

# ORALL NEWSLETTER

OHIO REGIONAL ASSOCIATION OF LAW LIBRARIES

MARCH 2001

VOLUME 2001, NUMBER 1

*President's Column - Nancy S. Clark*

## Celebrating Our Profession

In our professional environments, a certain decorum is expected. We are so busy putting out fires, such as the I-needed-this-yesterday type of RUSH requests from attorneys, professors, judges or students, that we don't take time to celebrate all the good we do as individuals and as a profession. What a better time to market ourselves and celebrate our wonderful profession than during a week first sponsored in 1958 by the American Library Association and National Book Committee. The first National Library Week (NLW) message, Wake Up and Read!, has morphed over the years to include all types of media available at your library. This year's theme incorporates an important character used in e-mail addresses and the fact you can find so much more these days "@ your library™." The American Library Association offers suggestions for your celebration at [www.ala.org](http://www.ala.org). Another organization, the Lexis Publishing Librarian Relations Group, put together a collection of creative ideas to use in our libraries at [www.lexis-nexis.com/infopro/events](http://www.lexis-nexis.com/infopro/events) (archive Toolkit 2000 available).

Thank you to those who responded to my informal survey on National Library Week conducted via the ORALL listserv. Responses ranged from the ability to do little or nothing due to limited staffing to a full range of daily activities complete with food, prizes, and more. As requested from the enthusiastic respondents, I'm sharing the survey results below grouped under general library categories.

### Academic Law School Libraries:

- Creates a display.
- Distributes free stuff from vendors to students that week.
- Puts up National Law Library Week posters.
- Has trivia contest for the students, then awards prizes.
- Sponsors a student workers appreciation luncheon.
- The Dean treats the library staff to lunch! [Way to go Dean!]

### County Law Libraries:

- Orders the free catalog from ALA about NLW promotional stuff.
- Starts small the first year by purchasing the \$10.00 Teach-in kits available from AALL. The librarian feels it is worth the money since it contains ideas and lesson plans for seminars and information presentation topics for lawyers.

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**Ohio Regional Association of Law Libraries**

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Membership

Members: 303  
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  
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Placement

For job listings and further information, contact  
Deborah Ward, ORALL Placement Committee Chair,  
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Newsletter

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half page, \$55 for quarter page, and \$35 for eighth  
page.

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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, ORALL Union List of Serials, Ohio Legal Resources Annotated Bibliography & Guide 3rd.

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- Creates several banners and bookmarks incorporating her library's name at the end of the statement "Connect With Legal Research@..."
- Orders NLW themed note pads produced by a law vendor to scatter around the tables and study carrels.
- The Law Library Director puts together a one day 'Brown Bag Lunch' featuring an Online Internet Demonstration of Legal Research Sites.
- Has a small reception set up with cookies and punch.
- Places announcements and promos in their monthly newsletters to help get the word out about their celebration.
- Follows-up with an article in their next issue that summarizes the NLW fun and activities provided. [Their first celebration didn't get a huge response since the lawyers didn't seem to know what NLW was all about. They are already looking forward to planning a trivia contest on movie and TV lawyers, and another training session this year which brought in the most people.]

#### Private Law Firm Libraries:

- Prepares a trivia quiz, gives prize to the winner.
- "How can we better serve you" type survey, gives prize to one randomly-selected survey respondent. Follows-up on all suggestions/requests made in the surveys.
- Promotional flier highlighting all the services our library offers.
- A great prize idea: Black's Law Dictionary.
- Sends boxes of chocolate and thank you notes to the library "helpers" in each of their offices.
- Book/Media-swap: E-mails announcement to entire office a week ahead of time to tell people to start looking through their homes for books, CDs, videos, audio-cassettes, etc. to donate. A box is gift wrapped, inside & out, to spotlight the donation drop-off point. While donations are encouraged, anyone could take an item from the box without donating. It runs the whole week, leftover items are donated to a local charity.
- Bookmarks are created on colored, card-stock listing favorite Internet sites and a brief description of each, covering both sides of the paper.
- Detailed Ohio mileage chart is copied on colored, card-stock for durability. Great for litigators and their secretaries when preparing expense reports.
- Other non-legal, useful tidbits are copied on colored, card-stock, for example: the U.S. Mint's State Quarter Program release dates for all 50 states.
- Create a list of local law, academic, and public libraries with addresses, phone numbers, and hours of operation. Many library catalogs are online. If so, include the web address or dial-up instructions.
- Media sale: The library provides an 8-ft. table for individuals (attorneys & staff) to display their own CDs, cassettes or books, pre-marked with a sale price and their name. An interested buyer would take the item and money to the person designated as the seller. The library staff is not otherwise involved in the sale.
- Hidden Treasures: Hide vendor goodies around the library.
- Quizzes on movies.
- Quizzes on librarian information, for example, which librarian graduated from a particular college, etc. Prizes include \$5 gift certificates to Barnes & Noble or certificates to Cheryl's Cookies. [yum! yum!]

- Internet classes, half-hour sessions.
- Demos on their Online Library Catalog.
- Sponsors Monday morning breakfast AND Friday afternoon snacks in the library.

### State Agency Libraries:

- Puzzle Day with a Library Crossword Puzzle.
- Librarians in Movies Quiz.
- The Ultimate Research Quiz.
- Guess the Number of Jawbreakers in the Jar Contest.
- Demonstrations by vendors, drawings for prizes, and food.
- CD-Rom Toss to raise money for local charity: Operation Feed.
- Promotes the "Cook With a Book" Book and School Supplies Drive to help the Ohio Hunger Task Force (Coordinated by ORALL's own Sandra Hyclak, Bricker & Eckler, LLP).
- Distributes Westlaw questionnaire prepared by local representative.
- Has a "return your books/materials to the library" day. If people return their books to the library staff personally, they became eligible for a prize (or food). Getting people to return books is always a problem, so offer them amnesty this way.
- Sends out a 16 question trivia e-mail that has legal books and movies theme.
- Has NLW pads of paper and pencil day in the library. The pads of paper are donated from Lexis. The pencils, with

sayings on them, are bought at a local party supply store. Sayings include: "Our Library Has It All"; "Leaders are Readers"; "Books are Magic"; "You Can Find It In The Library"; and the Constitution. The cost is \$3.00 for 12 pencils. [People from the entire agency come to the library for this stuff - not just the legal staff.]

- Passes out pencils, with similar sayings as mentioned above, that are bought in larger quantities, available from library supply catalogs, such as Highsmith, Inc.
- Provides an hour informational session in the library on Search Engines - what they are and how they work. It is popular with attorneys, paralegals and secretaries.
- Westlaw training and breakfast goodies are supplied by the local Representative. He/She also provides a prize for the Westlaw questionnaire.
- Prizes are awarded for trivia contests, such as \$5 gift certificates at Barnes & Noble.
- "Lunch and a Movie" - bring a brown bag lunch, eat it while watching "Shawshank Redemption." That particular movie is picked because it takes place in a correctional institution and Tim Robbins works in the library. [Tim Robbins would be enough for *me* to see this movie. Did you know part of it was filmed in Ohio!] People stay for the entire movie or come and go as they please.
- Passes out bookmarks purchased from ALA.

The old adage, "Bake it and They will Come," rang true from our survey results. Many try to bring in some sort of food every day. For two librarians, any money spent during NLW comes out of their own pockets, whether by choice or budget constraints. They can not afford to be as generous as others who have

financial backing for such celebrations. If possible, plan ahead and put the funds in your budget. Thank you to our vendors that help support our profession and donate food and/or trinkets to enhance our NLW activities.

Marketing your library comes in many forms. Some libraries create great monthly newsletters to highlight new acquisitions or enhancements to online databases. Others produce helpful pathfinders and hold instructional classes for Internet or CD products.

What a great opportunity to market ourselves and to showcase the excellent service we provide by inviting our patrons into the library for food, fun, and fellowship. Once you start the annual National Library Week celebration, your patrons will look forward to this light-hearted, informational event every Spring. Attorneys, judges, professors, and law students can learn more about what your library has to offer, can get to know the person behind your smiling face, and munch on their favorite snacks all in the same visit. This is the one time we'll all allow food in the library!

Don't be afraid to ask others on your staff for ideas. You may uncover that fact that you have an artist or crossword puzzle lover on your staff that would be excited to create something for NLW. It may seem like an overwhelming project to start if you've never celebrated NLW before. Start small with displays and/or food, then next year increase the number of activities. Later, evaluate which ones went over well and attract the most people. We are a service profession and National Library Week provides a wonderful week to promote our knowledge and contributions to our organizations. Increase your visibility and start planning for National Library Week today. So mark your calendars for April 1-7, 2001 to **Celebrate @ your library**. If you haven't started yet, plan ahead for future celebrations:

**Celebrate  
NATIONAL LIBRARY  
WEEK**

2002 - April 14-20  
2003 - April 6-12  
2004 - April 18-24  
2005 - April 10-16  
2006 - April 2-8  
2007 - April 15 - 21

**ORALL BUSINESS MEETING**  
**Hyatt Regency Hotel**  
**Lexington, KY**  
**October 27, 2000**

1. The meeting was called to order by President Richard Humphrey at 12:15 p.m.
2. Announcements: Tom Hanley reminded everyone to pick up directories for themselves and for their colleagues. Nancy Clark asked everyone to turn in the program evaluation forms.
3. Richard thanked the local arrangement committee.
4. The approval of minutes was waived due to their publication in the ORALL Newsletter.
5. Treasurer's Report by Tom Hanley.
6. Committee Reports:
  - Membership (Tom Hanley)
  - By-Laws (Mary Persyn)
  - Education (Nancy Clark)
  - AALL Arrangement (Nancy Clark)
  - Government Relations (Mike Whiteman)
  - Internet Committee (Kurt Metzmeier)
  - Newsletter (Ken Kozlowski)
  - Placement - no report (Deb Ward)
  - Public Services - no report (Claudia Zaher)
  - Nominating - (Kathy Carrick)
  - Scholarship- (Andrea Muto for Cindy Spohr)
7. SIG Reports:
  - County Law Libraries (Billie Grey)
  - Private Law Libraries (Kyle Passmore)
  - Academic Libraries (no report)
8. Old Business: Scholarships to this meeting were awarded to Teddy Artz, Pat Bowron, and Cynthia Ripley.
9. New Business: Outstanding Service Award: The nominating committee has nominated Jody Beal, especially for her work in compiling the 50<sup>th</sup> anniversary booklet, and Shaun Esposito for his many years of faithful service as newsletter editor, webmaster and Vice-President, and Nancy Clark for service above and beyond the call of duty by agreeing to serve as both Secretary and Vice-President simultaneously. Carol Meyer was voted a Life Member for her outstanding service to ORALL during her tenure at the Cincinnati Law Library Association.
10. Richard passed the gavel to the new president of ORALL, Nancy Clark. After brief remarks, the meeting was adjourned.

## **PROFESSIONAL DEVELOPMENT OPPORTUNITY!!!**

**\*\*\*\*\* Apply by May 1 for one of these great scholarships \*\*\*\*\***

The theme of this year's AALL Annual meeting is "2001 New Realities: New Roles". The Preliminary Program describes an exciting array of educational sessions. The 2001 Annual Meeting Program Committee selected these programs to illustrate the state of the profession, the new roles librarians play in their organizations, the need to examine our new roles more closely and how we are reinventing our jobs.

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 two scholarships are available for application by the ORALL membership to attend the AALL Annual Meeting in Minneapolis, MN!

One scholarship is aimed at newer ORALL members (members of ORALL for three years or less). If one or more newer members apply, one of those newer members will be given this scholarship. The base scholarship is \$500. Any newer member who receives a scholarship will receive additional funds equal to the early bird member full registration fee.

The other 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.

If two or more newer members apply and no veteran member applies, two newer members will receive scholarships. If no newer members and two or more veteran members apply, two veteran members will receive scholarships.

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  
LEXIS Publishing  
1617 Wood Moor Drive**

Fort Wayne, IN 46804  
Fax: 219-436-0653

Applications must be received by May 1, 2001.  
All applicants will be notified by May, 18, 2001

If you would like to receive the application form in an electronic version, please e-mail Cindy at [cindy.spohr@lexis-nexis.com](mailto:cindy.spohr@lexis-nexis.com)

# ORALL SCHOLARSHIP APPLICATION

Submit by May 1, 2001.

I am applying for the (please check one):

- New Member scholarship
- General 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.

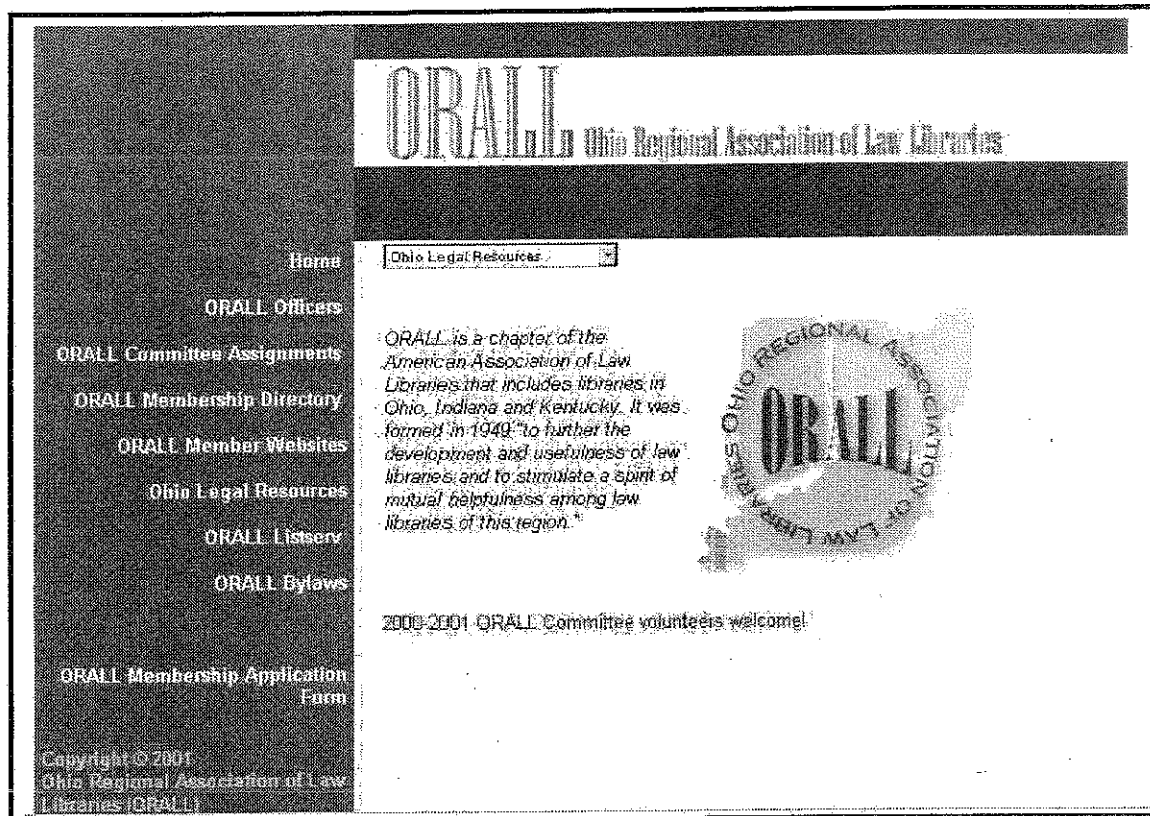


**ORALL Executive Board Meeting  
Hyatt Regency Hotel  
Lexington, KY  
October 27, 2000**

Present: Nancy Clark, President, Ellen Quinn, Vice-President, Claudia Zaher, Secretary, Thomas Hanley, Treasurer, Richard Humphrey, Immediate Past President, Billie Grey, Executive Board, Michael Whiteman, Executive Board, Shaun Esposito. Margie Axtmann, Guest.

1. The meeting was called to order by President Nancy Clark at 1:20 p.m.
2. She welcomed the new members to the board. (Mike, Ellen and Claudia.)
3. Guest speaker and Past President of AALL, Margie Axtmann, spoke about the decline of volunteerism and decreasing attendance locally and nationally. Most committee volunteers are from the academic sector – there is a crying need for volunteers from the other sectors. Some possible solutions: Make it easier to volunteer; Make responsibilities less burdensome; Replace committee meetings with more electronic meetings; Make committees more ad hoc, one-time activities. She recommended surveys, like those being done on the national level – Why is attendance low? What is the chapter doing right? What needs improvement? What can be done to make the meetings more attractive? What about the frequency of the meetings? Does the usual schedule need to be changed? She will give us sample questions.
4. There was a discussion of the county law libraries meeting and how that may or may not affect the ORALL Spring Retreat. Richard will talk to Jan Morley of Columbiana County about the group's planned one-day meeting.
5. Mike volunteered to coordinate the Hein Challenge – an offer from the W.S. Hein Company to sponsor chapter ping pong tournaments, with finals at AALL. Hein will donate money for each participant.
6. Old Business:
  - a.) Richard will mail out proposed changes in the wording of committee and officer responsibilities
  - b.) Billie said the joint Mich/ALL – ORALL event at AALL this year will be sponsored by Mich/ALL.
  - c.) Committee liaisons – Mike to Government Relations and Internet, Ellen to Education and Placement, Nancy to Public Services, Tom to Newsletter and Membership, Richard to Nominating, Claudia to Bylaws. The liaisons will ensure that the committee chairs know the charge of each committee.
7. New Business:
  - a.) Host sites for the UCITA teleconference. There is a 11/2/00 deadline for notifying AALL of host sites. Richard and Ellen will check for possible host sites.
  - b.) ORALL, Fall 2001 will return to Maumee Bay, Ohio. Some possible activities include wine tasting and tour of the Toledo Public Library. The local arrangements chair should look into the possibility of a separate ticket for a wine tasting event.
  - c.) Spring Retreat 2002 – Nancy will look into prices and availability at Mohican and Salt Fork State Parks.
  - d.) ORALL, Fall 2002 - possibly Akron? Perhaps then Indiana, then Punderson State Park, OH?
8. The meeting was adjourned at 3:10 p.m.

## Take A Look at the New ORALL Web Site



Kurt Metzmeier, Internet Committee Chair, has produced a new web site for ORALL that offers a very crisp presentation. All links are accessible from the front page making for easy navigation.. Kurt, now toiling at the University of Louisville, states that ORALL is one of the few AALL chapters having its own domain name. Users of the site can simply travel on over to [www.orall.org](http://www.orall.org) for news, information, committee assignments, membership directory, and links to member websites.

Congratulations to Kurt and the Internet Committee on a job well done.

## Membership News

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- ❑ **Ken Kozlowski's** (Associate Director for Public Services, University of Dayton) book, *The Internet Guide for the Legal Researcher*, 3<sup>rd</sup> ed., is now available for purchase from Infosources Publishing. Information about the book can be obtained at [www.infosourcespub.com/book3.cfm](http://www.infosourcespub.com/book3.cfm)
- ❑ Don't forget about the *Kentucky Legal Research Manual*. Authored by staff at the University of Kentucky School of Law Library, it can be obtained from the University.



### Important Dates

- ❑ April 1-7, 2001 / **National Library Week**
- ❑ May 2-3, 2001 / **ORALL County SIG Meeting**, Atwood Lake Resort & Conference Center
- ❑ July 14-19, 2001 / **AALL Annual Meeting**, Minneapolis, MN
- ❑ October 3-5, 2001 / **ORALL Annual Meeting**, Maumee Bay State Park, Toledo OH
- ❑ **ORALL Newsletter deadlines**: February 15, May 15, August 15, and November 15

**ORALL Newsletter**

*Return to:*

*University of Akron*

*School of Law Library*

*McDowell Law Center*

*Akron, Ohio 44325-2902*