NORTHERN CALIFORNIA ASSOCIATION OF LAW LIBRARIES

PRESIDENT'S PAGE

Thank you to everyone who attended the Seventh Annual NOCALL Institute, "Hazardous Waste Law", at the Claremont Hotel, Oakland, this past March 28th. We had over 75 registrants and 23 exhibitors. Sharon French and her committee members deserve a round of applause for their work in presenting this excellent program. Thank you, Sharon, for a job well done!

Our annual meeting will be held at Stanford Law School, Friday, May 15, 1987 from 4:00 p.m. until about 5:00 p.m. followed by a reception at the Faculty Club. Please send in the enclosed reservation form to me by Tuesday, May 12, 1987. The reception will be in honor of J. Myron Jacobstein who is retiring from Stanford Law Library on September 1, 1987, so please come and say hello to this giant in our profession who has contributed so much!

Now for the news you have been waiting for! The new officers for NOCALL 1987-88 are: Vice-President/President Elect - Shirley David; Secretary - Janice Kelly; Treasurer - Arturo Flores. Congratulations to those new officers. Thank you, also, to all those who ran for office. Your willingness to support NOCALL in this way makes it a strong and supportive professional organization for all law librarians.

Dave

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Brobeck, Phleger & Harrison

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NEWSLETTER DEADLINES

Vol. 7 no. 6   May 22, 1987

Vol. 8 no. 1   July 22, 1987

Vol. 8 no. 2   September 22, 1987

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Debbie Martin   Membership News, San Francisco

Nancy Carlin   Membership News, Peninsula

     The NOCALL Newsletter is published six times per
year beginning with the July/August issue. Subscrip-
tions are available with membership and are available
separately for $15 per year from the NOCALL
Secretary. NOCALL welcomes and encourages contribu-
tions to the Newsletter: please send your news and
comments to Carolyn Billheimer, 5 Palo Alto Square,
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chapters and contributions may be included in other
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CALENDAR

SLA Annual Conference
June 6-11, 1987
Anaheim, California

ALA Annual Conference
June 27-July 2, 1987
San Francisco, CA

AALL Annual Meeting
July 5-8, 1987
Hyatt Regency Hotel
Chicago, Illinois

NOCALL EXECUTIVE BOARD MEETING MINUTES

The Executive Board met on February 11, 1987 at the Orient Express Restaurant. Alice McKenzie, Sharon French, Manuel Jacob Koff, and Jo Caporaso were present.

Meeting Highlights:

*** Sharon will pursue discussions with SCALL regarding a joint program or exchange of ideas between the Boards. The SCALL Board decided not to accept our invitation for a joint breakfast meeting at AALL in Chicago because they felt most members have over-scheduled any available time.

*** NOCALL will host a table for AALL at the American Libraries Association conference, June 27 through June 30 in San Francisco. AALL will provide brochures and booklets on law librarianship.

*** Jacob reported a treasury balance of $5,000 and he estimates another $1,000 in union list sales. In response to the reading of the second quarter Treasurer's report at the January business meeting, a member asked that the Board consider a dues reduction. The Board considered the issue and passed a resolution stating that NOCALL needs to maintain a stable financial base, and that we not jeopardize this position by lowering the dues, our only fixed source of income. The Board will discuss other ways of benefiting the members through the treasury, for example, lower registration fees to attend the workshops and institutes or additional grants.

*** Jo reported that there are currently 239 NOCALL
members. The breakdown is as follows:

Private Firms	78	33%
Government	59	25%
Academic	58	24%
Corporate	12	5%
Others	32	13%

*** The Board passed a formal resolution allowing six
members from the Education and Institute committees to
attend their respective programs at no cost. If
either committee has more than six members, Board
approval is required.

*** The Board recommended a change to the by-laws
stating that the new executive board will take over on
the first day of the fiscal year (June 1), that a
specific day be set for the annual meeting on the
Friday two weeks before Memorial Day, that the
language relating to the Board meeting immediately
following each AALL annual meeting be deleted, and
that Board members and committee chairs pass on their
files to new chairs no later than June 15. The resolu-
tion will be passed on to Katherine Henderson of the
Constitution and By-laws Committee.

*** In David's absence we decided to discuss insurance
liability and the tax-exempt application at our next
meeting at which time we will draft a letter to AALL
(with copies to chapter presidents and AALL Board
members) telling them that the "Study on Chapter
Insurance, Incorporation and Tax Status" is
inadequate.

                    Respectfully submitted,
                    Jo Caporaso

BALANCE, DECEMBER 1, 1986 $6,486.81

INCOME:

    Dues
      11 active/associate at $15 $165.00
       1 student at $5   5.00
    Meetings
      November Workshop   45.00
      Business Meeting 1/23   858.00
    Union List   2,765.00
    Reimbursement from AALL   200.00
    Checking Account Interest   61.36
                                       $4,099.36 $4,099.36

EXPENSES:

    Newsletter Printing & Postage $587.91
    Meetings
      November Workshop   1,706.02
      Business Meeting 1/23   809.46
    Directory Postage   92.24
    Union List   480.55
    Booth Rental at ALA Convention   200.00
                                       $3,876.18 $3,876.18

BALANCE, MARCH 1, 1987 $6,709.99

Respectfully Submitted,

M.J. Koff
Treasurer

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THIRD ANNUAL WINTER INSTITUTE

Marjorie Hlava, Speaker: Design and Creation of a
Database

Thursday, January 8
9:15 - 12:00 p.m.
1:30 - 3:00 p.m.

Marjorie Hlava, President of Access Information, Inc.,
opened the Thursday morning session of the Institute
with a basic discussion on the procedures involved in
the construction of a database. She approached this
process in terms of five major "decision-making"
areas: I. Online Database or Manual File?
        II. Required System Capabilities.
       III. Database Implementation.
        IV. Database Design.
         V. Inhouse System or Remote Service?

Ms. Hlava reviewed the reasons determining the
need for the construction of a database and the
advantages and disadvantages of both manual and
automated files. She emphasized the importance of
such factors as the size of the file, the frequency of
its use and security considerations in deciding
whether or not to automate a file of information.

Once this decision has been made the next process
involves determining the scope and features of the
system. These elements are dependent on such consid-
erations as the needs of the projected users of the
system, the maintenance requirements of the database
and how the growth and availability of the database
will effect its design. Ms. Hlava also talked about
the future concerns of the database and how this
should influence the initial design of the database.

Ms. Hlava continued in the afternoon with a discussion of database construction with an outline of the actual design process. She reviewed how the specifics of a file of information determine the design of its online format. She emphasized the importance of planning for the actual conversion, taking into consideration all the variables that might arise. She discussed element by element the construction of records in the file and what type of indexing would be most effective to provide access to the information.

Ms. Hlava concluded her presentation with advice on whether to choose an "Inhouse System or a Remote Service." She outlined in detail the factors important in coming to a decision on this issue. As she had done throughout her talk she emphasized the need to make decisions based on the nature of the file of information under consideration in the construction of the database.

Reported by Mary Glennon

Index to Foreign Legal Periodicals on a Micro

Tom Reynolds, General Editor of Index to Foreign Legal Periodicals, explained recent developments in the preparation of the IFLP using dBase III. These developments coincide with the move of the IFLP editorial offices from the Institute of Advanced Legal Studies in London to Boalt Hall in 1982.

Indexing of the Index to Foreign Legal Publications has been manually prepared since its inception in 1960. With the development of computer-generated composition in the printing industry in the 1970s, the stage was set for the eventual streamlining of the production of the Index. The database challenge facing the new editors was to create and produce a computer database for the IFLP that could be copied on a diskette and used directly by the printer in automated photo-typesetting to produce a hard copy.

The process involved negotiating with computer experts as well as printers. In 1984, U.C. Press was selected to print the IFLP.

Tom stressed the importance of carefully analyzing the needs to be met in creating one's own database before investing in computer software and hardware. He also advised that an in-house computer expert should be chosen with the same care given to choosing a doctor or lawyer.

Tom provided handouts giving information about the various programs created specifically for the IFLP on dBase III. Files were created which could contain information for three quarterly issues plus a fourth annual cumulation, which in effect required a merge of the files. The following are the five files developed and used in the production of the Index:

(1) Front matter
(2) Subject Index
(3) Geographic Index
(4) Book Review Index
(5) Author Index

The "Subject Index" contains the full biblio-graphic record of each reference and is the basic file from which the others are generated, except for the "Front Matter" file, which is fairly static and was fed into the database by optical scanner.

In addition to creating these bibliographic files, special printer commands had to be developed for five sizes of type all in Roman or italic fonts as well as commands to accommodate diacritics used in trans-literation. The IFLP covers 361 legal continuations and currently represent 29 languages. Indexers are scattered worldwide, and special administrative databases have also been developed on dBase III to keep track of their work product. The dBase III programs have proved successful and have greatly assisted in allowing a timely production schedule of the IFLP.

Tom Reynolds and the Index's programmer, Kirk Roden, finished the presentation with a demonstration of the various IFLP files on an IBM personal computer.

Reported by Linda Weir

MORE REPORTS

Creating In-House Databases Using STAR Software
Friday, January 9

STAR is a multi-user database development and information retrieval system. It is sold by Cuadra Associates, Inc., as an integrated hardware/software package. STAR runs on Alpha Micro computers, under the multi-user Alpha Micro Operating System (AMOS). It can also operate on an IBM XT and AT (and some compatible personal computers) with the addition of the AMOS/PC Upgrade Package.

Cuadra markets "Library Applications Packages" which include the functions of acquisitions, circulation, and serials control, in order to assist customers wishing to create library automation databases. STAR was designed specifically for handling bibliographic and textual materials and lends itself well to library automation projects as well as to litigation support or database publishing.

1st Speaker, Fran Spigai, President, Database Services, Inc.

In 1984 Ms. Spigai made the decision to use STAR database software to publish the Microcomputer Index which indexes and abstracts literature of the microcomputer industry. The Microcomputer Index is available in print as well as online via the DIALOG Information Service. In her talk Ms. Spigai outlined the needs which she had at that time and the considerations which went into the decision to purchase STAR. Some of the specifications were as follows:

(1)   Any software purchased had to be able to handle 1,000 records of an average of 500 characters each, as well as separate customer records. Ms. Spigai considered BASIS, BRS Search, DBaseII, and STAR software.

(2)   Also needed was a report generator flexible enough for different media output, e.g., print, machine-readable for Dialog, subsets on a floppy diskette. STAR has templates, plus it allows customization of report formats. Cuadra Associates, the vendor of STAR, is a service bureau capable of creating a 9-track tape for a customer.

(3)   The hardware/software configuration had to be expandable, which is also possible with STAR and the Alpha Micro computers on which it runs.

(4)   A multi-user environment was necessary.

(5)   Since Database Services had no programmer on its staff, a "turn-key" system with good support was needed. Cuadra provides good support including programming updates, good documentation, and phone support.

A few other points should be noted. Ms. Spigai told the audience that it takes 1/4 to 1/2 of one staff member's time for system maintenance. The Alpha Micro uses a communication program called DYALOG, but it was found that floppies worked better than telephone lines for home workers employed by Ms. Spigai.

Demonstrations by Hastings staff members, Janice Kelly and Mary Glennon

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Hastings Law Library acquired STAR in January 1986 and has been using the system for a variety of databases designed to assist patrons in accessing the collection. The software is easy enough to learn so that after the initial training of a few days, any staff member can begin to design a database. Examples of databases which are used by the staff include: one designed to keep the course reserves list current; another to provide detailed information about the micrographics collection; one to aid in tracking publications which contain discussions of California bills; and an index to the vertical file.

A major project is a criminal justice database compiled by the director of the library. Current articles, monographs, and government documents are indexed in a STAR database which was demonstrated in the classroom using a computer projector. Sample input screens, as well as various output formats were shown. This database includes nearly forty fields and has various look-up tables to standardize subject headings and other values.

A less detailed, but very useful database designed by the California Documents Librarian is called "California Acquisitions" and contains such information as the name, address, and telephone number of agencies from which particular titles can be obtained. It also contains such information as whether the publications can be obtained free of charge, or the price, and tracks the status of a request or order. One of the output formats generates a form letter to the agency which can supply the document.

Submitted by Gail Winson

Compact and Laser Disk Database Technology
Saturday, January 10

1st Speaker, Julie Schwerin, President, InfoTech

Ms. Schwerin gave the audience some general background information relating to the use of "optical media". One of the first applications was in the entertainment field and was called "Laservision". This laser disk medium was supposedly going to take the home video market by storm, but the VCR has become so popular that "Laservision" is now an obsolete product. The optical product which did prove to be popular is the compact audio disk which is now sold in many record stores.

Other applications are optical publishing, optical storage, and interactive training and educational programs on the laser videodisk.

The trend is for the compact disk to be used in favor of the laser videodisk for publishing as well as for storage. One reason is that standards are better developed for the compact disk than for the laser disk. Another reason is that the compact disk is good for recording digital information. Products in entertainment, marketing, and training, which store video presentations are better suited to the larger storage capacity of the laser videodisk.

At the end of 1986 there were sixty information products offered on CD ROM (compact disk read only memory). Sixteen of these are in the field of "Library and General Reference" and fifteen are "Library Automation" products. This means that half of the activity in electronic publishing is in the library field. Grolier Encyclopedia has been the most successful information product to date. For information retrieval, optical media has been a good media for teaching end users.

2nd Speaker, Richard Carney, Vice President
Information Access Co.

The next speaker represents a company which has demonstrated the truth of that statement. Its prod-

ucts LegalTrac and InfoTrac have been very easy for
law students and other end users to learn to use.

Mr. Carney's presentation explained how IAC came
to develop its laser disk products. They represent a
solution to a problem: how to find a way to avoid the
multiple look-ups necessary with paper indexes. They
began in 1982 to look for a "better way".

In January 1983 a prototype of Magazine Index was
shown on LaserData equipment. But there was no com-
pany in existence which could produce the information
products which IAC wanted, so they set out to develop
their own products.

InfoTrac was announced in January 1985. It uses
BRS Microsearch software. InfoTrac has been installed
in undergraduate libraries and is a general public
access tool for reference service, to be used by the
students themselves. A more specialized product,
LegalTrac, has been installed in law school libraries
and in a few law firm libraries.

3rd Speaker, Charles Shapiro, Manager, WESTLAW Special
Projects

Mr. Shapiro outlined in greater detail West's
joint agreement with Wang to develop CD-ROM-based pro-
ducts for the legal market. West is developing the
software needed to prepare data to go onto a disk,
while Wang is developing all of the research software
needed to retrieve information from the disk. Soft-
ware is being developed according to a set of specifi-
cations jointly owned by West and Wang. West will
make the software available to other publishers in the
future.

This process was started in 1983 when West recog-
nized the need to work closely with an office auto-
mation vendor to bring this technology to the market-
place successfully. West chose Wang to work with
because of its strong presence in the legal market-
place and its willingness to commit additional
resources to this market in the future. Since no
software existed to carry out such a project, both
companies entered into a series of agreements begin-
ning in 1984 which will culminate in the introduction
of several products to the market during 1987.

West sees the new product as a research tool for the individual rather than as a shared resource like the online database, but one which will support all the positive features of online searching such as word-in-context searching, highlighted search terms, and quick response time.

The first products introduced by West will probably not be archival; each will most likely be a set of statutes, cases, and other legal materials related by jurisdiction or topic. The CD-ROM medium is suitable for presenting products more like print products and in fact West will call the new databases "books." According to Mr. Shapiro, a significant number of titles are now in development. All such databases or "books" will be capable of being used in conjunction with OAS systems already in place in the law office and with online access to WESTLAW. For instance, an attorney will be able to keep a "notebook" open during a research session so that at any time he or she can copy text into it from the online database or from the CD-ROM disk, make comments, or perform word processing tasks (although the notebook itself will not be word-in-context searchable).

Submitted by Gail Winson
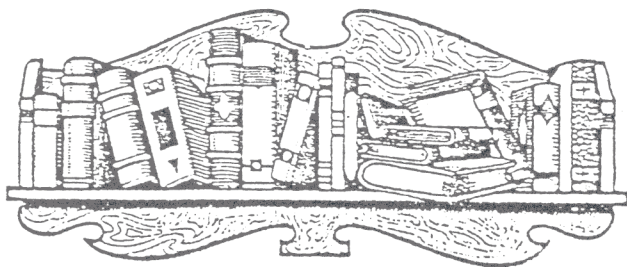
by Karen A. Mayers
Peat, Marwick Airport Consulting Services
San Francisco, California

On January 16, 1987 the San Francisco Bay Region
Chapter of SLA held an all day seminar on "The
Versatile Micro" to explore the many uses of the
personal computer in the workplace. The seminar was
held at the Miyako Hotel.

Assistant Professor Ray Larson from the University
of California at Berkeley led off the workshop with an
introduction to "The Evolving Microcomputer."
Dr. Larson provided the framework for the day's topics
by reviewing the evolution of the microcomputer, begin-
ning with the development of mainframe computers in
the late 1940s, when user assembly was required and
memory only lasted as long as the machine was turned
"on".

Computers began as number crunchers and slowly
became more versatile as software enabled greater text
processing applications. The first microcomputer
became commercially available just 13 years ago,
followed by a rash of software and peripherals in the
late 1970s. State-of-the-art technology continues and
chip technologies become more sophisticated. On the
horizon are faster microprocessors with larger storage
capabilities, enabling more graphics and text process-
ing integration (desktop publishing). Artificial
intelligence is still under investigation, partic-
ularly in Japan where they are currently estimating
that a fifth-generation computer will understand and
respond to the spoken word, allowing programming in
natural language by the mid-1990s.

Libraries can expect to be buying their informa-
tion on CD-ROM for inhouse searching, instead of using

vendors as intermediaries. They will be producing
their own newsletters and forms inhouse, and will be
benefiting from Local Area Networks and cheaper random
access storage along with the rest of the business
world. As always, it will be necessary to forestall
the desire to be "state-of-the-art" since newer
technologies are inevitably just around the corner and
every system on the market is destined to be
obsolete. Newer systems are becoming more "open" with
slots to expand the computer's capabilities.

Wendy Appel and Cris Fischer from Mead Data
Central demonstrated LEXIS/NEXIS's capabilities in the
area of on-line searching and downloading. Wendy
reviewed the history of Mead Data and the breadth of
coverage in their various databases. Cris performed
several hands-on searches, demonstrating all the bells
and whistles available with the current Mead Data
software as well as outside word processing packages.

To round out the morning session Miriam Liskin,
consultant and columnist for Computer Currents,
discussed "Setting Up Your Own Database." She began
with definition of a database--a program that lets you
define categories, enter, edit, select and sort data,
and produce formatted reports. They vary in complex-
ity and power, ranging from a single file manager, to
a relational database linking at least two records, to
application generators with complete programming
languages, to fully integrated programs. They also
vary in storage capabilities and user interface
choices (menu-driven vs command-driven).

Most users elect to create their own database
because they can't get the software they need or the
existing software is so specialized it is inflexible
or too limited for their use.

Card catalogs, abstracts and standards are all
typical database applications. Any need to sort or
index, retrieve by fields or recall by keywords is
fair game for a database application. However, large
text storage projects are more appropriate for a word

processing application. As a rule of thumb--unless you manipulate it, don't database it.

It is important to match style with the user. Command-driven programs can be less frustrating than menu-driven programs for an experienced user. For an inexperienced clerk it is important to have a checking program to validate the data entry or to allow for editing and batch processing later.

Other questions to ask are (1) is it compatible with other computers in your organization, and (2) is it going to have training and support still available two years from installation, both inhouse and from the vendor?

Be sure to see a demonstration of the program, and have it perform the same types of functions you would need to have it do for you. Don't underestimate the amount of time you will need to convert to a new system. Set up a preliminary database using sample data randomly selected until you have about 10% of the intended database. Do the data entry yourself to discover deviations from your expectations. Redesign, clean up the manual system errors, and proceed with data entry. Usually it is better to hire temporary workers to do the staff's regular duties so that they can do data entry and become fully conversant with the program.

Learn the Operating System and do daily backing up of data. Archiving is important before changes are made to the structure of the database and before purging, just in case those changes prove to be hidden problems.

John Jewell, Library Microsystems Specialist for the California State Library, led off the afternoon session with a discussion of "Microcomputer Software." He reviewed the many general applications in librar-ies: word processing, spreadsheets, bibliographic and non-bibliographic database management systems, tele-communications, graphics and desktop publishing. He

also discussed the many special library applications: serials control, online search support, spine and label production, book fund accounting, retrospective conversions and circulation systems.

A software selection process should begin by establishing a small group of users from various segments of the organization. The next step is to agree upon the goal and the process which the group will use to reach that goal. Members should gather and review samples of the current system and identify the criteria that will be used to select the hardware and operating system, the general program functions and the specific library features.

Part two of this process involves identifying possible software programs and reading relevant software surveys. Next, narrow the field of possibilities to just the top 6-10 candidates. At this point, the group should study reviews of the software and any comparative reports. The selection criteria should all be satisfied by each of the programs, and a check should be made on the vendors in regard to their market share, product development, customer support program and training availabilities. Cost of each program should be noted and the field should be narrowed to the top three candidates.

Each of these final candidates should then be seen in demonstration and a "test drive" should be made. User interaction and feel should be evaluated, and current users should be surveyed. The final selection can be made after the strengths and weaknesses have been reviewed.

At this point the software should be ordered and orientation and training arranged. Initial and long-range support must be set up and time to learn provided. Be sure to follow up and review after an appropriate time has passed.

Jewell warned that library applications involve a smaller market and therefore cost more and are less

flexible than other software. His rule number one is:

> Whatever software package you select, someone will
> know of a better package that cost less (usually
> at least 25% less)

His rule number two is:

> They will be sure to tell you the day after your
> own selection is ordered/arrives.

Victoria Marney-Petix, Chief Consultant with
Marpet Technical Services, addressed the issue of
"Taming the Telecommunication Dragon." She defined
telecommunications as a marriage between communica-
tions and the telephone. This can be point-to-point
or one-on-one (as with a microcomputer to a main-
frame) or it can be many-to-one (as with a local area
network).

Critical to this communication is the bandwidth,
or data highway, which controls how much data is
transmitted per time segment, and the protocols which
are specific sets of specifications for how a
communications channel will be created.

Local Area Network architecture can vary in com-
plexity from the central switch/star LAN to the ring
and the bus. Accessing methods (the right to get your
data onto the network) can also vary. Token passing
allows each node to send data in turn, whether or not
they are active at the moment, while contention just
monitors the active terminals and lets them send data
whenever a space is available.

Wide area networks and metro area networks allow
for telecommunication between networks via gateways
(interpreters) and bridges (connectors).

Giuliana Lavendel concluded the day with a review
of the various speakers' talks and provided the
following rules "From the Manager's Desktop":

1. Know what you are talking about, be aware of trends;

2. Know more than your boss; it doesn't matter if you know less than your subordinates;

3. Put the hardware and software to good VISIBLE use, even if it wasn't exactly what you wanted;

4. Develop contact among the key people in the organization, not necessarily the vice presidents;

5. Do not use one single source; it may have an axe to grind. Poll the organization at large and other professionals;

6. Become nimble with numbers, demonstrate savings and/or quantifiable productivity gains; and

7. The Information Manager relies on a mixture of cost containment and innovation.

OUTSTANDING IN THEIR FIELD

Five law librarians were selected by "Legal Information Alert" as the Best Law Librarians of 1986 (volume 5, number 10, Nov.-Dec. 1986). Congratulations to Arturo Flores, Reference Librarian at Boalt Hall in Berkeley, CA for being selected as one of the five. His participation in Boalt's service program to law firms, his involvement in preservation of rare books, and his interest in providing library service to prisoners were cited as outstanding achievements. We all are familiar with Arturo's "calm manner which inspires confidence" and his unfailing helpfulness in dealing with library users. Congratulations, Arturo!!

ALA IN SAN FRANCISCO

NOCALL is planning to staff an AALL/NOCALL information table at the 1987 American Library Association Annual Conference. The Conference exhibit dates are June 27 through June 30, 1987. Offer to help staff the table as an opportunity to provide information about law librarianship to other librarians and to see the exhibits. If you want to volunteer some time to work at the exhibit table or to help us organize, please contact Peg LaFrance at (415) 556-5475; Karen Toran at (415) 557-1922; or Laura Peritore at (415) 565-4766.

by Lisa Whitehall, Associate
Librarian, Morrison & Foerster
San Francisco

The Morrison & Foerster Library contains roughly
50,000 books and periodicals, and serves 150 lawyers
in the San Francisco office. We are currently in the
process of automating the library. In our case,
"automation" means participating in a larger firm-wide
automation project which has been underway since we
moved to 345 California over a year ago. Ultimately,
all of the firm's information will be centralized in
two DEC VAX 8600 computers, and each user will have
access at their desk through a single type of terminal
(Digital VT-220's).

While the firm is using an outside computer
consultant to design most of the system, we in the
Library are lucky to have a programmer with librarian
blood working on information services applications.
Will Davis, an ex-MoFo librarian familiar with the world
of library operations, is custom designing the programs
for the Library, Records and Calendar Departments. To
create our system, Will is using INGRES, a relational
database management system (DBMS) and "4th generation"
programming language rolled into one.

One strong point of INGRES is the ease of its forms-
based system: the user plugs search terms into the form
on the screen and the computer automatically translates
this into a query. This removes the obstacles for both
attorney and librarian of learning yet another set of
search commands.

The Library system is divided into Serials, Inter-
Library Loan, Acquisitions, and the Catalog. At this
point Serials and ILL are up and running, and the rest
of the system is scheduled for completion by the end of
1987. The Serials system allows us to check in serials,

generate routing slips, and run daily claims reports.
When an item is checked in, the computer automatically
records when the next item is expected; if it does not
arrive on time, the item appears on the claims report
along with vendor information. Routing lists can be
sorted in a variety of ways--by subject, attorney, or
journal--and the attorneys' names can be added easily or
deleted globally. The ILL system also benefits from
instant updating capability and from the daily
generation of overdue reports and messenger requests for
books to be returned or borrowed. As long as the
printer doesn't jam, the system works beautifully!

Eventually, our budgeting, ordering, and invoice
paying functions will be accomplished in the
Acquisitions system. Once an order is entered, that
same information will be used in the cataloging record.
For the past two years our Library catalog and the
attorney work product file have been online in a private
library on LEXIS. We have successfully converted a
sample of the online catalog into INGRES, and our next
job is to convert the entire file into our system. At
that point we will face the challenge of public access--
or how to teach old users new tricks.

NEWS FROM OTHER NEWSLETTERS

From the Law Librarians Association of Wisconsin
Newsletter, March 1987:

New Index to Annotations Lacks Table of Cases

John Corbin of the Reynaldo Garza School of Law in
Edinburg, Texas alerts users of the new Lawyers Co-
operative Publishing Company Index to Annotations for
ALR2d, 3d, 4th, ALR Fed and L Ed 2d. The new five-
volume index does indeed replace the quick indexes for
these sets, however, it does not reproduce the tables of
cases found in the earlier indexes. Lawyers Cooperative
has been notified of this problem and they are looking
into ways it can be solved. In the meantime, it is
suggested that you retain the old volumes.
                  (AALL Newsletter, March 1987)

Editor: When I* spoke with a customer service
representative at Lawyers Co-op on March 24, she told me
that the editor of the new index, John Perovich, was
quite happy with their conscious decision not to include
the old tables of cases. He said that individual
volumes of ALR 4th and ALR Fed contain tables of cases
treated in those volumes and access is also supplied
through the ALR Digest and Auto-cite.
   *newsletter editor Nancy Paul

                  ***** KF KORNER *****
                    by Dennis Austin

      Shortly after the invention of the wheel came the
invention of the "Pull-Mark" or was it the other way
around? Time passes by so quickly it is hard to
remember. This well-known library device was
manufactured by the Pull-Mark Company, 19 N. Pinckney
St., Madison, Wisconsin and was protected by U.S. Patent
Number 1385991 issued August 7, 1921 to Harry C. French
of Cleveland.

This library innovation was multi-purposed. In addition to being an economical and timesaving device when used as a book pull, it made an ideal bookmark which stayed in place and did not drop out. The spring of the wire held it in. Also, according to the advertisement, this "Pull-Mark" eliminated finger room above the books and the close arrangement permitted with a "Pull-Mark" gave less opportunity for dust to settle on and between the books thus contributing to the cleanliness of the library. For high shelves of books or for short people the "Pull-Mark allowed the tab to be pulled instead of the top of the volume thus saving the bindings. It is still available. If you would like a free sample, write Dennis Austin, Wisconsin State Law Library, P. O. Box 7881, Madison, WI 53707, or call (608) 266-1424.
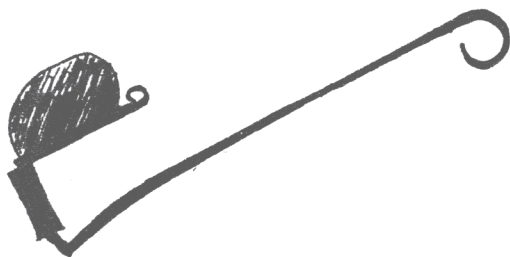
ATTENTION WARREN, GORHAM & LAMONT SUFFERERS...

Warren, Gorham & Lamont bills getting you down? Well, there may be relief in sight. William S. Hein & Company has become an agent for all W G & L materials and will furnish them at the same price you are currently paying. (Provided, of course, you can figure out what you are now paying.)

I have spoken to Karen Fiedorowicz at Hein and she has assured me that they will deal with any type of library, whether it be a law firm, law school, court, or county law library. Karen is the person to contact for further information. The toll-free number is 1-800-828-7571.

Michael J. Petit
Acquisitions Librarian
University of Miami Law Library

From Laurie Russell, published in Law Library Lights, March/April 1987:

Crackdown at LC

There have been some changes in 36 CFR Part 702, "Conduct on Library of Congress Premises," of which you should be aware. To mention a few, you must refrain from "throwing or deliberately dropping any breakable article, such as glass, pottery, or any sharp article, or stones or other missiles ... bathing or swimming in any fountain ... [and] using the Library facilities for living accommodation purposes." The Library's primary rule could be posted on all our premises: "All persons using the premises shall conduct themselves in such manner as not to affect detrimentally the peace, tranquility, and good order of the Library." Amen. If you feel unclear about what's left to do at the L.C., you may want to consult the January 8, 1987 Federal Register beginning on page 671.

From American Libraries, July/August 1986, p. 564:

Molesworth monograph. Norman D. Stevens, director of the Molesworth Institute, has gathered 18 papers published under the aegis of that august body in the Archives of Library Research from the Molesworth Institute.

The papers detail the work of the non-profit, nonexistent research organization, going back to its early efforts to microfilm all Braille books ("perhaps the bulkiest of all library items") and to develop a non-citation index listing all scientific papers that have not been cited by another author (to be used "in identifying work that may be completely ignored since it has never been cited, or, by the more imaginative, identifying important work that ought to be pursued further").

Other findings include "A Computer Analysis of Library Postcards (CALP)," "Umbrella Disappearance, Exchange, and Loss Rates in American Academic Libraries," and "Multiple Acronymization as a Creative Solution to the Effective Use of Library Resources." The collection also publishes selections from the institute's most recent project, the Dictionary of Libenfoscsi Terms.

A supplement to volume 3 of the journal <u>Technical Services Quarterly</u>, the 110-page anthology is $22.95 from Haworth Press, 28 E. 22nd St., New York, NY 10010 (0-86656-466-7, 85-16354).

"The Un-Automated Librarian's Dictionary--An Irreverent Aid to Faking It If Your Library Doesn't Have a Computer Yet." 56 <u>The U*N*A*B*A*S*H*E*D Librarian</u> 5 (December 1985).
Bringing a new meaning to double density, this article should speak for itself.
"Interface: the place staff heartily desires to punch an abusive patron.
Machine language: writing style found in most library literature.
Download: to delegate onerous tasks to subordinates.
RAM: method used by Page to wedge book into overcrowded shelf.
Front-end processor: person who pastes in book pockets.
Head crash: nervous breakdown of Library Director."
And, for those of us dedicated to perfectly atrocious puns: "CPU: warning that nonbathing patron has been spotted entering library."

(For a copy of the entire article, contact Joan Loftus at 399-3043)

What Your Mother Would Tell You
If She Handled Interlibrary Loans

Okay, so maybe your mother has never done interlibrary loans. Maybe she isn't exactly sure what *you* do in the library. But if Mom was to give you some sage advice on ILL courtesies, here is what she would recommend:

1. Before you call, make sure you have a complete citation. You may have to struggle with the attorney to get everything—title, volume, issue, page, edition—but it is worth the trouble before taking up another librarian's time.

2. Make sure you check the *Union List* carefully. Be certain you are calling the right firm (matching the acronym), and be sure to note any collection changes or *Union List* errors when you find out about them.

3. When you call, identify yourself completely—name, title, firm. Be honest: don't say you are Daniel Boorstin. And be reasonable: don't bother the same people all the time. Bother different people.

4. Use an ILL form and fill it out clearly. Make sure your messenger understands the mission and brings back the right forms. When you return borrowed materials, be sure to have the person receiving them sign the ILL slip or a messenger request slip. Your mother knows you returned those books, but not everyone has such faith in you.

5. Return items by their due dates. If the attorney insists he can't part with them for one more week—and you know how those attorneys can get—call before the due date and ask for an extension. You don't need a note from your mother to get the extension.

6. If borrowed materials are lost or damaged, you (well, your firm, usually) must replace them.

7. Be nice. Your mother always told you this. Did you pay attention? You never know: if you are snide to someone calling to borrow something this week, next week the senior partner is going to ask you for something that is only in the collection of that firm. Mom said, what goes around, comes around. She was right.

Cataloging Rules for the Description of Looseleaf Publications; With Special Emphasis on Legal Material. Adele Hallam. Library of Congress. The rules supplement AACR2 chapters 1 and 2. These guidelines are intended "to take into account the special characteristics unique to loose-leaf publications and to treat them bibliographically in their own right." It is available from the Cataloging Distributing Service, Library of Congress, Washington, D.C. 20541 at $15.00 per copy.

Library of Congress Classification, Class J. Political Science, 2nd edition. Larry D. Dershem. 800 pages looseleaf, quarterly supps. are planned. $105.00. Contact: Time Saver Publications, 3286 Lower Ridge Road, San Diego, CA 92130-1812. 619/755-1457.

The AALL Committee on Relations with Publishers and Dealers has produced a special issue of PUBLICATIONS CLEARING HOUSE BULLETIN. The February issue containing "Law Librarians as Consumer Advocates - Some Thoughts & Recommendations Based on the FTC Guides for the Law Book Industry" is available for $5.00 (Volume 9, No. 2). An annual subscription is only $10.00.

Send checks to: Mary D. Smith, Akerman, Senterfitt & Eidson, P. O. Box 231, Orlando, FL 32802.

The Standard Industrial Classification Manual, revised edition, will be distributed in June of 1987 according to Paul Bugg of the Office of Management and Budget. For a summary of the SIC Code revisions, see the Federal Register notice dated October 1, 1986 (51 FR 35170-01). A Copy of the manual may be ordered through NTIS at (703) 487-4780. The stock number is 041-001-00314-2 and the price is $24.00.

COUNSEL

The Law Librarians' Society of Washington, D.C.
announces the publications of COUNSEL: Consolidated
Union Serials List. The publication reports holdings
for legal and non-legal periodical titles. The list
represents 144 libraries, 5,867 titles, and 29,047
holdings statements. It was created on OCLC and will be
updated through its Union List System. OCLC/CONSER
bibliographic records with CODEN, ISSN and OCLC access
information are used. AACR2 Cataloging Standards are
followed. The purchase price is $270.00. A new
participating LLSDC library will be able to apply a
portion of this price toward their participation fee.
For further information, please contact Kate Martin, Law
Librarians' Society of Wash., D.C., P. O. Box 33112,
Washington, D. C. 20033, (202) 789-7188.

Legal Looseleafs in Print 1987 edited by Arlene Eis.
New edition includes publisher index, LC Card and
OCLC numbers, and LC classifications. Available
through: Infosources Publishing, 118 West 79th St.,
New York, NY 10024, (212) 595-3161.

Effective On-the-Job Training: Developing Library
Human Resources by Sheila Creth. A practical guide
for the librarian supervisor, covering every aspect of
employee training. Copies may be ordered from ALA
Publishing Services, Order Dept., 50 E. Huron St.,
Chicago, IL 60611. $15.95.

The One-Person Library: A Newsletter for Librarians
and Management is an 8-page monthly publication.
Regular features include interviews with librarians
and their managers, a time management column, coverage
of selected meetings. Annual subscription $45.
Prepaid orders: OPL Resources Ltd., Dept. PRI, P.O .
Box 948, Murrary Hill Station, New York, NY 10156.

The Legal Research Dictionary: From Advance Sheets
to Pocket Parts by Elyse Fox. Contains over 200 legal
research terms, covers all levels and branches of
government. $9.50. To order contact Legal
Information Services, P. O. Box 67, Newton Highlands,
MA 02161.

Business Reference Sources by Lorna M. Daniells
(1985) has been updated with a pamphlet of the same
title, dated 1987. Obtain a copy by sending a check
for $9.50 to Baker Library, Room, 325, Harvard
Business School, Boston, MA 02163, Attn: Eileen
Hankins or call Eileen at (617) 495-6405.

CHEMICALS LIST

Proposition 65, enacted in November of 1986,
requires the Governor to list those chemical compounds
"known to the State to cause cancer or reproductive
toxicity" in humans. This list is available in Notice
Register Z (California Administrative Register 87,
no. 11-Z, dated 3/13/87, pp. A15-A31). Contact your
local county law library for a copy of the list, or
call Carolyn Billheimer (415) 494-7622.

FREE COMPUTER SOFTWARE PACKAGES OFFERED BY LOTUS

Lotus, marketer of computer software packages
including Lotus and Symphony, offers one free software
package per year to each not-for-profit corporation.
Requests for the application and information packet
should be addressed to Rhonda Marable, Grants
Administrator, Lotus, 55 Cambridge Parkway, Cambridge,
MA 02142.

1986
ADMINISTRATIVE CODES AND REGISTERS
STATE AND FEDERAL SURVEY
NOW AVAILABLE!

This 1986 Survey is the most up-to-date information available about state administrative codes and registers, prepared by the members of the Administrative Codes and Registers Committee/Section of the National Association of Secretaries of State. All jurisdictions are covered, including the Federal government, District of Columbia, and Guam. Invaluable for anyone who needs quick information about state regulations. Price information, frequency of publication, description of contents and complete subscription information are included. More information than ever before about computer usage and searchable databases. Cost: $25 per copy. Make check payable to: ACF Committee. Mail to: Mimi Griffiths, Executive Secretary, Administrative Codes and Registers Committee/Section, c/o Administrative Code Division, 201 West Monroe, Springfield, IL 62756, (217) 782-9786.

PROFESSIONAL DEVELOPMENT

CHICAGO ANNUAL MEETING MAILING

In early February, the mailing on the 1987 Chicago Annual Meeting was sent to all members. If you have not received your copy, contact the Chicago AALL Headquarters: (312) 939-4764.

The 80th Annual Meeting will be held July 5-8, 1987, at the Hyatt Regency-Chicago. Contact the Chicago headquarters for additional copies of the mailing or any of the required forms.

AALL PRE-CONVENTION INSTITUTES
June 30- July 3, 1987

Gaining Power Through Effective Communications

Designed to increase your ability to gain resources from management through more effective oral, visual and written communication.
Co-Directors: Ann M. Carter and Gayle E. Webb

Basic Acquisitions - Building Effective Law Library Collections

Designed to provide information on material selection and acquisitions, including automated acquisitions procedures, for all kinds of law libraries.
Co-Directors: Robert Buckwalter and Donna M. Tuke

Basic Legal Reference Services

Designed to provide a basic introduction to research in areas such as international law, civil procedure, securities and labor law and discussion of policy issues in reference service.
Co-Directors: Kay M. Todd and Joan S. Howland

For application information, contact American Association of Law Libraries, 53 W. Jackson Blvd., Chicago, IL 60604 (312-939-4764).

PLL-SIS IN Chicago

PLL-SIS programs during the Annual Meeting include the following:

Sunday, July 5, 10:15 a.m.-12 noon lecture by Denise
   Cavanaugh: "Organizational Savvy for Librarians:
   Managing from the Middle."
                12:15 p.m.-2:00 p.m. Luncheon

Monday, July 6, 10:30 a.m. A-2 "Issues of Confidential-
   ity, Ethics & Responsibility in the Special Library."
                4:15 p.m. C-4 "Part-Time Law
                   Librarian."

Tuesday, July 7, 9:00 a.m. D-4 "Review of Accounting
Literature for the Law Library."
                3:15 p.m. G-4 "Merger, Takeover, What
                   About Me and the Library?"

Wednesday, July 8, 1:30 p.m. K-4 "Securities Law
   Update."

Thursday, July 9,8:30 a.m.-5:00 p.m. "Taming the
   Memoranda File."

PLL/SIS BUSINESS MEETING
AND LUNCHEON

Don't miss this year's PLL/SIS meeting at the
Chicago AALL Convention, featuring the inspiring DENISE
CAVANAUGH. Some of you may have had the pleasure of
hearing Ms. Cavanaugh's presentation last year, when she
spoke on "Organizational Politics and Librarians'
Effectiveness" to a packed house. Ample room in being
planned for her visit this year. Her topic is
"Organizational Savvy for Librarians: Managing from the
Middle."

PLL/SIS BUSINESS MEETING AND LECTURE
Sunday, July 5, 1987 9:00 a.m. to 12:00 noon

To help us gauge the size room we need, please indicate whether you plan to come to the business meeting (with coffee and rolls) and Denise Cavanaugh's program.

_____ I do plan to come.   _____ I do not plan to come.

*   *   *   *   *   *   *   *

PLL/SIS LUNCHEON REGISTRATION
Sunday, July 5, 1987 12:30 p.m. to 2:00 p.m.

M E N U

Sunshine Fruit Plate
Poached Salmon Florentine
served on fresh spinach
White Mint Chocolate Mousse

YES, I will attend the luncheon. I prefer:

_____ Salmon   _____ Vegetable Plate
(Please specify if you have other special dietary needs.)

Enclosed is my check for $24.00 payable to American Association of Law Libraries/PLL/SIS.

Name _____
Firm _____
Address _____
Daytime Phone _____

Please return to: Nell Ingals, Winston & Strawn, One National Plaza, Chicago, IL j60603 (312/558-5600, ext. 4503)

DEADLINE: June 15, 1987

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SPECIAL LIBRARIES ASSOCIATION

SAN FRANCISCO BAY REGION CHAPTER
Chapter Meeting Notice

AN EVENING WITH HERB CAEN...

PLACE: Sir Francis Drake Hotel, San Francisco
DATE: Wednesday, May 20, 1987
TIME: 5:45 - 6:45   Cocktails
        6:45 - 8:00   Dinner
        8:00 - 9:00   Celebrity speaker HERB CAEN
                        "Mr. San Francisco" and
                        presentation of the third
                        annual San Francisco Bay
                        Region Chapter Award for
                        Professional Development
PRICE: $20.00   SLA members and guests
        $10.00   Retired members
        $22.00   Non-members

NOTE: NO late reservations by phone or in person
will be accepted for this meeting.

Send your checks payable to the San Francisco Bay
Region Chapter, Special Libraries Association.
Deadline for receipt of reservations is May 11.
Send to: Kristi Wessenberg, Pillsbury Madison &
Sutro, 225 Bush St., San Francisco, CA 94104 (415)
983-1999.

SLA-San Francisco
    The San Francisco Bay Region Chapter of the SLA
announces a tour of the California Academy of Sciences
Library and a Strybring Arboretum Library tour. They
invite you to tour these libraries on Thursday, May 7,
1987 from 4 to 6 p.m. Call Seyem Deus Petrites at
(415) 531-7587 for more information.

The SLA San Francisco Bay Region Chapter
invites you to a
special evening seminar on
SETTING UP AND MANAGING YOUR DATABASE
conducted by
MIRIAM LISKIN
COMPUTER CURRENTS columnist and speaker
at the Chapter's Fall Workshop
"The Versatile Micro"

At this evening seminar Ms. Liskin will expand on the
themes she developed in the Fall Workshop:

- more on the basics of database management and
  design
- more on strategies and procedures for
  planning and implementation
- more on identifying potential pitfalls and
  problems.
            *   *   *   *   *   *   *   *
Wednesday, May 13, 1987
7:00 - 9:15 p.m.
Pacific Bell Building
370 3rd Street (between Harrison and Folsom)
San Francisco

PLEASE REGISTER ME FOR THE SLA EVENING SEMINAR ON
May 13, 1987
NAME _____ Daytime Phone _____
Employer/Affiliation _____
Address _____
I am a member of ( ) San Francisco Chapter
                 ( ) San Andreas Chapter

FEE: $8.00. Please make your checks payable to SLA
San Francisco Bay Region Chapter. Registration
DEADLINE is May 4, 1987.

Please mail registration check to: Tim DeWolf, Utah
International, 550 California St., San Francisco, CA
94104 (415) 774-2454

MEMBERSHIP NEWS

From Sacramento . . . . .

It is now possible to access LEXIS on a personal computer at 2400 baud rate if you have a modem which supports that higher line speed.

You can call Mead Data's 800 number to get a local access 2400 phone number or use the Meadnet 2400 baud number. Then you can change the configuration screen on your LEXIS software.

The 2400 line speed is more convenient and less expensive for browsing in the KWIC format. It is particularly suited for Shepardizing.

In Sacramento I use the local Tymnet 2400 access number with our NBI System 64 and a 2400 Courier modem.

Our office has been accessing LEXIS at the 2400 baud line speed for about one month now and we find it much more efficient than the 1200 baud rate. I thought I would pass it along to the NOCALL members.

> Mary Ann Parker, Librarian
> Office of the State Public Defender
> (916) 322-5795

The Sacramento County Law Library launched its LEXIS sponsorship with a special mailing to all Sacramento County Bar Association members. Besides a $25.00 discount on the library LEXIS enrollment fee of $150, all bar members who sign up between April 15 and May 15, 1987 will receive half-price training at the LEXIS training center in Sacramento. Besides the standard LEXIS search charges to members, the library adds $30 to each member's bill during months that the user signs on to LEXIS. LEXIS group members may sign on from their offices, through their own PC and modem, or from the library LEXIS terminal. We are also charging an additional $20.00 per hour for staff assistance for searches performed on the library LEXIS terminal.

From the Peninsula . . . . .

On August 31st, 1987, Mr. J. Myron Jacobstein will be retiring from Stanford University after serving over 25 years. Mr. Lance E. Dickson will replace Mr. Jacobstein as director of the library. Mr. Dickson is currently the Head Librarian at Louisiana State University Law Center Library in Baton Rouge, Louisiana.

Peninsula Area Law Librarians enjoyed a brown bag lunch at Brobeck, Phleger & Harrison on March 25, 1987. Cindy Hill, Information Specialist from Failure Analysis in Palo Alto presented a talk on her use of PFS: File and PFS: Report for serials control.

Liza MacMorris had a baby daughter named Katherine on March 17, St. Patrick's Day and her husband's birthday! Congratulations to you both!

From San Francisco . . . . .

Debbie Martin has left Cooley, Godward to become the head librarian at Feldman, Waldman & Kline in San Francisco.

Manuel Jacob Koff has left Baker & McKenzie in San Francisco to become the head librarian in the New Mills Law Library.

Donna Martinez has left the Bank of America Law Library to become the head librarian at Baker & McKenzie.

Good luck to all of you!

FOR SALE

The Mendocino County Law Library, Room 207, Courthouse, Ukiah, CA 95482, is interested in removing the following volumes from the inventory. Please contact Angie if you are interested: (707) 463-4481.

LAW LIBRARY BOOK DISPOSAL LIST:

1. AMERICAN JURISPRUDENCE 2D VOL. 1-82, INDEX, DESK BOOK (Bancroft-Whitney)

2. NICHOLS ON EMINENT DOMAIN, Third Edition VOL. 1-10, INDEX (Matthew Bender)

3. WORDS AND PHRASES, Permanent Edition, VOL. 1-46 (1928 to DATE) (West Publishing)

4. CAL PRACTICE VOL. 1-20 (1968-1980) (Bancroft-Whitney)

5. NORTHWESTERN REPORTER VOL. 1-300 (NATIONAL REPORTER SYS)
   NORTHWESTERN REPORTER 2D VOL. 1-282

6. WEST'S CAL DIGEST 1850-TO DATE VOL. 1-49A
   WEST'S CAL DIGEST 2D VOL. 1-50

7. NORTHEASTERN REPORTER VOL. 1-200 (NATIONAL REPORTER SYS)
   NORTHEASTERN REPORTER 2D VOL. 1-393

**8.   PACIFIC REPORTER VOL. 1-300
        PACIFIC REPORTER 2D VOL. 1-726

**9.   WEST'S CAL REPORTER VOL. 1-226

10. ATLANTIC REPORTER VOL. 1-200
    ATLANTIC REPORTER 2D VOL. 1-384

11. NEW YORK SUPPLEMENT VOL. 1-300
    NEW YORK SUPPLEMENT 2D VOL. 1-414

12. SIXTH DECENNIAL DIGEST VOL. 1-36 1946 TO 1956
    SEVENTH DECENNIAL DIGEST VOL. 1-38 1956 TO 1966

13. CORPUS JURIS SECUNDUM VOL. 1-101A & INDICES

** The trustees would like to trade for the
   California Official Reports, but these volumes
   must be retained until such a trade can be made in
   order to provide complete coverage of all past
   Ca. and Cal.App. opinions.

WANTED TO PURCHASE

Do you have a card catalog that you would like to
sell? Ann DiLoreto would like to purchase a used card
catalog--sans cards! Contact Ann at 326-7370.

CCH Federal Securities Law Reporter transfer
binders containing decisions from 1954-1982 are needed
by Cooley, Godward, et al, Palo ALto. Call Carolyn
Billheimer at (415) 494-7622 if you have a set you
would like to sell.

DIRECTORY ADDITIONS:

Anton Haas, Jr.
Washburn & Kemp
144 2nd Street
San Francisco, CA   94105
(415) 543-8131

Ken Herold
1480 Waller, #4
San Francisco, CA   94117
(415) 552-0865

Joan Howland
University of California
Law Library
Boalt Hall
Berkeley, CA   94720
(415) 642-4044

Terence K. Huwe
Contra Costa Public
  Library
1750 Oak Park Blvd.
Pleasant Hill, CA   94523
(No Phone # Available)

Mary Jeanne Leffers
Correctional Training
  Facility
South Library
P.O. Box 686
Soledad, CA   93960
(No Phone # Available)

Rosalee M. Long
Robert Crown Law Library
Stanford University
Stanford, CA   94305
(415) 723-2475

Barbara A. Martinez
Governor's Office of
  Planning & Research
1400 Tenth Street, Room 206
Sacramento, CA   95814
(916) 322-6312

Christopher O'Rourke
McGeorge School of
  Law Library
University of the Pacific
3282 Fifth Avenue
Sacramento, CA   95817
(916) 739-7014

Pamela Eve Swedlow
Holtzman, Wise and Shepard
600 Hansen Way
Suite 200
Palo Alto, CA   94306
(415) 856-1200

Gina C. Wu
Ware & Freidenrich
400 Hamilton Ave.
Palo Alto, CA   94301-1809
(415) 328-6561

This list was in the last newsletter without phone
numbers.

MORE DIRECTORY ADDITIONS:

Sue Gibson
Mead Data Central
101 California Street
Suite 2500
San Francisco, CA 94111
(415) 781-1707

Cookie Lewis
Resen, Wachtell & Gilbert
345 California Street
San Francisco, CA 94104
(415) 434-2300

Cecelia Mandanis
Washington Document Srv.
450 Fifth Street, N.W.
Suite 1110
Washington, D.C. 20001
(202) 628-5200

Joanna Thomas
Fisher & Hurst
Four Embarcadero Center
25th Floor
San Francisco, CA 94111
(415) 956-8000

Barbara K. Johnson
University of California
Benefits Library
417 University Hall
Berkeley, CA 94720
(No Phone # Available)

Charles J. Malarkey
Griffinger, Levinson,
 Freed & Heinemann
477 Pacific Avenue
4th Floor
San Francisco, CA 94133
(415) 433-7665

Ruth Nunez-Schaldach
McGeorge School of Law
 Library
University of the Pacific
3282 Fifth Avenue
Sacramento, CA 95817
(916) 739-7153

NOCALL DIRECTORY CHANGES:

Manuel Koff (p. 18)
    Change address to: Manuel Jacob Koff
                         New Mills Law Library
                         220 Montgomery St., #106
                         San Francisco, CA 94104
                         (415) 781-BOOK

Debra J. Martin (p. 20)
    Change address to: Feldman, Waldman & Kline
                         235 Montgomery St., Suite 2700
                         San Francisco, CA 94104
                         (415) 981-1300

Donna L. Martinez (p. 20)
    Change address to: Baker & McKenzie
                         580 California St., 5th Floor
                         San Francisco, CA 94104
                         (415) 576-3066

COMMITTEE NEWS

MEMBERSHIP COMMITTEE

The Membership Committee provides membership
applications and brochures describing NOCALL to
prospective members. The Committee also sends welcome
letters, newsletters, and directories to new members.
It conducts career information seminars at local
library schools. For brochures or more information,
please call Peg LaFrance at the U.S. Attorneys'
Office, (415) 556-5475.

PLACEMENT COMMITTEE

The NOCALL Placement Committee maintains an active file of available jobs in law firm, law school, county, state and federal law libraries. We also maintain current files of resumes of people seeking professional and nonprofessional law library positions in the Bay Area. If you are looking for a job or looking for a qualified employee, please contact us.

> Arturo Flores and Ginny Irving
> Law Library (Boalt Hall)
> University of Cal., Berkeley
> Berkeley, CA 94720
> (415) 642-4044

UNION LIST COMMITTEE
NOCALL UNION LIST (1986)
(Correction)

Please staple/tape the following correction slip onto page L-6 of your copy of the above.

Thank you.
Stuart Sutton.

LILLICK, McHOSE & CHARLES
Two Embarcadero Center, Suite 2600
San Francisco, CA 94111
    Librarian: Linda Spath   (415) 984-8379
    Asst. Librarian: Betty Hardin   (415) 984-8378
    Interlibrary Loan: Dennis Cohen   (415) 984-8323

GRANTS COMMITTEE

NOCALL GRANTS FOR AALL CONVENTION

The NOCALL Executive Board is making available two grants of $600.00 each to NOCALL members to attend the AALL conference in Chicago this summer. NOCALL's Grant Committee guidelines for awarding the grant money are as follows:

1. Candidates must be members of NOCALL. Preference will be given to active members.

2. Grants will be made upon the basis of financial need, proven ability, and the promise of contributions to the professions.

3. Priority will be given to applicants who have not yet received a grant; those recipients, however, of Workshops or Institute grants are not precluded from applying.

4. Recipients who are awarded both AALL and NOCALL grants may not accept both.

In submitting your application, please follow instructions carefully and submit before the deadline of Friday, May 15, 1987. The Grants Committee plans to notify applicants by the end of May. However, the Committee recommends that applicants not wait until then to make their reservations.

Please submit four copies of the application by May 15, 1987 to:

> Paul Lomio
> Stanford Law Library
> Stanford, CA 94305-8610

Grant Application: AALL Annual Convention in Chicago

Name: _____

Address: _____

_____

_____

Telephone: _____

Please answer the following questions in no more than
five or six sentences each:

1. Please describe your involvement with NOCALL
(e.g., length of membership, meeting attendance,
committee participation, other). _____

_____

_____

_____

_____

_____

_____.

2. Please describe below your financial need for a
NOCALL grant. Include in this answer the amount your
employer will contribute toward your convention
expenses. _____

_____

_____

_____

_____

_____.

3. Please describe below how attending the Convention
will benefit your career. _____

_____

_____

_____

_____

_____.

4. Have you applied or do you intend to apply for an
AALL grant for the Convention? _____.

NOCALL NORTHERN CALIFORNIA ASSOCIATION OF LAW LIBRARIES
A Chapter of the American Association of Law Libraries

GET INVOLVED IN NOCALL!

Working on the NOCALL Committees can be a rewarding
and educational experience. Please check any of the following
committees on which you would like to serve.

_____	Archives
_____	Audit & Budget
_____	Constitution and Bylaws
_____	Consulting
_____	Education
_____	Grants
_____	Membership
_____	Nominations
_____	Placement
_____	Public Access
_____	Union List
_____	Newsletter

NAME: _____

PHONE: _____

Send to: Sharon French
              Bank of America
              Legal Dept. #3017
              P.O. Box 37000
              San Francisco, CA 94137

CATALOG LIBRARIAN. Law Library

Qualifications: ALA-accredited MLS. Desirable qualities: experience with either RLIN or OCLC, knowledge of AACR2, LC classification and subject headings, MARC tagging and demonstrated supervisory skills. Duties: Responsible for original and copy cataloging of all library materials in the main library and branch locations. Also responsible for retrospective conversion via RLIN: limited reference duty. Position available: Immediately, will consider part-time until graduation from library school. Salary: Competitive with good benefits. Send resume to: Alice McKenzie, Brobeck, Phleger & Harrison, Spear St. Tower, 1 Market Plaza, San Francisco, CA 94105.

DIRECTOR OF COUNTY LAW LIBRARY.

Requirements: JD and MLS, and significant law library administrative experience. Director serves under board of trustees consisting of five judges and two attorneys and is responsible for system made up of large main library and three branches. Experience in budget and personnel administration necessary; experience with legal databases, as well as administrator's knowledge of use of micro-computers in libraries (Library's acquisitions, serials, catalog and circulation are on a large micro-computer). Duties: responsible for library system with collection of 245,000 volumes, staff of 22 permanent and 13 part-time employees; responsible for collection development and annual budget of $1,400,000. Salary: $47,500 or more, depending upon qualifications and experience. Available: June 19, 1987 or earlier. Contact: Hon. Douglas R. Woodworth, Personnel Committee, San Diego County Law Library, 1105 Front Street, San Diego, CA 92101-3999. An affirmative action/equal opportunity employer.

ITEMS OF INTEREST

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        Joan Loftus
        (415) 399-3043

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

SPECIAL
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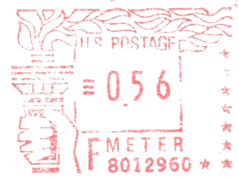
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