

**Canadian Association of Music Libraries /
L'Association canadienne des bibliothèques musicaux**

**Annual General Meeting /
Assemblée générale annuelle**

**Université Laval, Pavillon Louis-Jacques-Casault
Québec City, Québec**

May 25, 2001

Present: Claude Beaudry; Hélène Boucher; Suzanne Brouillard; Janice Coles; Lisa Emberson; Monica Fazekas; Nora Gaskin; Peter Higham; Christina Lockerby; Desmond Maley; Cheryl Martin; Kathleen McMorrow; Brenda Muir; Daniel Paradis; Diane Peters; Lisa Philpott; Vivien Taylor; Rob van der Bliëk; Lucinda Walls; Marlene Wehrle.

The meeting was called to order at 3:15 p.m.

1. Agenda

Vivien thanked Denise for translating the agenda. MOVED to accept the Agenda, Desmond Maley; SECONDED by Monica Fazekas. CARRIED.

2. Minutes of 2000 AGM

Janice asked that the wording in the Treasurer's Report be changed from "she" to "the Board" is looking for a replacement [Treasurer].

MOVED to accept the Minutes, Desmond Maley; SECONDED by Vivien Taylor. CARRIED.

Vivien asked that all further motions/acceptances be reserved until the end of the meeting and addressed in the form of an "omnibus motion," in an effort to expedite the proceedings.

3. Business Arising from the Minutes

Kathleen asked about updates to the CAML *Directory of Music Collections in Canada*. Rob explained that the directory is continually updated on the Web site as new information is received.

4. Board Elections Report Lucinda Walls, Elections Officer

An election for the position of Member-at-Large was required this year, as Monica had completed her two-year term. Monica was once again nominated for the position. Since no other nominations were put forth, the board acclaimed Monica our new Member-at-Large. Vivien asked if anyone had any comments regarding this procedure. All were in agreement with the board's decision.

Janice Coles' term as Treasurer, which began in 1995, has come to an end as of this May. Since the position is 'by appointment' only, an

election was not required. The board has appointed Geoff Sinclair of the CNIB Library as our new Treasurer.

5. Membership Secretary's Report

Diane Peters

CAML membership is now up to 108. Diane mentioned that we have come quite close to reaching the record high of 114 that we had last year. We have four new individual members (Merideth Fletcher - NLC, Terry Horner - UBC, Joy Tillotson - Memorial University of Newfoundland, Lucinda Walls - Queen's University). Of our individual members, eight are through CUMS. Vivien welcomed the new CAML members.

Diane put forth a call for volunteers to create a CAML poster and/or display board to be brought to meetings and conferences on a regular basis to advertise what the association is all about. She also asked for volunteers to create a new CAML pamphlet to entice new members. Monica has agreed to coordinate this.

6. Treasurer's Report Janice Coles

CAML was the recipient of another free/gratis Review Engagement of its books from Tom Newton, CA (retired), of Kingston, ON. Janice will be giving Tom a couple of CDs as a thank-you gift.

Janice has not yet arranged for 10 percent of our AIM/TriMark investments to be converted to short-term GICs, as agreed at the last AGM. It was originally Tom's recommendation that the CAML Board withdraw 10 percent of its TriMark investments annually, in order to avoid paying penalties for early withdrawal of the entire sum.

According to the Financial Statements for the year ended Dec. 31, 2000, we spent \$265 more than we earned last year. This was the result of not having received significant returns on our investments.

Also in the Financial Statements, Peter Higham noticed a reverse amount of money for individual and institutional membership fees in 2000, as compared to individual and institutional membership fees in 1999. Janice will investigate and report back electronically to our membership.

Janice reported that we received a refund from MLA for the 2000 conference.

With regard to the 2001 conference budget, board travel is covered.

In 1994, CAML made approximately \$18,000 as a result of hosting the IAML Conference in Ottawa. Now, in 2001, this amount is \$17,715. A significant amount of money was used in 1997 for board travel to the CAML Conference in St. John's, NF. Also, some money has gone towards OCLC searches for Lisa's work with RILM, as well as towards Carol Ohlers' work on the *Directory of Music Collections in Canada*. Discussions as to what should be done with the remaining amount will be held further in the meeting under agenda Other Business (item 15).

MOVED that the Treasurer's Report be accepted, Janice Coles; all in favour, taking into consideration the one possible discrepancy to be investigated by Janice. CARRIED.

The board will officially notify Geoff (once he returns back from his honeymoon) that he has been appointed as the new Treasurer. Janice

will provide Geoff with training in mid-July.

Janice recommended that the new Treasurer ensure we have ample GIC investments and not much cash on hand. Furthermore, we need to find a bank that will provide us with all the options we require (e.g., being able to make deposits using an individual's name, etc.). We currently have a Community Account with the Bank of Montreal in Kingston. Janice suggested we consider establishing a President's Choice Financial Virtual Account with the Virtual Bank run under CIBC. Janice and Geoff will discuss and make a recommendation to the board.

7. CAML Review Editor's Report Desmond Maley

Desmond feels we made the right choice in renaming our publication the *CAML Review / Revue de l'ACBM*, as it truly has become a review publication. In the future, he would like members to inform him of anything noteworthy in the area of Canadiana (e.g., books, recordings, etc.), in particular, French Canadiana, as his access to bibliographical-related materials in Quebec is quite limited.

Although Denise Prince will no longer be able to write book reviews, she will continue to write the French translation of the publication even though she is no longer working within the field of music librarianship.

Desmond thanked all who have contributed to the publication in the past and thanked Denise, in absentia, for her hard work and dedication.

Desmond announced that he officially has one year left of a four-year term, but has decided to continue on as Editor of *CAML Review / Revue de l'ACBM* for two more years.

8. CAML Web Site Rob van der Blik

Rob reported that the *Directory of Music Collections in Canada* is now available online through our Web site. However, he also mentioned that he did not receive a great deal of internal support for this from York University, as it is not a library-supported project. Rob further indicated that the mounted directory does not have sophisticated search options – just a drop-down box – as there are only 67 entries. Since the information on the Web will continue to be updated, hard-copy updates are no longer required.

There is also now a link on our Web site to Kathleen's *Index to the CAML Newsletter*, a very thorough piece of work.

A link from the CUMS Web site to ours was further recommended.

Rob has revamped the first page of our Web site – a more extensive description of our association has been provided, as well as a welcome to new members. The President's Greeting has also been included. Daniel is currently helping to translate all content into French. Rob has further changed the background of the Web site to a lighter colour for better contrast.

There are currently quite a number of reviews on our site. As a result, when searches are conducted using Google, our site comes up in the hit list for reviews. It was recommended that if we are going to continue to mount more and more reviews of recordings, we should separate the recordings from the book reviews.

9. Cataloguing Committee Report Brenda Muir

Brenda briefly highlighted the cataloguing rule revisions for electronic resources. Area 3 is currently under review for printed sheet music. The debate is whether there is really a need for the 254 tag or not, especially since the information contained here is usually found in the 240 tag, or the 500 or 300 tag.

Vivien asked if any more members are needed to serve on the Cataloguing Committee. Brenda felt that, at the present time, a good number of members are already on the team.

10. Kallmann Award

Vivien announced that the award would not be presented this year. With regard to the Kallmann Award Committee, Peter Higham and Lisa Emberson have agreed to volunteer as members.

Discussion ensued with regard to the frequency of presentation. Brenda suggested that the award not be presented too often (i.e., annually) so that it does not lose its 'specialness.' Kathleen suggested that the award be granted tri-annually. It was further suggested that a call be put forth every two years for nominations, but that it remain the decision of the committee to determine when the award is to be bestowed, depending upon the nature of the nominations submitted.

Vivien recommended that there should be at least three people on the committee. We therefore require a third volunteer at this time. Peter Higham suggested that the third member be a member of the board. Vivien has left this with Brenda, our new President, to address at the next board meeting.

11. President's Report Vivien Taylor

Vivien thanked Claude Beaudry and Suzanne Brouillard of the Université Laval for local arrangements for the 2001 conference, as well as Cheryl Martin and Daniel Paradis for coordinating the 2001 conference. Vivien also thanked all those who have served on the board, particularly those who have served for several years – Lisa Philpott, Rob van der Blik, Desmond Maley, Janice Coles, Diane Peters, Denise Prince. She further thanked Monica Fazekas, Daniel Paradis and Christina Lockerby, our new board members.

Vivien once again thanked Alison Hall and Debra Begg for doing such a great job of coordinating the 2000 conference, which involved 13 other organizations. She also thanked Kathleen, Rob and Suzanne Meyers Sawa for the local arrangements, as well as Tim and Maria for their support from within the association.

Vivien highlighted the achievements of our association during her term as President. An official affiliation was established with the Canadian University Music Society (CUMS) in August of 1999, which offers the opportunity to join both organizations, and to share conference venues and sessions. Our listserve, CANMUS-L, now serves both CAML and CUMS.

At the 1999 conference at Bishop's University in Lennoxville, Quebec, there were 30 attendees; at the 2000 conference in Toronto it is estimated that there were also 30 attendees; and at the 2001 conference at the Université Laval there were 20 attendees.

Vivien also thanked Desmond for the new look of our publication, now called the *CAML*

Review / Revue de l'ACBM. And she thanked Kathleen for her extensive work on the *Index to the CAML Newsletter*. Vivien further thanked Rob for his ongoing work on our Web site, and thanked Carol Ohlers for her work compiling the *Directory of Music Collections in Canada*.

When Marianne Scott retired in October of 1999, Vivien wrote her a letter on our behalf. Vivien also wrote to Roch Carrier, the new National Librarian, to inform him of the existence of our association, as well as our liaison with NLC regarding the CAML archives. She further wrote to Canada Post in an effort to solicit the issue of musical themes on stamps. And lastly, she wrote to the Honourable Sheila Copps in support of the activities of the Canadian Musical Heritage Society.

Vivien also highlighted the establishment of the Helmut Kallmann Prize, in honour of Dr. Helmut Kallmann. The first award was presented on Nov. 4, 2000, to Jane Baldwin, recognizing her significant contributions to music librarianship, scholarship and her superb mentoring abilities. The award will continue to be granted to those individuals who have demonstrated outstanding service to music libraries and archives.

Vivien wished Brenda Muir, her successor, the very best in her new role as President and passed on the CAML camel. Lastly, Vivien invited other members of CAML to participate in and become more involved with the association.

12. IAML 2001 in Perigueux, France

Five CAML members will be attending this year's IAML conference in Perigueux, France

– Alison Hall, Tim Maloney, Maria Calderisi, H el ene Boucher and Christina Lockerby. Since this year marks the 50th anniversary of the association, Vivien explained that there will be a special panel / round table session during which a representative from each of the national branches will report on the past activities and accomplishments of that particular branch. Vivien announced that the board will select a delegate from CAML to represent Canada.

13. Conference 2002 and Beyond

Brenda Muir

A Program Chair is required for next year's conference. Brenda put out a call for volunteers. The conference will be held jointly with CUMS as part of the HSSFC in Toronto from May 25-June 1, 2002, at U of T / Ryerson. It was suggested that perhaps Rob could help out with the program and/or local arrangements. Suzanne Meyers Sawa (U of T) was also recommended. However, she is currently very involved with the MLA Board. It was further suggested that perhaps Christina and Geoff could assist with the local arrangements.

Kathleen will be the Program Chair for the CUMS conference next year. She will therefore coordinate things with us on this.

With regard to session topics, Rob suggested another session on Metadata and mentioned music reserves in electronic format (i.e., scanning articles for professors). It was recommended that this would be a good session to hold jointly with CUMS. Lisa Philpott suggested Serge Lacasse from the University of Western Ontario. Desmond suggested a discussion of intellectual property as a moral proposition. Peter recommended

that we solicit suggestions from CUMS for sessions that they would like to hold jointly with us.

With regard to local arrangements, Brenda suggested that a tour and/or special function be held at the CBC Music Library.

The following are planned future conference venues:

Dalhousie University 2003

University of Manitoba 2004

MLA has invited us to join them in February 2005 in Vancouver, BC; Monica is Chair of the Pacific-Northwest Chapter of MLA.

Kathleen asked how we plan to insert ourselves into MLA's program. Vivien pointed out that the fees would be different for the MLA conference. Furthermore, there would be many non-members joining that year for the purpose of attending the conference.

Since Kirsten, Terry and Monica are already involved with the planning of the 2005 conference, they have been asked to report to the board as a sub-committee on the above.

14. Constitutional Update

We have issues regarding the number of members on the board (i.e., is the board too large for the size of its membership?), the frequency of board meetings, the travel expenses of the board, etc. Also, if anyone has any documents which detail the procedures for and/or roles of the various CAML Board officers, they are to bring these to the board's attention.

We need to conduct a constitutional revision

and therefore must obtain examples of constitutions from other organizations which have already done so. Janice is looking at the format of our current constitution. At the present time, our document includes both the constitution and by-laws. As Janice pointed out, our constitution should be more generic with reference to a separate by-laws document. This would then give the board the authority to change the by-laws. While the constitution should contain general principles, the by-laws are the specific procedures (i.e., how the "laws" should be implemented). We now have separate French and English documents since this setup is easier to maintain, as opposed to printing the two languages side-by-side in columns.

We need to strike a subcommittee to look at a simpler, more flexible constitution and make recommendations on how to change our current one to reflect this. It has been recommended that we secure members who are part of other organizations which have recently changed their constitutions. The committee would be responsible for putting forth recommendations to the board in early 2002. If the recommendations are accepted, then the board would take the next step and secure the individuals required to rewrite the constitution.

15. Other Business

A) CAML Archives

At the present time, the "deed of gift" has been received in the CAML archives. Brenda noted that 1993 was the last time we deposited something in the archives. Based on what is already there, she has created a list indicating the gaps. Vivien has suggested that we deposit materials that date up to 2000, as well as

deposit what we can from the list Brenda has devised. Board members are to go over the specific materials they have in their possession and make decisions as to what to deposit.

B) Union List of Canadian Music Periodicals

Maria had asked our membership whether a print version of the Union List of Canadian Music Periodicals would be useful. Only one person responded. Since Maria would not be able to work on this on her own, she asked the board to address the issue at the next AGM. The general consensus from the membership is that a print version is not necessary, and that everything should be documented electronically. All Canadian libraries should be reporting their holdings of Canadian music periodicals to Amicus anyway. From this database, one can extract the necessary information. However, the problem is that not all libraries *are* reporting their holdings to Amicus, so there are gaps. Diane suggested that we identify the gaps as Brenda had mentioned earlier.

C) Surplus of \$17,000

Desmond suggested that with regard to mounting masterworks of Canadian music on our Web site and/or providing links to sites which do so, we should consult with CUMS to obtain their input. He further recommended that a brochure covering a core collection or basic music library of post-WWII Canadian works be developed and mounted. A second suggestion was to mount a discography of Canadian recordings. The only problem is, by the time this list is published, many of the recordings will already have been discontinued.

John Beckwith was consulted regarding the selection of approximately 100 masterworks of Canadian music. He said although this is feasible, it would be very difficult.

It was further suggested that we provide links to Canadian composers' bio sites (e.g., Archer, Papineau-Couture, Pentland, Prevost, etc.), as well as provide a list of publications / bibliographies relating to those Canadian composers who have died this past year. The question arose whether CAML would sponsor this. Since we have a surplus of approximately \$17,000 at our disposal, we could encourage others to write research papers to be mounted on our site. Kathleen added that we could have authors specifically apply for a publication support grant. If such was the case, we would have to develop a list of criteria. Vivien suggested that perhaps we need to strike a Publications Committee again.

Diane suggested mounting Canadian theses (i.e., dissertations about Canadian music) on our site. H el ene suggested mounting the guide to Canadian copyright in music libraries.

Kathleen thanked Vivien for her outstanding work, dedication and enthusiasm – which, in turn, has allowed us to achieve the array of accomplishments that we have – during her term as President. Brenda, our incoming President, also thanked Vivien for her excellent leadership.

MOVED to accept all reports, Vivien Taylor.
CARRIED.

MOVED to adjourn, Vivien Taylor, ca. 5:15 p.m.

Christina Lockerby
Recording Secretary