

Guide to the Conductors Guild Records, 1975-1997

JPB 06-30

Music Division

**The New York Public Library for the Performing Arts
New York, New York**

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Descriptive Summary

Title:	Conductors Guild Records
Collection ID:	JPB 06-30
Creator:	Conductors Guild
Extent:	18.4 linear feet, 44 boxes
Repository:	Music Division. The New York Public Library for the Performing Arts

Abstract

The Conductors Guild Records document the history and activities of the Guild, a non-profit organization that advocates for the conducting profession. The collection contains board and member correspondence, financial and membership records, publication history, and information about the Guild's annual conferences and workshops.

Administrative Information

Access

Collection is open to the public. Library policy on photocopying will apply. Advance notice may be required.

Publication Rights

For permission to publish, contact the Chief, Music Division.

Preferred Citation

Conductors Guild Records, JPB 06-30, Music Division, The New York Public Library for the Performing Arts.

Custodial History

The Conductors Guild Records were donated to the Music Division in 1993 by the Conductors Guild.

Processing Information

The collection was processed and cataloged in 2008.

Historical Note

Founded in 1974, the Conductors Guild serves as an advocate for the conducting profession. Its membership of close to 2,000 represents conductors on a global scale. The Guild is concerned with the art and the craft of conducting, with practical problems encountered within the profession, with repertoire, and with the multiple roles that Music Directors must fulfill in orchestras, choruses, opera and ballet companies, wind ensembles, bands, musical theater, and other instrumental and vocal ensembles, whether these are professional or amateur, functioning independently or within the context of colleges, universities, and secondary or primary schools. The Guild's overall goal is to enhance the professionalism of conductors by serving as a clearing house for knowledge and information regarding the art and practice of conducting. It also supports the artistic growth of orchestras, bands, choruses and other conducted ensembles. The Guild has a broader potential role as well: to communicate to the music community the views and opinions of the conducting profession, for which the Guild can serve as a collective voice.

In June of 1974, at the American Symphony Orchestra League's National Conference held in Memphis, Tennessee, several conductors gathered together to informally discuss problems germane to their profession. Out of those discussions was born the Conductors Guild. During the year that followed, ground work to establish a meaningful organization for conductors which would be run by conductors was begun. In 1985 the Guild became independent. Since 1985, the Guild has expanded its services and solidified its role as a collective voice for conductors' interests everywhere. It is supported by membership dues, grants, donations and program fees and is registered with the Internal Revenue Service as a 501(c)3 not-for-profit corporation. It holds annual conferences as well as workshops, seminars and symposia throughout the year.

Source: <<http://www.conductorsguild.org>> (Accessed April 21, 2008)

Scope and Content Note

The Conductors Guild Records illustrate the history and activities of the organization from its 1974 inception, as a component of the American Symphony Orchestra League, to 1997. They contain correspondence, financial and development records, board and committee meeting minutes, annual meeting and workshop records, publication information and photographs. Financial records make up the largest portion of the collection, followed by publications (which document in part the history of the *Journal of the Conductors Guild*). Annual meeting and workshop records include material on musical and historical lectures presented at those events. Records of the *Journal* include manuscripts and correspondence with authors including Max Rudolf. General files include membership records and topical essays such as *Conductors and Criticism* and *Conductor Evaluations*.

Organization

The collection is organized into 6 series. They are:

- Series I: Board and Committees, 1975-1996 and undated
- Series II: Development, 1987-1996
- Series III: Financial Records, 1979-1996 and undated
- Series IV: Meetings, 1975-1997
- Series V: Publications, 1975-1997 and undated
- Series VI: General Office Files, 1975-1996 and undated

Series Descriptions

Series I: Boards and Committees, 1975-1996 and undated

2 boxes

Arrangement: Alphabetical

This series contains records of the evolving By-Laws of the Guild and associated correspondence, minutes of board and committee meetings, and memos and correspondence to and between board members discussing all the business and activities of the Guild. The By-Laws are documented from 1979-1995, and the minutes have a gap from the years 1982-1985; otherwise this series has content documenting the entire history of the Conductors Guild from 1975 to 1996. See also Series VI for correspondence discussing board issues.

Series II: Development, 1987-1996

1.5 boxes

Arrangement: Alphabetical

This series consists mainly of grant applications to and correspondence with the National Endowment for the Arts and the National Endowment for the Humanities, as well as other funding organizations. It also has records of member contributions and general correspondence about fundraising.

Series III: Financial Records, 1979-1996 and undated

13.5 boxes

Arrangement: Alphabetical

This series is the largest in the collection and contains financial activity reports, bank statements and correspondence, budgets, deposit records, expense reports, insurance information, paid invoices, annual financial statements for the organization, and tax information. The expense reports, consisting largely of receipts for goods and services, comprise about half of the series. See also Series VI for some correspondence discussing financial issues.

Series IV: Meetings, 1975-1997

7 boxes

Arrangement: Alphabetical

The files in this series document the logistical, financial and programming details of the various meetings and programs presented by the Conductors Guild. These include the annual conferences, various symposia and seminars, and workshops held several times each year. All the Guild meetings present programs on musical or career development topics, but not all the files contain documentation of those programs. In general, the files are weighted toward logistical and financial papers, but more recent conferences tend to contain more programmatic information. Some meeting files contain photographs.

Series V: Publications, 1975-1997 and undated

11 boxes

Arrangement: Alphabetical

This series documents the three publications of the Guild: *Conductor Opportunities*, *Journal of the Conductors Guild* and *Conductors Guild Newsletter*. It contains issues of *Conductor Opportunities* and the *Newsletter*, correspondence from members of the Guild and between staff about the contents and

production of the publications, manuscripts and correspondence from authors of articles for the *Journal*, as well as possibly unpublished articles. Manuscript authors include Max Rudolf, Robert Sataloff, Henry Bloch, Gerard Schwartz and Theodore Albrecht. The manuscripts contain an interview with Gerard Schwartz. There are also files containing advertising, sales and general correspondence. The Music Division holds most issues of the *Journal of the Conductors Guild*.

Series VI: General Office Files, 1975-1996 and undated

9 boxes

Arrangement: Alphabetical

This series contains general correspondence, mailing lists, membership files, personnel and employment files, photographs, and topical essays and studies. Correspondence and membership files make up the bulk of the series. The correspondence covers a wide range of topics, some of which are chiefly dealt with in other series. For example, some board and financial topics are discussed in general correspondence, as well as membership issues. Correspondents include Frederick Fennell, Henry Bloch and Lukas Foss.

The membership files contain applications, correspondence (mainly from conductors desiring membership and requesting information), membership directories and lists, renewal records, and annual reports on membership. The topical essays cover particular subjects of interest to conductors, and were presumably presented to the membership at large. Subjects include *Conductors and Criticism*, *Conductor Evaluations* and *Conductor-Orchestra Relations*. The photographs contain images of the late Max Rudolf (a board member), Gunther Schuller, and group images of the Guild's board and staff.

Series I: Board And Committees, 1975-1996 and undated

<u>Box</u>	<u>Fol</u>	
1	1	By-Laws, 1979-1995 and undated By-laws and revisions, with associated correspondence.
		Meeting Minutes, 1975-1996 For the board, the advisory committee and other committees.
	2	1975-1981
	3	1986-1989
	4	1990-1993
	5	1994-1996
		Memos And Correspondence, 1975-1996 and undated
	6	1975-1978
	7	1979
	8	1980-1981
	9	1982-1985
	10	1986
	11	1987
	12	1988-1989
	13	1990
	14	1991
2	1-2	1992
	3-4	1993
	5	1994
	6	1995
	7	1996
	8	Undated

Series II: Development, 1987-1996

<u>Box</u>	<u>Fol</u>	
2	9	Contributions, 1987-1995
3	1	International Humanities, Inc., 1993-1996
		National Endowment For The Arts, 1987-1995
	2	1987
	3	1989
	4	1990
	5	1991
	6	1992
	7-8	1993
	9	1994
	10	1995
		National Endowment For The Humanities, 1991-1993
	11	1991
	12	1992-1993
		General, 1990-1996
4	1	1990-1991
	2-3	1993
	4	1994-1996

Series III: Financial Records, 1979-1996 and undated

		Activity Reports, 1986-1993
	5	1986-1987
	6	1987-1988
5	1-3	1988-1989
	4	1989-1990
	5	1990-1991
	6-7	1991-1992
	8	1992-1993
		Bank Correspondence And Check Stubs, 1982-1993
6	1-2	1982-1986
	3-4	1986-1987
	5	1988
7	1-3	1989
	4-6	1990
8	1-3	1991
		1992
	4-5	Bank Statements
9	1	Check Stubs
	2-4	1993
	5	Bounced Checks, 1986-1992
		Budgets, 1985-1995 and undated
	6	1985-1986
	7	1987-1988
	8	1991-1992
	9	1992-1993
	10	1993-1994
	11	1995 and undated
	12	Correspondence, 1986-1995
		Deposits, 1988-1993
10	1	1988-1989
	2	1989-1990
	3-4	1991-1992
	5	1992-1993
		Expense Reports, 1979-1994
		Receipts and written reports of monies spent.
	6	1979-1983
	7	1984-1985
	8	1986-1987
11	1-4	1987-1988
		1988-1989
	5	Advertising
	6	Bell Atlantic Office Supplies
	7	Budget Print Center
	8	Conferences
	9	Petty Cash
	10	Postal Service Bulk Mail
	11	Rubinstein's
	12	Telephone

Conductors Guild Records

12	1	Timesheets
	2	Workshops
	3	General
		1989-1990
	4	Telephone
	5	Timesheets
	6	Travel
	7-8	Workshops
13	1	General
		1990-1991
	2	Postage
	3	Printing
		Workshops
	4	Feb. 1991
	5	Mar. 1991
	6	Apr. 1991
	7-9	General
14	1-2	General
		1991-1992
	3	Conference
	4	Job Listings
	5	Journal
	6	Membership
	7	Newsletter
	8	Postage
	9	Promotion
	10	Publication Sales
	11	Seminars
	12	Supplies
	13	Telephone
	14	Timesheets
15	1	Workshops
	2	Xerox
	3	General
		1992-1993
	4	American Express
	5	Conference
	6	Petty Cash
	7	Postage
	8	Printing
	9	Supplies
	10	Telephone
		Workshops
16	1	Sept. 1992
	2	Dec. 1992
	3	May 1993
	4	Xerox
	5	General
	6	1993-1994
	7	Insurance, 1992-1994
	8-9	Invoices Paid, 1987

		Statements, 1979-1996
	10	1979-1981
	11	1986-1987
	12-13	1990-1991
17	1	1992-1993
	2	1994-1995
	3-4	1995-1996
		Tax Information, 1986-1993
	5	Accountant Correspondence, 1991-1992
	6	Exemption Certification, 1986
	7	Returns, 1985-1993
	8	General Correspondence, 1986-1992
		Series IV: Meetings, 1975-1997
		Annual Conference, 1975-1997
	9	1975-1980
	10	1981
	11	1986
18	1	1987
	2	1988
	3	1989
	4	1990
	5-6	1991
	7-8	1992
19	1	1993
	2-3	1994
	4-5	1995
		1996
	6	Brochure
	7	Catering
	8	Equipment
	9	Exhibits
	10	Philadelphia Orchestra
	11	Photographs
20	1-2	Speakers And Presentations
	3	Stokowski Collection Visit
	4-5	General
	6	1997
		Symposia And Seminars, 1980-1992
	7	1980-1982
	8	1986
21	1-2	1989-1990
		Includes symposium on <i>The Music Of Anton Bruckner</i> .
	3	1990-1991
		Includes seminar on <i>The Works Of Dimitri Shostakovich And Contemporary Russian Music</i> .
	4	1991-1992
		Includes seminar on <i>Eighteenth-Century Mozart On Twentieth-Century Instruments</i> .
		Workshops, 1979-1996
	5-7	1979-1980
22	1-3	1980-1981
	4	1982-1984

	5	1985-1986
	6	1986-1987
	7	1987-1988
	8-9	1989-1990
23	1	1990-1991
	2-3	1991-1992
	4-5	1992-1993
	6-7	1993-1994
24	1-2	1993-1994
	3-4	1994-1995
	5-6	1995-1996
25	1-3	1995-1996

Series V: Publications, 1975-1997 and undated

Conductor Opportunities, 1986-1997

Originally titled *Job Announcements*, then *Conductor Positions, Study Opportunities & Competitions*.

	4	Correspondence, 1992-1994
		Issues, 1986-1995
	5	1986-1988
	6	1989-1990
	7	1991-1992
	8	1993
	9	1994-1995
		Submissions, 1986-1997
	10	1986-1987
26	1-2	1990
	3	1991
	4-5	1992
27	1-4	1993
	5-7	1994
	8	1995
28	1-3	1995
	4-7	1996
	8	1997
		<i>Journal Of The Conductors Guild, 1981-1996 and undated</i>
29	1	Advertising, 1994-1995 and undated
		Correspondence, 1981-1996 and undated
	2	1981-1982
	3	1983-1984
	4	1985
	5-6	1986
	7	1987
	8	1988
	9	1989
	10	1990
30	1	1991
	2	1992
	3	1993

	4-5	1994
	6	1995
	7	1996
	8	Undated
	9	Index, 1984
		Index of <i>Journal</i> , 1980-1984 (Vols. 1-5).
		Manuscripts, 1985-1996 and undated
		1985
	10	Albrecht, Theodore
31	1	Appert, Donald L.
	2	Rudolf, Max
	3-4	General
	5	1986
	6	1987
	7	1990
		1991
	8	Newell, Robert
	9	General
		1992
	10	Carlin, Barry
32	1	Parker, Harlan
	2	Pollack, Barbara
	3	Sataloff, Robert
	4	Simkin, Benjamin
		1993
	5	Barber, Charles
	6	Bartos, Michael
	7	Bloch, Henry
	8	Field, Elizabeth
	9	Friedel, Lance
	10	Gibeau, Peter
	11	Hillis, Margaret
33	1	Newell, Robert
	2	Schwartz, Gerard
		Interview.
	3	Thompson, Alton
	4	1994
		1995
	5	Ball, James
	6	Bernstein, Alexander
	7	Dane, Jeffrey
	8	Daniels, David
	9	Gottlieb, Stephen
	10	Kamerman, Jack
	11	Levin, Andrew
	12	Morgan, Kenneth
	13	Trotter, William
	14	General
	15	1996
		Undated
34	1	Albrecht, Theodore
	2-4	General

- 5 Photographs, 1988 and undated
- Proposals, 1990-1994
- 6 1990-1991
- 7 1992-1994
- Newsletter*, 1975-1996
- 8 Appointment Announcements, 1989-1993
- Correspondence, 1979-1995 and undated
- 9 1979-1989
- 10 1990-1995 and undated
- Issues, 1979-1995
- 35 1 1979-1988
- 2 1989-1995
- 3 Photographs, undated
- Miriam Burns and unidentified.
- 4 Proofs, 1989-1996
- 5-6 Sales, 1991-1995

Series VI: General Office Files, 1975-1996 and undated

- Correspondence, 1975-1996 and undated
- 36 1 Albany Symphony Orchestra, 1982
- 2 Chicago Civic Orchestra, 1982-1986
- 3 Colorado Springs Symphony, 1986
- 4 Lansdown Symphony Orchestra, 1983
- 5 U.S. Postal Service, 1986
- General, 1975-1996 and undated
- 6-7 1975
- 8-9 1976
- 10-11 1977
- 12-13 1978
- 14-15 1979
- 16-17 1980
- 37 1-3 1981
- 4 1983-1985
- 5-7 1986
- 8-10 1987
- 38 1-2 1988
- 3-4 1989
- 1991
- 5-6 Received
- 39 1 Sent
- 2-4 1992
- 5-6 1993
- 7-8 1994
- Contains correspondence from Frederick Fennell.
- 40 1-2 1995
- 3-4 1996
- Contains correspondence from Lukas Foss and Henry Bloch.
- 5 Undated
- Mailing Lists, 1987-1994 and undated

		Lists, 1987-1994
	6	1987-1988
	7	1994
	8	Undated
	9	List Sales, 1990-1994
		Membership, 1978-1996 and undated
	10	Applications, 1978-1982
		Correspondence, 1980-1996 and undated
	11	1980-1985
	12-14	1986
41	1-2	1987
	3	1988
	4	1989-1990
	5-6	1991
	7-8	1992
	9	1993
	10	1994
42	1	1995
	2	1996 and undated
	3	Deleted Members, 1989-1996 and undated
	4	Directories, 1979-1990
		Lists, 1984-1996 and undated
	5	1984
	6	1985
	7	1986
	8	1987
43	1	1990-1993
	2	1994-1996
	3-4	Undated
	5	Regional Membership Network, 1994-1995
	6-8	Renewals And New Membership Records, 1987-1992
	9	Reports, 1988-1995
	10-11	Office And Supplies, 1990-1994 and undated
		Personnel, 1992-1994 and undated
44	1	Bookkeeper, 1993
	2	General 1992-1994
		Photographs, 1992 and undated
	3	Symposium, undated Includes photos of Jacques Voois (editor of the <i>Journal of the Conductors Guild</i>).
		General, 1992 and undated
	4	Identified, 1992 and undated Includes Gunther Schuller, Max Rudolf and Conductors Guild Board.
	5	Unidentified, undated Group photos, probably of Board.
	6	Publicity, 1986 and undated Includes <i>Musical America</i> article on Conductors Guild and brochure.
		Topical Essays And Studies, 1975-1978 and undated
	7	Competitions, 1976
	8	Conductor Evaluations, 1975-1978
	9	Conductors And Criticism, 1976
	10	Conductor-Orchestra Relationships, undated
	11	Programming, undated

