedish Institute and the Museum of Russian Art. We are working on tours to the Target Corporate Archives and the Target Cultural Heritage Museum. Thursday night we are organizing a group baseball outing with discounted tickets to see the Minnesota Twins play the Kansas City Royals at the beautiful Target Field.

*2013 Annual Conference
Program Planning
(Chicago) (Jennifer
MacDonald and Athena
Jackson)*

Information Exchange report, MW 2013, 2013 Conference Program Planning Committee

The RBMS 2013 Conference Program Planning Committee Midwinter Meeting was held Sunday, [January 27th, 10:30 - 11:30 am](#), at the Sheraton Seattle Hotel - Eagle Ballroom. 6 members and the section chair were in attendance.

The program “History on Fire! How Libraries Mitigate Loss of the Cultural Record Due to Disaster or Destruction” will be held Sunday, [June 30, 1:00-2:30 pm](#); in McCormick Convention Center, room TBA. Please be aware of time change due to new ALA scheduling. The

program description is as follows:

Fires and other disasters have impacted our physical holdings of the historical record in libraries. When disaster strikes, how do we, as stewards of cultural heritage, mitigate the loss of rare and unique items? How do we fill in historical gaps, inform our researchers, and work with risk management specialists to ensure that we can rebuild (insofar as possible) what is lost? Speakers will address these questions from historical and practical perspectives.

Alice Schreyer (Assistant University Library for Humanities, Social Sciences, and Special Collections, University of Chicago) will moderate, and the speakers will be Valerie Harris (Associate Special Collections Librarian, University of Illinois at Chicago), Russell Lewis (Executive Vice President and Chief Historian, Chicago History Museum), and E.C. Schroeder (Director of Beinecke Library, Yale University). The Library History Round Table will be co-sponsor in name only. We will be focusing on publicity from here on.

*2014 Preconference
Program Planning (Las
Vegas)(Athena Jackson,
Richenda Brim)*

Thirty people met on Saturday, [January 26](#) to discuss the 2014 RBMS preconference in Las Vegas.

RBMS LV will be held [June 23-27](#) 2014 on the 26th floor of the Bally's Hotel and Casino at the heart of the Las Vegas strip and one mile east of the UNLV campus. Rooms will be \$149, including wifi. The rate will be good for the duration of ALA, too.

Dorm accommodations will be at UNLV. The UNLV local arrangements team, chaired by SuKim Chung is working on tours touching on Las Vegas' urban, resort, and atomic history.

The meeting focused on brainstorming ideas inspired by the 1960 conference that never happened. Our jumping off point was the working title: Retrofit.

Ideas included:

1.Space & space & space: a look at different definitions of space in our professional world. How storage needs have changed since the massive library building projects of the 1960s; collecting the 1960s - science, space, and aeronautics; and our current concerns with virtual space - special collections as digital collections and gaming as a collecting area.

2. What still works? Not recreating the wheel. Look at traditional solutions for access, collection development and collection management for smaller institutions.

3. Research use of architectural collections, design collections to create authentic replicas of different eras in history: 1960s & Mad Men, etc.

4. Other programming discussions included: ways to attract other

ALA attendees through sessions for subject specialists and including break out sessions for regional RBMS groups.

*2014 Preconference
Local Arrangements (Las Vegas)*

*2014 Annual
Conference Program
Planning (Las Vegas):
Lois Black*

Committees & Task Forces

*Archivist/Records
Manager:
Marten Stromberg*

*Bibliographic Standards:
Jane F. Carpenter*

The Bibliographic Standards Committee met Saturday, January 26, 2013 from 8 am-12 noon at the Hyatt at Olive 8, with an attendance of 32 people, including 14 committee members and 18 visitors.

Cataloging Tools

The revised and enlarged edition of *Examples to Accompany DCRM(B)* has now been published by Library of Congress. It appeared in the Jan. 10 issue of *Catalogers Desktop*, thanks to the hard work, perseverance, and cataloging expertise of editor Nina Schneider, LC editors Bruce Johnson and Kate James, and a host of BSC volunteer proofreaders and close readers. The Web Team is now working on mounting *Examples* on the RBMS website, where it will be available

The *RBMS Thesauri* continue to be developed and maintained by the BSC Controlled Vocabularies Subcommittee headed by Ryan Hildebrand. BSC approved two new scope notes, one relationship designator, and one term.

A revised and expanded edition of *Standard Citation Forms* is also nearing completion. The group, headed by Marcia Barrett, has received permission from LC to mount the new edition of *SCF* on the RBMS website, and is now working on how the online version will display. They have posted a small prototype and are seeking feedback on the selected elements and their organization.

Cataloging Manuals

The editorial teams for Graphics and Music are wrapping up their manuals, and are anticipating publication sometime this year. Work continues on Cartographic Materials and Manuscripts, with Cartographic holding a public hearing in June 2013 in Chicago.

Revision of DCRM(B) for RDA

Following the recommendation of the DCRM/RDA Task Force, BSC appointed a new editorial group to begin reorganizing and rewriting DCRM(B) for RDA. Francis Lapka of the Yale Center for British Art is chairing the group which hopes to have a first draft ready by Annual 2014.

Rare Guidelines for BIBCO Standard Record for RDA (BSR)

BSC was instrumental in helping to create rare materials guidelines for the RDA BIBCO Standard Record, which was approved by BSC at the end of the summer. The BSR, which is now officially “live,” shows that the specialized instructions of DCRM can be used very effectively in conjunction with the general guidelines of RDA. A new BSC group, headed by Randy Brandt, has begun working on guidelines for rare serials to be added to the CONSER RDA Core Elements to be completed by April 2013.

RBMS Preconference 2013 Proposals

Bib Standards has submitted proposals for two programs at the 2013 Preconference: a discussion group, “*Directing without a Script: Strategies for Successful Technical Services Project Management*,” and a panel discussion, “*A New Cataloging Pas de Deux: RDA and DCRM*.”

Budget & Development:
E.C. Shroeder

B&D discussed preliminary recommendations for raising funds for the Leab Award, with a goal of having \$50,000 by 2022. Options included contributing annual section funds, preconference profits, fund raising, and the possibility of moving funds within ACRL’s long-term investment funds into the Leab Award, probably based on matching.

The Preconference in San Diego did well from a financial perspective with an approximately \$11,410 profit, ½ of which comes to RBMS and will be used for 2013 preconference scholarships. The Committee has proposed an ambitious fundraising agenda for Preconference Scholarships, looking to raise \$3000 for 2013. This will include creating a Preconference Scholarship page on rbms.info including a contribute button on the front page, a complete list of past winners and a list of donors from the past 5+ years, and solicitation reminders to all of RBMS but with a particular focus on past members of Exec. and scholarship winners.

- Conference Development: Deborah J. Leslie* The 2015 preconference (ALA in San Francisco) will be hosted by the University of California, Berkeley, and held in Oakland.
- Diversity: Katharine Carrington Chandler and Chellammal Vaidyanathan* The RBMS Diversity Committee met at 8:30 this morning with four members in attendance and four non-members. A seminar has been accepted for this year's pre-conference, and a discussion session has been proposed (and subsequently accepted). The Committee hopes to plan proposals for a strong presence in the 2014 pre-conference as well.
- The Diversity Committee hopes to team up with Membership to sponsor another brown-bag lunch at the pre-conference this year, as the one last year was such a success: it allowed for new members and people from all different levels of our profession to mingle with each other.
- The Committee plans to implement another Diversity survey of RBMS as one has not been conducted since 1997.
- Chella Vaidyanathan and Athena Jackson attended the Joint Conference for Librarians of Color in September and presented Diversity in the Special Collections Field from Defining the Need to Providing Solutions. It was well-attended and the Committee is hoping to plan some programming around the next conference, which will be held in 2014.
- The Diversity Toolkit will begin to be updated by committee members this year, with a new attention to diversity of users, collections, and to new members to the profession.
- Exhibition Awards: Cherry Williams* The Committee completed a successful judging round and look forward to presenting this year's entries to the RBMS community at Pre-Conference! We also confirmed as a committee that we support raising the required endowment funds to keep the Leab fund active.
- Membership & Professional Development: Katie Henningsen* The membership and professional development committee met Saturday morning to discuss new and ongoing initiatives. The discussion moved quickly as a result of our compressed meeting time.

The Buddy Program continues to be one of our most successful ways of reaching out and welcoming new members to the section. We had fourteen Buddy pairs at the 2012 RBMS Preconference and three at this year's midwinter. We would like to thank the RBMS members who volunteer for this program, especially those who do so year after year.

The mentoring program continues to move forward and we encourage RBMS members at all levels to consider volunteering.

Finally we had a thoughtful discussion regarding our preconference activities, including the RBMS Preconference orientation and handouts, the New Members' Mixer--is open to all RBMS members new or ongoing--and the second annual New Members Brown Bag. Last year the Brown Bag was largely successful due to the energy and enthusiasm of Athena Jackson and the RBMS leaders and members that attended. We very much welcome all members at this year's Brown Bag.

Our committee continues to brainstorm ways to better serve all levels of our RBMS membership. Please feel free to contact any member of M&PD with suggestions and ideas.

Nominating: Jen Schaffner

Publications & Communications Committee: Jason Kovari

The Publications and Communications committee met yesterday (1.26.13) at 1pm. Our meeting focused on the building a bibliography of RBMS publications, requirements for virtual participation in PubComm meetings, Preconference presentation materials gathering, RBM distribution at book fairs and so much more.

Also: under the auspices of the PubComm committee, the 2012 preconference documentarians drafted recommendations for future preconference recordings, which have been shared with chairs of the 2013 Preconference planning and local arrangements.

RBM: Beth Whittaker

The second half of 2012 has been an exciting year *for RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage*. Issue 13.2, the special issue on assessment, has been warmly received both by subscribers and those who received a copy at the Library Assessment conference.

Articles from the journal continue to be downloaded at a robust rate. In the last quarter of 2012, there were over 3000 downloads from the

journal's 26 year run. 12 articles from the journal have been downloaded more than 800 times, which, coupled with the fact that these articles originally appeared in print, suggests a continued relevance for our topics and our methods.

Subscriptions to the journal continue their slow but, I would argue, inevitable, decline. The print model with short term embargo appears to be viable for the short term, however, although we watch with interest the progress of our sister journal, *College & Research Libraries*, as it embarks on an e-only publishing adventure. It never hurts to remind you that if the embargo annoys you, or if you just LOVE to get your hands on print reading material, the journal can be yours for the modest sum of \$45 for United States subscribers.

A major accomplishment was the review and implementation of the ACRL "model" license for use with *RBM*. This moves us one step closer to supporting open access by tackling the "distribution" side of the equation. The default is to allow use of the articles under a Creative Commons Attribution-NonCommercial License, with other options according to the desires of the author.

Issue 14.1, reactions to the "2012 Futures" preconference, is underway under the guidance of guest editors Nina Schneider and Shannon Supple. It will go beyond reprinting preconference papers (most of which are available online) and will instead provide a platform for ongoing reflection and discussion of important themes in the profession. We are very excited to see this issue come together and are grateful for those colleagues who are preparing their manuscripts.

We already have a few submissions in the queue for issue 14.2 (fall 2013) which will be the first open issue in a year. Thanks to those of you who have been reviewing and for those who helped me find other reviewers! Submissions are always welcome.

We will have a few openings on the editorial board. You may indicate your interest through the ACRL form, or directly to me, by February 15th.

And the most important part of this report: My second term as editor will be ending in June 2014, and thanks to the magic of term limits, it's not too soon to be thinking about whether you or a colleague might be interested in this important role. ACRL will be coordinating the search for an editor designate, which will take place BEFORE Annual 2013. Please don't hesitate to ask myself, or any member of the editorial board, if you are interested in learning more about the journal or how to participate.

*RBMS News editor:
Jason Kovari*

Everything is going as planned. Please contact editor@rbms.info if you have any news to share, including job ads.

*Scholarship:E.C.
Shroeder*

[See Budget & Development]

*Security:
Alvan Bregman*

The Security Committee met on Saturday afternoon, with 21 people in attendance. There was discussion about a recent article on insider theft that had appeared in C&RL and about the new subrosa electronic discussion list, managed by Everett Wilkie, and devoted to security topics affecting cultural institutions. The resources pages of the Committee's website have been updated, along with the appendix on resources attached to the Security Guidelines. Moira Fitzgerald gave a report of the LIBER Security Conference that was held in The Hague. The Committee discussed how to communicate with the special collections community regarding the possible impact of the ongoing De Caro/Girolamini Library scandal. It is advisable to review all purchases made since 2005 of Italian books from the Galileo era.

The Committee and attendees discussed two new project initiatives. The first is a security audit instrument in the form of a questionnaire linked to the Security and Theft Guidelines. There was general approval, indeed enthusiasm, for the approach taken by Jennifer Lowe and Audrey Pearson, who lead this project, and the Committee will now be working out fine details with the hope of putting the instrument online after Annual.

The second project involves guidelines for conducting collection inventories. Michael Inman and Lois Fischer Black are the leads on this project. It is surprising that almost nothing can be found in our literature about conducting inventories. Michael and Lois would be grateful to receive documents outlining local practice on inventories. This project, too, will be reviewed by the Committee with a hope of putting the guidelines online, or otherwise publishing the guidelines, after Annual.

New Business for the next meeting will include a discussion of benchmarks and practices related to the management of security cameras, review and storage of recordings, and privacy issues.

Seminars: Mark Greenberg for Laura Micham/Danielle Culpepper

The Seminars Committee held its first virtual Midwinter meeting on Wednesday, January 9 via ACRL's Adobe Connect software platform. This forum accommodated the needs of some committee members who would otherwise have had difficulty traveling to Seattle for an in-person meeting. The committee finalized details for the roster of 2013 seminars and began to brainstorm ideas for seminars to be offered in 2014.

-The following 9 seminars will be presented in Minneapolis this June; their descriptions, speaker information, and scheduled times are available on the RBMS preconference website.

-Seminar A: Collecting in the Moment

-Seminar B: Reviewing our (Classroom) Performance: Evaluating Special Collections Instruction

-Seminar C: Bibliography in Action

-Seminar D: There Has to Be a Better Way: Connecting Curators and Dealers in the Brave New World

-Seminar E: Living in a Material World: Digitization for Profit

-Seminar F: Progressing Primary Source Literacy: Guidelines, Standards, and Assessment

-Seminar G: Metadata, The Reboot: Making Reusable Metadata and Making Metadata Reusable

-Seminar H: Conservation and Curation in the Age of Offsite Storage: What Does it Mean for Special Collections Librarians and Conservators?

-Finally, the committee reminds section members that it's not too early to begin thinking about seminar ideas for 2014! The committee has issued a call for proposals to be submitted by June 3 to be considered at the Seminars Committee meeting at ALA Annual in Chicago later that month.

Task Force on Metrics and Assessment: Martha O. Conway, Sarah S. Fisher

The RBMS Task Force on Metrics & Assessment met on [Saturday](#). This is only the second time we have met as a group. There were almost 30 people at the meeting, where the ratio of visitors to members was 2:1. This confirms our sense that there is a great deal of interest in the work of the Task Force.

We have divided ourselves and our work into four groups:

- collections, cataloging, and processing;
- conservation/preservation and exhibits/exhibit loans;
- reference and instruction; and
- users and use.

For each of these areas we are looking at/considering two things:

- measuring operational activities, efficiencies, etc. and
- assessing value and impact for users.

Basically we are trying to answer two sets of questions:

What should we count and how? And
What matters and why?

Each group reported on their work – progress made, stumbling blocks encountered, etc. – but only briefly because we have been sharing it with each other by way of a Google site.

What our work amounts to at this point is a very thorough description of the problem, consisting of more questions than answers. We have a very solid understanding of the metrics we need, why they are so difficult to define, and how they might (or might not) be useful for

- enabling conversation and comparison with others and
- demonstrating value.

We talked about what we can/should expect to accomplish by June (when we make our “final” report) and what will remain for others to do. There is much – too much – that could be counted/measured, only some of which should be counted/measured, with very little in terms of definitions etc. to guide us.

So – we will take a stab at identifying the most important of these – maybe 10 or so – and proposing definitions and points of departure for whoever or whatever comes next. We’ll deliver these – along with a very impressive report – at Annual.

*Web Team: Melissa
Hubbard*

Since the last reporting period (ALA Annual 2012), usage of rbms.info has increased, which continues the trend of the past several years. During this reporting period, approximately 10% of our site traffic came from mobile browsers, which is a significant increase. Social media connections with RBMS have also increased. The web team has been very busy over the past six months with several ongoing and short term projects. We are working on migrating the site into a content management system, which will offer section members new ways to use the site for communications. We are working with the Bibliographic Standards Committee to make several of their publications available online. We are creating

a gallery of Leab Award winners. The 2012 RBMS Preconference documentation, such as audio recording and slides, is now available on the website. Information about the 2013 Preconference is also available now at preconference.rbms.info. The website was hacked in November 2012, but the web team was able to resolve this problem quickly, and it never represented a threat to rbms.info users. All of the web teams work is done by wonderful volunteers: Shannon Supple (Senior Web Editor), Melanie Griffin (Assistant Web Editor), Elspeth Healey, Randal S. Brandt, Lynne M. Thomas, Valerie Prilop, Francis Lapka, Jen Talley, Jocelyn Karlan, and James Capobianco. More information about web team activity can be found in the Web Team report, which is available on the “conference agendas and minutes” page of rbms.info.

Discussion Groups

Collection Development:
Martin Stromberg

Curators & Conservators
William LaMoy

Digital Special Collections
Jason Kovari

The DSCDG met at 1 pm (1.27.13) with 50 participants (a significant number of whom were not RBMS-ers). We discussed a wide range of topics, beginning with preserving (digitally) materials from vanishing / obsolescing media / file formats, etc. to intellectual property issues related to ethics of digitization and pushing the boundaries, to outreach, linked data and format migration.

Manuscripts & Other Formats:

Did not meet at Midwinter.

Public Services:
Julia Gardner

Technical Services:
Annie Copeland / Ellen Ellickson

Technical Services Discussion Group(TSDG) has, from time immemorial, met on Sunday mornings from 10:30 to noon, but it was recently decreed that henceforth we will meet at the much less exclusive time of Saturday afternoon from 1:00 to 2:30. My co-

convenor Annie Copeland and I were worried that yesterday we wouldn't get our usual robust turnout but 35 people came to our session --and it was SO fun.

We discussed RDA, NACO, FRBR, MARC, DCRMB, and the BSR. Also mentioned with PCC, BIBCO, BDRB, DCRB, AACR, AACR2, Primo, Triple I, and Voyager. (Not for nothing is it called TECHNICAL services.)

We also talked about photo orders: who does them, public or technical services? And genre terms: do you use them and if so, do you subdivide them chronologically? To what level: century, decade, year? If geographically, to what level: country, state, city?

One last thing: after two terms Annie and I are cycling off as co-convenors so two new people are needed to take over. Please get in touch with us if you're interested. It really is a lot of fun and not time-consuming because as convenors --moderators-- you don't have to do very much --and you don't have to know anything at all. You can just leave that to your participants.

Liaisons to Other Groups

ACRL Budget & Finance: E.C. Schroeder

ACRL's budget remains tight, although with this year being a National Conference year it should be in the black. The transition to an all digital version of C&RL news is moving ahead. From a budget perspective there will be little difference. Section funding will be tweaked slightly to reflect current expenditure levels. For RBMS this means a reduction of approximately \$200. The new funding model is \$1000 plus \$.075 for every member over 400. Discussion continued on the future of the two ACRL related endowments that are less than ALA's \$50,000 minimum, one of which is the Leab Award. Discussion continued on fundraising and disbursement practices for the ACRL Friends Fund, recommending the disbandment of both the Friends and the Friends Disbursement subcommittees.

ACRL Leadership Council: Erika Dowell

No report.

American Printing History Association (APHA): James P.

We had a very successful conference 2012 with 127 members attending "At the Crossroads: Living Letterform Traditions" Columbia College Chicago Center for the Book October 12-13,

Ascher

2012. Happy to report the 2013 conference will be “Seeing Color/Printing Color” held in New York city in the Grolier Club from October 18-19 this year. Proposals for papers are due by March 7, 2013 More information at printinghistory.org in the 184th newsletter

Our own Will La Moy completed his first year as editor of *Printing History*, publishing two issues PH 11 and 12 including Betty Bright, *History as Fable*, *Helix*, and *Aperture*; Joan Boudreau, *The Portable Press and Field Printing during the American Civil War*.

We’re still having a massive sale of issues, rather than \$25 single and \$45 four double, \$7 for single and \$12 for double issues. Who knows how long it will last, or how long the issues will last at this insane price. ritpress.rit.edu

APHA awarded the 2012 individual award, Sebastian Carter of Rampant Lions Press in the UK, and for the institutional award, The Limited Editions Club.

Antiquarian Booksellers’ Association of America (ABAA): Ron Lieberman

No report.

Association for Library Collections and Technical Services / Preservation and Reformatting Section (ALCTS/PARS): Donia Conn

No report.

Association of Research Libraries (ARL) Special Collections Working Group: Jackie Dooley

No report.

Bibliographical Society of America (BSA): TBA

No report.

Joint Committee on Archives, Libraries & Museums (CALM): Christian Y. Dupont

The ALA/SAA/AAM Joint Committee on Libraries, Archives, and Museums (CALM) met on Sunday morning, January 27, from 10:30-12:00pm. The meeting was chaired by ALA co-chair Danielle Plumer, who was joined via Skype by SAA co-chair Su

Kim Chung and AAM co-chair Nik Honeysett; other ALA committee members and visitors were also in attendance. Plumer gave a report in which she mentioned items before ALA Council, including the Council resolutions urging Congress to restore UNESCO funding and support for the WIPO treaty on Improved Access for People Who are Blind, Visually Impaired and with Other Reading Disabilities. Plumer also gave RBMS CALM liaison to provide updates on RBMS activities, including the upcoming annual preconference with its theme on “performance” and the task force on metrics and assessment. RBMS SAA liaison Matthew Beacom also noted the pending SAA review of DCRM and the new joint committee on metadata standards that replace MARBI. Honeysett gave a detailed report on AAM’s organizational transition. Formerly, the American Association of Museum, the new American Alliance of Museums has taken steps to ensure that it can adequately represents the interests of all types and sizes of museums by revamping its membership and dues structure and lowering the lowest entry fee to a nominal one dollar. The new AAM is focused on promoting standards and excellence. It has also been putting more resources into advocacy efforts. Chung gave only brief report as SAA Council had just finished its January meeting. SAA hosted the last CALM meeting during the SAA Annual Meeting in San Diego. Advocacy emerged as a theme of that meeting as well, as articulated in particular by SAA president Gregor Trinkaus-Randall, who has promoted high-level leadership communication between SAA and ALA and AAM on issues of common interest, especially with regard to public policies and funding affecting cultural heritage institutions. CALM has organized on advocacy at the 2013 ALA Annual Meeting and 2013 SAA Annual Meetings; additional advocacy-related programming will be featured at the 2013 AAM Annual Meeting in May. Committee meeting discussion topics included exploring possibilities for reviving the CALM wiki/SAA microsite to promote awareness and exchange of CALM-related activities as well as exploring liaison or membership relationships with other allied organizations, such as the American Association for State and Local History (AASLH), which seemed especially relevant since AAM has also been reaching out to AASLH. Plumer will be approaching ALA PARS to provide a CALM liaison and will investigate liaison relationships with other ALA bodies as well. The meeting concluded with some brainstorming about possible themes for CALM-sponsored programs in 2014.

*(MAGIRT):Kathy Rankin
for Nancy Kandoian*

Industry (MOHAI).

Committees are making progress on a few notable activities at this conference.

The new Online Presence Oversight Committee had its first meeting on Saturday. It is responsible to coordinate and ensure the usability, currency and relevancy of information provided by MAGIRT via all of its online outlets. Its major initial project is the production of LibGuides concerning map and map librarianship topics on the MAGIRT website.

The Education Committee is working on producing webinars, with an inaugural one this spring featuring MAGIRT past president and University of Georgia map librarian Hallie Pritchett on "The Care and Feeding of Maps."

MAGIRT and GODORT members collaborated Saturday on a joint meeting of the GIS (Geographic Information Systems) Discussion Group. Government data for GIS always provokes a lot of need for discussion.

The GeoTech Committee has a task force working on the mapping of ALA membership. They have georeferenced 39,000 ALA members, inputting attributes of division and round table membership as well as home library types, enabling the mapping of varied densities and layers of this information.

MAGIRT is sponsoring Jessica Clemons to participate in the ALA's Emerging Leaders Program. Jessica is a 2008 graduate of the MLS program at Clarion University of Pennsylvania and is currently working as Assistant Librarian at SUNY College of Environmental Science and Forestry in Syracuse, New York. Jessica is also working on a Master's degree in GIS at the Penn State University World Campus.

MAGIRT's 2013 annual program on RDA is eagerly awaited. If RDA and cartographic materials sound scary, then let MAGIRT ease your fears. If you're a cataloger working with cartographic resources, our experts will help you manage RDA changes in a hands-on program focusing on three areas in bibliographic description: title(s), mathematical data, and physical description. We'll emphasize print maps and touch on digital resources. You'll get a map, be guided through the descriptive process, and leave having cataloged a map. We may also be sponsoring a poster session, so stay tuned for more info on that.

Program planning for Las Vegas in 2014 is proceeding around the theme of the "Accidental Map Librarian." Digital or paper maps can pop up in anyone's collection. Whether you inherited official map duties or are struggling with a few unexpected items, this

outcome-oriented session will ensure that you make the most of the opportunity.

*Society for the History of
Authorship, Reading &
Publishing (SHARP):
Richenda L. Brim*

The 21st annual SHARP Conference will in Philadelphia 18-21 July 2013. The theme is: Geographies of the Book. SHARP membership committee has encouraged us to write about RBMS for the SHARP Newsletter. Please send submission thoughts to Richenda at RBrim@getty.edu

*Society of American
Archivists (SAA):
Matthew L. Beacom*

Other

*Government Documents
Round Table
(GODORT):
Elizabeth A. Sudduth*

GODORT's Rare and Endangered Documents Committee met on Saturday, January 26, 2013 from 4:30-5:30.

The Superintendent of Documents, Mary Alice Baich, was in attendance.

The Committee had met previously by conference call on December 18 and will met again by conference call in February. The Committee reaffirmed their commitment to meet in person at Annual and to meet virtually at Mid-Winter Conference, with conference call meetings throughout the year.

The Committee plans to enhance its web presence, including more links to resources.

Two items of concern were discussed: the "disappearance" of data from U.S. Federal Agency websites and the Canadian government's recent budget reductions which have resulted in plans to end of the distribution of print materials via the Depository Services Program, as well as reductions in programs and services at the Library and Archives Canada, the closing of a number of Canadian federal libraries, the removal of legacy publications from the Statistics Canada website, and the rumored removal of older web publications. As of Monday, January 28th, GODORT had a resolution on access to Canadian Government Information in process.

*Grolier Club:
Meghan Constantinou,*

Meghan Constantinou announced The Grolier Club's 2012-2013 William H. Helfand Fellowship, offering awards up to \$3,000 for research in the Library's areas of strengths. The deadline for applications and letters of support is March 8, 2013, and

announcement of awards will be made in early May, 2013. Research terms can take place any time between June 1, 2013 and May 30, 2014.

*International Federation
of Library Associations
and Institutions (IFLA):
E.C. Schroeder*

The Annual conference will be in Singapore, Aug. 17-23. IFLA's RBMS will be sponsoring three sessions: East Asian Rare Book collections (both in East Asia and the West), Visual material, and I have forgotten the third.

*OCLC Research/RLG
Programs: Jennifer
Schaffner*

*Rare Book School:
Danielle Culpepper*

With the launch of its new, customized web application system, "myRBS," Rare Book School began accepting applications this week for its summer courses. To apply for a course, prospective students (new or returning) will need to create a new account in myRBS, where they may submit an application, view their course history, edit contact information, and more. To be considered in first-round admissions decisions, applications should be received by February 1 for June courses and by March 1 for July courses.

RBS will offer 31 courses this summer in Charlottesville, as well as at the University of Pennsylvania and at Yale University. Five new courses will be offered, covering topics including the history of medical books, the development and stewardship of modern collections, illustrated science books to 1800, the history of 19th and 20th-century typography and printing, and an advanced seminar on medieval manuscript studies. We expect to offer two additional new courses in the fall in Washington, DC: Advanced Rare Book Cataloging (at the Folger Shakespeare Library) and Hokusai and Book Illustration (at the Freer-Sackler Gallery).

This summer, RBS will welcome its first cohort of Andrew W. Mellon Fellows in Critical Bibliography. A cohort of 20 fellows will be selected from hundreds of applications received to participate in this three-year program, taking 3 RBS courses, participating in seminars on critical bibliography, taking part in field schools at major research libraries, and conducting their own research in critical bibliography. By providing focused training and mentorship for doctoral candidates, postdoctoral fellows, and junior faculty in the humanities, we hope that this program will

reinvigorate bibliographical studies in humanistic disciplines.

Finally, Rare Book School is continuing renovations this year to its space in the University of Virginia's Alderman Library. We will gain two new classrooms and a new demonstration/lab room, as well as renovated office and work spaces, before RBS courses begin

*California Rare Book
School: Susan M. Allen*

Greetings from California Rare Book School! Susan M. Allen, Director of California Rare Book School, would love to be here in person to greet you. However, contrary to a popular Valentine once issued by Terry Belanger, it is not very easy to be in two places at once when one place is Seattle and the other is New York City.

The Curriculum:

After a very successful 2012 season, CalRBS is off and running for 2013. There are brochures and flyers here to provide you with more information regarding the 2013 course offerings. this June.

Five new courses have been added to the curriculum, and they will debut in 2013. There will be “Medieval & Renaissance Manuscripts” taught by Melissa Conway and Lisa Fagin Davis, “The Renaissance Book, 1400-1650” taught by Craig Kallendorf, and the “History of Cartography” taught by Julie Sweetkind Singer to name just three. Other courses that have been very popular in the past will be offered again, including “Artists’ Books” taught by Johanna Drucker. As in the past two years, two weeks of courses will be offered in Los Angeles in August, and one week will be offered in November in the San Francisco Bay area.

Scholarships:

CalRBS carried out its first ever Annual Fund drive in 2012, and we are very pleased to announce that the proceeds from the Annual Fund will be used for scholarships. Furthermore, this will be the first of three years in which CalRBS is able to offer twelve IMLS scholarships to mid-career librarians. The scholarship application deadline is June 15, 2013. Please mark that on your calendars.

For more details regarding CalRBS and how to contact staff, please browse the web site: www.calrbs.org. There you will find

complete descriptions of the courses offered in 2013 and brief bios for the faculty. You will also find course and scholarship application forms there. And while you are at it, look at the photos from 2012 and join many of your colleagues and become a CalRBS FaceBook friend!

Feb. 21, 2013 Annie Copeland *Secretary*.

Submitted

DRAFT

Acronyms

ABAA	Antiquarian Booksellers' Association of America
ACRL	Association of College and Research Libraries
ALA	American Library Association
ALA OITP	ALA Office for Information Technology Policy
ALCTS/PARS	ALA Association for Library Collections and Technical Services Preservation and Reformatting Section
APHA	American Printing History Association
ARL	Association of Research Libraries
BSA	Bibliographical Society of America
BSC	ACRL/RBMS Bibliographic Standards Committee
CALM	Joint Committee on Archives, Libraries & Museums
CalRBS	California Rare Book School
DCRM	Descriptive Cataloging of Rare Materials
DCRM(B)	<i>Descriptive Cataloging of Rare Materials (Books)</i>
DCRM(G)	<i>Descriptive Cataloging of Rare Materials (Graphics)</i>
DCRM(S)	<i>Descriptive Cataloging of Rare Materials (Serials)</i>
GODORT REGP	ALA Government Documents Round Table Rare and Endangered Government Publications Committee
IFLA	International Federation of Library Associations & Institutions
LGBT	Lesbian, Gay, Bisexual & Transgender
MAGIRT	ALA Maps and Geospatial Information Round Table
OCLC	Online Computer Library Center, Inc.
RLG	Research Libraries Group
RBM	<i>RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage</i>
RBML	<i>Rare Books & Manuscripts Librarianship</i>
RBMS	ACRL Rare Books and Manuscripts Section; also IFLA Rare Books and Manuscript Section
RBMS-L	Rare Books and Manuscripts Section electronic discussion list
RBS	Rare Book School
RDA	<i>Resource Description & Access</i>
RUSA	ALA Reference and User Services Association
SAA	Society of American Archivists
SAC	ACRL Standards and Accreditation Committee
SHARP	Society for the History of Authorship, Reading & Publishing