

ORALL NEWSLETTER

OHIO REGIONAL ASSOCIATION OF LAW LIBRARIES

MARCH 2003

VOLUME 2003, NUMBER 1

President's Column – Beth Langton

The Value of a Law Librarian

Recently, someone asked me if I thought that there was still a need for a librarian in a law firm, since so much material is available electronically and attorneys are doing much more at the desktop. It was not the first time I was asked this question -- and I am sure it will not be the last. Have you ever pondered how you would respond if someone asked you this question?

You could start by mentioning some of the things you do: Library management, reference and research, client services, information technology, teaching, and collection care and management. These are areas in which we specialize. The American Association of Law Libraries (AALL) defines these areas in which we are knowledgeable and skilled as *competencies of law librarianship*.

When I responded to this question, my first comment was that even though there is a lot of

information online, people need a librarian to help them find what they need. Users often do not know which format or online service to use, which is the most cost-effective, and how to distinguish between the good stuff and the bad. Have you ever had a user who came to you for assistance after spending valuable time searching online for something, only for you to mention that the item was available only in print – and it was in your library?

. . .continued on Page 3

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ORALL

Ohio Regional Association of Law Libraries

ORALL Officers

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Membership

Members: 311

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

The ORALL Newsletter is the official publication of the Ohio Regional Association of Law Libraries. Published quarterly in March, June, September, and December.

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Unsolicited contributions are encouraged; contributions submitted for publication are subject to editorial review. For extra copies, contact the editor.

Deadlines for submissions: Feb. 15, May 15, Aug. 15, and Nov. 15

Advertising (per issue) : \$150 for full page, \$90 for half page, \$55 for quarter page, and \$35 for eighth page.

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.

Often users do not have the time to search for information and need a librarian to do the research for them. There are competencies of law librarianship that define these skills:

- 1) *Evaluates the quality, authenticity, accuracy, and cost of traditional and electronic sources.*
- 2) *Assists clients with legal research using both print and electronic resources.*

My next reason for having a librarian focused on the ability to evaluate and develop the library collection. Librarians know which resources and formats are preferred by users. There was a user in our firm once who was considering the CD-ROM version of a product that he was accustomed to using in print. This particular request surprised me because this person was not the least bit inclined to use an electronic version of anything, and because I knew that content that he referred to frequently in the print resource was not included on the CD-ROM. To make a long story short, we kept the print version because of content and user preference.

Perhaps your library switched to a web-based version to make a product available to a broader user base instead of just one location. Librarians know what can be eliminated from the library in order to make shelf space and funds available to support a variety of

formats and more current and relevant resources. The librarian also manages the collection, regardless of the format, by keeping it organized, current, and readily accessible to all patrons. AALL lists competencies that cover these skills:

- 1) *Ensures the optimal use of library facilities to accommodate the evolving needs of clients and staff.*
- 2) *Evaluates information resources in all formats, integrates them to meet the needs of library clients, and discards or archives them as appropriate.*
- 3) *Understands the acquisition and management of a diverse collection of legal and non-legal resources in multiple formats.*
- 4) *Ensures the optimal arrangement of and access to the library's traditional and electronic resources.*

Because funding is always a consideration, I had to mention that librarians prepare and monitor the library budget. They negotiate favorable subscription agreements for print products and electronic services to ensure optimal use of library funds. It is important for librarians to track how much money and shelf space their efforts save the library. AALL's competencies for these responsibilities include:

- 1) *Plans, prepares, and controls budgets and manages all financial resources.*
- 2) *Makes selection decisions, in consideration of all relevant factors, including the library's collection development policy, differences among formats, and costs of purchase and upkeep.*

And, of course, I did not forget to mention the times when librarians "teach" people how to use library resources. Every day presents opportunities for us to share information and provide expertise by helping patrons. We present programs on how to effectively use the Internet for legal research. We train users in how to use library print and electronic resources. We are instrumental in developing intranets and extranets because we know sites for legal resources, news, business, government agencies, professional organizations, etc. that might be of interest to our users. It should come as no surprise that there are competencies listed for these characteristics, too:

- 1) *Shares knowledge and expertise with clients and colleagues.*
- 2) *Assists and educates clients and colleagues in the use of the library's information systems.*

- 3) *Provides training and guidance on the organization and use of legal resources in various formats.*

The competencies listed above describe what librarians do and why librarians are essential and invaluable to an organization. They represent just a few of those listed on the AALL website (<http://aallnet.org/prodev/competencies.asp>). If you have not read or referred to them recently, take a few minutes to reacquaint yourself. You may also be interested in reading "Competencies for Special Librarians of the 21st Century" on the Special Libraries Association website (<http://www.sla.org/content/SLA/professional/meaning/comp/cfm>). The competencies will reinforce the areas in which you are proficient, and provide a framework to identify areas for professional and personal growth. They might just come in handy when you are next asked "do we still need librarians?"



Money, Money, Money, Money...Money

(with sincere apologies to the O'Jays)



ORALL and AALL and the Special Interest Sections are offering scholarships to help pay for the registration fees and other expenses to attend the AALL annual meeting in Seattle, WA in July 2003. Watch your e-mail for scholarship announcements.

The ORALL scholarship application is included in this issue, and may be found on the website (<http://www.orall.org>). All members are encouraged to apply.

ORALL Contributes to George A. Strait Minority Scholarship Endowment Fund

ORALL's purpose is to promote the growth, advancement and improvement of the profession of law librarianship. To further its purpose, the ORALL Executive Board is pleased to announce that ORALL has contributed \$1,000 to endow the George A. Strait Minority Scholarship. The scholarship is awarded annually to college graduates who are members of a minority group, are degree candidates in an accredited library or law school, and who intend to have a career in law librarianship.

AALL is committed to providing opportunities for professional growth, and it awards scholarships each year to assist individuals in achieving their goal of becoming a law librarian. ORALL recognizes and supports this commitment.

The Board would especially like for ORALL members and member libraries to benefit from these scholarships and strongly encourages its members who are members of a minority group and who want to enter the field of law librarianship to apply for the George A. Strait Minority Scholarship. The application must be received by AALL on or before April 1, 2003.

To read more about the George A. Strait Minority Scholarship and to download a copy of the application, please view these websites:

<http://www.aallnet.org/services/strait-br.asp>

http://www.aallnet.org/services/sch_strait.asp

ORALL COMMITTEES – 2003

AALL Arrangements

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Beth Langton (Bd. Liaison)

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Don Arndt (U. Toledo)
Marie Rehmar (Cleve-Marshall)
Miriam Murphy (Bd. Liaison)

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Anita Shew (Butler Cty. Law Lib.)
Matt Wagner (LexisNexis)
Ellen Quinn (Bd. Liaison)

Scholarship

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Cynthia Ripley (Allen Cty. Law Lib.)
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- your knowledge partner understands the pressures and challenges of delivering in today's complex, changing legal market.

The Librarian Relations Group. *It's how you know.*



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Librarian Relations Group

ORALL DUES 2003-DEADLINE LOOMING

Thomas Hanley, ORALL Treasurer

ORALL dues checks are flowing into the association's coffers. I want to thank all of you who have paid your dues promptly.

For those who have not yet paid, please note the deadline for doing so is Friday, March 7. Please dig out your renewal notice and get the renewal process started today. If you did not receive a renewal notice and want to continue your membership in ORALL, contact me and I will send you a copy of the notice.

For those yet to renew, please look over the renewal form carefully. Review the bright green information sheet that came with the renewal form and consider exercising the option of receiving your directory, when published in October, in PDF format and accessing the newsletter solely on the ORALL web site.

If you have any questions regarding your renewal notice or the options of receiving or accessing ORALL publications electronically, feel free to contact me.

Email: hanley@udayton.edu

phone: 937-229-2444

Snail mail: Thomas Hanley, University of Dayton Zimmerman Law Library, 300 College Park, Dayton, OH 45469-2780

JOB OPPORTUNITY

Head of Public Services Librarian: University of Dayton Zimmerman Law Library. **Requirements:** Master's degree from an ALA-accredited library/information science school. J.D. from an ABA-accredited law school. Several years of progressively more responsible experience as a reference librarian in a law library. Experience with the creation of web content and a solid understanding of web structure and operation. Experience with and extensive knowledge of current information technologies. Experience with computers in a networked environment. **Preferred:** Supervisory experience over other librarians, clerical personnel, or student employees. **Duties:** Provide sophisticated, proactive reference service to the law school faculty and students using the best available electronic resources and an array of traditional resources. Assist faculty with the incorporation of information technologies into the research components of their courses. Participate in the teaching and educational mission of the law school and engage in scholarly activity appropriate to his or her role as a public services librarian. Supervise one reference librarian and, through the Circulation Supervisor, the Circulation Department. **Salary:** Dependent upon qualifications. **Deadline:** March 31, 2003. The successful candidate for this position will join the law library staff in a newer, state-of-the-art building. Every staff workstation is networked and every seat in the law library has power and data connections to allow network access to student, faculty, and staff laptop computers from anywhere in the library. Classrooms in the building accommodate advanced audio-visual presentations, as well as complete network access. **Send letter of application and resume to:** Thomas L. Hanley, Director of the Law Library, University of Dayton Zimmerman Law Library, 300 College Park, Dayton, OH 45469-2780. The resume should include the names and contact information of three persons you have requested to provide complete information to the Search Committee regarding your qualifications and suitability for the position for which you are applying. Telephone: (937) 229-2444. email: hanley@udayton.edu

The University of Dayton, a comprehensive Catholic University founded by the Society of Mary in 1850, is an Equal Opportunity/Affirmative Action employer. Women, minorities, individuals with disabilities and veterans are strongly encouraged to apply. The University of Dayton is firmly committed to the principle of diversity.

Ohio Regional Association of Law Libraries
Executive Board Meeting
October 16, 2002
Akron, Ohio

Present: **Ellen Quinn** - President, **Beth Langton** – Vice-President/President-Elect, **Claudia Zaher**-Secretary, **Tom Hanley** – Treasurer, **Nancy Clark** – Immediate Past-President.

Guests: **Marcus Hochstetler**, **Miriam Murphy**, **Karl Gruben** (AALL representative)

1. Ellen called the meeting to order at 1:15.
2. The minutes of the July 23, 2002 Orlando meeting were approved.
3. The Treasurer's report was approved.
4. General Announcements:
 - a. The incoming Board members will be Suzanne Young, Vice-President/President-Elect, Miriam Murphy, Secretary, and Marcus Hochstetler, Board member.
 - b. Ellen thanked outgoing Board members Claudia Zaher and Mike Whiteman for their service to ORALL.
5. Old Business:
 - a. The next ORALL meeting will be held at Notre Dame October 22-24, 2003. There is an on-campus hotel and conference center. Carmela Kinslow will serve as local arrangements chair.
 - b. The ORALL Needs assessment Report was introduced. It was moved and seconded to change the wording throughout from "members" to "members responding" or "respondents", as appropriate. Motion passed. The Board approved the adoption of the report; copies will be distributed to the members at the business meeting.
 - c. Claudia gave a short report on the work of the Ad hoc Archives Committee, composed of Ellen, Nancy, Claudia and guest workers Carol Bredemeyer and Jane Underwood. All ORALL records are now out of boxes and filed in appropriate drawers. Drawers are labeled and Claudia is compiling an index to the contents. The Committee has not yet sorted through the contents of the folders within the drawers.
 - d. Ellen has focused her presidency on improving the institutional memory of the organization in order to provide continuity, standardize procedures, and ease the transition of new officers. An ad hoc institutional memory committee will make a report at the 2003 meeting.
 - e. Chapter liability insurance was discussed, with input from Karl Gruben of AALL. The Board decided not to pursue the insurance at this time.
6. New Business:
 - a. Claudia proposed holding the 2004 meeting in Northern Kentucky and said that Mike Whiteman has enthusiastically volunteered to work on Local Arrangements. The proposal was accepted by the Board.
 - b. There was discussion about the Board's meeting at AALL in Seattle, and the Board decided to ignore AALL's deadline for reserving a room, and will meet at a time and place more convenient to the members, as they did in Orlando. Nancy reminded the Board that Mich/ALL will be responsible for our joint luncheon in Seattle.
7. Remarks of AALL Guest Karl Gruben:

All chapters are having problems with getting enough people to volunteer, and especially chapters with large geographic areas like ours. He said that AALL is having some financial shortfalls and can just barely balance their budget. AALL is committed to raising \$100,000 for the George A. Strait Minority Scholarship – West has contributed \$150,000 to the fund with a challenge to AALL to raise \$100,000.
8. Wrap – up:

Marcus asked about sending County SIG materials to the archives, and Beth stated that she will make a general call for anyone to turn in appropriate materials to the archives.
9. The meeting was adjourned at 2:55.

Respectfully submitted,
Claudia Zaher,
Secretary

Tech Talk

by Deb Dennison, CWRU

The ORALL flood of '02

How will you remember our last ORALL annual meeting? As interesting as our meeting was, many of the CWRU staff will remember the day of this conference for a reason other than the annual event. On that day, staff learned that there had been a water leak in our Richey Reading Room, where our Commonwealth primary sources are housed. Naturally we were all concerned about damage to this special collection. Needlessly, as it turns out, because of the quick action taken by some staff who did not attend ORALL.

Early on October 16, our daytime Circulation supervisor, Fredde Hollman, responded to a patron's telephone request. When she went to the Richey Reading Room for the material, she noticed water was leaking from a pipe in the ceiling. She immediately alerted maintenance staff Phil Moses and the stacks supervisor, Steve Haas. "Water had been draining onto the shelving ranges; a large pool of water spanned the length of several compact shelving ranges. The leaking valve was shut off, and books in the area were removed to prevent further damage."¹

With the help of a colleague from the main library, Sherry Lewis, our Preservation Specialist, quickly assessed the situation. Fortunately, Sherry recently attended a workshop that dealt with water damage that provided pertinent contact information. Sherry planned and organized the recovery effort, and contacted the necessary people.

Our entire Richey Reading Room had to be closed to students for several days. Damp books were open on tables to dry. Aiding in the drying process were large industrial humidifiers and fans. Books with more extensive water damage were processed by Munters, a water damage recovery specialty company. Books, packed in wax paper and crates, were delivered to Texas in a refrigerated Federal Express truck. Colleagues from our main library continued to help our staff the next day with various clean up and preservation activities. The room was professionally treated with anti-mold agents. Within a few weeks, the specially treated books were returned unharmed to the library, inventoried, and reshelfed.

One of the outcomes of all this is obviously how to prevent or minimize future water damage; we are investigating various water alert systems. We also are very aware of how important it is to have an updated disaster plan in place.

As potentially devastating as this event could have been, we did not lose a single book. We owe this primarily to our staff's alertness, their internal and external communication skills (knowing whom to call), and the technical abilities of staff and specialists. This experience reinforces our dependence on a dedicated and well-educated staff.

¹ Special thanks to Steve Haas for his report on this event.

PROFESSIONAL DEVELOPMENT OPPORTUNITY!!!

***** Apply by April 18 for one of these great scholarships *****

The theme of this year's AALL Annual meeting is "Maximize Today Envision Tomorrow". The Program Announcement describes an exciting array of educational sessions. The following Competencies will provide the focus for the 2003 Annual Meeting: Teaching, Collection Care and Management, and Technology: Focus on the Future.

The ORALL Board encourages members to attend the AALL Annual Meeting if possible. To ensure this possibility for several ORALL members the ORALL Board is pleased to announce that four scholarships are available for application by the ORALL membership to attend the AALL Annual Meeting in Seattle, WA!

Three of the scholarships are aimed at newer ORALL members (members of ORALL for three years or less). If one or more newer members apply, up to three of those newer members will be given this scholarship. The scholarship is \$500.

The fourth scholarship is aimed at veteran members who have been with the group for three years or more. If one or more veteran members apply, one of them will be given this scholarship. The scholarship is \$500.

A maximum of four scholarships will be awarded. If fewer than three newer members apply, the additional "newer member scholarships" may be awarded to veteran member applicants. If no veteran members apply, the "veteran member scholarship" might be awarded to a newer member applicant.

The ORALL Board encourages application for these scholarships no matter the type or size of your organization.

Complete this form and return to:

**Cindy Spohr
LexisNexis**

**1617 Wood Moor Drive
Fort Wayne, IN 46804
Fax: 260-436-0653**

**Applications must be received by April 18, 2003.
All applicants will be notified by May 9, 2003**

**If you would like to receive the application form in an electronic version, please e-mail
Cindy at cindy.spohr@lexis-nexis.com**

ORALL SCHOLARSHIP APPLICATION

Submit by April 18, 2003.

I am applying for the (please check one):

New Member scholarship

Veteran Member scholarship

1. Name: _____

2. Organization Name: _____

3. Address: _____

4. Phone (include area code): _____

5. E-mail address: _____

6. Employment in Law Librarianship (include dates and places; if currently a student please indicate school): _____

7. Other recent employment: _____

8. Education: _____

9. Professional Activities and Committee Memberships: _____

10. Member of ORALL since: _____ Member of AALL since: _____

11. What percentage of your expenses will your employer pay for you to attend this meeting?

12. Have you previously attended AALL or ORALL meetings? If so, when?

13. Please describe your responsibilities in your current position:

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

15. Please include one letter of recommendation from a person familiar with your work, potential and need of this scholarship.

The Traveling Librarian

By Susan Elliott, University of Dayton Zimmerman Law Library

Merton College Library

Oxford University claims to be the oldest university in the English-speaking world. There has been organized teaching on the site since at least the eleventh century and three colleges – University College, Balliol, and Merton – were established by the thirteenth century. While University College is usually designated as the oldest (depending somewhat on the criteria), Merton is recognized as having the oldest library, dating from 1276. It is generally believed to be the oldest surviving working library in the United Kingdom.

The Merton College Library is divided into the “Old Library” and the “New Library.” The latter contains the principal working collection of the college (and is “new” only by Oxford standards). It is accessible for research and as a study area to members of Merton College but is not generally open to the public. A number of Merton students read law (an undergraduate field in the U.K.), and there is a significant collection of legal materials despite the availability of the Bodleian Law Library – accessible to all Oxford University students – only a few blocks away.

The “Old Library” has been restored to reflect the library as it existed in the Middle Ages. It is open for tours when the college is open to visitors (2-4 Mon-Fri, 10-4 Sat). The first stop is the office of the archivist (who is also the principal tour guide) in the thirteenth-century Treasury building. The building has great stone walls and a few narrow windows, designed not so much to let light in as to permit arrows to be fired out in case of attack. The Treasury and the Old Library are on adjacent sides of Oxford University’s oldest quadrangle (a standard building arrangement among the colleges of Oxford), “Mob Quad.”

The Old Library is worth viewing for its great beauty, its illustration of Medieval reading and study spaces, and its collections. The Library has a 500-year-old oak-paneled ceiling, decorated with royal and university emblems. Much of the original glass has been replaced through the centuries, but some of the exquisite leaded and stained glass windows date to the Middle Ages. Early book storage is represented by heavy wooden book chests for which only the bursars of the college would have held keys. The chests held the Library’s circulating volumes and the pledges executed by students who borrowed books. Non-circulating volumes were chained to shelves (in a manner not so very different from the current practice of using metal cable to secure lap top computers to library tables), of which Merton has preserved an example. As its collections grew, Merton instituted the first “stalled” library in England. The stalls – elongated carrels that provide both book storage and a narrow study ledge for readers – hold most of the Old Library’s collections. The collections are arranged by subject matter according to Medieval divisions, and include approximately 60,000 books, 112 incunabula, and 350 manuscripts dating from as early as the ninth-century.

One of Merton’s Medieval collections’ stories is worth recounting. Because of the great cost of books and continuing budget problems (a constant in library history), Medieval acquisition was very much dependant upon donations. Nonetheless, Medieval librarians were conscious of their mission to provide only edifying materials for students and did not hesitate to refuse donations that did not further that mission. One seventeenth-century offer that was refused because Merton’s librarian had no interest in acquiring “popular trash” was a *First Folio Shakespeare*. Modern librarians should take note.

ORALL 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 223 and the total from 307 to 311

p. 2 Under INSTITUTIONAL AFFILIATION OF INDIVIDUAL ORALL MEMBERS, change the number for COUNTY from 80 to 83 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. 11 change web site address for Crawford County Law Library from www.bright.net/~cclla to cclla.crawford-co.org

p. 12 Add immediately below **Cincinnati** before Cincinnati Law Library Association,
Carol Allred*

4 Brandywine Dr (45246)

allred@nku.edu

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. 26 Add city of **Wooster**. Add under Wooster,

Wayne County Law Library Association

107 W. Liberty St. (44691-4850)

(330) 262-5561

FAX (330) 262-5561

Patricia Glessner

lawlib@ssnet.com

p. 39 Add between **Allison, Paul W.** and **Altmeyer, Susan**,
Allred, Carol

Cincinnati, OH 12

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. 43 Add between **Glasbrenner, Gloria Jean** and **Goheen, Rick**,
Glessner, Patricia

Wayne County Law Library Association, Wooster, OH 26

p. 51 add **Wilson, Lara C.** Madison County Law Library London, OH 22 between **Whitt-Covalcine, Cynthia** and **Wood, Dee**

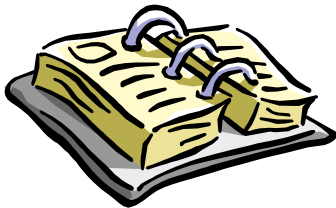
p. 53 add Putnam County Law Library Association Pandora, OH 23 between Porter, Wright, Morris & Arthur Columbus, OH and Ralph M. Freeman Memorial Library for the U.S. Courts Detroit, MI

p. 54 Add between Washington County Law Library and West Group,
Wayne County Law Library Association, Wooster, OH 26

National Library Week Approaches



National Library Week is April 6-12, 2003. Because that week highlights libraries and the services we offer, why not treat your patrons to a box of donuts, and then take the opportunity to find out what services they like that *are* provided and also what other services they would like the library staff to offer (besides more free donuts, that is!).



Important Dates

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



Membership News

- Your faithful editor, **Ken Kozlowski**, has left the University of Dayton's Zimmerman Law Library and has set up shop as the Director of the Ohio Supreme Court Library. He started at the Court on February 18th. New e-mail is **kozlowsk@sconet.state.oh.us**. Tel.: **614-644-9296**.
- **Jan Novak**, longtime Director of the Cleveland Law Library, retired from that position and then went back to work at Cleveland-Marshall College of Law as the Assistant Director for Public Services. Her new e-mail address is **jan.novak@law.csuohio.edu**. Tel.: **216-687-6913**.



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