

# Minutes from Annual 2001 Publications Committee Meeting

RBMS Publications Committee  
ALA Annual Meeting, San Francisco, CA  
Saturday, June 16, 2001, 2:00-3:30  
Cathedral Hill Hotel, Room B

Members present: Margaret Nichols (Chair, Cornell University), Jean Ashton (ex officio, Columbia University), Lisa Browar (ex officio, Indiana University), Marvin Taylor (ex officio, New York University), Deborah Leslie (Folger Shakespeare Library), Judy Harvey Sahak (Claremont Colleges), Abby Tallmer (The Forbes Magazine Collection, Recorder).

Members absent: Daren Callahan (ex officio, Southern Illinois University), Manon Theroux (ex officio, Yale University), Everett Wilkie (ex officio, Kamico Instructional Media), Christian Dupont (ex officio, University of Notre Dame), Diana Smith (Yale University), Priscilla Thomas (Dallas Public Library),

Visitors: Dawn Mueller (ACRL), Jerry Wager (Library of Congress)

Chair Margaret Nichols called the meeting to order at 2:05 pm.

1. Distribution of RBMS Publications Committee Minutes from ALA Midwinter Meeting: Judy Harvey Sahak distributed a draft of the minutes of the Committee's previous minutes from the January 2002 ALA Midwinter Meeting and asked for comments. Two suggestions were made, and both will be adapted into the final official version of the Publication Committee's 2001 Midwinter Meeting Minutes: 1) Abby Tallmer (Forbes Magazine Collection) should be added to the list of Members Present; and 2) In the second paragraph, RBMS Brochure and Logo, the word "Corqä" (third to last sentence) should actually appear as "Quarkä [in italics].

The minutes were adopted assuming these changes will be incorporated.

2. Charge: Margaret Nichols distributed a draft of the "Publications Committee Charge and Related Information" for discussion and comments, with revised text and changes were bolded for easier reference. Nichols stated that the revised charge document is intended to clarify the Committee's purpose, the role of its ex officio members, and of the RBMS Listserv moderator. Deborah Leslie suggested that the actual coordination with the Executive Committee through the Member at Large be clarified and perhaps included in this document. Other than this point, members present approved of the changes included in Nichols's revised "Publications Committee Charge and Related Information" document.

This led to a discussion of whether there are also out of date items and issues in the RBMS Manual and Newsletter now that our charge has been clarified. Nichols will look into the question of continuity of content between these various documents and will check with ACRL about the

process for revising content in either the Manual and/or the Newsletter should the need arise. [The Executive Committee subsequently approved the revised charge, and will arrange for the RBMS Manual to be updated.]

### 3. RBMS Brochure and Logo:

Brochure Approval Status: Nichols distributed the latest mockup of the brochure and stated that there was both "good news and bad news." On the positive side, the copyediting has been completed and the brochure is ready to print. As for Executive Committee approval, we must wait for official word at their Monday June 18, 2001 meeting. ACRL has given unofficial approval of the text, although they still require a statement of how the brochure will further ACRL's strategic plan. [The Executive Committee approved the brochure, and shortly after ALA, Nichols provided the required statement to ACRL. After requiring a few more changes to the text, ACRL officially approved it, and the brochure was then printed.]

Brochure Printing Status: On the less positive side, Dawn Mueller reported that ACRL lacks the necessary software to print the brochure, which is in Quark Xpress. After some Committee discussion it was decided that Nichols will ask Christian Dupont to work with Mueller and ACRL's printer to see the brochure through the press.

Brochure Text: Nichols asked for commentary and suggestions regarding the text of the brochure itself. Discussion followed. Lisa Browar suggested that a line or two be added to the brochure emphasizing that a subscription to RBM is not an RBMS membership benefit. Abby Tallmer commented that she too felt the need for this clarification. Nichols will draft a sentence to this effect in the revised brochure text. (On a related note, Browar also wondered whether it would be possible to include a check-off box for subscribing to RBM under the ACRL/RBMS renewal form. She further suggested that we work more closely with ACRL on RBM subscription related issues.) Jean Ashton, Judy Harvey Sahak, and Abby Tallmer all commented on the lack of a date or year on the front brochure panel. Members agreed that a date on the front panel was desirable. [ACRL subsequently suggested that we change the sentence on RBM subscription to a simple statement of where to find subscription information on the Web. It also required that we delete both the date proposed for the brochure's front panel and all the dates in the "Preconferences" section. The brochure was subsequently finished and printed.]

RBMS Logo and Brochure Design: Various members of the committee expressed their displeasure with awkwardly hyphenated or widowed words in the brochure's first paragraph. [This problem was subsequently solved.] Other members of the committee pondered the possibility of adding color or colors to the RBMS front logo and/or of adding some headers and/or decorative motifs throughout. Mueller will investigate the cost of these various design suggestions and will communicate with Nichols and Dupont as to their viability. Nichols will forward to Dupont the changes suggested, particularly those involving adding a date to the front panel, correcting the "Section" in small caps on the return address panel, and deleting unnecessary/awkward hyphens. In terms of the logo design, Dupont has talked with a graduate student who perhaps could work on this for a \$500 fee. Nichols will communicate with Dupont

about continuing to pursue this point and seeing if sample designs can be delivered. In terms of funding sources for the logo, Nichols will check into the "Initiative Fund" as a possibility. [The Initiative Fund has since been discontinued, but an anonymous donor will pay for the logo.]

4. RBMS Newsletter: As co-editors Manon Theroux and Daren Callahan were both unable to attend the meeting, there was no update on this topic. Committee members present discussed the issue of ensuring more consistent delivery of the newsletter. Nichols agreed to discuss with Theroux the question of who sends out the newsletter and how to ensure a more efficient and timely delivery process.

5. RBMS Web site: In Dupont's absence, Nichols communicated key items from his recent report to her on this subject. These included:

1) Dupont's suggestion that for consistency's sake, actions relating to Web site graphics be deferred until the RBMS logo is finalized; 2) Dupont's communication to the Committee that additions to the site are still in progress and that old site material is still in the process of being converted to the new site; 3) Statistics: "Your Old Books" continues to be the most visited portion of the site; 4) Dupont has been talking with the ACRL/RBMS Section Archivist about archiving the RBMS Web site, and suggests that Webmasters of other RBMS Web-related sites send him downloads periodically to be passed on to the RBMS Archivist.

6. Exlibris: Discussion ensued amongst the Committee about a request that arose from an Exlibris discussion thread to coordinate a Special Collections Policy Page as an offshoot of the RBMS Web site. Abby Tallmer commented that this was a very time consuming enterprise. Marvin Taylor suggested that we (i.e., Dupont) could simply put the word out that we would be willing to post links to such sites on our site. Nichols will discuss the matter further with Dupont and ask him to communicate our willingness to do this to various Special Collections institutional representatives.

7. RBMS Listserv: In the absence of Listserv moderator Everett Wilkie, there was no report on RBMS-L. There was, however, some discussion about the number of subscribers (about 550) and the listserv's function (to post agendas, minutes, and announcements).

8. RBM: Browar and Taylor, the co-editors of the journal RBM, reported that the latest issue, designed by Dawn and featuring an appropriately San Franciscan theme, is out. The typeface has been bulked up in response to reader suggestions. The following issue will focus on critical theory and special collections. The issues after that will deal with legal aspects of special collections, followed by museums and special collections. Browar and Taylor reiterated that they are happy to receive suggestions for issue topics and/or articles.

Other RBM housekeeping: both Browar and Taylor's terms expire in 2002. Tallmer asked whether copies were available for purchase at the ACRL

booth. She was told no, but that subscription blanks were available there. Tallmer also commented on the positive feedback she's heard from members of the trade about RBM's new look and focus. Ashton suggested that current and back copies of RBM be made available at ABAA and like industry book fairs. Ashton further suggested that an inserted subscription renewal form and/or a tear-off sheet on a printed page be incorporated into future issues of the journal to facilitate subscription renewal. Browar, Taylor, Tallmer and others expressed strong support for this suggestion. Nichols asked Mueller to investigate the feasibility of these options and report back.

9. Other Miscellaneous Issues: Nichols advised the Committee that Barbara Jones had contacted her asking for ideas for an issue of Library Trends she is editing concerning special collections in the 21st century. Browar said she had had lunch with Ms. Jones and given her a number of ideas. If other Committee members have additional ideas, they should send them directly to Ms. Jones at [jones5@staff1.cso.uiuc.edu](mailto:jones5@staff1.cso.uiuc.edu).

With no new business, Nichols adjourned the meeting at 3:30 pm.

Respectfully submitted,

Abby Tallmer  
Manuscript Curator  
The Forbes Magazine Collection