

# NORTHERN CALIFORNIA ASSOCIATION OF LAW LIBRARIES

VOL.6 NO.6

NEWSLETTER

MAY/JUNE 1986

# PRESIDENT'S PAGE

We had forty members attend the Annual Business Meeting, and I would like to thank Katherine Henderson of McGeorge School of Law Library for graciously hosting our 1986 Annual Meeting in Sacramento. "Thank you" to all of those who attended. Thanks, also, to Alice McKenzie for her leadership and support of NOCALL this past year.

This next year will prove to be an active one, and I hope there will be great support for our Committees, so please contact the appropriate committee chair and join, so we can continue to make NOCALL better.

I hope to see you all in Washington, D.C. at the AALL annual convention this July, if not, have a nice summer and I'll see you at the first NOCALL business meeting on September 26th at Stanford Law School. Thank you for all your support!

Dave

#### NEWSLETTER STAFF

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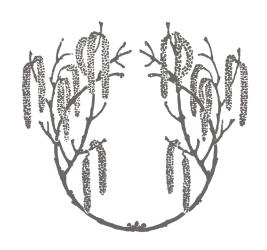
Nancy Carlin Membership News, Peninsula



E. L. Fuchs

The NOCALL Newsletter is published six times per year beginning with the July/August issue. Subscriptions are available with membership and are available separately for \$15 per year from the NOCALL Secretary. NOCALL welcomes and encourages contributions to the Newsletter: please send your news and comments to Ann DiLoreto, 444 University Drive, Menlo Park, CA 94025 or call (415) 326-7370. The deadlines are the 22nd of January, March, May, July, September and November. The Newsletter is shared with other AALL chapters and contributions may be included in other chapter newsletters and the Legal Information Management Index.

PRESIDENT
VICE-PRESIDENT/PRESIDENT ELECTSharon French Bank of America
SECRETARY
TREASURER
BOARD MEMBER AT LARGEAlice McKenzie Brobeck, Phleger & Harrison



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Grants
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Newsletter Carolyn Billheimer Cooley, GodwardPalo Alto (415) 494-7622
Nominations
Placement
Public Access to Legal Information

#### NOCALL BUSINESS MEETING MINUTES

Friday, May 16, 1986 McGeorge School of Law

Alice McKenzie, President, called the meeting to order at 4:15 p.m. She thanked Katherine Henderson and McGeorge School of Law for providing a beautiful facility, announced the location of the dinner following the meeting and reported that 35 members were attending the meeting.

Alice announced that the Secretary had distributed the minutes from the previous business meeting held September 27, 1985 and that these minutes were published in abbreviated format in the NOCALL Newsletter. (See volume 6, number 3) Noting the limited amount of time to read the minutes, she asked if there were corrections. There were no corrections and the minutes were approved.

Secretary's Announcements: Trish McCurdy remarked that NOCALL's membership is consistently growing. There were 242 members to date compared to 220 last year and 195 the year before. The very active Membership Committee has contacted librarians in distant counties with the result that the Monterey and Tulare County law librarians, some from the Courthouse in Placerville and a firm librarian from Fresno are included in our membership. Student members number 15, associate members number 37 and the active membership was 190. Trish reported that renewal forms and letters would be sent the week of May 27. Forms should be returned by July 31. A prompt return will greatly assist the new Secretary in the creation of the NOCALL Directory and should be sent to the new Treasurer who will be announced later. His address will appear in the letter accompanying the renewal form.

Treasurer's Report: Scott Pagel reported that NOCALL has had a very good year. The balance on June 1, 1985 was \$4,4477.87. Dues brought an income of \$3,455. The October workshop with Westpac yielded \$1,096.07. Sale of the Union List brought \$2,810 and a profit of \$553.68. At the end of this fiscal year NOCALL had \$5,605.14. (The treasurer's report is printed in this issue of the Newsletter.)

Committee Reports: (The committee reports are printed in the next issue of the Newsletter. The contents are not repeated in the minutes.)

Archives. Jo Caporaso, Chair, read the annual report adding that Margaret Shediac come forward with a file dealing with the early years of NOCALL and that Jo had contacted the AALL Archives regarding missing issues of the NOCALL Newsletter.

<u>Audit and Budget</u>: Joy Avery, member, read the annual report.

Constitution and Bylaws: Stuart Sutton read the annual report.

Education: Michele Sullivan, member, read the annual report.

Grants: Shirley David, Chair, read the annual report.

Membership: Michael Jones, Members, read the annual report and listed the committee's members including Brent Bernau, Nancy Carol Carter, Chair, Donna Martinez, Louise Roysdon and Ruth Stevenson.

Alice McKenzie noted that Trish McCurdy has had four part membership forms printed with one copy to go to the Membership Committee.

Newsletter: Susan Kuklin read the annual report.

Nominations: Muriel Hoppes, Chair, read the annual report. She added that a supplemental report was prepared including an outline of instructions for the 1986-1987 committee and recommended that the useful list of committee members be expanded to include those serving on the Institute Committee.

<u>Placement</u>: Peg LaFrance, Chair, amended that annual report to reflect recent data. (The amended report will be published in the next issue of the Newsletter.)

Public Access to Legal Information: Katherine Henderson, Chair, read the annual report. Additionally, she recognized the Sacramento members present and added that her two years as chair have been a pleasure.

<u>Union List</u>: Mary Staats, Chair, read the annual report. The committee sold 85 copies of the Union List, collecting \$2,810.



G. Weiland

Liaison with the Association of Legal
Administrators: Alice McKenzie announced that
the ad hoc committee, chaired by Ann Borkin, will
hand in a report later. The committee reviewed
the job descriptions used by the Association of
Legal Administrators salary survey of law firms,
making some changes in the librarian, assistant
librarian and library assistant positions. Alice
was able to get the salary surveys for assistant
librarians and library assistant positions;
however, the legal administrator in her office
would not provide the survey for librarians.

New Business: Peg LaFrance announced the availability of the salary surveys prepared by the Association of Legal Administrators for the local region and the Special Library Association's San Andreas Chapter.

Election Results: Alice McKenzie announced that of the 182 ballots distributed 142 were returned and 138 valid ballots were counted. Sharon French was elected Vice-President/President Elect, Jo Caporaso was elected Secretary and Manuel Koff was elected Treasurer. A move to destroy the ballots was requested. Shirley David so moved and Peg LaFrance seconded it.



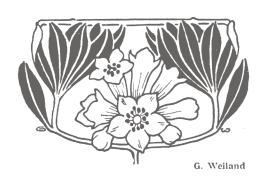
Alice McKenzie congratulated all the committees on their work. NOCALL will miss Scott Pagel who has accepted a position at Columbia University and will be moving to New York. Alice thanked Trish McCurdy for producing the Directory and taking detailed minutes, Gail Winson for providing valuable experience, and David Bridgman for producing a fine institute. She presented the gavel to President David Bridgman. David accepted with thanks and announced he has sign-up lists for committees and that the Fall Business Meeting will be held at the Stanford Law School Faculty Club on September 26. All applauded Scott Pagel for his fine contributions. At 5:06 David Bridgman adjourned the meeting.

Respectfully Submitted,

Trush M'audy

Trish McCurdy Secretary

Following the meeting, members partook of a dinner and toured the campus and law library.



#### INCOME:

Dues Meeting (3/9/85 - leftover checks) Meeting (5/23/85) Meeting (9/27/85) Meeting (10/17-19/85) Meeting (1/24/86) Annual Institute (3/15/86) Meeting (5/16/86) Checking Account Interest Union List Sales AALL Rebate Sale of Mailing List Sale of Old Newsletters  EXPENSES:	\$ 3,455.00 155.00 502.50 450.50 19,851.54 875.50 2,771.00 203.00 357.56 2,810.00 5.00 85.00 30.00 31,511.60	31,511.60
Meeting (5/23/85)	512.51	
Meeting (9/27/85)	422.58	
Meeting (10/17-19/86)	17,761.83	
Meeting (1/24/86)	767.57	
Annual Institute (3/15/86)	2,406.58	
Meeting (5/16/86)	203.00	
Meeting (6/12/86 - Deposit) Payment to WESTPAC (half of profit	100.00	
from meeting of 10/85) Newsletter	992.74	
Printing	1,201.82	
Postage & Misc. Expenses	561.44	
Union List	302.11	
Copying	1,115.91	
Compilation	1,000.41	
Postage	140.00	
Grants		
Grants to NOCALL/WESTPAC meeting	375.00	
Grants to AALL	1,300.00	
Ballots for 1986-87 Election		
Printing & Supplies	38.25	
Postage	41.40	
Printing of Membership Applications		
and Brochures (1985-86 & 1986-87)	689.84	
Returned Checks	40.00	
Bank Charges for Checks	22.74	
Membership Directory		
Printing	388.75	
Postage	12.90	
Secretary of State - Annual Fee	2.50	
Executive Board Expenses	154.56	
Placement Committee Postage	35.00	
Bulk Mailing Rate Renewal	50.00	
Reimbursement for Duplicate Dues	15.00	
Miscellaneous	2.00	
	30,354.33	30,354.33

BALANCE, JUNE 1, 1986 Respectfully submitted, 5,605.14

A. T & Vage!

Scott B. Pagel Treasurer

#### NEWS & ANNOUNCEMENTS

## NOCALL MEMBERSHIP RENEWALS

I you have not received your membership renewal form, contact Trish McCurdy (415) 434-4000, Ext. 5262. Checks (\$15 for active and associate members, \$5 for students) should be sent to the new Secretary, Manuel Koff, Baker & McKenzie, 580 California Street, San Francisco, CA 94104. The deadline is July 31.

# NOCALL AWARDS AALL WASHINGTON D.C. GRANTS

Margaret (Peg) La France (U.S.Attorneys Office) and Ginny Irving (U.C. Berkeley, Boalt Hall) were chosen to receive grants to attend the American Association of Law Libraries convention in Washington, D.C. this July. The recipients were awarded checks in the amount of \$650 each at the NOCALL business meeting on May 16th.

Peg La France was a reference librarian at Boalt Hall from 1983-1985 and is presently the U.S. Attorney's Office Librarian in San Francisco. She was an attorney the U.S. Army Judge Advocate General's Corps from 1977-1983. She is serving this year as NOCALL placement committee chair, and on NOCALL Institute Committee as well as AALL Placement Committee.

Ginny Irving is a reference librarian at Boalt Hall. She practiced law from 1975-1981 and has lectured at San Francisco State University and Golden Gate Law School. She participated in the Library of Congress internship program and was recommended as one of the best students of the last 2 years of the program.

# NOCALL AWARDS AALL WASHINGTON D.C. GRANTS cont'd

The Committee is certain these two able librarians will benefit from attendance at the convention, and that this investment in their continuing education will pay dividends to the Association in years to come. They have both agreed to share some of their AALL conference experiences with the membership by writing an article for the Newsletter.

Shirley David Chair, Grants Committee

# SANTA CLARA COUNTY LAW LIBRARY PARKING

Santa Clara County Law Library reports work on the Guadalupe Corridor Light Rail Project has been started in the Library's neighborhood. Parking is still available at the corner lot located at North Second and Bassett Streets, even though Bassett Street is closed to traffic.

## ON YOUR OWN AT AALL IN WASHINGTON D.C.

There will be no NOCALL Chapter meeting in Washington. NOCALL attendees will have to share their experiences informally at the conference and after returning to California.

#### FROM AALL

In a surprise announcement, AALL Announced that the latest issue of Law Library Journal will come out on schedule!



Nuchine Nobari, PLL SIS Chair-Elect, reports on the July 1986 Program in Washington D.C. and Planned Projects: "Following is a list of programs as scheduled in the order in which they will appear. While most of the speakers are law librarians with several years of active participation at the local and national level. some outsiders such as Stephen Glasser. Representative Douglas Barnard, James E. Scott, Dennis O'Tool and Gina Resnick will bring to us a refreshing view of our concerns. Steve Glasser is president of Harcourt Brace Jovanovich. His company has been publishing legal books, newsletters and newspapers since 1978. Gina Resnick the former librarian of Milbank Tweed, Hadley and McCloy (oh yes, there is life after libraianship) is now the administrator of the Washington, DC office of Milbank Tweed.

"'Management of Legal Documents, Briefs, Memos and Other Court Papers,' will be given of Monday, July 7. 2:30 pm - 3:55 pm. Martha Goldman, Manager of Information Services at CBS, Inc. Law Department will be chairing the meeting. Martha's experience includes 10 years of private libraries and two years of records management. Martha is presently responsible for the operations and development of both the library and the Records Department. The panel members are: Ruth Ulferts, librarian at Reid and Priest, George Kirlin, Information Manager at Van Ness. Feldman, Sutcliffe, Curtis and Levenberg and Arlene E. Bronstein, Records Manager at Davis Polk and Wardwell. They will cover the 'how-todo-good' aspects of setting up 'files' and managing both the library and records department.



PLL PROGRAM FOR AALL WASHINGTON, D.C. CONFERENCE Continued....

"'Branch Libraries: The Process and Problems of Management,' will be held on Tuesday, July 8, 1:00 pm - 2:55 pm. Carrie Hirtz, the librarian of Skadden, Arps, Slate, Meagher & Flom, and a longtime contributor to SLA and LLAGNY, has recruited four speakers for the panel: Stephen A. Glasser, Publisher of Legal Times, Barbara Gabor, Gina Resnick, Helene A. Weatherill. Carrie's 10 years of experience in running Skadden's five branch libraries combined with the practical experiences of the speakers will be of interest to both the 'branch' and 'home' librarians.

"The third program on 'Issues in Federal Banking Law,' will be chaired by Kathleen Martin. The panelists, Representative Douglas Barnard, member of House Banking, Finance and Urban Affairs Committee, James E. Scott, senior attorney of the Federal Reserve Board and Dennis O'Tool, senior Federal Legislative Counsel of the American Bankers Association will discuss the regulatory and statutory aspects of banking.

"The plans for the Sunday morning program are still being developed by Helen Burwell. As scheduled, the report on the responsibilities and going salaries of library jobs will be the focal point of this program. Each chapter will be contacted for comments and contribution.

"A luncheon with a speaker will follow the morning program. Neither a topic for the speech nor a speaker has yet been selected, but we have the contribution of Mead Data Central and Federal Document Retrieval. I would like to thank Doug Schiffman from FDR and Connie O'Hare from MDC. A sumptuous luncheon has been planned by Peggy Martin. Please make sure to send in your reservation. Please indicate if you wish to have a special dietary meal in lieu of the chicken dish.

PLL PROGRAM FOR AALL WASHINGTON, D.C. CONFERENCE Continued...

"The afternoon program on 'how-to' aspects of certain library functions has been organized by Paula J. Perry and will be moderated by Eileen Dolan. The afternoon offers a day of learning new skills. The speakers will talk for 10-15 minutes each, on a how-to-do-it-good level. The intention being to attract entry-level and new librarians at small to medium size libraries. The panelists are: Kay M. Todd, RaeAnn M. Palmer, Alice McKenzie, Christine Lee Glaab and Lynn Orfe. Kay M. Todd from Paul, Hastings, Janofsky & Walker will discuss 'sales representatives:' RaeAnn M. Palmer from Hart and Bruner will discuss will discuss cataloging; Alice McKenzie will discuss 'mail check-in/kardexing;' and Lynn Orfe from Whitman & Ransom will discuss 'bills and budgeting.'

"The workshop on Thursday on 'Making an Effective Presentation' will be conducted by Dr. Glenn Pfau. In addition to teaching, Dr Pfau conducts similar workshops for the American Management Association. Using flip charts, video and role playing methodology, Dr. Pfau will demonstrate how adopting a new style in presenting one's material can determine the odds of getting a proposal approved by the management. Anne Butler and myself encourage you to sign up for this workshop.

"I would like to thank Donna Tuke, president of Legal Information Alert, Buzzy Basch, president of Turner Subscription, and Paul Rothman, from Fred B. Rothman Company for contributions they have made for the Thursday's workshop.

"I will be looking forward to seeing you all in Washington, D.C.

Nuchine Nobari

# PLL LUNCHEON REGISTRATION

Sunday, July 6th, 1986

12:00 - 2:00

MENU

Citrus Fruit Cocktail
Roast Spring Chicken, Tarragon Butter
Pommes Delmonico
Broccoli Au Beurre
&

Homemade Apple Pie Coffee, Tea, Sanka or Milk

Ι,			from	
for \$25.00	payable t	the AALL/PLI	osed is my check I can be	_

#### Return to:

Peggy Martin Mudge Rose Guthrie Alexander & Ferdon 180 Maiden Lane New York, NY 10038 Tel: (212) 510-7889.



# PLL MORNING/AFTERNOON REGISTRATION

Sunday, July 6th, 1986

10:00 - 12:00 & 2:00 - 3:30

L,	fro	m	
		-	

will attend the Sunday Morning / Afternoon meeting(s) (circle your choice) of AALL/PLL. I can be reached at ( ) \_ \_ \_ \_ \_ during the day.

Return to Nuchine Nobari, Davis Polk & Wardwell, One Chase Manhattan Plaza, New York, NY 10005 Tel: (212) 530-4226

CUT ALONG THE DOTTED LINE.........



AALL PRIVATE LAW LIBRARY SPECIAL INTEREST SECTION NEEDS INPUT FOR THE ANNUAL CONFERENCE

Helen Burwell, Chair of the Sunday Morning PLL program, will focus on using salary surveys as a tool and on various aspects of job descriptions how to write them, how to use them, and how PLL members are using them to expand their responsibilities. She is asking you to share your experiences via a brief letter, describing any of your activities outside of traditional responsibilities. Be sure to return your questionnaire if you received one, since they have been sent only to a random sampling of PLL members. In addition to the panel discussion that is planned, hand-outs will be prepared detailing conclusions reached by tabulating the random survey, analyzing various salary surveys, etc.

## CONGRESSIONAL DOCUMENTS CUTBACKS

Spending reductions mandated by the Gramm-Rudman Hollings Deficit Reduction Law (PL99-177) have limited the dissemination of information on Capital Hill.

Some committee documents may no longer be available in quantities needed to supply public demand. Fewer copies of transcripts of hearings and committee reports will be printed.

Hearings and prints that are not longer being distributed by committees may be purchased at the Government Printing Office. The most popular Congressional documents, such as the tax bill, will be available at the Government Printing Office also.

Bills, reports and public laws will be available for a charge at the following locations:

House Document Room H226 U.S. Capitol Bldg. Washington, D.C. 20515 Senate Document Room SH-B04 Hart Bldg. Washington, D.C. 20510



# AALL COMMITTEE ON RELATIONS WITH PUBLISHERS

NOCALL has received a copy of the Committee's report, "Law Librarians as Consumer Advocates - Some Thoughts and Recommendations Based on the FTC Guides for the Lawbook Industry," by Reynold Kosek, Walter F. George School, Mercer University, with Annotations and Specific Complaints Citing FTC Guidelines, by Sue Welch, College of William and Mary, Marshall-Wythe School of Law Library. The annotations show the responses of specific publishers to complaints. If you would like to read a copy of this report contact David Bridgman.

#### NEW FEATURE FOR LEGAL INFORMATION ALERT

Legal Information Alert, a law library publication emphasizing database news, book reviews and articles aimed at helping law librarians improve their services, is looking for the "Best Law Librarians in America" for a feature in the publication. There may be many reasons for their nomination such as research techniques, procedures or management.

"Tricks of the Trade" is a new column which will appear from time to time and will contain reference tips and suggestions for better research results. If you are interested in writing, please forward your articles and credit will be given for all contributions.

Information may be sent to Legal Information Alert, 399 West Fullerton Parkway, Chicago, IL 60614, or call (312) 525-7594. Or you can contact them through their MCI Mailbox, ID # 269 1958.



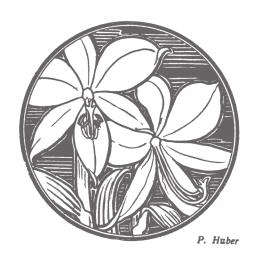
# FREELANCE BOOKBINDER NABBED IN DENVER

AALL's SWALL Chapter announced in their newsletter that a man who had been taping up damaged book bindings, and in some cases changing the book's call numbers to what he felt were more appropriate ones, has been charged with "harassment, criminal tampering, defacing public property, and unlawful conduct on public property." Thomas Winslow, a self-appointed library critic, has been operating his repair service at the Auraria Library in Denver and the University of Colorado at Boulder. According to the Auraria director, Mr. Winslow was arrested at both libraries. The culprit could draw up three years in jail and fined up to \$3500 for his deeds.

QUAERO: to seek, search for. Lit., of persons and physical objects: sometimes with the further notion to obtain, find get. Transf., (1) to seek and abstract thing (2) to seek with longing, to miss, want (3) of things, to demand, require (4) to seek to know, to ask, to inquire.

What is the significance of the gold dash on the spine of AmJur 2d?

As part of its process of continually updating Am Jur 2d, Lawyers Cooperative and Bancroft-Whitney issue revised volumes of the encyclopedia as needed. When a volume is revised a gold dash is placed in the back panel of the spine, underneath the subject and sections covered by that volume. If the revision results in splitting the volume in two or more new volumes, the new volumes will be labeled with and A and a B, if necessary. For example, the subject Bankruptcy is in volumes 9 and 9A. When first published, a volume with an A or a B will not have a gold dash; however. If it is subsequently revised and reissued, it, too, will sport the dash. (from the SWALL Newsletter)



## ITEMS OF INTEREST

Anderson, Charles, "The Myth of the Expert Searcher," 111 Library Journal 37 (Feb. 1, 1986).

Jenkins, Avery, "Firms Work to Control On-Line Database Charges," 3 PC Week 41 (April 8, 1986).

Johnson, Larry G., "Handy Utilities that Enhance you Computing Power," 72 ABA Journal 90 (March 1, 1986).

Marke, Julius J., "Automation and the Law School," 195 New York Law Journal 6, col. 1 (Feb. 18, 1986).

Nacev, Ljubomir, "A Bibliography of the Literature on Tax Policy," 30 Tax Notes No. 10 (March 1986).

Williams, Linda and John Grissim, "Magnum, PC," 4 PC World, No. 6 (June 1986).

1986 LLAGNY Salary Survey, LLAGNY Newsletter, Vol. 10 No. 6 (March 1986).

Laura Peritore (415) 565-4766

Contact Laura if you would like a copy of any of the above articles.



# MEMBERSHIP NEWS

## FROM SAN FRANCISCO...

Marion Shostrom, from the University of San Francisco Law Library, finds it wonderful to be back at work after being lost in the Ventana Wilderness for nine days earlier this spring. She appreciates the concern expressed by many NOCALL members while she was lost and says, "It feels really good to be a law librarian."

# FROM THE PENINSULA...

Barbara Friedrich, at Heafey Law Library, says Mary Hood is doing well after her recent gall bladder operation. She plans to return to work around the 1st of July.

Barbara Aherns has left Ware & Freidenrich to be the Assistant Librarian at Morrison & Foerster in Los Angeles. NOCALL will miss her. Good luck Barbara!

# FROM SACRAMENTO ...

Chizuko Kawamoto, Catalog Reference Librarian with the California State Law Library is now Supervising Librarian of the Pest Management Division Library at the State Department of Agriculture. Her new phone number is (916) 324-9490.

Sam Huang, formerly media services librarian at McGeorge School of Law Library, was appointed Assistant Librarian for Public Services in April.

Sacramento County Law Library have established a drive up book drop outside the county court house. Completion of their remodeling and expansion is expected mid-July. As a result of the remodeling, their new hours are 8 am to 5 pm.

## PLACEMENT

Reference/Media Services Librarian. McGeorge School of Law. Requirements: Graduate degree in library science from an accredited school and two years' public services experience, preferably in a law library. J.D. or masters degree in law related discipline desirable. Strong background in the utilization of computerized information systems, and working knowledge of LEXIS and Westlaw. Orientation toward automated research. Good reference skills and ability to deal effectively with students, faculty, and other library users. Duties: Responsible for planning and coordinating computer-assisted legal research services in the Library. Organized LEXIS and Westlaw training programs, and supervises with 2 other professional reference librarians. Assists with selection and collection development. Compiles bibliographies, and prepares guides and exhibits relating to Media Services. Works some evening and weekend hours on a rotating basis with other library staff. Salary: competitive, with full benefits. Available: immediately. Contact: Katherine Henderson, Law Librarian, McGeorge School of Law, 3200 Fifth Ave.. Sacramento, CA 95817.

## FOR SALE

The Alameda County Law Library (415) 874-5948 has back issues of STANFORD LAW REVIEW, CALIF. LAW REVIEW, and HASTINGS LAW REVIEW. Contact Cosette Sun for exact issues available and prices.

For sale or donation: CALIF. JUDICIAL COUNSEL FORMS. Contact Ann DiLoreto at (415) 326-7370.

NOCALL Newsletter c/o Ann DiLoreto Legal Information Management Consultant = 039 444 University Drive Menlo Park, CA 94025



Mary D. Hood Heafey Law Library of Santa Clara University Santa Clara, CA



# CALENDAR

September 26

NOCALL Fall Business Meeting / Reception at Stanford Law School