



**INTERNATIONAL ASSOCIATION OF MUSIC LIBRARIES, ARCHIVES AND DOCUMENTATION CENTRES (IAML)**

**ASSOCIATION INTERNATIONALE DES BIBLIOTHÈQUES, ARCHIVES ET CENTRES DE DOCUMENTATION MUSICAUX (AIBM)**

**INTERNATIONALE VEREINIGUNG DES MUSIKBIBLIOTHEKEN, MUSIKARCHIVE UND MUSIKDOKUMENTATIONSZENTREN (IVMB)**

## **IAML CONFERENCE 2013**

**Vienna, Austria  
Vienna University**

**Minutes of the Council Meeting on  
Sunday 28 July at 14.00 and Thursday 1 August at 16.00**

### **1. Welcome and Apologies**

The President, Roger Flury, welcomed everybody to the Council meeting. He explained who was a member of Council and who had the right to vote. This year, for the first time, every person entitled to vote had received a coloured slip beforehand to show their entitlement. Official members from countries with fewer members than ten, consequently without a national branch, were given the right to vote by Council. After gaining approval from Council members to allow observers to speak the President opened the meeting.

There were no apologies.

### **2. Matters arising from the Minutes of the 2012 Council Meeting in Montréal**

The minutes had been circulated by the Secretary General. There were no matters arising.

### **3. President's report**

The President welcomed everybody to Vienna and thanked the organizing committee and the sponsors listed in the conference programme.

He reported from the Mid-year Board Meeting in Gothenburg, which took place in early March. The agenda had been long and lasted the full two days of the meeting. On the evening of arrival Board members were invited to a concert with the Gothenburg Symphony Orchestra. Before the concert the Board members visited the library where the librarians gave a brief introduction to what goes on behind the scene to prepare for such a concert.

Over the year the Board prepared for our first electronic elections for President and Vice-Presidents. The elections took place in May. Instructions on how to vote were sent out in advance. There had also been an option to request paper ballots.

The President had contributed a profile of IAML as part of a series in the EBLIDA newsletter.

IAML was now on Twitter with the account name @IAML\_AIBM.

The Board had been very impressed with the work of the Ad-hoc Committee on the Restructuring of IAML and believed that we had been given “a road map that will take us securely forward.” The document had been translated into French and German and all three versions were posted to the website. The report would be discussed later during the Council meeting and at the Roundtable discussion with the Board and National representatives. The President encouraged everybody to get involved since the outcome of the discussions would decide the next steps.

The President asked members to contact the Secretary General if they would come across any published guidelines in need of updating. She was presently working with updating the guidelines for various parts of IAML business.

IAML had signed a contract with JSTOR, which would provide for the digitization of the complete run of *Fontes Artis Musicae*. The cost would be borne by JSTOR. The members would be able to access the journal in full text via the IAML website. This would be a major step towards an electronic membership journal. Thanks to Martie Severt’s archival collection IAML could present a full run of the journal.

In November, Massimo Gentili-Tedeschi represented IAML at a conference of music librarians in Yerevan, Armenia. Our Armenian colleagues had established an Armenian Association of Music Libraries (AAML), which hopefully would evolve into a IAML Branch.

Our distinguished IAML-member Mary Wallace Davidson had died in October in Massachusetts. A tribute would be held during the General Assembly. The President asked all participants to contact any of the Board members if there were any other obituaries to include on the Agenda.

The President offered his sincere condolences to IAML colleagues who had been affected by natural disasters. He also mentioned a couple of examples of “human made disasters”: The loss of the Netherlands Radio Music Library and the radical restructuring of the Music and Theatre Library of Sweden. IAML members had offered support by writing letters, making submissions and joining listservs to protest.

Several national branches were celebrating significant anniversaries this year: Norway 40<sup>th</sup> and Germany, Sweden and UK & Ireland Branch 60<sup>th</sup>. Next year marks the 50<sup>th</sup> anniversary of the Polish Branch.

Several IAML members had been recognized in different ways during the year:

Massimo Gentili-Tedeschi had been elected a member of the Standing Committee of the IFLA Cataloguing section – 2013-2017. This was an honour and a tribute to his abilities.

Bonna Boettcher, Director of Music and Fine Arts Libraries, and Adjunct Professor of Music at Cornell University, had received MLA's highest honour - a Citation for lifetime achievement, awarded in recognition of distinguished service to music librarianship over a career. Ms. Boettcher's service to the profession had included terms as MLA President, MLA Convention Manager, and Executive Secretary, as well as a member of the IAML-US Board of Directors and ex-officio service on the RILM/US Office Governing Board.

Judy Tsou & Ruthann McTyre had been honoured for their hard work behind the scene on the MLA/IAML-US merger.

The Vincent H. Duckles Award for the best book-length bibliography or other research tool in music was awarded to MLA Past-president, Jerry McBride, for his work *Douglas Moore: a Bio-Bibliography* (Middleton, Wisc.: A-R Editions, 2011).

The President also announced that IAML's webmaster, Gabriele Gamba, had married Marta Crippa on 15 June this year. He wished them every happiness in the coming years.

Finally the President mentioned the forthcoming conferences in Antwerp, 2014 and in New York, 2015. Various committees were already working hard to ensure that each conference would be a great event.

#### 4. Secretary General's report

The Secretary General, Pia Shekhter, hosted the mid-year Board meeting in Gothenburg 2-3 March. It was held at the Gothenburg Organ Art Centre - a research centre for interdisciplinary studies of the organ and related keyboard instruments at the University of Gothenburg. The most important item on the agenda was the Report of the Ad-hoc Committee on the Restructuring of IAML. The report was made available on the website from the end of May and there had been a vivid discussion on IAML-L. Another item on the Agenda was the finalizing of job descriptions for several functions within IAML.

She had formulated "Guidelines for National Reports" and "Guidelines for Proposals to hold a IAML Conference". She had also finished the list of Honorary members with citations.

The Secretary General thanked the retiring Treasurer Kathy Adamson and the Webmaster Gabriele Gamba for their great efforts in connection with IAML's first electronic elections. She also had assisted them to a small extent.

She had been a member of the Search Committee for a new Web Editor, a Web Assistant and a Web Designer. A considerable amount of time had been spent on this task. The Committee had also been busy feeding news onto IAML's website and the newly opened Twitter account. IAML today had 83 followers. All members were encouraged to follow IAML on Twitter.

This year a mentor programme for the Conference had been introduced for the first time. About 20 newcomers asked for a mentor on the registration form. By coincidence the same number of conference attendees volunteered to be a mentor. The Secretary General had matched them together and wished everybody good luck.

Usual secretarial duties had been performed during the year, such as preparations for the different meetings with IAML's official bodies, writing minutes, updating yearbooks, corresponding with members, sending invitations, contacting speakers, Chairs and translators etc.

At the beginning of February alarming news about drastic cuts of staff at the Music and Theatre Library of Sweden had been made official. The Secretary General had worked with mobilizing support for the library on national and international level. She thanked all IAML members who had given their support, not least the President, whose open letter to the Swedish Minister of Culture was very much appreciated by those affected.

At the end of April the Swedish IAML Branch (SMBF) celebrated its 60th anniversary in Stockholm. Many guests from the Scandinavian countries attended. In addition SMBF was honoured by the participation of two members of the IAML Board, namely Jutta Lambrecht and Antony Gordon. Both of them presented papers during the conference.

The Secretary General ended her report by a series of thanks:

The first was to all Chairs of IAML's national branches, the Editor of *Fontes*, Maureen Buja and the Webmaster, Gabriele Gamba for once more managing to have all National Reports on the IAML website ahead of the Conference.

She also expressed her gratitude to Marie-Gabrielle Soret and Barbara Wiermann for translating the Report of the Ad-hoc Committee respectively into French and German. At the same time she announced that she needed volunteers for future translations from English into German and French. She had a long list of people who would be willing to edit texts in English and encouraged members to make use of that.

Finally she thanked the retiring Treasurer Kathy Adamson and Vice-President Jutta Lambrecht for very pleasant cooperation during the last three years. She mentioned some of the important contributions they had made during their terms of offices. Kathy Adamson was the co-creator of the membership database together with the webmaster Gabriele Gamba and former President Massimo Gentili-Tedeschi. The database was decisive for the success of our electronic elections.

Jutta Lambrecht had introduced several novelties in IAML. One important example was the "Roundtable Discussion between the National Representatives and the IAML Board". It was also her idea to create the two positions as Web Editor and Web Assistant to revitalize the website.

Finally the Secretary General said that it had been a great pleasure to work with the President, Roger Flury, and that she felt comforted by the thought that we would be able to benefit from his experience and wisdom for another three years on the Board as Past-President.

## 5. Treasurer's report

The Treasurer, Kathy Adamson, commented on the Financial Report, which had been sent out to members in advance of the meeting.

2.5% of the budget was set aside for outreach purposes as a rule and a sum of €1,500 could usually be guaranteed. Some years the income increased and therefore a larger amount of money could be spent. The Treasurer proposed that we reserve €1800 for conference outreach in 2014.

This year there appeared to be an increase in membership numbers, but the Treasurer would not consider this to be a reversal of the downward trend just yet.

Given that the dues had been frozen for 2013 and 2014 the Board suggested that the institutional dues would rise from €65 to €68 and individual dues from €39 to €41. The proposal was unanimously approved.

## 6. Results from the 2013 Elections for President and Vice-Presidents

The results from the 2013 Elections for President and Vice-Presidents were:

### President:

Barbara Mackenzie, RILM Editor-in-Chief

### Vice-Presidents:

Johan Eeckeloo, Koninklijk Conservatorium, Brussels

Antony Gordon, British Library, London

Joseph Hafner, McGill University, Montréal

Stanisław Hrabia, Jagiellonian University, Kraków

## 7. The Report of the Ad-hoc Committee on the Restructuring of IAML

The President started by giving some background information. The process had begun several years ago with some issues raised by different national branches. A lot of discussion had been going on during the following years and everybody had had the opportunity to express their views. There were panel discussions in Moscow (2010), in Dublin (2011) and in Montréal (2012). In Dublin a Strategy Committee was established with the aim to collect and compile different views from the members. A Report was presented in Montréal. During the Montréal Council meeting it was decided that a small group should be formed to take over discussion of structural issues and to propose a way to move forward. The Ad-hoc Committee on the Restructuring of IAML consisted of four carefully chosen members who would represent IAML broadly: Richard Chesser (UK), Janneka Guise (Canada), John Roberts (USA) and Barbara Wiermann (Germany). In order to maintain the Ad hoc committee's independence Board members deliberately avoided any discussion with the Committee and subsequent discussions on IAML-L.

John Roberts, Chair of the Committee, continued by giving an introduction to the work of the Committee and the thoughts that lay behind the Report. He thanked the group members for their very

useful contributions and ideas. The group had worked closely together and had covered a wide range of issues. Eventually the discussion had focused around three principal areas:

### 1. The question of leadership

According to the Constitution IAML is governed by Council and the Board functions as an executive committee. This slows down the Board's deliberations and restricts what it can decide.

### 2. Participation

Many members, especially younger ones, thought that IAML did not offer sufficient possibilities for them to participate. National representatives had expressed a feeling that they lacked opportunities to voice their concerns. The numbers of attendees at the meetings of Council and General Assembly were usually approximately the same. The difference was that in Council, where the important issues were voted on, only a few members had voting rights.

### 3. Accountability

There was a need for the Board to monitor various groups, particularly the working groups and committees.

The conclusion of the Committee was that IAML should move from a 3-tier administrative structure (Council-Board-General Assembly) to a 2-tier structure (Board-General Assembly). This was a common structure among organizations of our kind. In practice it would mean that Council and the General Assembly would merge and that the current powers of the Council would be divided between the Board and the General Assembly.

John Roberts opened discussion and especially encouraged those who had not expressed their opinions on IAML-L to speak. He asked members to concentrate on the basic issue, namely if IAML should have a two-tier or three-tier structure.

Before the discussion started the President explained that we would **not** be voting on whether to restructure IAML but rather on the proposal to establish a small committee to look at whatever constitutional changes would be necessary and to draft them. Members would be notified several months in advance of Antwerp, where the voting would take place.

Federica Riva expressed a concern about the future relationship between the international and the national level of IAML. What would be the role of the national representatives?

John Roberts answered that the Ad-hoc Committee suggested that Roundtable discussion between the Board and the National representatives should be formalized as a "Forum for National Representatives". The Forum would play an advisory role in relation to the Board and the General Assembly and would be able to formulate specific recommendations.

Federica Riva replied that abolishing Council gave a signal that IAML does not need the national branches for running the Association, since the national representatives would not have the right to vote in the new Forum. She meant that this would lead to an association of individuals rather than nations. The discussion about the report of the Ad-hoc Committee should, according to her, have

taken place in the national branches first. Then the national representatives could have presented the opinions from their respective countries in Council. Federica Riva thought that IAML's present structure did not need to be changed, but she acknowledged that it was not really functioning as it should.

Barbara Wiermann said that the Roundtable discussions between the Board and the national representatives had been very useful. The Council meeting was not a suitable forum for the national representatives to share experiences. There was no space for this on the Council's agenda. The national representatives should keep the Board informed, but do not necessarily need to vote themselves.

Richard Chesser agreed that the national input was critical to the Association. The Ad hoc Committee intended the national representatives to have greater influence by giving them their own forum. Concrete proposals from the Forum would be strongly persuasive. The Ad hoc Committee had suggested that the Forum should be led by a Vice-President – as a conduit into the two-tier structure. The Roundtable discussion in Montréal was one of the most useful meetings he had attended in IAML.

Massimo Gentili-Tedeschi wondered if four Vice-Presidents would be enough if the Board would play a more central and independent role. Maybe there should also be a Vice-President acting as a channel between the Board and the national representatives?

John Roberts answered that there was a feeling in the Committee that it would be too burdensome for a Chair of a large national branch to be a Board member at the same time. Alternatively another officer of a national branch could represent the Forum in the Board. One of the Vice-Presidents would also be an option. Many of the Board members had previously been Chairs of national branches so there was already a backlog of experience.

John Bagüés suggested that there should be two groups, each led by a Vice-President: 1. The Forum of National representatives and 2. The Council of Chairs of Branches and Commissions, as proposed by David Day on IAML-L. The two groups would each have one separate session during the conference week for discussing matters of concern specific to the respective group. Then they would meet for a joint session in Council, where actual decisions would be made. He also suggested that the General Assembly would meet every third year and Council the two years in between.

John Roberts replied that then some important decisions could take several years to obtain. The less frequently the General Assembly would meet, the less authority it would probably be given. Electronic voting could be an alternative, but we need a Forum to be able to discuss face to face. We would run the risk of having people voting without really knowing what the issues were about.

David Day agreed that the current form of the Council had become ineffective. The executive powers should be transferred to the Board. He also believed that the Forum of National Representatives was a good idea. In analogy with that Forum he suggested that a "Coordinating Council of Chairs of Professional Branches and Subject Commissions" would be established. The branches and commissions were, according to his opinion, the heart and core of the Association. This was where the lay members of IAML, also younger ones, had the possibility to participate. The Coordinating Council should be given the power to organize and oversee working groups and subcommittees

without having to screen it through the Board. This would create a healthy balance of power, which was good in any organization.

John Roberts replied that the authority of overseeing the creation and operation of committees and working groups was a crucial issue, which had been a problem in the past. The committees were less of a problem than the working groups because they were usually created by the Board. There was no established procedure on how to create a working group, aside from the fact that they should be approved by the Council. They could be hastily formed during the conference week without proper preparation. Then they would work for at least three years with considerable authority and latitude. The only person who had an oversight was the Chair of the branch or commission, who sometimes was the same person as the Chair of the working group. John Roberts thought that it would be difficult for the Chairs in the Coordinating Council to criticize each other's proposals and activities. Therefore he thought that control from outside was needed. He found it difficult to understand that in David Day's proposed system all supervisory authority in the organization would be given to the Board, except the working groups where the Board would have no jurisdiction whatsoever. Especially since the working groups were one of the most problematic areas in recent years.

David Day responded that he agreed on everything John Roberts had said, except that he did not think that the Board would make a better choice or exercise better control of the working groups than the Coordinating Council, which would consist of experts in different fields.

Barbara Wiermann added that the Chairs of Branches and Commissions often had a weak mandate, since the voting took place during sessions at conferences and depended on who happened to be there. She found that problematic since the Chairs had quite a lot of power in the Association.

David Day answered that he completely agreed. The Chairs should be voted on during general elections and the candidates should be nominated by a nominating committee. The proposed Council of Chairs would reflect the membership well by default since the branches and commissions represented different types of libraries and subject fields.

Jim Cassaro thought that the Report of the Ad hoc Committee was a tremendous achievement and strongly urged Council to approve of the proposal. He also was in favour of two "Forums" – one for the national representatives and one for the Chairs of branches and commissions.

Joseph Hafner seconded Jim Cassaro. He added that all Committees should have terms of references.

Ruth Hellen also agreed that IAML should move to a two-tier structure. She had always felt that Council meetings tended simply to rubber stamp proposals from the Board. There were details to look at, but the most important thing was a main structural change.

Carolyn Dow had been struck by how close the Report of the Ad-hoc Committee had been to what had been discussed in the Strategy Committee of which she had been a member. She was in favour of the two-tier structure with one or two advisory bodies.

Antony Gordon, who had chaired the Strategy Committee, added that younger members had expressed a need for simplicity, modernization and a two-tier structure.



Massimo Gentili-Tedeschi pointed out that the number of attendees at the present meeting spoke for itself. Council had become a duplicated General Assembly.

Pamela Thompson thought that focusing on the Council was a much too limited approach. There were so many other things to discuss, such as whether the Association was fit for its purpose and the needs of the membership around the world. We should not look at the top structure, but what lies underneath.

Barbara Mackenzie, the President Elect, said that after reading the contributions on IAML-L and listening to the discussions during the meeting with Council on Sunday and the Roundtable discussion on Tuesday she had become completely convinced that the conclusion of the Ad-hoc Committee was correct - we needed to change to a two-tier structure. She stressed that she had found all points made by the members valid and had had to rethink many times. The request to change IAML's structure had come from the membership and we had spent many years discussing this. During the Conference in Montréal last year Council itself established the Ad-hoc Committee. The Report of the Committee was very well thought-through and we should now move on it. This was the first important step, but many more things needed to be done. It would greatly reduce repetition during the conferences and leave more room for other work. IAML needed a transparent, agile and responsive leadership.

The President thought that we had started the process from the right end and built a good foundation on which we could construct the right organization for the right times. We were responsible for future generations and should give younger colleagues a professional organization which was sharp, keen, agile and modern. This first step would give us solidity.

After the extensive discussion Council voted on the following proposal, which had been translated into German and French and handed out on paper in advance:

“The Board proposes to Council that a group be appointed by the Board to work with the Constitution Committee to draft changes in the Constitution and the Rules of Procedure to create an administrative structure for IAML with the decision-making authority divided between the Board and the General Assembly.

The changes would be based on the report of the Ad Hoc Committee on the Restructuring of IAML and taking into consideration all the comments that have been made on the report via IAML-L, and at the meetings of Council and the National Representatives Group in Vienna.

The proposed constitutional changes would be presented to Council and the General Assembly for consideration at the 2014 Conference.”

Maureen Buja questioned why the proposal specified that the two-tier structure should consist of the Board and the General Assembly. She felt that the members of Council had invested much more in the Association and had been voted on by their peers to move IAML forward. The members of General Assembly had simply paid their membership fee.

Barbara Mackenzie said that the people in the General Assembly had not only paid their membership fee, but had also chosen to come to the conference and to attend the General Assembly.

David Day requested that the motion included a guarantee that there would be an opportunity for members to comment on the proposal, prior to the Antwerp conference.

John Roberts answered that, according to the Constitution, proposed constitutional changes must be disseminated to the General Assembly six months in advance of its meeting. There would be plenty of opportunities to discuss. At the conference in Antwerp the proposal would first go to Council for a vote and then to the General Assembly. The whole process was laid out in detail in the Constitution.

Massimo Gentili-Tedeschi pointed out that we also needed to revise the Rules of Order, which had been approved by Council.

Richard Chesser, Chair of the Constitution Committee, said that there was no need to include the Rules of Procedure and the Rules of Order in the motion, since they had to be adapted as a natural consequence of making changes in the Constitution.

John Roberts explained that there were no rules in the Constitution telling how changes in the Rules of Procedure or the Rules of Order should take place. The revised Constitution should remedy that.

35 persons approved the proposal. Nobody voted against, but there were 2 abstentions. The President called it a historic milestone for IAML.

## 8. Communications

### a) IAML-L

Bonna Boettcher, IAML's list owner, noted that as of 15 July 2013, IAML-L had 672 subscribers, as compared to 643 subscribers on 9 July 2012. The list had an average of 24 messages per month. There had been some problems with yahoo.com addresses. Major topics included the Montréal meeting; electronic voting; registration for Vienna; and the report on restructuring IAML. She had expanded the instructions for how to use IAML-L. They would be published on the website as soon as they were translated into German and French. Bonna Boettcher had discovered that at some point someone in IT at Cornell University had turned off list archiving without letting her know. She did not know how much correspondence had possibly been lost. Fortunately, Maureen Buja had indicated that she had saved all correspondence, so when/if an archiving service would be identified she could work with her to restore the full range of correspondence. Bonna Boettcher welcomed suggestions from anybody with experience with online archiving services. There were public services available, but several problems with those had been discovered.

### b) Website See item 20.

### c) Twitter

Antony Gordon announced that a IAML Twitter account had been set up at the Board meeting in March with the name @IAML\_AIBM. It presently had 83 followers and was initially following IAML-related or music-related organizations. He asked for any other national branches with a Twitter account to contact him.

## 9. IAML relationships with other organisations:

### a) EBLIDA

Nothing to report.

### b) ICA

Inger Enquist said that not much had happened during the last year. She invited all national representatives to the meeting with the working group Access to Music Archives on Monday afternoon where she would present a project in which they would be involved.

### c) IFLA

Massimo Gentili-Tedeschi announced that the IFLA conference in Helsinki 11-17 August 2012 comprised 4,100 members. The forthcoming conference in Singapore would take place 17-23 August 2013, with the theme “Future Libraries: Infinite Possibilities”. The IFLA conference in 2014 would be held in Lyon. The next President [for the period 2015-2017, SG’s note] would be Donna Sheeder from Library of Congress. Massimo Gentili-Tedeschi mentioned an interesting project, namely “the IFLA Library”, [library.ifla.org](http://library.ifla.org). The idea was to collect and make accessible all digital IFLA resources, for example papers and presentations. He suggested that IAML should consider doing the same. He had been elected member of the IFLA Cataloguing Section and another IAML member, Joseph Hafner, was already a member. Massimo Gentili-Tedeschi promised to try to make IAML and music more visible in IFLA.

### d) ISMN

Carolin Unger from the International ISMN Agency presented a report – See Attachment 1

### e) ISO

Nothing to report.

### f) AEC

Nothing to report.

### g) LIBER

No report.

### h) The Grove Music Advisory Group

Jim Cassaro, IAML’s representative of the Oxford Music Advisory Panel, announced some new features and initiatives. Grove had produced a new user manual and a new image viewer and updated the library sigla with country codes. There was an ongoing project to update the user tools and resources. He encouraged everybody to contact him with any suggestions. The proposal for a new Grove series on global music and ethnomusicology had been approved. The series would be called Grove Music in Global Perspective. It would include articles in thematically organized volumes in print and be included in Grove Music Online. There would be large update to the Eastern Europe content - the first large-scale online-only project. The first of these articles would go online in 2014. The second edition of the Grove Dictionary of American Music in print was due in October, and was

already included in the online product. The second edition of The Grove Dictionary of Musical Instruments would be released in early 2014.

## 10. Programme Committee

The Chair of the Programme Committee, Stanisław Hrabia, started by thanking two appointed members, whose term of office had now ended: Ole Bisbjerg, Billund Bibliotek and Michael Fingerhut, Bibliomus, Paris. He also thanked Thomas Leibnitz, representative of the Organizing Committee in Vienna, who would now leave the Committee. Special thanks went to Stefan Engl, Chair of the Organizing Committee in Vienna, for very good cooperation in preparing the programme. In addition Stanisław Hrabia expressed thanks to all speakers and presenters for their contributions and to all Programme Committee members for their helpful input in creating a rich and interesting conference programme in Vienna. A new Committee member had been introduced, namely Jan Dewilde from the Organizing Committee for the 2014 Conference in Antwerp.

By the 15 November 2012 deadline 72 paper proposals and 14 poster proposal had been received via online submission forms. The final programme consisted of: 28 paper sessions, 4 “R”-project sessions and 32 working meetings, as well as coffee corner meetings, sponsored events and concerts. In addition there were two poster sessions on Tuesday and Thursday – in the morning as well as in the afternoon, which had been requested by members. The calls for papers and posters for the 2014 Conference would be announced on 20 September. The deadline for submissions would be 15 November.

There had been a working lunch with the Programme Committee on Thursday. Jan Dewilde and Johan Eeckeloo gave details of the forthcoming Conference in Antwerp in 2014. There were plans for holding sessions in four different cities on Wednesday during the conference week. More information would be given during the General Assembly.

Barbara Mackenzie and Jane Gottlieb had supplied some information about the Conference in New York in 2015. The theme of the conference would be “Music Research in the Digital Age”. There had been a special breakfast meeting in the morning about the New York conference, which would be a joint meeting with IMS. Dinko Fabris, Chair of IMS, and Dorothea Baumann, Secretary General, had participated. There had been a very good discussion. The aim was to create a fully integrated conference programme.

## 11. Outreach Committee

Martie Severt, Chair of the Outreach Committee, announced that IAML had contributed €1,500 and individual participants €500 to assist members to participate in the Vienna Conference – either by waiving or reducing the fee. The Viennese organizers had come up with some valuable suggestions about how to make it easier for members to donate money in the future. It was difficult to add something for outreach purposes if payment for registration was through an institution. There was money reserved in the budget for postage of materials, which had not been used for a couple of years. Martie Severt welcomed suggestions about libraries in need of materials.

Martie Severt encouraged the National branches to include outreach activities in their national reports. Only a few of them had done so. One exception was the US Branch, which was offering to pay the membership fees for four institutions from countries not yet participating in IAML.

This was the last conference for Martie Severt as Outreach Chair, since traditionally it was chaired by a member of the Board. The new Chair would be chosen during the Board meeting on Friday.

## 12. Constitution Committee

Nothing to report.

## 13. Copyright Committee

The Chair, Helen Faulkner, described the Copyright Committee as a forum for sharing information and experience of good and bad practice. She was eagerly awaiting the revised IAML website, where the Committee could publish up-to-date information for the membership at large. Things were moving very fast, in different ways in different territories, and the effectiveness of the Copyright Committee was dependent on the website. Meeting once a year was not enough.

## 14. IT Committee

The IT Committee had been established by Massimo Gentili-Tedeschi in 1999 and Antony Gordon had taken over as Chair in 2005. He suggested that it should now be wound up since information technology nowadays was embedded in everything. He felt that that the Committee was not going anywhere and had suggested to the Board that IT issues should be the responsibility of one of the Vice-Presidents. The Council formally disbanded the Committee.

## 15. Proposal to form an Advocacy Committee

Barbara Mackenzie proposed that IAML should establish an Advocacy Committee and suggested the following terms of reference, which had been approved by the Board

“The *Advocacy Committee* is charged with pro-actively advocating the importance of music libraries, archives and documentation centres.

The purpose of the committee is to ensure that IAML is a responsive and effective advocate for, especially, the institutions of its National Branches, but also for other national and international organisations.

The committee is expected to (1) create and maintain a repository of publications and statements supporting the importance of such organisations, (2) promote the creation and publication of such documents from influential organisations and individuals from a wide range of backgrounds and professional contexts, and (3) disseminate these statements and publications within IAML and its National Branches as well as to academic, governmental, or other bodies with the power to influence the fate of music libraries, archives, and documentation centres. Institutions that become vulnerable to

elimination can apply to this committee for assistance. The committee is charged with responding to such situations quickly.

The committee will report its activities to the Board before each Board meeting.”

Barbara Wiermann thought that advocacy should be the responsibility of the Board, which represented the Association and had the most authority. The Board would need to get information directly from the countries affected, since situations differed from country to country.

The President replied that the Board would also need a lot of generic information. The idea was that the Advocacy Committee should build up a library of relevant materials. This could be used by the Board when an immediate reaction was needed. It could also be used by organizations in different countries, adapted to their different needs.

Massimo Gentili-Tedeschi stressed that we should not think of advocacy in a restricted sense, but also include issues such as cataloguing. He said that only the Board had the power to state the position of IAML, but it could be assisted by a group supplying in-depth information. He thought that IAML had intervened in the past without proper preparation.

John Roberts thought that the first statement in the proposed terms of reference should be removed – this was the responsibility of the Board. The rest of the text was fine.

Pam Thompson noted that the UK & Ireland Branch had established an advocacy committee, which she hoped would be useful also outside the Branch. Cultural institutions all over the world were under attack. The terms of reference should be broadened. We should point out the value that music provides socially, culturally, educationally and economically. The Advocacy Committee should gather information and make it available for the Board and anybody else who needed it and publish it on the website. The Board did not have time to do this.

The Council gave the Board the freedom to refine the wording of the suggested terms of reference and to appoint a Chair, taking into account the points that had been made. IAML members would be notified when this was done.

## 16. Electronic Voting

The Treasurer spoke about the experiences of IAML’s first electronic voting. She thanked Gabriele Gamba and Antony Gordon with whom she had worked closely. The extensive testing in advance had proved to be very helpful. All in all the process went smoothly. The majority of problems were for one of two reasons: either an outdated email address or a new member whose email address had not yet been added to the database. A couple of years back almost half of those in the membership database had no email address. Today only 245 members lacked email addresses, most of them due to the fact that they were members through agencies. She thought that this could be settled. Disappointingly the number of votes cast was around the same as for earlier paper ballots: Around 300 out of 1,800 members (about 15%). Only a handful of paper ballots had been requested from the

Secretary General. Antony Gordon added that one problem, which had occurred, was that the open source software (from the University of the Philippines), did not recognize certain unicode characters. He had registered this as a requirement for future releases of the software.

#### 17. Ad-hoc Committee on Electronic Voting

The Committee had not met since its work was done.

#### 18. Working Group on Access to Music Archives

Inger Enquist, one of the Co-Chairs of the working group “Access to Music Archives”, announced that the group had decided to make use of the RISM-C directory and put it into electronic format with added information. The project was approved by the IAML Board and IAML had recently bought rights to use the data from the publisher Bärenreiter. This was possible thanks to a generous donation from Basque music libraries and the RISM office. Jon Bagüés, the other Co-Chair of the working group, had formulated a proposal for guidelines, which would be discussed later during the week. Other things to discuss were how to harvest the data and how to handle the costs. Hopefully the database could be linked to IAML’s membership database. The project would start with Europe using the information which was already available in electronic format. IAML’s national branches would be involved.

#### 19. Working Group on Creating a Digital Collections Database

The Chair of the Working Group, Andrew Justice, had resigned from the Working Group during the conference week. The President thought that the idea to create a digital collections database was relevant and current and suggested that we would use the year to think about how to move the project forward. The Working Group was wound up.

#### 20. National branches

The Board had received an application to form a Brazilian national branch. This was especially welcome since it would be IAML’s first branch in South America. Other good news was that our Armenian colleagues had established a national association for music librarians that would hopefully develop into a national branch within IAML. The IAML Constitution only allows for one national branch in a country. The President therefore expressed a strong hope that the Flemish- and French-speaking members in Belgium would overcome their various difficulties and agree upon a common constitution that would allow them to form a national branch.

#### 21. *Fontes Artis Musicae*

The Editor of *Fontes Artis Musicae*, Maureen Buja, presented her report: See Appendix 2.

Council gave approval for the Board to establish a Search Committee to find a new Editor of *Fontes* after the end of Maureen Buja’s term in 2015. Job interviews would be conducted in

Antwerp. The new editor could then work alongside Maureen Buja for half a year.

## **22. Publications Committee**

The Chair of the Publications Committee, Jutta Lambrecht, reported that a Search Committee consisting of herself, Antony Gordon and Pia Shekhter had been very busy with the website during the year. A job description had been made, a job advertisement formulated and job interviews conducted during the process of appointing a new web editor. The Search Committee had also been busy evaluating several tenders regarding the redesign of our website. Göran Lind from Sweden had been chosen. In addition the members of the Search Committee had been working as intermediate web editors, adding news to the website. Jutta Lambrecht was glad to announce that Stefanie Hundsberger from Germany was our new Web Editor. Two web assistants, had also been appointed, namely Astrid Evasdotter Smith from Sweden and Jennifer Ward from USA, now living in Germany. In addition to our webmaster Gabriele Gamba, these three people would form our new web team.

## **23. Appointment of Web Editor**

See item 22.

## **24. Appointment of Web Editor's Assistant**

See item 22.

## **25. Appointment of Web Designer**

See item 22.

## **26. Future conferences**

The Secretary General reported that next year's conference would take place in Antwerp in Belgium 13-18 July. The Conference in 2015 would be held in New York 21- 26 June. That would be a joint conference with IMS and the theme for the conference would be "Music research in the digital age". The Juilliard School at Lincoln Centre would be the principal venue. The Board had received a formal application from the Italian Branch to hold the conference in 2016 in Rome at the Auditorium Parco della Musica - home of the Accademia Nazionale di Santa Cecilia. The Council approved of the proposal.

## **27. Any other business**

Jerry McBride had suggested that the Board that IAML should formulate a "Code of Conduct". This was an issue in the USA which could affect delegates' permission to attend conferences. This needed to be resolved before the conference in New York 2015. The President promised that the Board would have a document to present in Antwerp 2014.