OCLC TASK FORCE REPORT

The history and activities of the OCLC Task Force on Cataloging of Music Scores and Sound Recordings have been reported in various issues of the Music Cataloging Bulletin (November & December 1975; April, July, & December 1976; March 1977) and in the MLA Newsletter (March/April 1977). Although several problems seem unresolved, the Task Force has not met since February 1977 because OCLC has not called a meeting. We do not know whether it will meet again, but the Music OCLC Users Group is intended to take over some of the activities of the Task Force.

Rather than to discuss in a chronological manner the past activity of the Task Force, it seems most worthwhile to examine its recommendations, accomplishments, and failures.

Designing workforms. The first task of the Task Force was to decide upon elements to be included in the workform displays for scores and sound recordings. Our recommendations were accepted by OCLC, and implemented in November 1975.

Editing libraries concept. This idea, originating from the CONSER project, was suggested by members of the Task Force in early discussions. The concept was agreed to by OCLC (indeed, OCLC applied the concept for other non-book materials as well), and six libraries were chosen to act as editing libraries, but implementation is yet to occur.

Expanded searching. At the first meeting of the Task Force, the need for adequate search keys for music was emphasized. These included a proper composer/uniform title search, access by manufacturer's serial number for recordings, and searches utilizing fixed field information. In spite of repeated urging from the Task Force, nothing seems to have been done to cope with these needs.

Recommendation of stricter standards for inputting. The Task Force made its final recommendations for standards in November 1976. These standards were quite strict—the basic idea being that Level I inputting was to coincide with LC standards, with all fixed field values completed; Level K was anything less than that. These recommendations seemed reasonable to the OCLC staff. The OCLC Cataloging Advisory Committee was willing to go along with the Task Force's recommendations in those fixed fields unique to the music format; others were adjusted to be consistent with formats for other materials. These standards will be published in the new editions of the on-line cataloging manuals. OCLC has not notified the Task Force...
of a revised publication date for the manuals, which were originally scheduled for the summer of 1977.

Writing instructions and explanations for OCLC manuals. This task occupied much of the time of the group. The Task Force finished its work in February 1977; our suggestions will be incorporated in the manuals when they are published.

Recommendations for clarification and emendation of the MARC music format. The work of writing instructions for the manuals, and the use of the MARC music format by OCLC members, brought forth several problems that could be solved only by discussion with the MLA Automation Committee and the MARC Development Office. This discussion has resulted in two documents being issued by the MARC Development Office which provide answers for many of the questions that catalogers have raised concerning the format. The first, "Guidelines for Subfielding Music Uniform Titles," was published in the May 1977 issue of Music Cataloging Bulletin and in Cataloging Service Bulletin no.122 (July 1977). The second, Music: a MARC Format: Addendum No.1, appeared in August 1977, and has been distributed to subscribers to the MARC distribution service for books. Further information about this addendum will be published in a future Music Cataloging Bulletin.

Should the Task Force be reconvened in the future, reports will be published in this Newsletter.

In closing, I would like to express my gratitude and that of the members of the Task Force to Mary Lou Little, who has retired from music librarianship. Mary Lou was on the original MLA/MARC Joint Committee, and on the Task Force. Her vision of what systems should do, her attention to detail, and her insistence on quality were an inspiration to all of us. Her retirement is a great loss to the Users Group and to the profession at large. We wish her the best of luck in her new endeavors.

Karl Van Ausdal
Task Force Coordinator

INVITATION FOR QUERIES

Many questions concerning the MARC music format have come to OCLC, to network offices, and to members of the Music Task Force. In the interests of maintaining high standards and consistent practice throughout the system, we feel that a "Notes and Queries" column would be a valuable regular feature of this Newsletter.

We realize that certain questions that arise in the course of music cataloging with the MARC format may concern music cataloging practices in general, and that these practices will be in a state of flux over the next few years. For these reasons, we will be in close contact with the Library of Congress, with the editor of the Music Cataloging Bulletin, and with appropriate committees of the Music Library Association. For the time being, you may send your questions to:

Karl Van Ausdal
The Library
SUNY College at Purchase
Purchase, NY 10577

NOTICE

In order to expedite organizational matters and to save mailing costs, we
have included a ballot for the election of the first officers and for the approval of the by-laws and dues structure in this Newsletter. If you send your membership application and dues with the ballot before November 15, your votes will be counted. (Enclose the ballot in an unsigned inner envelope to preserve secrecy.)

ANNOUNCEMENT OF FIRST ANNUAL USERS GROUP MEETING

The first annual meeting of the Music OCLC Users Group will occur on Monday, February 27, 1978, preceding the national meeting of the Music Library Association in Boston. We will have representatives from NELINET discussing their views on the mutual relationship of users, networks, and OCLC, and NELINET's plans for the future. Sharon Walbridge, OCLC's representative to the Users Group, will discuss future plans of OCLC, and their effect on music libraries and patrons. Any other suggestions for the program are welcome; they may be sent to:

Karl Van Ausdal
The Library
SUNY College at Purchase
Purchase, NY 10577

DRAFT BYLAWS OF THE MUSIC OCLC USERS GROUP

Article I. Name.
The name of this organization shall be the Music OCLC Users Group, hereafter referred to as the Group.

Article II. Objectives.
Section 1. To establish and maintain at OCLC a voice that represents a large and specific group of users, whose interests involve all OCLC systems and subsystems.

Section 2. To provide means for the exchange of information between OCLC and the members of the Group.

Section 3. To be a force for establishing and maintaining standards.

Section 4. To provide means of continuing education for OCLC users.

Section 5. To provide a vehicle for communication among and with the editing libraries.

Section 6. To provide a means of communication between OCLC and the Music Library Association.

Section 7. To provide a means of communication for members of the Group with the Library of Congress.

Section 8. The Group is a non-stock, non-profit association, organized and operated exclusively for said purposes. No part of the net earnings shall inure to the benefit of any individual. No officer, member, or delegate of a member shall, as such, receive compensation except that reasonable compensation may be paid for services of employees of the Group.

Article III. Members.

Section 1. Membership in the Group shall be open to all individuals and institutions who are interested in OCLC and its relationship with music libraries, music materials, and music users.

Section 2. The annual dues shall be set by the Executive Board, subject to approval by the membership at the annual meeting. The Treasurer shall notify members three months in arrears, and those whose dues are not paid within ninety days thereafter shall be automatically dropped from membership in the Group.
Article IV. Officers

Section 1. The officers of the Group shall be a Chairperson, a Vice-Chairperson/Chairperson-Elect, a Secretary, a Treasurer, and a Continuing Education Coordinator. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Group.

Section 2. Six months preceding the annual meeting, a Nominating Committee of three members, only one of whom may be from the Executive Board, shall be appointed by the Chairperson. It shall be the duty of this Committee to nominate candidates for the offices to be filled, and to mail, receive, and tally ballots, reporting the results to the Executive Board and to the members at the annual meeting. Elections shall be held by mail, no less than one month prior to the annual meeting. A majority vote of the Executive Board shall break a tie.

Section 3. The officers shall be elected by a plurality of ballots cast, to serve for two years or until their successors are elected, and their term of office shall begin at the close of the annual meeting following their election.

Section 4. In the event of the resignation, incapacity, or removal of any of the officers, the remaining officers shall select a replacement until the next election.

Article V. Duties of the officers.

Section 1. The Chairperson, in addition to regular duties as officer of the organization, shall act as representative to the OCLC Cataloging Advisory Committee.

Section 2. The Vice-Chairperson shall substitute as presiding officer of the organization when necessary, and shall act as representative to the Music Library Association and to those committees of M.L.A. appropriate to the objectives of the Group.

Section 3. The Secretary, in addition to the normal duties of a secretary, shall act as Newsletter Editor.

Section 4. The Treasurer, in addition to the normal duties of a treasurer, shall act as Membership Officer.

Section 5. The Continuing Education Coordinator shall act as Program Chairperson for the annual meeting, and shall be responsible for developing such other methods of training of OCLC music users as seem appropriate.

Article VI. Meetings.

Section 1. An annual meeting shall be held at the Music Library Association annual meeting or at one of its local chapter meetings.

Section 2. Special meetings can be called by the Chairperson or by the Executive Board, and shall be called upon the written request of five members of the Group. The purpose of the meeting shall be stated in the call.

Section 3. Fifteen members of the Group shall constitute a quorum.

Article VII. The Executive Board.

Section 1. The officers of the Group shall constitute the Executive Board.

Section 2. The Executive Board shall have general supervision of the affairs of the Group between its business meetings, fix the hour and place of meetings, make recommenda-
tions to the Group, and shall perform such other duties as are specified in these bylaws. The Board shall be subject to the orders of the Group, and none of its acts shall conflict with action taken by the Group.

Section 3. Unless otherwise ordered by the Board, a regular meeting of the Executive Board shall take place preceding the annual meeting of the Group. Special meetings of the Board can be called by the Chairperson and shall be called upon the written request of three members of the Board.

Article VIII. The Advisory Council.

Section 1. One representative from each interested network, chosen by the network, shall constitute an Advisory Council.

Section 2. It shall be the duty of the Advisory Council to communicate from the networks to the Group, and to inform the networks of the activity of the Group.

Section 3. The Advisory Council shall meet with the Executive Board at least once per year, at the annual meeting.

Article IX. Committees.

Section 1. A Program Committee, headed by the Continuing Education Coordinator and composed of four members selected by the Coordinator, shall be appointed by the Chairperson promptly after the annual meeting. It shall be the duty of this Committee to plan all public programs of the Group.

Section 2. Such other committees, standing or special, shall be appointed by the Chairperson, in consultation with the Executive Board, as the Group or the Executive Board shall from time to time deem necessary to carry on the work of the Group. The Chairperson shall be ex officio a member of all committees except the Nominating Committee.

Article X. Parliamentary authority.

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Group in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Group may adopt.

Article XI. Amendment of bylaws.

These bylaws can be amended in a mail ballot by a two-thirds vote. Proposed amendments should be submitted in writing and signed by three members.

Article XII. Dissolution.

Should future exigencies make the dissolution of this Group necessary, the properties of the Group shall be disposed of by gift to the Music Library Association, Inc.
NOMINEES

The following individuals have been nominated by the members of the Music OCLC Users Group Organizing Committee as candidates in the first general election of the Users Group:

Pamela Berlin. Music Cataloger and Assistant Music Librarian, Mills Music Library, University of Wisconsin. Formerly Assistant to the Head, Americana Collection, Music Division, New York Public Library. B.A. in Music, SUNY Binghamton; M.S.L.S., Columbia University; additional graduate work in music, CUNY. Member: MLA, IAML, AMS. Wisconsin resource person for cataloging of non-book materials through OCLC.


David Knapp. Librarian for Technical Services, Oberlin Conservatory Library. B.A., Kent State University; M.S.L.S., Case-Western Reserve; additional graduate work in music, Kent State University. Member: MLA, OCLC Task Force for Music, Music OCLC Users Group Organizing Committee, Northern Ohio Technical Services Librarians, National Librarians Association.


Vicki Skinner. Head of Prints, Recordings, and Children's Services, Austin Public Library. B.M., M.L.S., North Texas State University. Member: MLA, Texas Library Association, Chairperson of Long Term Project Committee of MLA Texas Chapter.

APPLICATION FORM, MUSIC OCLC USERS GROUP

Name ____________________________ Individual membership

Address __________________________ Institutional membership

Affiliation ________________________

Check here if you would be willing to participate in the committee work of the Group.

- Detach and send, along with ballot, to:
  Lenore Coral
  Music OCLC Users Group
  Mills Music Library
  728 State Street
  Madison, Wisconsin 53706

- Enclose ballot in an unsigned, inner envelope to preserve secrecy.

- Only those ballots accompanied by membership application will be counted.

- Ballots must be postmarked on or before December 15 to be counted.
BALLOT

Vote for one person in each category. In the Chairperson/Vice Chairperson Category, the person with the greatest number of votes will be Chairperson; the person with the second highest number will be Vice-Chairperson/Chairperson-Elect.

Chairperson and Vice-Chairperson/Chairperson-Elect (Check one name)

Olga Buth
Karen A. Hagberg
Glenn Patton

Secretary (and Newsletter Editor)

Pamela Berlin
David Knapp

Treasurer (and Membership Officer)

Ann E. Hess
Vicki Skinner

Continuing Education Coordinator

Barbara Denison
Karl Van Ausdal

I approve of the draft bylaws.

I disapprove of the draft bylaws.

The Organizing Committee has agreed upon dues of $3.00 for individual membership and $5.00 for institutional membership.

I approve of the proposed dues structure.

I disagree with the proposed dues structure.
Lenore Coral
Music OCLC Users Group
Mills Music Library
728 State Street
Madison, Wisconsin 53706