

ORALL NEWSLETTER

OHIO REGIONAL ASSOCIATION OF LAW LIBRARIES

DECEMBER 2002

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President's Column – Beth Langton

To Be or Not to Be...A Better Boss, That Is

As I sat staring at the computer screen wondering what to write for my first President's column, I could not help but wonder if any of my predecessors also sat in front of their computers pondering (actually, searching) for ideas of what to write for their first column. Someone told me that I should write about something I know or something that happened recently at work, and then write about it in a way that it would capture everyone's attention and make them think, *WOW! I learned a lot reading that column.* Well, easier said than done, I thought. Then, once I started thinking about it, on went the light bulb (low voltage maybe, but it was on nonetheless!).

This is the time of year when most people do annual performance appraisals for their staff. The performance appraisal is an opportunity for the supervisor (a.k.a. the boss) to reflect on the employee's performance during the

past year recognizing strengths and accomplishments, as well as areas of desired improvement and goals. When my colleagues and I talk generally about performance appraisals, it seems that the tide often gets turned from the employees' appraisals to a discussion of what kind of bosses we have been to our employees. We seem to have good "bossing" attributes, but there always seems to be something that we as supervisors wished we had done differently or better, and the

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ORALL

Ohio Regional Association of Law Libraries

ORALL Officers

Beth Langton, President Buckingham, Doolittle & Burroughs	330-258-6495	BLangton@bdlaw.com
Suzanne Young, Vice-President Jones, Day, Reavis & Pogue	216-586-1144	syoung@jonesday.com
Miriam Murphy, Secretary Indiana University	317-274-1928	mimurphy@iupui.edu
Thomas Hanley, Treasurer University of Dayton	937-229-2444	hanley@udayton.edu
Marcus Hochstetler, Exec. Board Mahoning Law Library Assn.	330-744-2295	mlladir@mahoninglawlibrary.org
Kurt Metzmeier, Exec. Board University of Louisville	502-852-6082	Kurt.metzmeier@louisville.edu
Ellen Quinn, Exec. Board Calfee, Halter & Griswold LLP	216-622-8200	EQuinn@calfee.com

Membership

Members: 307

Dues: \$15 per year

Non-member subscriptions: \$10 per year

Contact: Tom Hanley, Univ. of Dayton, Zimmerman
Law Library, Dayton, OH 45469, or call 937-229-2444
or e-mail hanley@udayton.edu

Newsletter

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Editor: Ken Kozlowski, Univ. of Dayton Zimmerman
Law Library, Dayton OH 45469
937-229-4810 kozlowsk@udayton.edu

Printer: Robbie Robertson, Univ. of Akron School of
Law Library

Send address changes to: Tom Hanley, Univ. of
Dayton Zimmerman Law Library, Dayton OH 45469,
(937)229-4810, hanley@udayton.edu

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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, Ohio Legal Resources Annotated Bibliography & Guide 3rd.

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discussion focuses on our areas of desired improvement and promises to become a better boss next year for our employees.

On July 21, 2002, I attended Bob Rosner's presentation, "Performance Management: Making the Connection Between You and Your Staff," at the AALL meeting in Orlando. Then, on October 17, 2002 at the ORALL meeting in Akron, I heard Janis Johnston's presentation, "Now You're the Boss: Making the Transition." During their presentations, Bob and Janis presented tips for being a successful boss. Each gave 12 different tips – **good tips** – for being a good boss. I am not going to repeat all 24 tips, although they are certainly worth sharing. Rather, I am going to highlight only 5 tips from each presentation. I realize that some of you attended one or both presentations. If so, it never hurts to hear a good tip twice. (Bob and Janis elaborated on each tip, but my notes, the source for this article, included only a few remarks made by them.)

Tip #1 – Be a decent and trustworthy human being. Treat every employee with respect. Hold your employees' confidences in trust.

Tip #2 – Set a collegial tone in the workplace. No cliques. Don't gossip. Don't show favoritism.

Tip #3 – Have a sense of humor. Laugh a lot. Work is important, but that doesn't mean that you can't be fun and have fun, too.

Tip #4 – Don't hide your expectations. Employees can't figure out what is on your mind if you don't give them any clues.

Tip #5 – Do honest performance management. Let employees know what you like about their work. Likewise, if they mess up, take the time to understand the problem or cause.

Tip #6 – Walk your talk. Actions speak louder than words.

Tip #7 – Throw parties. Celebrations improve morale. Throw a party for a birthday, job well done, or the holidays.

Tip #8 – Don't forget what most employees really want. It may surprise you that the majority of employees these days want fair treatment over more money.

Tip #9 – Communicate! Get to know your employees. Active listening indicates your respect for them. You also need to share your ideas and information with the employee. According to Bob, information hoarding is one of our biggest challenges.

Tip #10 – Solicit feed forward. Focus on how to change *future* behavior.

I have tried to live up to many of these qualities, but perhaps like some of you, I do not always demonstrate some or all of them. It would be worth setting our own personal goals to change our behavior in these areas. The end result for us could be better "bossing", which would benefit our employees. After all, every employee deserves to have a good boss.

When I began my term as Vice President last year, I knew what my charge would be and that was to plan the annual meeting for 2002. Mission accomplished. People have told me that my term as President will be a breeze following a busy year of planning the program, so the change of pace will be nice. However, I am not so sure that it will be without its own challenges. Regardless of whether it will be a challenge or a breeze, I am glad for the opportunity to serve as President and look forward to whatever the year may bring.

DIRECTORY UPDATES

By Tom Hanley, ORALL Treasurer

The following changes have occurred, or been noted, since the publication of the 2002-2003 Membership Directory.

- p. 1. Add Carol Allred to the top of the list of ORALL LIFE MEMBERS
- p. 2 Under GEOGRAPHIC DISTRIBUTION OF INDIVIDUAL ORALL MEMBERS, change the number for KY from 31 to 32, the number for OH from 220 to 222 and the total from 307 to 310
- p. 2 Under INSTITUTIONAL AFFILIATION OF INDIVIDUAL ORALL MEMBERS, change the number for COUNTY from 80 to 82 and for LIFE from 9 to 10
- p. 8. At Ave Maria School of Law in Ann Arbor, change the job title for Janice Selberg from Serials-Acquisitions Librarian to Head of Public Services
- p. 22 At Madison County Law Library in London, OH, add Lara C. Wilson with an email address of Lara608@yahoo.com
- p. 23. add city listing for **Pandora**. Under **Pandora**, add,
Putnam County Law Library Association
208 E. Main St., P.O. Box 297 (45877)
(419) 384-3238
FAX (419) 384-3239
Jon N. Diller
jpdiller@wcoil.com
- p. 23 At Lake County Law Library Association in Painesville, OH, change the first name of Ms. Baldree from Andrea to Angela
- p. 39 change Baldree, Andrea T. to Baldree, Angela T.
- p.42. add Diller, Jon N., Putnam County Law Library Association Pandora, OH 23 above Dishop, Maria
- p. 51 add Wilson , Lara C. Madison County Law Library London, OH 22 between Whitt-Covalcine, Cynthia and Wood, Dee
- p.53. add Putnam County Law Library Association Pandora, OH 23 between Porter, Wright, Morris & Arthur Columbus, OH and Ralph M. Freeman Memorial Library for the U.S. Courts Detroit, MI

News From the 2002 AALL Annual Meeting...

My First AALL Meeting

by SaraJean Petite, Case Western Reserve University

I attended my first AALL meeting in Orlando, Florida from July 19-24, 2002. This was largely made possible by a generous scholarship from ORALL. I would like to thank the ORALL scholarship committee and share my experience.

On Friday and Saturday, I attended the workshop, Intermediate Cataloging for Law Librarians. The speakers discussed authority control, cataloging Internet resources, and cataloging workflow. On Saturday after the workshop, I was able to attend the last part of the Innovative Law Users Group meeting. Barbara Plante told the group about her library's experience as a beta test site for Millennium Cataloging.

Sunday after visiting the exhibit hall (and learning about some of Lexis's new features), I went to the OBS-SIS Research Roundtable where research and writing for publication was discussed. At the roundtable, I met Diana Jaque, who compiles book reviews for Law Library Journal. In the afternoon, I attended a program on training non-law librarians to use government information and a program on legal information services for young adults. In the evening, I went to the Opening Reception at Sea World and enjoyed a Shamu show with a stadium full of law librarians.

Monday, after grabbing breakfast at the exhibit hall, I attended the Plenary session, "Generations at Work," followed immediately by the Association Annual Awards Ceremony, the Association Luncheon, the program "Connecting with your audience," and the program "New Connections in Copyright Law: The right of public display – a solution to the 'RAM copy' doctrine?" It was interesting to go from the practical program about how to be a good speaker to the program about a fine detail of copyright law. After a few hours' rest, I went to the West Customer Appreciation Event at the Hard Rock Café, where I learned that some of my colleagues have amazing endurance on the dance floor. The DJ ended up making the announcement that the party was over, and those of us on the dance floor would have to leave.

Tuesday at the ORALL/MichALL Luncheon, I finally got to meet members from other libraries and put faces with the names I'd been reading in the newsletters and listserv messages. In the afternoon, I attended the programs "Restructuring the Documents Department to Accommodate Electronic Digitization Projects" and "The Catalog vs. the Home Page? Best Practices in Connecting to Online Resources." One of the ideas presented at the "Catalog vs. the Home Page" program was using the catalog to generate dynamic lists for the home page. Upon returning to work, I started to create a list of faculty members at CWRU with hypertext links to each professor's publications in the library catalog.

Ironically enough, the final program I attended was Mary Ellen Bates' presentation on information overload, where I learned some things that now save me 45 minutes to an hour every morning. Following Ms. Bates' program, I hurried to the room where the presentation on preservation was taking place to get a handout, then rushed to the hotel to meet the airport shuttle.

Once again, I would like to thank the ORALL Scholarship Committee for this wonderful opportunity.

More From Orlando...

Life in the Fast Lane

By Miriam Murphy, Indiana University

West Group's Librarian Relations group and Thomson University, sponsored a one-day pre-conference program at this year's AALL meeting in Orlando entitled "Life in the Fast Lane for Information Professionals," or "Are We in Oncoming Traffic?" The participants were law librarians from each chapter of A.A.L.L. The presenters were Jill TerSteege, J.D., from Thomson University and Linda Olson, J.D., a legal education consultant.

This entertaining interactive seminar is based on the Organizational Development Resources (ODR) approach, as well as Spencer Johnson and Kenneth H. Blanchard's popular business monograph "Who Moved My Cheese?" The program is designed to teach law librarians how they are affected by change, responses to change and tactics to manage change successfully.

Understanding the nature of change was the first step in the process. Technology, information and people's expectations all are changing at an accelerating pace. The participants learned about the impact of these changes and the stresses they can cause. These stresses can result in emotional, physical and performance problems.

Personal resilience was recognized as the key factor for dealing with change. The five basic characteristics of resilient people were profiled. The first characteristic is having a positive nature where self-assurance and an internal sense of security allow the person to view change as an opportunity. The second characteristic is being organized so that the person can determine a method or structure for dealing with situations. The third characteristic is having focus with clear goals in mind. The fourth characteristic is having flexibility so that the person can demonstrate a special pliability in dealing with changes. The fifth characteristic is being proactive where change is accepted rather than avoided.

Each participant was able to measure his or her own resilience and ability to deal with change through an interesting series of exercises in which each person reviewed their resilience characteristics.

Participants then explored strategies for remaining productive while dealing with rapid change. Understanding institutional goals, the reasons for change, constant communication and demonstrated caring were pinpointed as key factors in dealing with change in the workplace.

A final special group task provided the opportunity for implementing the philosophies learned during the seminar. West is offering to present this program to any interested chapter.

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Akron 2002 – News from the Annual Meeting

Enjoying Ourselves In Akron

By Carol Bredemeyer, Northern Kentucky University

If you missed the Akron meeting, you missed some collegial and just plain fun activities. Everyone received an icebreaker exercise in their registration bags. You may recall that the Local Arrangements Committee had asked members coming to the meeting to submit a little known fact about themselves. A lot of fun was had trying to find out which member had been paid for submitting an article to the *National Enquirer* and seeking the member who placed a quite unusual ad in the college newspaper as an undergrad. Everyone was given until the end of Thursday's banquet to turn in their entries. Yours truly was the winner of a carved metal box by local artist Don Drumm. Members also found a discount coupon for the pie store in the Quaker Square shops.

Wednesday's Opening Reception was held at the National Inventors Hall of Fame. The gift shop was a popular stop with many fun and inexpensive items such as the Slinky and freeze dried ice cream. Speaking of ice cream, there was an exhibit devoted to the history of ice cream. There were also several hands-on and interactive exhibits near the food tables.

Our colleagues from Notre Dame, host of the 2003 meeting, brought several gift packages (featuring chocolate!) to give away, as well as a model Hummer, which is made in South Bend.

Thursday's pre-banquet reception featured photo ops with Zippy, the University of Akron mascot (by the time you read this, there should be pictures on the ORALL website). After a delicious dinner, we were entertained by the University of Akron Steel Drum Band. Before their final number, they spread out and let us wander among the drums while they played. CDs were also available for purchase.

Of course, we were well fed throughout the meeting and said our goodbyes on Friday and looked forward to South Bend next year.

Library Tour - University Of Akron Law Library **By Nancy Hanacek, Cleveland-Marshall College of Law**

There was excitement as everyone was gathering in the Lobby of the Crowne Plaza at Quaker Square Hotel in Downtown Akron. Everyone was mingling talking with friends and being introduced to others as we waited for the tours to begin. The tour that I chose was to the University of Akron Law Library. There was a light rain coming down on our walk over to the library but it was a pleasant walk giving us a chance to talk and get to know each other. Our hosts for the day gave us a very nice tour of the whole library. During the tour we were able to do some comparisons and also give some insight to some fresh ideas. We spent some time having some light refreshments and meeting the staff from various departments. I want to thank all the staff at the University of Akron Law Library for taking the time to show us around their wonderful library.

Tidbit Quiz... (Special thanks to Rosemarie Chrisant)

One of the more enjoyable activities at the meeting was attempting to discover the deep dark secrets of certain ORALL members. Who advertised in a college newspaper seeking a "naked virgin for a black mass"? Who jumped out of an airplane? Answers to those questions and many more follow below:

I am a CPA and have a B.S., a J.D., a LL.M., M.B.A. & M.L.I.S. degrees and am an expert scuba diver. (Neil Agarwal – LexisNexis)

I have lived in 11 states. (D.R. Jones, Case Western Reserve University)

As an undergrad my roommates and I advertised in the college newspaper soliciting a "naked virgin for a black mass." (Al Podboy - Baker & Hostetler)

I collect ducks (not live ones!). (Carol Bredemeyer - Chase College of Law)

Between the ages of 3-5 I fell down the stairs and got a concussion, was assaulted by some itinerant crazy who hit me over the head with his cane, and fell off the slide head first in first grade. (Keith Blough - Columbus Law Library)

My cousin was on the initial team of attorneys representing Patty Hearst. (Lani Mikalas - Roetzel & Andress)

I own three male Bichon Frise. (Natalie Pitman - Dayton Law Library)

I have seen SIR PAUL in concert 3 times, once in 1966, 1990, & 2002! (Nancy S. Clark - Jones, Day, Reavis & Pogue)

I have been a registered high school girls volleyball official for 29 years. (Jane Allison - Seneca County Law Library)

I was my county's Grange Princess in 1968 & 1969. (Jo Ann Fisher - Jones, Day, Reavis & Pogue)

I attended my first ORALL meeting 30 years ago in Cincinnati. (Jody Beal - Dayton Law Library)

Prior to getting my library degree, I worked every para-professional job in my library with the exception of book-keeper. (Linda Hostetler - Akron Law Library)

I have a childhood hero in common with that famous law librarian, Bob Berring: Rocco Domenico Colavito. (Gail McCain - Fuller & Henry)

I could probably be said to collect Edward Gorey books. (Ellen Quinn - Calfee, Halter & Griswold)

I can twirl a fire hoop baton. (Robbie Robertson - University of Akron)

My proudest possession is the truly wonderful Smokey the Bear hat from my days as a park ranger. (Actually two hats: felt for winter & straw for summer) (Claudia Zaher - Chase College of Law)

Last summer, I swam in Lake Erie's North Coast Harbor, which is next to Cleveland Browns Stadium. (SaraJean Petite - Case Western Reserve)

When I was in college I used to play guitar and sing in a coffee house. (Bobbie Feigenbaum - Roetzel & Andress)

I once jumped out of an airplane solo from 2,800 feet up. Fortunately, I had a parachute. (Tom Hanley - University of Dayton)

I bicycled 4,000 miles last year while commuting to and from work. (Ken Kozlowski - University of Dayton)

While in Nova Scotia whale watching in the Bay of Fundy, we saw some right whales, dolphins, porpoises, and a shark right next to our boat. (Teddy Artz - University of Dayton)

I have been to all four Disney Theme Parks (Anaheim, Paris, Orlando, & Tokyo). (Miriam Ann Murphy - Indiana University)

I cheer for the Pittsburgh Steelers & collect Precious Moments. (Carol Suhre - Clermont County Law Library)

I raised chickens as a 4-H project, using a 1948 Dodge Car body as a chicken coop. (Billie Grey - Cincinnati Law Library)

I have studied overseas twice--once in Florence, Italy and once in Cambridge, England. (Maria Dishop - Bricker & Eckler)

I was hit by a car when I was in the fifth grade, and spent three days in the hospital. Thankfully no serious or permanent injuries. (Richard Humphrey - Indiana University)

I have a new grandson whose name is Kaelan - Gaelic for "great warrior." (Corliss C. Davis - Akron Law Library)

I once witnessed an autopsy performed by Cyril Wecht. (Kathleen Carrick - Case Western Reserve)

My name will appear in the credits of the special edition DVD of the *Fellowship of the Ring* which will be out in November. (Rosemarie Chrisant - Akron Law Library)

Long before I became a law librarian I studied to become a forest ranger. (Mary Kovacs -The Lorain County Law Library)

I can recite the 23rd Psalm in Hebrew. (Marcus Hochstetler - Mahoning Law Library)

I took a trip with the Geology Dept. to an outer island in the Bahamas. We hiked through an underground network of caves full of bats in waist high water. (there's much more to this one too) (Lynn Lenart - University of Akron School of Law Library)

I not only enjoy and actually understand football, I can still throw a pretty mean spiral. (Susan Elliott - Zimmerman Law Library)

I wrote something that was published in The National Enquirer and won \$30. (Nicole Stenger - Brouse McDowell)

**Ohio Regional Association of Law Libraries
Annual Business Meeting
Crowne Plaza at Quaker Square, Akron OH
Friday, October 18, 2002**

1. The meeting was called to order by President Ellen Quinn at 12:22 pm with a voting quorum present.
2. Presidential Announcements
 - a. She thanked the Local Arrangements Committee, chaired by Roberta Robertson and Rosemarie Chrisant. She complimented them on a job well done and appreciated their attention to detail.
 - b. She thanked the vendors for their sponsorship and wanted to express appreciation for their support of the organization.
 - c. Members were reminded to turn in their evaluation forms and volunteer forms.
 - d. Members were requested to pick up their membership directories.
 - e. Members who are past officers or board members were requested to contact Ellen Quinn about turning over any relevant materials for the ORALL archives.
3. President's Report
 - a. We had several successful meetings including AALL, Minneapolis, with the joint MichALL/ORALL lunch with 64 in attendance; ORALL annual conference, Maumee Bay with 97 in attendance; spring retreat, Salt Fork with 37 in attendance.
 - b. The Executive Board decided that there will be no spring retreat in 2003 due to low attendance at these meetings. SIG's who wish to meet in lieu of the spring retreat may do so. The by-laws (XIII, §4a) require that all budget requests be approved in advance.
 - c. Another positive indicator is that a Kentucky Special Interest Group was formed last Spring.
 - d. ORALL sponsored an AALL boot camp in Cincinnati.
 - e. The ORALL Handbook, 2002 edition was published.
 - f. The ORALL archives were consolidated at Ohio State University's Law Library. There is an ongoing project to supplement the archives with documents from current and past officers. Persons with documents are to contact Ellen.
 - g. Guidelines for incoming officers are being formulated and distributed.
 - h. The Needs Assessment study was completed and the report approved and distributed to the membership.
4. Secretary's Report

The Secretary (Miriam Murphy for Claudia Zaher) announced that the minutes of the October 5, 2001 Business Meeting, Maumee Bay had previously been distributed and asked for comments or corrections. She moved the minutes be accepted. Christine Stouffer seconded the motion. The motion passed.
5. Treasurer's Report

The Treasurer, Tom Hanley, read his report. The checking account has a balance of \$14,921.85. A copy of the report is attached.
6. Committee Reports
 - a. Membership (Tom Hanley). There are 307 members. The names of the new members were read out. A copy of the report and the list of names is attached.
 - b. AALL Arrangements (Matt Wagner). 45 persons including 38 ORALL members attended the ORALL/MichALL lunch in Orlando, FL. A copy of the report is attached.
 - c. Bylaws (Miriam Murphy reported for Claudia Zaher). The bylaws were published in the 2002 handbook. A copy of the report is attached.
 - d. Education (Beth Langton). She thanked the members of the committee and local arrangements for their hard work. A copy of the report is attached.

- e. Local Arrangements (Robbie Robertson and Rose Chrisant). 109 persons representing 53 libraries attended the annual meeting in Akron, OH. They shared the story of using their ingenuity to rent the Inventor's Hall of Fame for \$500 rather than for the usual \$10,000 fee. Carol Bredemeyer and Sylvia Disher both successfully completed the trivia contest. A drawing was held to break the tie and Carol won the prize, a gift from local artist Don Drumm.
- f. Government Relations (Billie Grey). The status of legislation affecting Ohio law libraries was covered. A copy of the report is attached.
- g. Internet. – no report
- h. Newsletter (Ken Kozlowski). He made a request for copies of older issues of the newsletter. Future plans include electronic delivery of the newsletter and the addition of an ORALL logo on the newsletter. A copy of the report is attached.
- i. Nominating (Richard Humphrey). The committee proposed the following slate:

Vice President/President -Elect	Suzanne Young
Secretary	Miriam Murphy
Board Member	Marcus Hochstetler

 A copy of the report is attached.

Richard Humphrey moved that the nominations be closed and that all candidates be elected by acclamation. Mary Persyn seconded the motion. The motion was approved.

All Past-Presidents of ORALL were requested to stand. A round of applause acknowledged their contributions.

Life membership nomination. The career of Carol B. Allred was outlined.

Richard Humphrey moved that a life membership be granted to Ms. Allred.

Nancy Clark seconded the motion. The motion was approved.

- j. Scholarship (Cindy Spohr). This year's recipients were Billie Grey, Monica Overly, Cynthia Ripley and Claudia Zaher. A copy of the report is attached.

7. Special Interest Group Reports

- a. County Law Libraries (Marcus Hochstetler). The new chair will be Kathy Moreland. The new Ohio County Law library Directory was distributed. A copy of the report is attached.
- b. Private Law Libraries (Sarah Lynch). Dealing with the major publishers and subscription issues were discussed. A copy of the report is attached.
- c. Kentucky Law Libraries (Ellen Quinn read the report for Michael Whiteman). The librarians met at AALL for exchange of information and socialization. A copy of the report is attached.

8. Old Business

- a. 2003 Annual meeting of ORALL is to be held at Notre Dame, October 22-24, 2003. Preparations are under way.
- b. Needs Assessment Report (Nancy Clark). The completed report was approved by the Board on October 16. Copies have been distributed and it will be printed in the newsletter. Nancy thanked the members of her committee for their efforts.

9. New Business

There was no new business.

10. Passing of the gavel

Ellen Quinn thanked the members of the current Board, Nancy Clark, Beth Langton, Kurt Metzmeier, Claudia Zaher, Tom Hanley and Mike Whiteman for their advice and support. Beth Langton acknowledged Ellen's hard work as President and expressed appreciation for the collegiality that she showed. Beth presented Ellen with a gift from the organization. The gift was a clock with a plaque commemorating her Presidential service to ORALL. Ellen thanked everyone for the clock.

11. Adjournment

Tom Hanley moved to adjourn the meeting. The motion was seconded by Ken Kozlowski. The motion passed. The meeting adjourned at 12:55 pm.

**Ohio Regional Association of Law Libraries
Executive Board Meeting
Crowne Plaza at Quaker Square, Akron OH
Friday, October 18, 2002**

Present:

Beth Langton, President	Ellen Quinn, Immediate Past-President
Suzanne Young, Vice President	Tom Hanley, Treasurer
Miriam Murphy, Secretary	Marcus Hochstetler, Executive Board

1. The meeting was called to order by President Beth Langton at 1:31 pm.
2. General Announcements
 - a. Ohio County Law Library Directories were distributed to the members of the Executive Board.
 - b. Beth welcomed the new board members, Suzanne, Marcus and Miriam.
3. Old Business
 - a. 2002 Local Arrangements wrap-up report. Rosemarie Chrisant and Robbie Robertson suggested a program on 'How to Host a Meeting' to be held on a five to ten year cycle. The program planning red binders were helpful, but they will be supplemented and passed on to the 2003 Local Arrangements Committee chairperson in a couple of weeks. There was extensive work with local vendors for 'freebies' for the attendees. All contributing vendors were acknowledged in the documents distributed to attendees.

The total charges from the Crowne Plaza had already been presented to the Treasurer and a check has been cut. The committee will be meeting with the Crowne Plaza staff for a final meeting. Overall, the committee was pleased. There were quick responses to problems. A 'credit' was promised in compensation for a room reservation mix-up. The 'credit' will need to be in the form of cash compensation as it is unlikely a future discount will be useful.
 - b. 2003 Local Arrangements. The committee chair Carmela Kinslow will be consulted to verify the status of our reservation. She will be selecting the members of her committee.
 - c. 2004 Annual Meeting will be held in Northern Kentucky/Cincinnati. The date will be forthcoming.
4. New Business
 - a. ORALL domain name. There is a pornographic website at ORALL.com. Due to the potential misdirection of members trying to reach our website ORALL.org, the Internet Committee is requested to investigate the possibility of reserving this URL to the organization so that we will have exclusive use of the domain name (ORALL). The committee is requested to report to the board.
 - b. George Straight Minority Scholarship. Karl Gruben, AALL Executive Board member suggested that ORALL may wish to contribute money to the George Straight Minority Scholarship. AALL has had a financial shortfall this year and is requesting assistance in meeting its scholarship funding commitments. West Group has offered to provide matching funds to support the scholarship. AALL is considering an honor of donors who contribute \$1,000 or more.

Suzanne suggested that ORALL could put out its own matching funds challenge to the other AALL Chapters. One option would be for ORALL to contribute up to \$1,000 total. She will do a preliminary investigation and report by e-mail.
 - c. 2005 Annual Fall meeting. Potential locations were discussed. Board members are to encourage members to think about hosting in 2005.
 - d. Parliamentary procedure should be followed at all ORALL business meetings.
 - e. ORALL Membership Directory distribution. As part of the dues invoices sent out in January, members can be given the option to receive the directory in electronic

format (PDF, Access, Excel). The electronic version would be distributed in lieu of the paper, not in addition to the paper directory.

The directory could also be available through a 'members-only' page on our website. This would require passwords and programming.

Even if the directory is eventually switched to electronic-only format, there is some archival need for paper copies.

Tom moved that the same language from last year's invoice ("If you do not want, check here []") be included on this year's invoice for the directory distribution.

The motion was seconded by Ellen. The motion was withdrawn and not voted upon.

Tom is going to send out a sample of the directory database to the members of the board for testing and we will resume this discussion on e-mail.

5. Adjournment

Tom made a motion to adjourn. The motion was seconded by Suzanne. The meeting was adjourned at 2:50 pm.

**Want to save ORALL a little money?
Want to save a tree?
Want to be futuristic?**

When you receive your membership renewal form being sent out in January, you will notice that you are being given some options regarding how you are to receive two of the major benefits of ORALL membership.

The first option deals with the newsletter. We have begun to reproduce the issues of the newsletter in Adobe Acrobat PDF format on the web site <www.orall.org>. We will continue to do so. You will be given the option on the membership renewal form not to receive the newsletter in paper format. If you choose this option, you will be notified by email when a new issue of the newsletter is posted to the web site. You may then read the newsletter online, download it to your computer, or print it out. If you choose this option, you will be committing to foregoing receiving the paper copies of the newsletter for one year, 2003. When you receive your membership renewal form for 2004, you will be given the option regarding whether to receive the newsletter in paper format again. Before choosing the option not to receive the newsletter in paper format, visit the web site and try to view and download the issues of the newsletter currently on the site. Once you have made your decision not to receive the newsletter in paper form on the membership renewal form for 2003, you will not be able to change your mind until you receive the membership renewal form for 2004.

The second option deals with the membership directory. You will be given the option on the membership renewal form to receive the membership directory in Adobe Acrobat PDF format in place of receiving a paper copy of the membership directory. If you choose to receive the membership directory in Adobe Acrobat PDF format, you will not receive a paper copy. If you choose not to receive the membership directory in Adobe Acrobat PDF format, you will only receive a paper copy. YOU MAY NOT CHOOSE TO RECEIVE BOTH.. If you choose the option to receive the membership directory in Adobe Acrobat PDF format, you will be committing to foregoing receiving a paper copy of the directory for one year, 2003. When you receive your membership renewal form for 2004, you will be given the option regarding whether to receive the directory in paper format again. If you choose the option of receiving the directory in Adobe Acrobat PDF format, I would send the directory to you in a PDF file attached to an email. I will be sending an email to the entire membership for whom I have email addresses with a sample PDF file appended as an attachment as a means for you to test whether you will be able to receive the directory in this form. If you are able to detach and use this test file with your Adobe Acrobat Reader, you should be able to receive the directory in Adobe Acrobat PDF format. If you are unable to use the test file, do not choose to receive the directory in Adobe Acrobat PDF format. Once you have made your decision not to receive the directory in paper form on the membership renewal form for 2003, you will not be able to change your mind until you receive the membership renewal form for 2004.

I plan to choose not to receive paper copies of the newsletter and the directory. Please seriously consider joining me in saving ORALL some money, saving some trees, and boldly going where no ORALLien has gone before.---**Tom Hanley, ORALL Treasurer**

The Traveling Librarian

A Yankee Librarian in Bodleian Law

By Susan Elliott, University of Dayton

When I attended a University of Oxford librarianship seminar, I did not expect that any of the activities would focus specifically on law librarianship. I was, after all, the only prospective law librarian in the group. The seminar coordinators, however, made an effort to provide each participant with experience relevant to his or her special field of interest and, for me, that meant a personal tour of the Bodleian Law Library with the wonderful Barbara Tearle, Bodleian's Law Librarian. It was a fascinating mix of the good, the bad, and the ugly.

The foundational legal degree in Great Britain is a bachelor's degree in legal studies. Undergraduate academic training is followed not by graduate school, but by formal professional training, with separate and distinct practice programs for prospective solicitors (who focus on transactional work and direct client representation) and barristers (who focus on court advocacy, usually after referral). Most of the 39 colleges that comprise the University of Oxford offer law as a field of study for their undergraduate members. The colleges have legal collections within their libraries or sometimes, like Magdalen College, even separately designated law libraries. All Oxford students and faculty, regardless of college, also have access to the University's principal research library, the Bodleian. In 1964, the Law Library (<http://www.bodley.ox.ac.uk/dept/law>) was opened as a separately located, "dependent" of the Bodleian.

This is a very serious library. No food, no drinks (in any kind of container), and no restrooms (!) within the library area. Only registered readers are admitted. Reference materials are in closed stacks and no materials circulate. The collections, print and electronic, are seriously impressive. The Law Library may have had a separate existence of only forty years, but the Bodleian's legal collections date back four centuries. The Bodleian is both a British Copyright Depository Library and a European Documentation Centre, so it receives free copies of E.U. publications and documents. The Law Library's collections are included in Oxford's superb online catalogue (<http://www.lib.ox.ac.uk/olis>). There is a lot of study space, and the staff, as might be expected, is exceptional. This is the "good," and it is very good.

The Library's austere, "cementy" exterior was much heralded in 1964, but it now looks dated to modernists and simply – well – ugly to those who revel in the gothic arches, stone, and carved wood of other Oxford buildings. The open interior was designed to take advantage of the sun, and on the June day I visited, it was wonderfully light. Oxford, however, does not always have sun. On the endless cloudy days that stretch from late autumn to early spring, the Library was depressingly dark. It soon proved to be as much in need of rewiring for additional light and computer access as buildings that were centuries older. Collections have already increased beyond the available space, and plans for expansion are in the works. Even at the Bodleian, however, budget cuts are forcing difficult decisions. There is continuing debate about balancing electronic and print resources. The "bad" here is only too familiar.

The Law Library is very much worth a visit (after proper registration!) for far more than reassurance that even the Bodleian, with all of its resources, faces the same sorts of problems that beset Ohio law libraries. All in all, the good very much outweighs the bad and even (at least to this traditionalist Yankee librarian) the ugly.

Article

**Finding the Kentucky Rules of Professional Conduct
By Claudia Zaher, Northern Kentucky University**

Kentucky adopted the ABA Model Rules of Professional conduct, but with some exceptions. The Kentucky Rules of Professional Conduct, adopted January 1, 1990, vary from the ABA Model Rules in several areas, including fees, conflicts, sale of law practice, safekeeping of property, fairness to opposing party and counsel, prosecutors, candor towards tribunals, truthfulness to others, professional independence of lawyers, pro bono service, law reform activities, advertising, specialization, duty to report, and misconduct.¹

Kentucky's Rules have been incorporated into Rule 3.130 of the Rules of the Supreme Court, but the numbering system of the Model Rules was retained. This leads to a numbering system within the Kentucky rules that looks a little strange. For example, in Michie's Kentucky Revised Statutes, Kentucky Rules Annotated Volume 2, the Supreme Court Rules start with 1.000 and continue through 3.130. So far, so good! But following 3.130 they have inserted the Kentucky version of the Rules of Professional Conduct, so you'll find 1.1, 1.2 etc., up to 8.4. The numbering then reverts to the Supreme Court Rules, so that 8.4 is immediately followed by 3.140, 3.150, etc. This makes the rules a bit difficult to find if you're just leafing through the volume. To add a little more confusion, Professional Conduct Rule 7 "Information About Legal Services" is numbered with two digits following the decimal point. For example, there is "7.07 Appeal" in the Professional Conduct Rules, which of course is not anywhere near 7.000 or 7.100 of the other Supreme Court Rules.

West does us all a great service by retaining the Supreme Court Rule number and adding the Professional Conduct Rule number in parentheses, so the rules are numbered 3.130(1.1), or 3.130(7.07). This numbering system appears in both the Baldwin's Kentucky Revised Statutes Rules Volume and the West Kentucky Rules of Court – State.

The Kentucky Rules of Professional Conduct are also available on Lexis and Westlaw and on the web at <http://uky.edu/Law/kyethics/finalrules/rulestoc.html> or www.kybar.org/SCR/scr_3index.htm or www.courtroomlaw.com/conduct-rules/rulestoc.html.

¹ *State Ethics Rules – Kentucky*, [Manual] Laws.Man.on Prof. Conduct (BNA), 1:31 (March 28, 1990).

Tech Talk

**Excuse Me – Where Are Our Books on Electronic Commerce?
By Deb Dennison, Case-Western Reserve University**

Recently one of our librarians asked me this question. Actually, I've been anticipating the question and pondering the answer for quite some time.

It's no surprise that libraries collect in subject areas of interest to their patrons. One can observe the cultural climate by browsing new subjects arriving in the library. A few years ago, perhaps due to our aging baby boomers, we started acquiring new titles on "elder law". Likewise, with the growth of interest in animal rights, we began acquiring more resources on animal law. Presently, because of the increase in computer usage and Internet business transactions, we have observed a tremendous increase in titles about electronic commerce.

Subjects do not always fit neatly into a certain classification (i.e., call number). There are several different places a book may be classified, dependent upon its subject matter. A library may classify identical materials differently than another library, dependent upon the nuances of its collection. Classifying resources on electronic commerce is daunting in many ways; e-commerce is an umbrella that covers many subjects. E-commerce is about contracts, security

issues, digital signatures, copyright, banking, and, well, everything. So where do we class our books on e-commerce? Is a myriad of places an acceptable answer?

To make my life easier, I maintain a "cheat sheet" on where some of our e-commerce materials are, and why. In accordance with typical cataloging procedures, when new e-commerce material arrives, I compare the main subjects (the primary emphasis) of the resource in hand and consider where I've classed similar material. I determine whether the material is comprehensive or a work that addresses one facet of e-commerce. To develop my outline I utilize the classification schedules, and browse catalogs of other libraries to see how they have classed their e-commerce titles. Since I use various call numbers, I include brief explanations in my outline on why I use particular classifications. When I get questions from patrons about the location of e-commerce materials, I am more easily able to indicate where such material is classed and the rationale behind it.

I class materials that comprehensively deal with the business aspects of e-commerce in HF5548.32. I utilize the KF871-890 range for works dealing specifically with e-commerce law and, within that range, KF889.E54, for comprehensive works on e-commerce law. As a resource becomes more specialized, alternative classification may be more appropriate, e.g., KF1030.E4 for electronic funds transfer (banking), or KF6495.E45 for e-commerce/taxation.

E-commerce will continue to grow and morph, so my rationale for placing materials in particular areas may also change. (As my cataloging mentor told me, books will always have to be re-cataloged.) As the field of e-commerce evolves, my outline provides the rationale for previous classification decisions to serve as a basis for current decisions.

How are you classing your electronic commerce materials? I welcome your comments. If enough folks are interested, I'll compile pertinent information and report back to all who participate.

Article

Legislative Relations

By Billie Grey, Cincinnati Law Library Association

Would you persuade, speak of interest, not reason.

Benjamin Franklin, Poor Richard's Almanack, 1734

Legislative relations, or lobbying, has a bad name in our society. Even now, with cell phones and pagers, sometimes the only way to actually get to speak with someone is to wait in the lobby of the building until that person walks past you. But there is a lot more to lobbying than loitering in public buildings.

The word "connection" has many different meanings, but two of them are important in legislative relations. A connection is both the relationship or association and the actual thing making contact. To be effective in legislative relations, you need both types of connection.

The best relationship or association is to be the legislator's constituent. If you are not his or her constituent, you might wish to find someone who is and work through that person. When many members of the legislature were attorneys, the County Law Libraries tended to have strong associations with legislators. Today, we may have to find another association. Profiles of Legislators are available and sometimes you may find an association that way. But the best are relationships are those which cause the Legislator to recognize you, rather than the other way around.

If there is a negative connection, it is vital that you mention it. Knowing the person's legislative achievements, even if you disfavor them, is an essential part of making a connection. I have been known to put on or take off particular lapel pins when lobbying certain legislators. It may seem silly but it makes or breaks the connection.

Bernice Spangenberg's retirement has cost us one of the best connections that we could have imagined in the Ohio Legislature. Jamie Callender, Representative for the 70th District in the Ohio House, was a clerk in the Law Library. Not that he was the Clerk of the Library Board, but that he worked as a clerk in the Law Library. Bernice was his boss. That is the kind of connection we need.

Then again, we have the other meaning of connection, the thing making the contact. We have a variety of mechanisms available for our connection: letter, e-mail, phone, and waiting in the lobby for a face-to-face meeting. There are certain reasons to use a particular mechanism. A letter provides the best mechanism for a detailed explanation. An e-mail provides room for detail but does not have the indication of origin which makes the constituent connection. Telephone is immediate but is also fugitive, and easily forgotten. Face-to-face is immediate and memorable. Also, face-to-face is an indication of the importance that the issue has for you. This behavior communicates that the issue is so important that you have disrupted your normal day for the meeting.

Don't forget to ask for what you want. A carefully reasoned explanation is important and appropriate in writing. When meeting the Legislator in person, you want a bumper sticker or a sound bite. Probably the most effective is a combination, a face to face meeting with a quick but memorable request followed by a thank you letter with a detailed explanation, description and the request again.

Your representative owes you, not his industry only, but his judgement; and he betrays instead of serving you if he sacrifices it to your opinion.

Edmund Burke, Speech to the Electors of Bristol, Nov. 3, 1774.

Finally, whether the legislator does what you want, or what you don't want, or nothing, send a follow up letter. Respectful disagreement is much underrated in our society. It is more easily done through written communication. But you may need this exchange in order to make the connection next year, next session, or next decade.



Important Dates

- July 12-16, 2003 / **AALL Annual Meeting**, Seattle, WA
- October 22-24, 2003 / **ORALL Annual Meeting**, Notre Dame
- **ORALL Newsletter deadlines:** February 15, May 15, August 15, November 15

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