

## **RBMS Executive Committee Minutes – Draft 3**

ALA Annual Meeting, New Orleans, LA

Monday, 27 June 2011

8:00 a.m.-11:30 a.m., Marriott New Orleans, La Galerie 6

### **Call to order**

The RBMS Executive Committee meeting was called to order by Henry Raine at 8:00 a.m.

### **2. Review and finalize agenda (Henry Raine)**

Raine moved to the beginning of Old business, items 8.4 Update on the work of the ALA Traditional Cultural Expressions Task Force (TCE) and 8.5 Update on the Association of Research Libraries' Special Collections Working Group's work on metrics for special collections.

Raine added to New business, item 9.2 Regional RBMS chapters.

No other changes were requested by attendees.

*Secretary's note:* Information Exchange reports from June 26, 2011 are appended to the end of these minutes. A list of acronyms used follows the Information Exchange reports.

### **1. Introductions / Attendees**

#### *Executive Committee*

Mike Kelly (Vice Chair/Chair Elect; Amherst College), Deborah J. Leslie (Past 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 (Chair; New-York Historical Society), Nina Schneider (Member-at-Large; Clark Library-UCLA)

#### *Guests*

James P. Ascher (University of Colorado at Boulder), Lois Fischer Black (Lehigh University), Erin Blake (Folger Shakespeare Library), Alvan Bregman (University of British Columbia), Adam Burling (ACRL Staff Liaison; ACRL), Annie Copeland (Pennsylvania State University), Danielle Culpepper (Rare Book School), Mark Danley (University of Memphis), Erika Dowell (Indiana University), Christian Dupont (Atlas Systems), Ellen Ellickson (Yale University), Hjordis Halvorson (Newberry Library), Jane Gillis (Yale University), Eric Holzenberg (Grolier Club of New York), Athena Jackson (Louisiana State University), Bob Kosovsky (New York Public Library), Mary Lacy (Library of Congress), John Lehner (ACRL Board Liaison; University of Houston), Laila Miletic-Vejzovic (University of Central Florida), R. Arvid Nelsen (University of Minnesota), Jennifer Nelson

(Robbins Collection, University of California-Berkeley), Margaret Nichols (Cornell University), Melissa Nykanen (Pepperdine University), Jennifer Schaffner (OCLC Research), Molly Schwartzburg (Harry Ransom Center), Stephen Skuce (M.I.T.), Heather Smedberg (University of California-San Diego), Elaine Smyth (Louisiana State University), Michael F. Suarez, S.J. (Rare Book School at University of Virginia), Shannon Supple (University of California, Berkeley), Sue Walker (Yale University - Lewis Walpole Library), Deborah Whiteman (Santa Clara University),

**3. Meeting protocol  
(Henry Raine)**

Raine reminded attendees that the meeting is run informally according to Sturgis' *Standard Code of Parliamentary Procedure*, that motions are not necessary, and that matters requiring a vote will be clearly stated prior to the vote by the Executive Committee members.

Raine also reminded attendees that it is not necessary to repeat reports made at the June 26, 2011 Information Exchange but that discussion is encouraged if needed.

Committee chairs are expected to attend Executive Committee meetings whether they are bringing something to the table or not, so that they are available to represent their committee in discussion.

**4. Approval of minutes  
from ALA Midwinter  
2011 (Henry Raine)**

The minutes of the January 10, 2011 Executive Committee meeting were approved with no changes.

**5. Reminders for  
committee chairs  
(Kate Moriarty /  
Henry Raine)**

*5.1 Meeting schedule,  
meeting room setups  
(Henry Raine)*

Raine requested that chairs email him with any problems with room setups and to include the following information: committee name, time, nature of the problem. He will forward all emails to Adam Burling at ACRL.

*5.2 Information  
Exchange reports  
(Kate Moriarty)*

Kate Moriarty asked for Information Exchange reports as soon as possible and reminded chairs that Midwinter 2011 final and Annual 2011 draft or final minutes are due July 15, 2011 to the incoming secretary, Annie Copeland.

**6. Consent agenda  
(Henry Raine)**

Raine read the three consent agenda items and mentioned that the scholarships referred to in item 6.2 were not needed after all.

6.1 *Approved allocating \$10,000 of excess revenue from the 2010 RBMS Preconference to scholarships for the 2011 Preconference (1/25/2011)*

The Executive Committee ratified the consent agenda.

6.2 *Approved allocating \$1,000 from RBMS FY2011 Basic Services funds for 10 student scholarships for regional workshops (1/25/2011)*

6.3 *Approved the final draft of the Guidelines for Interlibrary and Exhibition Loans of Special Collections Materials (6/3/2011)*

**7. Updates from the Executive Committee (Henry Raine)**

Attendees were reminded that all Executive Committee votes take place on ALA Connect and that the chair posts to RBMS-L announcements regarding upcoming discussions and votes so that others can follow. Committee chairs were encouraged to use ALA Connect for their business.

7.1 *Discussed and decided not to allocate RBMS FY2012 (September 1, 2011 through August 31, 2012) basic service funds to contribute \$1,000 (\$500 for each conference) to cover expenses for a 2012 ALA Emerging Leader (3/7/2011)*

In addition to the fact that the FY2012 basic service funds are spent at the discretion of the 2011-2012 Executive Committee and preferably should not be encumbered by the 2010-2011 Executive Committee, the Executive Committee felt RBMS already does a great deal to encourage new people to join ALA through its scholarship program.

7.2 *Submitted a request for \$4,500 to the ACRL Friends Fund Disbursement Subcommittee for support of three plenary sessions at the 2011 Preconference (4/28/2011)*

The request was made when it was unclear whether there would be enough revenue to cover the costs of the 2011 Preconference. Since then, the Preconference has come out in the black thanks to other fundraising. The ACRL Friends Fund Disbursement Committee vote on the request is conducted at Annual and the outcome was not yet known at the time of the Executive Committee meeting. [Subsequent to the meeting, Raine was informed that the request was not approved.]

## 8. Old business

8.4 *Update on the work of the ALA Traditional Cultural Expressions Task Force (TCE) (Christian Dupont)*

Christian Dupont reported that the ALA Presidential Task Force on Traditional Cultural Expressions presented its report to ALA Council and the ALA president at Midwinter 2011. There was interest expressed at Council but no action steps arose from the meeting. The Society of American Archivists (SAA) and ALA may ask the Joint Committee on Archives, Libraries, and Museums (CALM) to help with the development of a joint set of principles for managing TCEs. Another way to continue to address the issue is to organize conference programs on the topic, as was done with the program held at Annual 2011, “Indigenous People in the Americas: Connecting to and Creating Native Collections.” Dupont will continue to monitor the issue and report any additional information to the Executive Committee.

Athena Jackson stated that attendees at the Annual 2011 ALA Office for Diversity Round Table meeting expressed concern that the document is disrupting the balance between the needs of the academic research community and those of the native community. Attendees also expressed surprise that the initiative originated with the ALA Office for Information Technology Policy (OITP). One attendee was concerned that the word “traditional” include the Lesbian, Gay, Bisexual & Transgender (LGBT) community. Many were pleased that RBMS had representation at the Round Table meeting.

8.5 *Update on the Association of Research Libraries’ Special Collections Working Group’s Work on metrics for special collections (Christian Dupont)*

Dupont reported that since Midwinter 2011 a task force appointed by the Association of Research Libraries (ARL) interviewed directors on metrics, including those used for special collections. Most directors felt that the single special collections metric, linear feet of manuscripts, was insufficient and suggested several additional possibilities. A report to the ARL community is forthcoming.

In the ensuing discussion on assessment and metrics it was agreed that there is little consistency in the statistics collected by special collections and that RBMS should play a role in developing metrics for the profession. This could involve cooperation with SAA and possibly support by OCLC Research. Recent attention to the issue includes several ACRL presentations at Annual 2011 and a plenary and seminar session on assessment at the 2011 RBMS Preconference. After discussing whether any of the current RBMS committees and discussion groups could accommodate exploring the issue of metrics for special collections, it was decided that the best course of action would be to create a task force to explore the issue.

Action item: Mike Kelly will write the charge for and appoint a task force to explore the issue of developing metrics for special collections. The task force will meet at Midwinter 2012 and may report at the 2012 RBMS Preconference.

*8.1 Update on virtual committee meetings and virtual committee membership (Athena Jackson and others)*

This was an informal discussion and included updates from anyone who had conducted virtual meetings since Midwinter 2011.

Jackson reported that the Diversity Committee held an informal virtual meeting March 22<sup>nd</sup> using Meebo. A synopsis was posted to ALA Connect. The following are preliminary best practices based on the experience:

- For text-only meetings, develop strict reporting protocols to avoid dead air. For instance, writing an ellipsis when thinking. Send a sample chat message before the meeting.
- Limit discussion of broad issues to meetings with fewer attendees. For larger groups, address action items first for those who have limited time, then high-level issues.
- Save the chat as an aid to writing the minutes but do not post the chat transcript.

ALA has an open meeting policy for both face-to-face and virtual meetings, and protocols regarding announcements and documentation.

Molly Schwartzburg reported on a successful virtual seminar convened on Digress.it to discuss Sarah Goodwin Thiel's book, *Build It Once: A Basic Primer for the Creation of Online Exhibits*. An announcement was sent to Exlibris-L and attendees registered through the RBMS Web Team. Attendees had two weeks to comment on and discuss each chapter. The Web Team has offered to continue assisting RBMS units interested in using Digress.it in their work.

ALA continues to encourage the use of virtual meetings in lieu of midwinter face-to-face meetings and recently added virtual membership as a committee appointment type. There is increasing interest in serving virtually. Several issues were discussed, including a strong desire to increase virtual access to meetings and the barriers to doing so, such as audio-visual costs at ALA conferences and the long lead-time required to schedule A/V at ALA. Deborah J. Leslie offered to write a discussion paper to focus exploration of the issues.

Action item: Deborah J. Leslie will write a discussion paper on virtual meetings and virtual membership.

8.2 *Recommendations from the Final Report of the RBMS Guidelines for the Digitization of Special Collections Task Force (Henry Raine/Mike Kelly)*

There were two action items from Midwinter 2011. The first, to start an online discussion on the task force's recommendations, was not done. The second, to schedule a discussion group at Midwinter 2012 to discuss the recommendations, will be determined by Kelly, the incoming chair.

8.3 *Translation of Your Old Books into Spanish and other languages: action items from 2011 Midwinter (James P. Ascher/Mike Kelly)*

Kelly reported that there was no response to his follow-up of a request to translate "Your Old Books" into Spanish. James P. Ascher stated that the translation will go forward and that two volunteers have expressed an interest in translating.

Jackson asked that the Diversity Committee be involved in identifying translators, as translations fit the committee's scope of reaching out to communities. She had apprised the Executive Committee at Midwinter 2011 of a volunteer.

## 9. New business

9.1 *Resolution in honor of the 25<sup>th</sup> anniversary of the Katharine Kyes Leab & Daniel J. Leab American Book Prices Current Exhibition Awards*

Schwartzburg summarized the resolution read at the June 26, 2011 Leab Awards and requested that the Executive Committee vote on it. The Executive Committee voted to approve the resolution. ACRL will also vote on the resolution.

Schwartzburg will frame the resolution and send it to the Leabs with a thank-you card signed by attendees of the Executive Committee meeting.

The resolution is:

**RBMS Resolution in Honor of the 25<sup>th</sup> Anniversary of the Katharine Kyes Leab and Daniel J. Leab *American Book Prices Current* Exhibition Catalogue Awards**

WHEREAS 2011 marks the twenty-fifth anniversary of the Katharine Kyes Leab and Daniel J. Leab *American Book Prices Current* Exhibition Catalogue Awards, administered by the Exhibition Awards Committee of the Rare Books and Manuscripts Section of the Association of College and Research Libraries, a division of the American Library Association; and

WHEREAS the Awards recognize and encourage excellence both in the publication of printed exhibition catalogues and brochures and in the production of electronic exhibitions; and

WHEREAS the initial plans for these Awards date to a dinner conversation at the 1982 RBMS Annual Preconference sparked by Beverly Lynch; and

WHEREAS Terry Belanger and fellow ad-hoc committee members successfully proposed the Awards to the RBMS Executive Committee soon thereafter, and upon approval of the Executive Committee and the ACRL Board of Directors, secured the necessary funding for the Awards from Daniel J. Leab and Katharine Kyes Leab; and

WHEREAS the program has grown and flourished since 1986, when Awards in three categories were judged by a committee headed by Sally Leach, setting the tone for the subsequent work of the committee; and

WHEREAS that work has from the beginning been funded by the generous endowment established by Katharine and Daniel Leab, and further supported through their enduring and enthusiastic interest in the Awards; and

WHEREAS the Awards program has, building on that support, expanded to cover brochures and electronic exhibitions, thus recognizing a broader range of institutions and projects; and

WHEREAS the Awards program has drawn well over 1,500 submissions in the last twenty-five years, representing the best efforts of libraries and museums of all sizes in undertaking the particular challenge of exhibiting books, manuscripts and related artifacts; and

WHEREAS from these submission 111 Awards have been granted and 41 honorable mentions issued to exhibition catalogs, brochures, and electronic exhibitions produced by institutions across the United States and Canada, encouraging future projects at these institutions; and

WHEREAS a tribute to the Leabs' support for the Awards exists in the form of complete archives of print submissions held at three supporting institutions, thus ensuring a record of special-collections exhibition curation methods and trends for the last quarter century; and

WHEREAS the Katharine Kyes Leab & Daniel J. Leab *American Book Prices Current* Exhibition Catalogue Awards further benefit the RBMS and ACRL communities by signifying the importance of exhibitions to the missions of special collections and their parent institutions; therefore be it

RESOLVED, that RBMS and ACRL mark the twenty-fifth anniversary of these Awards by recognizing and saluting the long-term support of Katharine Kyes Leab and Daniel J. Leab, and by pledging to encourage exhibition excellence for the next twenty-five years and beyond.

*9.2 Regional RBMS Chapters (Henry Raine)*

The idea of establishing regional and/or student RBMS chapters arose at two events at the 2011 RBMS Preconference as well as at the 2011 Annual RBMS Membership and Professional Development Committee meeting. RBMS members from New York and two preconference attendees from Trinidad and Tobago are interested in starting an RBMS chapter in their area.

The possibility of creating formal or informal RBMS chapters was discussed. ACRL was contacted by individuals in the past on the matter and advised against it due to liability issues. At the Executive Committee meeting, John Lehner, the ACRL Board liaison, suggested that the Executive Committee put forth a query for consideration by ACRL. The committee agreed and will await a response from ACRL.

Action item: The Executive Committee will submit a query to ACRL regarding establishing regional and student RBMS chapters.

## 15. ACRL

*15.2. ACRL Board, Leadership Council*

John Lehner reported that the new strategic plan is in place and that ACRL is working on developing metrics. The bylaws proposal on



*(John Lehner)*

pegging dues increases to the Higher Education Price Index (HEPI) passed and there may be a modest increase in dues in the next year. There is a proposal under discussion regarding the structure of ACRL's communities of practice (sections, interest groups, and discussion groups). There will not be significant changes to sections but clarification of the functions of interest and discussion groups is being looked at in an effort to provide a vehicle for members to easily organize themselves around areas of interest outside of the formal structure of ACRL.

Attendees expressed gratitude for scheduling RBMS meetings in only two hotels and mentioned that notification of meeting hotels in time for housing registration would be helpful and gratefully received. The lack of notification of meeting hotels prior to housing registration posed an accessibility problem for an RBMS committee member this year. [Subsequent to the meeting, and based on a discussion with the ACRL executive director, Lehner reported that hotel reservations open months before meeting locations are determined but "in cases of special accessibility needs, ALA Conference Services says the individual should contact them and they will work with Experient (ALA's travel booking firm) to make sure registrants with accessibility issues can change hotels, even late in the process."]

## **10. Programs and conferences**

*10.1 2011  
Preconference  
Program Planning  
(Baton Rouge)  
(Henry Raine for  
Steven Smith)*

Raine reported that the 2011 RBMS Preconference was a success with over 300 attendees, a Booksellers Showcase with 42 dealers, and a budget that came out in the black. He thanked Steven Smith for the Preconference program and Elaine Smyth for the local arrangements. Raine also thanked the Seminars Committee for their programs and the Membership and Professional Development Committee for the RBMS orientation and New Members Mixer. The Scholarships Committee was thanked for its work as were everyone who contributed financially to scholarships.

This year the New Members Mixer went well and ACRL's formal involvement was appreciated in that it allowed RBMS members to focus on interactions rather than logistics. A suggestion was made to encourage the participation of returning members by asking Executive Committee members and perhaps conference buddies to attend.

*Adam Burling*

Raine invited Adam Burling, ACRL staff liaison, to speak. Burling thanked everyone for coming to New Orleans and stated that the

city community was appreciative that ALA was there, remembering that ALA had come to New Orleans in 2006 after Hurricane Katrina.

- 10.2 2011  
*Preconference Local Arrangements (Baton Rouge) (Elaine Smyth)* No action items.
- 10.3 2011 Annual  
*Conference Program Planning (New Orleans) (Ellen Ellickson)* Raine thanked Ellen Ellickson for a successful program.
- 10.4 2012  
*Preconference Program Planning (San Diego) (Nina Schneider/Shannon Supple)* No action items.
- 10.5 2012  
*Preconference Local Arrangements (San Diego) (Lynda Claassen)* No action items.
- 10.6 2012 Annual  
*Conference Program Planning (Anaheim) (Gerald Cloud)* No action items.
- 10.7 Conference  
*Development (Erika Dowell)* The committee had one action item. They recommended forming a joint task force to address the audio-visual needs of the section. Erika Dowell read a draft of the charge. The Executive Committee approved the formation of a joint task force and voted in favor of the charge, which reads:

The RBMS Conference Development Committee requests the RBMS Executive Committee appoint a joint task force consisting of representatives from the Budget and Development, Conference Development, and Publications Committees to develop policy and procedure for audio (and possibly video) recording of RBMS programs. The resulting

recommendations should identify responsible parties, outline a standard procedure for accomplishing the work, suggest a means of funding the activities required, and address any other points the group finds relevant.

Recommendations may take the form of revised committee charges or simple alterations to committee practice. Recommendations should be presented to the RBMS Executive Committee in time for discussion and possible action at the 2012 Midwinter meeting.

Approved policy and procedure shall be added to the RBMS Manual and the Preconference Planning Manual as appropriate.

Action item: Mike Kelly will appoint the joint task force proposed by the Conference Development Committee.

Raine thanked Dowell for her year as chair of the Conference Development Committee. Dowell is stepping down to assume the position of RBMS vice chair/chair elect.

## 11. Task Forces

### *11.1 Guidelines for Borrowing and Lending Special Collections Material (Hjordis Halvorson)*

Hjordis Halvorson thanked the Executive Committee for their support. As the ACRL Board no longer approves guidelines at ALA, the Executive Committee decided to discharge the task force and, if changes are requested by ACRL later, will make another appointment at that time. Raine thanked Halvorson for her work and the Executive Committee voted to discharge with thanks the ACRL/RBMS Guidelines for Borrowing and Lending Special Collections Materials Task Force.

## 12. Publications

### *12.1 Publications (James P. Ascher)*

The committee had one action item. James P. Ascher requested that the Executive Committee vote on a change to the committee's name and on modifications to its charge. The Executive Committee voted in favor of changing the committee's name from Publications Committee to Publications and Communications Committee and approved the following modified charge:

Charge: To investigate the avenues of print and electronic communication available to the section, focusing primarily on publications of lasting value; to implement and clarify the procedures required by ACRL and ALA for publishing

and communication within and outside their auspices; to assist the section and its committees with publishing and communication projects that have been approved by the RBMS Executive Committee. In particular, to oversee the communication activities of the RBMS News Editor, the RBMS electronic discussion list, and the RBMS Web site, as well as other forms of electronic communication; and to represent the section's viewpoints on publishing to ACRL and ALA.

There was also discussion on the structure of the committee and appointments of committee members. Burling suggested that it take the form of a coordinating committee with subcommittees. However, it was observed that the committee as a whole conducts business. Kelly will speak with Ascher, Burling, and members of the committee subunits to discuss committee structure in more detail.

*12.2 News Editor  
(Ethan Henderson)*

No action items.

*12.3 Web Team  
(Jason Kovari /  
Christopher Smith /  
Shannon Supple)*

No action items.

*12.4 RBM Editorial  
Board (Beth  
Whittaker)*

No action items.

### **13. Standing committees**

*13.1 Archivist /  
Records Manager  
(Chatham Ewing)*

No action items.

*13.2 Bibliographic  
Standards  
(Stephen Skuce)*

Stephen Skuce rotates off as chair of the Bibliographic Standards Committee and Raine thanked him for his years of service.

*13.3 Budget and  
Development  
(Elaine Smyth)*

The committee had one action item. They recommended to the Executive Committee that it approve spending from the Section budget up to \$1,500 to reprint "Your Old Books" and further, that it approve spending up to \$500 on editing and preparing the audio recordings from the 2011 RBMS Preconference for presentation on the RBMS website, provided that sufficient funds are available after

other bills have been paid and contingent upon the work being completed in time for the funds to be expended in this fiscal year (by August 15, 2011).

The Executive Committee voted to approve the recommendation.

The Budget and Development Committee also encouraged other committees to think creatively about how to spend section funds in ways that would benefit the RBMS membership. It was observed that the section has returned unspent funds in the past.

Raine thanked Smyth for her three years as chair of the Budget and Development Committee.

- 13.4 Diversity (Athena Jackson)* No action items.
- 13.5 Exhibition Awards (Molly Schwartzburg)* A discussion arose regarding the geographic scope of the awards being limited to U.S. and Canadian institutions and the possibility of extending it to institutions in other nearby countries. Before going further with the issue, Schwartzburg will consult Katharine Kyes Leab and Daniel Leab regarding their intent.
- 13.6 Membership and Professional Development (Deborah Whiteman for Katie Carr)* Deborah Whiteman brought up the need to better structure the mentoring program. She was asked and agreed to first gather information on the efficacy of the program in order to assess whether it is worth continuing.
- 13.7 Nominating (Deborah Leslie)* Leslie reported that the committee has three of the four candidates needed and asked attendees to please consider agreeing to run if they are contacted. The other committee members are Eric Holzenberg and Jenny Nelson.
- 13.8 Regional Workshops (Jane Gillis)* The committee had one action item. The committee is considering broadening its scope to include the planning of preconference workshops and changing its name to the Workshops Planning Committee. Currently, there is no formal structure for planning preconference workshops. There were no objections from the Executive Committee or meeting attendees.
- 13.9 Scholarships (Diane Warner)* Raine thanked the committee for its work in reviewing and awarding the scholarships for the 2011 RBMS Preconference.
- 13.10 Security (Alvan* The committee wants to increase its outreach by sending the

*Bregman)*

security guidelines to more institutions and to individuals in higher levels of administration than it currently does. Two questions were posed to the Executive Committee: 1) would it be appropriate for the letter accompanying the guidelines to come from the RBMS chair and 2) would RBMS be able to cover the additional cost of the mailings? The Executive Committee asked the committee to look at the advantages and disadvantages of hard-copy versus electronic mailings with the possibility that both may be done.

The Security Committee is also exploring establishing a Security Week. The head of Preservation Week has agreed to widen its scope to include security. The Executive Committee agreed to the Security Committee's investigations in this area and will consider future requests to sponsor activities.

*13.11 Seminars  
(Shannon  
Supple/Lynne  
Thomas)*

Raine thanked the committee for its roster of seminars at the 2011 RBMS Preconference and, as they are rotating off, Shannon Supple and Lynne Thomas for their co-chairship of the committee.

#### **14. Discussion groups**

*14.1 Collection  
Development (Lois  
Fischer  
Black/Mark  
Greenberg)*

Lois Fischer Black rotates off as co-convener and Raine thanked her for her four years of service.

*14.2 Curators and  
Conservators  
(Beth Kilmarx/  
Dennis Moser)*

Dennis Moser rotates off as co-convener and Raine thanked him for his service.

*14.3 Manuscripts and  
Other Formats  
(Lois Fischer  
Black/Diane  
Warner)*

Raine thanked Black for her five years as co-convener as she rotates off the discussion group.

*14.4 Public Services  
(Nicolette  
Dobrowolski /  
Susan Walker)*

Raine thanked Susan Walker for her service as she rotates off as co-convener of the discussion group.

*14.5 Technical  
Services (Ann*

No action items.

*Copeland / Ellen  
Ellickson)*

**15. ACRL**

*15.2 ACRL Budget  
and Finance (E.C.  
Schroeder)*

No action items.

**16. Closing business**

Raine thanked Fernando Peña for his service as member-at-large, Kate Moriarty for her service as secretary, and Deborah J. Leslie for her service as past chair. He welcomed Will La Moy, incoming member-at-large; Annie Copeland, incoming secretary; and Erika Dowell, incoming vice-chair/chair-elect.

Raine passed the gavel to Mike Kelly and, as his first act as chair, Kelly thanked Henry Raine for his service as chair.

**Adjournment**

The meeting adjourned at 11:10 a.m.

## Information Exchange Reports

ALA Annual Meeting, New Orleans, LA

Sunday, 26 June 2011

4:30 p.m.-6:00 p.m., Morial Convention Center, Room 277

### Secretary's Announcements

All who reported at Information Exchange were asked to submit their reports to Kate Moriarty [moriarks@slu.edu](mailto:moriarks@slu.edu) as soon as possible.

Chairs were asked to submit to the incoming secretary, Annie Copeland [auc1@psu.edu](mailto:auc1@psu.edu): 1) draft or final minutes of 2011 Annual meetings by July 15, and 2) final minutes of 2011 Midwinter meetings.

### Programming

*2011*

*Preconference*

*(Baton Rouge):*

*Henry Raine for*

*Steven Escar Smith*

*and Elaine Smyth*

The 52nd Annual Rare Books and Manuscripts Preconference took place in Baton Rouge this past week. It was a success, with over 300 registered attendees, the largest ABAA Booksellers' Showcase ever at 42 bookdealers, and a wide range of programs that included a workshop, plenaries, seminars, discussion groups, case studies, and short papers, as well as great opportunities for socializing and networking. Special thanks go to Tory Ondrta, ACRL Conference Supervisor, Elaine Smyth, Chair of Local Arrangements, Shannon Supple and Lynne Thomas, Co-chairs of Seminars, and Steve Smith, Program Chair for putting on a great show in Baton Rouge.

*2011 Annual*

*Conference*

*Program Planning*

*(New Orleans):*

*Ellen Ellickson*

The 2011 RBMS Program, "You Can't Always Get What You Want (But Sometimes You Get What You Need): Special Collections in Tough Economic Times," was presented today from 1:30 to 3:30. It was a panel discussion between three special collections administrators (Ellen Dunlap from the American Antiquarian Society, Kris Kiesling from the University of Minnesota, and Rich Oram from the Harry Ransom Center, University of Texas at Austin) and was moderated by Jennifer Schaffner (OCLC Research). Some 100 people were in attendance as the panelists compared notes on their experiences after the financial downturn of fall 2008.

*2012*

*Preconference*

*Program Planning*

*& Local*

*Arrangements (San*

*Diego): Nina*

*Schneider*

The RBMS 2012 Preconference Program Planning Committee met this afternoon (6/26/2011). There were 21 people in attendance. Although our meeting was all too short, we made excellent progress.

The Preconference will take place in San Diego, CA from June 19-22. The weather promises to be much cooler than New Orleans since Southern California is not tropical and June tends to be gloomy in the mornings. We have a great hotel, The Westin San Diego, with a room rate of \$169 per night. Dorms, or perhaps the YMCA, will be available as alternative housing. The Y is directly across the street from the hotel and so would be a convenient location for those who choose not to stay



in the hotel. The Westin is also very close to the Amtrak station where those who are going on to ALA in Anaheim can catch a train for a two-hour ride for about \$25.

All (or part) of Thursday will take place at Balboa Park, home to the world-famous San Diego zoo, ten museums, and other historic buildings. There will be a Thursday evening reception at the Mingei Folk Art Museum.

The theme of next year's Preconference is "Futures!"

We will explore not only the future of the book, but a multiplicity of futures such as the future of collections and collecting, the future of the library and librarians, the future of the creation and use of information, as well as the future of the past.

We're planning on three plenaries with a mix of other sessions, both traditional and unexpected. There will be a mix of discussion sessions, seminars, short papers, and other formats. Returning by popular demand will be day-long workshops, the beloved booksellers' showcase, tours of local attractions, and perhaps a few new surprises like a technology petting zoo, a film festival or a field trip.

We hope everyone will join us in 2012. You can follow our progress or join in on the conversation through the RBMS Website and ALA Connect.

Thanks!

Nina Schneider & Shannon Supple, co-chairs for 2012 Preconference Program Planning  
Lynda Claassen, chair of Local Arrangements

*2012 Annual  
Conference  
Program Planning  
(Anaheim): Gerald  
Cloud*

The 2012 Conference Program Planning Committee reported that its program proposal has been approved by ACRL. The program, titled, "The Current State of Bibliography, and its future as practiced and supported in Special Collections Libraries" will be a panel presentation discussion featuring the following speakers:

--David R. Whitesell, Curator of Books, American Antiquarian Society, Worcester, MA  
--David Vander Meulen, Professor of English, University of Virginia; Editor, *Studies in Bibliography*  
--James Ascher, Assistant Professor and Rare Book Cataloger, University of Colorado, Boulder

## Publications

*Publications  
Committee: James  
P. Ascher*

The Publications Committee continues to take an active role in coordinating publications--print and electronic--and assisting with various projects as approved by the Executive Committee. Recognizing the increasing importance of digital communication and publication we have proposed a change to the charge and name of the Committee to better enable it to continue to coordinate the various web-based and media projects. The proposed name is "Publications and Communications Committee" and the charge has only minor changes to make the electronic role explicit and guide the committee in projects of lasting value.

We are also working to reprint *Your Old Books*, a popular pamphlet answering various questions about rare and old materials. I'd like to thank the Antiquarian Booksellers' Association of America for generously helping with printing costs by purchasing a substantial number of the reprint. The reprint should be completed before Midwinter and has only minor changes to the text of the original pamphlet.

Additionally, the Committee is trying to develop a complete list of publications from the Section. The web pages "Publications" and "Standards" contain a number of publications, but not everything. We would welcome anyone who has information helping us to locate materials for this checklist. Please email Elizabeth Call with any information [ecall@brooklynhistory.org](mailto:ecall@brooklynhistory.org).

Lastly, with the help of a number of gracious volunteers and the Executive Committee's approval, we have collected a number of photographs documenting the just completed Preconference. We will be posting these photographs shortly and notifying the Section so that members who object to their image being shared can request the materials be taken down. Additional photographs are welcome and desired, if you have something that you feel documents the Preconference well please email Melissa Hubbard at [mhubbard@lib.siu.edu](mailto:mhubbard@lib.siu.edu)

*RBM: Beth  
Whittaker*

1. Thanks to the generosity of the Gladys Kriebel Delmas Foundation, the complete backfile of Rare Books and Manuscripts Librarianship is now available online. If you find this particularly useful or helpful, please drop Beth Whittaker ([bethwhittaker@ku.edu](mailto:bethwhittaker@ku.edu)) a line so we can document its value.
2. RBM issue 12.1, featuring content from the 2010 Preconference, hit the mailboxes last month. The editorial board is hard at work on the fall issue, which will contain an exciting mix of articles on various

timely topics!

3. We are working the kinks out of our new submission and management system, Editorial Manager, and appreciate those who have helped in this process.
4. We continue to explore and brainstorm ideas of the publication / distribution model of RBM. Our financial position remains stable, but I believe we can increase both the impact of our journal and its financial footing through a stronger commitment from our readership to support the journal through subscription.
5. As always, we welcome discussion of possible submissions, or of the journal as a whole, from any interested parties!

*News editor: Ethan Henderson* No report.

*Web Team: Shannon Supple* The Web Team is composed of three web editors, multiple committee liaisons, and our web editors emeriti. The current web editors are Shannon Supple (web editor), Christopher Thomas Smith (senior web editor), and Jason Kovari (assistant web editor). Our liaisons are Randal Brandt, Katie Carr, Eva Rose Guggemos, Melissa Hubbard, Christine Megowan, Kate Moriarty, and Lynne M. Thomas. Our esteemed web editors emeriti are John Pull, Christian Yves Dupont, and James P. Ascher. After ALA Annual, Jason Kovari becomes web editor and Melissa Hubbard joins us as assistant web editor. Christopher Smith becomes a web editor emeritus and Shannon Supple becomes the senior web editor.

Since the website statistics were last reported (7 December 2010) through 19 May 2011, rbms.info has had 53,662 visits, and 107,773 page views. For more statistics, please see the web team's report to the RBMS Publications Committee.

Last fall, the Web Team conducted a survey of RBMS members and other users of the website to seek opinions on website use and needs. Many thanks go to those who participated. The results highlighted three areas for improvement: More regular updating and additional content added, simplified navigational structure, and an updated site design. The web editors have been determining how best to address these concerns. In addition to small changes such as a news blog and collaborative spaces for the DCRM groups to use, we are now considering a vast overhaul of the site, with changes in hosting service (Dreamhost), platform (Drupal), and a simplified navigational structure. Stay tuned for more!

All of this work could not be done without this outstanding and dedicated team. We are always looking for volunteers to join us; contact Jason Kovari if you are interested.

## Committees & Task Forces

*RBMS* No report.

*Archivist/Records  
Manager:  
Chatham Ewing*

*Bibliographic  
Standards:  
Stephen Skuce* The Bibliographic Standards Committee met Saturday June 25 from 8 am to noon, with approximately 40 people in attendance. The committee has been very busy since Midwinter:

- DCRM (Graphics) is on the path to publication.
- The remaining DCRM modules – Music, Cartographic, and Manuscripts – have all made excellent progress since Midwinter.
- The team creating a new version of *Examples to Accompany DCRM(B)* has assembled 84 examples that are about to undergo a close reading, in preparation for publication.
- The Controlled Vocabularies Subcommittee completed a great deal of excellent work, and BSC approved several new scope notes without amendment.
- The complicated work of revising *Standard Citation Forms* is progressing thanks to the diligence and dedication of a small, smart, and very hard-working group.
- We approved a revision of the rules concerning I, J, U and V.
- We submitted a lengthy review of DACS to the Society of American Archivists.
- An appendix to DCRM(S), on manuscript serials, is in preparation.

All told, the Bibliographic Standards Committee and its various working groups met for well over 30 hours during ALA Annual in New Orleans. At the close of the meeting, the chair of BSC was assumed by Jane Carpenter (UCLA).

*Budget &  
Development:  
Elaine Smyth*

The RBMS Budget & Development Committee recommended to the Executive Committee that it approve spending from the Section budget up to \$1,500 to reprint “Your Old Books” and further, that it approve spending up to \$500 on editing and preparing the audio recordings from the 2011 RBMS Preconference for presentation on the RBMS website, provided that sufficient funds are available after other bills have been paid and contingent upon the work being completed in time for the funds to be expended in this fiscal year.

The committee also urges other committees to consider projects in the future that might make use of the section's budget allocation in ways that will benefit RBMS members.

Smyth thanked E. C. Schroeder for taking over as chair of the committee.

*Conference  
Development:  
Erika Dowell*

Conference Development met this morning at 8 am. We had a rousing discussion of the recently completed Preconference in Baton Rouge and of the possible prospects for hosting the 2014 preconference when ALA Annual is meeting in Las Vegas. Options include a hotel-based preconference in Las Vegas.

The committee is nearing completion of revisions to the Preconference Planning Manual, and the committee is recommending to the RBMS Executive Committee the creation of a joint task force to figure out policy and procedure for audio recording of section programming. We have been recording programs in an ad hoc manner, and it is time to regularize the activity.

*Diversity: Athena  
Jackson*

10 members and guests convened to discuss issues of inclusivity in the Special Collections field ranging from professional make-up to collection development with regard to specific actions our committee should undertake. As an outward-facing committee, our discussion is driven by information sharing from each participant, many who have multiple committee appointments in RBMS and ALA, generally. Currently, Diversity committee members bring back reports from Bib Standards, M&PD, Scholarships, Budget & Development, and 2012 Preconference Planning committees. Many attend numerous roundtables and general ALA programs at Annual to keep a finger on the pulse of diversity issues and actions throughout RBMS and ALA proper. With these reports, we segued to contemplating ideas for contributions to Preconference programming, such as our recent Diversity Committee sponsored seminar, "Tell Us Your Story: Putting Diversity into Action." The immediate goal of our committee is to ensure that we are not merely talking to one another, but that we are providing practical advice and engaging programs for our colleagues to discuss putting diversity initiatives to action at their respective institutions. Examples of current projects en queue:

- Partnering with M&PD efforts, specifically the upcoming RBMS survey of the section
- Continued professional recruitment of librarians from underrepresented groups
- Identifying actionable events/reports/projects that continue to emphasize why we are all here – the collections, and why that

term is plural.

*Exhibition  
Awards: Molly  
Schwartzburg*

The Exhibition Awards Committee had a productive meeting on Saturday morning. Things are moving along smoothly this year, and we covered quite a bit of ground in our three hour session. Key topics are as follows:

1. We discussed the great success of the Online Exhibitions seminar, hosted by James Ascher and Jason Kovari on the web commentary platform "[digress.it](http://digress.it)" and supported by the Web Team. Fifty-eight people registered and thirty contributed regularly throughout the seminar weeks. The committee discussed repeating the seminar with further publicity and perhaps a paid expert moderator.
2. We had a rousing and energetic debate about problems with the brochure awards category. This year, we found that none of the entries actually met all the requirements, and by the end of our debate, decided to spend time this coming October discussing the wording of three or four specific sentences in the judging and submission guidelines online, with the goal of submitting a suggested revision to the Executive Committee by Midwinter. Ideally, these revisions would apply to the 2013 awards cycle.
3. We discussed progress on the online "gallery of winners," a simple section of the Exhibition Awards website that will provide images and basic information about the winners for all of the Awards' 25 year history. This will accompany the existing, more complex online exhibition of the first decade of the awards. The Chair and Jason Kovari have been gathering images and other data, and hope that the web team will have the site up by the end of the year. The site will be easy to update, allowing future Chairs to add new images and information for new winners.
4. Finally, we provided our new members with tips and hints about how to survive and enjoy the judging season. We adjourned at 11 and reconvened an hour later for some unofficial, but delicious, business at the Palace Cafe.

*Membership &  
Professional  
Development:  
Deborah  
Whiteman for  
Katie Carr*

First, a brief report on Preconference events and programs:

About 50 people attended the Preconference Orientation (organized by M & PD) at the Baton Rouge Hilton on Tuesday, June 21<sup>st</sup>. 91 attendees were expected, but bad weather and flight delays that day affected numbers.

The New Members Mixer, held at Boudreaux & Thibodeaux's, later that

evening, was a very successful event. 58 tickets were sold in advance for the Mixer, and 56 people attended. Finally, 15 pairs of buddies were matched for this Preconference; thank you to Kasia Leousis for her work on our Buddy Program.

Second, the following are some key RBMS membership statistics for 2011:

Since the ALA Midwinter meeting in San Diego, M & PD has sent out 200 letters welcoming members to the section and 59 letters welcoming reinstated members back to the section.

As of April 2011, membership in RBMS was up 3.63% from a year ago. At this point in time, we had 1,771 personal members and 86 organizational members, for a total 1,857 members (taken from *ALA Statistics Monthly Report*).

Lastly, a report on our committee meeting on Saturday.

- 11 people attended; 5 of these were visitors.
- We do have openings on this committee, and we would welcome new members, if you are interested in joining.
- M & PD's next big area of focus will be to work with the Diversity Committee in doing a new RBMS Membership Survey.
- There was also a lively discussion about how we might improve our Mentoring Program, with many good ideas proposed. Due to a shortage of mentors, M & PD has been able to match only 4 mentor/mentee pairs to date, this year.
- I would like to put out a call to section members: please visit the RBMS website, click on the Mentoring Program link and fill out the form, volunteering to be a mentor. We would be most grateful!

*2011 Nominating:* The 2011 Nominating Committee thanks all the candidates from the last election, and offers its congratulations to the winners:  
*Mary Lacy*

Erika Dowell, Vice-Chair/Chair-Elect  
Will LaMoy, Member-at-Large  
Annie Copeland, Secretary.

*Regional Workshops:* Jane Gillis

The RBMS Regional Workshops Committee met on Saturday, June 25, 2011 in the Marriott New Orleans Regent Room, from 4-5:30 PM. We reviewed the two workshops that had been held this past year: "Latin for Rare Materials Catalogers" on Oct. 22, 2010 at the Lilly Library, Indiana University; and, "Building Collections: Acquiring Collections and Working with the Antiquarian Book Trade," held on February 10,

2011, at the University of California, Berkeley. The first workshop had 14 registrants and the second had 26. In all, there was a profit of \$1440. These two workshops will be repeated this coming year in the fall in Washington, D.C. and in the spring in New York respectively. We discussed possible future workshops that could be held at RBMS preconferences and how to encourage their development. The committee also reviewed some of the items that will go on the RBMS website. In regards to scholarships for library school students or new professionals, the committee had sent in a proposal to the Friends of ACRL for \$1000 to be used for 10 partial scholarships. We have not heard if the proposal was accepted.

*Scholarships:  
Diane Warner*

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

The committee received 38 applications; two applicants were not members of ACRL and were not considered for awards. Of the 36 applicants reviewed, the committee funded 20 (8 students and 12 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 (8 full member; 5 full student).

Responses to Ethnic Background question:

Of the 36 applicants reviewed, 25 people identified themselves as European American; 4 as African American; 2 as Asian/Pacific Islander; 1 Native American; 1 as Other (Jewish), and 3 did not answer this question.

6 of the 8 individuals who identified themselves as other than European/American received funding; 2 of the 3 people who did not provide an answer to the Racial/Ethnic Background question also received funding.

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

*Security: Alvan  
Bregman*

The RBMS Security Committee met on Saturday, June 25, 2011, from 4:00 to 5:30 pm in the Sheraton Hotel, New Orleans. About 25 visitors attended the meeting and many participated in the discussions. Major business included the approval of revised guidelines for compiling the committee's "Incidents of Theft" electronic publication. Lee Viverette and Jennifer Lowe agreed to cooperate in compiling the list and to look



into means of more quickly distributing news of updates through the use of social media. A discussion on new initiatives resulted in the following proposals and objectives: (1) to distribute the revised Security Guidelines to ARL, IRL and Oberlin Group heads of libraries, encouraging them to appoint Library Security Officers and to review security practices related to special collections in their institutions; (2) to review and promote best practices for the physical inventory of collections; (3) to investigate the idea of a “Security Week” (after the model of ALA’s successful “Preservation Week” program), during which issues of collection security would be highlighted; (4) to design and distribute a survey of security practices, in order to study the extent to which the Security Guidelines are implemented, and to promote the Guidelines; (5) to participate in a seminar on security at next year’s Preconference; (6) to promote marking guidelines appended to the Security Guidelines, for example, by participating in the Technical Services Discussion Group meeting at Midwinter in Dallas. With so many initiatives under discussion it will be necessary to create a timeline for the possible implementation of the proposals and invite participation from interested members not only of the committee but of the section as a whole.

*Seminars:  
Shannon Supple*

The RBMS Seminars Committee met at ALA Annual on Saturday, 25 June 2011. The committee reviewed the eight seminars from the 2011 Preconference in Baton Rouge, LA, which we believe went well overall.

The committee will be organizing ten seminars for the 2012 Preconference in San Diego, CA, including a seminar on security guidelines and security and risk management logistics and another on using mobile apps and other user-centered technologies in special collections. The committee discussed an excellent array of potential topics for the remaining seminars to be organized and will decide in the weeks ahead which to pursue.

Thanks to those who attend the committee’s meetings to share ideas for seminars. Our meetings are always open to all and we continue to welcome additional future seminar ideas and volunteers to organize them.

Co-chairs Lynne Thomas and Shannon Supple are ending their tenure on the committee and welcome the committee’s new co-chairs, Laura Micham and Danielle Culpepper.

*Guidelines for  
Borrowing &  
Lending Special  
Collections Task*

Hjordis Halvorson, Task Force Chair, reported that on Sunday afternoon, June 26, 2011, the ACRL/RBMS Guidelines for Interlibrary and Exhibition Loan of Special Collections Materials were approved by the ACRL Standards and Accreditation Committee. SAC members

*Force: Hjordis  
Halvorson*

commended the work of the Task Force and made no suggestions for any changes. They expressed appreciation to RBMS for choosing to merge the two sets of guidelines. The draft will be sent to the ACRL Board for final approval at their fall meeting or in a virtual meeting.

Hjordis Halvorson expressed thanks to the Task Force members (Christian Dupont, Jeffrey Marshall, Laila Miletic-Vejzovic, Heather Smedberg, Shannon Supple, and Cherry Williams) for their hard work over the two years and to RBMS members for their important, helpful input into the process of merging and editing the guidelines.

## **Discussion Groups**

*Collection*

*Development:*

*Mark Greenberg*

Eleven people attended the discussion group, including library development officers.

1. Introductions: Mark Greenberg and Lois Fischer Black welcomed the group and asked each person to introduce him/herself.

2. Recent acquisitions: Participants spoke about everything from 16th-century Spanish manuscripts, to 18th-century Mediterranean nautical charts, to San Diego-area circus collections, to Utah newspaper photographs, to Armenian genocide monographs, to the papers of LA Times reporter Rueben Salazar.

3. Lois Fischer Black and Lisa Browar offered a summary of main lessons from the RBMS Pre-conference workshop “The Changing Philanthropic Environment: What You Need to Know About Fundraising in the New Millennium.” Lesson from the workshop came up again in the discussion topic, below.

4. Discussion Topic: There was lively discussion on the donor cultivation process; differences between transactional versus investment gifts; demonstrating a compelling project and not just a pressing need; making your development officer your best friend; educating development officers about priorities; fundraising for those priorities and not straying; regular and effective communications with donors.

5. The group suggested risk management as a desired topic for ALA Midwinter in Dallas.

6. Mark thanked Lois Fischer Black, who is cycling off as co-discussion leader, for her leadership and support.

*Curators &  
Conservators and  
Public Services:*

Did not meet at Annual 2011.

*Beth Turcy  
Kilmarx/Dennis  
Moser*

*Manuscripts &  
Other Formats:  
Lois Fischer Black*

Eighteen colleagues gathered on Saturday morning to ponder the merits of “other formats” in addition to traditional manuscripts and archives.

Attendees began with reports on grants received, recent acquisitions, and new initiatives, but the level of interest in other formats soon brought the conversation to the planned discussion of audio visual materials. Those present considered the expense of having material reformatted, particularly when it was acknowledged that staff rarely know the content of film, audio recording, or floppy diskettes prior to contracting the work, as few institutions possess the necessary equipment to preview the content of now obsolete formats. Examples of content mentioned included oral histories, athletics events, and home movies.

Turning attention to the cost of reformatting, participants agreed that audio appears to be much further along than video where reformatting technology is concerned, and is therefore thought to be more cost-effective. Some institutions are dependent upon patron-funded requests, which often prove to be prohibitively expensive.

Suggestions were made regarding means of reducing the cost of reformatting media, including establishing regional centers that would maintain the necessary equipment. Such a venture would likely need to be grant-funded initially.

In lieu of collaborative centers, institutions are able to contract services at a number of firms, including George Blood, Airshow, and Colorlab. We were fortunate to have in attendance a representative from George Blood, Inc., who was able to shed some light on the contract process. She observed that the majority of the firm’s work is to digitize oral histories.

Those present also tackled the difficult subject of audio transcription – difficult because transcriptions by the traditional route can be tedious and time-consuming. It was noted that “voice-recognition” software hasn’t progressed far enough yet to be useful.

Finally, interest was expressed in an RBMS workshop or seminar on the identification, preservation, and access to audio-visual materials.

*Public Services:  
Susan Walker*

Twenty people met yesterday afternoon, Saturday, June 25, 2011, for the Public Services Discussion Group. During announcements and

introductions, we learned that the Harry Ransom Center has begun to allow readers to do photography in the reading room. A brief discussion followed.

We turned our attention to the first topic: the role public service librarians and staff currently play in assisting varying levels of researchers both onsite and off-site. The relative merits of in-person, chat, phone calls, and email were explored. Different levels of expertise in staffing at the reference desk and different degrees of willingness to engage in a reference interview affect the effectiveness of the interchange. Some institutions triage reference questions giving priority to certain groups (faculty, students, researchers, alumni). Templates for answering questions can be helpful.

We moved on to a discussion of archiving reference questions. Some are doing this electronically in various ways. Knowledge Tracker keeps everything and is fully searchable, and the whole campus can, if wanted, use it. Lib Answers was not felt to be well-suited to special collections; it is more for general library reference. For the most part, people are using low-tech solutions. Keeping the questions and answers archived helps with repeat questions, and Monticello is building a wiki library of faqs with authoritative answers.

Finally, as a result of part of this discussion session, a suggestion was made that the topic of genealogy and user services would be worth exploring further, perhaps at a pre-conference.

*Technical  
Services: Ellen  
Ellickson*

Thirty-eight people met this morning to discuss technical services issues. They compared notes as to how their institutions handle the problem of ephemera within books: whether such material is kept with the book or not and also what sort of record is made to account for it. They also discussed the next generation of catalogs and whether catalogers are changing their records in any way to take advantage of faceted searching. Finally, they shared experiences as to how the tough economic times have affected their technical services departments.

### **Liaisons to Other Groups**

*ACRL Budget &  
Finance: E.C.  
Schroeder*

- College & Research Libraries is now available through open access, while still being offered in paper form. It is expected that it will become all online within the next two years. B&F is looking at the budget implications for this transition.
- B&F is revising ACRL financial goals using the new ACRL strategic plan and its recently revised budget principles.

- B&F reviewed a working group's report on revenue generation for ACRL. It looked at areas of media/publications/products; membership (growing and retaining members); professional development (workshops, pre-conferences, etc.); and fundraising via the Friends of ACRL
- B&F recommended to the board that dues be increased \$1 for next year. This is the first change after the spring approval of the change in by-laws that allows the Board to increase membership dues based on Higher Education Price Index (HEPI).
- Budget for FY 2011 – net revenue (beyond Choice) will be between \$150K-250K.
- Budget for FY 2012 – B&F submitted a budget to the Board with a deficit of nearly \$500K; ½ of this is the norm in a non ACRL conference year. This is not sustainable over the long-term so more reductions will be made in the future as well as looking at ways to expand revenue.
- ALA is changing how interest is distributed to a model that is based on returns over the past three years. This should result in a return of 3-4% on the long term investment fund.
- Budget and Finance recommended that the Board approve the transfer of \$75,000 from ACRL's net asset balance to the long-term investment fund.
- Reviewed the work of the Friends of ACRL. Set a fundraising goal of \$30,000 for next year. Looking for a major fund raising goal for FY 2013 when ACRL celebrates its 75<sup>th</sup> anniversary.

*ACRL Leadership  
Council: Erika  
Dowell*

At the ACRL Leadership meeting, information was presented on implementation of the ACRL Plan for Excellence. The Plan has three strategic goal areas: the Value of Academic Libraries, Student Learning, and Scholarly Communication.

Responsibility for each of these three goals has been assigned to division-level groups. The groups are developing performance indicators, which will be up for approval at the Midwinter meeting. Discussion groups and sections are not required to pursue these goals explicitly. These are top level ACRL goals for the next 5 years. ACRL continues to have as priorities: advocacy, professional development, and member engagement.

ACRL Organizational Structure was also a subject of a report and

discussion. Beth Dupuis, ACRL Board, presented new communities of practice recommendations. The recommendations are based on ACRL leadership discussion and a member survey.

The report recommends changing the concept of sections, making them easier to create. It also recommends eliminating interest groups. There will be only discussion groups and sections. The recommendations include the creation of a follow up implementation group which will be charged with figuring out the details. For instance, if sections are easier to created, what does that mean for appointments, elections, and budgets?

Current sections, especially active sections like ours, were advised that nothing much will change according to the policies being proposed. We should monitor the work of the implementation group however.

Examination of the committee structure of ACRL is next, but I am not sure if that effort includes the examination of section committees.

*American Printing  
History  
Association  
(APHA): Richenda  
Brim for Fernando  
Peña*

The annual Lieberman Lecture will be held Sunday, July 10 at 2 pm at the Huntington Library in San Marino, CA. The lecture will be given by John Bidwell, Astor Curator of Printed Books and Bindings at the Morgan Library & Museum. The title of his lecture is "Early American Paper Mills: Five Hundred and Still Counting." The 36th Annual Conference will be held at the UCSD campus in La Jolla, CA, October 14-15. The theme for the conference is "Printing from the Edge". There will be 13 papers on the theme with a keynote by Pamela Smith, author of *Passions in Print: Private Press Artistry in New Mexico 1834-Present*. There will also be campus tours, a book fair and a screening of the documentary *Proceed and Be Bold*. Registration and hotel information is available on the APHA Web site at [www.printinghistory.org](http://www.printinghistory.org).

*Antiquarian  
Booksellers'  
Association of  
America (ABAA):  
Ron Lieberman*

No report.

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

ALCTS PARS had a very fruitful and diverse ALA Annual. There is much news to share from the Preservation Administration Interest Group (the primary meeting for PARS members).

Preservation Week (PW), an ALCTS effort to promote and educate the public on preservation issues, especially for their own collections, will be 22-29 April 2012. The PW Task Force welcomes everyone to plan a program and post it to the event map on the PW web page at

*Donia Conn*

<http://ala.org/preservationweek>.

The Library of Congress Preservation Directorate has a redesigned website at <http://www.loc.gov/preservation/>. New on the site is a Model Disaster Recovery Contract.

Tara Kennedy presented Yale's new tool for collection prioritization for disaster planning. The Excel spreadsheet takes yes/no questions and produces a ranked and color coded reference to allow for transferring color codes to floor maps for easy reference. It is difficult to do for High Density storage but can help map concentrations for salvage.

Research into validating quality in large scale digitization projects if being conducted at the University of Michigan focusing on Hathi Trust collections. Right now, the primary focus is on the quality of text but images will also be looked at in the future. A preliminary report should be published sometime this fall.

Ithaka S&R presented their latest results from their 2010 Library Survey 2010 which focused on insights from Library Directors. The report can be found on the Ithaka website at <http://www.ithaka.org/ithaka-s-r/research/ithaka-s-r-library-survey-2010/insights-from-us-academic-library-directors.pdf>. One of the most interesting was the response to one of their scenario questions. The question and response:

*"Suppose there existed a robust system for preservation of and access to historical monograph collections. In such a system, the millions of books digitized through the Google library digitization project would be readily available in digital form for use by your community. Digital preservation would be assured by a trusted third party archive, and the paper source materials would be preserved in a suitable number of print archives. Ultimately, discovery and accessibility would be greatly improved while preservation would be assured."*

In this scenario, 74% of respondents said that the withdrawal of print books would be an important strategy for their libraries in the future. Only 33% of libraries went as far as to say that they would be likely to withdraw their print book collections. The question did not specify whether it referred to parts of their collections or their entire monograph collection."

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

Report not received.

*Mark Dimunation*

*Bibliographical  
Society of America  
(BSA): E.C.  
Schroeder for  
Daniel J. Slive*

Recent 2011 Programming:

The Bibliographical Society of America and the St. Louis Mercantile Library co-sponsored Plenary Two, "Sectional Focus, National Value: Why Regional Collections Really Matter," at the 2011 RBMS Preconference in Baton Rouge. John Hoover, President of BSA and Director of the St. Louis Mercantile Library, was one of four speakers on the panel for this plenary.

Other recent programs since the beginning of the year have included:

2011 Annual Meeting in New York in January:

BSA held its annual meeting on January 28, 2011 in New York. The program included the annual new scholars presentations and a talk by Carol C. Clark, Professor of the History of Art and American Studies at Amherst College, on "Haunted Paintings in the World of Print: Charles Deas (1818-1867)."

2011 California Book Fair ABAA/BSA Lecture in San Francisco in February:

BSA and ABAA co-sponsored a lecture at the California Book Fair in February in San Francisco. Adrian Johns, professor in the Department of History and chair of the Committee on Conceptual and Historical Studies of Science at the University of Chicago, spoke on "The Promise and Peril of a Universal Library."

2011 Caxton Club Symposium in Chicago:

BSA co-sponsored the 2011 Caxton Club-Newberry Library symposium held in Chicago on March 19. Entitled "Other People's Books: Collecting Association Copies," the event celebrated the publication of a book of essays on annotated books and provenance.

Future 2011 Programming:

2011 Western History Association in Oakland in October:

BSA will co-sponsor the session "Interdisciplinary Approaches to Indian Captivity Narratives" at the Western History Association's annual conference to be held in Oakland October 13-16.

2011-2012 Book History Colloquium at Columbia University:

BSA will co-sponsor a lecture by John Bidwell of the Morgan Museum & Library on "Papermaking in America: A Progress Report." The talk will be at 6:00 p.m. on October 18 in 523 Butler Library at Columbia University.



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

*Government Documents Round Table (GODORT) Rare and Endangered Government Publications Committee (REGP): Manon Theroux*

Nothing to report.

*International Federation of Library Associations & Institutions (IFLA) – E.C. Schroeder*

Annual meeting is this summer in San Juan, Puerto Rico – Aug. 13-18  
Rare Books Section sponsoring a session entitled *What is rare material in libraries, and what are the consequences for actions* — Rare Books and Manuscripts

*Rare and special collections depending on history: Latin America and the Caribbean* — Rare Books and Manuscripts Section with Latin America and the Caribbean

Next year (2012) Helsinki, Finland – Aug. 11-16

Guidelines for digitization of old and rare material (RBMS's strategic direction n. 1, goal 1f, priority activity 1.5)

Objectives of the Guidelines (preliminary):

- To elaborate an agreed document which includes those specific aspects of manuscripts and rare books (individually and as part of a collection) which should be contemplated and integrated in the design and execution of a digitization project.
- To specify which characteristics and contents a facsimile reproduction should include, to define which should be the expectatives for these reproductions and to tend to more homogeneous results.
- To offer recommendations in order to produce accessible digital objects of scientific reliability that can, at the same time, be available for use of a much broader public.

*Joint Committee on Archives, Libraries &*

CALM met at the American Association of Museums Conference in Houston in May 2011. CALM sponsored a program at ALA Annual in New Orleans titled "Convergence, Commoditization and Sustainability:

*Museums (CALM):* Alternatate Funding Sources for Libraries, Archives and Museums." And the committee met for a business meeting at the Annual Conference as well. We are working on a program for next year's Annual Conference (with the likelihood of also taking it to the AAM and SAA conferences) concerning the semantic web, RDA, and their implications for libraries, archives and museums, especially considering how other related standards and guidelines such as DACS and Cataloging Cultural Objects are affected by the potential changes wrought by RDA and semantic web searching. The Traditional Cultural Expressions task force has had solid input from CALM and SAA. As a result, the leadership of ALA and SAA met for the first time in a long while recently to discuss it and other related areas of shared interest between the two organizations. As such, CALM now awaits its next crisis to work on. The incoming ALA co-chair of CALM is Gladys Smiley-Bell.

*Maps and Geospatial Information Round Table (MAGIRT):* Nancy A. Kandoian  
 MAGERT's name and acronym change has been approved, so as of the end of this annual meeting, we will be known as the Map and Geospatial Information Round Table, MAGIRT, with an unchanged pronunciation (hard "G" and accent on the second syllable). We had a well-attended program on Saturday afternoon, with an audience of about 100, concerning online and interactive maps and mapping tools for the general reference librarian. We also co-sponsored a well-received program organized by RUSA, with approximately 60 in attendance, about new tools for the use of maps in historical research. The MAGERT field trip on Friday afternoon took in the Historic New Orleans Collection, where there is a beautiful display of manuscript maps and other documents from the 16th to the 19th century showing evidence of the Spanish in North America, on loan from the Archives of the Indies in Spain.

The MAGERT executive board has mandated that all MAGIRT committees, except the executive board and the Cataloging and Classification Committee, will meet virtually, prior to ALA Midwinter 2012, rather than in person at ALA Midwinter. All discussion groups and interest groups will meet in person as usual at ALA Midwinter. The reasoning behind this is partially to encourage participation by more members who cannot physically attend the conference, and partially to allow members who do attend the conference to have more time to attend meetings of non-MAGIRT groups within ALA. The virtual meetings will be announced ahead of time in various forums to maintain their openness.

On the cataloging front, a subgroup of the MAGERT/MAGIRT Cataloging and Classification Committee is working on guidelines for provider-neutral records for digital cartographic resources, so watch for

their appearance eventually on the PCC website.

*Society of  
American  
Archivists (SAA):  
Jennifer Schaffner*

Report not received.

*Society for the  
History of  
Authorship,  
Reading &  
Publishing  
(SHARP): Garth  
D. Reese, Jr.*

No report.

## Other

*ESTC/CCILA:  
Brian Geiger*

Brian Geiger reported that the English Short Title Catalog (ESTC) received two grants in the last year that might be of interest to the RBMS community.

1) Google Digital Humanities Grant: The ESTC received a grant from Google to match records for pre-1801 English imprints from GoogleBooks to the ESTC. So far they have matched about 2000 records from Universidad Complutense de Madrid, a Spanish university, and are matching records from the Bavarian National Library. Mr. Geiger noted that Google has been slow to supply records and asked that institutions that have worked with GoogleBooks contact him about supplying information about items they have digitized.

2) Andrew W. Mellon Foundation Planning Grant: In January the ESTC received a grant from the Mellon Foundation to redesign the ESTC for the 21<sup>st</sup> century. The planning stage will last one year and will culminate in a proposal to allow for various kinds of data harvesting and user curation. A draft proposal will be published online in September of 2011. Mr. Geiger is eager to get input from the RBMS community on the draft and will announce its publication on listservs, including RBMS, Ex-Libris, and SHARP.

*Grolier Club: Eric  
Holzenberg*

Eric Holzenberg, Director of the Grolier Club, made two announcements:

1) J. Fernando Peña, Grolier Club Librarian since 2001, will be leaving the Club as of September 1 to take on the position of director of the rare book program of the Palmer Library School, Long Island University, replacing founder Deirdre Stam. The Grolier Club wishes Fernando all

the very best in his new position; and at the same time wishes to announce that the position of Grolier Club Librarian is open, and that a description is available on the Library page of the Grolier Club website: [www.grolierclub.org](http://www.grolierclub.org).

2) The Grolier Club will be hosting an extraordinary exhibition late this fall (December 6 2011-February 4 2012) of treasures from the French Imprimerie Nationale, including books, manuscripts, types, engraved printing plates and other objects documenting the history of Europe's premier national printing house from the 16th century to the present day. A colloquium on the themes of the exhibition will be held at the Grolier Club on Tuesday January 24 during Bibliography Week, and the Club hopes its typophile friends and colleagues will attend, and view the exhibition.

*OCLC  
Research/RLG  
Programs:  
Jennifer Schaffner*

Report not received.

*Rare Book School:  
Michael Suarez*

RBS is thriving: we are offering 25 courses this summer and have more than 300 students enrolled. In addition to reprising the six new courses from last summer, we have also added two new courses: Steve Tabor of the Huntington is teaching Analytical Bibliography, while Jim Green of the Library Company of Philadelphia is teaching the History of the Book in America c.1700-1820. This October, we will be offering a course on Japanese books from the Edo and Meiji period, taught by Ellis Tinios at the Freer-Sackler Gallery of the Smithsonian.

In September, we will be accepting scholarship applications -- see our website. Summer courses this year filled up very early, so don't wait until the last minute if you want a place in the summer of 2012! Many are taking advantage of the certificate program; perhaps you should too. RBS has new gear with a new look: tee-shirts, aprons, lanyards, usb drives, water bottles, and the like. From September, you'll be able to purchase these via the RBS website.

Finally, do please consider joining the Friends of Rare Book School by making a contribution to our annual fund. Help sustain the future of bibliographical education today.

*Southern  
Methodist  
University (SMU)  
Program at  
Midwinter 2012*

A one-day program for RBMS members is scheduled for Friday, January 20, 2012 when ALA Midwinter 2012 will be in Dallas. There will be no charge for the program, which will be held at Southern Methodist University (SMU) with co-hosting by three special collections on campus: Bridwell Library, DeGolyer Library, and the

*(Dallas): E.C.  
Schroeder for  
Daniel J. Slive*

Bywaters Special Collections of the Hamon Arts Library. SMU is approximately 20 minutes from downtown, where ALA meetings and hotels will be located. A light rail line from downtown to a station close to campus will allow easy commuting from downtown. 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 will include tours, exhibitions, speakers, and a reception. The proposed schedule allows attendees time to return downtown for ALA registration and meetings later that Friday afternoon and evening.

At 2:00 p.m. that day, three speakers representing special collections, archives, and archival education in Texas will 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.

*California Rare  
Book School  
(CalRBS):  
Deborah  
Whiteman for  
Susan Allen*

California Rare Book School, in its sixth season, announces three weeks of courses in 2011.

Two weeks of instruction will be held in Los Angeles in August. One week of instruction will be in the San Francisco Bay Area in October. Space is still available in some courses.

To apply and for more information, go to [www.calrbs.org](http://www.calrbs.org) or google CalRBS.

**Submitted**

July 6, 2011. Kate Moriarty, *Secretary*.

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## Acronyms

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