

# ORALL Newsletter

Ohio Regional Association  
of Law Libraries

December, 1992

Volume 1992, Number 4

## President's Message - Carol Bredemeyer

### *Kudos for Columbus*

It's easy to know where to start this column. There are so many people to thank for a successful conference in Columbus.

Tom Spaith and Sue Schaeffen spearheaded a great Local Arrangements effort. Everyone in Columbus who volunteered their time to help with the meeting deserve kudos.

### *ORALL Meets AALL*

The ORALL Executive Board met with AALL President Mark Estes during the conference to let him know how strongly we feel about the issues of AALL facilitating CLE credit at the annual meetings and the idea of AALL exploring the possibility of a House of Delegates structure. The latter idea will be on the AALL Executive Board's agenda at their November 20 meeting. I should be able to report their action to you in the next newsletter.

### *As President*

Now I'm anxious to see if what my predecessors have said is true -- that it's easier to be the ORALL President than to be Vice-President. It's true that it takes a commitment of time to do the job. However, I have to tell you that it's very worthwhile and fulfilling to see the finished product of the annual meeting. An organization like ORALL is only as good as its members, which brings me to making a plug for volunteers. I will be making committee assignments shortly and I hope you have volunteered yourself to help do the work that allows ORALL to be a successful chapter. When I agreed to run for Vice-President and President, I knew that the time commitment would be great. So - I make a New Year's resolution for 1992.

### *Officers 1992-1993*

President ..... Carol Bredemeyer  
Vice-President/President-elect ..... Ted Potter  
Secretary ..... Beth Blondin  
Treasurer ..... Susan Schaeffen  
Executive Board ..... Jody Beal  
..... Sally Holterhoff  
..... [Imm. Past Pres.] Jan Ryan Novak  
Newsletter Editor ..... Anita K. Shew

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

I resolved not to take on any other commitments that required going to meetings on a regular basis! I've been able to keep that resolution and sometimes it was fun to be able to say NO to things and explain why. Since most of ORALL's committee work doesn't require large commitments of time, I hope that some of you will make the commitment during the next year if the Nominating Committee asks you to consider being a candidate for office. Any work you do for the organization is worthwhile and appreciated.

### *Fall 1993 Annual Meeting*

Our next meeting will be in Cleveland November 3-5, 1993. This takes us back to a Wednesday-Friday schedule. Sharon McIntrye and Judy Leon are chairing Local Arrangements for the meeting, which will be at the Marriott Hotel. Vice-President Ted Potter will be the Program Chair. I'm sure Ted would appreciate any ideas you have about possible programs or speakers.

### *Thanks to Retiring Officers*

Finally, more thank you's. These go to Jan Novak for her energy and enthusiasm as President during the past year. Also to Keith Blough, Mary Persyn, and Sharon McIntrye who just finished terms as Secretary and Executive Board members for their service to ORALL. And thanks to Anita Shew for her service as Newsletter Editor.

Carol Bredemeyer, President ORALL

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# National Conference on State Court Libraries

A precedent-setting first National Conference on State Court Libraries was held in Columbus, Ohio, November 12-14, 1992.

To have a manageable and diverse group, 60 participants were drawn from judges, court leaders and librarians who have demonstrated strong interest in the condition of court libraries in their states or who are in a position to promote progress in library administration in their courts.

## State of Law Libraries

"Law Libraries are in a state of disrepair in many of the nation's courts. The capacity of many court libraries to serve the information needs of the bench and bar has declined for decades, and strains on library resources have been exacerbated in recent years by the financial crisis in state and local governments. The purpose of this conference was to develop a national strategy to enhance the operational capabilities of state and local court libraries during a period that is earmarked by economic challenges but also by technological opportunities. The conclusions and recommendations of the conference will be based upon the consensus of this cross-section of leaders from the judicial community and the library profession." [from Conference materials]

## Directors and Facilitators

Conceived and directed by Erick Low, National Center for State Courts, and Paul Fu, Law Librarian, Ohio Supreme Court Law Library, this conference will have long-ranging significance as the written proceedings are distributed, discussed and used as a catalyst for future action. This was funded by a State Justice Institute grant. The proceedings will be available in Spring 1993.

Deborah Norwood, Director, Washington State Law Library, Pam Gregory, Law Librarian, Circuit Court for Prince George's County Law Library, David Badertscher, Principal Law Librarian, New York State Supreme Court Library, and Marcia Koslov, State Law Librarian, Wisconsin State Law Library were facilitators for focus groups. The four areas were: Organization, Management and Staffing; Finance, Budget and Facilities; Collections and Services; Technological Applications.

Prior to the conference, many state, court and county law librarians received a survey from the National Center for State Courts soliciting information in the four focus group areas. Preliminary responses from 138 respondents show that funding, automation & CD-ROM applications, and networking and cooperative collection development are the top three concerns. A full report will be in the Conference Proceedings.

## Focus Group Areas

Selected issues from the focus groups are:

### Finances

There is anticipated change in court revenue collections

[fees/fines] so that current funds are no longer reliable or stable; public sector funding is not growing. Pricing of legal materials and information far exceed inflation and are different from "regular" books & information.

Alternative forms of legal information are more expensive; there are new types of consumer demands.

## Technology

The impact of technology on library collections should be considered by the librarians in relationship to the user, space planning, staff, funding and research.

Court librarians should take a leadership role among groups developing technological standards to promote compatible, consistent, and user-friendly knowledge-based information exchange.

## Management and Organization

What is an effective organizational structure for state and county law libraries within their parent organizations?

Our users are not our decision makers or funders. How can we achieve a commonality of interests within and among our users and decision makers?

How can we put teeth into the AALL standards for court libraries? How do we get judicial managers and leaders to buy into the standards?

## Collection and Services

Communicate the library's role in the administration of justice by integrating into court operations, building bridges, schmoozing, care & feeding of clerks, learning court operations, and upgrading library staff.

Economically provide access to information through quality control, collection development policies, court administration collection, fair distribution of service, cooperation with other information providers, realistic evaluation and assessment of information, and education & training of library staff.

Provide quality service for all constituents, assure public access to legal information, quality control, and extend service to underserved [rural, etc]

Submitted by Anita Shew, Butler County Law Library



## ***New Newsletter Editor***

In 1993, Susan Miljenovic will take over the editorship of the ORALL Newsletter.

Susan, from Baker, Hostetler Law Firm in Cleveland has volunteered to take on the task of editing our quarterly professional publication.

She will need contributions from all of you. Help make her job easier



## ***"Old" Editor Says Thanks***

Editing the ORALL Newsletter for the past 3 years has been professionally fulfilling. It had the advantage of receiving other chapter newsletters and the headaches of "reluctant" contributors.

My hearty thanks to all column editors, Newsletter committee members and contributors. You have helped to make "your" Newsletter worthwhile.

A big hug to my assistant, Sandy Hobson who worked her magic with WordPerfect 5.0 to give the newsletter a "professional" look.

I hope you ALL will support new Editor Susan Miljenovic who will begin with the 1993 March issue.

Anita K. Shew, "Old" Editor

## ***Valparaiso University's Galileo***

To dial into Valparaiso University's Innovative Interfaces online catalog [titled Galileo]:

- 1] Communications settings: 8N1 terminal emulation: VT100
- 2] Dial 219\464-6705
- 3] at "call, display, modify", type c galileo
- 4] at "password", type library
- 5] follow instructions on screen

There is no Internet connection yet.



## ***Understanding the KF Tables***

An interesting session at the Midwest Regional Conference of Law Librarians in Columbus November 1-3, featured Gary Vander Meer, Technical Services Librarian at Northern Illinois University College of Law.

### ***Use KF Index***

Vander Meer used photocopied title pages and overhead projections of Library of Congress classification tables to take librarians through the process of constructing call numbers. Vander Meer explained that the cataloger uses the subclass KF index to locate specific numbers or spans of numbers for titles on given topics. Then, one looks in subclass KF schedules at one of nine form division tables which make the same types of materials shelve in the same relative position throughout the KF scheme.

### ***Decisions Not Easy***

Vander Meer said that deciding what number to assign a title is not always an easy one, especially when the title may cover several topics or several aspects of the same topic. He explained that choice of number depends upon which aspect of the topic the title is most concerned with, and which aspect of the title the cataloger wishes to emphasize. The discretion that catalogers have explains why there is not one and only one "right" number for a title. In addition, the choice of number is also influenced by the library's existing collection. And finally, since many subjects are closely related to law, and title may include both legal and nonlegal content, law catalogers often classify titles in subclass KF even though they might rightly have classified the title in another schedule. He said that there is nothing wrong with this practice. Whether to classify in subclass KF or not depends on what works best for the library.

### ***Useful Publications***

Vander Meer recommended the following publications: Library of Congress Class K Subclass KF Law of the United States compiled by Larry D. Dershem [AALL Publ. Series #18 and 20] and A Manual of KF: The Library of Congress Classification Schedule for the Law of the United States by Patricia Luster Piper and Cecilia Hing-Ling Kwan [AALL Publ. Series #11].

At the end of his session, Vander Meer responded to questions. One attendee wondered whether or not he thought it would be feasible for libraries to use public services librarians for technical services duties, such as classifying books, in exchange for technical services librarians spending time on public service duties, such as reference. Another attendee wondered how soon it might be until a computer would be developed that could catalog and classify library materials. Both questions are interesting and present themselves as intriguing topics for future conferences!

Submitted by Deborah Bobinets, Akron Univ. Law Library



# AALL Public Relations Program Gears Up

## New PR Coordinator

ORALL members--take note! Here's your chance to share what works for you or to get ideas to help relations with your firm, board or dean. AALL has launched a major public relations effort in 1992-93 in response to the Final Report of its Special Committee on Public Relations issued in Spring 1992. The Executive Board established a new volunteer position to spearhead this effort, The **Public Relations Coordinator**, and created a new **Public Relations Advisory Committee** to provide guidance and support. It also provided a significant budget, perhaps the best indicator of how important they consider an effective public relations program to be.

## PR Goal

While some of the specifics of the program can only be developed in response to particular needs as they arise, the primary goal is already clear: *to inform a variety of audiences that because of unique education, training, and experience, law librarians are the professionals best able to provide, or coordinate access to, legal information.* Among the audiences targeted to receive this and many related messages are hiring and funding authorities [e.g., law firm administrators, law school deans, county law library boards of trustees], library patrons, non-law librarians and other information professionals, library educators and students.

## AALL Needs YOU

To reach these diverse groups, it is necessary to call upon all the resources available to AALL. And our most important resources by far is the membership itself. Each and every member should be a part of AALL's public relations "team". Headquarters personnel can issue news releases, develop marketing campaigns, and engage in like-scale activities, but they cannot personally interact with those in our target audiences as can librarians who encounter them on a daily basis. These direct contacts are perfect windows of "PR opportunity" if we are prepared to take advantage of them. One of the major goals of the new AALL program will be to provide information and support to ensure such preparation exists. Brochures, press packets, posters, informational handouts, exhibit booths, and sample marketing tools are just a few of the tangible items which will be available to members. Perhaps more important will be the provision of **ideas and practical suggestions** which can be turned into successful promotional devices in each and every law library.

## Helpful Column

So what does all this mean for you? At the moment, not much. A wide-ranging program such as envisioned here does not occur overnight. But you will see tangible evidence as the year progresses, including a monthly column in the *AALL Newsletter* entitled "PR Potpourri" which will be filled with tips and suggestions that are "ready for use". And here's where you can help. We are looking for public relations successes--be they large, small, or medium-sized--which can be reported to readers

of the column. Sharing your methods in this way might jumpstart someone into an activity that spreads the word about law librarians and thus ultimately is as much to your benefit as to theirs.

## Send PR Efforts

So be it a bookmark, a clever poster or brochure, a special program, or an article you wrote, please contact me with news of your PR efforts so that I may share them with our colleagues. All I need is a brief description and/or an actual sample, if appropriate. I am also interested in any thoughts or ideas you may have about the AALL Public Relations program generally. I look forward to hearing from you all.

Submitted by: Frank Houdek,  
AALL Public Relations Coordinator  
Southern Illinois Univ. School of Law Library  
Carbondale, Illinois 62901  
618/453-8788



## **NOTIS Law Users Group**

NOTIS Law Users Group held its gathering on Sunday, July 19th. In his AALL presentation in San Francisco, Stuart Miller, NOTIS Senior Consultant for Professional Services, had several pieces of good news about LSER, the new Serials Module in Release 5.1.

### **Enhancements**

The "current issue" display in OPAC has increased from 15 lines to 60 lines. The system displays issues received in reverse chronological order. The data from LSER is issue information and is one line per issue. If the System cannot find any information in LSER, then it searches for the receipt statement[s] in the order/pay/receipt [O/P/R] record. However, the data display from the O/P/R will still be limited to 15 lines. The data could be either issue information or summary of holdings, and is one line per statement.

Another feature is the deletion of erroneous receipts. This function makes it possible to delete receipts on an issue-by-issue basis.

Also, the maximum receipt interval for uncoded or irregular frequency has expanded to 9,999 days. The previous maximum value of 255 days was inadequate in many cases, particularly in the law collections.

### **New Addition**

Another new addition is "Pattern Preview". This feature enables each library to tailor its own corporation/pattern data and then preview the pattern. This will be helpful in checking the set up of "normalized irregular" patterns.

Cancellation request has been enhanced greatly. When a cancellation request is placed, a block is established after the last issue received. If an operator tries to check-in a subsequent issue, the system refuses to accept any further transactions. If it is desired to cancel a cancellation, entering a delete command in the cancellation screen removes the block and the operator can resume the check-in process.

All these additions and features in the new serials control module are location-specific.

### **Dissatisfaction**

However, in the Annual NUGM Meeting held in Chicago during October 8-11, law librarians using NOTIS once again expressed their dissatisfaction with the serials module of version 5.1. The new LSER may be a good choice for standard serials, but a large portion of law collections such as loose-leaf, releases, updates or pocket parts do not come on a regular basis. As a result, they do not fall into the predictive pattern check-in module. This problem forces law libraries to make a difficult choice in finding check-in alternatives for the legal materials.

### **Report Package**

NOTIS has also introduced a report package, "Quick Reports", to be available in the fall of 1992. Serials module Quick reports cover caption/pattern, cost of serials; and check-in statistics.

Submitted by: Mahnaz Moshfegh,  
Indiana University Law Library

## **Professional Reading**

Arlene Bielefield and Lawrence Cheeseman - Libraries and the Law Series:

1. Libraries and Copyright Law. ISBN: 1-55570-130-2
2. Library Employment Within The Law. ISBN: 1-55570-131-2
3. Library Patron and the Law. ISBN: 1-55570-132-9
4. Library Facilities and the Law. ISBN: 1-55570-133-7
5. Library Contracts and the Law. ISBN: 1-55570-134-7
6. Trustees, Friends, and the Law. ISBN: 155570-135-3

Neal-Shuman Publishers: New York, New York. 1992. \$35 each; \$180 for the set.

Dial in 1992: An Annotated Guide to Online Public Access Catalogs. Michael Schuyler, Meckler: Westport, Connecticut. 1992. 282 pp. \$55. ISBN: 0-88736-808-5

Networking, Telecommunications, and the Networked Revolution: Proceedings of the 1992 ASIS Mid-year Meeting. American Society for Information Science. 1992.

Creative Planning for Library Administration: Leadership for the Future. Kent Hendrickson, ed. Haworth Press; New York, 1991.

The Hacker Crackdown: Law and Disorder on the Electron Frontier. Sterling, Bruce. Bantam Books, New York. October 1992. \$22.50.

A Back-Handed View of the Law: Irreverent Essays on Justice. Mordechai Rosenfeld. OxBow Press: Woodbridge, Connecticut. 1992. ISBN: 0-918024-900.

The Third Revolution: Environment, Population and a Sustainable World. Paul Harrison. Tauris & Co., Ltd.: New York, 1992. \$24.95. ISBN: 1-85043-501-4.

Submitted by Mahnaz Moshfegh



## Public Access: Challenge or Opportunity

This was a program presented at the Midwest Regional Meeting in Columbus November 2 concerning the difficult problems facing law libraries open to the public. Panelists included Heather Braithwaite Simmons, Assistant Director of the Wayne State University Law Library, Sheryl Summers, Deputy Directory, Thomas M. Cooley Law School Library, and Frances Black, Southwest Public Library System, Grove City, Ohio. Lorraine Lorne, formerly Associate Director for Technical Services, Detroit College of Law and now with the University of Arkansas, acted as moderator.

The program's format had the panel respond to several questions dealing with the problems of providing day-to-day public service in a law library. Topics included: dealing with repetitive reference questions or with many patrons simultaneously; use of the library for inappropriate activities [such as classes for paralegal students]; requests for services not provided by the library by patrons who will not take no for an answer; requests for a service that is available but it is a fee-based service; and a student asks for help on a written assignment that is incomprehensible.

The panel had several suggestions for dealing with repetitive questions or large groups of patrons at once. Suggestions included dealing with people as a group through the use of research guides and pathfinders and using a "reference roladex" for frequently asked questions and citations. For dealing with many patrons at once, answering easy directional type questions first might help optimize time for more in-depth questions. In the academic environment the needs of law students and faculty might need to be given priority over other users. Other libraries gave priority to in-person patrons over phoned-in questions.

Regarding use of the library for inappropriate activities [sleepers, small teaching groups] one panelist suggested that if the activity does not disturb other patrons, there is little concern ["inappropriate activity" varied with type of library]. Other libraries have a written general policy based on information from ALA for public access. For dealing with the use of academic law libraries by other academic programs, an attempt to get research topics ahead of time and a request to provide bibliographic instruction to a group of students might help minimize disturbance of normal library operations.

In dealing with requests for services not provided by the library, panelists suggested pointing out financial constraints on the library as well as the library's mission. In particular, academic law libraries might point out that the library's principle mission is to serve law students and faculty.

The panelists recognized the controversy surrounding fee-based services. Suggestions included a sort of matrix to determine which patrons get what service and whether to charge for the service. Other libraries provide a fee-based document deliver service for law firms and alumni.

For dealing with students asking for help on a written assignment with difficult to understand instructions, suggestions ranged from calling the faculty member for an explanation to providing non-law students with guide to legal research. West's Guide to American Law was suggested as particularly helpful in this regard.

Submitted by Shaun Esposito  
University of Toledo Law School Library



### ***AALL Votes Not To Hold 1998 Conference in Denver***

Chicago, December 4, 1992-The Executive Board of the American Association of Law Libraries announced that the Association will not hold its 1998 Annual Meeting in Denver as planned due to the passage of Amendment Two which prohibits the state of Colorado from enacting laws protecting the status of homosexuals, lesbians and bisexuals. The decision was reached by unanimous vote.

Mark E. Estes, AALL President and Law Librarian at the Denver law firm of Holme, Roberts & Owen, cited Article 9 of the Association's Bylaws which states that "participation in any activity of the Association...shall not be denied to any individual, or abridged on account of race, color, religion, sex, age, national origin, disability, or sexual orientation." Further, the Executive Board strongly stated that the exclusionary nature of Amendment Two could extend to the restriction of other rights, including the right to access legal information.

According to Estes, "holding the AALL Annual Meeting in a state which constitutionally permits a policy of discrimination would deny some members full participation in the Association's premier educational activity." The AALL Annual Meeting typically draws 1,800 to 2,000 of the Association's 5,000 members as well as 650 exhibitors and special guests.

### ***Classified***

**Wanted to buy:** Law & Business Directory of Corporate Counsel. Full run or individual back volumes. Contact Edith E. Sonntag, PRI Library, Penn State University, 22 Burrowes Building, University Park, Pennsylvania 16802. 814\863-7547.



## **Matthew Bender Library Program**

At the Midwest Regional Conference in Columbus, the librarians from Law Library Association of Wisconsin presented an excellent program on Monday, November 2, entitled The Matthew Bender Library Program. James Mumm, the Acquisitions/Serials Librarian at Marquette University Law Library served the dual roles of moderator and speaker. He was joined at the podium by Jane Colwin, the Senior Librarian for Public Services at the Wisconsin State Law Library. Matthew Bender was represented by Patricia DiPace, Director of the Customer Services Department.

### ***Bender's Library Program***

Mr. Mumm began by describing Bender's Library Program in detail. Under this plan, currently offered only to academic and other public institution libraries [including governmental], participating libraries are billed with a single invoice at the beginning of their fiscal year for all Bender releases they are likely to receive in the upcoming year. A library initiates the program by telling Bender what titles it wants to include on the program. The company then estimates both the number of releases likely to be produced for those titles over the next year and the associated costs. The estimate is sent to the library for its approval. Upon approval by the library, Bender will then send a final invoice for payment.

### **Drawbacks**

There are drawbacks to the program. Once a title is ordered, it cannot be canceled until the renewal time for the next fiscal year. Also, the entire invoice must be paid up front. Finally, there is a risk that Bender may over estimate the number of releases to be produced for a particular title and the library may end up paying for something it never receives.

### **Savings**

Despite the drawbacks, Mr. Mumm is quite satisfied with the program since it produces tangible savings. Bender recommends the program on grounds that it will save administrative costs by eliminating separate invoices. Mr. Mumm concurs, but believes his savings go beyond mere administrative costs since Bender does not charge for shipping and handling under the plan. To quantify his savings, Mr. Mumm has conducted a study in his library where he compared his costs under the program with what he would have paid had he purchased each release separately. The study showed that, in fiscal year 1991-92, the program saved him almost 10 percent off the cost of purchasing the Bender releases separately. This came to over \$6,000 that he could better spend elsewhere.

### ***"Write to Order" Plan***

Ms. Colwin continued the session by relating how her library deals with the cost of Bender products through a "write to order" plan. Under this plan, a library can cancel its update subscriptions to its existing Bender titles and simply order entirely new sets when it becomes cost effective to do so. This plan is available to all libraries.

The "write to order program" was started by Bender to assist those libraries that must have a purchase order for every item they obtain. To help them, Bender sends each participating library a notice of each release as it is published. The notice includes the cost of the release. The library then uses these notices as a basis for getting a purchase order.

These notices of publication make the "write to order program" a convenient way to reduce the cost of buying Bender products. A library simply needs to evaluate its collection to determine which Bender titles it holds that it can cancel without undue adverse impact upon its patrons. The library will then notify Bender it wishes to cancel those titles and be placed on a write to order status for them. The library will continue to maintain the volumes on the shelves with a clearly marked notice to the patrons that the canceled sets are no longer being updated. Bender will then send the library a notice of each release publication as it occurs. The library can keep track of these releases and repurchase each title once the savings from canceling the updates exceed the cost of the new set. Under this plan, a library can magnify its savings at the time of repurchase by working closely with its Bender sales representative to bundle titles together for volume discounts and to take advantage of any incentive offers Bender may have going. Using these strategies, a library can often obtain a Bender title at 40 to 50 percent off the list price.

### **Drawbacks**

Ms. Colwin says the program is not without drawbacks. It requires increased record keeping and monitoring. Most importantly, it means the Bender titles are not current. However, this drawback is not as important as it first appears because of the nature of Bender products. Bender's lengthy editorial process imposes a time delay that means that the information in any of their releases is usually at least eight months old. Because of this normal time delay, patrons should only be using Bender titles as a starting place for research and should be updating the information they obtain through other means as a standard procedure.

### **Enhancements to Library Program**

Ms. DiPace concluded the program by saying that Matthew Bender is trying to meet the needs of its customers. It is considering several enhancements to the Library Program and is considering expanding it to for profit libraries.

Submitted by: Randall J. Thompson  
Locke Reynolds Boyd & Weisell, Indianapolis, Indiana

**Editors Note:** See also CRIV Sheet in AALL Newsletter November, 1992 on Matthew Bender and other vendors.

## ORALL Members in AALL

The following ORALL members hold office in or serve on AALL Committees and Special Interest Sections. If you hold a similar position and are not listed here, please notify the editor so your name can be included in the next issue. Consider getting involved on Committees or SIS groups.

- Andy Brann**, Columbus Law Library, Editor, Audio-Visual & Micrographics Newsletter.
- Carol Bredemeyer**, Northern Kentucky University, Member, Nominating Committee.
- Pat Denham**, University of Cincinnati, Editor, Technical Services Law Librarian, and Member, Preservation Committee.
- David Ensign**, University of Louisville, Member, Copyright Committee.
- Taylor Fitchett**, University of Cincinnati, Member, Education Committee.
- Paul Fu**, Ohio Supreme Court Library, AALL Secretary.
- Tom Hanley**, University of Dayton, Member, Scholarships Committee.
- Sally Holterhoff**, Valpariso University, Member, Government Relations Committee.
- Frank Houdek**, Southern Illinois University, PR Coordinator.
- Brenda Kelley**, Toledo Law Association, Member, Awards Committee.
- Mark Linneman**, University of Kentucky, Member, Statistics Committee.
- Katherine Malmquist**, Cleveland State, Member, Statistics Committee.
- Paul Mitchell**, Marathon Oil, Member, Committee on Committees.
- Jack Montgomery**, University of Cincinnati, Member, Committee on Relations with Information Vendors.
- Mahnaz Moshfegh**, Indiana University, Member, Constitution & Bylaws Committee.
- Jan Novak**, Cleveland Law Library, Member, Government Relations Committee.
- Al Podboy**, Baker, Hostetler, Chair, National Legal Resources Committee Representative to the Law Library of Congress.
- Peter Pogacar**, Calfee, Halter, & Griswold, Member, Committee on Relations with Information Vendors.
- Ted Potter**, University of Toledo, Member, Publications Policy Committee.
- Anita Shew**, Butler County Law Library, Chair-Elect, State, Court & County SIS.
- Carol Suhre**, Clermont County, Law Library, Member, Grants Committee.
- Tim Watts**, Valparaiso, Vice Chair/Chair-Elect of Readers Services SIS, Member, Exchange of Duplicate Committee.

## Book Notes

***The Automated Law Firm: A Complete Guide to Software & Systems 2d.*** by Richard Robbins. Prentice-Hall Law & Business, 1991. 1v. \$95.

Law Librarians--increase your credibility with your attorneys! Give them a book on a topic guaranteed to get their attention. This volume on law office productivity and software will help attorneys cost out their work, charge for it, and improve the speed and quality of their practice. This new edition provides descriptions and uses for legal software rated by longtime legal software expert and attorney Richard Robbins. Ratings are based on 12 factors among which are user satisfaction, ease of use, and productivity enhancement to the attorney.

Emphasis is on how computers can increase law firm profits, not just on how to purchase a computer so that you can say you are "automated".

Topics covered include specific practice areas [estate & probate, bankruptcy, tax] litigation support, word processing, case management, billing, and forms generating.

Subdivided with topical tabs, this volume is a concrete, critical look at the "best" software available for attorneys. Compared to other law office computer books like *Law Office Technology & Automation*, *Law Office Guide to Small Computers*, and Perritt's *How to Practice Law with Computers 2d*, this book allows a quicker look at and recommends tested software by one of the leading computer authorities in the legal field.

Also, compared to directories of legal software like LOEM's Annual Law Office Management Software Directory, and Lawyer's PC Annual Legal Software Directory, this *Guide* gives an attorneys view, not just vendors' product reviews.

***Corpus Juris Humorous*** . . . . Looking for that perfect gift book for your favorite attorney, judge, paralegal or other law professional? Consider *Corpus Juris Humorous, A compilation of Humorous, Extraordinary, Outrageous, Unusual, Colorful, Infamous, Clever and Witty Reported Judicial Opinions & Related Materials Dating from 1256 A.D. To the Present*, compiled and edited by Attorneys John B. McClay and Wendy L. Matthews, 724 pages. This entertaining volume contains over 280 authentic judicial decisions, extracted directly from the official records, and presented exactly as the judges wrote them.

Included is *Jordasche v. Hogg Wyld, Ltd*, a trademark infringement lawsuit brought by the well-known clothing manufacturer against a tiny competitor for using the name "Lardashe" on its "jumbo"-sized women's jeans, together with a logo of a smiling pig peering over the rear pocket.

In this time of uptight lawyers and database doldrums, this book is just the right "relaxer". *Corpus Juris Humorous* is available by mail order only, for \$28.95 from MAC-MAT, P. O. Box 2025-131, Tustin, California 92680.



## Preservation Survey of ORALL Members

The charge of the ORALL Special Committee on Preservation is to find out what individual libraries are doing to preserve their collections, to review chapter activities in preservation, and to make recommendations about what the chapter should be doing. This survey is designed to fulfill the first part of the charge. One member of each library, either the director or the staff member most knowledgeable about preservation, should complete the survey, although comments from all members are welcome.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Library: \_\_\_\_\_

Approximate size of collection in number of volumes: \_\_\_\_\_

Definition: Preservation work in a library includes but is not limited to book repair, stacks maintenance, disaster planning, and environmental controls. Standard bindery preparation and shelf preparation are not included in the definition.

1] Are one or more of the staff members in your library designated to be in charge of the preservation of your collection [e.e., preservation is a specific part of their job description]?

Yes                      No

2] If yes, how many employees?

- \_\_\_\_\_ Professional librarians
- \_\_\_\_\_ Support staff members
- \_\_\_\_\_ Student workers

3] Check each area which is done on a regular basis in your library:

- \_\_\_\_\_ Minor book repair
- \_\_\_\_\_ Paper repair
- \_\_\_\_\_ Construction of phase boxes
- \_\_\_\_\_ Stacks maintenance
- \_\_\_\_\_ Cleaning the collection
- \_\_\_\_\_ Reformatting
- \_\_\_\_\_ Disaster Planning
- \_\_\_\_\_ In-House staff training in care & handling of materials

4] What does your library most often do with books with non-brittle paper in extremely poor condition that can't easily be replaced? [Check only one.]

- \_\_\_\_\_ Sent to bindery for recasing
- \_\_\_\_\_ Repair in-house
- \_\_\_\_\_ Send to conservation center, etc. for treatment
- \_\_\_\_\_ Put in phase boxes
- \_\_\_\_\_ Nothing

5] If your library does not actively preserve its collections,

what are the main reasons? [Check each that applies.]

- \_\_\_\_\_ There is no perceived need to preserve our collection
- \_\_\_\_\_ No staff members have expressed an interest in preserving the collection
- \_\_\_\_\_ There is interest but there is nowhere close to get training
- \_\_\_\_\_ Staff is too small to have someone spend time on preservation
- \_\_\_\_\_ Not enough time--too many other conflicting demands
- \_\_\_\_\_ Other:

6] Do you perceive any value for your library or ORALL to do the following: [Rank each item 1-5, with 1 having the most value and 5 the least.]

- \_\_\_\_\_ Programs on preservation at ORALL meetings [not hands-on book repair]
- \_\_\_\_\_ Book repair workshops in various locations around the region
- \_\_\_\_\_ Videos of AALL preservation programs and workshops shown at ORALL meetings
- \_\_\_\_\_ A bibliography of books and newsletters on preservation in the ORALL newsletter

7] How far would your staff members be able to travel to a one-day workshop?

- \_\_\_\_\_ Only in our town/city
- \_\_\_\_\_ 10-50 miles
- \_\_\_\_\_ 50-100 miles

8] What is the maximum your library could spend per person for a registration fee for a workshop?

- \_\_\_\_\_ \$10    \_\_\_\_\_ \$25    \_\_\_\_\_ \$50

9] How many of your staff members would attend a book repair workshop if the location, cost and time were ideal? \_\_\_\_\_

10] What other activities would you like to see ORALL do in preservation?

Other comments:

Please return surveys by January 30th to:  
 Patricia Denham  
 Head, Preservation & Archives  
 University of Cincinnati Law Library  
 Main Location 142  
 Cincinnati, Ohio 45221-0142

## Special Interest Groups

### County SIG

The ORALL County SIG met November 1, 1992 at the Hyatt-on-the-Square. Carolyn Bolin opened the meeting at 2:00 p.m.

Linda Ellashek distributed the current County Membership Directory and asked that each one check its entry for accuracy.

Paul Allison stated that he and Betty Busch attended the recent Ohio State Bar Leadership Meeting on October 1st at the Bar Headquarters in Columbus. The proposed legislation addressing fines covering law libraries was presented to the participants and was well received.

Jan Novak presented an overview and update on the proposed Ohio legislation which addresses a) bringing fine caps up to present day values, and b) attempting to recapture some fines that have been diverted to municipalities. Novak stated that the legislation has passed the Bar's screening committee and will be voted on in the House of Delegates November 14th. It was a consensus of the membership that each County write its delegates in support of the legislation.

Keith Blough shared some of the information that has been compiled from the Biennial County Law Library survey. To date 71 counties have responded. The others have either not responded or have submitted only a part of the information. Some interesting statistics of the counties with most change:

- Ashland County 22% drop in income
- Lucas County 17% less [Brenda Kelley projects \$94,000 less in '92]
- Pickaway County 20% less
- Trumbull County 13% less
- Washington County 13% less
- Wayne County 11% less

In contrast, Wood County was up 46%. Blough asked for assistance in getting the rest of the information.

Chairman Bolin expressed thanks to Jan Novak, Rosemarie Chrisant and Keith Blough for the time they have spent on these two worthwhile projects.

The 1993 County SIG chair is Pat Wheeler. The 1994 County SIG chair will be Rose Brown.

### Disposal of Financial Records

Clermont County Law Librarian Carol Suhre reports in a recent State audit, the library was criticized for not obtaining permission from the County Records Commission before destroying canceled checks and/or paid bills, vouchers, etc.

In a recent interview with Mr. John Stewart, Assistant Archivist of the State of Ohio with Rose Brown, Mr. Stewart suggested that inasmuch as County Law Librarians are the keepers of this information, it would behoove us to do two

things to protect ourselves from future criticism. 1) Have our Boards of Trustees adopt a measure that gives us permission to destroy our financial files [fill in amount of time] after an audit. 2) Have the Board approve your actions after you have performed the destruction. Mr. Stewart supports any measure that we can take individually to protect ourselves from any criticism. This may be an indication of what some of the rest of us might expect in future audits.

Submitted by Rose Brown, Defiance Cty Law Library

## Pet Peeves

Do you have pet peeves about publishers, personnel, life in general? Share them with your colleagues.

- PP1 Why are some publishers now sending pocket parts or special supplements twice a year? [e.g. LCP-Couch on Insurance and OJur 3rd Table of Cases?]
- PP2 Why is Shepard's Inc. revising Regional Shepards whole sets instead of sending one bound cumulation volume. [e.g. Southwestern Shepard 8v. \$1,000]
- PP3 Why are some publishers "dreaming up" extra volumes to multi-volume sets that are peripheral and are very expensive. [e.g. OJur 3rd Deskbook \$70; Code Research Guide Revised Edition \$70]



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## ORALL Directory Addendum

### Additions

- Cleveland State University . . . . . Jill Williams  
e-mail-Internet: jillw@inca.law.csuohio.edu  
Change Jill's page reference from 14 to 11  
Omit--Jill from 325 Owasso Ave., Fairlawn, Ohio  
Gallon & Takacs . . . . . Add--Janet Ontko  
Omit--Elizabeth Bowman  
Hein & C., Inc. . . . . 2nd e-mail: Internet: wsheinco@class.org  
Mead Data Central . . . . . 600 Vine St., Suite 1902  
Cincinnati, [45202]  
800\543-2744 or 513\721-8565  
FAX 513\721-1586  
Cheryl M. Van Leeuwen

### Changes

- Benesch, Friedlander, et al. . . . . pg. 10 & 12  
. . . . . Benesch, Friedlander, Coplan & Aronoff  
Eli Lilly & Co., Business/Law Library . . . . . pg. 41 & 42  
. . . . . Eli Lilly & Co., Library  
Esposito, Shawn . . . . . Esposito, Shaun  
Johnson, Bruce . . . . .  
. . . . . change e-mail to Internet: Bruce\_S\_Johnson@osu.edu  
Robertson, Roberta . . . . .  
. . . . . change e-mail to Internet: rlrkr@akronvm.edu  
Straus & Troy . . . . . Strauss & Troy  
Stultz, Christine . . . . . Stultz, Kristine H.

### Calendar 1993

- March 16 -Freedom of Information Day  
April 18-24 -National Library Week. Theme is "Libraries Change Lives."  
June 4-6 -"Human Resources" & "Technology & Applications", Cincinnati, SLA, 202\234-4700.  
June 5-10 -Special Libraries Assn. 84th Annual Conference, Cincinnati, Ohio  
June 24- -American Library Assn. Annual Conference, New Orleans, Louisiana  
July 1  
July 10-15 -AALL Annual Meeting, "Law Libraries: The Next Generation," Hynes Convention Center, Boston, Massachusetts  
Sept 25- -Banned Books Week.  
Oct 2  
Oct 7-9 -"Managing Court Libraries in the 90s" Williamsburg, VA. Contact Erick Low at NCSC: 804\253-2000.  
Nov 3-5 -ORALL Annual Conference, Cleveland, Ohio.

### Newsletter Deadlines

February 15, May 15, August 15, and November 15

## Ohio Regional Association of Law Libraries

### Profile

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."

An 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*.

### Placement

For job listings and further information, contact Kyle Passmore, ORALL Placement Office at U. of Akron Law Library, Akron, Ohio 44325 or call 216/972-7339.

### Membership

- Membership: 270  
Dues: \$15 per year  
Non-membership subscriptions: \$10 per year

**Contact:** Tom Hanley, U. of Dayton Law Library, Dayton, Ohio 45469, 513/229-2444.

### Newsletter Information

The ORALL Newsletter is the official publication of the Ohio Regional Association of Law Libraries [ORALL]. Published quarterly [March, June, September, December] [ISSN: 1048-2199]

**Edited by:** Anita K. Shew, Butler County Law Library, 141 Court St., Hamilton, Ohio 45011-2892, 513/887-3456, FAX 513/887-3696. **Printed by:** Deborah Bobinets, U. of Akron School of Law Library. Unsolicited contributions are encouraged; contributions submitted for publication are subject to editorial review. For extra copies contact the editor.

### Advertising Rates

The following rates and sizes apply, per issue.

- 1/2 page - 2 formats:  
7 1/2" wide x 4 1/2" high \$80.00/issue  
3 1/4" wide x 9" high  
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1/8 page  
3 1/4" wide x 1 7/8" high \$30.00/issue

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- \$10.00 - minimum of 5 lines  
\$ 2.50 - per line after the minimum



## ***ORALL Committee Assignments 1993***

**HELP! Volunteers Needed!** If your name does not appear and you want to be on a new committee or continue on a former one, **PLEASE** contact Carol Bredemeyer. She did not want to presume people would carry over.

### **AALL Arrangements**

Carol Bredemeyer, Exec Board Liaison  
Tom Hanley, Chair

### **Activities**

Ted Potter, Exec. Board Liaison & Chair  
Anne Abate  
Mary Kovac  
Paul Mitchell  
Kyle Passmore  
Laura Ray

### **Bylaws & Guidelines**

Beth Blondin, Exec. Board Liaison  
Martha Cox  
Al Podboy

### **Core Legal Collection**

Susan Schaeffgen, Exec. Board Liaison

### **Education**

Sally Holterhoff, Exec. Board Liaison  
Kathy Carrick, Chair  
Carol Furnish  
Sharon Merklin  
Lucy Payne

### **Government Relations Committee**

Sally Holterhoff, Exec. Board Liaison  
Jan Novak  
Al Podboy

### **Local Arrangements**

Judith Leon, Co-Chair  
Sharon McIntyre, Co-Chair

### **Membership**

Tom Hanley, Exofficio  
Susan Schaeffgen, Exec. Board Liaison  
Lucy Payne  
Deb Ward

### **Newsletter**

Carol Bredemeyer, Exec. Board Liaison  
Susan Miljeuic, Editor  
Deborah Bobinets  
Rose Brown  
Tom Heard  
Mahnaz Moshfegh  
Nick Pope  
Ellen Quinn

### **Nominations**

Jan Novak, Exec. Board Liaison  
Deb Ward

### **Placement**

Beth Blondin, Exec. Board Liaison  
Deborah Bobinets  
Pam Schaffner

### **Public Services**

Jody Beal, Exec. Board Liaison  
Carol Suhre, Chair  
Judith Gill  
Sharon Merklin

### **Union List**

Jody Beal, Exec. Board Liaison  
Mahnaz Mosfegh

***ORALL Newsletter***

Return to: