

---

## **ARSC BULLETIN NUMBER 26, PART 2 (1993)**

---

### ***Holly Mockovak, Secretary***

ARSC BOARD OF DIRECTORS  
May 1993

**PRESIDENT**

Martin A. Silver  
5717 Encina Road, #103  
Goleta, CA 93117  
(805) 964-8940

**FIRST VICE-PRESIDENT/**

**PRESIDENT-ELECT**  
Jerome F. Weber  
194 Roosevelt Drive  
Utica, NY 13502  
(315) 732-4747

**IMMEDIATE PAST-PRESIDENT**

Barbara Sawka  
Braun Music Center  
Stanford University  
Stanford, CA 94305  
(415) 723-9312

**EXECUTIVE DIRECTOR (Non-Voting)**

Phillip Rochlin  
11200 Lockwood Drive, #1805  
Silver Spring, MD 20901  
(301) 593-6552

**SECOND VICE-PRESIDENT/  
PROGRAM CHAIR**

Brenda Nelson-Strauss  
Chicago Symphony Orchestra Archives  
220 South Michigan Avenue  
Chicago, IL 60604  
(312) 435-8129

**TREASURER**

Steve Ramm  
420-B Fitzwater Street  
Philadelphia, PA 19147

**MEMBERS-AT-LARGE**

Elwood A. McKee  
118 Monroe Street, #610  
Rockville, MD 20850  
(301) 424-6825

**SECRETARY/EDITOR, *ARSC Bulletin***

Holly E. Mockovak, Mugar Library  
771 Commonwealth Avenue  
Boston University  
Boston, MA 02215  
(617) 353-3705

**Leslie Waffan**

Motion Picture, Sound and Video Branch  
National Archives (NNSM)  
Washington, DC 20408  
(202) 501-5447

**CHAPTERS**

Northern California Chapter  
Paul Price, President  
120 Fulton Street  
Palo Alto, CA 94301

Southern California Chapter  
Dr. John H. Yoell, President  
328 Loring Avenue  
Los Angeles, CA 90024  
(213) 474-6492

Washington Metropolitan Area Chapter  
Brad W. McCoy, President  
4209 North 11th Street  
Arlington, VA 22201  
(202) 707-5049

Washington Metropolitan Area Chapter  
Ricki Kushner, Membership Chair  
4857B South 28th Street  
Arlington, VA 22206  
(202) 707-5840

**EXECUTIVE COMMITTEE**

May 1993 (Includes Board Members and Committee Chairpersons)

**STANDING COMMITTEES**

(Chairpersons are voting members of the Executive Committee but not of the Board of Directors)

**FINANCE TECHNICAL**

Steve Ramm, Chair  
420-B Fitzwater Street  
Philadelphia, PA 19147  
(215) 545-3290

Steve Smolian, Chair  
Smolian Sound Studios  
26801 Haines Road  
Clarksburg, MD 20871  
(301) 253-2703

**PUBLICATIONS**

J. F. Weber, Chair  
194 Roosevelt Drive  
Utica, NY 13502  
(315) 732-4747

Ted P. Sheldon  
*ARSC Journal* Managing Editor  
U. of Missouri-Kansas City Libraries  
5100 Rockhill Road  
Kansas City, MO 64110  
(816) 235-1531

David Sommerfield  
*ARSC Newsletter* Editor  
Special Materials Cataloging  
Library of Congress  
Washington, D. C. 20540  
(202) 707-5182

James Farrington  
*ARSC Membership Directory* Editor  
Olin Memorial Library  
Wesleyan University  
Middletown, CT 06457-3108  
(203) 347-9411

Charles J. Haddix  
Advertising Manager  
Marr Sound Archives  
University of Missouri-Kansas City  
5100 Rockhill Road  
Kansas City, MO 64110  
(816) 235-2798

Holly Mockovak  
ARSC Secretary  
(address above)

**SPECIAL COMMITTEES**

(Chairpersons are non-voting members)

**ARCHIVES**

Harold Heckendorn, Archivist  
93 West Granville Road  
Worthington, OH 43085  
(614) 885-3100

Alton Franz  
Assistant Archivist  
5794 Locbury Lane  
Dublin, OH 43017  
(614) 292-2319

**ASSOCIATED AUDIO ARCHIVES**  
 Don McCormick, Chair  
 Rodgers & Hammerstein Archives  
 New York Public Library  
 111 Amsterdam Avenue  
 New York, NY 10023  
 (212) 870-1661

**AWARDS FOR EXCELLENCE**  
 Tim Brooks, Chair  
 P. O. Box 41  
 Glenville Station  
 Greenwich, CT 06831  
 (212) 408-9131

**BROADCAST COLLECTIONS**  
 (vacant) (vacant)

**DEALERS**

**DISCOGRAPHIC ACCESS**  
 Dr. Garrett H. Bowles, Chair  
 Central University Library, C-075-Q  
 University of California, San Diego  
 La Jolla, CA 92093-0175  
 (619) 534-2759

**FAIR PRACTICES**  
 Suzanne Stover, Chair  
 Dept. of Recording Arts and Sciences  
 Eastman School of Music  
 26 Gibbs Street  
 Rochester, NY 14604  
 (716) 274-1133

**GRANTS LOCAL ARRANGEMENTS**  
 Richard Warren, Chair  
 Historical Sound Recordings  
 Yale University Library  
 Box 1603-A, Yale Station  
 New Haven, CT 06520  
 (203) 432-1795

Brenda Nelson-Strauss  
 (address above)

**MEMBERSHIP**  
 (vacant) Tim Brooks, Chair  
 (address above)

**PUBLICITY**

**Sustaining Members**

Richard L. Benson  
 David A. Budd  
 A. N. Campbell, Jr.  
 Lady Cyril Cane  
 Francis Goelet  
 Edwin G. Goldstein, M. D.  
 Lewis Morris Hall  
 David Hamilton

Warren W. Keats  
 Florence Whyte Kovan  
 Richard Kummins  
 John Wallace Lambert  
 Floyd Levin  
 Paul C. Mawhinney  
 Manuel Morris  
 Barbara Sawka  
 Patricia Turner

**ARSC BOARD OF DIRECTORS MEETING**

Bismarck Hotel, Chicago, IL, May 12, 1993

Present: Martin A. Silver, President; Phillip Rochlin, Executive Director; Steve Ramm, Chair, Finance Committee; Jerome F. Weber, Chair, Publications Committee; Elwood McKee, Member-at-Large and Member, Finance Committee; Les Waffan, Member-at-Large; Tim Brooks, Chair, Awards for Excellence and Publicity Committee; Suzanne Stover, Chair, Fair Practices Committee; David Sommerfield, Editor, *ARSC Newsletter*; Steve Smolian, Chair, Technical Committee; Brad McCoy, President, Washington Metropolitan Area Chapter (morning); Brenda Nelson-Strauss, Second Vice-President and Chair, Co-Chair, Local Arrangements; Holly E. Mockovak, Secretary.

I. Call to Order

A quorum of the Board being in attendance, the meeting was called to order at 9:15 a.m. by President Martin A. Silver.

II. Minutes

The minutes were provisionally approved, pending correction of several typing errors. Steve Ramm's suggestions for

improvements in the form of the published presentation of the Treasurer's Report and the Finance Committee Report were accepted and will be adopted beginning with this installment of the *Bulletin*.

III. President's Report: Martin A. Silver

Silver announced Manuel Morris' recent resignation as Treasurer due to ill health and the interim appointment of Steve Ramm and Elwood McKee to that office to ensure continuity and control. ARSC financial operations were, and continue to be, in good order. Silver led the Board in a show of recognition of Morris' role in implementing an improved system of records-keeping and tax reporting, and of Ramm's and McKee's help, in addition to their regular duties, on short notice.

Silver also has been working on finding replacements for *Journal* Editor Ted Sheldon, who will finish his commitment by the end of 1993, for Mike Casey, leaving his position as Chair, Membership, for Executive Director, Phillip Rochlin, who will continue to serve through 1994, and for Joan and Elwood McKee who have maintained Membership Statistics. The work of Sheldon, Casey, Rochlin, and the McKees was praised; the search for their replacements is underway. Silver also continues to work on the cultivation of new membership and the enhancement of communication with the current membership and asked for everyone's continued support in these areas. Finances, as always, will need to be watched closely and suggestions of ways to trim costs will be welcomed; institutional support of costs was gratefully noted.

IV. Executive Director's Report: Phillip Rochlin

A written report was received and appears in the following section of this *Bulletin*.

V. Finance Committee and Treasurer's Reports: Steve Ramm

A written report was received and appears in the following section of this *Bulletin*. Attached to that report, and also appearing in the following section of this *Bulletin*, is the "Statement of Receipts and Disbursements and Cash Balances," prepared by Steve Ramm. With the Statement, Ramm illustrated the outcome of the previous year's budget and the status of the current year's budget to the Board. He noted that work on ARSC's tax returns for the IRS are on schedule. A motion to distribute the "Statement of Receipts and Disbursements and Cash Balances" to the membership at the Business Meeting was unanimously passed.

VI. Publications Committee Report: Jerome F. Weber

The work of Ted Sheldon, Managing Editor of the *Journal*, and his staff was commended; they will continue in their roles through the end of 1993. Weber and Silver have been working to find their replacements, and the appointment of Barry Ashpole as *Journal* Editor beginning in 1994 was announced by President Silver. It was noted, with thanks, that Ted Sheldon will continue to be the Publisher for 1994 and he will be working with Ashpole on ensuring a smooth transition in operations. The Advertising Manager, Chuck Haddix, also will be leaving at the end of 1993 and a replacement for him is being sought. David Sommerfield, *Newsletter* Editor, was praised for his work and for keeping the *Newsletter* on schedule. Elwood McKee suggested that a list of new members might be included in the *Newsletter* and that one of the Members-at-Large be tasked with providing that information to Sommerfield and otherwise assist by helping to stimulate other *Newsletter* contributions.

VII. Washington Metropolitan Area Chapter Report: Brad McCoy

McCoy read his written report to the Board, which report appears in the following section of this *Bulletin*. In discussion with the Board, McCoy noted that their membership now numbers 35; they are actively involved in the programming of their local meetings and are considering the purchase of equipment to record those meetings; and they are working on the compilation of a local dealer directory.

VIII. Member-at-Large Report: Elwood McKee

The Board discussed McKee's written proposal for a considered revision of the dues, administrative costs, and publications charges, all made in light of the increase in operating costs against some decline in the membership. It was noted that if the *Bulletin* section of the *Journal* could be eliminated, approximately \$500 per year in *Journal* production savings may be realized. The following was moved and unanimously passed: that the materials comprising the *Bulletin* be reproduced inexpensively and distributed to all attendees at the annual conferences; that the members be notified that these materials are available without charge upon request by any member; and that the *Bulletin* section be dropped from the *Journal*.

Holly Mockovak requested that Board elections and their results be conducted more in advance of the Annual Meeting. This would provide newly-elected members the opportunity to attend the full-day Board Meeting. Phil Rochlin noted that the current Bylaws (Section V, Article 10) prevent such a change without a vote by the full membership. McKee offered to lead a review of that portion of the Bylaws in order to provide for a more timely elections calendar and to make recommendations based on that review.

IX. Associated Audio Archives Report: Don McCormick; Peabody Audio Preservation Seminar

No written report from AAA was received. Brenda Nelson-Strauss is prepared to work on the transfer of seminar tapes as a first step in providing for dissemination and notes that their delivery in June would be timely in light of her upcoming leave.

X. Awards for Excellence Report: Tim Brooks

A written report was received and appears in the following section of this *Bulletin*. Brooks will re-articulate the definition of the 'liner notes' category.

XI. Broadcast Collections

There is still a vacancy for Chair of this Committee; no report was received.

XII. Dealers Committee: Paul C. Mawhinney

A written report was received and appears in the following section of this *Bulletin*.

XIII. Discographic Access Committee: Garrett Bowles

No written report was received.

XIV. Fair Practices Committee Report: Suzanne Stover

A written report was received and appears in the following section of this *Bulletin*. The resignation from this Committee of Sara Velez was noted with regret; remaining members include Richard Warren, David Hoehl, and Suzanne Stover, Chair.

XV. Grants Committee Report: Richard Warren, Jr.

A written report was received and appears in the following section of this *Bulletin*. Steve Smolian questioned relative benefits of the Grants Program to ARSC generally and discussion followed; the President will appoint Warren as Chair, and further evaluation will take place at the Fall Board Meeting.

XVI. Membership Committee Report

The Chair of the Membership has been recently vacated due to the resignation of Chair Mike Casey, whose resignation was noted with regret. President Silver reiterated the value he places on this position and is working to find a replacement. Both Silver and the Board commended Casey's work as exemplified in his thorough compilation and statistical analysis of the recent ARSC Membership Survey. A document created by Steve Smolian with suggestions for information to be included in the proposed resources directory will be forwarded to the new Chair of the Membership Committee for his or her consideration as a tool which may be used for promoting membership.

XVII. Publicity Committee Report: Tim Brooks

A written report was received and appears in the following section of this *Bulletin*. Mockovak will look into the contents of several grants directories to see if the ARSC Grants Program is represented among the listings.

XVIII. Inspectors of Elections

Selection of the Inspectors of Elections will be undertaken at the morning of the First day of the Conference, where the Annual Business Meeting will be opened so that the Inspectors may be elected from the membership.

XIX. Second Vice-President/Program Chair and Local Arrangements Co-Chair Report: Brenda Nelson-Strauss

A written report was received and appears in the following section of this *Bulletin*. The Board commended Nelson-Strauss for her many efforts which have gone into the organization and execution of the Annual Meeting.

XX. Technical Committee Report: Steve Smolian

A written report was submitted and appears in the following section of this *Bulletin*. In addition, Smolian has prepared a draft statement of the job description of the Technical Committee. A subcommittee of the Technical Committee has been created, namely the Cylinder Subcommittee which will be chaired by Bill Klinger who will be speaking at the Conference during the ARSC Technical Committee Session. Discussion followed about the current status of the past convention tapes and their state of readiness for sale and distribution. The Board authorized Smolian, McKee, and Nelson-Strauss to establish an inventory of these tapes as a first step in gaining control over their exact content and condition. Then Smolian read a draft of his open letter to the Editor of the ARSC *Journal* regarding a technical point in a recently published article; the Board encouraged the submission of the letter, noting that a lively and active "Letters" section of the *Journal* is always desirable.

XXI. Archives: Les Waffen

The ARSC Archives Task Force is comprised of Harold Heckendorn, Alton Franz, and Les Waffen, Chair. Waffen submitted drafts of two documents for the Board's discussion: a description of the ARSC Inventory Project (to survey and gather non-current ARSC files and other related documents for the Archives) and the Agreement statement of deposit between ARSC and the University of Maryland at College Park (where ARSC is proposing to eventually establish its archival repository). Waffen will lead the Task Force in contacting present and past officers in conducting the survey this summer in order to get the best possible picture of archives before approaching the University of Maryland again; hopefully this will be ready by the Fall Board Meeting. The Board encouraged Waffen to proceed with the survey and to do their part in supplying him with descriptions of their own holdings.

XXII. 1994 Conference

President Silver announced that the Bruno Walter Auditorium of the New York Public Library has been proposed as next year's meeting site; Chris Hoffman and Don McCormick have made tentative hall bookings and have been locating reasonable area hotels. Details and specific dates, likely in June, will follow.

XXIII. Resources Directory

A task force comprised of Smolian, Brooks, McKee and Silver has been formed. Smolian has prepared an outline of subject areas which may be covered in the Resources Directory.

XXIII. Conference Tapes

See under item above; for the 1993 sessions, Sommerfield requested a copy of the order form from Nelson-Strauss which he will include in a forthcoming issue of the *Newsletter*.

### XXIV. New Business

Garrett Bowles is working on the establishment of an electronic bulletin board for the AAA Committee members. Decision on a date for a Fall Board Meeting has been postponed; election results may affect time and location of that fall meeting.

### XXV. Recess

The President called a recess at 4:30 and arranged for the Board to meet briefly at noon on Friday May 14th, with the newly elected Board members.

### XXVI. Reconvening of Board; Adjournment

The meeting resumed at about 12:15, Friday May 14th, in the President's Suite. Silver noted that it was imperative to find replacements for Joan and Elwood McKee; McKee volunteered to explore the benefits and costs which would be involved if a professional management organization were to be contracted to manage some of ARSC's business such as dues and membership roles. Chris Hoffman briefed the group on options for dates and housing, noting that our meeting space would be free under the aegis of the New York Public Library. Finally, it was moved and seconded that Steve Ramm, Finance Committee Chair and alternate candidate for the recent election of Treasurer, be formally voted the new Treasurer in light of Manuel Morris' resignation of that position due to ill health; the Board was unanimous in their vote which conferred on Ramm the position of Treasurer. Both Ramm and McKee were thanked for their assistance with finances and the treasury in the weeks following Morris' resignation. The meeting adjourned at 12:38 p.m.

## ARSC ANNUAL BUSINESS MEETING

**May 12, 1993 and May 15, 1993, Bismarck Hotel, Chicago**

### I. Call to order; Recess

The Meeting was called to order by President Martin Silver at approximately 8:50 a.m. on Thursday May 12th, prior to the start of the Conference. Three Inspectors of Elections were nominated and elected by the membership: Fred Williams, Seth Winner, and Ray Wile. They were instructed to count the ballots as soon as possible so that the results would be known before the Annual Business Meeting would be reconvened on Saturday afternoon. A recess until May 15th at 4:30 p.m. was called by President Silver at about 9:00 a.m.

### II. Reconvening of Membership

The Annual Meeting was reconvened at 4:36 p.m. by President Martin Silver. Nelson-Strauss named and thanked all who contributed to the Local Arrangements efforts, the exhibitors, and the institutional sponsors. Silver then led the Membership in an enthusiastic round of applause acknowledging Brenda-Nelson Strauss, Program Chair and Local Arrangements Co-Chair, Jeannette Casey, Local Arrangements Co-Chair, and the entire host committee of Local Arrangements members who contributed to the success of the Conference.

### III. Approval of Minutes, Business Meeting, April 25, 1992

It was moved and passed that the Minutes of the last Business Meeting be approved as published in the *Bulletin* section of the Fall 1992 *Journal*.

### IV. President's Address: Martin Silver

President Silver emphasized that he wants to keep hearing from the membership: their ideas, their feedback. He announced that a resource directory is being planned. Ideas on this or other projects are always welcome.

### V. Treasurer's Report; Finance Committee Report; Budget: Steve Ramm

The Budget was distributed to the attendees; its scope and the attributes of a cash accounting system used by ARSC were briefly reviewed. See the full reports as published in the following section of this *Bulletin*.

### VI. Second Vice-President's Report: Brenda Nelson-Strauss

The final registration figure for the conference stands at 116. See the complete report in the following section of this *Bulletin*.

### VII. Publications Committee: Jerome F. Weber

Weber acknowledged the contributions of all members of the Publications Committee. Currently, the position of Advertising Editor is open and members are urged to get involved in this position if interested. The current Directory Editor, James Farrington, was recognized; he reminded members to return their printouts for *Directory* entries. The *Newsletter* welcomes contributions from members; it is planning to expand. The *Bulletin*, however is being dropped as a cost-saving measure. Next year, the *Bulletin* contents will be distributed at the Business Meeting; it will be available for the asking by mail for members who request it, as well. See Section VIII above in the Board Minutes. Finally, Barry Ashpole was introduced to the membership as the *ARSC Journal* Editor; Ted Sheldon, after five excellent years as *Journal* Editor, will continue as publisher. Weber led the membership in a show of appreciation for all members of the Publications Committee.

### VIII. Technical Committee: Steve Smolian

Smolian introduced Bill Klinger, Chair of the Technical Committee's new Subcommittee on Cylinders, to the membership. Smolian also summarized his activities which are fully described in his report to the Board which appears in the following section of this *Bulletin*.

IX. Washington Metropolitan Area Chapter Report: Brad McCoy

McCoy read his report which appears in the following section of this *Bulletin*.

X. Fair Practices Committee: Suzanne Stover

Stover announced the debut of a new column in the *Journal* which will be devoted to copyright questions and invited the members to submit their questions to the committee, which sponsors the column, through her. For more details, see her report in the following section of this *Bulletin*.

XI. Grants Committee: Richard Warren, Jr.

Warren began by thanking Victor Greene, Barbara Sawka, and Bob Kenselaar who helped on the committee. He announced that member Suzanne Flandreau has agreed to join the Grants Committee. He announced this year's Grants award winner, Katie Gilmartin, for an amount of \$500. See his written report in the following section of this *Bulletin*.

XII. Membership Report: Martin Silver

Silver read a summary of the responses from the recent ARSC Membership Survey which was designed by Tim Brooks and had its results compiled by Mike Casey. Silver noted that he and the Board appreciated the high number of individuals who returned their surveys and that the results have been, and will continue to be, utilized by the Board.

XIII. Associated Audio Archives Committee: Ted Sheldon

Sheldon spoke very briefly on behalf of Don McCormick, who was absent. The AAA Committee, chaired by Ted Sheldon, met on Thursday morning. One of their ongoing issues under discussion was the education of professional sound archivists and librarians; other topics included enhancing the AAA's level of participation in national and international discussion of issues and standards relating to audio preservation, and an examination of their handbook and the charge and makeup of their committee. Immediate action includes their decision to seek out email addresses and use them to enhance the immediacy and frequency of their communications. Garrett Bowles has taken steps to establish an electronic bulletin board which will eventually enable files of information to be stored and transferred by ftp.

XIV. Executive Director's Report: Phil Rochlin

Rochlin briefly described his duties as Executive Director since 1985, its pleasures and occasional trials. He noted that when he retires at the end of 1994, so will his close co-workers in ARSC, Joan and Elwood McKee. For members wishing to become involved in the management and direction of ARSC, there are many opportunities such as these roles. Rochlin paid special tribute to Ted Sheldon and his staff, Tim Brooks for his work on past editions of the *Directory* and on the Awards, David Sommerfield for his success with the *Newsletter*, and to Joan and Elwood McKee. For a full report, see the following section of this *Bulletin*.

XV. Membership: Phil Rochlin, Elwood McKee

Continuing with his report, above, Rochlin noted that the current membership total is 936, which breaks down to 738 individuals and 198 institutions. Of the 936, 118 are from 23 countries abroad. McKee briefly described his record-keeping duties with membership roles, dues, and other accounts receivable. Noting that the records-keeping tasks have grown from a manual system (during Les Waffens's tenure as Executive Director), to the current system which, while partially automated, is somewhat cumbersome for an individual and time-consuming, as well. McKee encouraged the membership to consider the use of a professional management organization for ARSC's continuous and routine transactions.

XVI. Old Business

No old business was forthcoming.

XVII. New Business

Ray Wile noted the success of this conference and wondered what the financial impact would be. Silver responded that the conferences generally attempt to break even or slightly better, but no large windfall was anticipated.

XVIII. Election Results

President Silver began by thanking Fred Williams, Ray Wile, and Seth Winner who counted the ballots. The Vice-President/President-Elect is Jerome F. Weber; the Second Vice-President/Program Chair is Holly Mockovak; the Treasurer is Steve Ramm, elected by the Board after Manuel Morris' resignation due to ill health; the Secretary is Elwood McKee; the Members-at-Large are Suzanne Stover and Michael Gray; the Awards Judges are: David Hamilton for Classical Music; Robert George for Popular Music; Dan Morgenstern for Jazz; Judges-at-Large are Tim Brooks and Richard Spottswood. Two *ex-officio* members of the Awards Committee will be Barry Ashpole, new *Journal* Editor, and Martin Silver.

Noting that as one of the first Members-at-Large of ARSC in the late 60s he had little to do, Silver announced the tasking of Suzanne Stover as Board Liaison to the Membership Task Force and of Michael Gray to the *Newsletter* to assist Editor David Sommerfield with generating more material for that publication.

Silver named and variously acknowledged and thanked the outgoing members of the Board: President Barbara Sawka; Members-at-Large Les Waffens and Elwood McKee; Second Vice-President and Program Chair Brenda Nelson-Strauss;

Secretary Holly Mockovak; Treasurer Manuel Morris; Chuck Haddix, Advertising Manager; and Ted Sheldon, Managing Editor of the *Journal*.

Silver introduced Holly Mockovak who made an informal appeal for papers for next year's conference and noted that suggestions for all future programs will be welcomed. He then announced the location of the 1994 Conference, New York City, reading an invitation submitted by Christine Hoffman and Don McCormick of the Rogers and Hammerstein Sound Archives. The anticipated dates are: June 8-11, 1994.

XIX. Adjournment.

The meeting was declared adjourned at 5:53 p.m. by President Silver.

### EXECUTIVE DIRECTOR'S REPORT

May 12, 1993

As you know, ARSC will soon undergo major changes in its operating personnel. Some will follow from the elections which results will be announced near the end of this meeting. About many of the others you have heard from our President, Martin Silver.

I will not dwell on what he has already told you other than to repeat that this is a golden opportunity for those of you who want to participate more fully in ARSC to do so.

Speaking for myself, I became Executive Director in September 1985, and this is my eighth report to the ARSC membership. You have already heard that I will retire by the end of next year at the latest. It's a great job. If I were younger, I would stay on.

There is a lot of work involved, but there are many rewards, most important being the contact you have with the members and with many others who will never become members, but who simply ask for help having been referred to us by libraries, hobby magazines, or by seeing our name in a directory. Some of these individuals can be pains in the neck, especially students who expect me to research a term paper due the following week.

Many requests are quite poignant, especially those where an old parent or sibling has recently died leaving a "large collection," sometimes several thousand items, more often perhaps a hundred or so which must be rare and valuable because they are "printed" on one side, with red labels, and have been in the family for decades, with dates going back to 1903, or '05 or '08. Caruso is a favorite, and I have a boilerplate on a diskette telling them gently, very gently, that they will not be able to retire on the proceeds even if they can find a buyer.

I said there was a lot of work involved. In my October report to the Board, I recalled that at the Spring Meeting in Rochester, one of our Board members asked me if I would compile a list of the mail I handle to identify the types and quantities of correspondence that cross my desk. That individual was Les Waffan, one of my predecessors. It seemed to be a good idea as the last time I did this was in 1986 and 1987.

Now after a full year of counting, I have a fair picture of one part of what the Executive Director does. The results are appended here as an addendum to this report, and I will only summarize them in this section. Note that I have not counted most of the phone calls made and received, except where a membership brochure was requested and mailed.

Suffice it to state that between April 1992 and April 1993, 2,237 pieces of mail crossed my desk, about 43 per week which may not sound like much but it takes time to get to the post office and the total time expended adds up. 31% were advertisements of one type or another; 616 (28%) were renewal dues payments with those arriving after March 31st of either year, often requiring sending back publications; 14% originated here including mailings to the Executive Committee members and 148 delinquent dues notices; and 9% consisted of mail requiring a response, some as easy as mailing a membership brochure, others requiring some research which I handle on my own or with help from our members at the Library of Congress (Sam Brylawski, Wyn Matthias, Jan McKee) or the National Archives (Les Waffan).

There were 92 address changes, including duplicates. There were 67 separate publications orders, some for several hundred dollars worth of back issues of the *Journal*. Not counted were the 1,000 or so invoices, printouts for the new directory, and the Board's Special Questionnaire which were collated, stuffed into envelopes, sealed, and mailed. Etc. Etc.

There is more to this job, and if anyone here is interested, please see me or one of the other Board members for more details. Oh, yes. You also get to attend the annual conferences!

Before I sign off, let me once again pay tribute to some of our currently more active participants: Ted Sheldon and his staff who produce the *ARSC Journal*; David Sommerfield, our one-man *ARSC Newsletter* editor; and Tim Brooks (now former editor of the *ARSC Membership Directory*) who organized and managed our Annual *ARSC Awards for Excellence in Historical Recorded Sound Research* and continues as Blue Ribbon Awards Committee Chair.

Finally, and this year I will be politically *incorrect* in naming *him* first, there are Elwood McKee, who set up ARSC's computerized records system, and his wife, Joan, who together maintain the accounts receivable and the mailing list, and always provide us with current membership statistics. Without them, I could never have performed these activities. They, too, will be leaving by the end of next year!

ARSC needs your help. It is your association.

Respectfully submitted, Phillip Rochlin, Executive Director



**FINANCE COMMITTEE REPORT****May 12, 1993**

In lieu of the Treasurer's Report, you will find attached the Statement of Receipts and Disbursements and Cash Balances as of April 5, 1993. This single-page statement was prepared from the detailed data maintained by the Treasurer, Manuel Morris, with the assistance of Elwood McKee. It presents, in concise form, the actual results of the current year through April 5, 1993. The Budgets for each year are included for comparison. The 1993 Budget column reflects the Budget as revised and approved at the October 24, 1992 Board Meeting.

For the first time we have added a column labeled "Revised Budget." This column will give the Board a better sense of where the organization will end this year. It can be used to compare line items to the Budget column. While the budget column should remain the same, the Revised Budget will change as actual data is known. This form of reporting has been most helpful when used by Non-profit Boards.

These statements are, as in the past, prepared on a *cash* basis. This is the method used by ARSC to report to the Internal Revenue Service. It does not include expenses which were not paid during the period.

The Revised Budget column assumed that most income and expense will be equal to the budgeted amounts. In some cases, such as publication sales, where we are doing better than expected, a modest increase was assumed. Because of the shortness of time, current updates from Committee Chairs were not received by the Finance Committee Chair for inclusion in this report. Those amounts can be revised at the Board meeting.

Particular attention should be paid to the "Dues" line. Because dues are assessed and collected in the first three months of the year, the Revised Budget assumed a modest amount to come in after April 5th. Dues are significantly under budget. This should be addressed by the Membership Committee at this meeting.

A review of the Statement will show that ARSC is *currently* in good financial health. The cash balance was over \$43,000 at April 5th. The bill for the Fall 1992 issue of the ARSC *Journal* was paid in 1993. There will be two more volumes (Spring and Fall 1993) to be paid this year. Since each *Journal* costs about \$7,500, this means that we will be over "Budget" by that amount. The 1993 Revised Budget shows that, if we include all expenses, we should still have a cash balance of over \$15,000 at the end of the year. (This includes \$5,265 in *restricted* funds held for AAA project.) The balance is in line with the balance approved by the Board at the October 1992 meeting.

Even though ARSC is *currently* healthy financially, the erosion of the dues base will mean that there should be long range planning to increase dues income, either by more members or increased dues.

As always, I welcome your suggestions for the Committee.

Respectfully submitted, Steven I. Ramm, Chair

**Statement of Receipts and Disbursements and Cash Balances**

For period from January 1, 1992 to April 5, 1993

and Revised Budget for Calendar Year 1993

Revised<sup>2</sup>

	1992 Budget	1992 Actual	1993 <sup>1</sup> Budget	1993 Actual	1993 Budget
<b>Receipts</b>					
Dues	23,300	27,503	25,500	17,076	20,000
Gifts/Grants	2,000	2,158	2,000	1,672	2,000
Publication Sales	600	3,904	1,000	1,173	1,130
ARSC Conference (net)	(50)	552	500	0	0
Advertising	1,400	1,515	1,400	529	1,400
Interest Income	800	877	800	185	800
Other Receipts	1,000	160	1,000	75	500
Total Receipts	29,050	36,669	32,200	20,710	26,000

	1992 Budget	1992 Actual	1993 <sup>1</sup> Budget	1993 Actual	1993 Budget
<b>Expenses</b>					
<i>Newsletter</i>	2,000	1,750	2,000	411	2,000
<i>Journal</i>	16,800	13,649	15,800	7,501	23,300
<i>Member Direct.</i>	2,200	14	5,500	0	5,500
Other (incl. Conference Tapes)	150	359	900	257	900
Total Publications	21,150	15,772	24,200	8,169	31,700
Grants	1,000	1,000	1,100	0	1,100
Awards	500	313	700	0	700
Disc/Bibl	4,000	0	0	0	0
Membership	175	234	1,500	241	1,000
Publicity	200	180	200	0	200
Other	0	546	200	0	200
Total Committees (excl. AAA)	5,875	2,273	3,700	241	3,200
AAA Committee	1,100	830	0	0	—
Administration	4,500	3,223	6,400	565	6,400
Equip. Replacement	0	0	800	0	800
Total Expenses	32,625	22,098	35,100	8,975	42,100
<b>Excess/(Deficiency), Receipts over Expenses</b>	(3,575)	14,571	(2,900)	11,735	(16,100)
Cash Bal., Beginning of Year	10,000	16,815	16,817	31,386	31,386
Cash Bal., End of Year/Period	6,425	31,386	13,917	43,121	15,286

<sup>1</sup>Approved 10/24/92; <sup>2</sup>Approved 5/12/93

Notes: Excludes \$100 in Petty Cash; the 4/5/93 Balance includes \$5,265 in AAA Restricted Funds

**WASHINGTON METROPOLITAN AREA CHAPTER REPORT**

**February 10, 1993**

This is a report of the Washington Area Chapter of ARSC for the 1992 year.

1992 was once again a very busy year for our local area ARSC Chapter. After coming out of our winter shelters, we had our first meeting of the year on March 10, 1992, where we elected our officers (President: Brad McCoy; Vice President: Ricki Kushner; Secretary: Sam Brylawski; Treasurer: Steve Permut; and Members-at-Large: Kip Lornell and Jeff Place) and then listened to a very informative program on "Record Preservation for the Private Collector" by Elwood McKee and Larry Miller, a program which included demonstrations of record cleaners and sleeves.

Our April program was the highlight of the year. Through the help of his grandson, who attends a local school, and a lot of work and coordination by teacher Lisa Rauschart and WMAC Secretary Sam Brylawski, we were thrilled to be entertained by Arthur Tracy, commonly known in the 1930s as "The Street Singer." Mr. Tracy talked of show biz in the 1920s through today, commented on seeing himself on film, and even sang a bit for us. It was an entertaining night for a full house in the Library of Congress' Mary Pickford Theater.

In May, Library of Congress Archive of Folksong Director Joe Hickerson shared his insights on women folk song collectors, a program that included examples recorded by Frances Densmore, Sidney Robertson (Cowell) and Zora Neale Hurston to name a few. June is the month for our annual "Swap Meet" where we somehow always seem to go home with more than we have brought (how is that possible, we ask?).

July brought a very interesting program by two members of a local folk-rock group, "New St. George," (Jennifer Cutting and Rico Petrocelli,) who talked about the trials and tribulations of getting a record or, of course more properly, a CD out. They talked of their studio experiences, which talk related nicely to last year's field trip to the same studios.

After taking August off to escape the summer heat of Washington we jumped back in with a September program about a few special collections in the recorded sound area of the Library of Congress including the Ussachevsky, NBC, Armed Forces, Irving Berlin and other collections at LC. This program was presented by LC employees Sam Brylawski, Jan McKee, James Wolf and Mark Katz.

October 27, 1992 was the date of another very popular program, this one concerning Duke Ellington. It was timely because of the Library of Congress' recent receipt of an outstanding collection from Jerry Valburn. That collection was discussed by LC employee and radio host Rob Bamberger. The Ellington collection at the Smithsonian was explained by archivist (and poet) Reuben Jackson, while moving image specialist Brian Taves showed a few clips from the Valburn Collection. A fascinating program.

We wrapped up the year's programs with Part 3 of a series of programs that Steve Smolian has been putting together on "Cataloging your record collection." This particular program was aimed at the problem of name and title consistency in your record catalog. Steve once again brought together a panel of experts to talk about their ways of overcoming this nagging problem. In case you missed them, previous programs in this series had looked at the selection of computers and programs used, and methods of organizing the database.

Finally there are a couple of projects underway involving the Washington Area Chapter. We are trying to get together a list of local area dealers for members and dealers to use. We are also considering purchase of equipment to record our programs for use by non-attendees. Any input from non-Washington Area members on the local directory or the taping and storage of meeting tapes is welcome.

As you can see, it's been a busy year and we are already well along in our planning for 1993. Many thanks to the Board members, particularly programming chairperson and Vice President Ricki Kushner, and to those of you who keep coming.

Sincerely, Brad McCoy, President, WMAC

#### AWARDS FOR EXCELLENCE COMMITTEE REPORT

**May 2, 1993**

The third annual judging cycle has been completed successfully. Two procedural changes were made this year. First, a "nomination form" was inserted in the Fall issue of the *ARSC Newsletters* so that members could more easily propose candidates for this year's awards. About a dozen were returned to the Committee with proposals, which was most helpful in identifying candidates. It is recommended that this be repeated in future years, both to identify worthy candidates in the short time frame we have, and to proactively involve the membership in the Awards program.

Secondly, *two* meetings of the Committee were held by conference call, one in February to pick finalists and one in late April, after everyone had seen all of the finalists, so that judges could knowledgeably discuss them prior to filling out their secret ballots. Although this second call added some expense, the Committee feels it was well worthwhile in allowing each finalist a full and fair hearing and resolving questions.

Peter Grendysa stepped down as a judge due to the selection of one of his own works as a finalist, and was replaced for this cycle by ARSC member Fernando Gonzalez, a well-known discographer in the rock field.

Ted Sheldon, who as editor of the *Journal* is an ex-officio judge, once again resigned from the Committee, this time in the middle of the judging cycle. This resulted in the judging being carried out by only six of the seven designated judges. It is recommended that the Board reevaluate the wisdom of making the *Journal* editor an ex-officio Awards judge. The position of Judge also requires time and commitment, and while prestigious it is perhaps an unfair burden for someone who is already one of the busiest officers of the association.

After three years of the Awards program it may be appropriate to review how well it has addressed the five goals set out for it in its Charter, as approved by the Board. The purposes of the Awards are stated as follows:

a.) To support ARSC's own goals as stated in the Bylaws ("encourage development of the highest standards of scholarship...") by publicizing exemplary current work. I think there is no question that much fine work, which might have otherwise slipped between the cracks, has been given welcome publicity by ARSC. Both nominees and winners have been publicized to the membership (in the *Newsletter* and elsewhere) and to the world at large.

b.) To encourage those doing such work with the promise of formal recognition by their peers. A number of nominees, enumerated in my last report, have expressed their sincere gratitude to ARSC; several have joined the organization, attended the Awards Banquet, and/or agreed to speak at our Conference. Last year's Lifetime Achievement honoree, the renowned discographer Brian Rust, gave a moving acceptance speech from his home in England, which was taped and played at the Awards Banquet.

c.) To reach out to fields with which ARSC has been only peripherally involved (e.g., rock music) to encourage higher standards of research there. This is obviously an ambitious, long-term goal, however the Awards program has already involved ARSC with some of the leading serious researchers in the rock field (Grendysa, Pruter, Puppli, Popular Culture Ink, etc.), who would otherwise have had no contact with us. It has also cast a spotlight on the extraordinary research being published in the country field by Bear Family records, whose "notes" sometimes run 150 pages or more. The establishment of formal categories of awards in the fields with which ARSC has not previously been heavily involved (e.g., rock, country, folk/ethnic) has been helpful in this regard.

d.) To promote wider readership of the finest contemporary research. Past winners have been listed in each "invitations

for submissions" mailing, and in the Awards Banquet brochure. It is contemplated that once a few years have passed a brochure will be produced listing all past winners, and possible past nominees as well, for distribution to new (and perhaps current) members. In effect, as we accumulate a few years' worth of Awards the growing list of honorees becomes a "recommended bookshelf" of first-rate work in each field that members and others will want to consider. This should benefit everyone—authors, readers, and ARSC.

e.) To raise the visibility and influence of ARSC so that it can better achieve its goals. Most of the press mentions of ARSC in the last two years, in publications as diverse as *The New York Times*, *Goldmine* and *Bluegrass: Unlimited* have been on the subject of the Awards. In addition, many of the publishers honored are mentioning ARSC in their catalogs: these include Gower, Greenwood, University of Illinois Press and Popular Culture Ink (no doubt there are others I have not seen). This year a major publisher called me to ask if I could tell them in advance whether their book had won, "for inclusion in our fall catalog" (I could not!). As word of the Awards spreads, awareness of ARSC will increase further.

In summary, I believe the Awards program has made a good start in fulfilling the goals set out for it. There is much more to do, and the support of all members is urgently sought, especially in making the Committee aware of worthwhile works in time for consideration. As recognition of the program grows the benefits to ARSC should continue to increase.

Respectfully submitted, Tim Brooks, Chair

### DEALERS COMMITTEE REPORT

**April 5, 1993**

It is my understanding that many of you might have not received my last report to the ARSC Board of Directors for October of 1992. Although sent on schedule, unforeseen problems with the postal system delayed it several days. Please allow me to bring you completely up to date.

As I have reported before, one of my main concerns as chairman of the Dealers Committee has been to actively seek ways to bring more dedicated professionals into this organization. While attending both the Library and Information Technology Association (LITA) conference in Denver in September of 1992 and the National Association of Record Merchandisers (NARM) retailers conference in October of 1992, I have reached out to promote ARSC, presenting this organization in a positive and enthusiastic fashion whenever I've had a public forum. I again had the opportunity to be an advocate for ARSC membership when I represented independent record dealers as a panelist at the March 1993 NARM convention in Orlando.

My last Dealers Committee report asked the Board's input on two possibilities for fueling the fires of the dealer membership drive. I am still interested in exploring these avenues. To reiterate, I have discussed with Jim Donio, the Communications Director of NARM, the possibility of exploring a joint membership drive between our two organizations. Secondly, I would like to contact the national trade publications *Goldmine* and *DIScoveries* to get their support of our organization as a non-profit group in the form of free promotional advertisements. Both of these publications offer access to serious record collectors and dealers, and ads would be used to enroll new members in ARSC. Again, I am asking the Board's permission to investigate these possibilities, as well as its guidance on how to most effectively approach these ventures.

If these publications are not willing to support us with free ads, I would need information from the Board concerning an advertising budget, should one exist. Even if we must pay for advertising, these magazines have proven to be very cost-effective. I am a consistent advertiser in these publications and receive maximum discounts. I would be happy to extend my volume discount to ARSC. I have already requested a copy of the logo from Chuck Haddix, and the preparation of camera-ready art would be handled in-house by Record-Rama Sound Archives at no cost to ARSC.

I hope that it was due to the late arrival of my last report—and not lack of interest—that I have not heard from the Board regarding these proposals. I truly believe that if ARSC is to remain a thriving organization, it must recruit from all facets of the industry.

Along those lines, I would like to note that my four *MusicMaster* directories and supplements are being extremely well-received. In a recent record review, John Koenig called the work "one of the most impressive databases in record collecting and dealer circles ... absolutely invaluable for hard-core 45 collectors, writers and researchers alike." I see this is an indication that dealers and collectors are genuinely interested in the scholarly art of discography—and good news for ARSC.

Respectfully submitted, Paul C. Mawhinney, Chair

### FAIR PRACTICES COMMITTEE REPORT

**May 1, 1993**

Beginning with the Spring 1993 issue, a column on the subject of copyright and sound recordings will appear as a regular feature in the *ARSC Journal*. Attorney Brian Shaw, a partner of the Rochester law firm Cumpston & Shaw, specializing in the practice of intellectual property law, has agreed to respond to selected copyright questions raised by readers of the *ARSC Journal*. Mr Shaw spoke ably on the issue of "Third Party Use of Sound Recordings" at the 1992 ARSC Conference in Rochester, New York.

In preparation for this new column, the Fair Practices Committee placed an announcement in the Winter 1993 *ARSC Newsletter* calling for copyright questions. The response to this call has been very good. A wide variety of questions has been submitted primarily by private collectors and dealers from across the United States and Europe. These questions will be screened by the Fair Practices Committee, and forwarded to Mr. Shaw for his consideration and response.

For the first column, the Fair Practices Committee provided Mr. Shaw with two questions raised by ARSC members on a questionnaire distributed by the Fair Practices Committee in 1989: (1.) What rights do individuals (*i.e.*, private collectors) have to duplicate sound recordings for other individuals? (2.) When is it permissible for a library to duplicate commercial recordings for library reserve purposes, or for user requests? Mr. Shaw's discussion of the copyright issues involved in the duplication of sound recordings will appear in the forthcoming *Journal* issue.

The Fair Practices Committee will meet during the ARSC Conference in Chicago to discuss ongoing projects and long-term goals.

Respectfully submitted, Suzanne Stover, Chair

## GRANTS COMMITTEE REPORT

April 19, 1993

For the 1993 grants competition, the committee received four requests for information about the application procedure (one of which resulted in an incomplete application received too late for consideration) and three complete applications.

The committee members reviewed, evaluated, and ranked the three complete applications received by the deadline. If the ARSC budget permits, we recommend that one 1993 grant be awarded, to:

Katie Gilmartin, \$500 to assist in recording and transcribing for publication interviews with six women in rural areas of Colorado as part of "Call Me an Amazon," a study of the history of sexual identities and gender identities among Colorado Lesbians, 1940-1960.

Each of the other two projects appeared to at least two committee members already to have been funded as parts of the regular jobs of applicants. The applicant whose submission was late and incomplete was invited to apply again in the future.

Documentation was submitted for payment of the award to B. Lee Cooper (awarded May, 1992).

Barbara Sawka kindly agreed to participate in this year's work after months of unsuccessful attempts on the chairman's part to elicit a reply from the candidate whom he and Barbara had heard express interest in working and whom the chairman had asked to serve. Obviously, since there has still been no word from this candidate, another will be sought.

The job of studying these applications and working with the other members of the committee provided many interesting hours this Winter and Spring.

Respectfully submitted, Richard Warren, Jr., Chair

## SECOND VICE-PRESIDENT/PROGRAM CHAIR and LOCAL ARRANGEMENTS COMMITTEE REPORTS

May 12, 1993

Pre-conference registration for the 1993 27th annual conference of the Association for Recorded Sound Collections is 103 people. In addition, we anticipate that as many as 25 will be added through on-site registration, including both single-day and full-conference rates. The conference has been well advertised throughout the Chicago area, including newspaper and radio coverage, which should boost single day attendance considerably. A total of 84 people have purchased banquet tickets and since only 90 seats are available, we expect to sellout by Wednesday evening. Due to the high registration figures, we anticipate to net a profit of at least \$500.

There are several sponsors for this year's conference. The hosts, the Chicago Symphony Orchestra and Chicago Public Library Music Information Center, have donated staff, photocopying, and an audio technician. The Chicago Symphony and the Northwestern University Music Library are jointly sponsoring the opening reception. For the reception at the Museum of Broadcast Communications, Kraft General Foods has donated \$4,000 for catering, the Midwest Archives Conference is adding \$1,000 for catering, and MBC is donating staff, and ARSC is paying only a \$300 security/cleanup fee. The 3M Company has donated \$1,000 of audio tape (DATs, 996, cassettes) for recording, preserving, and disseminating conference proceedings. Classic Digital of Evanston is providing audio equipment at a reduced rate. University Products has donated the conference packets for MAC and ARSC. In addition, four companies have paid to be exhibitors/advertisers at \$100 each: Gaylord Brothers, Rose Records, Nauck Rare Records, and Digital Dynamics Audio. Exhibitors will be in the Green Room, and ARSC members wishing to display materials should use the tables provided in the Concourse Room.

The Midwest Archives Conference will open five sessions to ARSC which have been listed on a separate program insert. All MAC sessions, coffee breaks, and exhibitors will be located on the 2nd floor of the Bismarck. MAC members have been invited to attend a number of ARSC sessions (indicated by a \* in the program) and their preliminary registration figures indicate that approximately 20 members may attend each open ARSC session. One joint plenary session also has been arranged for

Thursday afternoon with Studs Terkel, Chuck Schaden, and Tony Seeger as the featured speakers and estimated attendance is 450. The remainder of the ARSC program features 9 guest speakers (non-ARSC members) and 15 ARSC members, with a strong emphasis on Chicago-related topics.

Due to the high cost of renting audio-visual equipment from the hotel and outside vendors combined with the Bismarck's union regulations, we will not be videotaping any sessions this year. Also, taping from the floor will be prohibited so as not to jeopardize our delicate agreement with the Bismarck's union electricians. However, I have asked Mike Biel to videotape the Awards Ceremony since no PA system is available.

The 1993 Local Arrangements committee consists of the following:

Jeannette Casey, Co-Chair, Chicago Public Library  
Brenda Nelson-Strauss, Co-Chair, Chicago Symphony Orchestra  
Kurtz Myers, ARSC member  
Robert Seipp, ARSC member  
Robert Acker, DePaul University  
Ken Calkins, Northwestern University  
Ruth Inman, University of Illinois, Chicago  
Suzanne Flandreau, Center for Black Music Research, Columbia College  
Elaine Halama, Chicago public library  
Connie Strait, Naperville Public Library

Respectfully submitted, Brenda Nelson-Strauss, Second Vice-President/Program Chair and Local Arrangements Co-Chair

### **PUBLICITY COMMITTEE REPORT**

**May 2, 1993**

Two press releases were issued on March 8, 1993, announcing the finalists in the competition for the 1993 Awards for Excellence, and details of the Annual Conference to be held in Chicago in May.

Recent pick-ups of news about ARSC have been noted in *Antique Phonograph News* (March/April 1993), *Goldmine* (April 16), *In the Groove* (April) and *Collectors News* (May). Please notify the chair of others you may have seen.

Respectfully submitted, Tim Brooks, Chair

### **TECHNICAL COMMITTEE REPORT**

**May 9, 1993**

I have submitted to the President a draft called, "Defining the Functions of the Technical Committee Chair."

In this capacity, I have prepared the Technical Session of the 1993 National Conference on Cylinders. There is less reliable material about cylinders in print than any other area which falls into the technical area. Two of the potential speakers decided not to come. Neither is an active ARSC member. This turned out to be an exceedingly difficult program to put together.

One potential speaker is from England. He has (I hope—at time of writing his paperwork has not arrived) sent a drawing of his new machine and some other material. I consulted by telephone with people in the field who could not come to the meeting, among them Alan Koenigsberg, who was very helpful. Thus, with apologies to the Budget chair, I have an unanticipated terrific telephone bill.

Publication of the *Encyclopedia of Recording* just before the program required borrowing one and reading the appropriate entries at the last minute, since I assume there will be questions from the floor based on it.

No article has been submitted from the *Journal* Editor for consideration by the Committee Chair.

I have responded to various technical questions raised by correspondence to our Executive Director.

I attended the Annual Meeting of the AES and represented our interests at the Preservation Committee meetings, but was unable to go to MLA this past year. I did go to an ANSI meeting in Tucson concerned with audio preservation standards.

I am submitting a separate memo concerning the resources directory. Though not much is on paper as yet, I have been assembling data.

The members of the committee are listed in a letter to Martin Silver. Though there was nothing for me to assign them this year, there will be in the future if the Board shows interest in my proposal concerning use of the audio tapes.

Respectfully submitted, Steven Smolian, Chair

### **ARCHIVES COMMITTEE REPORT**

**ARSC Inventory Project (Draft)**

In anticipation of the deposit of Association material into the ARSC Collection to be housed at the University of Maryland

Libraries, please provide a descriptive listing of *non-current* ARSC files in your possession which would be suitable for inclusion in the ARSC Archives Collection.

The type of files that constitute permanent archival non-current materials includes *originals* of the following:

- 1) Administrative, operational, and correspondence files created by the various offices of the Board of Directors
- 2) Executive Secretary/Executive Secretary files
- 3) Committee Chairperson files (including ad hoc committees)
- 4) Complete record set of publications (Journal, Newsletter, Bulletin, Membership Directories, and Special publications)
- 5) Complete record set of ARSC Conference Programs
- 6) Originals/masters of audiovisual material (Conferences, Board meetings, workshops) which could include audio, video, and still photographs
- 7) Computer files (tape, floppy, diskette) by type of database format
- 8) Other artifacts or memorabilia

Please list and describe the general contents of boxes, folders, etc., identified by the association position, office, or title.

Indicate with your description, the amount of material:

- by number of cubic feet (roughly a 12 x 12 file drawer or carton)
- or by number of folders in linear inches
- for non-textual material, by number of items

Please provide your name, address, and phone number for contact purposes, and indicate location of material if different from your address:

Please begin your list on the following sheet

If you have questions, please contact:

Les Waffin, ARSC Inventory Project  
 Motion Picture, Sound & Video Branch  
 National Archives  
 Washington, DC 20408  
 work: 202-501-5446 fax: 202-501-5778 home: 301-718-0109

### Agreement (Draft)

THIS AGREEMENT is made the \_\_\_ day of \_\_\_, 199—, between the Association for Recorded Sound Collections ("the Association") and the University of Maryland at College Park ("the University"), on behalf of the University of Maryland Libraries at College Park.

WHEREAS the Association wishes to establish an archival repository for the collection and maintenance of its organization papers and related materials, both those accruing hereafter in various locations and those generated in the continuing activity of the Association; and

WHEREAS the Association has agreed to give, transfer, convey and assign to the University such documents as constitute the said archives, both now and in the future; and

WHEREAS the University has accepted the gift of the Association for Recorded Sound Collections and desires to maintain it to further scholarly research.

NOW THEREFORE it is hereby agreed as follows:

The Association does hereby give, transfer, convey, and assign to the University all right, title, and interest in and to all documents in the Association for Recorded Sound Collections Archives, with the following exceptions:

(1) The Association shall retain the right of publication to all said documents, except that nothing herein shall be interpreted to prohibit the University from making archival copies for educational and administrative purposes.

(2) The Association shall retain the copyright to all copyrighted material among said documents which is presently registered in its name.

The University shall use its best efforts to:

First. Provide adequate space and facilities to safeguard the receiving, maintenance and use of all collected materials.

Second. Provide the services of a curator, working under the direction of the Head of the Music Library, to administer the selection, processing, cataloging, and filing of all materials.

Third. Make the collections available during regular Special Collections hours to all applicants qualified under its rules and regulations.

Fourth. Maintain the integrity of the collection with the exception that related documents will be accepted for inclusion in the archival collection.

The Association shall use its best efforts to:

First. Publicize the collection and encourage its use by qualified researchers.

Second. Encourage the contribution of papers and other documents pertaining to its activities.

The University will consult the Association prior to establishing guidelines for the regular transfer of Association documents into the Archives, and policies for the use of such documents. The University and the Association will cooperate in promoting the development of the Archives and in seeking funding for special projects of the Archives.

This Agreement shall be governed by the laws of Maryland.

For the University of Maryland  
at College Park

By \_\_\_\_\_  
Director of Libraries, UMCP  
Date

By \_\_\_\_\_  
President, UMCP  
Date

For the Association for  
Recorded Sound Collections

By \_\_\_\_\_  
President, ARSC  
Date

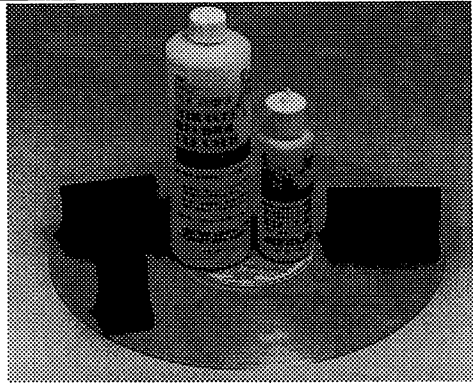
By \_\_\_\_\_  
Executive Director, ARSC  
Date

*NB: The last published installment of this Bulletin has appeared with this volume of the Journal; see under Section VIII of the Minutes of the May 12, 1993 Board Meeting for the rationale for this action and for details regarding future distribution of material typically contained in Bulletins. As always, copies of reports are available to ARSC members and these may be requested from the Executive Director. —Sec.*



The **FIRST** Archive Quality cleaning system for every music library!

# THE DISC DOCTOR'S MIRACLE™ RECORD CLEANER & BRUSHES



## The Superior Cleaner for LP's, 45's, & 78's

- Removes Dirt, Grime, Grease, Mold, Mildew and Reduces Static Charge
- Rinses Completely Residue-Free by either manual or machine cleaning

### RECORD PRESERVATION & ULTIMATE SOUND QUALITY

Every record you own or purchase is afflicted with a wide range of dirt and contaminants, even mold and mildew. Vinyl surfaces are also soiled with sticky mold-release compounds.

- CONTAMINANTS**
- 1 act as abrasives causing unnecessary, excessive wear to stylus & groove;
  - 2 produce inaccurate, noisy sound by preventing correct groove tracing; and
  - 3 can absorb moisture promoting mold and mildew growth.

Cleaners containing isopropyl or denatured alcohol should be avoided because they can dissolve the surface of shellac pressings and can leach materials from vinyl surfaces making them brittle, leading to additional wear and improper tracking.

### **EVERY RECORD IN YOUR COLLECTION SHOULD BE CLEANED BEFORE IT IS PLAYED AGAIN**

A SAFE, EFFECTIVE, ONE-TIME CLEANING SOLUTION, **THE DISC DOCTOR'S MIRACLE RECORD CLEANER**, HAS NOW BEEN DEVELOPED and is guaranteed not to harm vinyl or shellac. *IF CLEANED USING THE SUGGESTED PROCEDURE AND WITH THE DISC DOCTOR'S MIRACLE RECORD BRUSH, ONE CLEANING IS ALL A DISC WILL EVER NEED.* Keep it free of dust, fingerprints & other contaminants & it won't need to be cleaned again.

### **THE DISC DOCTOR'S MIRACLE RECORD CLEANER:**

PINT.....\$15.50 plus \$3.50 p&h      QUART.....\$24.95 plus \$4.00 p&h      GALLON.....\$44.95 plus \$5.50 p&h

### **THE DISC DOCTOR'S MIRACLE RECORD BRUSH: For WET Brushing**

- A Preferred size for 12" LP and large label pre-1940 12" 78's ..... \$16.95/pair
- B Preferred size for 45 rpm and 7" 78s ..... \$12.50/pair
- C Preferred size for 10" 78s & Edison Diamond Discs ..... \$15.50/pair
- E Preferred size for small label 12" 78's ..... \$16.95/pair
- F Preferred size for large label pre-1940 10" 78's and for 10" LPs ..... \$15.50/pair.

### **SETS FOR SHELLAC 78S & EDISON DIAMOND DISCS**

contain a pair of WET brushes **A-C-E** or **E** & one DRY brush **D**, a 3 3/8" duster: size **A** or **E** \$24.95; size **B**, \$20.95; size **C** or **E** \$23.50. Larger sizes upon request. A replacement pad accompanies each brush. Postage free with **CLEANER**, otherwise add \$2.75.

Additional information and complete cleaning instructions available upon request.

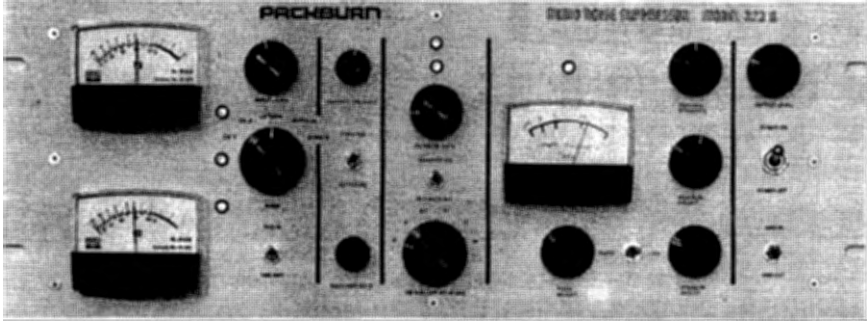
**Lagnippe Chemicals Ltd.**, 1820 LaSalle St.,  
St. Louis, MO 63104 (314) 621-3029



**FOR THE SOUND YOU THOUGHT YOU BOUGHT**

**PACKBURN®**  
electronics inc.

## Audio Noise Suppressor



**Three processors** for reduction of transient **and** steady-state noises  
**Plus** special features for optimum reproduction of old records, lateral and vertical

**Model 323A: \$2,650.00**

**Some users of the PACKBURN Audio Noise Suppressor:**

**Australia:** Australian Broadcasting Corp.; \*Australian National Library; Vintage Productions

**Canada:** National Museum of Man; National Library of Canada; Vintage Country Radio Program

**Denmark:** Det Danske Jazz Center

**Finland:** Suomen Aanitarkisto; Oy Yleisradio Ab.; Musiikki Fazer Oy

**France:** Bibliotheque Nationale; Pathe-Marconi-EMI

**Germany:** Deutsches Rundfunkarchiv; EMI-Electrola

**Hungary:** Hungaroton Gramophone Records

**Netherlands:** Stichting Granny's Records

**New Zealand:** Radio New Zealand

**Switzerland:** Fonoteca Nazionale Svizzera

**United Kingdom:** EMI Records; BBC Enterprises; BBC Radio Engineering Services; \*British Museum; Imperial War Museum; Interstate Music, Ltd.; Ulster Folk and Transport Museum

**USA: Industry:** \*CBS Records; RCA Records

**Institutional:** American Publishing House for the Blind; Country Music Foundation; Hunter College; \*National Archives and Record Services; \*Rodgers and Hammerstein Archives of the New York Public Library; Sarasota Opera Society; Stanford Univ. Audio Archives; \*Syracuse Univ. Audio Archives; Univ. of California at Los Angeles; Univ. of Texas; \*Yale Univ. Collection of Historical Sound Recordings; WJTR (Utah PR)

**Producers:** Conductart (N.Y. City); Educational Media Associates (Berkeley CA); Kiner Enterprises (Redmond WA); Lane Audio & Records (Hollywood CA); Mark 46 Records (Anaheim CA); H. Ward Marston, IV (Wayne PA); Murray Kent Productions (Cedar Rapids IA); Art Shiffrin (Little Neck NY); Steven Smolian Sound Studios (Potomac MD); Jack Towers (Hyattsville MD)

\*Indicates two or more installations

Send for literature

---

**PACKBURN®**  
electronics inc.

P.O. Box 335, Dewitt, NY 13214-0335  
Tel.: (315) 472-5644

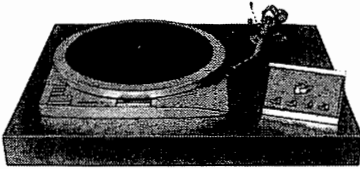
# AUDIO "78"

ARCHIVAL SUPPLIES®

P. O. Box 387  
Pacifica, CA 94044

Tel: [415] 359-7431

## Record Playback System



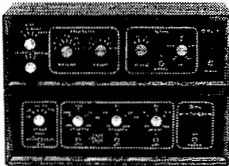
A professional playback system for all recordings including 78s, LPs, Transcriptions, Acetates and Metal. Designed for the archivist, musicologist, audio engineer and serious collector, this variable speed system safely and accurately tracks all recordings through 16 and 20 inches.

### SME



The **SME 3012-R** is the finest archival tone arm available. Correctly tracks all recordings through 16 inches including 78s, LPs Transcriptions, Acetates and Metal. Tone arm mass specifically designed for the cartridges most often used for playback and re-mastering of 78s and classic LPs.

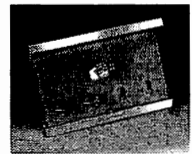
## OWL 1 and Multifilter



The proper method of playing back vintage recordings including 78s, Transcriptions [both lateral and vertical] and classic LPs. Equalization with or **without** RIAA for sonic restoration of older recordings. Left and Right channels can be independently monitored. Defeatable rumble and high-frequency filters. **Multifilter** includes three specifically designed filters for 78 reproduction.

**CUSTOM STYLI for 78 rpm Records of all vintages**

**CUSTOM STYLI for Transcriptions of all vintages**



---

**EQUIPMENT for the PLAYBACK, STORAGE & RESTORATION of HISTORIC SOUND RECORDINGS**

All products priced **EXCLUSIVELY** for the archivist, mastering engineer, and serious collector.

NEW FROM

**GREENWOOD PRESS**

**The Mercury Labels**  
A Discography Five Volumes  
Compiled by Michel Ruppli and  
Ed Novitsky

Mercury Records was founded in 1945 and soon became a major force in jazz and blues, classical, rock, and country recording. This five-volume discography provides a listing of all recordings made or issued by the Mercury label, and its subsidiaries (Blue Rock, Cumberland, Emarcy, Fontana, Limelight, Philips, Smash, and Wing). Each volume ends with an artist index, which includes all the names appearing in the session listings of the volume. In addition to providing details on stereo/mono master number equivalences, and information on various formats, the fifth volume concludes with a general artist index.

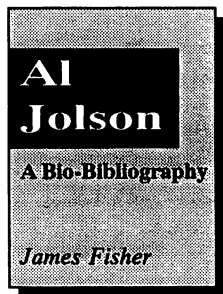
Greenwood Press. 1993. 4240 pages.  
0-313-27371-5. \$395.00

**The Banjo on Record**  
A Bio-Discography

Edited by Uli Heier and Rainer E. Lotz

Heier documents the recording history of the banjo on cylinders and 78-rpm disks from 1889 to the beginning of the LP era in the mid-1950s, offering a comprehensive compilation of all such recordings on which the banjo plays a solo role or dominant part.

Greenwood Press. 1993. 664 pages.  
0-313-28492-X. \$75.00



**Al Jolson**  
A Bio-Bibliography  
By James Fisher

Fisher provides a comprehensive record of the career of Al Jolson, with chapters containing annotated entries for all of his performances, along with an extensive bibliography.

Greenwood Press. 1994. 344 pages.  
0-313-28620-5. \$59.95

**Saxophone Recital Music**  
A Discography  
Compiled by Stanley L. Schleuter

Saxophone Recital Music is a discography designed for those interested in recordings of saxophone recital and concert music. It is a unique reference source for saxophone performers, teachers, and students.

Greenwood Press. 1993. 304 pages.  
0-313-29001-6. \$65.00



**1-800-GPG-4FAX**  
(1-800-474-4329)

For additional information on these titles,  
or a complete listing of titles in your  
subject area, call toll-free, 24 hours-a-day.

**GREENWOOD**  
PUBLISHING GROUP, INC.

88 Post Road West, P.O. Box 5007, Westport, CT 06881-5007  
(203) 226-3571 • Office FAX (203) 222-1502

AD93 PLACE YOUR CREDIT CARD ORDER TOLL-FREE, 24 HOURS-A-DAY: 1-800-225-5800