

CONVENTION REPORT

Editor's Note: *At the recent ALLUNY meeting it was requested that detailed coverage of the meeting be included in future Newsletters to assure historical coverage.*

FRIDAY

On Friday, October 8, 1982, Jimmy Lodato, President of ALLUNY, opened the 1982 meeting by introducing the speakers for the first program on Microform Space and Utilization. Larry Cheeseman of the Connecticut State Library talked about space as a valuable resource, especially for court and firm libraries where shelf space is limited and expensive. Warning against relying entirely on architect's space plans, Mr. Cheeseman pointed out that law libraries have special needs in regard to the use of their collection and the growth rate. Experimentation, viewing space planning as a problem solving endeavor, and disallowing self-imposed restraints were other suggestions for librarians who are involved in space planning.

Mr. Cheeseman also offered the ten commandments of space planning: (1) there are no set rules to follow, (2) draw a floor plan - it can be used as a graphic device for maps, reader guides, etc., (3) always save the walls for people, (4) if given a choice of space, pick a square over a rectangle, (5) discuss your floor plan with a lot of people, (6) visit other libraries, (7) learn about available furniture/equipment, (8) consider weight in space planning - compact shelving involves 300 lbs. per sq. ft. (150 lbs. for regular stacks, 2,000 lbs. per sq. ft. for loaded fiche cabinets), (9) always consider your light, and (10) give your space plan a personal touch. Mr. Cheeseman also discussed varying views of whether or not you should make your Audiovisual Department a separate area or integrate the microforms into the general collection.

In general, microform equipment has its own set of rules: (1) never rely on dimensions provided by the manufacturer - measure the equipment yourself, (2) plan room for servicing the equipment, (3) ask about supplies' shelf life to determine storage space, (4) check on the impact of lighting on the equipment and paper, (5) find out how noisy the equipment is, and (6) check out cabinet clearances - make sure you have enough space to open up the cabinets.

Lynn Fullshire of the Supreme Court Library at Riverhead, New York was unable to appear at the convention, but her paper was read by Jim. The paper marked the continued growth in media availability, especially with materials which are only available in micro format, and the impact realized as film and fiche collections expand without an increase of staff or space. Her paper also contained a short study of various storage containers, with a final statement that metal storage cabinets are the most beneficial housing for micro format materials.

SATURDAY

The morning program on Saturday, October 9, 1982 opened with moderator Mary Beth Dunn of the Syracuse Supreme Court Library continuing the discussion on microform space utilization. The program's first speaker was Sue Wood, listing the availability of many essential items on microform. Ms. Wood stated that by December 1984 West estimates that it will publish the 300th volume of New York Supp. 2d, and by December 1985, the 450th volume will appear. The reasons for going to microfiche are many:

space, limited binding budgets, collection development items not available in hard copy, the preservation of an old collection, the comparable expense of hard copies. Ms. Wood also urged anyone buying microforms to make sure that they have available adequate printing equipment to make readable copies for the users.

The next speaker was Lisa Holt, the microform librarian of the New York State Library. During her slide/tape presentation, Ms. Holt said the State Library will circulate materials to New York employees, doctors and state attorneys, and will photoduplicate almost anything according to staff limitations. Onsite charges are collected but free copies are provided state agencies and by interlibrary loan through NYSILL.

The program's third speaker was Professor Bardie Wolfe of Pace University Law Library. He discussed the growth in microforms during the last decade. Mr. Wolfe raised a number of questions, underlining those that a librarian will have to answer when switching to micro format: how do you let users know what is available; should one have separate catalogs for separate formats; how to best handle government documents which are in micro format.

Professor Wolfe also cautioned that there are a number of questions to answer before you purchase any kinds of micro format: (1) can you preview the micro format, (2) should you go silver halide or diazo, (3) what kind of external or internal aids will the collection need, (4) should you have cataloging cards for the collection, (5) does the publisher have a discount pricing policy, (6) what type of equipment will you need, (7) will the publisher update the material, (8) what kind of standards does the publisher follow, and (9) is it packaged so it can be integrated into the collection?

The final speaker on microforms was Mary Burch, Chief Law Librarian of the Office of Court Administration. Ms. Burch stated that the administration is considering microfilming the Records and Briefs of the four Appellate Division Courts in New York State, with the belief it will be cheaper to do it in-house than have a commercial publisher film the Records and Briefs.

After a short break, the following publishers spoke briefly about their microforms: Paul Rothman representing Rothman & Co., Ed Newmann representing Oceana/Trans Media, Jerry DuPont representing the Law Library Microfilm Consortium, Bill Hein representing the Hein Co., and Richard McGowan representing the Book Place.

The final morning speaker was Bill DeAlleaume of the New York State Library. Mr. DeAlleaume discussed the growth of the New York State documents collection and the depository system which consists of 51 depository libraries, and 46 selected depositories. He also discussed the problems of receiving

depository items when only 15-18% of the total documents produced by the State are distributed to the depository libraries. Another part of the State Library's problem is the definition of a publication. The library views reports, studies, etc., as documents, defining the term to mean "anything published by a government agency or group and publicly distributed." Normally the State Library receives three copies of all the documents the Library is statutorily required to collect, with those copies going to Archives, for in-house use, and interlibrary loan.

Mr. DeAlleaume listed a number of items he felt were of particular interest including The Monthly Checklist and The Dictionary Catalog of New York State Documents which gives a multiple approach to monographs in the State catalog and is free to libraries in New York State.

An item of future interest will be the Collection Management System (CMS) or the COM Catalog of the State Library. Other bibliographical items include Topics, short bibliographies of the State Law Library's holdings in particular areas created in answering state agencies' requests, and Sources, which are longer textual summaries of similar bibliographical information. Also of future interest will be Dorothy Burch's upcoming publication New York State Government: A Bibliographical Manual, which will include statistical information, agency histories, and items of general interest.

Mr. DeAlleaume also asked for ALLUNY's input into the New York State Library, stating that he felt that future trends will see fewer free items and limited distribution. The depository system is presently being examined with possible cutbacks and more networking as sophisticated communication equipment becomes available. During the question and answer period, Mr. DeAlleaume stated that the Bill Jackets are still about the only items available for legislative history, consisting of file items put together by the governor's office. He suggested that Carter's Legislative Intent Manual is really the basic resource in the area and assured the audience that Alan Carter actively solicits legislative reports, etc., as well as untranscribed tapes from the various legislative bodies, but receives a very low return for all his efforts. Mr. DeAlleaume also mentioned that there presently is no law requiring hearings be recorded, or that the minutes be transcribed. Some discussion over this lack of a legislative mandate to provide full historical background to the public was discussed. It was agreed that it would be brought up as new business at the Sunday business meeting.

The afternoon program was a discussion of quick reference research sources. Carrie Hirtz of Skadden, Arps, Slate, Meagher & Flom in New York City talked about available business sources, concentrating upon such items as Standard & Poor's and Dun & Bradstreet. She urged that business directories be considered

extremely useful reference tools for law firms doing a lot of corporate work. Thomas' Register won her vote as the one reference book which she would wish to have on a deserted island. Annamarie Rabbit, a nurse and paralegal with Bower & Gardner, spoke on medical sources, urging that law firms involved with medical malpractice litigation consider purchasing the Lang Series which contain current medical diagnostic and treatment summaries. Ms. Rabbit listed various other medical dictionaries and manuals such as the Manual of Medical Therapeutics of the Washington University School of Medicine. Five other leading authorities were also given: Williams' Obstetrics by Richard Prichard, Appleton Crofts Publisher, 1981, 16th ed.; The Textbook of Medicine by Paul Beeson, Saunders, 1975 ed.; Orthopedic Diseases, Ernest Aeggeter ed., Saunders; Management of Surgical Complications by W. S. Paine, ed., Saunders; and Understanding Medical Terminology by the Catholic Health Association of America.

The final program speaker was Marcia Zubrow, Head Reference Librarian at SUNY/Buffalo Law School Library. After listing Morris Cohen's ten steps of legal research for intensive legal researching, Ms. Zubrow pointed out that many reference questions are short questions which need specific answers rather than an elaborate search strategy.

Ms. Zubrow discussed typical short reference questions and pertinent well-used research tools like Table of Cases and loose-leaf services, as well as new and unusual sources like State and Federal telephone Hot Lines and Bar Association handouts. Ms. Zubrow completed her talk by detailing the automated bibliographical and information retrieval systems which could be used in ready reference. She concentrated on OCLC and WESTLAW, but also summarized RLIN and WESTLAW's potential as reference tools. The bibliographies on business and finance and on legal resource sources will be attached to this newsletter and future issues as space permits.

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ALLUNY 1982 BUSINESS MEETING

by Donna J. Vandebush

Grossinger's Hotel - October 10, 1982
President James Lodata - Lead meeting
Meeting called to order at 10:15 a.m.

Old Business

1. Move to dispense with reading of minutes of last meeting. Move was seconded.
2. Treasurer's Report given (see attachment)
Passed by Membership.

New Business

Ann M. Ready and Florence Chase nominated for life membership.
Nominations passed.

New Directory - Will be issued after payment of 1983 dues. Will be published by Matthew Bender.

Newsletter - Please send any news to Kathy Carrick. She is not receiving enough information about the membership.

ALLUNY History - Suggestion was made to designate one library as a depository for all ALLUNY records. This depository would preserve our material to eliminate possible gaps which now exist. Syracuse was considered to be a good central location. Sue Wood (Supreme Court Library in Syracuse) indicated that she would accept the ALLUNY records for preservation.

State Document Committee - It was proposed by the membership to form a committee to push for improved acquisitions of various state documents required in legislative intents or histories, etc. Mary Jane Parmenter has agreed to chair this committee and the following people will serve under her: Mary Anthony, Paula Niemi, Sue Wood, Dawn Tybur, Marcia Zubrow and Abraham Montekio. A motion to approve this committee was passed by the membership.

Frances Wood - President of SNELLA announced a joint meeting with LLAGNY on October 29-30 at Yale Law School.

The membership collectively thanked Elaine Blum for all her hard work in setting up this convention.

We also expressed appreciation to all publishers who included their exhibits as part of this convention - Lenz & Kiecker, BNZ, Rothman, Hein, Oceana, LCP, etc.

Suggestions for 1983 Meeting

Albany was proposed as a central location with easy access from most parts of the state. A tour of the new State Library would be a welcome addition to a convention in this city. It was also suggested that we may want to concentrate on topics such as computers in the law library and possibly a substantive law area such as the new Bankruptcy Laws or Equitable Distribution.

A mid-year OCA meeting was also proposed by Sue Wood; however, it seemed most members found it more convenient to meet as part of ALLUNY convention.

The early October date for the convention is still favored by most of the membership. Generally, it is convenient for the majority.

Motion to destroy election ballots passed.

Meeting adjourned at 10:45 p.m.

NEW OFFICERS

by David L. Naylor

The following persons were elected on October 11, 1982 as the new officers of the ALLUNY organization:

President: Elaine Blum
Harter, Secrest and Emery
Rochester, New York

Vice President: Alan Carter
New York State Library
Albany, New York

Secretary: David Naylor
Syracuse University Law Library
Syracuse, New York

Treasurer: Elaine Molnar
Supreme Court Library
Buffalo, New York

Board Members: Mary Beth Dunn
Supreme Court Library
Syracuse, New York

Larry Cheeseman
Connecticut State Library
Hartford, Connecticut

Carmen Brigandi
Supreme Court Library
Syracuse, New York

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ALLUNY ANNUAL TREASURER'S REPORT AS OF 9/30/82by Kathleen Strack
Treasurer 81/82

Savings Account:		
Beginning Balance	\$2453.08	
Interest 9/30/81 - 6/30/81	101.32	
Ending Balance	<u>\$2554.40</u>	
Checking Account:		
Beginning Balance	\$2676.87	
Dues 1981/82	774.00	
Dues 1982/83	18.00	
1981 Room & Activity Fees	699.00	
1982 Registration Fees	1100.00	
Contributions & Exhibits	1120.00	
AALL Breakfast	<u>81.00</u>	
		\$6478.86
Less Disbursements:		
Sheraton	\$ 802.89	
Tri Town Bus (Winery Tour)	218.20	
LAC Gifts 1981	20.51	
1981 Speakers Expenses	942.94	
1981 Officers Room & Travel	409.40	
1981 Room Deposit Refund	25.00	
Postage	92.63	
Name Tags	69.94	
Mugs	265.68	
V.P. Travel AALL	150.00	
Grossinger's Room Deposit	<u>150.00</u>	
		<u>\$3147.19</u>
Ending Balance		\$3331.67

There were 129 paid members and 6 life members for 1981/82