



# NORTHERN CALIFORNIA ASSOCIATION OF LAW LIBRARIES

Vol. 9. No. 3

November/December, 1988

## PRESIDENTS MESSAGE

The NOCALL year is well underway, Fall activities were numerous. Since my last message the Education Committee presented two fine programs. On October 14th members were treated to a choice four sessions and beautiful weather in Santa Cruz. On November 16 while your president was receiving prospective juror orientation, more than forty members heard Andrew Hesse from the Office of Administrative Law talk about coming changes for the California Code of Regulations. A special thank you to Laura Peritore for putting the program together on short notice.

At the September board meeting the officers voted to purchase the Altman & Weil Private Law Library Survey for the Placement Committee to use with prospective employers and job applicants. The survey includes much more than salary information and the Private Law Library SIS of AALL must pay back AALL for the

loan they received to fund the survey. I recommend those who need more extensive information from the survey, purchase it directly.

The next Executive Board meeting is scheduled at 10 a.m., January 27, 1989 directly preceding the Business Meeting. The board will review proposed newsletter advertising guidelines prepared by Laura Peritore. Committee chairs who have items for the board agenda should notify me by January 13. This next NOCALL meeting is a business meeting and luncheon on January 27th at the Marine's Memorial Club. We are fortunate to have Barbara Golden from the AALL Executive Board as a guest speaker. She will bring us news from the national association. Barbara will arrive here on Thursday afternoon. Since she has only a short time to speak at the meeting she has agreed to meet

(continued on page 45)

**NOCALL OFFICERS****1988 - 1989**

PRESIDENT	Shirley H. David, Sacramento County Law Library
VICE-PRESIDENT/PRESIDENT ELECT	Virginia J. Kelsh
SECRETARY	Ginny Irving
TREASURER	Ruth Girill
PAST PRESIDENT	Sharon French

**NOCALL COMMITTEES****1988 - 1989**

Assn. of Legal Administrators	Shirley David 916-440-6013 Virginia Kelsh 415-666-6679	--Attend meetings. --Report events to the board, newsletter editor and members.
Archives,	Iris Wildman, Chair 415-723-2471	--Maintain archives. --Lend documents from archives to members.
Audit and Budget	Trish MacCurdy, Chair, 408-277-9788 Michael D. Jones	--Audit books (1987-88) --Prepare budget (1989-90)
Constitution and Bylaws	Lorraine Rodich, Chair 408-772-9788	--Review and draft amendments to constitution bylaws as required.
Consulting	Loretta Mak, Chair 415-772-6812	--Perform consulting assignments for law offices.
Education	Laura Peritore, Chair 415-565-4755	--Fall Workshops --Program meetings
Grants	Leslie Hesdorfer, Chair 415-981-5550 Barbara Friedrich, Lynn Lundstrom, & Marian Shostrom.	--Solicit applications and award grants for institute, workshops, AALL programs.
Indexing	David Bridgman, 415-725-0801 Jacob Koff 415-781-BOOK	--Special committee to index board resolutions.
Institute	Virginia Kelsh, Chair	--Annual Institute
Membership	Sandra Sawyer, Chair 415-986-4200 Marlene Harmon, 415-392-6329	--Directory, brochure, letters to new members. --PR with library schools. --Provides labels for other committees.
Municipal Codes	Alice McKenzie, Chair, 415-979-2617	--Update and sell Municipal Code Compilation.
Newsletter	Joy Tennison, Editor 415-284-5367	--Produce Newsletter.
Nominations	Mary Ann Parker, Chair 916-322-5795	--Select candidates for office. and collect biographical information.
Placement	Paul Lomio, Chair 415-725-0804	--Collect & distribute resumes, list jobs, provide advice to job seekers & employers.
Public Access	Coral Henning, 415-554-6821 Chris O'Rourke, 916-739-7014 Co-Chairs	--Make presentations on legal materials, legal research and law libraries to outside groups.
Public Relations	Andy Eisenberg, Chair 415-723-2479 Carolyn Bilheimer, 415-494-7622 Donna Williams, 415-493-9300	--Advertise NOCALL activities & programs to outside groups. Keep officer information up-to-date in legal directories.
SCALL Liaison	Virginia Kelsh, 415-666-6679	--Attend SCALL Institute & exchange information with SCALL.
Union List	Todd Bennett, 415-955-3669 Mary Staats, 916-954-4451 Co-chairs	--Work with CLASS to produce Union List. --Sell Union List.

## **President's Message, continued...**

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with other members before and after the meeting. My plan is to escort Barbara to libraries in the Sacramento area on Thursday afternoon and to libraries in the San Francisco area on Friday afternoon. This is your opportunity to have Barbara personally bring your concerns to the AALL board meeting and to give her exposure to the variety of law libraries in the NOCALL chapter.

The Constitution and Bylaws Committee has prepared amendments to be voted on at the January business meeting. The constitutional amendment requires a 30 day notice. All proposed amendments are included in this newsletter with further recommendations by the committee for your review before the meeting. Other committee chairs should be prepared to give a midyear progress report at the meeting. I look forward to seeing you in January.

Shirley S. David  
President

### **Chapter President's Workshop**

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On October 7th a chapter presidents workshop was held in Chicago. Twenty-three chapter representatives as well as speakers from the National Association attended. An extensive handbook was prepared that will continue to be useful to this president.

Roger Jacobs spoke about AALL finance. In answer to Mark Makler's question concerning the

red ink in the AALL Budget, AALL has been saving for years for the move to the new headquarters and the professionalization of headquarters staff. Our current income is 55% dues, 12% net from the annual convention, 27% investment and 8% publications income. AALL investment interest is derived from an endowment fund which is a combination of the scholarship fund and a grant from the Ford Foundation for the Index to Foreign Periodicals that is no longer needed for financing the index. It was the intention of the Executive Board to use 50% of endowment fund earnings for reinvestment to increase the corpus. This year all of the earnings and some of the corpus were used to finance the association.

Roger Jacobs brought up the issue of dues. National dues have not been raised since 1981. He was of the opinion that we should continue to have large investment account so the interest can be used for funding the association. In the long-run it helps keep down the amount of dues increases. The financial committee and the executive board are addressing the funding issue this fall. We will hear more on this issue. I will not be surprised if there is a proposal to raise dues. Other highlights of the meeting include:

- 1) A discussion to keep the cost of local newsletters down by reducing the number of copies sent to AALL and to chapter representatives.



## Chapter President's Workshop, continued...

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2) A discussion of which chapters have insurance, answer 0. Ours can get insurance for \$750.00 through a carrier recommended by Bill Jepson.

3) Concerning the Reno convention: All NOCALL Members will receive registration information for the AALL Reno Conference in June. For planning a travel budget--Rooms at Bally's are \$60/single & double and \$68/triple. Some concern was expressed by the presidents that the costs of vendor events are getting out-of-control. Mead Data will not sponsor a separate Tuesday night event, but instead, will sponsor the Sunday evening opening event.

4) Congratulations to Joan Howland who has been named program chair of the Minneapolis Convention.

5) Babe Russo, AALL Controller, was a gracious hostess in spite of the temporary disruption to her office during the outside audit of our financial records. The workshop concluded with a tour of headquarters. It was nice to see a terminal at every desk and adequate work space at headquarters.

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The following review is by:  
Tana Smith,  
Assistant Librarian  
Sacramento County Law Library

## New York Legal Research Guide

Gibson, Ellen M.  
William S. Hein Co., 1988,  
404p., \$32.50

California librarians familiar with Henke's California Law Guide will recognize the familiar format in the recently published New York Legal Research Guide by Ellen M. Gibson. Ms. Gibson outlines New York's constitution, legislative system, reports, administrative code--in short, the elements of legal research for any guide to law. Yet, we who appreciate Henke's comprehensive treatment of California law will not find the Gibson book as good. I find Henke's the best of handbook styles. He illustrates, compiles, diagrams, explains, offers tables and finding aids, and gives a lot of examples. I feel, conspicuously lacking from the Gibson book is Henke's depth and appreciation for the intricacies of law. For example, Henke's chapter on "California Legislation Analysis and Intent" has no counterpart in Gibson's book.

New York Legal Research Guide's descriptive format is its greatest advantage. Each segment is brief and succinct, albeit dry because of this descriptive style. This overview of New York legal material includes media sources. California librarians will find it useful.

A review copy compliments of Hein Co. is available to borrow from the Sacramento County Law Library.

## PROPOSED CHANGES IN NOCALL CONSTITUTION AND BYLAWS

Proposed Amendment to the Constitution submitted by the Constitution & Bylaws Committee upon recommendation of the Executive Board:

### ARTICLE IX. ANTIDISCRIMINATION.

Neither membership, nor full participation in the activities of this Association shall be denied to any person on account of race, color, religion, sex, age, national origin, sexual preference, or disability.

Proposed changes in Bylaws submitted by the Constitution and Bylaws Committee upon recommendation of the Executive Board.

### ARTICLE II. MEMBERSHIP

Section 1. Categories of Membership. Members of the Association shall consist of...

c. Retired members. Any person who is retired from library work, and was an active member of the Association for ten or more consecutive years, may become a retired member upon payment of dues. Membership in the Western Pacific Chapter of the American Association of Law Libraries, prior to the founding of this Association, shall count towards meeting the years of membership requirement.

Those persons previously elected to life membership may continue as life members with no requirement of payment of annual dues...

Section 2. Dues, rights, and privileges. The right to hold an office shall be restricted to active members and retired members. The rights of voting shall be restricted to active members, retired members, and life members.

The dues shall be as follows:

...

c. Retired members. The annual dues for retired members shall be one-half the amount paid by active members.

### ARTICLE III. MEETINGS

Section 1. An annual meeting of the Association shall be held in the second week of May at such time and place as the Executive Board shall determine. The annual meeting shall include a business meeting.

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Section 4. A quorum for a business meeting of the Association shall consist of ten (10) percent of the members eligible to vote who are on the Association's membership list twenty-four hours in advance of the meeting.

Submitted by,  
Lorraine E. Rodich,  
Chair,  
Mary Hood,  
Karen Demers

Note: See following page for committee recommendations regarding the proposed amendments listed.

## **CONSTITUTION & BYLAWS COMMITTEE RECOMMENDATIONS:**

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Following is a letter from Lorraine E. Rodich, Chair of the Constitution & Bylaws Committee to Shirley David, President of Nocal:

"I have written the proposed changes and amendments as recommended by the Executive Board. However, the Committee members have some reservations regarding the proposed bylaws:

1. The retired membership category was written to be in conformity with the AALL category as recommended by the Executive Board. However, the ramifications of the section as written are that a member who joined NOCALL late in his/her career may still be required to join NOCALL as an active member for a number of years after retirement before being eligible to become a retired member. As long as this is understood by the membership when it is voted upon, the Committee has no problem with the recommended changes.

2. The Committee recommends going back to the original wording of Article III, Section 1. That is, keep the section flexible so it does not have to be rewritten as often as it has been. That way, it is up to the Executive Board to decide when the meeting is held, keeping in mind all the other requirements on when/where it should be. However, an alternative recommended wording is:

An annual meeting of the Association shall be held in May by the sixteenth (16th) of the month at such time and place as the Executive Board shall determine...

3. The Committee feels strongly that a ten percent quorum is too low. It recommends something between ten and twenty-five, say, eighteen or twenty percent. If the Executive Board still wants ten percent, the Committee suggests that the amendment not be voted on by the membership at a business meeting unless/ until notice of the proposed changes has been published in advance. In fact, the Committee would recommend that a mail ballot be used so that the whole voting membership has a chance to participate."

## **WHITE HOUSE CONFERENCE ON LIBRARY AND INFORMATION SERVICES**

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The second White House Conference on Library and Information Services will be held between September 1, 1989 and September 30, 1991. An advisory committee will be appointed by the President to help plan and conduct the conference. The Legislation and Legal Developments Committee of the AALL is going to attempt to have a law librarian appointed to the committee and to have the Association participate in some way.

Local chapters may want to discuss this idea and what action should be taken on this.



**REGISTRATION  
NOCALL JANUARY BUSINESS MEETING & LUNCHEON**

**TIME:** Friday, January 27, 1989  
11:30 - 2:00 pm

**PLACE:** Commandants Room  
Marine's Memorial Club  
609 Sutter Street, San Francisco

**AGENDA:** 11:30 am No Host Reception  
12:15 pm Lunch  
12:45 pm Business Meeting  
1:30 pm Speaker - Barbara Golden,  
AALL Executive Board Member,  
Outreach Director  
Minnesota State Law Library

**ENTREE:** Choice of:  
Baked Salmon Steak or Vegetarian Quiche

**PRICE:** \$14.00

**REGISTRATION DEADLINE MONDAY, JANUARY 23, 1989**

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Name \_\_\_\_\_

LIBRARY \_\_\_\_\_

Telephone Number \_\_\_\_\_

\_\_\_\_\_ I will attend the lunch. Please order:  
\_\_\_\_\_ Baked Salmon Steak  
\_\_\_\_\_ Vegetarian Quiche

\_\_\_\_\_ My check for \$14.00 is enclosed

\_\_\_\_\_ I will attend the meeting only

\_\_\_\_\_ I would like to invite Barbara Golden to tour my  
library.

Please return registration to:

Shirley H. David  
Sacramento County Law Library  
720 Ninth Street, Room 16  
Sacramento, CA 95814

Virginia Kelsh, NOCALL liaison to the Golden Gate Chapter of the Association of Legal Administrators (ALA), attended a luncheon meeting as guest of the Bar Liaison Committee of ALA on October 28, 1988. The meeting was also attended by representatives from the following organizations: San Francisco Association of Legal Assistants; Association of Law Office Services; Association of Record Managers and Administrators; Legal Secretaries, Inc.; Marin Association of Legal Assistants; San Francisco Docket Association; and Alameda County Legal Secretaries Association. Each organization explained its purpose and goals, this year's activities, and publications or other means of communication. All of these groups have professional development, continuing education, networking and information-sharing goals geared toward paralegals, legal secretaries, law librarians, record managers, or law office administrators.

Virginia informed the group of cost and availability of the **NOCALL Newsletter; California's Municipal and County Charters, Codes, and Ordinances - A Directory of Availability, 2d. Ed.**; and the **NOCALL Union List of Periodicals, 4th Ed.** She also told the group about our Public Access to Legal Information and Consulting Committees and about the upcoming spring Institute on Visual Arts and the Law. Representatives from the various organizations agreed to send information about upcoming workshops, seminars and other

educational programs to ALA by the fifteenth of each month. A listing of these programs will be printed in the ALA newsletter, **The Bridge**. Virginia is on the mailing list to receive this and will in turn send the list of programs and meetings to the **NOCALL Newsletter** for publication so NOCALL members may keep abreast of legal administration educational programs in the northern part of the state. If NOCALL members hear of local programs dealing with any aspect of law office or law library management, please call Virginia at (415) 666-6678.

#### HASTINGS INSTALLS NEW SYSTEM

Hastings Legal Information Center has recently installed a new automated Circulation system. In conjunction with the new system, starting January 1, 1989, Hastings will change its lending policies. All unaffiliated borrowers must file an application and leave a deposit. All approved borrowers will be issued a library card. For more information call Circulation Librarian Anne Bock, at 565-4750.

SCALL Institute--The Southern California Association of Law Libraries will sponsor an Institute on California Law entitled, "Employment Law: The Law from 9 to 5," which will be held February 3-4, 1989 at the U.S. Grant Hotel in San Diego. For additional information contact L. Williams, Law Library of the University of Southern California, 213/743-7448



## **NOCALL LIAISON ATTENDS WESTPAC MEETING**

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Virginia Kelsh, Vice-President of NOCALL, attended WESTPAC's 1988 annual meeting on **THE LAW OF THE WEST: Exploring the Western Legal Tradition**. This excellent conference featured a national faculty of experts on Western legal history. Several of the presentations focused on the factors (natural resources, the Hispanic code, the Hudson Bay company, company towns, vigilante movements) that influenced the development of Western law in the late nineteenth and early twentieth centuries. Other presentations dealt with the treatment of specific groups of people (Indians, Chinese, women, Mormons) who settled in the West, or with Western figures who shaped the law (William Claggett and A.L. Bancroft).

NOCALL member, Nancy Carol Carter, spoke on the topic of legal publishing in a lively presentation of "Spreading the Gospel: Disseminating the Law in the Western States." Virginia has sent an annotated conference handbook describing the sessions and speakers to the NOCALL archives at Stanford University Law Library, if anyone wishes to read about the presentations. Several of the presentations will be featured in a forthcoming issue of the new journal, **WESTERN LEGAL HISTORY**. The conference was taped and those videotapes are available for purchase. (See order blank in this issue.)

At the WESTPAC Business Meeting, Virginia invited WESTPAC members to attend the April 8, 1989

**NOCALL Institute on Visual Arts and the Law** to be held at Hastings College of Law. She also expressed the interest of NOCALL members to join with WESTPAC for a two-day Fall, 1989 conference in Monterey, CA. After some discussion, it appears that a joint meeting will be held with NOCALL organizing local arrangements and WESTPAC being responsible for the program which may be a combination of administrative and substantive topics. NOCALL may also jointly sponsor a breakfast or lunch with WESTPAC at the annual AALL meeting in Reno in June, 1989. Additional details regarding these events will be forthcoming in future issues of the NOCALL Newsletter.

### **FOR SALE**

New DATAVUE 10 drawer visible file with 69 pockets per drawer from DEMCO. Dimensions are 10.5"x24"x14.75". We purchased this shortly before deciding to automate our serials, and it has never been used. Original cost was \$500.00, but we will accept any reasonable offer; we need the desk space. If interested, please call Sharon McNally at Steefel, Levitt and Weiss at (415) 788-0900 ext. 377.

30-DRAWER LIGHT OAK CARD CATALOG with pullout shelves and stand and is in BRAND NEW condition. \$1,750.00 or best reasonable offer. If interested, please call Bev Lipton at Brobeck, Phleger & Harrison at (415) 496-2805.

A complete set of West's Arizona Revised Statutes, annotated, current as of 12/22/88 with 1988 pocket parts. Price negotiable. Please contact Alice Arant-Cousins, Evans, Kitchel & Jenkes, 2600 N. Central Av., Phoenix, AZ, 85004-3099. 602/234-8887.

Legal Newsletters in Print 1989 edited by Arlene L. Eis will be available in January. This publication lists 1600+ legal, law-related legislative, or regulatory-related newsletters, bulletins and reporters. Includes index. To purchase this 5th annual edition, send prepayment for \$63.00 to: Infosources Publishing, 140 Norma Road, Teaneck, NJ 07666.

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## **Want to take the conference HOME?**

**WESTPAC has arranged to have the CONFERENCE  
VIDEOTAPED.**

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THE FOLLOWING TAPES WILL BE AVAILABLE:

- \_\_\_\_\_ Tape 1 -- The Rugged West
- \_\_\_\_\_ Tape 2 -- Hispanic Influence
- \_\_\_\_\_ Tape 3 -- Mormon Influence
- \_\_\_\_\_ Tape 4 -- Native American Influence
- \_\_\_\_\_ Tape 5 -- Development of Law in Western Canada
- \_\_\_\_\_ Tape 6 -- Women & Divorce in Wyoming
- \_\_\_\_\_ Tape 7 -- Frontier Justice
- \_\_\_\_\_ Tape 8 -- Treatment of Chinese
- \_\_\_\_\_ Tape 9 -- Law in Company Town
- \_\_\_\_\_ Tape 10 -- William H. Claggett
- \_\_\_\_\_ Tape 11 -- Spreading the Gospel: Disseminating the Law
- \_\_\_\_\_ Tape 12 -- The Legal Historical Society
  
- \_\_\_\_\_ Entire set of tapes

Individual tapes cost \$15. The entire set of tapes cost \$120. Prepayment is required.

To order please complete and return this form to:

John Madden  
Law Library -School of Law  
University of Idaho  
Moscow, Idaho 83843  
(208) 885-6521

NAME:	_____
INSTITUTION:	_____
ADDRESS:	_____
CITY/STATE:	_____

Bilyeu, David and Richardson, Sonya. "Word Perfect and Label Production". 8 Small Computers in Libraries 25. (October 1988).

Carrabis, Joseph-David. "Writing a Library Database Management System". 7 Library Software Review 248-252. (July-Aug. 1988).

DeLucia, Christina and Satterlund, Lisa L. "Sexual Harassment in the Workplace: A Selective Bibliography 1982 Through 1987". 9 Law Librarians of New England News 66-72. (September 1988).

Durako, Fran and Stivers, Bob. "Update V: LEXIS and WESTLAW". 7 Legal Information Alert 1-3. (October 1988).

Gentry, Mark. "Making dBASE Work for You". 1 Trends in Law Library Management and Technology 6-8. (March 1988).

Harris, Richard. "The Database Industry: Looking into the Future". 11 Database 42-46. (October 1988).

Herther, Nancy. "APPLECD SD: APPLE'S New CD-ROM Drive". 1 The Laserdisk Professional 13-18. (July 1988).

Howland, Joan. "Mentoring: A Crucial Aspect of Management". 1 Trends in Law Library Management and Technology 3-5. (March 1988).

Machalow, Robert. "Importing Files into Lotus". 8 Small Computers in Libraries 26-27. (October 1988).

Marion, Craig A. "WordPerfect 4.2 and MicroSoft Word 4.0: Now Which One's Best?" 7 Library Software Review 241-245. (July-August 1988).

Miller, Tim. "Data bases: Finding your world in the electronic newspaper". Editor & Publisher 34-44. (September 10, 1988).

Ojala, Marydee. "Disks in Denver: Laserdisks at the SLA Conference". 1 The Laserdisk Professional 12-16. (November 1988).

Reese, Jean and Steffey, Romona J. "The Seven Deadly Sins of CD-ROM". 1 The Laserdisk Professional 19-24. (July 1988).

Starr, Karen J. "Taming the CD-ROM Wilderness: Developing and Managing a Workstation". 1 The Laserdisk Professional 46-52. (November 1988).

Please contact Veronica Maclay, Hastings College of the Law Library, 200 McAllister St. SF CA 94102. (415) 565-4767 for copies of these articles.



## MEMBERSHIP NEWS

### SAN JOSE AREA

Rebecca Duncan of Sixty South Market Library in San Jose is leaving that position and taking a position as a Lexis rep.

### SAN FRANCISCO AREA

Leigh Donley has been appointed Assistant Librarian at Hastings College of the Law. Her duties include reference, cataloging, and interlibrary loans. Leigh received her MLIS and BS from the University of California, Berkeley, and has held her position at Hastings for over a year. Prior to Hastings, Leigh was a serials cataloger for the library at UC Berkeley, records manager for UC Berkeley's Development Office, and a field technician for the U.S. Forest Service.

## JOB OPENINGS

### PALO ALTO

Librarian. MLS and one year experience required. Familiarity with legal and business databases also required. Exciting position in a congenial atmosphere with a competitive salary and excellent benefits. Please send resume to: Nancy Lewis, Cooley, Godward, Castro, Huddleson & Tatum, 1 Maritime Plaza, 20th floor, San Francisco, CA 94111. No phone calls, please.

### SACRAMENTO

Librarian. Full-time. Fifty-five attorney firm seeks librarian. Has filing service now. MLS required. Send resume to: Mary Cramer, Director of Personnel, Downey, Brand, Seymour & Rohwer, 555 Capitol 7 Mall, 10th floor, Sacramento, CA 95814. Phone inquires to Ms. Cramer at (916) 441-0131.

### SAN JOSE

Senior Librarian. Under the general direction of the court, performs organizational, supervisory, and maintenance duties within the library of the Court of Appeal, including: conducting legal reference and research work; acquiring, cataloging and administering legal materials; other related work as required. This is a one-position law library, serving six justices and twenty-two attorneys. Competitive salary, excellent benefits. Available immediately. Send letter and resume to: California Court of Appeal, Sixth Appellate District, 333 West Santa Clara St., San Jose, CA 95113.

### SAN FRANCISCO

Library Technician. New position. Full time, permanent. Duties include: mail, shelving, filing, interlibrary loans, new book processing, other special projects. Some duties require use of INMAGIC software. Send resume to: Leslie Rosenfeld, Graham & James, 1 Maritime Plaza, San Francisco, CA 94111.

## UC BERKELEY EXTENSION LIBRARY COURSES

"Finding the Right Library Career" will be taught in San Francisco on February 12 & 26, by Yvonne Boxerman, manager of Bay Area Operations for Advanced Information Management.

"Information Brokering - Is this Career for You?" offers a detailed look at what information brokers do and the specific requirements to succeed in this field. Instructor Rosemarie Falanga is a consultant specializing in library and information systems. This meets at UC Berkeley, Saturday & Sunday, March 11 & 12.

"Using the Macintosh in Libraries" is a one-day course which examines ways Macintosh computers are being used in libraries today. Course is co-taught by Edward Valauskas, editor of Macintoshed Libraries, & Bill Vaccaro, social sciences and history librarian at the Sulzer Regional Library in Chicago, and Janet Vratny-Watts, senior information specialist for technology at the Apple Corporate Library in Cupertino. This meets Sunday, March 12, Oakland Hyatt Regency Hotel.

These last two courses are being presented in conjunction with the annual Small Computers in Libraries (SCIL) 1989 conference in Oakland, March 14-16, 1989. For details on these call (415)643-6903 or write to Library and Information Studies, UC Berkeley Extension, 2223 Fulton Street, Berkeley, CA 94720.

## SCIL CONFERENCE

The 4th Annual Small Computers in Libraries Conference & Exposition will be March 14-16, 1989 at the Hyatt Regency, Oakland. It will include a series of seminars for Integrated Online Systems & CD-ROM Services. Cost for the 3 days is \$145.00. For information call 800/635-5537, ask for Hannah Preston or Marilyn Reed.

## SLA PROGRAMS

Jan. 12--San Francisco. Alice Sizer Warner. "Fee vs. Free Library User Charges." Contact D. Cunningham, 415-393-4328.

The 1989 Winter Education Conference, Jan. 27-29, 1989 in San Francisco will include four full day CE courses and six half day workshops on a variety of information and general management topics. For information contact: Professional Development Section, SLA, 1700 18th Street, NW, Washington, DC 20009. 202-234-4700.

Feb. 15--East Bay. Kathryn Maudsley, UC Davis, "Freedom of Information." Contact C. Ghent 415-891-3236.

Mar. 16--San Francisco. Allen Emory. "AIDS in the Workplace." Joint meeting with Northern California Medical Librarians. Contact J. Leonard, 415-965-7799.

Apr. 20--East Bay. Jim Mosher, "Alcohol and Advertising." Contact K. Thomas, 415-986-0878,

## INFORMATION FROM AMERICAN ASSOCIATION OF LAW LIBRARIES

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Some important meeting dates are as follow:

Midwinter Institute: Managing Emerging Technologies, Jan. 9-12, 1989, Infomart, Dallas, TX.

1989 Summer Institutes  
How to Teach Legal Research in Law Firm and Academic Environments, June 13-16, 1989, McGeorge School of Law, Sacramento, CA.

Space-Planning Within Existing Facilities, June 14-17, 1989, Granlibakken Resort, Lake Tahoe, CA.

1989 Annual Meeting  
Values and Resources, June 18-21, 1989, Bally's Hotel, Reno, NV.

1990 Midwinter Institute  
Accessing Business and Other Non-Legal Resources, location TBA.

1990 Summer Institutes  
International, Foreign and Comparative Law, Dates TBA, Univ. of Minnesota, Minneapolis.

Financial Management in Law Libraries, Dates TBA, Hamline University, Minneapolis.

1990 Annual Meeting  
June 17-20, 1990, Hyatt Regency, Minneapolis, Minnesota.

1990 Winter Institute, Law Libraries--Serving the Legal Information Needs of a Varied Constituency: The Judiciary, The Bar and the Public, Dates & location TBA.

1990 Annual Meeting, July 21-24, 1991, Marriott Hotel, New Orleans, LA.

1992 Annual Meeting, July 19-22, 1992, Hilton and Towers, San Francisco, CA.

1993 Annual Meeting, July 20-23, 1993, Marriott Hotel, Boston, MA.

1994 Annual Meeting, July 10-13, 1994, Seattle, Washington.

### Whitney-Carnegie Award Grants

ALA Publishing Services has announced that applications are now being taken for these grants which are awarded to individuals for the preparation of bibliographic aids for research. The aids must be aimed at a scholarly audience but have a general applicability. The awards cover costs appropriate to the product, including cost of research and compilation but not the purchase of equipment or production costs. Maximum amount is \$2,500. Winners will be chosen at ALA Publishing Committee's 1989 spring meeting. For more information, contact Germaine Wellington, ALA Publishing Services, 50 E. Huron Street, Chicago, IL 60611.

### How to Publish...

The third edition of "How to Publish in ALA Periodicals" is now available free with a SASE (with .45 postage) from American Library Association, Publishing Services Order Dept., 50 E. Huron St., Chicago, IL 60611.



**Permanent Paper Task Force**

A task force has been named by the National Library of Medicine to encourage medical publishers to adopt standards for acid-free paper, to promote the use of such paper to preserve biomedical publications, and to publicize the problems of deterioration and disintegration caused by acidic paper. The Medical Library Association supports this initiative and is active in promoting the goals of the Task Force. For additional information contact E. Fitzsimmons, 312/419-9094.

**TV Travel discounts to Midwinter**

A 40% discounted fare off coach fare is available to Washington, D.C. Multiple restrictions apply. For information call 800-826-9682, ask for group reservations for ALA Midwinter.

**Graphics Catalog Available**

A 24 page full-color catalog showing promotion materials for National Library Week, library card, etc. is available by sending your name and address on a postcard to ALA Graphics at ALA headquarters.

**ALA MEETS WITH FBI**

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On September 9th ALA's Intellectual Freedom Committee met with five officials of the FBI to discuss the FBI Library Awareness Program. The FBI defended its controversial program and other counterintelligence efforts affecting libraries, admitting only that these "ought to have more strict guidelines." Committee chair, C. James Schmidt, characterized the meeting as, "[T]he parties met, exchanged views, and agreed to disagree." The consensus is the bureau is unwilling to drop its program of visits to libraries. For additional information contact C. James Schmidt, Chair, ALA Intellectual Freedom Committee, 415/328-9020.

**PRIVATE LAW LIBRARY SURVEY**

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Altman & Weil has compiled a private law library survey for the AALL that will help gauge your library's performance. Incorporating questionnaires from over 600 responding corporate and firm law libraries, this survey features collected statistics of salaries and services, square footage, shelf capacity and benefits that will improve database utilization and suggest more effect cost recovery. This valuable resource is worth acquiring. To order send a check payable to AALL for \$150.00 to Altman & Weil, Inc.: P. O. Box 472: Ardmore, PA, 19003. Include your name, title, phone number and library address.

## ASSOCIATION OF RESEARCH LIBRARIES, OFFICE OF MANAGEMENT SERVICES

OMS will offer six institutes at seven locations in 1989. Offered on a regular basis since 1973, these institutes use a laboratory approach which encourages active partnership in the learning process.

Basic Management Skills Institutes (\$375) will be May 16-29 in Minneapolis, and October 3-6 in Baltimore. An Advanced Management Skills Institute (\$550) will be October 29-November 3 in Denver. Focusing on the specific concerns of librarianship, these institutes are devoted to advancing the supervisory and managerial skills of library staff and organization.

The Library Analytical Skills Institute (\$450) will be June 6-9 in Detroit, and Managing the Learning Process Institute (\$400) will be August 1-4 in Eugene, Oregon. This last focuses on skills needed for planning and decision-making in the complex world of today's library. It will provide library professionals with techniques and methods necessary for assessment of training and staff development needs and program implementation.

The newest programs are: Creativity to Innovation, November 8-10 in New Orleans, which will focus on the development of creative approaches for solving library problems; and Resource Management Institute, December 5-8, in Scottsdale, which is to increase effective management of library financial resources.

Enrollment for each Institute is limited. Interested librarians can call or write the OMS, Association of Research Libraries, 1527 New Hampshire Avenue, N.W., Washington, D.C., 20036, (202) 232-8656, for information and a brochure.

### SPEC KIT ON ELECTRONIC MAIL

A two page management flyer discusses the types of research library functions conducted by e-mail, the use of bulletin boards, management issues, and future trends. Nearly 80% of respondents to a 1988 survey indicated they use both on-campus and external e-mail systems. The Spec Kit is available for \$20.00 (plus \$5.00) for postage and handling. It contains tabulated survey results, organization charts, descriptions of campus mail systems and use instructions, descriptions of electronic bulletin boards and external mail systems. Also are a discussion of conferencing within an e-mail system, a sample survey to monitor use of an e-mail system in a university setting, and a selected reading list. Send checks payable to "ARL Office of Management Services" to SPEC, at the above address.

## ELECTRONIC PUBLISHING

The Subcommittee on Electronic Publishing of the Committee on Relations with Information Vendors wishes to remind members of its functions and announce its current membership. They facilitate communications between members of the Association and vendors who provide information in non-book formats. They will monitor complaints, provide suggestions to vendors and foster a cooperative working relationship between librarians and these vendors. Our local member is Marilyn Novel Earhart, Santa Clara University, Heafey Law Library, Santa Clara, CA 95053. 408/554-4986.

## FROM THE NEWSLETTER STAFF:

We request all newsletter articles be submitted as far in advance of the deadline as possible. We want to get as much information as feasible to you as quickly as possible.

Please submit articles on diskettes, in some form of word processing (specify which) or in an ASCII file. Articles which must be typed should be sent to an associate editor, after contacting them in advance.

Address changes go to the Membership Chair and subscription requests go to the Secretary.

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### NOCALL MAILING ADDRESS:

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San Francisco, CA 9410

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NOCALL Newsletter is published six times per year, beginning with the July/August issue. Items may be sent to the editor. Items for publication may be submitted on a diskette (only 3-1/2 high density not compatible) directly to the editor. The disks will be returned to you, if you so request. Typed items may be submitted to an assistant editor. Please call to verify in advance.

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### NEWSLETTER DEADLINES FOR 1988-89 ISSUES OF VOLUME 9 ARE AS FOLLOW:

January/February	1/23/89	March/April	3/20/89
May/June	5/15/89		

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NOCALL MEMBERSHIP: Categories and Annual dues - Active: \$15.00. Associate: \$15.00. Student: \$5.00. Life: No Dues. Membership includes newsletter subscription. Dues renewal falls at the beginning of the membership year on June 1st.

Newsletter subscriptions are available separately for \$15.00 per year from the NOCALL Secretary. NOCALL welcomes and encourages contributions to the Newsletter. Send items to the editor. The Newsletter is sent to other AALL Chapters and contributions may be included in other chapter newsletters and the Legal Information Management Index.



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