

**MUSIC & PERFORMING ARTS LIBRARY:  
ANNUAL REPORT**

**July 1 2013-June 30 2014**

*Prepared by John Wagstaff,*

*with assistance from Kirstin Dougan*

**UNIT NARRATIVE**

**Major activities and accomplishments**

We have plenty to report under this heading in respect of the past year. Probably the most visible was Kirstin Dougan's project to overcome the obstacles involved in library lending of iPads, for which she received a Library Innovation Grant of \$5,200. This project has been a great success, and our library patrons are very happy that we now circulate iPads on a regular basis. Kirstin also successfully gained tenure in spring 2014 – congratulations to her! At a more workaday level, we also have good things to report, as follows:

- We acquired new audio equipment for several of our listening rooms. This was supplied by the School of Music to replace outdated and broken items.
- We created a new sequence of play texts that is proving popular with Theatre Department patrons, who can now search for single plays under individual authors.
- We added to our collection of LibGuides, including “Rap and Hip-Hop Research Resources,” “Carnatic Music” (in connection with the event “An evening of Carnatic violin music”, hosted by the International and Area Studies Library in April 2014), “Stage Lighting,” “Researching Costume Design,” and our continuing monthly guides to accompany performances at the Krannert Centre for the Performing Arts. The Krannert guides won both a \$500 marketing grant and a \$500 “Marketing Recognition Award.”
- We re-opened our second-floor service point on Monday-Friday afternoons.
- For the first time in many years, we undertook an inventory of part of our collection. This helped us identify mis-shelved items, including some items that belonged in other parts of the University Library.
- We made progress on persuading doctoral students to voluntarily deposit their DMA (Doctor of Musical Arts) dissertations with IDEALS, and had discussions (still continuing) with the School of Music with a view to making electronic deposit of such materials compulsory.
- Grad Assistants Kate Lambaria and Emily Schneider collaborated with the School of Music on a library exhibit, “60 Years of Excellence in Musicology at the University of Illinois.” Unusually, this was our only exhibit this year. More information at <http://www.library.illinois.edu/mux/about/exhibits/60yearsofmusicology.html>
- We worked with Miriam Centeno in Library Conservation on the library's integrated pest control project, and continue to do so.

Demand for both our collections and our reference service continues to be very high, and as usual we offered many instructional sessions and tours, both formal and informal, in support of the teaching mission of the three departments that are our main focus – the School of Music, Department of Dance, and Department of Theatre.

### Staffing

We were sorry to say goodbye to long-time staff member Chris Pawlicki in October 2013 after twenty-six years in the music library. Chris now works in the Inter-Library Loan department at Main Library, but is still a regular visitor as he often comes over to collect ILL items from MPAL. Chris was replaced from January 2014 by Michael Gastiger, who left us in July to pursue doctoral studies in English at Brown University. Michael quickly established himself as a popular member of staff, and in addition to his day-to-day duties also undertook various special projects for us. These included improving workflow procedures for missing parts of multipart items such as CDs and music scores; undertaking a survey of use of our listening rooms; and initiating and supervising an inventory of our print collections.

We were also happy to welcome Diane Pye to our staff team. Diane has a lot of expertise in billing inquiries, also helps out with dealing with gift materials, and is responsible for staffing our re-opened circulation point on the library's second floor.

John Wagstaff acted as Interim Unit Head of the Literatures and Languages Library from November 2013-August 2014 while Paula Carns was on sabbatical.

### Collections

Once more Scott Schwartz (Sousa Archives and Centre for American Music) was immensely helpful to us in processing special collections materials. Our GA Emily Schneider (a shared position with SACAM) finished up work on the Morris and Barnard Young Collection, and processed a large amount of material from the Kasura Collection of music for Russian Folk Orchestra -- information on both these collections can be found at

<http://archives.library.illinois.edu/archon/?p=collections/controlcard&id=9856&q=young>

(for the Young Collection); and at

<http://archives.library.illinois.edu/archon/index.php?p=collections/controlcard&id=11058&q=kasura> (for the Kasura Collection).

Work on two other collections was completed after many years: the remaining items in the Robert E. Brown Collection were processed, with just a few boxes of material awaiting disposal; and we were very fortunate to have the services of Yu Lee An, an expert in music printing and publishing, to catalogue the collection of Gottfried Fraenkel, which had been stored in filing cabinets for many years.

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## Challenges

The challenges that we noted in last year's report remain, as follows:

### Library Environment

Our main challenge continues to be the shabby library environment in which we operate. This is something that patrons frequently comment upon and which we have listed as a concern in several annual reports now. MPAL is not a small unit – as can be seen from the statistical profile below, we continue to have a lot of foot traffic, high circulation figures, and a very well-used reference service, so we were disappointed not to find MPAL on the list of library environment projects taken up by Library Facilities during the year. We are aware that money is limited, but in a year in which the Undergraduate and Main libraries have had the lion's share of facilities improvement money we hope that next year some effort will be put into the library units *outside* those buildings. And we do, of course, appreciate all the efforts that Library Facilities does make on our behalf. During the year, the former library Seminar Room (room 3142) reverted to School of Music space, so we no longer have a good meeting room space. We are hoping to remedy this situation by repurposing two of our former listening rooms as meeting rooms, with appropriate equipment such as a data projector. These rooms could then be used as enclosed group study spaces, which we do not currently have in MPAL.

### Staffing

We are sorry that, at the time of writing, our application to the library's Budget Group for a replacement Library Operations Associate position has not been successful, and we hope that the Budget Group's current reconsideration of its earlier decision will reach a different result.

### IT

As mentioned in last year's report, we would like to be able to offer Mac computers to our patrons as well as PCs; and would like to be able to offer music notation software such as Sibelius and Finale – this is offered as standard at many other university music libraries.

## Review of Unit Annual Goals for FY14

Our goals were as follows:

1. Continue to develop the 3-subject "Music and Performing Arts Library" concept so that the library becomes an essential resource and meeting place for students and Faculty from all three disciplines.

Review: John Wagstaff's plan to review the concept of the Music & Performing Arts Library five years after its creation did not happen due to other commitments. On the positive side, we continue to offer instruction sessions to, and write LibGuides for, students in all three subjects for which we have responsibility. We also increased our responsibilities for collecting materials about fashion. A recently-appointed GA, shared

with the Literatures and Languages Library in FY15, will enable us to better coordinate theatre collections across the two sites. Finally, we intend to hold the third of our “Faculty Showcase” events in spring 2015. These events are always successful in attracting faculty from across the subject areas we serve, and also bring welcome publicity to our library.

2. Continue to make our special collections visible, by providing more detailed information about these collections on our website, and more finding aids and catalog records as appropriate. This is one area in which having an extra librarian would be very helpful – having such a position would also enable us to re-start efforts to digitize more of our materials, including sheet music.

Review: As reported elsewhere, we have finished, or nearly finished, processing several special collections this year. In FY15 we will be reviewing and updating the Special Collections pages on the MPAL website.

3. Work on making our media collections (CDs and DVDs) more physically accessible.

Review: at the time of writing we have still been unable to move any of our CDs/DVDs into more public areas of the library. Nevertheless this remains a medium-term goal. We are planning to hold a “stacks party”, probably in September 2014, that will allow patrons access to our currently closed-access collections of a-v materials.

4. Continue to work with CAM to ensure cataloging of MPAL materials in a timely and efficient manner.

Review: Much useful work in tackling our cataloging backlogs has taken place this year.

4. Continue to contribute to the development of music, dance, and theatre librarianship through our presence at professional meetings, and by contributions to the professional literature.

Review: John Wagstaff is a member of the Theatre Library Association, and is listowner of TLA-L, the Association’s listserv. He also closely follows the Dance Librarian Group’s listserv, DLDG-L. Kirstin Dougan attended the joint conference of the Theatre Library Association and SIBMAS (the International Association of Libraries, Museums, Archives and Documentation Centres of the Performing Arts) in New York in summer 2014.

5. Continue to contribute to the achievement of the library’s strategic goals.

Review: Insofar as the items on this list contribute to the library’s strategic goals (and we believe they do), we hope we have made an appropriate contribution in this direction.

Unit goals for FY15

1. Continue to work with Library Facilities to improve our library environment. We have had discussions with Facilities, particularly in regard to reconfiguring our reference area and to creating useful collaborative study spaces.
2. Look into joining the group of libraries within the university that offer online booking of meeting room spaces using the DIBS system.
3. Continue to reduce library cataloging backlogs. Furthermore, we seriously need to decide what to do with our card catalogues, which still take up quite a lot of room. Some retrospective cataloging work is likely to be required before we can discard the card catalogues.
4. Continue to work with faculty and students from the three departments that are our main customers.
5. Offer our third "Faculty Showcase," highlighting the work of Faculty members in Dance, Music, and Theatre, in February 2015.

## STATISTICAL PROFILE

### 1. Facilities

- User seating counts (if applicable)
  - at tables 78
  - at carrels 52
  - at public workstations 19
  - at index tables 4
  - in group study rooms 31
  - informal/other 10
  
- Number of hours open to the public per week (if applicable)
  - Summer II 2013 48 hours per week
  - Fall 2013 75.5 hours per week
  - Spring 2014 75.5 hours per week
  - Summer I 2014 40 hours per week

### 2. Personnel

#### Faculty positions

Kirstin Dougan (100%)

John Wagstaff (100%)

#### Staff positions

William Buss (100%)

David Butler (100%)

Chris Pawlicki (100%) (July-October 2013). Chris now works in the Inter-Library Loan section at Main Library

Michael Gastiger (100%) (January-July 2014). (Michael served as Chris's replacement before leaving in July 2014 to work on doctoral studies). Michael's position is currently vacant, but we have money to replace him.

Diane Pye (100%) (from November 2013)

Gail Schmall (50%)

Nancy Taylor (49%)

An application was made to replace our LOA position (formerly occupied by Marlys Scarbrough). This application is still under review.

#### Graduate assistants

Katharine Lambaria (25%, state funded; shared position with RRSS)

Emily Schneider (25%, endowment funded; shared position with SACAM)

Emily's projects included the following:

Acquisitions work: Early childhood music project; flute music; saxophone music; hip-hop

Creating LibGuides for theatre lighting, hip-hop, and costume  
 Processing the Kasura Collection. Making an inventory, and disposing of metal printing plates  
 from the Morris and Barnard Young Collection  
 Gifts processing  
 Reference service, 6 hours per week  
 Library exhibit celebrating “60 Years of Excellence in Musicology at the University of Illinois”  
 (with Kate Lambaria). See  
<http://www.library.illinois.edu/mux/about/exhibits/60yearsofmusicology.html>

Kate’s projects included the following:  
 MPAL website redesign (under Kirstin Dougan’s supervision)  
 iPad circulation project (with Kirstin Dougan)  
 Lib guide on creating playlists, and for Krannert Center (created monthly to support events taking  
 place at Krannert during the season)  
 Paul Price percussion project  
 Promoting the Minrva library locator app  
 Reference service, 6 hours per week  
 Library exhibit celebrating “60 Years of Excellence in Musicology at the University of Illinois”  
 (with Emily Schneider). See  
<http://www.library.illinois.edu/mux/about/exhibits/60yearsofmusicology.html>

Kate was also employed as a summer hourly worker during late summer 2014. Her work for us  
 during the summer was primarily on our website redesign.

FY14 student assistant wage budget: \$31,810. MPAL employed approximately 11 student workers  
 this year, for an average of 6-10 hours per week. Thanks also to our library volunteer, Carol  
 Berthold, who visits each Thursday mornings to help with acquisitions work.

### 3. User Services

Most of the following data has been generated by the Office of User Services and will be available  
 at G:\StatsForAnnualReport2014.

- Gate Count (as reported during FY14 Sweeps Week).
  - Units that maintain continuous gate or head counts may substitute actual numbers  
 instead of the Sweeps Week sample.  
**Sweeps Fall 2013: 3,381**  
**Sweep Spring 2014: 3,615**  
**Extrapolated annual total: 111,920**
- Circulation (from Voyager circulation reports)
  - Initial and renewal. **Initial 29,921; Renewals: 20,516**
  - Manual (if applicable) – Report using the web form at:  
<https://illinois.edu/fb/sec/1804189> **0**

- Reference interactions (from DeskTracker)
  - Units that maintain continuous reference statistics may substitute actual numbers instead of the Sweeps Week sample. **Yearly total for FY14: 4,429**
  
- Presentations (from the Instructional Statistics database)
  - Number of presentations to groups **26 [John]; 13 [Kirstin]**
  - Number of participants in group presentations **224 [John]; 438 [Kirstin]**