

NOCALL Consulting Committee Questionnaire

The NOCALL Consulting Committee has compiled a list of questions a business considering hiring a law librarian will want to answer:

- How many attorneys and how many paralegals are employed by your firm?
- How many volumes are in the collection?
- Do you have, or want, a catalog? How much do you spend or plan to spend on it? Who does or would do the cataloging?
- Is there a checkout system?
- Who does the library budget?
- How do the loose-leaf services get filed, and how much does it cost?
- How much is the annual book budget?
- Is there any coordination to avoid duplication of publications where 1 or a limited number would suffice?
- Who orders the books?
- How much is the online research budget? Do you have flat-fee contracts with either Lexis or Westlaw or both?
- What other online services do you use?
- Who does research at your firm? Do you need additional research assistance? If so, what type of assistance would you need?

Questions or Comments:

NOCALL Consulting Committee chair,

Jan Pfeiffer, Heller Ehrman, jpfeifer@hellerehrman.com