

ORALL Newsletter

Ohio Regional Association
of Law Libraries

December 1984

Volume 1984, No. 4

President's Message

Season's Greetings and the best to all in the New Year. It's a little tough getting into a holiday mood while overlooking the north coast of America with the temperature in the 70's and Halloween, the election and Thanksgiving still to come. With publication lead time, that's the way it goes.

I am, however, looking forward to an exciting and interesting ORALL year. We have a great group of strong-willed, opinionated representatives willing to work hard for and with you this year. The key to a successful year is *you*, the ORALL member. We need your services, assistance and opinions during the next year. Thus, I ask you to *volunteer* your assistance to ORALL.

From what I have heard and the evaluations I have received, the Fall Meeting at Notre Dame was a success. We can, of course, do some things better in the future. I am sure Vice-President Anita Shew, in charge of programming, and Leverett Preble, local arrangements chair, will provide an excellent next meeting for us in Columbus. If you have any suggestions, or if you want to help, please contact them. While I want to look forward, I wish first to thank Loree Potash,

Mary Persyn, our speakers, and all the unsung Heroes and Heroines for their contributions. As always, it was fun seeing and talking to old and new friends.

On the 1985 agenda, we are hoping to get timely information to our members. Please note our expanded Calendar in this issue. The Calendar should help you with your planning for attending meetings, submitting material for publication, and current awareness.

In regard to the newsletter, please send copy. We need member news, other association news, articles, signed editorials, project reports, book reviews, bibliographies, etc. Don't worry about duplication; we would rather have multiple copies of something of interest than an empty folder. For convenience, please send all copy to co-editor Patti Bresnahan for collection.

While I intend to have all committees staffed by the time you read this, additions can and will be made during the year. Law librarianship is a fluid, changing profession; our professional association should be that way also. If you want to be on a committee, please advise me.

By the time I turn the gavel over to Anita Shew in October, I believe Special

Interest Sections (SIS) will be a reality for ORALL. I think SIS can and will make ORALL a stronger and, if possible, more diverse organization. As I stated at Notre Dame, however, I believe that a constitutional amendment to provide for SIS should be general enough to encompass all special interests, as well as having provisions for future fund raising should it become necessary. To further the enactment of SIS, I have asked Rosemarie Chrisant to chair the Constitution, Bylaws and Guidelines Committee. If you have any suggestions, please contact her. Our executive board retreat scheduled for November 28th in Columbus should help formalize our organizational objectives for 1985.

My personal goals for ORALL in 1985 are numerous. First, I hope we can begin a dialogue on library responsibilities. In this issue, you will find the text of the Library Bill of Rights. Read or re-read it as the case may be. Then, think about it and perhaps comment on it in these pages. The Newsletter is our forum, please use it. Second, during the past year we have had programs on Law/Medicine, Education and Religion. While they are not traditional "library" topics, they may have helped us think about ourselves and our society. We must remember that although our libraries are technical centers, our patrons often make policy and we should be aware of their concerns. Third, I would like to see ORALL continue to promote Law Librarianship and the need for Law Librarians to our different constituents. I truly believe that the legal profession, swamped in information, needs more Law Librarians. Fourth, I would like ORALL to somehow educate our patrons on the *true monetary value* of a Law Librarian. If you have any ideas please write me, or better still, the newsletter. Last, and most important, I want to enjoy this year and have fun. Happy New Year!

Calendar

January 31
April 30
May 8-10
July 6-11
July 7-10
July 31
August 1
August 18-24
September 1

Newsletter Deadline—1st issue
Newsletter Deadline—2nd issue
ORALL Spring Meeting—Columbus
ALA Annual Conference—Chicago
AALL Meeting—New York
Newsletter Deadline—3rd issue
Deadline for Nomination of Officers by Petition
IFLA (International Federation of Library Associations)
General Conference—Chicago
Nomination for Awards Deadline
ORALL Fall Meeting—East Windsor

Welcome New Members!

Dick Bratt
Crawford Library Bindery
2249 14th Street
Akron, Ohio 44314

Deborah T. Byers
Attorney General of Ohio
30 East Broad Street, 17th Floor
Columbus, Ohio 43215

Christine Corcos
Case Western Reserve University
Law School Library
11075 East Boulevard
Cleveland, Ohio 44106

Daniel DeLozier
Commerce Clearing House
1313 Bond Court Building
Cleveland, Ohio 44114

James Gates
Notre Dame Law Library
Box 535
Notre Dame, Indiana 46556

William James
University of Kentucky Law Library
Lexington, Kentucky 40506

Janis L. Johnston
Indiana University School of Law
Bloomington, Indiana 47405

Melanie J. Kaminski
Vorys, Sater, Seymour & Pease
52 East Gay Street
Columbus, Ohio 43216

Robert C. Lewis
Allen Smith Company
1435 North Meridian Street
Indianapolis, Indiana 46202

Janice S. Lustiger
Schwartz, Shapiro, Kelm & Warren
250 East Broad Street
Columbus, Ohio 43215

Katherine W. Piraino
Barbara J. Rosengard
Mead Data Central
1540 National City Center
Cleveland, Ohio 44114

Frances M. Reiter
Crawford County Law Library
County Court House
Bucyrus, Ohio 44820

Polly Jo Snider
Marshall & Melhorn
National Bank Building, 14th
Toledo, Ohio 43604

Greta K. Southard
Akron Law Library Association
Summit County Court House
209 South High Street
Akron, Ohio 44308

Megan Stearns
Allen County Public Library
Box 2270
Fort Wayne, Indiana 46801

Officers

President: Alvin M. Podboy

Vice President/President:
Anita K. Shew

Secretary: Ellen M. Quinn

Treasurer: Paul Richert

Executive Board: Betty Busch,
M. Cox, Wendell Johnling

Newsletter Editors: Paul Richert,
Constance Matts

Newsletter Committee:
Clark, Tom Spaith, Ted
Shemano, Lynn Miller



The ORALL officers and Executive Board met on October 17, 1984 at Notre Dame, Indiana. Standing left to right: Ellen Quinn, Paul Richert, Wendell Johnling, Betty Busch. Seated left to right: Anita Shew, Alvin Podboy, Martha Cox.

The ORALL Newsletter is a publication of the Ohio Regional Law Libraries (ORALL), a division of the American Association of Law Libraries.

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For extra copies of the Newsletter write: Constance Matts, Indiana Law Library, 735 West New Street, Indianapolis, IN 46202.

For membership information write: Paul Richert, University of Akron Law Library, C. Blake McDowell Library, Akron, Ohio 44325.

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ORALL Fall Meeting

Awards Presented

The second annual presentation of the two ORALL Service Awards took place at the ORALL Fall meeting. Selection of the recipients is determined by the Nominations Committee. Chairperson Joanne R. Beal delivered the following presentation remarks:

DISTINGUISHED LAW LIBRARIAN

AWARD. The first award presented will be the Distinguished Law Librarian Award. According to the Bylaws, this award is: "to honor an individual who has been in ORALL at least five years and who has shown a professional commitment to law librarianship and ORALL by serving in leadership roles on committees or as an officer, by taking an active role in other Association activities, and by contributing to the literature or advancement of law librarianship. This award is to give special recognition to a person who has contributed above and beyond the expected level on a consistent basis."

This is a pretty tough award to measure up to. However, there is perhaps not one ORALL Committee or office which has not benefited from the efforts of tonight's recipient. Among them are the Scholarship Committee, the Model Bibliography Committee, the Placement Committee, the Legislative Committee, and the Activities Committee. Our recipient has served on the ORALL Executive Board and served as Vice President and President. Our recipient has hosted local arrangements for several ORALL meetings, and arranged a beautiful ORALL breakfast at an AALL Annual Meeting.

Having also served as a member of the MICHALL Executive Board, our recipient has been a well-respected member of the law library profession in Michigan since 1960.

A contributor to *Law Library Journal*, our recipient has also co-authored *Michigan Legal Research; An Annotated Guide, Access to America, and Legal Research and Writing: A Manual for Legal Assistants*.

His many contributions to the American Association of Law Libraries have brought our recipient to his current esteemed post of Treasurer of AALL.

It is with immeasurable pride and joy that I am able to announce that the 1984 recipient of the ORALL Distinguished Law Librarian Award is Mr. Richard L. Beer,

Director of the Adams-Pratt Oakland County Law Library in Pontiac, Michigan.



Richard L. Beer

OUTSTANDING SERVICE AWARD.

The word unrelenting was given new meaning when Gertrude Johnson and Arthur Fiske expedited the enactment of Ohio House Bill 317 in 1976. These two county law librarians, armed with individual persistence and the overwhelming support of the members of the Ohio Regional Association of Law Libraries, guaranteed for lawyers, librarians, and the general public the accessibility of the rules and regulations promulgated by administrative agencies in the state of Ohio. Thus was born the *Ohio Administrative Code*. This evening we pay tribute to the monumental efforts and invaluable service performed by Gertrude S. Johnson and Arthur W. Fiske by presenting to each the ORALL Outstanding Service Award. They are not with us this evening, so I'd like to briefly review for you their many contributions.

Gertrude Johnson, best known to us professionally for her work in Akron, was the Director of the Akron University College of Law Library from 1964 until 1973. She then served as Director of the Akron Law Library Association until her retirement in 1976.

Little known to many of us was her editorial work with the Banks-Baldwin Law Publishing Company on the 1936 Ohio Revised Code. She practiced law in Cleveland with attorney Marie Wing. The notorious Marie Wing was known for having led a parade for women's suffrage on horseback down Euclid Avenue in Cleveland.

Ms. Johnson's contributions to ORALL have been varied and many. She has served as Treasurer, Placement Officer, and as a vital member of both the Execu-

tive Board and the Legislative Committee. It was Gertrude Johnson who mentioned in 1966 the possibility of a union list of Ohio and Michigan periodicals which became a forerunner of the existing ORALL Union List of Serials. At the same time she was working on a project involving the volumes of *Law Abstract*, preparing a list of journals by whom the opinions were written in early volumes of this publication "duplicated" opinions rather than printing full

The thirty-eight page *Biography Index to Ohio Judges* was published in the Fall 1967 issue of the Ohio Association of Law Libraries Bulletin. Prepared under the supervision of Gertrude Johnson at the University of Akron, it has become a valuable tool to locate biographical data appearing in the *State Reports* and *Ohio Appellate Reports*. Early in 1966, Gertrude and Arthur Fiske collaborated in their efforts to create a cumulative index for the *Ohio Appellate General's Opinions*.



Gertrude Shanks Johnson

As with the *Ohio Administrative Code*, the two of them in tandem became actively involved in the academic needs of law librarians. With great respect and honor tonight Gertrude S. Johnson and her revered contemporary, Arthur Fiske

Director of the Cleveland Law Library Association for over forty years, Arthur Fiske has also served the legal profession and the state of Ohio as a member of the Ohio House of Representatives, a Foreman of the Cuyahoga County Grand Jury, as a member of the Executive Committee of the Cleveland L



Arthur W. Fiske

Aid Society, and as the chairman of the committee which established the first Cuyahoga County Public Defender's Office.

As a member of the library profession, Art has served as President of the Cuyahoga County Public Library System, and as Chairman of the Ohio State Bar Association Law Libraries Committee.

For many years Art has been an active participant at ORALL meetings, and he has served as an esteemed member of the ORALL Executive Board. As Chairman Emeritus of the Legislative Committee, Art began efforts in 1975 to develop a program to monitor legislative matters affecting law libraries in Ohio, and to develop positive legislative programs supporting the financial operation of these libraries. During his years as Chairman of the Microform Feasibility Committee, Art's diligent efforts culminated in the first micro-reproduction of the voluminous *Ohio State Records and Briefs*.

The inception of many ORALL projects began with a word from Art Fiske. His dauntless efforts have resulted in countless contributions to ORALL. He is truly a deserving recipient of this Outstanding Service Award. ■

Library Management

by Theodore A. Potter

The Fall program of ORALL began with the topic of Library Management. The speakers were from diverse backgrounds and experience, which provided a variety of perspectives. The topics of the speakers ranged from the system approach, to the personnel of library organization, to the literature of library management.

Ms. Elin Christianson, a library consultant and member of the library school faculty at the University of Chicago and Indiana University, began the session by focusing on what guidelines managers in a special library should follow to be successful; determine the goals and objectives of the library, conduct regular reviews of the library and its services, and create the appropriate library environment.

These guidelines may be implemented by a study of the library's environment, goals, and objectives. Ms. Christianson stressed that planning is a process that encompasses all of the operation. Planning involves the study of the library's environment, and constraints on its environment. It involves the formulation of goals and objectives, the establishment of priorities, and the choice of the best alternatives. Planning should allow for changes in environment and goals. Finally, planning should encompass an evaluation of the results of the aforementioned factors.

In considering the library environment, one must consider external as well as internal factors. In what financial condition is the parent organization (university, county, firm)? Can one easily justify the library's existence and increasing demand on financial resources? How do the library's goals match or further the parent organization's goals? These questions and others may help managers determine how the library operation fits into the overall goals and objectives of its users.

Finally, Ms. Christianson stressed three factors for success: know your environment, know your users, use what you know.

Mr. James Mullins, Director of Library Services at Indiana University in South Bend, spoke about library management with a focus on personnel management. A manager has a myriad of responsibilities, including budgeting, liaison and personnel functions. How one handles these responsibilities determines how well one manages. For example, a manager has

some freedom as to hiring. This function carries a measure of responsibility, but also has limitations. Larger organizational structures and the persons hired are a reflection of the manager. Therefore, it is important that managers have confidence in the people they are hiring, helping them be self-motivated and to show confidence in those to whom they delegate authority to them, and to support them when their authority is questioned. A good manager also realizes the needs and motivations of the staff, and knows when to step in and make tough staff decisions. A reprimand is unpleasant but must be given in order to keep a situation from becoming a recurring one. When a reprimand is necessary, it is best to take the person to your office to avoid embarrassment.

Another aspect of management is for a manager to know oneself, in terms of strengths and weaknesses. A manager must accept both praise and blame. Knowing one's own strengths and weaknesses, the manager can more effectively work with his/her staff. Even though the organization is important, it is not that easy to say, it is the manager's responsibility to make the staff feel that their contribution is critical to the organization.

In summary, Mr. Mullins stressed some important managerial functions relating to overall management: budgeting and liaison. He stressed that a major role of the manager is personnel management. The organizational structure may set parameters for how people make the organization work. Personnel management is a critical factor in the organization.

Mr. Tim Watts, Public Services Director, Valparaiso University Library, gave a brief survey of the current literature on library management. He cited a selective bibliography of literature mentioned some especially helpful titles. The bibliography he selected is on page 5.

Cooperative Cataloging

The program for Firm and Branch Libraries dealt with cooperative cataloging. The moderator was Ellen Christianson. The panelists were Paula Schmidt and John H. Johnston. Schmidt and Johnston gave an overview of their cooperative cataloging efforts with law firms and libraries in the Indianapolis area. They also discussed the formation, structure, and function of the Indianapolis Cooperative Cataloging Consortium. Several participants in the program made inquiries about beginning a cooperative cataloging effort in their own community. ■

Management Bibliography

by Tim Watts

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ABA/AALS Proposed Guidelines

by Terri Hardin

The academic libraries program at the ORALL Fall meeting consisted of a panel of four speakers and a question and answer period. The topic of discussion was the ABA/AALS proposed guidelines and the impact these guidelines would have on law schools and law libraries. Anita L. Morse from the University of Wisconsin Law Library was the panel chairperson. She briefly summarized the proposed revisions and explained the possible impact the new changes could have on law schools and their respective libraries. She also introduced some issues that were going to be discussed during the program. These issues included possible increases in the use of computer databases, increased cooperation between libraries, and possible changes in the roles of librarians in the future.

Dean David T. Link, dean of the Notre Dame Law School, discussed the imminent changes at the Notre Dame Law School. He also spoke on how the proposed guidelines would give law schools and law libraries more flexibility in determining goals and programs for their institutions.

The second speaker was Robert Nissenbaum from Cleveland-Marshall Law Library at Cleveland State University. He spoke about the inspection process from the viewpoint of a librarian. He discussed the importance of the self-study process in the ABA/AALS evaluation procedure, and how he felt that access was the key to the new guidelines.

Kathleen Carrick, from Case Western Reserve Law Library, discussed how the proposed standards will affect research libraries. Specifically, she stated that the proposed guidelines will allow and encourage institutions to do more resource sharing, as well as enabling librarians to determine what their collections will contain.

The last speaker on the panel was Cathy Grove from the ABA office of the Consultant on Legal Education. She discussed the status of the proposed guidelines and the philosophy of the ABA. She also explained how the guidelines would allow flexibility in meeting the external demands that are affecting legal education today. ■

(continued on page 6)

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- Library Administrator's Digest*, monthly. Administrator's Digest, Inc., 1965-Present. (Formerly *Administrator's Digest*.)
- Library Management*, quarterly. MCB University Press, 1976-Present. (Formerly *Library Research Occasional Papers*.)
- Library Management Bulletin*, quarterly. Special Library Association, Library Management Division, 1976-Present.

Law, Education and Religion

by Theodore A. Potter

This timely topic was discussed by three speakers whose special insights were added to the food-for-thought served up in this campaign. Steven Kaatz, an assistant professor of education at Valparaiso University, spoke about the history of religion in schools. His main point was that today over a moment of silent meditation pales in comparison to the casual religious observation practiced in public schools since the beginning of the nation. From the time of the founding of the nation, religion in one form or another in every school has been mandated or tolerated.

Mr. Kaatz discussed some ways religion played a role in areas that affect schools. These areas were the subject of Martha M. M. Kaatz's book, *A Delicate Balance: Church and the Schools*, which was the basis of Mr. Kaatz' talk. Topics such as religious observance in schools, religious exemptions from school programs, religious chapels, curricula, rental, shared-time, released-time arrangements, state parochial schools, and government regulation of parochial schools were the topics he discussed.

These activities are being discussed as fervently today as they were in *Engel v Vitale* struck down the prayer to begin the school day. The Supreme Court has struck down the previous plans incorporating these activities by referring to the establishment clause of the first amendment. However, it has not struck down the number of recent statutes. The court seems to shift the emphasis to the issue of religion as embodied in the amendment. This latter trend will be the subject of the next speaker.

Father Michael D. McCafferty, Professor of Law at Notre Dame, conveyed many recent cases which have begun the shift in focus from the establishment clause to the free exercise clause. Many of the past cases on the "Lemon Test", a three-part test which basically addressed the issues in question. The three factors in traditional analysis were: Was the primary purpose secular or religious? Did the statute advance religious practice? Was there unnecessary government entanglement?

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Serials Librarian, quarterly. Haworth Press, 1976-Present.

Unabashed Librarian: The "How I Run My Library Good" Letter, quarterly. *Unabashed Librarian*, 1971-Present.

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ARTICLES

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Klingner, Donald E., "Job Descriptions: New Uses for a Familiar Tool." 72 *Law Library Journal* 65-67, 1979.

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Schanck, Peter C., "Law Library Staff Meetings: Necessary Evil or Effective Group Process?" 75 *Law Library Journal* 473-489, 1982.

Schanck, Peter C., "'Ordinary Joe' in the Decision-Making Process: The Viability of Staff Participation in Law Library Administration." 73 *Law Library Journal* 530-90, 1980.

DATA BASES

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Information Science Abstracts, IFI/Plenum Data Company. Monthly updates. Coverage: 1966-Present.

USA: Library and Information Science Abstracts, Library Association Publishing. Monthly updates. Coverage: 1969-Present.

Library Literature, H.W. Wilson Company. Semi-weekly updates planned. Forthcoming in October-November, 1984.

(Religion, continued from page 6)

However, recent cases coming to the Supreme Court have not used the "Lemon Test" to determine if statutes are constitutionally permissible. At issue in recent school prayer cases is the restriction on freedom of religious expression.

The creche cases are a good example of this subject, as they involve public property being used for religious expression. Is this an establishment of religion or a freedom of religious expression question? Father McCafferty seemed to feel that the Supreme Court may be leaning toward the freedom of expression analysis to allow the use of public property for a creche. He also indicated that other cases may go this way as well. The Court has accepted a number of these cases for review this term, so we may get an idea of their analysis this fall.

Finally, Mr. Jim Gates, staff law librarian at Notre Dame, gave a short talk on the resources in which one may find information on this topic. Among his suggestions were: West's *Education Law Reporter*; *BNA Specialty Law Series on Education*; *Journal of Law & Education*; *Journal of College and University Law*; *Yearbook of School Law*; and, *Education Law* by Rapp. These sources provide ready access to topics in this area. Mr. Gates especially recommended the Rapp publication as a good, single source of information. ■

Business Meeting Highlights

Ellen Quinn reported that the principal concern of the ORALL Constitution and ByLaws Committee was the proposed constitutional amendment for a county law librarians' SIS. The AALL Model Chapter ByLaws were not considered this year.

Janet Johnson reported that the 1984-85 Membership Directory has been completed and printed. There are now 259 members, an increase of two from last year.

The Newsletter Committee reported that three issues of the Newsletter have been published this year with a fourth upcoming before the year end. A continuing feature will be a County Law Library Page.

Joanne Beal reported that the Nominations Committee met on May 17, 1984. Elected candidates were contacted, and the nominated slate of officers was published in the June 1984 Newsletter. In September, the official ballot was pre-

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pared and mailed to members. The Committee also recommended Matthew F. Dee and Arthur W. Fiske to the Executive Board for life membership.

Kathy Welker reported that the Model Bibliography Committee has been working on the general and states sections revisions, and that the bibliography is four-fifths completed. The entire work was sent to the Ohio State Bar Association the week of October 22, 1984 for printing and distribution. She questioned the usefulness of the General Law section, and requested comments from the membership.

The Education Committee report was prepared by Janet Johnson. The Committee decided that a hands-on video teaching aid would be a good project.

Jan Novak of the Public Services Committee announced that the new edition of *Ohio Legal Resources* has been published. OLA has again agreed to print and distribute it at a cost of \$4.50. The Committee produced a brochure describing ORALL publications and services which was mailed by OLA to its members. A new section has been added to *Ohio Legal Resources*, entitled: "Guidelines for Legal Reference Service." It will also be available as a separate publication. The Committee is work-

ing on formalizing its workshop consulting services.

Marie Rehmar's report on the Union List Committee mentioned that Case Western Reserve Law School Library has been added to the 1984 Union List, and that the University of Akron Law Library will be added to the 1985 list. A survey of lending policies of Union List participants has been completed. The information will be mailed to each library that has ordered a copy of the 1984 list.

Melanie Solon-Kochheiser prepared a report on the San Diego Chapter Breakfast. ORALL and MICHALL held a joint breakfast meeting on July 2, 1984. Of the forty-nine attendees, thirty-three were ORALL members, thirteen were ORALL-MICHALL members, and three were MICHALL members.

Susan Schaefer reported The Ohio Council of Library and Information Services (OCLIS) met in Columbus in May and September of 1984. OCLIS is composed of representatives from all Ohio Library Associations. The Council voted to continue the public relations campaign that was begun this year to encourage library usage. The theme for this year's campaign is "Libraries: Learning for Life" ■

Announcement

The 1985 ORALL dues statement will out in March. Membership is \$10.00 per year.

Statistics from October meeting: There were sixty-nine attendees: twenty-five county law librarians, twenty-four university law librarians, eleven publishing company representatives, five law firm librarians, two appellate court librarians, and two public librarians.

New ORALL directories have been published. If you have not received one, contact Janet Johnson, c/o Murphree, Young & Smith, 250 East Broad Street, Columbus Ohio 43215.

Please note the following schedule for the 1985 ORALL Newsletter. By establishing these tentative dates and guidelines, we hope to ensure prompt quarterly publications.

	Deadline	Final copy mailed
1st issue:	January 31	March 15
2nd issue:	April 30	June 15
3rd issue:	July 31	September 15
4th issue:	October 31	December 15

Please submit your articles double spaced on 8 1/2 x 11 paper, one article per page. Copy may be sent to Paul Bresnahan, c/o Stark County Law Library; or, Constance Matts, c/o Indiana University School of Law Library.

Director Travels

Professor James F. Bailey, III, Director of the Law Library, Indiana University School of Law, Indianapolis, left for Europe on October 11, 1984. He will deliver two lectures at the Eötvös Loránd University of Budapest, and will spend some time in both Seville and Malaga, Spain, finalizing arrangements for the new faculty-student exchange program between these two Spanish law schools and Indiana University School of Law, Indianapolis. Professor Bailey plans to visit several other law schools while in Europe.

Medical Literature

Health Matrix: the Quarterly Journal of Health Services Management will be publishing the proceedings of our spring 1984 meeting in the Spring 1985 issue of the journal. The panels on Medical Literature for Law Librarians, and Lawyers and Medical Jurisprudence—Medico-Legal Aspects of Litigation, will appear. The cost of an individual issue is \$8.00. Subscriptions can be ordered using the form below.

Michelle Williams, editor of the journal at Case Western Reserve University School of Law, is interested in getting someone to write a column on the literature of law and medicine. Contact her if you would like more information.

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Placement Notices

Akron Law Library Association
Position: Assistant Librarian, MLS
Contact: Rosemarie Chrisant
(216)379-2393

Mahoning Law Library Association
Position: Assistant Librarian, MLS
Contact: Lucille DeMoss
(216)747-2000, ex 260

ORALL Conference Schedule

The following schedule lists places and dates of upcoming conferences. The previous committee had suggested possible program topics such as: Budget Administration, Technical Services, Basic Legal Research, Use of Dialog, and Training Non-professional Staff. Please send any program ideas to Anita K. Shew, Activities Committee Chairperson.

Spring Meeting 1984

Location: Columbus, Ohio
Dates: May 8-10
Local Arrangements:
Leverett Preble,
Capital University

Fall Meeting 1985

Location: Ft. Wayne, Indiana
Dates: October 16-18
Local Arrangements:
Mary McDonald,
Lincoln National Corp.

Spring Meeting 1986

Location: Cincinnati, Ohio
Dates: May ?
Local Arrangements:
Kathy Welker,
U.S. Court of Appeals

Publisher Profiles

Additional copies of the *Publications Clearing House Bulletin* Volume 7, 1984, special issue may now be purchased for \$10.00 each. To order send your check, payable to PCHB, to:

Mary S. Bourget
Akerman, Senterfitt & Eidson
P.O. Box 231
Orlando, FL 32802

This special issue contains over one hundred pages of information, profiling thirty-two law book publishers and covering such topics as: corporate structure, the ten best-selling products, special consumer policies, approval/return policies, and important contact sources.

Business Skills Workshop

WHEN: Thursday, July 11, 1985

WHERE: New York Hilton at Rockefeller Center, New York City

SPONSOR: AALL Private Law Libraries SIS

FOR: The Corporate Library Administrator,
The Private Law Administrator

This one-day program will offer a dual track for those who are just beginning their managerial career or for the seasoned library manager. The beginner a.m. program will focus on two areas: Time/Staff Management and Collection Development. The advanced a.m. program will spotlight two topics: Performance Evaluation and Appraising/Insuring the Library. The afternoon session will combine both tracks for a session on Budget Development and Presentation to Management. Participants are encouraged to bring their concerns; discussion will follow all sessions.

Faculty will be drawn from outside the law library profession for the topics covering personnel and budgeting.

Enrollment will be limited. The application form will appear in the January 1985 AALL Newsletter. Return it immediately as priority will be given to early registrants.

The registration fee will be a bargain. Plan to take advantage of an "educational sale" for yourself and your employer. Registration open to non-AALL members also. *Remember: Look for the final details and application form in the January 1985 AALL Newsletter.*

For Sale

The firm of Gould, Reichert & Strauss is offering three updated sets of law books for sale. Available for purchase are: 1) American Jurisprudence 2d, 2) United States Code Service; 3) Federal Procedure-LCP. Inquires should be directed to Michael G. Reed, Gould, Reichert & Strauss, 2510 Carew Tower, Cincinnati, Ohio, 45202. The telephone number is (513) 621-4607.

1985 AALL Annual Meeting

In an innovative attempt to foster scholarship and newer member participation in AALL annual meetings, individuals who have been association members for less than five years are invited to submit papers for presentation at the 1985 New York Annual Meeting.

The papers may be on any subject so long as they fall within the general theme of the New York program: "Law Librarianship—A Wide Perspective." While traditional scholarly papers are anticipated, creative work in any form will be accepted.

A written outline or prospectus should be submitted by December 31, 1984 to: Roger F. Jacobs, Librarian, Supreme Court of the United States, Washington, D.C. 20543. Completed contributions will be required by May 1, 1985.

Submitted papers will be reviewed by Margaret A. Leary, Director, University of Michigan Law Library; Donald G. Ziegenfuss, Librarian, Carlton, Fields, Ward, Emmanuel, Smith and Cutler, Tampa, Florida; and Roger F. Jacobs.

Three papers will be selected for presentation at the 1985 New York Annual Meeting. In addition to having the opportunity to present their views to the membership, the three winners will receive a Certificate of Achievement. All papers will be forwarded to the editor for possible publication in the *Law Library Journal*.

Newer members are urged to take this opportunity to simultaneously advance the profession and their careers.

CWRU Staff Changes

Patricia Jean Harris became associate director of the law library in June. She comes to CWRU from Nova University in Fort Lauderdale, Florida, where she was head of public services for the law library there. She will assist the library's director, Kathleen Carrick, in administering the various departments and programs and in overseeing the Research, Advocacy, and Writing Program for first-year students.

An anthropology major at the University of Oklahoma, Harris stayed on there and took a master's in library science in 1974. After a year in Kansas, where she

(continued on page 10)

was employed simultaneously by St. John's College and Southwestern College, she went to the Tarlton Law Library of the University of Texas as acquisitions librarian and, later, serials librarian and cataloguer. In 1979 she enrolled as a law student, continuing to work part-time in the library. She received the J.D. degree in 1982.

Christine Corcos replaces Vili Zadnikar as head of technical services. A Phi Beta Kappa graduate of Michigan State University in 1973, Corcos continued there for an M.A. in history. In 1979 she received her master's in library science from the University of Michigan.

Her first job was with Energy Conversion Devices, from 1980 to 1982, when she became law acquisitions librarian for the University of Oklahoma. Since 1982 she has also worked as an independent library consultant, while doing occasional work as editor, writer, and translator. She has command of French, Spanish, and German.

Vili Zadnikar retired from the law library at the end of June as head of technical services, after seventeen years on the staff. Born in Yugoslavia, Zadnikar took his law diploma at the University of Ljubljana in 1942. A displaced person from 1945 to 1948, he worked for the International Refugee Organization before emigrating to the United States in 1951. Employed by the Cleveland Twist & Drill Company as a grinder, 1951-59, he enrolled at the CWRU School of Library Science, received his master's degree in 1959, and became a cataloguer at the Cleveland Public Library, where he worked until 1967.

Law School faculty and staff, along with law librarians from the outside world, said farewell to Mr. Zadnikar at a small party on June 21. Dean Ernest Gellhorn paid tribute to his extraordinary competence, his quiet good humor, his skill in language (Slovenian, Serbo-Croatian, Italian, French, German), and his work in the conversion of the library to computer processing. ■

Reprinted from IN BRIEF, CWRU Law Alumni News Bulletin, Sept. 1984

State Bibliographies

AALL Government Documents SIS has increased the list of annual state bibliographies by eight this year, making a total of eighteen states covered. These bibliographies designed to acquaint the law librarian with the state documents which will be of great importance in doing legal research. Many mention secondary and commercial sources and give addresses for obtaining materials and for libraries which can offer assistance.

SIS is seeking volunteers to compile state bibliographies for the annual AALL meeting to be held in New York City in July. We would like to concentrate on the New England and northeastern states, but we are also interested in any state which does not yet have a state bibliography. If you are interested, contact: Linda Fariss, SIS Chairperson, Indiana University Law Library, Bloomington, Indiana 47405.

Price: \$5 each. Make checks payable to Government Documents/SIS.

Send remittance to Government Documents/SIS

Attn: Emelyn House
The Law Library
The University of Michigan
Ann Arbor, MI 48109-1210

Ranharter, Kathryn., *The State of California: An Introduction to its Government Publications and Related Information*. 1979.

Aldrich, Patricia, Kit Kreilick and Anne Maloney., *A Law Librarian's Introduction to Missouri State Publications*. 1980.

Ahearn, Carolyn, Barbara Fisher., Betty Gellenbeck and Carolyn Whitman. *Selected Information Sources for the District of Columbia*. 1981.

Davis, Lynda C., *An Introduction to Maryland State Publications for the Law Librarian*. 1981.

Aycock, Margaret, Jacqueline Lichtman and Judy Stinson., *A Law Librarian's Introduction to Virginia State Publications*. 1981.

Yoak, Stuart D. and Margaret A. Heinen., *Michigan Legal Documents: an Annotated Bibliography*. 1982.

Fariss, Linda, and Keith A. Buckley., *An Introduction to Indiana State Publications for the Law Librarian*. 1982.

Wagner, Patricia D., *Guide to New Mexico State Publications*. 1983.

Corcos, Christine., *Oklahoma Legal and Law-related Documents and Publications: A Selected Bibliography*. 1983.

Allison, Malinda and Kay Schlueter., *Texas State Documents for Law Libraries*. 1983.

Ruzicka, Aimee., *Alaska Legal and Law-related Publications: A Guide for Law Libraries*. 1983.

Teenstra, Richard, Susan Armstrong and Beth Schneider., *Survey of Arizona State Legal and Law-related Documents*. 1984.

Wisneske, Martin E., *Kansas State Documents for Law Libraries: Publications Related to Kansas State Government*. 1984.

Cornell, Charlotte and Madeline Herbert., *Louisiana Legal Documents and Related Publications: A Selected Annotated Bibliography*. 1984.

Henderson, Katherine., *Nevada State Documents Bibliography*. 1984.

Senezak, Christina M., *New Jersey State Publications: A Guide for Law Librarians*. 1984.

Buhman, Lesley Ann, Bobbie Studwell, Cynthia A.K. Romaine, and Katherine Faust., *Bibliography of Law Related Oregon Documents*. 1984.

Burson, Scott F., *Washington State Law-related Publications: A Selective Bibliography with Commentary*. 1984.

Ohio County Law Library Page

Hints for the New County Librarian

The fall meeting offered useful advice geared especially to the newer county law librarian.

Rosemarie Chrisant advocated the implementation of a library procedure manual. Such a manual could cover topics such as staff evaluations, personnel training, job descriptions, board education, and library policy. The manual might also include a history of your library, a statement of purpose, organizational charts, floor plans, self appraisal forms, staff evaluation forms, grievance forms, and job descriptions.

Martha Cox elaborated on the topic of job descriptions, stating that a good job description would include what, how, and why each task is to be performed.

Linda Ellashek of the Mahoning Law Library Association discussed things to consider before deciding to automate your library; or, lessons learned the hard way. (An article on this subject by Linda Ellashek follows.) ■

Beginning Computerization

by Linda Ellashek

There are three steps in microcomputer selection: identifying the needs and benefits of automation; selecting the software; and, selecting the hardware.

Begin by identifying problem areas in the library. Is the computer a solution? Commit to writing a concrete plan of your objectives, and the activities needed to achieve the results. After looking at your operations, revise your plan. If necessary, revise your operations. Then educate yourself and your staff.

Second, select the software. Software solves the problem. If you find the software, there will be at least one machine that it will run on. Use the following criteria: Will you need a single or multi-user system? What functions are needed? How large of a database will you need? Is the software reliable? Is the software user friendly? Will you receive ongoing support and maintenance?

After having answered these questions, select the hardware. Select a system with mass storage. Determine what

peripheral devices you will need. Will you need data communications equipment? What are the power and environmental requirements? Is the hardware flexible and reliable? What type of operating system will you need? Does the overall design and ease of use fit your needs? What training is available? What is the cost and payment method? How would you rate vendor performance?

In summary, let the buyer beware. Know what you want to accomplish before you buy. Buy a system, not a kit. Deal with a reliable firm. Don't try to keep up with technology, take advantage of what is at hand. Don't treat your system like a capital investment—instead depreciate it within three years and prepare to replace it. ■

OBA Law Library Committee

by Carol Meyer

The Law Library Committee is a standing committee of the Ohio State Bar Association. The members of the committee are usually representatives from county law libraries. The committee meets at least four times a year, including the Ohio State Bar annual meeting, and during the Ohio Regional Association of Law Libraries meeting.

The meetings are chaired by Paul Allison, of the Seneca County Law Library. The topics of discussion center around Ohio county law libraries. Each library is governed by Ohio statute, and we discuss possible changes in legislation and the importance of governmental reports and bills published.

The Law Library Committee is responsible for the publication of the *Model Bibliography for Law Libraries*, the *Ohio Administrative Code*, the *Auditor of State* circulars, the *Ohio Appellate Opinions*, and up-to-date information on expanding services to the county law library.

Recent surveys have been completed to help us see what our county law library sources are. The committee has worked hard to help lawyers and librarians have open communication. ORALL's participation is important. ■

Library Bill of Rights

For librarians who may not have a copy of the Library Bill of Rights, the text is reprinted below. This document was first adopted by the American Library Association Council in 1948, and was amended in 1961, 1967, and 1980. It states that:

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

1. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

5. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

6. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use. ■

International Placements Committee

The Special Committee on International Placements (SCIP) is beginning its second year as a special committee of the American Association of Law Libraries. The Committee hopes to act as a clearinghouse for law librarians, both here and abroad, who wish to participate in international employment exchanges or visitations, and for foreign and domestic law libraries who wish to participate in the program.

To determine the viability of the Committee's endeavor, a questionnaire was sent to law libraries in selected geographical locations last year. The positive response indicated there is interest for this type of program.

Since funding is a constraint in effecting an international placement program, SCIP members are collecting information on funding sources to which an individual or institution might apply to finance an exchange or visitation. Also, work is currently underway to develop guidelines for libraries participating in an exchange of staff or the hosting of a librarian from another country.

The Committee is now developing a file of U.S. law libraries which are interested in the program. If your library is a potential participant, please complete and return the form below. A questionnaire will be returned to gather further information.

Please include the library listed below as a potential SCIP host library. We would be interested in the following:

- Exchange agreement between a librarian on our staff and a staff member from another country.
- Hosting a law librarian from abroad.
- Sending a staff member to a visiting position in a foreign law library.

Thank you for your interest.

Name and Address of Library or Institution

Name and Title of Person
Responding to Questionnaire

Please return to: Dorothy Li, SCIP Committee, John Marshall Law School Library, 315 South Plymouth Court, Chicago, IL 60604

I NEED A RIDE TO OR ROOMMATE FOR THE SPRING MEETING IN COLUMBUS, OHIO (CIRCLE APPLICABLE REQUIREMENT)

Name _____

Library _____

Address _____

Telephone Number _____

Limitations _____

Date Leaving/Return _____

I WOULD BE WILLING TO VOLUNTEER TO DRIVE

Name _____

Library _____

Address _____

Telephone Number _____

Limitations _____

Date Leaving/Return _____

Number of Riders _____

RETURN TO LEVERETT PREBLE, LOCAL ARRANGEMENTS, CAPITAL UNIVERSITY