

SOUTHEASTERN Law Librarian

VOLUME 17, NUMBER 1

FALL 1991

Official newsletter of the Southeastern Chapter of A.A.L.L.

AALL PROGRAMS

GUTENBERG TO THE COMPUTER AGE: MANAGING THE CHANGE FROM MANUAL TO AUTOMATED CIRCULATION SYSTEMS

Penny Calhoun Gibson

University of Alabama Law School Library

Whether your library "officially" circulates its materials or whether your library just needs help keeping track of the assorted materials, we all realize that the managing partner, the dean, the judge, or our librarian friend will eventually take materials out of the library. The right automated circulation system is just as important in a firm setting as in a law school setting. Automated circulation systems--small or large, simple or complex--can be an asset to the law librarian.

May Miles Prince, Associate Director for Library Services at Vanderbilt Law School Library, served as the panel moderator while Kathleen Vanden Heuvel, Circulation Librarian at University of California at Berkeley School of Law Library, Mary Langford, Circulation Librarian at Vanderbilt Law School Library, and Teresa White, Systems Librarian at O'Melveny & Myers in Los Angeles, were the presenters for this AALL session.

Does your library need to automate? Will automation solve any of your problems? Do you want an automated system for control, statistics, or less hassle? These are the types of questions that any librarian considering automation must answer. Not only is automation of any size expensive, but the planning time is extensive.

Planning, planning, and more planning is the key to an automation project.

Our panel warned against being blinded by the awesome light of technology. Remember to keep things simple! Each decision builds on other decisions and things can get quite complicated in a very short time.

Use the resources you have at your fingertips. Consult other librarians who have already been down this dreaded road of automation. They are always ready and willing to tell you about their mistakes and sometimes have the solutions that can keep you from making the same mistakes. Be ready to learn not only from others who have automated but also those people on your staff who know the manual system backwards and forwards. They can be one of your greatest sources of suggestions and ideas.

Keep the powers that be informed! Management is dependent on the librarian to understand what is happening in the library. Most of all, they will want to know where all that money is going and what they are getting for their money. It is up to you as the librarian to ensure that their expectations of a automation project are realistic.

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AALL PROGRAMS

WHCLIS AND BEYOND: BRIDGES TO A BROADER CONSTITUENCY

*Robin Holab-Abelman
Library of the U.S. Courts, Mobile*

Patricia Glass Schuman, President of the American Library Association, offered a challenging and thoughtful keynote speech. She was a dynamic speaker with a definite point to share with law librarians. She stressed the idea that librarians provide access to the "right to know" about all kinds of information and facts. We are essential and people need to be made aware of the value of librarians and libraries. It's time for us to change from the passive role and become proactive; promote our services, our collections and especially our professional staff.

While Schuman acknowledged that information is power, it is also a catalyst and a tool. It is a means to other things. For example, we have rights to protect us but those rights are meaningless if we don't know we have them. If someone is illiterate and can't read, then they can't know how to protect their rights. Librarians have the key to an immense power (there are more libraries than McDonald's outlets) and need to get the word out. Librarians are dynamic and if we don't toot our own horns, no one else will.

Designing, Conducting, Writing and Publishing Research Projects in Law Librarianship
The speakers at this session gave some practical tips on how to decide on a research topic, follow through on a study and have your paper published. Each presented a specific point of view. Ms. Heim discussed different types of studies, how to conduct studies and what questions to ask yourself before, during and after the research. Mr. Danner spoke about finding appropriate topics. Ms. Kaufmann presented an editor's view of how research should be written. The session provided quiet a few useful suggestions.

Bridges to the Past: Looking After Older Legal Materials (Rare & Historical)

Red rotted leather - what is it, where does it come from and why do my books have it? While these speakers couldn't answer all these questions, they offered some good, practical advice regarding preservation and conservation. They suggested that initially you need to identify the criteria of the material to be preserved or conserved. Then look at the various options available (discard, do nothing, replace, photocopy, store, conserve). Proper conservation is expensive and not all libraries will be able to do it.

To Buy or Not Buy, That is the Question: Looseleaf Treatises and Their Upkeep

These speakers addressed the proverbial problem of looseleaf services - is the expense and upkeep really necessary? In a word, yes and no (sorry, two words). Much of the controversy depends on the type of library and collection you have. Obviously, many of us would like to ignore filing our releases and reorder a completely new set every two to three years. Reality dictates otherwise. Various options were discussed. No new ground was broken, but this is a problem that will not go away.

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4TH ANNUAL INTERAGENCY DEPOSITORY SEMINAR

Joyce A. McCray Pearson
University of Louisville Law Library

Thanks to the Lucille Elliot Scholarship fund and the Dean of my law school I was able to attend the 4th Annual Interagency Depository Seminar held in Washington D.C. from May 6 through May 10, 1991. The seminar was sponsored by eight agencies: the Bureau of the Census, the Bureau of Labor Statistics, the Copyright Office, the Office of the Federal Register, the Library of Congress, the National Technical Information Service, the Patent and Trademark Office, and the Government Printing Office. The seminar was an overview of the various agencies' products and activities as they relate to Federal Depository Libraries.

The speakers at the meeting made videotape presentations, gave actual demonstrations of their CD-Rom products (through a high technology projector), distributed tons and tons of handouts, and addressed crucial concerns of the sixty-five government documents librarians who attended.

All of the programs were excellent, but two were outstanding. The Census Bureau and the Library of Congress presentations were extremely interesting and informative. Many government document librarians have been flooded with CD-Rom products due to GPO's decision to distribute much of its information in this format. Those government document librarians with little or no CD experience were glad to learn how to utilize the products, interpret the data, and train patrons to use them. Those who were still confused about the products after the presentations were given telephone hotlines and phone numbers for more information.

The last day of activities was held at the Library of Congress. Presentations were given on the Library Services Division of the Congressional Research Service (CRS), and on LC's document delivery services and federal documents collection. Those interested were able to tour various areas of LC and CRS.

In addition, Washington D.C. was beautiful. I spent my spare time sightseeing - visiting all the places I failed to see the last time I was in D.C. The seminar planners arranged for a visit to Old Alexandria - a beautiful, well preserved area in Virginia.

The GPO planned and provided an excellent seminar. I learned much and met many wonderful government documents librarians. The Metro is still safe and the food in all those restaurants was great!

AALL PROGRAMS

TEACHING LEGAL RESEARCH TO THE MTV GENERATION

Virginia Hare
Library of the U.S. Courts, Birmingham

The featured speaker was Ethan Katsh, Professor of Legal Studies at the University of Massachusetts. Katsh suggested using the following techniques to capture the attention of the MTV generation: using aromas (certain scents can encourage alertness; he put a cotton ball soaked in lemon scent under each chair in the meeting room), humor, graphics, mental imagery, color, sound, and relaxation exercises. Professor Katsh's program was innovative, creative, and interesting. He certainly held everyone's attention and was entertaining. His point was to show that learning can be fun and stimulating.

Warren Rosmarin and Marie Wallace participated in a panel discussion following Professor Katsh's presentation.

FROM THE PRESIDENT

I would like to thank the Executive Board and the Nominating Committee for their confidence in me to fill Peggy Martin's term and to assume the office of President. We will miss Peggy's contributions to our Chapter, but we are sure she will be an asset to the Colorado chapter. The other officers for 1991-92 are: Ed Edmonds, Vice-President/President-Elect; Alva Stone, Secretary; and Sue Byrch, Treasurer.

The Chapter's business meeting at AALL in New Orleans brought us up-to-date on our activities. The joint reception with the local chapters (Atlanta, New Orleans, South Florida, and Virginia) was a great success! It was a wonderful opportunity to encourage members of the local chapters to join SEAALL.

I attended the Council of Chapter Presidents meeting in New Orleans during which we were told what the Chapters' roles would be in AALL's long-range plans. We are expected to develop and implement programs that carry out some of the plans. Previous Presidents have started this process, but we need to continue their work and build upon it. We cannot develop and implement programs without participation on the committees. If you have not completed the Committee Preference Form, which was published in the last newsletter, please do so. It is no too late to join a committee. A list of the committee members appears elsewhere in this issue of the Southeastern Law Librarian.

Kathy Heberer and Russell Gebet continue in their second year as co-editors of the Southeastern Law Librarian. They did a fine job last year and I am sure they will produce another quality product this year. Our sincere appreciation and thanks to Randall Brown of Law Book Exchange who prints the newsletter for us free of charge.

The Publicity/Public Relations Committee with Ebba Jo Sexton as Chair will continue the work done by the previous committee. I would like for us to strengthen our contacts with the library schools in our region to encourage future librarians

to enter law librarianship. This could be done by our members visiting the library schools to do a special presentation or to participate in a career day program. It is important to send AALL and SEAALL membership literature to the library schools, to inform them of career opportunities in law librarianship and to encourage student membership in our association.

As new librarians join our association we need to help them with the legal materials of their state. One of the charges of the Publications Committee under the direction of Jack Hurd is to update the state practice series. Ed Edmonds is continuing to refine the Procedures Manual. He has asked that the 1990-91 committee chairs review their committee's work. If any procedures or informal guidelines were established, they need to be forwarded to Ed so he can update the Procedures Manual. It is important for the next committee chair to know what was previously done.

In the heat of summer springtime in Georgia seems so far away but preparations have already begun for the annual meeting, to be held at Callaway Gardens on April 9-12, 1992. This will be a joint meeting with the Atlanta chapter. The Atlanta chapter's Education Committee, under Kathleen Ries, will be responsible for the institute. If you have any suggestions for Kathleen or for Ed Edmonds, who will be chairing the Program Committee, please do not hesitate to contact them. Robin Mills will be the head of Local Arrangements. She has already begun working with the conference facilities office.

The activities of these committees can dovetail with some of the other committees. We have a busy year ahead of us as we continue the Chapter's work. No one person can do it alone. I look forward to working with you in the coming year. I welcome your suggestions and comments. Please feel free to contact me at any

(Continued on Page 5)

REMINDER: FINAL NOTICE

If you have not paid your dues, this is the last newsletter you will receive because your name will be removed from the SEAALL mailing list. You will also miss out on future official SEAALL mailings (meetings, registration, information, elections, etc.).

Bylaws, Article I, Section 2 b 3 states: "All dues...shall be paid no later than three months after the due date appearing on the dues notice. The treasurer shall suspend the membership of any person who has not paid within the time allotted. A suspended membership shall be restored upon the payment of dues for the current year."

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GUTENBERG

(Continued from Page 1)

Be sure that everyone in the entire organization understands automation will not mean less work. Automation is a major consumer of time and staff. The process of preparing materials for automation will uncover all sorts of problems not related to the project such as items cataloged incorrectly and misplaced. You must define your constraints from the beginning or you will end up with your entire library in four or five huge piles of books, all of which present problems.

The advice of the experienced panel regarding the use of student employees in the automation project is not only to hire them, but also to supervise them closely. Students can be a great source of labor, but the fruits of their labor bear close inspection. One great way to check your automation process is to start with items that circulate the most. The feedback is immediate and errors are spotted quickly.

Although automating the circulation desk is a tremendous task, the outcome can be very rewarding. No matter whether you choose Innovacq, NOTIS, or whatever meets the needs of your individual library, you should automate using the experiences of others as your guide.

PRESIDENT

(Continued from Page 4)

time. Please note that the AALL Membership Directory has an incorrect telephone number for me and the correct direct dial number is (305) 789-3251. Through all of our activities we can promote law librarianship.

Mary J. Cross

MINUTES of the SEAALL BUSINESS MEETING

New Orleans, LA
Monday, July 22, 1991

Tim Coggins, President, called the meeting to order at 5:35 p.m. and introduced the other officers at the head table: Alva T. Stone (Secretary), Diana Osbaldiston (Treasurer), and Mary Cross (Vice President/President-Elect).

Announcements: Tim announced the names of the eight recipients of our 1991 Lucile Elliot Scholarships, asking those present to stand and be recognized. SEAALL member Jean Holcomb, who is also President of the Virginia Association of Law Libraries (VALL), has been elected Chair of AALL's Council of Chapter Presidents. Carol Billings was presented with SEAALL's Distinguished Service Award during the Annual Meeting in Tuscaloosa. Committee chairs were reminded to review the procedures handbook in order to suggest changes, and to send their files to successors. Copies of the updated Chapter brochure were available; members were encouraged to share a brochure with prospective new members. Tim mentioned that a new AALL chapter in our area, the Alabama Chapter, was approved by the general membership during its Business Meeting earlier today. And finally, a resolution of thanks was presented to Ken Barnett, on the occasion of his retirement after 44 years with the Carswell Company. Ken was cited for his high standard of excellence as a vendor and for his unceasing support for programs and activities of SEAALL and the law library community.

Officers' Reports: Alva Stone referred to the minutes of the Annual Meeting business meeting published in Southeastern Law Librarian, and it was agreed to dispense with their reading. The minutes were approved as published. Results of the election were announced. Of SEAALL members receiving ballots, 53% voted. Mary Cross was overwhelmingly endorsed to fill the unexpired term (vacated by Peggy Martin) as 1990/91 Vice President/President-elect. For 1991/92, Ed Edmonds has been elected Vice President/President

-elect and Sue Burch has been elected Treasurer. Alva requested permission to destroy the ballots, and this was approved.

Diana Osbaldiston distributed copies of the financial statement for 1 Apr. 1990-31 Mar. 1991. The Chapter currently has 591 members; 430 have already paid their dues for the coming year. Diana believes we may need to raise Chapter dues at some point, especially if we were to pay our own printing costs for the newsletter. Tim Coggins acknowledged the extra service which Diana has given to SEAALL (she served for three years as Treasurer, so that office's term could become "staggered" with the Secretary's two-year term), and presented her with an engraved plaque commemorating her work.

Wes Cochran (Immediate Past President) commented on his recent experience as Chair of the Council of Chapter Presidents -- after seeing the inner working of other AALL chapters, he believes that SEAALL is THE BEST in terms of organization, activities and programs!

Executive Committee Report: SEAALL will be listed as co-sponsor, with VALL, on the "Dialogue with a Library School" program being proposed for the AALL Annual Meeting in San Francisco. A subscription to the AALL Placement Service will be taken by SEAALL in Donna Bausch's name, to improve her ability to fulfill her duties as Chair of our Placement Committee. Mary Cross has learned that one-half of the chapters have liability insurance for their officers; SEAALL does not. We may want to examine this question in the coming year.

Bylaws Revision: Proposed revisions to the Bylaws were previously announced in Tuscaloosa, and the entire membership was notified by mail last April. Proposals were to

change references from the Chapter's "Constitution" to its "Articles", and to provide greater clarity on who may hold office. The option of notifying members of proposed amendments through publication in the newsletter, the right to membership for certain part-time workers, and the right to vote for all members were the other revisions proposed. Tim Coggins called for a voice vote on each proposal separately; all revisions were approved.

Annual Meetings Update: Cherry Thomas and her team did an exemplary job with local arrangements in Tuscaloosa. All programs were tape-recorded, and summaries of many of them were published in the last issue of *Southeastern Law Librarian*. The Copyright Institute was so well received that it may be repeated as an AALL Workshop in 1992. There was a small deficit (\$299) from the meeting in Tuscaloosa.

Next year the SEAALL meeting will be held April 9-12 at Calloway Gardens, GA. Robin Mills (Emory University) is chair of Local Arrangements; this is a joint meeting with the Atlanta Law Libraries Association.

SEAALL annual meeting and Local Arrangements chairpersons in future years will be: 1993 - West Virginia (probably Charleston) - Cam Riley; 1994 - North Carolina (probably Asheville) -- Tim Coggins and Hazel Johnson; 1995 - Virginia (to be co-hosted with VALL). In 1996 we may have a joint meeting with SWALL, possibly in Galveston or in Austin (SEAALL members present had a slight preference for Austin).

Installation of New Officers: Before presenting the new President with her gavel, Tim Coggins briefly summarized the Chapter's accomplishments during 1990/91: the SEAALL brochure was revised; tax exempt status was obtained; a project to recruit new members was executed; efforts were made to improve public relations and links with library schools; and many successful educational programs and the Copyright Institute were sponsored.

Mary Cross received her new gavel, and in turn presented Tim with a token of SEAALL's

appreciation for a job well done (a business portfolio-style case). Mary then stated some of her goals for SEAALL in 1991/92: assist AALL in the fulfillment of its Long Range Plan; continue our outreach efforts with library schools to promote law librarianship as a career and gain more student members for SEAALL; and support our Publications Committee's project to update the Southeast state law bibliographies. Members were reminded that there are positions still available on several committees; volunteer forms were distributed.

The meeting was adjourned at 6:30 p.m., and there followed in the Hilton Rosedown Room a reception co-sponsored by SEAALL and four other Chapters: ALLA, NOALL, SFALL, and VALL.

Respectfully submitted,
Alva T. Stone, Secretary

Southeastern Law Librarian (ISSN 0272-7560) is the official publication of the Southeastern Chapter of the American Association of Law Libraries. It is published quarterly and is distributed free to all SEAALL members. Editorial comments or submissions should be sent to Kathy S. Heberer, Rumberger, Kirk, P.O. Box 1873, Orlando, FL 32802, (407) 425-1802, or to Russell Gebet, Carlton, Fields, P.O. Box 1171, Orlando, FL 32802, (407) 849-0300. Advertisers should contact Mary Forman, Akerman, Senterfitt & Eidson, P.O. Box 231, Orlando, FL 32802, (407) 843-7860. Membership inquiries should be directed to Constance M. Matzen, Smith, Anderson, P.O. Box 12807, Raleigh, N.C. 27606, (919)821-6658.

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DEADLINES FOR VOLUME 17 SOUTHEASTERN LAW LIBRARIAN

Vol. 17, #2 - Nov. 1, 1991
Vol. 17, #3 - Feb. 1, 1992
Vol. 17, #4 - May 1, 1992

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**SOUTHEASTERN CHAPTER
AMERICAN ASSN. OF LAW LIBRARIES, INC.
ANNUAL FINANCIAL STATEMENT
1 APRIL, 1990 - 31 MARCH, 1991**

OPENING BALANCE	\$3,156.31	
Add Certificate of Deposit	<u>8,000.00</u>	\$11,156.31
ADD INCOME		
1990-91 Dues	4,795.00	
Scholarship returned	300.00	
Bank Interest - CD	750.18	
Bank Interest - Check A/c	175.09	
Sale Mailing Labels	150.00	
Newsletter Advertising	400.00	
Profit 1990 Meeting Oxford, Ms.	<u>1,865.79</u>	<u>8,436.06</u>
TOTAL INCOME		<u>19,592.37</u>
DEDUCT EXPENSES		
Scholarships paid	3,000.00	
Chapter Reception at AALL	1,619.82	
Postage	436.98	
Printing	101.61	
Stationery & Office Supplies	419.90	
Newsletter Expenses	401.03	
Report to Florida Secy. of State	35.00	
Sundries	79.05	
President's Expenses	346.43	
Labels for Vendor Mailings	49.50	
Preparation of Tax Return	446.76	
Legal Fees	<u>315.40</u>	
TOTAL EXPENSES		<u>7,251.48</u>
CLOSING BALANCES		
Certificates of Deposit	10,000.00	
Cash at Bank	<u>2,340.89</u>	<u>\$12,340.89</u>

NOTE:

This is the final statement for the period, as reconciled with the bank statement. It supersedes the statement provided at the New Orleans meeting.

Respectfully submitted,
Diana Osbaldiston,
(Past) Treasurer

**SOUTHEASTERN CHAPTER
AMERICAN ASSN. OF LAW LIBRARIES, INC.
FINANCIAL STATEMENT
1 APRIL, 1991 - 22 JULY, 1991**

OPENING BALANCES

Certificates of Deposit	\$10,000.00	
Cash at Bank	<u>2,340.89</u>	12,340.89

ADD INCOME

1991-92 Dues	4,335.00	
Bank Interest - CD	163.49	
Bank Interest - Check A/C	31.02	
Chapter Reception Contributions	<u>885.00</u>	<u>5,414.51</u>
TOTAL INCOME		17,755.40

DEDUCT EXPENSES

Report to Florida Secy. of State	61.25	
Florida Dept. of Revenue	100.00	
1991 Tuscaloosa Meeting	299.02	
Printing	162.74	
Stationery	18.80	
Bank Charges	3.00	
Newsletter Expenses	362.29	
Sundries - Presentations, gavel	118.26	
Postage	<u>289.29</u>	
TOTAL EXPENSES		<u>1,414.65</u>

CLOSING BALANCES

Certificates of Deposit	\$10,000.00	
Cash at Bank	<u>6,340.75</u>	<u>\$16,340.75</u>

NOTE: Certificates of Deposit: \$4,000.00 due 2 August, 1991;
\$6,000.00 due 29 August, 1991.

Respectfully submitted,
Diana Osbaldiston,
(Past) Treasurer

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AUTOMATION SURVEY SEAALL CONFERENCE

Monica Corbett

Library Science Student, University of Alabama

On March 14-16, 1991, the Southeastern Association of Law Libraries (SEAALL) held its annual meeting. Librarians in attendance represented 38 of the 156 member libraries.

The total number of libraries represented in the survey is 15 academic, 3 law firm, and 1 government library. This sample is 12% of the overall population of SEAALL member libraries. It reflects 50% of the libraries represented at the conference. To gain perspective, the results representing this microcosm can be compared to the most recent automation statistics available for United States libraries and libraries around the world. (Bridge, pp. 51, 54, 55, 58).

The automated systems currently in use by responding libraries vary widely, with 17 different systems named. Twenty-one percent (4 libraries) use INNOVACQ, 15% use NOTIS, 10% use ACQ350, 10% LS2000, 10% Datatrek, 5% BIBLIOFILE, 5% BIS, 5% Compuserve, 5% Lotus, 5% Orbit, 5% SER350, and 5% use Vutext. One respondent listed "local system" for acquisitions and accounting functions. The universities at Duke, North Carolina, and NC State all participate in TRLN-BIS. Three libraries have no automated systems currently in use, but are in the planning/preparation stages. (NOTE: Several respondents identified OCLC as their libraries' automated system for certain procedures. Due to OCLC's nature as a bibliographic utility and its globality, I disregarded this response in compiling results for this survey).

When asked which library procedures are presently automated by the systems named above, 68% of the libraries listed a public access catalog, 53% cataloging (other than OCLC), 47% circulation, 42% serials, 42% accounting, 42% reference (other than LEXIS or WESTLAW), 6% acquisitions, 5% (one) ILL (other than OCLC), and 5% (one law firm library) an automated legal memorandum file.

Systems which are being considered or which have been considered are NOTIS, VTLS, CLSI, GEAC,

DRA, DYNIX, LS2000, INNOVACQ/INNOPAC, Inmagic, Summation II, Eloquent Librarian, Columbia Library System, and Sydney. Planning procedures for the majority (53%) of respondents lasted more than one year, but not more than five years. Three libraries (16%) took one year to plan for their automated systems, and two (11%) planned in less than one year. One library responded "not applicable" to this question.

The automated system selection/planning committee generally consisted of an average of four law librarians. Three (16%) committees also included one or more non-MLS library personnel. Seven (37%) libraries' committees included a system analyst (in four cases this was also a library employee). Three libraries included a member of the institution's administration on the committee. No academic library's committee included students, but one school included professors, and one law firm included two attorneys on its committee. Three committees had library personnel from other other institutions as members, and two had their university's computer services director as a member. Other responses were "ad hoc", "state-wide decision -- no local input", and "University Librarian" (assumed to mean not from law school, but from parent university).

The various preparatory activities exercised before or upon initiating the automated system included staff/librarian training (68%), retrospective conversion (68%), inventory (42%), weeding collection (21%), patron training (11%), and barcoding (11%) (may be part of conversion). Seventy-three percent of the libraries opted for complete retrospective conversion, while 5% only converted "on the fly." One library converted the "actively circulated" subject areas.

Six libraries (32%) are networked within their own library, eight (42%) with their institution, three (16%) within their state, one (5%) with other states, and three with other universities.

Problems associated with the different systems in use and/or under consideration were noted as follows: NOTIS--...inadequate reserve system, hardware size, cost, hard to navigate...; VTLS--...very few in use, no proven track record in law school libraries...; DYNIX--...no adequate serials control...; INNOVACQ--...system support uneven at times, some system documentation not sufficiently detailed...; LS2000--...slow, computer too small, speed/accuracy suffered from loading "dirty" OCLC tapes....

Features librarians wished to see added to their systems include better report capabilities (Datatrek), improved serials check-in (NOTIS), better searching protocols in public access catalog, improved serials control (LS2000), and easy downloading capabilities for patrons to transfer bibliographic records.

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AUTOMATION SURVEY

SOUTHEASTERN CHAPTER OF THE AMERICAN ASSOCIATION OF LAW LIBRARIES March 14-16, 1991

This survey was prepared by a graduate library school student for a library automation course. A copy of the compiled results will be submitted to the editors of The Southeastern Law Librarian.

1. Type of library: _____ Law firm _____ Academic
(check one) _____ Government _____ Other: _____
2. Name of institution: _____
3. My position/title: _____
4. Write the letter for the system name in the blank beside the function(s) for which it is presently used in your library.
 - a. BIBLIOFILE b. DRA c. DYNIX d. INNOVACQ e. NOTIS
 - f. VTLS g. LE PAC h. CLSI i. other: __________ Public Access Catalog _____ Cataloging
_____ Interlibrary Loan _____ Serials Control
_____ Acquisitions _____ Circulation Control
_____ Accounting Procedures _____ Other: _____
_____ Reference Service (other than LEXIS & WESTLAW)
5. What systems (hardware and software) did you consider or are you considering implementing, and what advantages/disadvantages have you noted in each system or module?

6. What length of time did your planning procedure last (from the first organized committee meeting to the actual purchase of the system(s))? (check one)
_____ 1 year _____ <1 year _____ >1 year _____ >5 years
7. Your computer system(s) is/are networked with other computers..
_____ in your library. _____ in your institution.
_____ in your city. _____ in your state. _____ in other states.

(over)

Automation Survey/page 2

8. Which persons were/are members of the committee(s) to plan for and select the automated system(s) for your library?

(Please fill in number of persons.)

_____ Librarian(s) -- Type: _____

_____ Library personnel (non-MLS) -- Type: _____

_____ Systems analyst/consultant
Library employee? Yes _____ No _____

_____ Member(s) of firm/academic administration (not library)

_____ Student(s)

_____ Attorney(s)

_____ Library personnel from other institution(s)

_____ Other: _____

9. What preparatory activities did you exercise before/upon initiating the new system(s)? (You may check more than one.)

_____ Weed collection _____ Staff/Librarian training

_____ Inventory _____ Patron training

_____ Retrospective conversion _____ Other: _____

10. What conversion strategy did/will you use?

_____ Complete retrospective conversion

_____ Conversion 'on the fly' (as circ. materials are returned)

_____ Other: _____

11. Problems you have encountered with your system(s):
(i.e., with down time, support service, speed, accuracy)

12. Capabilities you would like to see added to your system(s):

COSELL NEWS

Carol A. Roehrenbeck, Chair of COSELL

The Board and the members of COSELL met on July 20 at the Annual AALL Meeting in New Orleans. Because we covered so many things that may be of value to you, I have listed them below in summary format.

COLLECTION DEVELOPMENT POLICIES

Bill Beintema keeps a file of these. He reported that he has about 18 policies from members. He wants more and he wants more people to use them. Save yourself time by adapting someone else's policy to fit your needs.

SALARY SURVEY

We voted to postpone doing another survey until we see if the forthcoming ABA Survey meets our needs. If you need a copy of the old one contact Carol Roehrenbeck.

TELEFAX GRANT

Yes, this is a reality and it is going to happen. We are still waiting for the DOE to correct some paper work and release the money. The good news is -- we don't have to go out and bid to get the equipment. We are ready to buy as soon as we get the check.

FAX POLICY

After studying transactions for the past few months, the Board agreed that it was feasible for all COSELL member to provide this service to each other at no charge.

BITNET/INTERNET

Do you have trouble using or locating members through these systems? Cam Riley has a report on how to use Bitnet and Bill Beintema is compiling a COSELL Bitnet/Internet directory. Please send your addresses to Bill.

LIBRARY ARCHITECTURAL PHOTO ALBUM

Cam Riley wants all members to send her pictures of their libraries. She will send you a checklist of the pictures to take. When the albums are completed you can check out how other libraries look e.g. does some member have a good circulation desk layout etc.

FICHE TO FICHE DUPLICATORS

Jim Heller and Bruce Johnson are working on a grant application to acquire these. If you have any information on duplicators please call them.

In the next issue of the newsletter I will tell you about new projects that we have planned. Please take advantage of the resources that we have and let me know of any projects that would help you or another member. Remember COSELL IS YOUR CONSORTIUM.

TSSL NEWSLETTER

"Technical services in smaller libraries," an area of particular interest to librarians in law firms, is covered every quarter in Technical Services Law Librarian, the joint newsletter of the Technical Services and Online Bibliographic Services SISs of AALL. The columnist is Suki Scott, of Parker, Chapin, Flattau & Klimpl, New York. In her next column (vol. 17, no. 1) Suki will discuss standards for technical services in private libraries.

TSSL also includes news of the two sections plus current and knowledgeable columns on acquisitions, serials, preservation, MARC and descriptive cataloging, and subject headings. It is a free benefit of membership in either of the two Sections, or by subscription for \$10.00, from Evelyn Gardner, Creighton University Law Library, California at 24th Streets, Omaha, NE 68178.

ATTENTION
COSELL column readers!
See the COSELL Trivia Quiz
on page 20.

SEAALL BRIEFS

Compiled by
Jack Bissett

Washington and Lee University

Please send news items about members and law libraries to Jack, or to: **Julia Best**, University of North Carolina, **Reba Best**, University of Tennessee, **Richard Boaz**, Jackson & Kelly, Charleston, **Sue Burch**, University of Kentucky, **Herb Cihak**, University of Mississippi, **Bea Citron**, St. Thomas University, **Diana Osbaldiston**, University of South Carolina, **Nora Everlove**, Special Library Service, **Penny Gibson**, University of Alabama, or **Elizabeth Valadie**, Loyola Law School. Thanks to everyone who contributed!

ALABAMA

University of Alabama:

Cherry Thomas, formerly Director and Assistant Professor at the University of Alabama Law Library, retired in June. **Robert Marshall**, Reference Librarian and Assistant to the Director, has been appointed Acting Librarian. **Paul M. Pruitt, Jr.** and **Penny Calhoun Gibson** have published "John Payne's Dream: A Brief History of the University of Alabama School of Law Library, 1887-1980, With Emphasis Upon Collection-Building" in volume 15 of the Journal of the Legal Profession.

Congratulations to the newest chapter in AALL - the Law Library Association of Alabama. The members of this new chapter would like to thank all the SEAALL members who helped to make this chapter a reality. The regional support has been great and it is greatly appreciated.

Lori Davis, librarian at **Bradley, Arant, Rose and White** changed her name to **Lori Martin** when she married on March 9, 1991.

FLORIDA

St. Thomas University:

David Shah has joined the staff of the Law Library as Computer Services/ Reference Librarian. David was formerly with the law firm of **Jorden, Schulte & Burchette**, in Miami. **Jose Coutin** has left St.

Thomas to become director of the library at the **Hialeah Campus of Ft. Lauderdale College**. **Louis Jorgeson** and **Loren Gold** have replaced him as evening librarians. **Nella Thomas** has retired from her position as weekend librarian and been replaced by **Ricardo Lasso**.

Florida State University:

Michael Lynch, Associate Director of the Law Library, will, in August, assume new duties at the University of Toledo College of Law, as Associate Professor of Law and Associate Director of the Law Library. **Robin Gault**, Head of Public Services, will be promoted to the position of Associate Director. **Alva Stone**, Catalog Librarian, has been appointed to the Subject Analysis Committee (SAC) of the Cataloging and Classification Section of the Association for Library Collections & Technical Services, a Division of ALA. She will serve a two year term.

University of Miami:

Wes Daniels, Law Librarian, is the author of "Symposium on Law and the Homeless: an Introduction," 45 U. Miami L. Rev. 261 (1990-91); he served as faculty advisor for this symposium issue as well. Wes spent the week of April 29 in Barcelona as a law library consultant for the **Universitat Pompeu Fabra**, a university recently established by the government of Catalonia. **Edgardo Rotman** has been appointed Foreign and International Law Librarian. He holds LL.B., LL.M., and Ph.D. degrees from the National University of Buenos Aires, and a J.D. from Suffolk University. Edgardo has taught at law schools in the U.S. and in Argentina, and has worked as an attorney in Argentina and with the Massachusetts Correctional Legal Services. He speaks and writes five languages and has published four books and over thirty articles on such topics as criminology and environmental, bankruptcy and tax law.

KENTUCKY

Northern Kentucky University:

The Chase Law Library, Northern Kentucky University, hosted their third annual Kentucky Law Library "get together" in June. The staffs from the University of Kentucky, the University of Louisville, and the State Law Library gathered at chase for a day of tours, small group discussions, and lunch.

University of Louisville:

David Ensign, Director of the University of Louisville Law Library, presented a session entitled "Copyright and Library Practice" to the staffs of the University of Kentucky libraries.

Sallie Howard, State Law Librarian, Frankfort, presented a case update to the Domestic Relations Commission Conference at Lake Cumberland State Park in May.

LOUISIANA

Tulane University:

Margareta Horiba, Acquisitions Librarian at Tulane Law School Library, visited the Bibliotheque Interuniversitaire Cujas de Droit et de Sciences Economiques in Paris, last March.

MISSISSIPPI

University of Mississippi:

Bernard James Scherr has joined the Law Library as Head of Public Services. Bernie holds a J.D. from the University of Nebraska and M.L.I.S. from the University of Illinois. He was formerly Reference Librarian and Foreign/International Law Subject Specialist at the University of Florida Legal Information Center. Linda Anne Scott has accepted the position of Reference Librarian at the Law Library. Linda holds J.D. and M.L.S. degrees from the University of Mississippi. She also holds a Master of Arts and Ph.D. in English and has worked as a lawyer and as a college professor.

NORTH CAROLINA

University of North Carolina:

Timothy Coggins, University of North Carolina Law Library, edited the Spring 1991 issue of North Carolina Libraries. The issue focuses on "law and the library" and includes articles by James Heller, College of William and Mary, Thomas Steele, Wake Forest University, Laura Gasaway, University of North Carolina, Janet Sinder, Duke University, Louise Stafford, North Carolina Supreme Court Library, and Constance Matzen, Smith, Anderson, Blount, Dorsett, Mitchell & Jernigan, in Raleigh.

Duke University:

Dick Danner, Duke University School of Law Library, was one of a number of Wisconsin Law School alumni profiled in an article by Blair Kauffman and Cheryl O'Connor entitled "Lawyers as Librarians: Combining Careers." The article appeared in the Winter 1990/91 issue of the University of Wisconsin Law School Gargoyle.

VIRGINIA

University of Richmond:

Paul Birch, University of Richmond Law Library, was also profiled in the article about Wisconsin Law School alumni (see Dick Danner, above).

Regent University:

Richard Leiter was recently appointed Director of the Law Library and Associate Professor of Law at Regent University. His appointment began September 1, 1991. Until August 2, 1991 Richard was the Head Librarian at Littler, Mendelson, Fastiff & Tichy in San Francisco, CA. Prior to that he was Public Services Librarian at the University of Nebraska and Head of Reference at the University of Texas College of Law. Jack Kotvas, Regent University, received a 1991 West Publishing Scholarship Award.

Carol McClintock, formerly Librarian at Hazel and Thomas in Alexandria, is now Librarian at the United States Court of Appeals for the Federal Circuit, in Washington D.C.

Washington & Lee University:

An ANONYMOUS GUEST site is available at Washington and Lee University as a storage area for computer files useful to law librarians. Connection instructions are given below along with instructions for transmitting and downloading files. Possible files might be bibliographies, pathfinders, research handouts, in-house written programs, templates, scripts, macros.

Anyone with an interest in sharing programs and text files should send computer files to John Doyle at Washington & Lee Law School. No text file would be too small; smaller files can be combined into larger units. Note that text files can only be dealt with in ASCII or WordPerfect format. Currently available files are: a simple hypertext program (with sample legal bib. files); a script file of Internet logon procedures (125 online catalogs); a barcode checking program (duplicates, length & check digit); a dBase IV Gov. Docs. check-in program; and an Acquisitions List program (creates list from OCLC savescreens).

Files may be sent by: e-mail doyle.jp@p9955.wlu.edu or mail John Doyle, Washington & Lee Law School, Lexington, Va, 24450 [IBM 3.5"/5.25" disks]. Instructions for accessing and uploading are available from John.

Sally Wiant, on behalf of the AALL Copyright Committee, shares the following statement from the AALL Executive Board, and the resolution accompanying it.

"In an environment where issues of copyright are of increasing concern, members of AALL and other groups, such as legal administrators, are seeking guidance on the use of copyrighted newsletters. The Board thought it appropriate to give some guidance on this kind of copying, and at its Friday [July 19] meeting passed the following resolution:

COPYRIGHT RESOLUTION:

"The American Association of Law Libraries urges that the 1976 Copyright Act be interpreted to mean that the regular, systematic and cover-to-cover reproduction of copyrighted newsletters without the

permission of the copyright owner exceeds fair use."

College of William and Mary:

Rick Buchanan, Reference Librarian, has resigned to re-enter the practice of law. Rick left the Marshall-Wythe Law Library on July 31st and is now associated with Eric, Roland, Spencer, P.C., Roanoke.

With the cooperation and aid of the College Computer Center, the Law Library recently installed a LAN in its student computer lab. The computer lab LAN comprises twenty IBM AT compatible computers, three draft printers and three laser printers. The management of the computer lab is shared by the Computer Center and Law Library personnel.

PLACEMENT

(Continued from Page 19)

references to: Herbert Cihak, Law Librarian Designate, University of Mississippi Law Library, University, Mississippi 38677.

Reference Librarian: JD from ABA accredited law school and MLS required. Legal and professional library experience desirable. Strong service orientation, and interpersonal and reference skills needed. Duties: provide all types of research assistance to students, faculty and non-law patrons and perform other public services functions under direction of Public Services Librarian. Salary: \$26,500 minimum. To apply: send letter of application and resume with names and addresses of three references to: Herbert Cihak, Director of the Law Library, University of Mississippi, Law Library, University, Mississippi 38677.

Thanks to all of you who wrote articles for this issue of the newsletter about the educational programs you attended.

PLACEMENT

Compiled by
Donna Bausch
Regent University Law Library

The SEAALL Placement Committee is chaired by Donna Bausch. Should you wish to place an ad in the newsletter, please contact Donna at Regent University Law Library, 1000 Centerville Turnpike, Virginia Beach, Virginia 23464, (804)523-7463.

In addition, the Placement Committee maintains a resume file of job seekers. If you'd like to put a resume on file, or review those currently on file, please contact Donna or a member of the Committee.

AALL has revamped its Headquarters placement function. The Career Hotline is updated weekly in summary form. Full printouts of job listings are available for a \$25 annual subscription fee. Members may request printouts of full job listings free of charge.

Keep in mind the joblines in our region and nationally which are available for the cost of a phone call:

AALL:	(312)939-7877
SLA:	(202)234-3632
Fla:	(904)488-5232
N.C.:	(919)733-6410
S.C.:	(803)777-8443
Va.:	(703)519-8027

GEORGIA

Legal Researcher: Requirements: MLS and at least three years experience in a legal reference and research situation. Knowledge of legal bibliography is essential as are excellent written and verbal communication skills. Salary commensurate with experience. Excellent benefits and challenging professional environment. Available immediately. Send resume to: Paul, Hastings, Janofsky & Walker, Legal Researcher Search Committee, 133 Peachtree Street, 42nd Floor, Atlanta, GA 30303. Contact person: Ms. Kay Todd, (404)527-8241.

KENTUCKY

Associate Law Librarian/Head of Public Services. The University of Louisville School of Law seeks an Associate Law Librarian to assist in collection development and materials selection, faculty services, and planning for facilities and personnel. Teaches Legal Research. Requirements include JD and MLS degrees from accredited schools and significant professional experience in an academic law library. Tenure track, faculty rank and status. Twelve month contract with highly competitive salary. Send resume, letter of application, and the name, address, and telephone number of three references to Prof. David Ensign, Law Librarian, University of Louisville Law Library, Belknap Campus, Louisville, KY 40292. Review of applications begins August 15, 1991, and continues until a suitable candidate is identified.

MISSISSIPPI

Public Services Librarian: University of Mississippi Law Library. Requirements: JD and MLS. Desired Qualifications: Ability and desire to work well with people. Ability to supervise and instruct is preferred. Two years academic law library experience. Responsibilities: Responsible for the public services operation of a 280,000 volume-equivalent law library serving law students, faculty and practicing attorneys. The position covers a wide range of reference activities including supervision and planning for reference, circulation, reserve, computerized legal research, interlibrary loans, photocopying services and stack maintenance. The public services staff consists of a Reference/Computer Systems Librarian, a Reference Librarian, two support staff, and numerous student assistants. Responsible for providing direction for the improvement of the Law Library staff, in long range planning and development of library policies. Salary: \$30,000 minimum. Available: July 1, 1991. Send letter of application with resume and the names of three

(Continued on Page 18)

COSELL TRIVIA QUIZ

This is a new feature in the COSELL column. The quiz will run in each issue of the newsletter, space permitting. The winner for the year will be announced at the annual meeting in San Francisco. We know that the winner will be a person with a keen knowledge of law trivia (questions will cover COSELL, movies, libraries and finer points of law), and a sense of adventure (because the prize will remain undisclosed until the conclusion of the contest).

For the first trivia round, we will focus on dessert - which so many of us focused upon in New Orleans! Ready?

- 1. In what state court case, involving whether a cookie recipe was a trade secret, did one of the parties submit sample cookies as part of the record on appeal? (The court sadly noted that the length of the appellate process rendered them moot.)*
- 2. What state court case involved the theft of one and a half pounds of chocolate chip cookies, cigarettes, and three rolls of pennies?*

3. What state court case hinged on whether a fingerprint imbedded on a Moon Pie was admissible as evidence?

4. What state court libel case involved a restaurant review which taunted the restaurant for its dry cheesecake and tasteless eclairs, prompting the owner to add that he "downplayed" dessert because otherwise the customers would want to stay after the meal?

5. (NOTE: This one is rough, because it is not a case, although it is found in a West reporter. This is a bonus question, worth two points.) Where can you find a federal judge's recipe for molasses crinkle cookies? Helpful hint: it's a footnote, and not part of a case!

Send your answers to Sally Waters, Stetson Law Library. Any member of a SEAALL school is eligible to enter. Answers must be postmarked before the next issue of Southeastern Law Librarian, (approximately Nov. 15, 1991).

SOUTHEASTERN LAW LIBRARIAN
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