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XIX SALALM
Working Paper No. A-1, Part C
April 1974

PROGRESS REPORT ON THE
SEMINARS ON THE ACQUISITION OF LATIN AMERICAN
LIBRARY MATERIALS, 1974, PART C

Minutes of the Executive Board Meeting
Palmer House, Chicago, Illinois
January 18-19, 1974

By Mary M. Brady
Rapporteur General



Submitted for the Nineteenth Seminar on the Acquisition
of Latin American Library Materials
University of Texas
Austin, Texas
April 23-26, 1974

SALALM SECRETARIAT
UNIVERSITY OF MASSACHUSETTS LIBRARY
Amherst, Massachusetts
1974

MINUTES OF THE EXECUTIVE BOARD MEETING
Palmer House, Chicago, Illinois
January 18-19, 1974

By Mary Brady

For Agenda, see Appendix A

Friday, January 18, 1974, 2:00-6:00 p.m.

MEMBERS PRESENT:

Rosa Mesa
Pauline Collins
Donald Wisdom
Jane Garner
David Zubatsky
Margarita Anderson-Imbert
Marjorie LeDoux
Nettie Lee Benson
Earl Pariseau
Marietta Shepard (ex officio)
Mary Brady (ex officio)

MEMBERS ABSENT:

Emma Simonson
Albert Diaz
Irma Hannays
Barbara Stein

GUESTS

Rosa Abella
Mayellen Bresie
William Bork
Daniel Cordeiro
David Easton
Suzanne Hodgman
Peter Johnson
Sammy Kinard
Jesus Leyte-Vidal
Haydée Piedracueva
Glenn Read

The meeting of the Executive Board was called to order by President Rosa Mesa at 2:10 p.m. It was moved by Donald Wisdom, seconded by Earl Pariseau, that the minutes of the Executive Board meeting in Trinidad be approved; the motion passed. Glenn Read moved that the agenda, previously distributed by mail, be adopted; the motion was seconded by Earl Pariseau and the agenda was adopted by acclamation.

A. OFFICERS' REPORTS

1. Report of the President

Rosa Mesa announced that the planning for the annual conference in Austin in April was well underway. The theme is to be Central American acquisitions; there are to be four workshops: instruction in the use of Latin American library materials, publications of inter-American and international organizations, book dealers and their problems, and commercial reprints and the reproduction of Latin American materials. In addition there will be pre- and post-conference workshops. The UNESCO sponsored pre-conference, organized by Gilberto Fort, will have as its focus "formulating plans to assist specialized libraries in Latin America to acquiring foreign materials on a more systematic basis (XVIII,24)." The post-conference is to be a workshop on the selection and acquisition of Spanish language materials for children and adolescents; Susan Shattuck Benson is the organizer.

2. Treasurer's Report

Pauline Collins, Executive Secretary, announced that Treasurer Albert Díaz, was unable to attend SALALM Midwinter and called the Board's attention to the Treasurer's report appended to the minutes of the Executive Board meeting in Trinidad.

3. Report of the Executive Secretary

Pauline Collins, Executive Secretary, announced that the Secretariat had been successfully relocated from Washington, D.C. to the University of Massachusetts, Amherst; the Secretariat has been supplied with office space, .5 secretary, and adequate storage space. While Pauline Collins was in Washington it was tentatively decided that SALALM should remain incorporated in Washington, D.C. and that SALALM would register as a foreign agent in whatever state the Secretariat should happen to locate in. She announced that membership cards and publicity had been mailed; a second Newsletter has been duplicated and mailed; the resolutions of the Eighteenth Seminar were printed and distributed; and announcements and mailings for the Nineteenth Seminar in Austin have been made.

Pauline Collins and Margarita Anderson-Imbert travelled to Methuen, New Jersey to talk to Scarecrow Press about reviving the publication of the Index to Latin American Periodicals. She also spent four days at the OAS and one day at Yale. In December she went to Buffalo, New York to meet with Mayellen Bresie and Mary Brady to discuss Midwinter. SALALM now has its own stationery; the logo chosen is that of the plumed serpent. A new masthead has also been selected for the Newsletter; she also showed those present the design for the Final Report and Working Papers. Goals for the future include more careful proof-reading; a factsheet has been drafted; and a shortened version of the invitation to the annual seminar is under consideration for foreign mailing.

A question was raised about the distribution of "Draft Committee Regulations" and Pauline Collins responded that they were part of the as yet unpublished XVII SALALM in Amherst; therefore, only Executive Board members have received it.

Marietta Shepard reported that the Committee on Policy Research and Investigation recommended that the basic documents of SALALM be revised and re-published (XVIII, 38 and 41). Pauline Collins reported that this project was underway and that completion was expected by the time of the XIX SALALM; she expressed her gratitude to the Advisory Committee to the Secretariat for their invaluable assistance in this undertaking.

4. Report of the Rapporteur General 1972/73

Jane Garner, Rapporteur General 1972/73, reported that the XVIII SALALM Final Report was completed in December and is awaiting publication; the Report alone is almost 200 pages in length. She also reported that 227 people had registered for XVIII SALALM in Trinidad, 81 of them being SALALM members. The largest delegations were 105 from Trinidad and Tobago and 76 from the U.S.A.; there were 16 countries represented at the Seminar.

B. EXECUTIVE BOARD COMMITTEE REPORTS

2.1 Constitution and Bylaws

Marjorie LeDoux reported that the revision of Article VII, Section 1 of the Bylaws voted on by the Executive Board at XVIII SALALM needed to be re-examined. The revision reads: the headquarters of SALALM shall be at the University of Massachusetts, Amherst, Massachusetts. Upon reconsideration this appears to be too restrictive as it is planned that the Secretariat will move from time to time. After discussion it was deemed sufficient to say that SALALM will be chartered in Washington, D.C. and the Secretariat wherever designated.

Marjorie LeDoux's committee recommended the following changes in the Constitution and Bylaws:

- a. change the title of Secretary-Treasurer to Treasurer
- b. change the title of Rapporteur General to Recording Secretary
- c. activate the Organizing Committee as a program or planning committee under the chairmanship of someone other than the President, e.g., the immediate past president or the chairman of the local arrangements committee.
- d. to define Executive Board membership to include two representatives of the host institution; the period of membership to be two years beginning in the conference year.

Marjorie LeDoux moved that the committee report be accepted; the motion was seconded by Nettie Lee Benson. Donald Wisdom then moved to divide the motion; Earl Pariseau seconded this but no vote was taken.

Donald Wisdom moved that the committee's recommendation on activating the Organizing Committee be deferred until later in the agenda; the motion was seconded by Pauline Collins and was unanimously approved.

Donald Wisdom moved that the Committee re-draft the language of the Bylaws on the location of SALALM (Article VII, Section 1) and that their recommendation that the title of Secretary-Treasurer be changed to Treasurer be accepted. The motion was seconded by Jane Garner and was unanimously approved.

Donald Wisdom moved that the recommendation that the title of Rapporteur-General be changed to Recording Secretary be tabled; seconded by Jane Garner and unanimously accepted.

Donald Wisdom then moved acceptance of the Constitution and Bylaws Committee report; seconded by David Zubatsky and unanimously accepted.

Marjorie LeDoux asked for an expression of opinion on including a ballot on amendments to the Constitution and Bylaws in the mailing with the ballot to elect officers. It was then discovered that the Constitution had not been revised to reflect the change in election procedures voted on at XVII SALALM; i.e., to elect officers by mail ballot prior to the annual meeting and to announce election results at the annual meeting.

Marietta Shepard moved, seconded by Donald Wisdom, that the Constitution and Bylaws Committee review the original documents and make available copies of both the original documents and the recommended changes. The motion passed.

Nettie Lee Benson urged that the Constitution and Bylaws, together with proposed revisions, be mailed to the general membership and that the matter be discussed at the annual meeting. Only after general discussion should a ballot be sent.

2.2 Policy, Research and Investigation

Rosa Abella reported that her committee had reviewed the document entitled "Draft Committee Regulations" submitted by Alma Jordan as Appendix A of XVII SALALM Final Report, Part I and that Marietta Shepard had the following revisions to suggest:

- p. 12, add as no. 8 under section E, "initiate budget requests "
- p. 13, add as no. 8 under section F, "review budget requests as requested by chairmen."

She asked the Board to accept the draft with these revisions; she also asked that the document entitled "Draft of Organization Responsibilities of SALALM Officers and Committees" prepared by Mayellen Bresie be similarly accepted. Earl Pariseau noted that a revision was needed in the list of committees in the Jordan draft. Action was deferred until later in the agenda.

2.3 Editorial Board

Donald Wisdom reported that at the time of the move of the Secretariat SALALM had a publishing backlog: Final Report and Working Papers, SALALM XVII; Final Report and Working Papers, SALALM XVIII; and Index to Progress Reports, SALALM I-XV. This backlog was the major item of business of the Editorial Board during the past year and Donald Wisdom, as Chairman of the Board, initiated a grant request to the Tinker Foundation for \$12,000.00 to cover publication costs for all three documents. The grant is still under consideration and action is expected shortly.

Donald Wisdom announced that Laura Gutiérrez' working paper on Gran Columbian newspapers, SALALM XVIII, had been much in demand and that the supply was exhausted; the Board recommended that 50 additional copies be duplicated and that they be sold for a cost of \$2.00. Nettie Lee Benson suggested that the Gutiérrez working paper be published in the Latin American Research Review; the paper would then reach a wider audience and also have the effect of publicizing SALALM. It was decided to try both tactics.

Donald Wisdom urged that when the supply of working papers printed for annual conferences is exhausted that a charge be made for all additional requests. The question of the sale of SALALM publications was raised in the discussion. Donald Wisdom recommended that SALALM honor its commitments to supply publications to registrants and to exchange institutions up through SALALM XVIII, but that in the future a charge be made for publications; members would receive some discount.

Donald Wisdom moved, seconded by David Zubatsky, that the Gutiérrez working paper be reprinted and sold on an experimental basis for \$2.00; the motion passed unanimously.

Donald Wisdom then moved that the Executive Board give an expression of discretion for the Executive Secretary in the choice of printers for SALALM publications, with such advice as she desires from the Editorial Board; the motion was seconded by Marietta Shepard and passed unanimously.

Donald Wisdom also announced that BALLAM was ready to go to press; it is to be published by Southern Illinois University, which is also publishing Harriet Smith's Bibliography of Geology of Central America.

Donald Wisdom also asked that the Executive Board create a revolving publication fund; action was deferred until later in the agenda.

2.4 Membership Committee

Lee Williams reported that membership records had been transferred to the Secretariat and with them much of the burden of work. There are currently 171 paid personal members (65 are delinquent) and 46 paid institutional members (57 are delinquent).

2.5 Committee on Budget and Finance

In the absence of the Chairman, Albert Díaz, Donald Wisdom reported for the Committee. Two additions to the Executive Secretary's Proposed Budget for 1973/74 (see Appendix B) were recommended to the Board by the Committee:

funds to permit the local coordinator for SALALM XX (Colombia)
to attend SALALM XIX in Austin \$500.00

funds for U.S. members invited to participate in the UNESCO sponsored
pre-conference in Austin; to be conditional on receipt of the
\$5,000.00 grant from UNESCO \$500.00

The new total for the 1973/74 budget would then be \$3,325.00.

Peter Johnson asked why no provision had been made for funding participants in the post-conference? Marietta Shepard said the post-conference was conceived as a self-supporting conference in the same manner as the regular SALALM conference. Peter Johnson asked what would happen if the post-conference incurred a deficit and was told that in such an event the Executive Board could be petitioned for financial assistance.

Marietta Shepard asked if funds for IFLA (International Federation of Library Associations) should be provided for; Donald Wisdom responded that funding could be deferred to the next fiscal year. SALALM's fiscal years run from annual conference to annual conference.

Jane Garner asked how recipients of SALALM funds were to be selected and was told that the criteria were program participation and need.

Donald Wisdom moved the adoption of the proposed budget, with the two additions recommended by the Committee on Budget and Finance; Margarita Anderson-Imbert seconded the motion and it was unanimously approved.

Donald Wisdom moved that the Editorial Board's recommendation that a SALALM revolving publications fund be created and kept separate by the Secretariat be adopted; the motion was seconded by Marietta Shepard and was unanimously approved.

2.6 Advisory Committee to the Secretariat

Mayellen Bresie stated that the reporting procedures appeared to be operating successfully. She expressed her gratitude to Jane Garner for her work in preparing Final Reports of two conferences and thanked Mary Brady for serving as the current Rapporteur General.

2.7 Nominating Committee

Lee Williams, Chairman, reported that a slate of candidates had been selected by the Committee. Nominees for Vice President and President-Elect are Rosa Abella and Mayellen Bresie. Nominees for Members-at-Large are Daniel Cordeiro, Carl Deal, Haydée Piedracueva, and Martha Tomé.

2.8 Public Relations Committee

David Zubatsky, Chairman, expressed concern with the charge given to the Committee by the Executive Board at Midwinter 1972. The responsibility to represent SALALM to outside agencies appears to him to be in conflict with the duties of the Executive Secretary. Points two and three (XVII, Final Report, Part I, Appendix B) concerned with the collection of news items and the preparation of a Newsletter appear to conflict with the duties of the Editorial Board. Marietta Shepard attempted to clarify the role of the Public Relations Committee by saying that that charge to represent SALALM to outside agencies referred

to the need for someone other than the Executive Secretary to write articles about SALALM, prepare news releases, etc. She stated that charges two and three were not in conflict with the Editorial Board as the Board is responsible for policies and the Committee for activities in accordance with the established policies.

2.9 Dues and Fees

Donald Wisdom reported that the Dues and Fees Committee was a by-product of the Blue Ribbon Committee on the Relocation of the Secretariat. While considering relocation it was realized that SALALM had sufficient monies to finance the normal activities of the Secretariat but not to support a publications program (XVIII, Final Report, Part I, p. 6). Therefore, it was decided to create a Dues and Fees Committee composed of the Treasurer, the Chairman of the Membership Committee, and the Chairman of the Editorial Board (Albert Díaz, Lee Williams, and Donald Wisdom).

A variety of means of obtaining funds for a publication program are under consideration. Membership fees could be raised for individuals and institutions; the publications made available to members free of charge could be limited; the Final Reports and Working Papers could be sold with a discount for members; the registration fees for conferences could be increased; etc. Donald Wisdom supported continuation of the practice of using the Final Reports for exchange with Latin American institutions; it might be feasible to provide host institutions with a designated number of complimentary copies for use in exchange. Nettie Lee Benson questioned supplying the host institutions with exchange copies; she felt exchange is the prerogative of the Executive Secretary. The Executive Secretary, Pauline Collins, was adamant that the Executive Secretary be responsible for the distribution of exchange copies of Final Reports. Marietta Shepard said that the OAS could supply the Executive Secretary with franking labels and copies of mailing lists for Latin American institutions.

Donald Wisdom stated that he favored higher dues for institutional members with a concurrent increase in benefits.

Peter Johnson asked how many Final Reports are being sent to Latin America and was told that in the past the OAS sent some 450 copies. He suggested that the OAS mailing list be scrutinized to avoid unnecessary duplication of mailings. Pauline Collins said she was now administering all SALALM mailing lists.

C. SALALM ORGANIZATIONAL MATTERS

1. Review, discussion and action on the revised "Draft Proposal on Committee Structure" (Ball-Jordan report) [see XVII, Final Report, Part 1, Appendix A].

Rosa Abella acted as the presenter while Alice Ball, Marietta Shepard, and Glenn Read served as commentators for this agenda item. Rosa Abella announced that she had nothing further to add to the report she made earlier in the agenda except to urge the Executive Board to adopt the document.

Marietta Shepard noted that the following changes needed to be made:

- 1) page 13, section F, item 2 - the reporting date needs to be revised to conform to new schedule for annual conferences.
- 2) page 14, Executive Board Committees - item 2.1.1 should be omitted.
- 3) page 14, Special Ad Hoc Committees, item 2.4.1 - name should be changed to something less colloquial and more indicative of responsibilities.
- 4) a footnote should be appended stating that the document incorporates the Ball report, with proper citation.

Glenn Read asked if the report could be accepted as a committee report subject to future editorial revision. Earl Pariseau urged that adopting be subject to minor or editorial changes. David Zubatsky and Glenn Read noted that some substantive as well as editorial changes needed to be made; e.g., the propriety of the Executive Board creating a standing committee is questionable. Donald Wisdom suggested that the document could be adopted "in principle"; he questioned the last sentence on page 11, limiting membership to not more than two SALALM committees.

Marietta Shepard suggested that the Policy, Research and Investigation Committee review the document and make all necessary revisions. Mayellen Bresie suggested to the Board that the document become official as soon as possible; she urged that members communicate suggested revisions to Rosa Abella in writing.

Donald Wisdom moved that the report be accepted subject to such future revision as required; Jane Garner seconded the motion and it passed unanimously.

2. Review, discussion and action on the revised "Draft of Organizational Responsibilities" [See XVII, Final Report, Part I, Appendix B].

Mayellen Bresie presented the document and Pauline Collins and Marietta Shepard were to comment on it. Mayellen Bresie asked that rather than approve the draft she was submitting that the Executive Secretary be encharged with future revisions and updating; copies should be provided for all new officers and chairmen of SALALM. She also asked that all suggested revisions be submitted in writing.

Earl Pariseau moved that the document, subject to revision as needed, be accepted; the motion was seconded by Margarita Anderson-Imbert and was unanimously approved.

Marietta Shepard expressed the opinion that it was too much to expect that the President could supervise committee activities and plan

the annual Seminar meeting; she suggested that the Past President might be the appropriate person to assume the responsibility for supervising committee activities.

Donald Wisdom suggested that the Vice-President/President-Elect could supervise committee activities; Glenn Read agreed that the Vice-President/President-Elect was the most appropriate person to do this. Nettie Lee Benson stated that the supervision of committees should be left to the President. David Zubatsky suggested that the President was assisted in supervising committees by the Executive Secretary and by delegating responsibility to committee chairmen. Marietta Shepard urged that some means be found to more equitably share the burdens of office in SALALM; she said that no one has been keeping check on committees to ensure that they are functioning properly.

Donald Wisdom urged that the document be referred to the Committee on Policy, Research and Investigation for further consideration. Margarita Anderson-Imbert expressed concern that someone must supervise committee chairmen. Jane Garner stated that the Executive Board as a whole was the proper supervisory body of committee activities.

Glenn Read announced that it was after adjournment time and that the rules must be suspended if the motion on the floor was to be voted on. The question was called and the motion passed unanimously.

Glenn Read again stated that the meeting was in violation of the rules of the Agenda and that a 2/3, non-debatable, vote would be required to suspend the agenda. Donald Wisdom moved the suspension of the rules; Earl Pariseau seconded the motion. After an expression of desire to finish the agenda Donald Wisdom withdrew his motion and the meeting continued.

3. Presentation and initial discussion of draft document on "Relationship of Joint Committee to Standing Committees and their Relationship to One Another."

Rosa Abella announced that she had nothing to report.

4. SALALM Newsletter. Discussion of the committee's statement of policy and procedures.

David Zubatsky suggested a different frequency for the Newsletters - quarterly instead of semi-annual. The Executive Secretary stated that SALALM could afford to produce the Newsletter quarterly.

David Zubatsky also reported that he had received inquiries about subscriptions from non-members; funds could be generated by selling subscriptions but someone would have to assume the duties of record keeping, claims, etc. He also reported that the SALALM Newsletter is indexed in Current Awareness Library Literature(CALL) and that Bowker and Wilson have expressed an interest in including the Newsletter in their indexes.

David Zubatsky urged that more SALALM members submit contributions; Mayellen Bresie suggested that the committee could be enlarged and given specific assignments to relieve David Zubatsky of some of the burden of producing the Newsletter. Earl Pariseau suggested the inclusion of news notes on regional organizations. David Zubatsky posed the question of including scholarly articles in the publication.

5. Updating of Marietta Daniels Shepard's Study of SALALM's First Seven Years.

Mayellen Bresie announced that she would be willing to undertake a synthesis of the Final Reports in order that SALALM can better evaluate the functioning of its committees; she would require the assistance of those who were active in the organization, especially Marietta Shepard. Marietta Shepard asked if graduate students at the University of Texas could undertake a true history of SALALM under Nettie Lee Benson's guidance?

Donald Wisdom asked Glenn Read about the status of his article on SALALM? Glenn Read reported that he had undertaken to write a brief, outline history of SALALM for the International Federation of Research Libraries; it was not intended to be a complete history but rather a personal view of the workings of the organization.

Pauline Collins reminded the Board that it had gone on record asking that Marietta Shepard's report be updated (XVIII, 36) and asked that the Board encharge Mayellen Bresie with the task.

No action was taken as Donald Wisdom moved for adjournment and that motion took precedence.

The meeting adjourned at 6:30 p.m.

Saturday, January 19, 1974. 2:00 - 6:00 p.m.

MEMBERS PRESENT:

Rosa Mesa
Pauline Collins
Donald Wisdom
Marietta Shepard (ex officio)
Nettie Lee Benson
Earl Pariseau
Jane Garner
David Zubatsky
Margarita Anderson-Imbert
Marjorie LeDoux
Emma Simonson
Mary Brady (ex officio)

MEMBERS ABSENT:

Albert Diaz
Irma Hannays
Barbara Stein

GUESTS:

Rosa Abella
Alice Ball
Mayellen Bresie
Kenneth Cramer
David Easton
Edward Heiliger
Suzanne Hodgman
Sammy Kinard
Jesus Leyte-Vidal
Susan Masirovits
Haydée Piedracueva
Glenn Read
Richard Stone
Victoria Thornbury
John Veenstra
Peter Johnson

6. New Committee Appointments

Rosa Mesa announced that Mayellen Bresie has resigned as chairman of the Advisory Committee to be Secretariat (2.1.2); Rosa Mesa has accepted the recommendation that she be succeeded by Laura Gutiérrez.

David Easton will replace Arnulfo Trejo as the Chairman of the Sub-Committee on Bibliographic Technology (3.2.3); new committee members are to be Susan Russell and James Andrews.

Earl Pariseau has been added to the membership of the Sub-committee on Cuban Bibliography (3.2.4). Rosa Mesa also announced the addition of two members to the Task Force on Assistance to Nicaraguan Libraries (5.2): Edwin S. Geleaves and Marietta Shepard, ex officio.

7. Vote on New Bylaws Amendments

Marjorie LeDoux as chairman of the Committee on Constitution and Bylaws presented the Executive Board with copies of recommended changes. Donald Wisdom moved that the Executive Board accept the recommendation of the Committee on Constitution and Bylaws and that the changes be referred to the membership at XIX SALALM. The motion was seconded by Margarita Anderson-Imbert and passed unanimously. (See also p. 3.)

Jane Garner inquired about the change in Article III, Section 1, of the Bylaws and Pauline Collins explained that although the membership had previously approved a change in election procedures the Bylaws had never been amended to reflect the change. Marietta Shepard recommended that the Committee on Constitution and Bylaws update Article III, Section 1 of the Bylaws and present the revision at XIX SALALM; in the interim the procedures to be followed should be those decided upon at XVII SALALM. Donald Wisdom spoke in support of conducting elections by mail saying that to do so insured the widest possible participation of the membership. Margarita Anderson-Imbert stated that a mail ballot made it possible to limit the vote to members in good standing.

Earl Pariseau stated that a further revision of Article III, Section 1 of the Bylaws was needed to insure that elections are to be conducted by written ballot. Jane Garner suggested that Article III, Section 1. a. be revised as follows: Election shall be by written ballot. (delete remainder of present Section 1. a.).

8. Plans for Publishing Revised Edition of the Constitution, Bylaws and Basic Documents.

Pauline Collins announced that a second edition of the Constitution, Bylaws and Basic Documents of SALALM will be published after the membership votes on recommended amendments at XIX SALALM; the publication will also include the Ball-Jordan-Abella report and the Bresie document. It will be published as soon after the Austin meeting as possible and will be distributed to the membership.

9. Report of Results of the Questionnaire sent to the Membership in May 1972, on SALALM's Organization, Goals, and Priorities.

Glenn Read being absent, no report was made.

10. Future Meetings

Nettie Lee Benson reported on plans for the 1974 meeting in Austin, Texas, saying that the invitations had been sent, plans had been made, and that reservations were being received.

Suzanne Hodgman asked that in the future the registration fee be separate from charges for banquets, etc.; a single invoice creates problems in some university accounting systems.

Rosa Mesa reported briefly on the program for Austin; the theme is to be the acquisition of Central American materials and in addition there are to be four workshops. She announced that she met on January 18 with the Local Arrangements Committee. Plans have also been made for a Pre-Conference and a Post-Conference.

Emma Simonson reported on plans for the 1975 meeting in Bogotá, Colombia, saying that she made a two day visit to Bogotá before Christmas and met with people from the Ministry of Education. She plans to return there in June and continue the discussion of the program and participants. Nettie Lee Benson asked if dates for the meeting have been established and was told that SALALM had been asked by the Colombians to hold the meeting after May in order to avoid the rains. Emma Simonson said that she would have more definite information by the time of the Austin meeting. Peter Johnson asked that consideration be given to the problems of employees of state institutions when two conferences are held in the same fiscal year. Emma Simonson assured the Board that she would not make any firm commitments without further consultation.

Nettie Lee Benson asked if SALALM had received any invitations for 1976. Pauline Collins responded that she had made a number of hints but that no invitation had yet been made; Florida and Indiana were mentioned as potential hosts. Marietta Shepard mentioned the historical significance of 1976 - the 200th anniversary of the American Revolution - and the possibility of utilizing it as a conference theme.

D. REPORTS OF ACTIVITIES OF SALALM COMMITTEES AND THEIR SUBCOMMITTEES.

5. Special Ad Hoc Committees

Inter-American Library Activities of the OAS -- Marietta Shepard reported that OAS activities are being carried out at the request of member states and in the member countries with the goal of de-centralizing the OAS. Whatever the OAS does in regard to the United States is done at the request of the Department of State.

Puerto Rico requested further assistance from the OAS in the development of a Caribbean regional library and will be granted technical assistance in the next fiscal year; the assistance includes the production of the current Caribbean bibliography and automation projects.

Proyecto Leer is continuing to function as an affiliate of the OAS; funds have been provided by the National Endowment for the Humanities but the grant has run out. Other funding possibilities are under investigation at the present.

The two primary aspects of the OAS's Inter-American Libraries Program continue to be the training of personnel and the provision of technical assistance with the goal of making Latin American institutions self-sufficient and of enabling them to serve as regional centers.

A new program called "Mass Communications and Libraries" is being administered by the OAS as a series of multi-national projects. Seven projects are currently underway: 1) preparation of school and university librarians - the chief thrust continues to be assistance to the Library School in Medellin, Colombia; 2) improvement of library science teaching in Latin America - fellowships are given for Latin America, especially those currently engaged in teaching in library schools, to attend schools in the United States and Puerto Rico; 3) support for libraries in Latin America - the emphasis being on library networks and regional centers; 4) multi-national project on science and technology - dependent on interesting the Inter-American Committee on Science and Technology in devoting attention to the problems of scientific and technical information in Latin American Libraries; 5) development of national systems of libraries and documentation - one aspect is the 16-month course being conducted at the University of Denver for national teams employed in the development of national information systems; the second aspect is the creation of a multi-lingual Latin American format compatible to MARC II, to be called MARCAL; 6) development of national archives - the main thrust of this project has been to provide support to allow the University of Cordoba to serve as a regional training center for archivists on the restoration and preservation of archives in tropical climates; and 7) mass communications - the only action has been the continuance of PEC scholarships to Spain for training about the book trade.

Task Force on Assistance to Nicaraguan Libraries (5.2). --

Edward Heiliger reported that a group from Kent State University had just returned from a two week visit to Nicaragua. The National Library is functioning in temporary quarters outside of the central city; the collections were almost entirely destroyed - all that remains is boxed and stored in one room. Kent State is developing a plan to assist libraries in Nicaragua; the report is to be ready for XIX SALAM and Task Force action is pending receipt of the report/plan. Edward Heiliger also noted that assistance was being sought from Washington, D.C. on several fronts: access to the Library of Congress' gifts and exchange section; use of the Smithsonian Institution's free mailing service;

the United States Book Exchange's assistance in sorting and distributing materials to Nicaraguan libraries; and the establishment of one-to-one relationships between U.S. and Nicaraguan libraries. He suggested that the proper channel for providing medical and legal materials would be the Special Libraries Association or the Medical Libraries Association.

Marietta Shepard noted that the OAS was requiring Nicaragua to develop a centralized acquisitions plan as one of the conditions for providing assistance to Nicaraguan libraries.

6. SALALM Clearing House Services

David Zubatsky moved that the Clearing house be abolished due to a lack of interest; the motion was seconded by Margarita Anderson-Imbert and passed unanimously.

3.1 Committee on Acquisitions

Editor of Microfilm Projects Newsletter (3.1.1).-- Suzanne Hodgman reported that a questionnaire had been mailed out and responses were due by February 1, 1974. She also reported that an index to numbers 1-15 of the Newsletter had been prepared and mailed; the Newsletter will be arranged by institutions in the future.

Subcommittee on Significant New Acquisitions (3.1.2). -- Peter Johnson reported that no annual report will be issued; instead data on new acquisitions will be published in the SALALM Newsletter. The subcommittee will investigate acquisitions networks and regional acquisitions programs.

Ad Hoc Committee on a Basic List of Latin American Materials for New Collections (3.1.3). -- William Bork reported that BALLAM was typed and ready for submission to the printers; the publication should be available by XIX SALALM. He asked the Executive Board's opinion on the number of copies that should be published? David Zubatsky asked what the cost of the List was to be? William Bork responded that it would probably cost between \$7.50 and \$10.00 with a sliding price scale for members. No decision was reached on the appropriate number of copies to be printed. William Bork also raised the question of supplements to BALLAM. He said that the American University Field Service bibliographies might serve as an alternative if they include Spanish and Portuguese language materials. It is important that any supplements be issued in a timely manner. Earl Pariseau reminded the Executive Board that the Handbook of Latin American Studies was designed to serve as an updating tool for research collection, but it could be modified to serve as an alternative to BALLAM supplements.

Advisory Subcommittee to Center for Research Libraries (3.1.4). -- Carl Deal reported that he had visited Gordon Williams, Director of the Center for Research Libraries, to determine if Latin America was receiving fair coverage by the Center. Gordon Williams mentioned that the various regional microfilming projects administered by the Center could be expanded to cover Latin America; access would probably be limited to subscribers. Carl Deal stated that he was especially

interested in the filming of Mexican parliamentary debates; his suggestion is being studied by the Center and a decision is expected shortly. He further reported that he was seeking to enlist the support of the Conference on Latin American History (CLAH) and the Latin American Studies Association (LASA) in interesting the Center in cooperative projects.

Library/Book Dealer/Publisher Relations Subcommittee (3.1.5). -- Peter Johnson reported that there is to be a workshop at XIX SALALM on this topic. Sr. Noé Herrera is the chief organizer of the workshop which will feature a working paper by Nettie Lee Benson; Margarita Anderson-Imbert is to be a panelist. The Subcommittee is preparing a factsheet on dealers for distribution at the Austin meeting; Richard Stone, Michael Rosenstock, and Peter Johnson are collecting the data on dealers.

Discussion of Topics of Interest to Acquisitions:

a. Plans for issuing supplement to BALLAM. -- Covered above (p. 14).

b. Recommendations to the Library of Congress regarding its priority of cataloging Latin American current imprints, plans for polling SALALM members in order to formulate criteria. -- Juanita Doares reported that a questionnaire was sent to 25 libraries requesting LC class schedule and country preference priorities (XVII, 3). Juanita Doares read the Board a letter she received from Robert Sullivan of the Library of Congress offering Priority #4 cataloging for current Latin American imprints. This being unacceptable to the Committee on Acquisitions, the following recommendation is made:

That an official communique be sent from SALALM to the appropriate Library of Congress officials recommending that, as a result of a questionnaire submitted to the major Latin American research library collections, Priority #3 cataloging be assigned to the following categories of current imprints published in Latin America:

1. Humanities, specifically history and literature
2. Social science, specifically political science, economics, statistics, and demography
3. Reference and bibliography

For the subjects of the humanities and the social sciences, the countries of primary interest are Argentina, Mexico, Brazil, Peru, Chile, Colombia, Venezuela, Uruguay, and the Spanish-speaking Caribbean. For the category of reference and bibliographical works all countries are of primary interest. All other categories of the social sciences and the humanities should be assigned a Priority #4 cataloging.

David Zubatsky made a motion to accept the recommendation of the Committee on Acquisitions; the motion was seconded by Jane Garner and carried unanimously.

c. The Texas proposal for providing cataloging copy of original cataloging, further comment on. -- Nettie Lee Benson stated that at XVII SALALM she had made an announcement that the University of Texas was considering selling catalog copy for Latin American imprints. 1973 imprints have been cataloged upon receipt - some 4,000 titles to date - and the copy is being offered for sale. The price of copy, etc. is yet to be decided but an announcement is planned for XIX SALALM. Anyone desiring information sooner should contact Harold Billings, Associate Librarian, University of Texas Libraries.

d. Farmington Plan Libraries to continue national regional commitments for Latin America? -- Pauline Collins reported that the resolutions concerning the Farmington Plan passed at XVII SALALM are inoperative and that the resolutions should be rescinded. (XVII, 5 & 6)

e. LACOPA. -- William Bork announced that he had received little response to date on the proposal, distributed at XVIII SALALM, to create a truly cooperative program to replace LACAP. The National Library of Agriculture has placed a blanket order and several universities have placed blanket orders for selected countries. A new list of offerings is ready for publication but the paper shortage has delayed printing it.

William Bork made a plea for SALALM support for LACOPA on the following bases:

1. the paper shortage will mean smaller editions.
2. U.S. libraries have a certain responsibility to Latin American bookdealers.
3. prices can be kept low if expenses shared and the organization is non-profit; a sufficient number of participants is required to make a cooperative feasible.
4. library budgets are being reduced.

Margarita Anderson-Imbert asked if it would be possible to concentrate on the countries from which it is difficult to acquire materials; William Bork responded that it was possible but that the market for such publications would be limited.

Donald Wisdom stated that LACAP was operating at a loss at the time of its demise; a survey of the market indicated that it would not increase sufficiently to make a revision to correct identified defects feasible.

Marietta Shepard asked if the Executive Board would provide William Bork with an expression of opinion on the feasibility of LACOPA. Donald Wisdom counselled caution because of the state of library budgets and urged that reliance be placed on the bettering of library/book dealer relations. Nettie Lee Benson stated that the times were simply not opportune for the creation of a cooperative. William Bork urged that consideration be given in the future for the creation of a truly cooperative, non-profit, program of acquiring Latin American Library materials.

f. A proposed Caribbean Book Exchange Center. -- Alice Ball stated that at Trinidad she had been questioned about the creation of a Caribbean regional exchange center (XVII, 13 & 29). The feasibility of creating such a center is being studied, but she doubts that a report will be available in time for XIX SALALM.

Marietta Shepard said that at a meeting of ACURIL she had mentioned the possibility of the OAS granting technical assistance for the creation of a regional acquisitions plan which would include a book exchange center; no response has as yet been forthcoming.

Donald Wisdom, serving as Parliamentarian at the request of President Rosa Mesa, suggested that the agenda be cut off after the completion of the report of the Committee on Bibliography.

3.2 Committee on Bibliography

Subcommittee on Reporting Bibliographic Activities (3.2.1). -- Haydée Piedracueva announced that the members of the Subcommittee were continuing to check the dozen or so periodicals assigned to them and that a report/working paper would be forthcoming for XIX SALALM.

Ad Hoc Committee on Pilot Bibliographic Center for the Caribbean (3.2.2). -- No report.

Subcommittee on Bibliographic Technology (3.2.3). -- No report.

Subcommittee on Cuban Bibliography (3.2.4). -- Rosa Abella reported that her Subcommittee was preparing two or three working papers for XIX SALALM.

Discussion of Topics of Interest to Bibliography

a. Index to Latin American Periodicals -- Margarita Anderson-Imbert stated that the Committee on Bibliography had been instructed to draft a proposal on publishing the Index to Latin American Periodicals and submit the report to the Budget Committee for use in soliciting grant support.

Margarita Anderson-Imbert and Pauline Collins visited Scarecrow Press to discuss the resumption of publication of the Index and learned that Scarecrow would be willing to type the manuscript, publish, and market; SALALM would have to assume the responsibility for editing. Scarecrow also asked that the frequency be changed to an annual; SALALM would receive 10% of any profits. Marietta Shepard stated that the OAS formerly spent \$40,000.00 to pay personnel to index the periodicals for the Index. Margarita Anderson-Imbert said that some SALALM members had offered to take on the indexing of periodicals. Approximately \$15,000.00 would be needed to hire an editor.

Margarita Anderson-Imbert has consulted with the fund-raising office at Harvard University and was told that the following would be needed: 1) a letter from the OAS giving the reasons for cessation of support of the INDEX; 2) testimonials from scholars; and 3) a list

of libraries from which letters testifying to the usefulness of the INDEX could be solicited. She is also seeking an appointment with the President of the National Endowment for the Humanities to discuss funding.

Marietta Shepard suggested that the President of SALALM write a letter to the OAS - directed to the Honorable Gallo Plaza, Secretary General - asking for a letter stating why publication of the INDEX had been suspended.

b. The proposal that Sammy Kinard update Irene Zimmerman's Current National Bibliographies of Latin America. -- Sammy Kinard reported that her ability to assume the responsibility for updating Irene Zimmerman's publication was dependent on Ohio State University's ability to provide her with travel funds.

c. Index to SALALM Resolutions. -- Margarita Anderson-Imbert stated that 85% of the cards covering Resolutions I-XVIII of SALALM had been typed; she asked that someone be immediately assigned to index the Progress Reports of XVI-XVIII SALALM. Jane Garner noted that the Progress Reports for XVII and XVIII SALALM had been restructured and were almost self-indexed. Margarita Anderson-Imbert commented that the last difficult report should be that of XVI SALALM.

d. Supplements to Gropp, Bibliography of Latin American Bibliographies. -- Haydée Piedracueva reported for Daniel Cordeiro that in the future, annual reports prepared by the Subcommittee on Reporting Bibliographic Activities would be used as a basis for preparing a supplement to Gropp,

e. Comment on the proposal that the SALALM Secretariat serve as depository for unpublished bibliographies relating to Latin America. -- No comment.

f. Sales Publication Program for SALALM. -- No comment.

g. Workshop for XIX SALALM: Instruction in the Use of Latin American Library Materials, Including Formal Courses in Bibliography. -- Peter Johnson requested that anyone having instructional materials send him examples for use at XIX SALALM in Austin.

3.3 Committee on Library Organization, Personnel and Research

Subcommittee on Organization (3.3.1). -- No Report.

Subcommittee on Personnel - Library School Education in Latin America (3.3.2). -- William Jackson announced that he would make his report in writing to Gilberto Fort, Chairman of the Committee on Library Organization, Personnel and Research.

Subcommittee on Personnel - Preparation and Continuing Education of Latin American Specialists in the U.S. (3.3.3). -- Nettie Lee Benson stated that the chairman, Juan Freudenthal, would make a written report for the Subcommittee.

Project Committee On Oral History of Latin American Library Development (3.3.5). -- John Veenstra circulated a list of candidates to be interviewed for the project. He asked the Board to indicate their first, second, and third choices for the persons to be interviewed first. He also requested that those present suggest names of additional interviewers. Upon completion of the project the tapes will be offered to the University of Texas.

Announcements:

Rosa Abella announced that on January 30, 1974, a Museum of Cuban Art will open in Miami, Florida; the collection will consist of paintings, rare books, etc.

Jane Garner moved that the meeting be adjourned at 5:40 p.m. The motion was seconded by David Zubatsky and passed unanimously.

Appendix A

AGENDA OF THE SALALM EXECUTIVE BOARD

Friday, January 18, 1974

2:00 - 6:00 p.m. - Parlor B, Palmer House

A. Officers' reports and report of Rapporteur General for 1972/73

- a. Report of the President - Mesa
- b. Report of the Treasurer - Diaz
- c. Report of the Executive Secretary - Collins
- d. Report of the Rapporteur General 1972/73 - Garner

B. Executive Board Committee reports

- 2.1 Constitution and Bylaws - LeDoux
- 2.2 Policy, Research and Investigation - Abella
- 2.3 Editorial Board - Wisdom
- 2.4 Membership Committee - Williams
- 2.5 Committee on Budget and Finance - Diaz
- 2.6 Advisory Committee to the Secretariat - Bresie
- 2.7 Nominating Committee - Williams
- 2.8 Public Relations - Zubatsky
- 2.9 Dues and Fees - Wisdom

[Note: Committees are numbered as they are in the "List of Committees" issued in the Resolutions and List of Committees.]

C. SALALM organizational matters

- a. Review, discussion and action on the revised "Draft Proposal on Committee Structure" (Ball-Jordan report)
Presentation: Abella; Commentators: Ball, Shepard, Read
- b. Review, discussion and action on the revised "Draft of Organizational Responsibilities"
Presentation: Bresie; Commentators: Shepard and Collins
- c. Presentation and initial discussion of draft document on "Relationship of Joint Committees to Standing Committees and their Relationship to One Another." - Abella
- d. SALALM Newsletter. Discussion of the Committee's statement of policy and procedures. - Zubatsky
- e. Updating of Marietta Daniels Shepard's study of SALALM's first seven years. - Bresie

Saturday, January 19, 1974

2:00 - 6:00 p.m. - Parlor B, Palmer House

C. SALALM organizational matters (continued)

- f. New committee appointments - Mesa
- g. Vote on new bylaws amendments - Mesa
- h. Plans for publishing revised edition of the Constitution, Bylaws and Basic Documents - Collins
- i. Report of results of the questionnaire sent to the membership in May, 1972, on SALALM's organization, goals and priorities - Read
- j. Future meetings
 - Austin, 1974 - N.L. Benson, Mesa
 - Bogotá, 1975 - Simonson
 - 1976

D. Reports of activities of SALALM committees and their subcommittees

5. Special ad hoc committees

5.2 Task Force on Assistance to Nicaraguan Libraries - Heiliger

6. SALALM Clearinghouse Services - Zubatsky

3.1. Committee on Acquisitions - Doares

- 3.1.1 Editor of Microfilming Projects Newsletter - Hodgman
- 3.1.2 Subcommittee on Significant New Acquisitions - Johnson
- 3.1.3 Ad Hoc Committee on a Basic List of Latin American Materials for New Collections (BALLAM) - Bork
- 3.1.4 Advisory Subcommittee to Center for Research Libraries - Deal
- 3.1.5 Library/Book Dealer/ Publisher Relations Subcommittee - Johnson

Discussion of topics of interest to Acquisitions:

- a. Plans for issuing supplements to BALLAM - Bork
- b. Recommendations to the Library of Congress regarding its priority of cataloging Latin American current imprints, plans for polling SALALM members in order to formulate criteria - Doares
- c. The Texas proposal for providing cataloging copy of original cataloging, further comment on - N.L. Benson
- d. Farmington Plan libraries to continue national regional commitments for Latin America? - Collins
- e. IACOBA - Bork
- f. A proposed Caribbean Book Exchange Center - Ball

3.2 Committee on Bibliography

- 3.2.1 Subcommittee on Reporting Bibliographic Activities - Piedracueva
- 3.2.2 Ad Hoc Committee on Pilot Bibliographic Center for the Caribbean - Cardona
- 3.2.3 Subcommittee on Bibliographic Technology - Easton
- 3.2.4 Subcommittee on Cuban Bibliography - Abella

Discussion of topics of interest to Bibliography:

- a. Index to Latin American Periodicals - Anderson-Imbert
- b. The proposal that Sammy Kinard update Irene Zimmerman's Current National Bibliographies of Latin America - Kinard
- c. Index to SALALM Resolutions - Anderson-Imbert
- d. Supplements to Gropp, Bibliography of Latin American Bibliographies - Cordeiro
- e. Comment on the proposal that the SALALM Secretariat serve as depository for unpublished bibliographies relating to Latin America - Collins
- f. Sales publication program for SALALM - Wisdom, Diaz, Bork
- g. Workshop for XIX SALALM: Instruction in the Use of Latin American Library Materials, including formal courses in bibliography - Johnson

3.3 Committee on Library Organization, Personnel and Research - Fort

- 3.3.1 Subcommittee on Organization - Cardona
- 3.3.2 Subcommittee on Personnel - Library School Education in Latin America - Jackson
- 3.3.3 Subcommittee on Personnel - Preparation and Continuing Education of Latin American Specialists in the United States - Freudenthal
- 3.3.5 Project Committee on Oral History of Latin American Library Development - Veenstra

Discussion of topics of interest to Library Organization, Personnel and Research

- a. UNESCO-supported preconference at XIX SALALM - Fort
- b. Development of a mechanism for cooperative action to further mutual objectives among SALALM member institutions of ALECB and regional schools of library and information science, especially those in the Caribbean area - Shepard
- c. A mechanism to coordinate planning for regional and international meetings in the Western Hemisphere (Res. XVIII, 31) - Shepard

4. Joint committees

- 4.1 Joint Committee on the Reproduction of Latin American Library Materials - Bork
- 4.2 Joint Committee on Official Publications - Mesa
- 4.3 Joint Committee on Library Materials for the Spanish and Portuguese speaking in the U.S. - S. Benson

Discussion of topics of interest to the Joint Committees:

- a. Post-conference workshop on Library Materials for the Spanish and Portuguese speaking (XIX SALALM) - S. Benson
- b. Workshop on Commercial Reproduction of Latin American Library Materials (XIX SALALM) - Collins, Doares
- c. Workshop on Publications of Inter-American and International Organizations (XIX SALALM) - Mesa

Appendix B

PROPOSED BUDGET FOR 1973/74

A.	19th Conference	<u>Separate</u>
B.	Publication of FINAL REPORT AND WORKING PAPERS of 17th and 18th Seminars and of INDEX TO PROGRESS REPORTS OF SALAM, 1956-1970.	<u>Separate</u>
C.	Secretariat	
	Printing and Duplicating	\$500 ¹
	Postage	750 ²
	Supplies	150
	Telephone	300
	Travel (including cost of moving Secretariat)	500 ³
	Washington agent	100
	Accountant	<u>25</u>
	Total	\$2,325

Notes:

1. This covers the NEWSLETTER (and we are allowing for two more issues this fiscal year), RESOLUTIONS AND LIST OF COMMITTEES, membership materials, duplicating for Midwinter, etc. We have also included funds for publishing the new edition of the CONSTITUTION AND BYLAWS. In other words, everything except the FINAL REPORT AND WORKING PAPERS of the 17th and 18th Seminars, the INDEX TO THE PROGRESS REPORTS OF 1956-1970, and commercially published works like BALLAM.
2. We are allowing for all mailing, including two more issues of the NEWSLETTER, the FRWP and INDEX. We are looking into the question of applying for a bulk mailing rate as a charitable organization but cannot take advantage of it this fiscal year.
3. The cost of shipping the records and stock of documents from the OAS came to only about \$68.00. It can be absorbed in the travel account this year.