

RBMS SECURITY COMMITTEE
ALA ANNUAL CONFERENCE, 2011

MINUTES OF THE MEETING

Saturday, 25 June 2011

Waterbury BR, Sheraton New Orleans

4:00-5:30 PM

Members and incoming members present: Alvan Bregman, Chair (British Columbia), Susan M. Allen, ex officio (California Rare Book School), Robert Desmarais (Alberta), JoEllen Dickie (Newberry Library), Isaac Gewirtz (Berg Coll., NYPL), Michael Inman (NYPL), Jennifer Lowe (St. Louis), William La Moy (Syracuse), Lee Viverette (Virginia Museum of Fine Art)

Members absent (and excused): Joel Kovarsky (The Prime Meridian), Nicolette A. Dobrowski (Syracuse)

Visitors: Lois Fisher Black (Lehigh), Ian Bogus (Pennsylvania), James Capobianco (Harvard), Ellen Cordes (Lewis Walpole Library), Douglas Denné (Hanover Coll.), Emily Epstein (Univ. of Colorado Health Sciences Library), Mark Greenberg (South Florida), Hjordis Halvorson (Newberry Library), Katie Henningsen (Kentucky), Larry Mitchell (Texas A & M), Fernando Peña (Grolier Club), Susan Pyzynski (Houghton Library), Steven Escar Smith (Tennessee), Margaret Tenney (HRRC, UT-Austin), Catherine Uecher (Chicago).

- I. The chair thanked outgoing members Joel Kovarsky, Rich Oram, JoEllen Dickie and welcomed incoming members, Jennifer Lowe (St. Louis University) and Martha Conway (University of Michigan)
- II. Minutes of the last meeting, held in San Diego on January 8, 2011, were approved, with minor corrections.
- III. Chair's report: The Security Manual was expected to be published shortly by ACRL. Committee member Joel Kovarsky had been interviewed by a reporter from Boston Magazine about security. The Chair had a long and productive discussion with John Waite, ABAA Security Committee, but had been unable to reach Maria Holden, chair of the SAA Security Committee to follow up about SAA's response to the RBMS Security Guidelines. Interest in marking guidelines had been expressed at the preconference seminar on Security and Technical Services, and an article on microstamps had appeared in the journal Library and

Archival Security. There were no new developments regarding MissingMaterials.org.

- IV. Incidents of Theft list: Revised guidelines (see attached) for compiling the Incidents of Theft list were approved. Lee Vivarette and Jennifer Lowe agreed to take over the task of the compiling the list. Efforts would be made to increase circulation of the reports through the use of social media tools.
- V. State Laws project: Discussion deferred to next meeting.
- VI. New initiatives/Proactive roles: A wide-ranging discussion occurred on a five prospective goals:
 - (1) to encourage appreciation of the Security Guidelines by senior administrators and the appointment Library Security Officers and to review security practices related to special collections in their institutions. To this end, Isaac Gewirtz and Larry Mitchell agreed to work with Alvan Bregman to draft a letter to be sent along with the updated Security Guidelines to the heads of ARL, IRL and Obelin Group libraries: coordination through the ARL Task Force on Special Collections was discussed;
 - (2) to review and promote best practices for the physical inventory of collections. A call would be put out for volunteers willing to participate in this review;
 - (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. Alvan Bregman would contact Preservation Week organizers for more background;
 - (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. Jennifer Lowe would be asked to provide an outline regarding this initiative;
 - (5) to participate in a seminar on security at next year's Preconference. Alvan Bregman would consult further about this with Ellen Cordes. Discussion also took place about offering regional workshops and webinars;
 - (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. Alvan Bregman said he would be glad to attend the TSDG discussion and make a presentation.

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 interest members not only of the committee but of the section as a whole.

VII. New Business: Susan Allen brought up the subject of the Library Security Officers' list, and it was agreed to discuss this at the next meeting.

VIII. The meeting adjourned at 5:30 pm.

William La Moy, Recorder
Alvan Bregman, Chair
July 15, 2011