

Nocall Newsletter

*Northern California Association of Law Libraries
A Chapter of the American Association of Law Libraries*

Volume 1

MAY-JUNE 1981

Number 4

A NOTE FROM THE PRESIDENT

Last year was our year of formation in which we forged ahead with a fall schedule for the first year. We had three business meetings, one luncheon with speaker, four workshops and one Institute - accomplished through the cooperation and mighty efforts of many members.

For next year we have split the workshops and Institute to make it easier on everyone's budget and energy. It is my hope to write a manual of procedures for institutes, workshops and committee functions with the past President and the Vice-President/President-Elect. Diane Huijgen did a superb job of organizing and guiding us through our first year. We owe her a great debt of gratitude for her rational approach to the resolution of many first year problems. I hope to continue to guide us through on forms and organization ideas as we become a cohesive and well-integrated association, working toward the education, cooperation and the professional sociability of law librarians of Northern California.

Iris J. Wildman

ELECTION RESULTS

Election results were announced at the annual meeting on May 16. The new officers for 1981-82 are:

Vice-President/President-Elect
Mary Hood
Heafey Law Library
University of Santa Clara
(408) 984-4452

Secretary
Joanne Block
Littler, Mendelson, Fastiff & Tichy
(415) 433-1940

(continued on next page)

Treasurer

Nancy Burrill
Chickering & Gregory
(415) 393-9314

Iris Wildman succeeds Diane Huijgen as President and Diane succeeds Muriel Hoppes as Executive Board Member-at-Large.

REPORT OF THE TREASURER

This is the last Treasurer's Report for the 1980-1981 fiscal year. Our membership reached a total of 133 people.

Receipts

Balance on hand April 22, 1981.....	\$1387.66
Members' Dues.....	120.00
Annual Institute & Workshop Registrations.....	2874.00
Donation to Annual Institute by Bureau of Nat'l Affairs.....	250.00
Donation to Annual Institute by Fred Rothman & Co.....	100.00
Donation to Annual Institute by Oceana Publications.....	100.00
Total receipts and balance brought forward.....	\$4831.66

Disbursements

Printing of letterhead stationery.....	\$ 75.62
Newsletter (v.1#3) printing & postage.....	66.74
Institute expenses to Holiday Inn of Napa.....	1587.31
Luncheon expenses for two workshop speakers.....	11.40
Name tags for Annual Institute.....	2.83
Printing of Institute Tickets.....	7.24
	\$1751.14

Balance on hand May 28, 1981.....\$3080.52

Respectfully submitted,
Nancy Warnke, Treasurer

REPORT OF THE AUDIT & BUDGET COMMITTEE

Quoted below is a portion of the report of The Audit & Budget Committee, submitted to Iris Wildman, regarding the Audit of the Treasurer's books for Fiscal Year 1980-1981:

"We are satisfied that the accounts are accurate and correct. We agree that the expenses reported to the close of the fiscal year are reasonable. The Treasurer and committee members who incurred expenses on behalf of The Association are to be complimented for providing such complete documentation."

Nancy M. Burrill
Chair, Audit & Budget Committee

NOCALL CALENDAR, 1981-82

The new Executive Board held their first meeting on May 29 and determined the calendar for 1981-82.

The Board decided that a day of workshops would be better separated from the Institute, particularly if we should joint venture with SCALL. Therefore, the following schedule has been arranged:

Wednesday, September 16, 1981

Business Meeting

There will be several Constitution and By-law amendments proposed so please plan to attend. Meeting will be at Golden Gate University School of Law, 6th floor, Trustees Room. 4 p.m. meeting; social hour at 5:30 or 6 p.m.

Friday, November 20, 1981

Workshops

These will be in the area of procedural topics. Program to be arranged by the Education Committee, and will be at the University of Santa Clara Law School. Possible business meeting if needed.

Wednesday, January 20, 1982

Lunch, tour and speaker at CEB, Berkeley.

Program to be arranged by the Education Committee.

Friday-Saturday, March 19-20, 1982

Institute at Double Tree Inn, Monterey.

Friday night reception and Saturday meeting.

Wednesday, May 19, 1982

Annual Business Meeting at Stanford University Law School at 4 p.m.

Social hour at the Stanford Faculty Club, 5:30 or 6 p.m.

SCALL JOINT VENTURE

At the May 16 meeting it was announced that the SCALL Board would put the joint Institute venture to a discussion and vote of its membership on June 12. NOCALL had proposed that we joint venture for two years. At the end of the two year period we would reconsider on the basis of attendance, logistics and other problems that had actually occurred. Muriel Hoppes was kind enough to attend the SCALL meeting on June 12 as NOCALL representative and present the NOCALL

proposal. SCALL rejected our proposal, and as of now, we will each do our own Institute.

The NOCALL Board decided to hold our Institute in March if there were no joint venture. We felt that it would be less of a conflict with AALL if it were earlier rather than later.

In retrospect, the failure of the joint venture will be to our benefit since we organized NOCALL for the purpose of professional contact in Northern California. Also, time and financial considerations would have prevented some NOCALL members from traveling south every other year, thus depriving them of an educational and professional benefit in NOCALL membership. Therefore, mark your calendars so we can have a good turnout. Suggestions for an Institute program should be sent to Mary D. Hood, University of Santa Clara Law School, who will be in charge of the Institute program.

Iris J. Wildman

EDITOR'S NOTE:

A letter was received from Frank Houdek regarding the joint venture, and is reproduced at the end of this newsletter for the information of all NOCALL members. M.J.M.

NOCALL NEWS

New Newsletter Editor

The new Newsletter editor is Martha Mille, University of Santa Clara Law School. The current editor will house the archival copy of the Newsletter in case anyone wants to check back on information or complete a file.

Dues and Membership Forms

Dues are due and payable as of June 1, 1981. Joanne Block has designed a form for membership which is being printed and will be sent to each member to be returned with membership dues. We are getting organized.

Committee Assignments

According to the NOCALL constitution Article V, Section 1, the President appoints the committee chairpersons, and under Article V, Section 6, committee members are selected by the chairperson with the advice of the President. Letters have gone out to the chairpersons with suggested committee member names. The next Newsletter in mid-summer will have a list of all committee chairpersons and members. Members were selected for committee composition according to geographic distribution and type of library representation. If you want to be on a specific committee or have suggestions for a committee function, please contact that chairperson after the names are published.

Please Note: All committees are required to file an annual report with the Secretary of the Association at the time as set by the President. (NOCALL Bylaws Article VI, Section 3). The time for 1981-82 will be at the annual business meeting on May 19, 1982.

First NOCALL Annual Institute & Workshops - May 15, 16, 1981

WORKSHOP ON RLIN FOR REFERENCE USE

John Richmond of the North Bay Cooperative Library System opened the workshop by describing the need for centralized bibliographic development and databases such as RLIN. "A fact not found does not exist," and our business as librarians is finding facts. By the mid 1960's the MARC format had been developed, and the national policy had gelled. MARC may be thought of as a huge main entry card catalog.

Sharon Cline Farmer of CLASS (California Library Authority for Systems and Services) spoke of RLIN as a union catalog to be used as a reference tool. Bibliographies may be produced by searching the database by title key words, call number, authors, and subjects. Interlibrary loan is a very powerful use of the system - you may verify citations, find locations, and add the local call number to expedite the transaction.

Joyce Warshaw

WORKSHOP ON OPENING A BRANCH LIBRARY/CREATING A SPECIAL COLLECTION

The morning workshop on "Opening a Branch Library/Special Collection" featured

three speakers: Glen M. Richards, Administrative Manager of the San Francisco firm of Littler, Mendelson, Fastiff & Tichy, Harold Rowe, Librarian of the San Francisco Law Library, and Thomas E. Reynolds, Assistant Law Librarian of the Law Library at the University of California at Berkeley. Mr. Richards, whose firm has several branch offices, outlined the requirements a librarian should consider when planning a branch office library, including staffing, collection development according to the particular needs of that branch office, budgeting, space planning, and basic organization of the library. He emphasized the need for an initial, clear-cut set of operating procedures in order to avoid later problems. Mr. Rowe, whose library has a downtown branch, discussed the duties of a county law librarian, the budget limitations which necessitate policy decisions on what material a branch library should carry and the hours which it should be open, and the needs of his library's clientele, 40% of which is non-lawyer. Mr. Reynolds, whose library contains a special faculty collection separate from the main collection and a foreign and international law collection, described both collections, how they developed, the rationale behind setting them up, and the goals which had to be set for each in terms of collection development and organizational policy and procedures.

Liza Nicholson

WORKSHOP ON INSURANCE FOR LIBRARIES

Margaret Smith, Associate Counsel, Fireman's Fund Insurance Companies, explained the types of insurance (property and liability), their coverage and common exclusions. She emphasized that libraries with collections insured under blanket coverage or actual cash value receive very little cash if the collection is destroyed, so that specifically scheduling the library collection as valuable papers and records (itemizing each title with its replacement value) is the realistic approach. Liability insurance protects against bodily injury resulting from occurrences not expected or intended, and provides defense, investigation and settlement for suits against you.

Judy Adams, Risk Manager of Alameda County, explained that risk management's goal is to protect assets from accidental, financial losses. Identify risks, evaluate chances of loss, and choose how to pay for losses, with self-insurance and/or an insurance policy. Sources of information are your insurance agent

and other librarians.

Sally Buchanan, Conservation Officer at Stanford University Library, works with librarians seeking help with disaster loss. She suggests checking all sprinkler system pipes periodically for leaks and condensation and insist on prompt repairs. Stockpile supplies for emergencies, install dehumidifiers as needed. Take pictures of your library now, and after a disaster take more to show the damage. Store valuables in fire-proof cabinets, and compile a list of emergency numbers that is distributed to all staff and facilities personnel.

Ginette Polak

WORKSHOP ON GOVERNMENT DOCUMENTS UNDER AACR2

Panelists William Benemann, Golden Gate University Law Library, and Cecelia Kwan, U.C. Davis Law Library, discussed the various problems involved in choosing popular names for cataloging laws under AACR2. They gave an explanation of the background of the new rules, lists of sources for the popular names, and examples of other types of legal materials which must also be cataloged by popular name.

Joyce Saltalamachia

FIRST ANNUAL NOCALL INSTITUTE

Iris Wildman opened the First Annual NOCALL Institute in Napa with some introductory remarks. The speakers and their topics included, Robert Bostwick, Attorney, "The Ways and Means of Negotiation in Personal Injury Cases," William Dubbin, Attorney, "Traditional Disposition of Dissolution in California," Claire Anton, Attorney, "Mediation as an Alternative in Domestic Relations," Gary Friedman, Attorney, "Mediation vs. Traditional Procedures in General Practice," Paul Brest, Professor of Law, Stanford University Law School, "Curriculum B: Simulated Practice in the First Year Courses at Stanford," Kandis Scott, Professor of Law, University of Santa Clara School of Law, "Students as Would-Be Attorneys in the Santa Clara Clinical Program, and William Keogh, Adjunct Professor of Law, Stanford University Law School, "Practising Law with Children: the Juvenile Clinic Program at Stanford." The speakers were very informative and stimulating, as each talk complimented another. There was considerable discussion and interaction from the audience. Four bibliographies entitled, Children's Rights and Child Advocacy, Clinical Education, Negotiation, Interviewing, and Counseling, and Mediation were compiled by Kathy Shimpock from Stanford, and were handed out to the registrants. Thanks to Kathy, and congratulations to Iris Wildman and all of the NOCALL members involved whose skillful planning and hard work made the Institute a complete success.

Martha J. Mille, Editor

AALL NEWS

Anne Butler, Chairperson of the AALL Nominating Committee, has written to request that our membership be informed that her committee is seeking a qualified candidate for the office of Vice-President/President Elect and two candidates for each of two positions on the Executive Board to be presented as a slate to the Executive Board at the January 1982 meeting. Please give your suggestions to Anne or any of the committee members whose names are listed below. Their first meeting will take place at the Washington convention.

Anne H. Butler

Alston, Miller & Gaines
1200 Citizens & Southern National Bank Building
Atlanta, GA 30303

Elizabeth S. Kelly
Southern Illinois University
School of Law Library
Carbondale, IL 62901

Alan Holoch
University of Southern California
Law Library
University Park
Los Angeles, CA 90007

John A. Siegel
California State Supreme Court Law Library
4241 State Building Annex
455 Golden Gate Avenue
San Francisco, CA 94102

Vicki Ward
Morgan, Lewis & Bockius
1800 M. Street, N.W.
Washington, D.C. 20036

Reynold Kosek
Chairperson, 1980-81
Academic Law Libraries SIS

PLACEMENT NEWS

There are no new jobs listed with the Placement Committee as of June 22, 1981. Any member who wishes to take advantage of the Placement Committee services of NOCALL should contact: Mary Hays, Chairperson, NOCALL Placement, Cooley, Godward, Castro, Huddleson & Tatum, One Maritime Plaza, 20th Floor, San Francisco, CA 94111, (415) 981-5252.

LAW LIBRARY PROFILE

Heafey Law Library, University of Santa Clara

Lorraine Rodich is a Reference Librarian at Heafey Law Library. She received her undergraduate degree in philosophy at Portland State University in Oregon, her J.D. from the University of Oregon, and her M.L.L. from the University of Washington. While a third year law student, Lorraine was the Lane County Law Librarian in Eugene, Oregon. She also worked at the University of Oregon and the University of Washington Law Libraries.

Lorraine is in charge of the rapidly growing microform collection at Heafey Law Library. Although the collection duplicates much material that is also held in hard copy, such as the National Reporter System, it also includes material only available in the library on microfiche. These items include: U.S. Supreme Court Records & Briefs; U.S. Supreme Court Transcripts of Oral Arguments; CIS Congressional Documents; the Pennsylvania Side Reports; League of Nations, and United Nations Treaty Series; and state session laws. The microform collection has almost 200,000 units and over 40,000 volume equivalents.

Other areas of responsibility include interlibrary loans (including the use of the RLIN system), the reference collection, and supervising the student loose-leaf filers. And, of course, there is the reference service to the 900+ student body and 30+ faculty at the law school.

Lorraine would be happy to answer any questions you may have about the law library, its collection, and its lending policy.

David L. Bridgman
Associate Editor

EDITOR'S COMMENTS

With NOCALL's first year behind us, and a successful and busy year at that, I look forward to working with the new officers and the NOCALL members to get the news out to all our members.

I wish to thank all the members who contributed to this newsletter. We owe a special thanks to David Bridgman for his diligent work in getting the Newsletter off the ground during its first year of production.

If anyone would like to share their news, or report on NOCALL activities please send the information to me: Martha J. Mille, Heafey Law Library, University of Santa Clara, Santa Clara, CA 95053; (408) 984-4452. The deadline for inclusion in the next Newsletter will be August 14, 1981.

SCALL

Southern California Association Of Law Libraries

A Chapter of the American Association of Law Libraries

June 17, 1981

Iris Wildman, President
Northern California Association of Law Libraries
Stanford University Law Library
Stanford, California 94305

Dear Iris:

On behalf of the Southern California Association of Law Libraries, I would like to thank your organization for its invitation to join with them in jointly sponsoring an annual institute for the next two years. You can be assured that SCALL was honored by this proposal, as expressed in the NOCALL resolution of May 16, 1981, and both our Board of Directors and our membership has given it ample consideration.

After a thorough discussion at our annual business meeting on June 12, 1981, including a statement from Teri Kuwahara (member of the Ad Hoc Committee on a Joint Institute), the membership voted to decline the invitation of NOCALL to participate in a joint institute at this time.

Please express to your membership the appreciation of SCALL for your kind offer. We wish your Chapter great success in the coming year and we look forward to continued good relationships between our groups.

Sincerely,

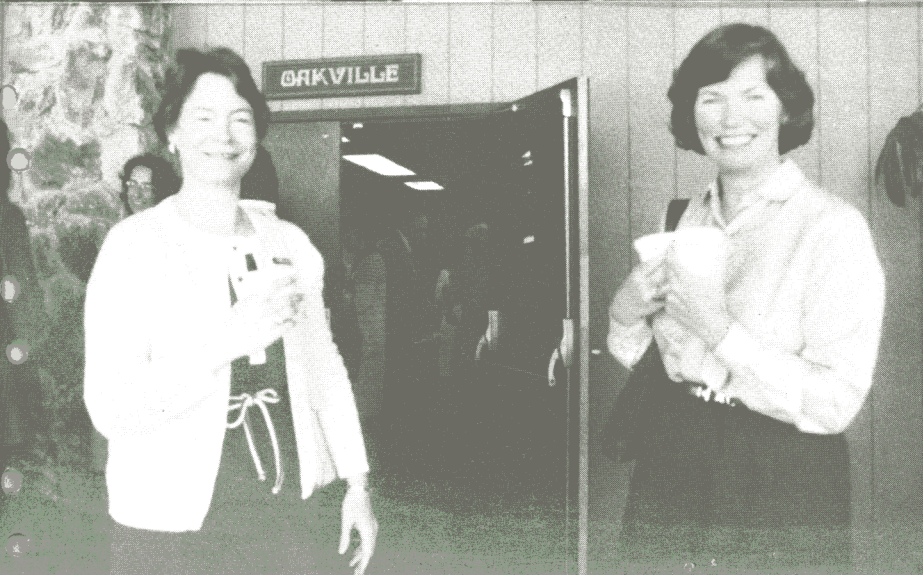


Frank Houdek
President,
Southern California Association
of Law Libraries

cc: Alan Holoch



NOCALL MEMBERS ENJOYING THE FIRST ANNUAL NOCALL INSTITUTE, NAPA, MAY 15-16, 1981. Photos by Joyce Warshaw.



HEAFEY LAW LIBRARY
UNIVERSITY OF SANTA CLARA
SANTA CLARA, CALIF. 95053



Mary Hood
Heafey Law Library
University of Santa Clara
Santa Clara, CA 95053