

**MUSIC LIBRARY ASSOCIATION
BIBLIOGRAPHIC CONTROL COMMITTEE
Business Meeting Minutes 2013**

Meeting No. 1: Thursday Feb. 28, 11:00 am-12:30 pm

1. Adjustments to agenda
2. Beth Iseminger thanked the outgoing BCC subcommittee chairs: Bruce Evans for his three years of service as chair of the MARC Formats Subcommittee; Damian Iseminger for his four years of service as chair of the Authorities Subcommittee; and Jenn Riley for her five years as the first chair of the Metadata Subcommittee.
3. Beth Iseminger welcomed the three incoming BCC members: Lisa McFall as incoming chair of the Metadata Subcommittee; Sandy Rodriguez as incoming chair of the MARC Formats Subcommittee; and Raymond Schmidt as incoming chair of the Authorities Subcommittee.
4. Administrative business
 - a. Beth distributed the updated BCC roster, the BCC 2013-2014 calendar, and a list of BCC actions taken via email since MLA 2012.
 - b. BCC approved the minutes of the 2012 business meetings.
 - c. Updates to Administrative Structure, Administrative Handbook, BCC website
 - i. Beth and Jenn discussed updating the Metadata Subcommittee charge to reflect the creation of the new ALA/ALCTS/LITA/RUSA Metadata Standards Committee. BCC is interested in establishing the Metadata Subcommittee chair as the MLA liaison or representative to the ALA committee. Jenn is the ALCTS co-chair of the ALA committee, which has not yet convened. The ALA committee was advised to have liaisons from the committee to outside groups, but perhaps they may consider an MLA non-voting liaison or representative. More information should be available by or before the ALA Annual meeting.
 - ii. The charge of the MARC Formats Subcommittee will need to be revised to reflect the end of MARBI.
 - iii. No other handbook or structure changes were suggested.
 - d. Beth made an announcement about openings on BCC subcommittees and encouraged visitors to apply. As of the business meeting, BCC had received about 10 applications. There are at least two openings on each subcommittee this year. New applicants were encouraged to contact the subcommittee chairs and to deliver written applications by 1pm on Saturday.
 - i. The subcommittee chairs will be available at the Get Involved session on Thursday afternoon. Tracey Snyder will represent BCC as well the Descriptive Subcommittee. Bruce Evans will represent the Subject Access Subcommittee as well as the MARC Formats Subcommittee. The incoming subcommittee chairs will also be available at the session.
5. Brief reports
 - a. BCC actions taken via e-mail, 2012-2013 (B. Iseminger) - Beth highlighted some items from this handout, including changes to the charge of the

Descriptive Subcommittee, several RDA revision proposals and MARBI proposals, responses to other constituents' RDA proposals, and the two program proposals, the plenary proposal, and the RDA preconference proposal for MLA 2013 which were all approved.

- b. Music Cataloging Bulletin (Ringwood)
 - i. Alan announced that 12 issues and 1 index have been published over the past year.
 - ii. Alan has been working on continuing the Q&A section of the MCB. One challenge he has encountered is the need for authoritative responses to cataloging questions, especially in relation to RDA. Alan asked if a "panel of experts" could be created to which he could refer pertinent questions. It would be preferable to create a list of people with expertise in certain areas that Alan could contact with specific questions. Experts from LC should also be included. Beth and Alan will put out a call on the BCC-all list (which includes the BCC representatives from LC) for volunteers.
- c. SACO Music Funnel (Lorimer) – The project is still growing slowly. Nancy has submitted fourteen headings on behalf of the members. Several of these have come from institutions that had not submitted before, including the University of Chicago, Westminster Choir College, and the Carnegie Library of Pittsburgh. Chuck Herrold offered to lend his statistics to the funnel, which will be very helpful. Chuck is the first member to create headings in the Minaret system. At ALA Midwinter, Janis Young gave a presentation on why some headings are not accepted. Nancy is thinking of summarizing this session as helpful information for the funnel. Nancy has applied for an institutional code for the funnel, but she is still waiting for it to be approved.
- d. Library of Congress (Vita) – The LC update is available online at: www.loc.gov/catdir/cpsol/MLA2013.doc . Sue provided highlights from the report. The Music Treasures Consortium added as new members the University of Washington Music Library, The University of Iowa Rita Benton Music Library, Beethoven-Haus Bonn Bibliothek, and Bayerische Staatsbibliothek Munich. There are about 2000 items in the database. The LC and Glinka Museum Rachmaninoff manuscripts are digitized and viewable at these two institutions. The Danny Kaye and Sylvia Fine Collection will be available in March 2013, and the Songs of America web site will be available soon and includes over 83,000 items. MBAS has scanned over three million images from the Music Division card catalogs in their retrospective conversion project. Through the Gershwin Prize, LC is increasingly on the radar of the popular music industry. The Prize was awarded to Burt Bacharach and Hal David this past year. LC is now the US agency for the International Standard Music Number (ISMN). The National Jukebox project of MBRS will expand to include thousands of pre-1930 recordings from the Thomas Edison National Historic Park and the Johnson Victrola Museum of Dover, Delaware. Finally, the Library of Congress National Recording Preservation Plan is available through the CLIR website at: <http://www.clir.org/pubs/reports/pub156>

- e. OCLC (Weitz) – Jay highlighted the new OCLC RDA Policy effective March 31, 2013, which is available at: <https://www.oclc.org/en-US/rda/new-policy.html>
- f. Descriptive Cataloging of Rare Materials (Music) (Lorimer) – ALA editions said that all future manuals would be published online through Cataloger’s Desktop. This manual is virtually finished. There will be a review period during which BCC and other constituencies may comment on the draft. After that, an index will be created for the resource.
- g. NACO-Music Project (Scharff) – The project is moving towards RDA, and all participants should be working with RDA by March 31st, though not everyone will be independent in RDA authority work by that point. Standard practice for NACO participant training is to complete the LC NACO webinars (http://www.loc.gov/catworkshop/courses/rda_naco/course%20table.html) and then to complete two “live” webinars with Paul Frank from the PCC Secretariat. Paul offered to do one of these live webinars just for NMP participants, when there is a critical mass of NMP members ready for this step. This will be helpful, but NMP participants should not hold off on contributing or starting to work with their reviewers in RDA because of waiting for the webinar to be scheduled. The webinar would likely focus more on name-title creation than the general NACO training. Mark noted one interesting and challenging aspect of the transition to RDA is that many people may be doing their authority work in RDA while not yet doing bibliographic cataloging using RDA.
- h. Emerging Technologies & Services (Matthews) – The committee welcomes further input on the *Music Discovery Requirements* document from BCC. There were questions about whether there are plans or a mechanism for the committee to monitor the progress of the recommendations. Nara hopes that the document will be suggested for review after a year or so once RDA has been in place and, hopefully, some of the ILS vendors have had a chance to review the document as well. The document should probably be reviewed regularly so that it continues to be immediately relevant.
- i. JSC RDA Music Joint Working Group (Yusko) – There are two new CAML members (Rachel Gagnon from Library and Archives Canada, and Cheryl Martin from Western University, Canada.) Steve noted he has also been contacted by EURIG to add a tenth member, but the charge would have to be updated if this occurred. With RDA day one coming there is concern about the rules for preferred titles consisting solely of a type of composition (especially RDA 6.14.2.5.) The group may prefer the short-term solution of a fast track LC PCC PS addressing cognates. They will discuss the matter during their business meeting on Friday. There are five documents that the JSC has asked the Working Group to look into: 6JSC/CCC/7 (regarding instructions for consecutively numbered works); 6JSC/CCC/9 (regarding authorized access point construction when there is more than one numeric designation); 6JSC/ALA/14 (regarding the addition of “traditional” music to the instructions for arrangements); and 6JSC/EURIG/4 (adding the following expression-level elements: medium of performance, key, and numeric

designation). Proposals resulting from this work will need to be ready by August to be considered at the November JSC meeting. The JSC also asked the Working Group to prioritize the remaining tasks from the previous year. There needs to be a place where minutes, documents, and actions taken by this group can be posted so that the music community can follow the group's work. The Working Group will work with ALA publishing to set up a Google Docs account where the group can do its ongoing work. When the BCC website is moved to the new MLA platform, it should also be possible to set up an RSS feed for the group. Also, the group's final documents should be posted on the JSC website for the Working Group.

6. Brief reports from subcommittee and task force chairs (highlights of issues to be covered in the business meetings)
 - a. Authorities and Descriptive (D. Iseminger; Snyder) – The Authorities and Descriptive Subcommittees will meet jointly. The two groups worked on several RDA proposals, all of which were accepted by the JSC, though some were altered or combined with other proposals. During the joint meeting, the subcommittees will review proposals they and other constituencies submitted to the JSC and discuss upcoming topics for the next year. Tracey will discuss three items that came up during ALA Midwinter as well as the CC:DA task force for recording relationships. Kathy will discuss the work of the CC:DA task force on sources of information.
 - b. MARC Formats (Evans) – At their meeting, the subcommittee will be covering MARBI proposals generated during the past year, and they will discuss any proposals needed for the final meeting of MARBI this summer at ALA Annual.
 - c. Metadata (Riley) – The main topics for the meeting will include the changeover of chairs as related to reinvigorating the metadata clearinghouse and discussion of two documents to which the group may wish to respond (the National Information Standards Organization (NISO) and the Open Archives Initiative (OAI) ResourceSync Framework Specification (<http://www.openarchives.org/rs/0.5/resourcesync>) and the Digital Public Library of America's new metadata application profile (<http://dp.la/2013/02/08/map-announcement/>))
 - d. Subject Access and Genre/Form Task Force (Vermeij; B. Iseminger) – The joint meeting with the Genre/Form Task Force will include discussion of medium and genre project vocabularies and related issues.
 - e. RDA Music Implementation Task Force (Mullin) – The group will be talking about the first draft of the RDA Best Practices document. They will also discuss if and how the document should be added to the RDA Toolkit and the establishment of workflows in the Toolkit. The group plans to add full MARC record examples to the Best Practices document. The RDA Best Practices program session will include open discussion on issues that came up in the preconference and other meetings.
7. Beth Iseminger announced three upcoming program sessions during the conference;
 - a. RDA Best Practices for Music (following BCC meeting)
 - b. BCC Town Hall: Cataloging Hot Topics (Friday 2-3)

- c. RDA Plenary: RDA for All (Saturday 9-10:30)

Meeting No. 2: Saturday, March 2, 2:00-4:00 pm

New Business

8. Call for additions to new business – Jen Matthews announced that it is possible to do an RSS feed from the MLA web platform, but that all the sites (BCC and subcommittees) will need to be switched to the new platform. She also noted that the authors of the *Music Discovery Requirements* document hope that either BCC or another group will initiate a request to the MLA Board in a year or so that the MDR be re-examined by a new group in light of RDA.
9. Creating music workflows in the RDA Toolkit – This was originally in the charge of the RDA Music Implementation Task Force, but it might be better assigned to BCC at this point. Kevin Kishimoto, Damian Iseminger, and Nancy Lorimer have attempted to create workflows using the RDA Toolkit and have found it to be cumbersome. It might be easier if a workflow was created in advance and then entered into the Toolkit software. Also, BCC should report the issue with workflow functionality to ALA Publishing. Music workflows should be a follow-up step to the RDA preconference training in order to give those who have some RDA training a step-by-step path to take in using RDA. The benefit of a workflow in the Toolkit itself is the ability to link directly to RDA instructions. The Descriptive Subcommittee should draft a workflow, and then BCC members can work on entry into the Toolkit.
10. RDA and FRBR model and non-western music – This topic is related to 6JSC/ALA/14, which was discussed in the JSC RDA Music Joint Working Group business meeting. The LC response to this ALA document suggested that the music community should think more broadly about non-western music. Marsha McGuire and Caitlin Hunter from LC-MBRS are drafting a discussion paper about musical attributes and end-user needs relating to non-western music for the LC RDA music group. This is an attempt to document what it is that RDA needs to accommodate in relation to ‘traditional’ music. The paper should be ready by May 1 or before, and it assumes a broad audience, including music public services librarians and those working with ethnographic collections. Other communities that might have difficulty with the work-based nature of RDA include the art and cartography communities.
11. RDA music cataloging training
 - a. Outcomes of RDA preconference
 - i. The most helpful aspects of the preconference, taken from attendee evaluations, were the LibGuide, the MARC bibliographic and authority examples, the homework assignments (FRBR background, LC modules, beginning exercises), and the cataloging worksheet developed by Kevin Kishimoto. Participants wanted more time on exercises and practical application of RDA. Their suggestions for improvement were that the preconference was too fast-paced, included too much content for one day, and that it was at times hard to keep up with the presentations. Perhaps the next session could be done on a smaller scale and focus solely on exercises.

- ii. Presentation slides from the speakers will be posted to the LibGuide and the BCC website in PowerPoint format and as PDFs.
 - b. Update from BCC chair about online training – Beth attended the Education Outreach Subcommittee’s business meeting. They have been looking at MLA-hosted webinar programs and are also looking at partnering with ALA, ALCTS, or ACRL. Webinar capability needs to be up and running by this summer. Beth suggested focusing on exercises and on the descriptive parts of the RDA preconference first, since the primary feedback from the preconference requested more hands-on practice. BCC would divide the content into 90-minute segments, and the first audience would be current music catalogers who are starting to use RDA. This is different than EOP training to-date, which has focused more on music library training for non-music specialists. The next webinars could also cover topics that needed to be discussed in more depth, and they should be able to take the updated rules into account. Webinars should be more interactive and provide something new, for those who have already attended the preconference. BCC should make these webinars responsive to issues that are bubbling up as catalogers try to use RDA. We could use the model of homework exercises followed by Q&A during the actual webinar, and we can also use the LibGuide to allow catalogers to post example records annotated with questions about those records. Also, Gerry Ostrove reminded everyone that the LC email address for RDA help is still available: LChelpforRDA@loc.gov.
12. RDA music revision proposals and how they are generated (BCC’s role related to the JSC RDA Music Joint Working Group) – Suggested topics for RDA revision proposals can be generated by LC, MLA/BCC and CCC, as well as those from the JSC. The Working Group’s charge may be missing a formal or informal step in which the individual groups (beyond the members represented on the Working Group) can review proposals made by the other constituents. (For example, when would CCC review an MLA proposal, before it goes through the JSC and is produced for official JSC constituent review?) One possibility is for each group of representatives to informally share proposals with their organization and bring comments back to the Working Group.
13. Bibliographic Framework Initiative (BIBFRAME) – Jenn discussed her perspective on how the BIBFRAME initiative is developing. This initiative may imply a big cultural shift from the current environment of a few well-developed standards toward a Semantic Web that relies on interoperability among differing standards. The idea of proposals or requests for new features from communities may not be part of the model of the future. Alternatively, libraries may continue to store legacy data in MARC and new data in some XML format, and the BIBFRAME Initiative will provide a transmission standard for packaging library data for broader use. The creators of the BIBFRAME Initiative are refining the definitions and properties in the BFI namespace. They created these properties from scratch, rather than using properties or ideas (like the concept of a “work”) from other vocabularies such as FRBR. There are differing perspectives on whether creating separate vocabularies and connecting them through linked data or RDF triples is the right way to proceed. Having communities of practice that do the same thing is antithetical to the way the

Semantic Web works (but not to libraries), but the concept of named graphs is the common practice which currently has the most support in the Semantic Web community. The BIBFRAME method of working may not ever be as prescriptive as the way libraries are used to operating. If BIBFRAME moves in the direction of defining different properties for different types of resources, MLA should volunteer to do the first draft of definitions for properties of music resources. BCC needs to monitor the BIBFRAME initiative regarding this topic, and we need to begin having a conversation about what these properties should be. The library community at large needs to better understand Semantic Web technology and how searching and triple stores function, and we need to begin applying that technology to library data and pushing our vendors to do the same (or leaving our vendors for other data models that embrace the Semantic Web). This could provide freedom for the music community to define our own properties for the information we care about. There are three things that MLA should do now to get involved with the BIBFRAME future: 1) develop within our own community an understanding of the language of BIBFRAME and the Semantic Web, so that we can be an educated voice at the table, as we have been with standards and transmission systems up to this point; 2) offer to draft definitions for different music resources; and 3) offer to do testing of the BIBFRAME models (LC has some official testers, but might welcome more).

14. BCC Review Task Force – The Task Force was appointed in August. Members included Beth, Kathy Glennan, Mary Huismann, and Karen Little, chair. Beth read the charge, which is available here: <http://musiclibraryassoc.org/about.aspx?id=1228>. The Task Force report will be reviewed by the Board in their Sunday meeting. Beth is hoping that recommendations regarding changes to BCC subcommittees or BCC liaison responsibilities will be referred back to BCC for discussion and input.
15. Subject Access Subcommittee and Genre Task Force update (Vermeij, B. Iseminger) – Both those working on the genre project (Task Force) and the medium project (Subject Access) plan to begin creating authority records during the next year. The Genre Task Force plans to work on training, systems issues, and current implementation in order to wrap up the Task Force work by MLA 2015. A new task force should be formed to examine the issues and plan how to accomplish retrospective implementation (converting subject headings in legacy bib records to genre and medium terms). The Subject Access Subcommittee and the LC group are getting to the point of agreement on the medium vocabulary, and LC has offered to create the first draft of the medium hierarchy for SAS to review.
16. Term lengths for BCC members – Currently all chairs and members are 4-year terms. The general term for all MLA committees seems to be 4 years, and the Administrative Handbook states that committee membership should be “no more than 4 years”. Also, ALA prefers 4-year terms for liaisons. While it would be helpful for new liaisons to be able to “shadow” the current ALA liaison at their first meeting, for funding reasons it is more practical to have incoming chairs/liaisons “lurk” on the listservs and be introduced to the work of the ALA committees in that way.
17. Resources to be maintained
 - a. Types of Composition – This document was initiated by BCC but was developed by a separate task force. The Types list is an interpretation based on LC practice for treating types of composition terms as distinctive or

generic. There is an informal group of people which was formed at the same time as the NMP handbook was being written and who vet any new terms for the list (Chuck Herrold, Phyllis Jones, Mickey Koth, Morris Levy, Mark Scharff, Terry Simpkins, and Sue Stancu). It is currently being maintained by Mickey Koth. The list is not completely compatible with RDA, and the introduction is based on AACR2 principles. The list needs to be reimagined in terms of RDA principles, and also in relation to the music genre terms in *LCGFT*. However it is redeveloped, there needs to be a plan for how the document will be maintained. Beth will talk with Mickey as the first step towards updating the document.

- b. Thematic Index – Damian will maintain for this year and will work with Ray on procedures for moving this responsibility between outgoing and incoming subcommittee chairs.
 - c. Metadata Clearinghouse – This resource will probably be passed on between committee chairs in similar fashion to the Thematic Index.
18. RDA best practices/RDA Music Implementation Task Force (Mullin) – Options for publishing the Best Practices include: 1) as a Word document on the MLA-BCC web site; 2) integrated into the RDA Toolkit, with links to the document present in the RDA text alongside the links to the LC PCC PSs; and 3) in Cataloger’s Desktop as a separate document and also linked to the Descriptive Cataloging Manual Z1. There is concern that publishing in the RDA Toolkit would involve a delay, but changes in the document could be embargoed (on the MLA-BCC web site) until the Toolkit changes would take effect (the same approach as changes to RDA rules and the LC PCC PSs). We need to ask Troy Linker in ALA Publishing if a document such as this would be updated on the same schedule as the RDA text, and find out how access and updating to the document would be handled.
19. What worked well and what did not (with BCC programs, preconference, meetings) – See 11.a.i-ii. above for summary of outcomes from the RDA preconference.
20. Topics and projects to work on over the next year
- a. Issues arising out of chairs’ breakfast – There were none mentioned.
 - b. Program planning ideas for MLA 2014
 - i. A more hands-on public services RDA session. This grew out of a comment about communicating with public services colleagues on specific things that they need to be aware of in terms of RDA. There was also support from the chair of the MLA Public Services Committee for more future collaborations between their committee and BCC.
 - ii. BIBFRAME – Determine where the development of the BIBFRAME Initiative is at the time that program proposals need to be written to see if MLA 2014 will be the right time for a “BIBFRAME 101” session. The session could do things like introduce music librarians to the new vocabulary of the semantic web. This topic would also be good for a webinar, and perhaps BCC will develop webinars on multiple topics over the next year.
 - iii. Digital humanities – This idea came out of the Metadata Subcommittee meeting. It could be co-sponsored with many other

parties, or it might be member-sponsored. Those talking about the idea included Jenn Riley, Ned Quist, Lisa McFall, Anna Kijas, and Steve Henry. Ideas involving a technical services perspective included the way catalogers and metadata librarians work with digital humanities librarians, and the way interactive maps are used in fields where geography is a primary approach (such as ethnomusicology).

- c. Revise RDA Music Implementation Task Force charge
- d. RDA-related topics
- e. Moving BCC website to new platform

At 3:50, the voting members of the Committee went into executive session to discuss subcommittee appointments.