

ORALL Newsletter

Ohio Regional Association
of Law Libraries

December, 1991

Volume 1991, Number 4

President's Message - Jan Ryan Novak

Kudos to Notre Dame

With snow on the ground and the beginning of the holiday shopping crunch, it's hard to believe that a few short weeks ago we were at idyllic Notre Dame Univ.

enjoying the hospitality of Carmella Kinslow and her local arrangements committee, a program enriched by the talents of ORALL members Ted Potter, Ellen Quinn, Martha Cox, Janis Johnston, Tom Spaith and Frank Houdek, and the season's best TV: the Thomas hearings and National League playoffs. My sincere thanks to everyone involved.

ORALL Hosts Midwest Regional

Next year we go to our one meeting schedule-but what a meeting! ORALL is host chapter to the Second Midwest Regional Meeting in Columbus, Ohio, November 1-3, 1992. V-P Carol Bredemeyer and Local Arrangements Chair Tom Spaith are already hard at work making sure we put on a memorable event.

Committee Preference Forms

One meeting does not mean less ORALL presence in your professional lives. In fact, the annual meeting should be the culmination of a year of productive committee work, SIG programs, and chapter representation in AALL. So we can get busy as soon as possible, please return your committee preference forms to me right away. [Form on page 9]

Officers 1991-1992

President	Jan Ryan Novak
Vice-President/President-Elect	Carol Bredemeyer
Secretary	Keith Blough
Treasurer	Susan Schaeffgen
Executive Board	Jody Beall
	Sharon McIntyre
	[Imm Past Pres] Mary G. Persyn
Newsletter Editor	Anita K. Shew

Ohio Regional Association of Law Libraries is a chapter of The American Association of Law Libraries.

Standard Citation to Electronic Opinions

One new Ad-Hoc Committee is already at work. Al Podboy, Kathy Welker and Tom Spaith are studying and analyzing the Revised Draft Report of the Administrative Office of the U.S. Courts Standard Citation to Electronic Opinions. Al suggested, and ORALL agreed to co-sponsor, a program at AALL in San Francisco addressing the issues and implications of the proposed citation standards.

Staff Development Grant

Elsewhere in this issue you'll read about ORALL's new staff development grant. I encourage you to consider how this opportunity to explore life in other ORALL libraries can benefit you and/or your institution.

Continued page 2

Calendar

- Nov 1-3, - ORALL is host chapter to 2nd Midwest Regional Meeting, Columbus, Ohio.
- Fall 1993 - ORALL meeting, Cleveland, Ohio

Newsletter Deadlines

February 10, May 8, August 10 & November 8

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President's Message *continued*

PR for ORALL

AALL's Public Relations Committee called to ask about our chapter's public relations program and what kinds of PR assistance we would like from headquarters. PR on behalf of ORALL is in the province of several committees: Membership, Public Services, Newsletter, and the Executive Board come immediately to mind, but it is truly a factor whenever the organization or its representatives interact with outsiders. PR on behalf of law libraries is a responsibility each one of us takes on when we do our work with such professionalism and efficiency that our users--attorneys, judges, students, laypersons, or faculty--understand how vital we are to the legal system. Service as a PR tool can't be subtle.

I hope this message reaches you as you enjoy a peaceful Holiday Season. I'm looking forward to serving you and ORALL in 1992.

Jan Ryan Novak, Cleveland Law Library Assn.
ORALL President

Management Decisions Column

Eight Steps to Getting Organized

Successful managers know that they can accomplish a great deal of work in a small amount of time if they put their energy into focusing on the task at hand. We all know how much time can be wasted by worrying about all we have to do instead of getting organized enough to get it done efficiently.

By keeping a well-organized desk and work area, you can maximize your time and increase your efficiency. Here are some suggestions that will help you be more efficient:

- 1] **Keep only current projects** and necessary tools on the top of your desk.
- 2] **Keep personal possessions** and odds and ends in one drawer, not scattered among all your drawers.
- 3] **Make certain** that important reference materials are kept within easy reach of your work area.
- 4] **Set aside one day** every couple of months to go through your desk. File or throw away whatever you no longer need.
- 5] **Straighten your desk** and clean it up every evening after you finish working.
- 6] **Keep stacks of work** logically filed somewhere away from your desk when you are not working on them.
- 7] **Keep items** you don't regularly use stored in a file cabinet, bookcase, or storage room.
- 8] **Throw away** or file those old memos, reports, letters, etc., instead of stuffing them into your desk drawers.

from Small Business Newsletter 10/90

Pet Peeves

"Salary Survey"

Boy, do I have a pet peeve, and that is librarians who don't respond to salary survey information, or those that don't do it honestly. Last year's AALL-PLL survey had thirteen respondents from Ohio, and it was apparent from the law median figures reported that librarians from North-eastern Ohio did not respond. I'm looking today at a 1991 survey from the Association of Legal Administrators where again, the number of respondents is low - nine for the whole state - with a mean salary for information services managers/librarians of \$33,505. This is the private sector! I've seen the same lack of truthfulness in reporting at the county law library level, where the salaries are public information!

Be honest/accurate. Those of you who are under-reporting or refusing to report hurt those who do- let's face it, while we know that survey results from such a small pool have no validity, those in the position to set our salaries aren't going to question the reliability of the data. We'd almost be better off with no surveys rather than some of these dangerous numbers that have been floating around.

by Jan Ryan Novak

"British Size"

Is there anyone who likes the new "British" size of *Altman Weil Pensa's Report to Legal Management*? It doesn't match the earlier ones or anything else in the library and doesn't fit upright on the shelves.

Editor

"Publishers Catalogs"

Don't you just hate glossy publishers catalogs with no publication date? With no title index? With so much hype you can't find a particular book? Makes you want to find a different source.

Editor

[Editor's Note: send your favorite "Pet Peeve" for the next issue]





Research On-Line

Recent Supreme Court Decisions On-Line

Copies of just released U.S. Supreme Court decisions can be obtained from LEXIS' or WESTLAW's database General Highlights for the U.S. Supreme Court. By noon on the days that the Court releases its decisions, opinions are available on-line in the LEXIS GENFED library, Supreme Court file. These are also available in LIST, a new file that lists all the opinions of the Court for the current term. The searcher can then LEXSEE the opinion.

WESTLAW has Supreme Court opinions on-line within an hour of receiving them from the Court. Access WESTLAW Bulletin [WLB], with contains documents that summarize recent U.S. Supreme Court decisions. The FIND Command can then be used to retrieve a particular case in its entirety.

LEXIS Updates

The Federal News Service Daybook [DAYBOK] file in the LEGIS, CAMPGN, and EXEC libraries enables one to monitor activities in Washington, D. C. The FNS Daybook includes a section on the White House, Congress, the Courts, Federal Agencies and Departments, and International & Diplomatic Events.

LEXIS has added a new Supreme Court nominee [NOMINE] file in the LEGIS library. Opinions written by Judge Clarence Thomas can be accessed by entering: genfed;dcir;writtenby (Thomas).

WESTLAW Updates

The Restatements of the Law are now available on WESTLAW. All Restatements can be searched at the same time in the REST database. Each individual Restatement is also available in its own database.

Updating CFR sections on WESTLAW is simple and a great time saver. To update a CFR section that you have retrieved, type UPDATE. Any final regulation revisions published in the Federal Register will be displayed automatically.

When you use UPDATE with a CFR section, you retrieve final rules. To retrieve proposed rules, access the FR database and type a query containing descriptive terms. To retrieve proposed rules on 50 CFR 222, Endangered Fish and Wildlife, access the FR database by typing DR FR and type the following query: PR(50+S 222 & "proposed rule")

by: Barb Overshiner, 6th Circuit Library

Favorite Reference Sources: Directories

All of us know that directories are the mainstay of a library reference collection. The more the merrier, although, probably 10% of the directories contain 90% of the information that you need. One of my favorite directories is *The National Directory of Addresses and Telephone Numbers*, published by General Information, Inc. For less than \$50 it provides a lot of information in many varied areas. From accounting firms to travel information, it lists the address and telephone numbers.

County Government Section

The section that I use most often is the county government section. The general county courthouse number for every county in all states is listed. *The National Directory* also includes "Profiles of Top U.S. Cities". This section provides the phone numbers of many services including the cities' airport, Chamber of Commerce, Convention and Visitors Bureau, the major hotels and restaurants, newspapers, television and radio stations. Some of the other information included in this directory are the telephone numbers and addresses for colleges and universities, business and professional associations, including companies by SIC codes, law firms, computer services, and state and federal agency numbers.

Toll Free Numbers

Another feature is a toll-free numbers section as well as an area and zip code guide. Although the information in this directory is not comprehensive for some of the section listings, it is certainly worth it's cost to just have so much diverse information in one convenient source.

by Jo Ann Fisher, Thompson, Hine & Flory



Training New Staff On The Job

Three simultaneous poster sessions on "Training New Technical Services Staff," "Teaching Through Writing," & "Academic/Firm Integrated Programs," were presented at the Fall 1991 ORALL Meeting on October 15, 1991 in South Bend, Indiana.

Training New Technical or Public Services Staff

Need for Planned Training

In "Training New Technical Services Staff," Janis Johnston stressed the importance of a well-planned program for training Technical [or Public] Services staff. It is important to maximize the effectiveness of your staff, especially during times of shrinking budgets. This can be done through a well planned, monitored, and evaluated training program.

Prior to the employee's arrival it is important to prepare that person's work space and his training and orientation materials. When building the plan it is important to:

- 1] state your objectives
- 2] list the skills needed to master the tasks
- 3] match skills needed with training methods and trainer
- 4] and determine the sequence of training activities.

Orientation is preliminary to training and not a substitute for it. The purpose of orientation is to familiarize the new employee with the work environment, provide introductions to staff and tours of the facility, and to reduce their anxiety.

Training Program Components

The major components of the training program consist of the First Day, First Week, First Six Months and an Evaluation of the training program. The First Day component should consist of orientation activities and an introduction to the position. The First Week should focus on preliminary training activities and a review of the week. The First Six Months will include a thorough introduction to all areas of responsibility in which training will be given. When evaluating the success of the employee's training program, you should look at the skill level at the end of the training period and consider a re-training plan if needed.

Joint Law Firm/Law School Associate

Tom Spaith described a program at the OSU Law School Library which is used to introduce area law firm librarians to the summer associates from the OSU Law School who will be working at their firms and to teach additional legal research skills to those associates. For the law school librarian, things to cover when planning this sort of "Meet Your Summer Associate" program include:

- 1] sending out the invitations to law firms
- 2] receiving phone calls from interested firm librarians

- 3] learning the names of students employed by that firm
- 4] retrieving and inspecting students' schedules in order to determine when they are available
- 5] contacting the firm librarian and giving possible meeting times and agreeing on a time and date.

The law firm librarians needs to ask the hiring attorney to send out letters of invitation to the summer associates. Some of the topics covered during the sessions at OSU included legislative history, court decisions, administrative law, Shepard's Citations, and labor and tax looseleaf services.

Teaching by Writing

This session, presented by Ellen Quinn, pointed out the cost effectiveness and communication benefits of library publications.

It is important to do a needs assessment when planning any type of library publication.

Pathfinder Preparation

The talk focused on pathfinders. A pathfinder is a publication produced by the library and can be used to provide a map to library users to help them during the first few hours of research in a specific subject area. The main elements of a generic pathfinder which can be adapted to a particular subject and library are:

- 1] Definition of scope (topic defined, any jargon explained)
- 2] Introduction (one source, an encyclopedia or article that gives an overall discussion of the topic)
- 3] Relevant to LC Subject Headings
- 4] Frequently mentioned texts (the standard works in the area)
- 5] Handbooks, encyclopedias and dictionaries; Printed bibliographies; Indexes;
- 6] Proceedings, reports and documents.

Publication Design Elements

Finally, Ellen described some production considerations.

Relevance: all graphic elements on a page should relate to the communication function of the publications

Proportion: the size of all graphic elements on a page should be determined by their relative importance to your message and to the other elements on the page.

Direction [flow]: effective design will guide your reader through your publication and make them want to read it.

Consistency: internal consistency of all elements creates a "style"; however, it is important to also include some variety.

White Space: lots of it.

Typeface: easy to read

Poster Session Reported by Ellen Quinn,
Cleveland Marshall College of Law Library



Information Policies

ORALL Informs Members

In this column, we will attempt to supplement the reports circulating in these and other national professional publications by spotlighting government activities that have not yet received national attention. We will also report on local regional government actions that may affect the information profession.

AALL Alerts Members

As librarians become increasingly involved in attempting to influence the formation of government information policy, the need to be informed about government activities that affect access to information becomes more and more compelling. AALL offers a variety of avenues for keeping current on legislative and other governmental activities affecting the information profession. The Government Relations Committee sponsors the Government News column in the AALL Newsletter, as well as Gov-Line, the Association's Hotline for reports on major governmental issues and events affecting information issues [You can hear the **Gov-Line** reports by calling 312/939-7774; they may also soon be available on the LAW-LIB and GOVDOC-L bulletin boards]. The Copyright Committee is currently concentrating on monitoring and publicizing the development of copyright law affecting computer software and information in electronic formats. The Government Documents SIS reports on the dissemination of government information in its newsletter, *Jurisdocs*.

Information Policies in Kentucky

Kentucky is quietly assuming a leadership role in the development of information management policies, particularly with regard to information that is being stored electronically. As a result of a recent conference of information professionals and government agency personnel convened by the Special Committee on Information Policy of the Kentucky Information Systems Commission, proposals were drafted for legislation that would broaden public access to state information now being stored electronically and that would clarify overarching issues of access. The legislation addresses questions such as whether requesters of state information may request the information in specific formats and what types of costs, if any, may be imposed for the provision of state information. No legislative action has been taken as of November 1991, but it is at least encouraging that government information policy is on the agenda in the Bluegrass State.

Government Librarians' Leadership Threatened

Information professionals in the federal executive branch may have their professional organizational activities curtailed if new regulations proposed by the Office of Government

Ethics [OGE] are promulgated. The proposal, entitled "Standards of Professional Conduct for Employees of the Executive Branch," would prohibit federal employees from taking part in the leadership of any professional organization; it would limit employees' use of government library materials; and it would prohibit the receipt of any promotional gifts, no matter how minimal their value. The Executive Director of SLA has already written to OGE to express concerns about these restrictions; there is no word yet as to whether AALL is considering following suit.

by Ruth Levor, U.C. Law Library

National Information Superhighway NREN Approved

Approved by both the House and Senate, and expected to be signed by President Bush, the "High Performance Computing Act of 1991" [S. 272] will finally establish a national information superhighway by 1996! Generally referred to as the NREN [National Research and Education Network], this superhighway will consist of a network of fiber optic cables linking research facilities, universities, libraries, government offices, industries and someday the general public and capable of carrying information at speeds in the 'gigabit' range [a billion bits per second], or more than twice as fast as the present federal scientific network.

The bill's major sponsor, Sen. Albert Gore, envisions a computer network that would "enable a child to come home from school and, instead of playing Nintendo, use something like a video game machine to plug into the Library of Congress." Sen. Gore also envisions a system which is as easy to use as our present phone system and almost as inexpensive.

The NREN is to be built on a pre-existing network called NSFNET [National Science Foundation Network] which is already heavily used by scientists, researchers, and other in academia. In addition, NSFNET is a major part of the largest world-wide network call the Internet which serves over 3 million users. Those of us using local "free-nets" such as the Cleveland Free-net can communicate with colleagues or search library catalogs around the world via subject-oriented bulletin boards on the Internet. Within the next decade we will probably answer reference queries by searching online books and delivering the information via electronic mail thanks to the NREN. [from....."Bureau of Nationals Affairs, "Information Superhighway Bill Sketches Outline of Ubiquitous Computer Network," in *Daily Report for Executives*, November 26, 1991.]

by Randall Wilcox
Case Western Reserve University Law Library

County SIG Meeting

The ORALL County SIG met on Sunday, October 13, 1992 at 3:00 in the Center for Continuing Education at Notre Dame, Indiana.

Deb Ward, Chair, called the meeting to order. There were fourteen members in attendance. There was no old business to report and no active legislation to discuss. The minutes to the OSBA Law Library Committee meeting held September 14th in Columbus were read.

New business was next on the agenda. A handout for Pro Se patrons which was initiated by Ellen Quinn at Cleveland State was passed around and will be considered as a possible similar project for the County SIG.

A letter from Carol Suhre was then read concerning the statute on computer research funding and who gets the funds, the Law Library or the Courts? Jan stated that it was unfortunate, but that the funds do go to the Courts.

The results of the County Law Library funding survey were then disbursed by Deb and discussed. Jan Novak, Chair of the Funding Committee of the OSBA Law Libraries Committee then explored alternatives to our funding problems and stated several areas that she will be approaching with her committee. One of the suggestions was to have regional libraries which would serve the smaller libraries by fax and interlibrary loan. Another suggestion was funding out of the state income tax if we are going to be accessible to the public, as are public libraries. Other suggestions were filing fees, remove caps on statutes and reinterpreting the municipal ordinances.

Martha Cox then reported that Stark County officials are trying to phase out the law library by moving them to a basement three blocks away. The Court Administrator's attitude is that the law library is unnecessary.

Based on research done from an MLS course, Judith Gill reported on the cost of in-house cleaning of books and shelves.

The Spring 1992 county SIG meeting will be a workshop on the funding structure of County Law Libraries in Columbus. The tentative date is May 14th from 9:00 a.m. to 4:00 p.m. with the OSBA Law Library Committee meeting following.

The meeting was then adjourned after briefly discussing Anderson's new Unreported Decisions CD ROM and Freenet.

Deborah L. Ward, Chair, Hancock County Law Library

Private Law Libraries SIG

We met at Notre Dame on a beautiful sunny Sunday afternoon! Anne Abate reported on the AALL Annual Meeting session: "Copyright in the For-Profit Environment" and the AALL Resolution on Copyright. We followed her report with a discussion period.

We also discussed teaching legal research in law firms. The Cleveland librarians are planning a joint legal research seminar. Each librarian will cover a specific research topic. They have 40+ attorneys signed up currently!

Lastly, since our Chairperson serves a two-year term, we agreed to choose future Chairpersons at the second meeting presided over by the then current Chairperson. The current Chairperson will submit names based on input from members, expression of interest in Chair position by a member, etc. The person receiving the most votes of the members in attendance at that meeting will become Chairperson for the next two years. [We unanimously voted Paul Mitchell to be our next Chairperson]

Jolan A. [Lani] Mikalas
Roetzel & Andress

Cincinnati Bar Association Offers Associate Membership

The CBA has opened its membership to paralegals, legal secretaries, law librarians, court reporters, and legal administrators as associate members.

Anne Abate, [Dinsmore & Shohl] convener of the Greater Cincinnati Area Law Librarian group is on the CBA advisory group to promote associate membership. Dues are \$50 per year. Interesting requirements include annual application and sponsorship by attorney CBA member.



The Game of Legal Research



The Southern Illinois University team of Frank Houdek and James Duggan, familiar to many ORALL members as the spoofers of Phil Donahue, gave ORALL members at the Fall Meeting at Notre Dame an idea of how they might liven up those dry and tedious legal research classes. If your students are getting glassy-eyed during your lecture on the subtle differences between Smith's Forms and Jones' Forms, perhaps a change in style would be just the thing to get your point across.

"The Price is Mutually Agreeable"

At the Notre Dame meeting we were treated to an exciting live presentation of "The Price is Mutually Agreeable", hosted by the world-famous Bob Barker-Duggan. Although the show is usually presented only in the Hollywood of south central Illinois [Carbondale], to accommodate the eager ORALL membership, at very little expense, the entire set was transported to South Bend, along with the announcer, Johnny Olsen-Houdek and the quintessential display model, Janna Vanna White Novak.

Audience Participation

Audience members were invited to "come on down" and view a variety of legal research "products", including form books, handbooks, and jury instructions. The contestants competed not just by guessing prices, but also by determining the uses of each resource. Frequent commercial breaks and celebrity endorsements [including one from that slap-happy Zsa Zsa!] livened up the proceedings. High-tech prompting equipment [i.e., homemade cardboard signs] kept the audience clapping, booing, and hissing as appropriate.

Students Learn Amidst the Gags

In between all the frivolity, "The Price is Mutually Agreeable" managed to get quite a bit of necessary information across. Students participating in such an hour would be educated as well as entertained. The combination of hard information and light presentation is just the thing to give everyone [teachers as well as students] a much needed break from the routines of the straight lecture. No doubt the attractive prize packages [available only from library convention vendor displays] accounted for much of the interest, but the planning and work behind such a creative and lively presentation did more to make it a success.

by Joe Thomas, Notre Dame Law Library

Editor's Note: for information on how you can present "Game Shows R Us" in your classroom, contact Frank Houdek at Southern Illinois University Law School. He really does use this format in some of his classes.]

Standard Citation to Electronic Opinions

The Ohio Regional Association of Law Libraries is sponsoring a program on the *Standard Citation to Electronic Opinions* at the next annual meeting of the American Association of Law Libraries. The program, to be held in San Francisco, California, will review and discuss the proposed "Standard Citation to Electronic Opinions" as drafted by the Administrative Office of the United States Courts. The proposal, if adopted, will immediately affect our courts, law schools, and libraries and information vendors.

The Program panel will include: Bruce Kennedy, Georgetown University; Donna Bergsgaard, West Publishing Company; Jeanne Countryman, Administrative Office of the U. S. Courts; and Sharen Gage, representing Mead Data Central. The panel will examine the history, problems and benefits of implementation of standard electronic citation.

A draft report was published by the Administrative Office of the U. S. Courts in the Federal Register at 53 Fed. Reg. 38, 457 [1991]. That proposal has been substantially revised and improved in a "Revised Draft Report" dated October 17, 1991. A copy can be obtained from the Administrative Office of the U. S. Courts by calling Ms. Martha Dragich at [292] 633-8350. We encourage you to read both reports.

Special Committee of the Standard Citation to Electronic Opinions
Al Podboy, Baker, Hostetler [Cleveland], Chairman
Tom Spaith & Kathy Welker

Professional Reading

"The Thompson Corporation: Birth of a Law Book Megapublisher" by Anna Belle-Leiserson. CRIV Sheet [in AALL Newsletter 11/91] v. 14, #1, 11/91, p.12.

"Eight Truths for Middle Managers In Lean Times" by David W. Lewis. Library Journal, v. 116, #4, p.157 [September 1, 1991]

"Performance Analysis and Appraisal: A How-to-Do-It Manual for Librarians" by Robert D. Stuart and Maureen Sullivan. New York: Neal-Schuman Publishers, Inc., 1991.

"A Sampler of Forms for Special Libraries", 2nd ed. Social Science Group, Washington, DC Chapter Special Libraries Assn., Washington, DC: Special Libraries Association, 1991.

"Performance Evaluations in Law Libraries: Interviews with Five Librarians" by Barbara Stewart. Trends in Law Library Management & Technology, v. 4 #8, p.1 [April, 1991]

ORALL Nominations Requested

The ORALL Nominating Committee request written nominations from the ORALL membership for the following positions:

Vice-President/President-Elect
Treasurer
Executive Board

as well as for life membership, distinguished members and the service awards. Nominations must be made prior to May. Contact Committee members Brenda Kelley, Chair, Ted Potter, or Carol Suhre.

Address & Member Changes

Indiana Univ. School of Law, Law Library

..... Change: Darakun [Srey] Hu
To: Darakun [Srey] Neil ext 1923
..... Change: Minde Glenn's ext to 1928
..... Change: Jay Wright's ext to 4-1931
Delete: Logan Nguyen - Add: Terrence L. Rose ext 1929
..... Add :Lisa Wilkerson ext 1921

Strauss & Troy New Listing
..... Strauss & Troy; 2100 Central Trust Center
..... 201 East Fifth Street [45202-4186]
..... [513] 621-2120; FAX [513] 241-8259
..... Regeana Morgan

Hancock County Law Library FAX [419] 425-4136

Medina County Law Library [93 Public Square]
Change [216] 723-3641 x2877 & 725-4208 to [216] 725-9744

Change Prudence C. Spink
... From: Medina County Law Library [P.O. Box 394]
..... To: Medina County Law Library
..... 231 South Broadway [44256]; [216] 723-5450

T. M. Cooley Law School Library ... FAX [517] 371-5715
Change order of staff listing from:
Althea L. Honsowitz, Judith Anspach, Sheryl Summers
To: Judith Anspach
..... Sheryl H. Summers, Althea L. Honsowitz

William S. Hein Co. ... Add FAX Number [716] 883-8100
Add Electronic mail address
..... ABA/Net: ABA16530 Personal Name W Hein

Kowall, Daniel electronic mail address
..... djk10@po.cwru.edu

University of Cincinnati Law School
..... Change phone number to [513] 556-0159

ORALL Scholarships Awarded

The Education committee presented Anne McFarland [University of Akron] and Michele Early [Chase Law School] with stipends to attend the Fall ORALL meeting at Notre Dame. Anne has been the Associate Librarian at Akron since 1986. Michelle is pursuing a MLS at the University of Kentucky while working full time at Chase.

The application for the \$500 scholarship for the AALL convention is included in this newsletter. The deadline is early - March 1 - to allow the committee to inform the recipient while super savers air fares can still be purchased!

ORALL Staff Development Grant

The Executive Board of ORALL has approved the creation of a staff development program for ORALL members. The objective of the project is to promote staff development and to increase cooperation among member libraries.

Applications should include the proposal for the exchange, the resume of the member, and statements of approval from the directors of the applicant's institution and host library. The typical exchange will probably be for several days, with ORALL supporting up to \$150. in travel expenses. ORALL plans to support up to two exchanges a year.

After the exchange, the recipient would prepare a report summarizing the exchange and submit the report to the Education committee. The report would also be published in our chapter newsletter.

ORALL'S Education Committee will structure and coordinate the program. Those interested in either sponsoring or participating in an exchange can contact Education chair Kathy Carrick [216-368-6357] for more information.



APPLICATION FOR ORALL SCHOLARSHIP

To apply for a scholarship of \$500 to be used to help meet expenses for attending the AALL national convention in San Francisco on July 18-23, 1992, please fill out this application and return it to:

Kathleen Carrick
Case Western Reserve University
Law School Library
11075 East Blvd.
Cleveland, Ohio 44106-7148

by April 26, 1991. Include three letters of recommendation from people familiar with your work, potential and need of this grant. Please remember that prior involvement with ORALL committees and attendance at regional meetings is a prerequisite.

1. Name: _____
2. Work Address: _____
3. Phone (Including Area Code): _____
4. Employment in Law Librarianship (Give Dates and Places): _____

5. Other Relevant Employment: _____
6. Education: _____

7. Professional Activities and Committee Memberships: _____

8. Member of ORALL since _____ Member of AALL? _____ Since _____
9. Will your employer pay any or all of your expenses in attending this meeting? _____
If so, how much? _____
10. Have you previously attended ORALL meetings? If so, when? _____
11. Have you previously attended an AALL convention? _____
12. Please describe what you do in your current law library position _____

13. Please attach a summary of your career goal and a statement of how you will benefit from attending this meeting.



Placement Information

University of Michigan Law Library

Ann Arbor

Positions available:

1. Reference/American Law Collection Division.
2. Reference/Foreign & Comparative Law Collection Development.

Information on Both:

Salary: Minimum \$31,000 entry level; more for experience

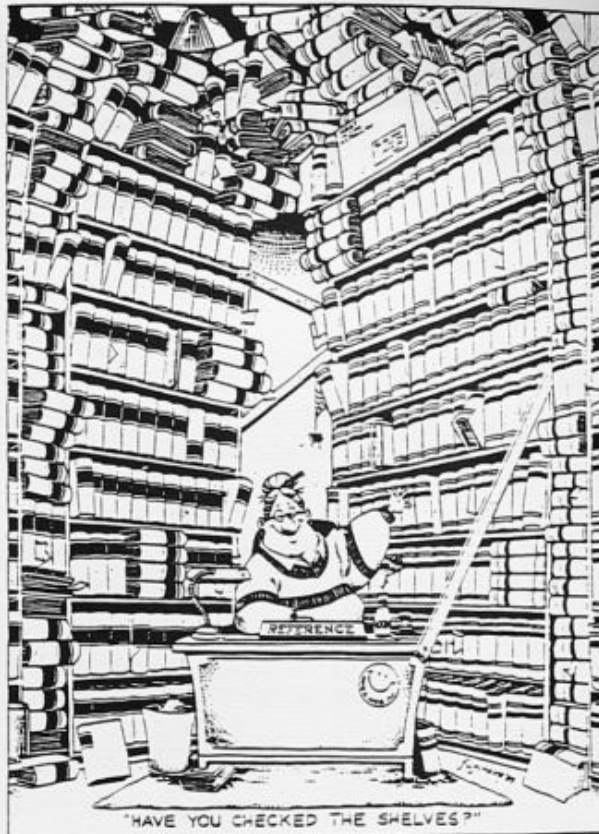
Benefits: Worth about 22% of salary.

Starting date: Completely flexible.

Call [313] 764-9322 for long position descriptions and information about the University of Michigan Law Library.

To apply, send letter, resume, names of three references, and transcriptions of undergrad and grad education to:

Margaret A. Leary, Director
University of Michigan Law Library
Ann Arbor, Michigan 48109-1210



ORALL Committee Preference Form

ORALL depends on the work of its members. Please take this opportunity to volunteer for the committee(s) of your choice in 1992.

Name: _____

Address: _____

Phone: _____

Please rank in order of preference, number one being your first choice:

- AALL Chapter Breakfast - San Francisco
- Activities
- Bylaws & Guidelines
- Core Legal Collection
- Education
- Legislative Committee

- Membership
- Newsletter
- Nominations
- Placement
- Public Service
- Union List

Return completed form by January 1, 1992 to:

Jan Ryan Novak, ORALL President
Cleveland Law Library Association
404 Cuyahoga County Courthouse
1 Lakeside Avenue
Cleveland, Ohio 44113-1023

Ohio Regional Association of Law Libraries

ORALL is a 4-state chapter of the American Association of Law Libraries [Ohio, Indiana, Kentucky, Michigan]. It was formed in 1949 "to further the development and usefulness of law libraries and to stimulate a spirit of mutual helpfulness among law libraries of this region."

Annual conference is held in the Fall of each year. ORALL publishes or sponsors the following publications: *Core Legal Collection* [bibliographies for Ohio, Indiana, Kentucky, Michigan], *ORALL Membership Directory*, *ORALL Newsletter*, *ORALL Union List of Serials*, *Ohio Legal Resources Annotated Bibliography & Guide 3rd*.

Membership: 325

Dues: \$15 per year

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Contact: Tom Hanley, Univ. of Dayton Law Library, Dayton, Ohio 45469, [513] 229-2444

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