

# Law Library Lights

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A CHAPTER OF THE AMERICAN ASSOCIATION OF LAW LIBRARIES

## SPECIAL ISSUE

BE ILL-  
MANNERED—  
IMPROVE  
LIBRARY  
RELATIONS!  
(A.K.A.  
SCHMOOZING)

*Peter Vay  
Williams & Connolly*

BEING ABLE TO  
CALL ON YOUR  
COLLEAGUES IN  
TIMES OF NEED  
MAKES YOU MORE  
SUCCESSFUL AT  
DOING YOUR JOB

*(This column is the view of the author and is not the opinion of his employer or our sponsors.)*

DO YOU LIKE TO TALK WITH OTHERS IN YOUR CHOSEN FIELD? Do you enjoy helping others? When somebody helps you, do you feel like you have bonded with the Good Samaritan? Do you like getting to know your colleagues in the field better? Do you believe helping your colleagues benefits you as well? Do you make an extra effort to learn the names of these colleagues at other libraries? If you've answered yes to the first three questions, you are probably like most people who enjoy working in libraries. If you answered yes to all of these questions, you may be a "schmooser" who likes working in a library. Do not feel guilty—there is nothing wrong with this. I do a lot of schmoozing myself.

WHAT EXACTLY IS SCHMOOZING?

The *Oxford Dictionary of Modern Slang* defines schmoozing as a word of Yiddish origin that means "to chat or gossip." I agree with the use of chat as part of the definition, but I am inclined to think the gossip part of this definition is not really accurate for our specialty. Gossip, to me, connotes the exchange of malevolent information.

In our context, schmoozing also means exchanging pleasantries with the individual with which you are trying to build a relationship. Pleasantries can take many shapes and forms, and can be a great way to get better acquainted with your colleagues. It can also be a way to commiserate with them when they are having a stressful or difficult day. Basically, it is taking an extra moment during a conversation to extend a friendly word to the person on the other end of the phone. Being cordial to someone—listening to them, sharing stories, and building those relationships—can go a long way to making your job easier.

OKAY, WHAT IF YOU ARE NOT EXTROVERTED? Does personality play a role in this schmoozing business? Most people would say yes, and I would disagree. While extroverted people do schmooze naturally, any person who can interact with others can schmooze. It is not really difficult to do. It is the same as talking to a friend or relative that you have not spoken with for a long period of time. It also usually does not take very long to be cordial, either. Those people who are good at schmoozing can make the person they are speaking with feel appreciated in a short period of time. The necessary requirement is an interest in the welfare of those people that you are calling or are calling you.

Looking into the motivation of the schmoozer (maybe a little too deeply), ulterior motives come to mind. Although an information need is normally the reason for calling a colleague, people appreciate the courtesy of exchanging pleasantries before addressing the matter of the call. I think this extended courtesy is part of the etiquette of more formal times. Remember the television sitcom "Leave It to Beaver?" Eddie Haskell never asked to see Wally without first schmoozing with Mr. or Mrs. Cleaver. (Mr. Haskell would go far in the ILL business, by the way.) Likewise, the schmoozer does not request a book or information without inquiring into the well being of the person on the other end of the phone. While not a breach of interlibrary loan etiquette, it goes against the larger social etiquette internalized by the schmoozer.

NOW THAT WE'VE LEARNED  
ABOUT SCHMOOZING...

What do we do now? As members of LLSDC community (and larger community of libraries), we are called to "cultivate and maintain cooperative interlibrary loan relationships." The *LLS-*

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## PRESIDENT'S COLUMN

**Ann Green**  
Sonnenschein, Nath  
& Rosenthal

WHO TURNED OUT THE LIGHTS? I know you have not seen an issue of *Lights* since last winter's January-February issue. We have been getting calls from LLSDC members, and claims from academic libraries across the country! I guess we should be flattered that our newsletter is so good that it is missed. On the other hand, we are as frustrated as you are with the delay. On behalf of the LLSDC Board, I would like to extend an apology to all of you, LLSDC members, subscribers, authors and advertisers. Due to printing and other delays, the March-April, May-June, and July/August issues of *Law Library Lights* have been merged. *Lights* will continue to be published as scheduled for the rest of the year. The new *Lights* Editor, Beth Conte and Assistant Editor, Eve Valdivia, are lining up issues for the 2000-2001 publication schedule. The November-December issue will be dedicated to the debate begun at the professional association conventions this summer, regarding the purpose, similarities and differences of the two major associations that serve law librarians—AALL and SLA. Look to *Lights* for these and other "hot topics".

Where did everybody go? Secondly, gusty spring winds brought more changes to the LLS-

DC Leadership. Lynne Davis-Gabriel resigned as LLSDC President, leaving law librarianship to pursue a career in Knowledge Management in Chantilly, VA. Christine Dulaney also resigned her LLSDC post as Treasurer-Elect. Christine has taken a new position as Head of Technical Services at Congressional Research Service (CRS). I wish them well and thank them for their service to LLSDC over the years. As Vice President-President Elect, I am your new President. Michelle Wu is our new Vice President and Mary Alice Durphy is the new Assistant Treasurer-Treasurer-Elect. The new Board held its first meeting in July. Our next meeting is a leadership luncheon of past and present LLSDC leaders. I invite all 2000-2001 and 1999-2000 Board members, committee and SIS chairs, to join us for lunch on September 20, 2000. We will discuss "how LLSDC works" and plans for the year.

Finally, I greet you as LLSDC President with my "theme" for this year of Communication. Many of you have ideas for LLSDC. If you tell these ideas to me or to another Board Member, we will do our best to help you achieve them. We need the talents and resources of all of you in order

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DC's *Interlibrary Loan Protocol* says this, but it does not really lay the groundwork for doing so. Rather, we should rely on the rules of common courtesy to provide us the necessary guidance. It is common sense that libraries participating in reciprocal lending agreements need to treat each other fairly and with respect. We should strive to help each other as if we were helping our own patrons. If all participating libraries did so, everyone (especially your library) would reap the benefits from the collective holdings of the libraries involved. Schmoozing is a tool to help you do this.

#### USING YOUR SCHMOOZING SKILLS

There are a few different ways to begin using the schmoozing skills and establishing relationships with other libraries and their staffs. The mundane way is through interlibrary loan transactions—both lending and borrowing. Calling other libraries, and being called upon, provides the opportunity to meet and better get to know people from other library staffs.

I find this to be the best part of my job. (Do I dare be cliché and say work should be fun?!) Interlibrary loans allow you to “leave” work for a minute to visit another library or welcome a visitor from some other library. In cases where you have established a relationship with the other library, the call for a loan allows you to visit with friends. Do not get me wrong; I am not saying that you should be calling your friends from work all day. Rather, the need for a book or information from another library creates the opportunity to check in with comrades while filling a patron’s request.

Interacting with your colleagues from other libraries at functions outside of the work environment is another great way to improve relations with other libraries. Getting involved in the local library organization is probably the best way to do this. Among other things, organizations like LLSDC act to bring members of library staffs together. By attending the workshops, special interest section meetings, and social events, you gain more than the knowledge of the topics discussed (and weight from all of the good food); you get the opportunity to meet others in the field, improve your network of contacts in the profession, and make new friends. Take my advice - take the initiative and try to establish these relationships. Do a little schmoozing! Take advantage of opportunities to meet your colleagues!

#### ASSESSING THE FRUITS

Finally, it is now time to assess the fruits of this good will to our colleagues from other libraries.

What do we get out of it? Eternal consciousness? (Sorry, I was remembering a line from a movie.) Obviously, the immediate benefit is the answer to your information need or the reward of helping with someone else’s information need. This is especially useful in cases where you need help with difficult requests. There will always be times when you will need someone on the other end of the line that will go “beyond the call of duty” to help you with a request. It is easier to ask for help if you have established a rapport with them. Some would say that such help is “payback” for helping the library with an earlier information need, but that would be missing the point. It would be like giving a birthday gift to someone solely because you received a gift from him.

#### LONG-TERM BENEFITS

Establishing and improving your relationships with others in the library community will yield long-term benefits. Being able to call on your colleagues in times of need makes you more successful at doing your job, which makes you more valuable to your employer. Improving your relationships with others in the local library community improves your personal network of professional contacts. In turn this makes you more marketable and desirable to potential new employers. But the most important benefit of establishing and building these relationships are the friends that you make from your colleagues in the field.

We are a service-oriented profession, and we all enjoy good customer service. Schmoozing leads to building relationships with others, meeting new colleagues, and being successful at work. All it takes is just a little common courtesy—a small effort for a large reward in the end. ■

**WHILE EXTRO-  
VERTED PEOPLE  
DO SCHMOOZE  
NATURALLY, ANY  
PERSON WHO  
CAN INTERACT  
WITH OTHERS  
CAN SCHMOOZE**

**DATES TO REMEMBER**

■ ■ ■

To publicize your event, please submit copy by the 21st of each month to Jeannine L. Coscia at Wiley, Rein & Fielding, [jcoscia@wrf.com](mailto:jcoscia@wrf.com). Kindly contact Corresponding Secretary Nancy Crossed when planning LLSDC events. Nancy keeps the Society’s Master Calendar, and will help you determine a free date for your event. You can contact Nancy at 202/274-4344 or [crossed@wcl.american.edu](mailto:crossed@wcl.american.edu)

## SOLUTIONS FROM INSIDE

**Tammy Fluegge**  
Howrey Simon Arnold  
& White, LLP

### SEARCHABILITY AND SPEED ARE MY TWO FAVORITE THINGS ABOUT INSIDE

AUTHOR. ARTICLE TITLE. NO DATE. NO JOURNAL TITLE. Certainly no volume number or page number. Not on LEXIS or WESTLAW. Need it in less than two hours. No problem.

A year ago, I could not have handled the above request with much hope of success. When I received this particular request a few weeks ago, I was fairly confident that I could locate this article. Although I only had an author and an article title, I knew that this was enough information to successfully search the British Library *Inside* database. So, I logged on to *Inside*, entered my minimal information and received a hit. I found my article! I confirmed my article order, requested the two-hour FAX service and picked up the FAX 20 minutes after I received the request.

#### SEARCHABILITY AND SPEED

Searchability and speed are my two favorite things about *Inside*. By providing an indexed journal database with reliable ordering choices, *Inside* supplies the options for those of us who must find materials, especially articles, quickly. Since 1993, *Inside* has been indexing 20,000 journals, carefully selected from the British Library collection of over 250,000 journals. The majority is scientific, medical and economic in nature. These journals are chosen based upon the demand of users like us. In addition to journals, 16,000 conference proceedings have been indexed to paper title level. Any of the following fields can be entered when searching for a particular article: author, serial title, conference date, page number, year, and volume editor just to name some of the choices. If the article you are searching for has been indexed, a screen appears giving the complete citation along with copyright information and ordering options. Contact information also displays on that screen with an order number and the confirm order button. Once you confirm the order, it is sent on its way and all you have to do is wait for it to come through your FAX machine.

#### OLDER/UNINDEXED ARTICLES

If your article was written before 1993 or it is not in one of the 20,000 indexed journals, you can still obtain it via *Inside* provided it exists within the British Library System at Boston Spa. To use their order template, you need the ISSN number, the publication year, the volume or month and the article title or page number. Once you enter the ISSN number, the system will bring up a template form if the journal is in the collection. You can then fill in the appropriate

information, send the order and wait for the FAX. I have done this often, specifically for older economic articles that are difficult to find in DC. This service offers 24-hour FAX or airmail and usually the FAX arrives long before the 24-hour deadline. Usually I will submit my request late in the afternoon and it will be on the FAX machine when I arrive the next morning. If I process a request in the morning, it usually arrives sometime in the afternoon.

#### NO REGISTRATION FEE!

Normally, the British Library charges a standard registration fee to all libraries using the *Inside* system. Through an agreement between the Law Librarians' Society of DC and the British Library, member libraries may join without paying the registration fee. This arrangement was recently extended for another year. Considering the level of service, the prices per article are very reasonable. For less than the cost of a round trip courier run, *Inside* will deliver a clear copy to your fax machine in less time than it would take to locate a lending library and secure courier services. Copyright fees, where applicable, are mandatory but this should not be an issue, especially for law libraries.

#### POSITIVES OUTWEIGH NEGATIVES

I feel duty bound to admit that *Inside* is not perfect, but the positives far outweigh the negatives. If an article is not available, they do not send a FAX or E-mail to inform you of this; the only way to know is to check the confirmed orders list on the website. This listing gives the status of all your orders and will indicate in bright red if the requested item is not available. Their invoicing system is another problem, as it is cumbersome but definitely manageable. Both of these concerns were brought to the attention of the two representatives who hosted a meeting with *Inside* users a few months ago. They showed great interest in our comments and suggestions so it is possible that changes will be made at some point in the future.

Of all the document delivery services I have used in the last two and a half years, *Inside* has definitely been the most reliable and convenient. Very rarely have they let me down, and they have saved my neck many times (or at least made me look exceptionally brilliant amongst my colleagues). If you have never used them, I strongly encourage you to consider using British Library *Inside*. Contact information is as follows: Telephone: +44 1937 546698 FAX: +44 1937 546697 Online catalog: <http://opac97.bl.uk/> ■

I LOVE WORKING IN A LIBRARY. I want to be a librarian. Actually, I am one according to my job description, but in order for me to advance or branch out in this field I need a Master's Degree in Library Science ("M.L.S."). That is the reason why I am undertaking the sometimes-arduous task of working full-time and attending graduate school part-time. I decided to pursue this route because my job as a reference librarian is the best class I can take (not to mention get paid for, not vice versa.) I am gaining valuable experience by working in a library setting every day. Library school is supplementing my learning by introducing me to ideas, concepts and practices in the field of library science that I may not otherwise be aware of. The intent of this article is to illustrate what it's like to work full-time and attend school part-time. In short, it affects your entire life. Gone are the days where you can glide through the week with relative ease. Your schedule revolves around classes, assignments, projects, papers and tests. No more plopping down on the sofa after work to watch television, or going to the gym regularly, or immersing yourself in the latest romance novel. Get used to it — for the most part school keeps you very busy.

**MARYLAND'S LIBRARY SCHOOL PROGRAM**  
I have been enrolled at Maryland's College of Library and Information Services (CLIS) since the Fall of 1998. CLIS requires students to complete their degree within three years of their start date. Most part-timers take one or two classes per semester. Until last fall I was content to take one per semester, but due to a broken ankle I suffered at the beginning of the summer it was necessary for me to take two instead. I'm sure there are many students who can handle this commitment just fine. I am not one of them. Taking two classes left me little time for anything but school. There were many Saturday or Sunday afternoons that I was holed up in the library while my friends were out and about enjoying themselves. While I was careful to keep up with the assignments or projects that were due, more often than not I was behind on the reading. Up to that semester I was able to maintain an "A" average. Last semester, however, instead of getting the "A" I had received in previous classes I was only able to achieve two "B's". I honestly believe my grades suffered because I was unable (sometimes unwilling) to devote the time necessary to achieve the "A".

**MY WORK SCHEDULE**  
Since I work during the day, I attend evening classes, which generally start at 5:30 p.m. As you are aware, most DC law firm hours are from 9:00 to 5:30. Indeed, I am fortunate to have a supportive Library

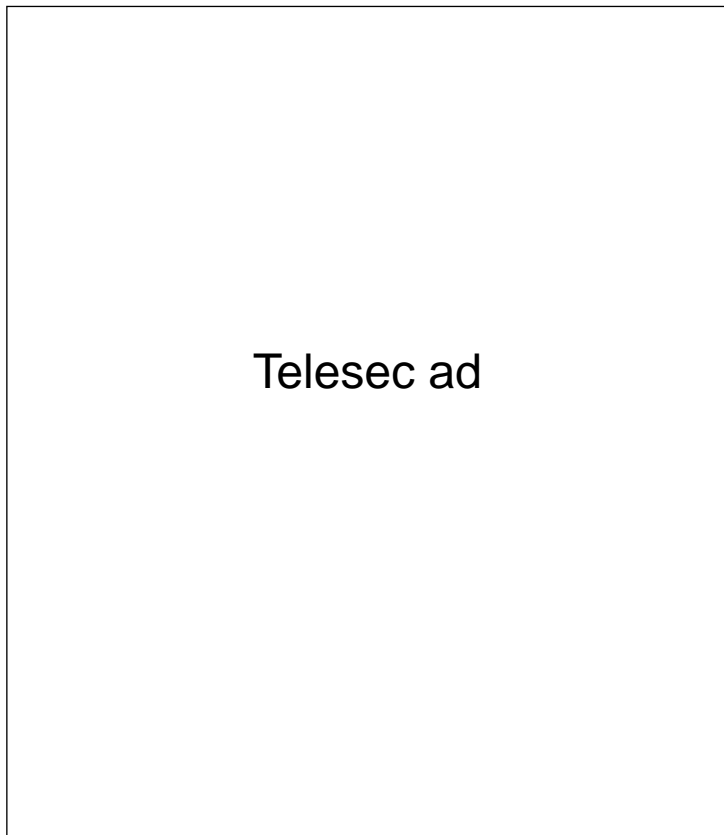
Director and workplace that allow me to adjust my hours on school days so that I can make it to class on time. That means I am up and out the door early in the morning. It also means I do not get home until after 9 p.m. Classes are approximately three hours long and there is usually a short break at about the halfway point. Since class obviously stretches through dinner I often try to pack or buy a snack and soda to get me through the lecture. Plus, it is not very polite when your stomach rumbles louder than the professor's voice. Going to class is doable and it makes for a long day, but I think meeting and talking with the other library students is one of the best parts of going to school. My schedule gets difficult when you add in the fact that class assignments often require you to do your work in the campus library. This means going to school after work during the weekdays and on the weekends. Thus, it follows that all of your other commitments such as buying groceries, keeping up with household chores and any other extracurricular activities are also squeezed into the same timeframe. In addition, it is normal to be assigned a generous portion of required reading for each week's class. During my lunch hour I can often be found reading fascinating articles on topics such as the organization and structure of

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## SCHOOL AND WORK: ONE LIBRARIAN'S BALANCING ACT

**Julia McCubbin**  
*LeBoeuf, Lamb, Greene & MacRae*

**I AM GAINING VALUABLE EXPERIENCE BY WORKING IN A LIBRARY SETTING EVERY DAY**



## THE QUIXOTIC SEARCH FOR THE PROFESSIONAL LIBRARIAN

**Keith Gabel**  
*Thompson Coburn LLP*

THE QUESTION OF WHO IS AND WHO IS NOT A LIBRARIAN again has darkened the door of the library community. What started as a discussion on the LAW-LIB listserv migrated to Brian Baker's "President's Column" in the January/February 2000 issue of *Law Library Lights*. This was most unfortunate for all parties. Under the guise of opening a discussion over the issue of what it takes to be a librarian, Mr. Baker made his exclusionary position clear. According to Mr. Baker, a library science degree alone, or variant thereof, is what makes the librarian qualified for his or her position. Such a view of the issues involved is either, at best, naïve or, at worst, incorrect. There is much more to being a librarian than a degree. For purposes of this discussion, the area of focus is the professional standing of librarianship in the working world, as well as a potential librarian's skill base and personality. By examining the context by which would-be librarians are judged, a more nuanced view of who deserves the title "professional librarian" will become evident.

### PROFESSIONAL IMAGE

A source of some consternation for those working in libraries is the professional image of the occupation. Many have compared being a librarian as equivalent to being an attorney or physician. The argument often provided for this analogy is that they all require advanced degrees and highly specialized skills, which separate them from other professions and occupations. This point can be proven correct. However, a sense of injustice occasionally accompanies this line of thought when it becomes evident that librarians do not share the same prestige of the other professions. The reason for this difference in standing is due to what the professions do not hold in common. Specifically, what is not shared by librarianship is the sanctioning of either the state or a state sponsored organization, like a bar association, that serves to regulate the industry.

### LIBRARIAN CERTIFICATION?

What makes an attorney or doctor employable, as such, is the certification he or she receives after passing a mandatory standardized test, such as a bar exam, and the license he or she must apply for and receive in order to do business. It is not his or her degree. In essence, the professional titles for lawyers and physicians are derived from the state, not their respective educational institutions. Librarianship lacks this standardized testing and licensing requirement, hence its diminished prestige in relation to its counter-

parts. Of course, the argument may be made that the other professions could not be appropriately sanctioned without benefit of their degrees. This is quite true. This is why some have called for librarian certification, a step that would put librarians in the same professional category as attorneys and doctors. Certification would guarantee that potential librarians would have relatively uniform skills and the license to put their skills to practice.

The problem with certification is that it cures a problem that does not really exist. The foundational presumption behind certification is that enough malpractice can be found in librarianship so as to present a danger to the public, much in the same manner unlicensed lawyers or physicians do. In fact, the threat of this kind of malpractice is presumed to be so real that it would be necessary for state governments to license, regulate, and bar persons from the practice of librarianship, something that meaningful certification would require. While librarians of questionable competence do exist, the thought of them existing in such numbers to require a means of state-sponsored regulation borders on complete fantasy. As a means of determining who may be given the title of librarian, the certification and licensing process is not appropriate. The correct path to professional librarianship is the one currently occupied, the way of individual ability and accountability to the employer.

### A BETTER COMPARISON

For better or worse, librarians are not like attorneys or doctors. If librarianship had to be compared to another profession, a more accurate analogy would compare it to university instructors. What makes these similar is how the individual is assessed to be qualified for the occupation. In each of these vocations, it is the employer who determines to whom the professional title is given. Ideally, this conclusion is made based on the skills necessary to perform the required tasks, but also the personality traits needed to blend with the employer's institutional culture.

For example, there is no statutory requirement for a university instructor to have a Ph.D., despite any claims to the contrary by those with the degree. A hiring committee, with the advice of administration, locates and hires the best available candidate for the position. Sometimes this means hiring someone who has not completed his or her degree, has a lesser degree, or has the highest degree available for that subject. The value of the instruction provided by these individuals is not diminished on the basis of their edu-

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EMPLOYABLE**



cational background. Instead, this value is founded on the instructor's ability to convey correct information effectively, not his or her educational status alone. Those who are good at correct instruction will prosper, those who are not, will not. The role of educational background in this scenario is the effect it has on the odds that an individual will be successfully hired into his or her chosen profession, mostly by advancing his or her number of skills.

Much like a Ph.D. does not make one a professor, a library science degree does not a librarian make. The purpose of the degree is to add to a potential librarian's skill base, so that he or she is more employable. It is not a guarantee that the person will be a good librarian; it just makes it more likely. In the real world of libraries, employees are needed to fulfill certain functions. Each job should be filled by the best person available based upon their skill base and perceived ability to blend with institutional culture. With each job will come a title.

Many of these people will be called librarians, because they perform the job of librarians, most often quite well. To call them something other than librarians only on the foundation of not having a degree is unacceptable. If an employer and a library's users consider someone a librarian, and this person performs all the tasks of a librarian successfully, then he or she is a librarian. It is that simple. If there really is an epidemic of non-degreed persons taking the title of librarian, then Brian Baker's question should not be whether or not non-degreed librarians deserve the title, but whether or not library schools are producing candidates with the skills employers desire. If this is the case, librarianship has been expanded correctly to include non-degreed people capable of doing the job, rather than the simple filling of posts on the basis of education. Although the determination of who is and who is not a librarian by job title is not as rigid as some would like, it is the way of things. The current method of hiring librarians, based on skill and personality over educational background, allows for the best candidate to be given the job, and for those concerned with such things, the best title. ■

**WE APPRECIATE OUR ADVERTISERS ...  
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TELL THEM YOU SAW IT IN LAW  
LIBRARY LIGHTS!**

## Choicepoint ad

# GSI AD



I HAVE BEEN ASKED TO WRITE ABOUT MY VARIOUS RESPONSIBILITIES AS A SENIOR LIBRARY ASSISTANT. My duties are as general as my title implies, and they encompass a broad range of responsibilities. To give you a little background about my company: I work for Holland & Knight, LLP, one of the largest firms in the world, engaged in more than 85 diversified areas of law. Although Holland & Knight's home office is in Tampa, Florida, its DC branch is actually the largest office in the firm. Naturally an office of this size generates a considerable amount of demands for the library staff to fulfill. In the DC office, we have a library staff of only three: the Librarian, a Library Technician, and myself. At the beginning of my tenure here, I was concerned that such a small staff would be overwhelmed, and would have to work long hours to keep up. Luckily, my fears have proved unjustified, and we are able to provide everyone in the office with the services they need while maintaining an enjoyable work environment.

#### I'M AN ILL SPECIALIST

One of the main areas for which I am responsible is the inter-library loan coordination. As the Senior Library Assistant, I am almost exclusively responsible for borrowing and lending books. I have been doing inter-library loans for about three years now and I consider myself a specialist in this area. While the skills needed to manage inter-library loans are not extensive, one does need a friendly demeanor, good interpersonal skills, and a great deal of knowledge about other firms' collections. This aspect of my job is quite dear to me, and not just because of the time I have invested in it. I have found that it promotes an atmosphere of professional cooperation and friendship and has allowed me to maintain close contact with my colleagues in other law libraries in the area. This has actually led to my more active involvement in the Law Librarian's Society of DC (LLSDC). Being a part of the ILL community has allowed me a valuable opportunity to get more involved in the organization and to learn more about what other people do. The monthly ILL/SIS meetings are important events, as they allow me an opportunity to get together with my peers and to put faces to the people I communicate with by phone on a daily basis. By establishing and maintaining these ties, I am able to become more familiar with other collections and policies. For instance, not only can I tell you who is the ILL person is, at, say, Williams & Connolly, but I can also tell you whether you will get a voicemail or a person when you call. I can also tell you how responsive the people responsible for ILL's are — for instance, how long it will take to get a call back if you leave a message.

And in some instances, I can even predict if a particular library will have what I am looking for on the shelf or if it will be checked out. Knowing these specific details before you call saves you time, not to mention frustration. There is nothing worse than leaving a message on a library's ILL line, not getting a call back and wondering if anyone is in that day. Once an ILL specialist familiarizes themselves with other libraries' policies, the job becomes much easier. As document providers, there is nothing more gratifying than when an attorney says, 'Wow, how'd you get this book so quickly?'

#### I'M A REFERENCE SPECIALIST

In addition to my ILL duties, I also assist the librarian with ready research, including extracting information from databases such as LEXIS, WESTLAW, CourtLink, and the Internet. This part of my job is probably the most rewarding intellectually because not only do I get to learn these search tools, but I also learn valuable information about companies, people and specific areas of law. It allows me to get to know more intimately the direct practices and cases handled by the firm. I have been doing more research-oriented assignments than I ever did in the previous four and a half years, thanks to a librarian who believes in my ability to challenge myself and expand my job responsibilities.

#### I'M A CATALOGING SPECIALIST

The final and probably less thrilling part of my job would have to be cataloging, carding and pocketing new books. Fortunately, I spend less time on this aspect of my job than other aspects mentioned above. Although it is very necessary to the proper functioning of the library (and its operation would suffer greatly if it were not done promptly and correctly) there is not much substance to it, aside from learning the Library of Congress' cataloging system. However, I should say that cataloging books is very helpful in learning our collection.

#### I'M A JACK-OF-ALL-TRADES

I guess being a Library Assistant is a lot like being a jack-of-all-trades because often your experience at work is not limited to your job description. As it is a service-oriented position, a lot of your time is spent responding to problems and answering questions. I really enjoy not only the experience of working in a law firm, but working in a law library. A lot of people outside the library community are unaware of the purpose of a law library. Even though I have been at this firm for almost a year, I still get the occasional, "Where do you work?" from someone at my firm. This question is

*continued on page 11*

## LIBRARY ASSISTANTS: JACKS-OF-ALL-TRADES

*Lee Passacreta  
Holland & Knight*

**ONCE AN ILL SPECIALIST FAMILIARIZES THEMSELVES WITH OTHER LIBRARIES' POLICIES, THE JOB BECOMES MUCH EASIER**

LAW  
LIBRARIANS'  
SOCIETY OF  
WASHINGTON,  
D.C. BOARD  
MEETING

**Karen Silber**  
Bureau of National  
Affairs, Inc.

APRIL 19, 2000 — FINAL COPY

PRESENT: Brian Baker, Lynne Davis-Gabriel, Leslie Lee, Karen Silber, Nancy Crossed, Ann Green, Herb Somers, Bill Grady, Debbie Trocchi.

ABSENT: Carolyn Ahearn, Barbara Fisher, Dennis Feldt

CALL TO ORDER: The meeting was called to order by President Baker at 9:10 a.m. and a motion to accept the corrected March minutes passed.

OFFICER'S REPORT

VICE PRESIDENT/PRESIDENT ELECT REPORT: L. Davis-Gabriel reported that Marci Hoffman, Professional Development Liason from AALL, would like to know if LLSDC would be willing to allocate scholarship funds to allow members to attend special programs sponsored by that AALL committee.

ASSISTANT TREASURER'S REPORT: L. Lee reported the deposit into the checking account.

CORRESPONDING SECRETARY'S REPORT: N. Crossed reported that LEXIS will call the Corresponding Secretary to schedule its events.

BOARD MEMBERS

A. Green reported that the new editor for *Dates to Remember* is Jeanne Coscia.

H. Somers reported that the Academic SIS is planning a May 9th tour of the National Archives; also, the SIS is preparing for elections.

B. Grady reported that *Counsel* is out of date. A discussion developed and L. Lee will speak to L. Davis and find out the process of updating by OCLC - both content and style need to be updated.

MANAGEMENT COMPANY REPORT

D. Trocchi reported that there are 822 LLSDC members and 125 subscribers to Lights. Motion to accept new members passed.

OLD BUSINESS

Very small showing for the annual Town Meeting. Discussion followed on how to get more people to attend the annual meeting and where to hold.

NEW BUSINESS

The date of the next Board meeting has been changed to May 10, 2000.

A member brought to the attention of the Board that the DC Court of Appeals will cease releasing their opinions in paper form and wanted to know what the Society was going to do about it.

ADJOURNMENT: Motion to adjourn the meeting carried and the meeting was adjourned at 10:06 a.m.

ITEMS DISTRIBUTED: Agenda; Memo from Debbie Trocchi dated 4/18/2000.

NEXT MEETING: Wednesday, May 10, 2000 at 9:00 a.m. at McGuire, Woods, Battle & Boothe, 1050 Connecticut Avenue, NW, Suite 1200. ■

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THE LEGISLATIVE SIS LAST MET ON TUESDAY, JANUARY 18, 2000. The next meeting will be sometime in March; announcements will appear on the LLSDC listserv and in *Dates to Remember*.

The main topic at the meeting was the discussion program held at Congressional Quarterly. The CQ program was well attended; approximately one-third of the SIS membership was present. Representatives from CQ included executives from all the major departments: publishing, on-line services, training, sales, and technical support. The program ran the full two hours and then some. The entire time was devoted to questions and service suggestions offered by SIS members. It was a lively afternoon filled with a lot of animated discussion and some very good ideas. I'd like to thank CQ for their receptivity, being great hosts, providing a generous lunch, and most of all, for listening. The new version of CQ.com on Congress is expected sometime this

summer, and the Legislative Section looks forward to seeing some of their suggestions used as part of the revised product.

The next program is the Lexis Open Forum, which is scheduled for February 23. Again, announcements will have been posted in *Dates* and on the listserv. The **Welcome Back Congress** luncheon is scheduled for February 17 and is being hosted by Shaw Pittman.

*Union List of Legislative Histories Update*: The list is in the final stages and will be published in the spring. We appreciate everyone's patience as we switched gears in order to self-publish. When presented with all the various copyright and ownership issues, it was the general consensus that this would be in the best long-term interest of the Society.

Since my last column, the most recent Legislative Sourcebook was released. It is available for \$10.00 a copy. For more information, visit the LLSDC website at <http://www.llsdc.org>. ■

## LEGISLATIVE/SIS NEWS

**Carol Waesche**  
*Stephoe & Johnson*

TALKING TO YOUR COMMERCIAL LIBRARY BINDER was the SIS's third event of 1999-2000. Approximately seven people, representing both academic and firm libraries, attended the presentation on how to communicate with your library binder, and what things to look for in quality library binding. Hilary Seo, Preservation Librarian at the Georgetown University Law Library led the discussion and provided numerous useful handouts to take away and keep for future reference. Participants were able to examine various bindings and identify potential problems as well as look at good quality binding jobs. Many thanks are due to Hilary for taking the time to prepare such a detailed and useful talk.

### THE YEAR'S NOT OVER YET

Watch for information on other programs and social activities in *Dates to Remember*. The SIS's annual tour of a local library will be announced, along with additional educational programs.

### IT'S NOT TOO SOON TO THINK ABOUT NEXT YEAR

It won't be long before 1999-2000 draws to a close. New officers are needed to help President-Elect Mike Petit make 2000-2001 a success. If you or someone you know is interested in serving as SIS Treasurer or Vice-President/President-Elect, call Susan Ryan at 202/662-9142. We'd love to hear from you! ■

## ACADEMIC/SIS NEWS

**Penny Zhao**  
*Catholic University of America Law Library*

CONTINUED FROM PAGE 2

to compete in a library world that is changing daily. With shrinking libraries, the Internet, the advent of the electronic book, etc., we need to work together as we look forward. What do YOU want out of LLSDC? If you were to volunteer for 1-2 LLSDC events a year, what would those be? If LLSDC stopped some of its publications and events, which ones would you miss? Union List? Counsel? Union List of Legislative Histories? PLL Holiday Party? Agency Day? Legal Research Institute? Joint Spring Workshop? Opening and/or Closing Reception? Inex? This list goes on and on... There are terrific people on the LLSDC Board this year and we look forward to hearing from you this year. ■

CONTINUED FROM PAGE 9

usually quickly followed by, "What exactly do you guys do?" when I inform them that I work in the law library. In fact, there are even a lot of attorneys who either are unaware of my existence or simply unaware of what I do. Although there are a few who will call or email me with assignments not limited to ILL, most will go through the librarian, and she in turn forwards them to me. Sometimes, it does make me feel a bit like chopped liver but I do take into account that the attorneys have a lot of work on their desk and cannot always be bothered by who does what in the library. However, when an attorney takes the time to remember my face, my name and what I do, it makes me feel like my contribution to the firm is indeed important. ■

## INTERLIBRARY LOAN/SIS NEWS

**Keith Gabel**  
*Thompson Coburn LLP*

THE FIRST TWO MEETINGS OF THE YEAR 2000 for the Inter-Library Loan SIS were graced with the presence of guest speakers. In terms of familiarity, our topics joined both old and new. The January gathering introduced an old friend, copyright law, to the new technology of the Internet and electronic databases. February's meeting brought us together to discuss courier services and the ways to make ILL faster and more efficient. Both events were well attended with a good mix of librarians and library specialists.

Michelle Wollmann of Sonnenschein, Nath & Rosenthal served as host for January's copyright meeting. Mike Songer, a Howrey & Simon partner and Georgetown Law School adjunct professor, was the featured speaker. Mr. Songer enthralled all in attendance with his knowledgeable presentation on how current copyright law affects electronic resources, with special attention given to the Internet. His talk was so well received that he was kept to answer questions long after the meeting officially concluded. We were all very appreciative of his presence and his ability to translate a complicated area of law into something useable by librarians.

Marty Burke of Perkins Coie hosted February's meeting. At this meeting, the courier ser-

vices Dyanmix, Washington Express and Apple Courier provided representatives to show us the best services they had to offer. The talks were handled professionally, with each courier company being respectful of the others. At the end of the presentations, each representative fielded questions and comments from those present on what they liked and disliked about courier services, how the services could be improved and what a library looks for in a courier. As usual, plenty of handouts were made available to be taken back to the office. We also left knowing that the courier services take ILL specialists seriously. ■

### LIGHTS DEADLINE



The deadline for the September/October 2000 *Law Library Lights* is September 15, 2000. For submissions, call Beth Conte at 202/879-4055 or e-mail [library@spiegelmc.com](mailto:library@spiegelmc.com).

# Washington Document Service ad

#### NEWS OF MEMBERS

**Stacy Meranus** has sent a sad and touching message of the death of Larry Meranus, her father, on November 22, 1999. Expressions of sympathy to Stacy, and the Meranus family may be made to her at 322/937-2629 or meranus@earthlink.net. She plans to keep **Professional Publications and Services** in business.

**Spurgeon D. Terry, Jr.**, life member, now has an E-mail address: spurgeon@ameritel.net.

#### A WARM WELCOME TO OUR NEW MEMBERS

**Jeffrey T. Bowen**, Cataloging Librarian, Georgetown University Law Center, Edward Bennett Williams Library

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CONTINUED FROM PAGE 5

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libraries and the hierarchical arrangement of information. I'm not complaining, really.

#### ADVANTAGES AS A PART-TIME STUDENT

The obvious advantages to going to school part-time are that you are still able to make a living for yourself and possibly pay for the classes as you go. In my case I have utilized LLSDC's grant program and received money to help with the tuition. More importantly, if you are indeed already working in a library setting then you are getting the best type of experience you can — hands-on. Hopefully, when you graduate the experience plus the degree will open up more doors and more money.

#### DISADVANTAGES AS A PART-TIME STUDENT

There are several disadvantages to going to school part-time. The first, as I have said, is having too little time for other aspects of your life. Second is having to adjust your schedule (i.e. take days off, leave work early or late) to handle school-related tasks such as buying coursepacks, or meeting with your professor or advisor, etc. Finally, you lose out on the whole graduate school experience, such as being able to attend a lecture by a potential new professor or participate in a student chapter meeting of one the library associations. These activities are generally held during the day or too early in the evening for me to attend, again, without taking time off of work.

#### LONG-TERM BENEFITS

In conclusion, I have decided to pursue the route of acquiring my M.L.S. for the long-term benefits of a better future. The short-term inconveniences to life now are a small sacrifice to make towards a solid future career as a professional, credentialed librarian. ■

**J. Kenny Brown**, Library Assistant, Dorsey & Whitney LLP

**Cynthia Clinton**, Library Assistant, George Mason University School of Law Library

**Nathan Cowan**, Acquisitions Manager, George Mason University School of Law Library

**Diane D'Angelo**, Law Librarian, Ober, Kaler, Grimes & Shriver

**Helane Davis**, Assistant Director for Public Service, Howard University School of Law Allen Mercer Daniel Law Library

**Jeremy Nethermark Dott**, Research Associate, FoxKiser

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#### NEWS OF MEMBERS

**Gina Clair**

*Morrison & Foerster*

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**Susan Ryan**  
Georgetown University Law  
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### PRINT PUBLICATIONS

#### ***Journal of Appellate Practice and Process, 1999-***

Published semiannually by the University of Arkansas Little Rock School of Law, 1201 McAlmont, Little Rock, AR 72202; 501/324-9994; FAX 501/324-9998; Website: <http://www.uarl.edu/appj>.  
Price: \$20.00 per year.

This journal is designed to provide a forum for creative thought and dialogue regarding the ways in which appellate courts operate and influence the development of law. Issues feature essays from practitioners in the field, as well as articles, book reviews and practice notes.

#### ***European Journal of Law Reform, 1999-***

Published quarterly by Kluwer Law International, 675 Massachusetts Avenue, Cambridge, MA 02139; 617/3540140; FAX: 617/3548595; Email: [sales@kluwerlaw.com](mailto:sales@kluwerlaw.com).  
Price: \$145.00 per year.

The *European Journal of Law Reform* provides a systematic review of major initiatives for the reform of laws and legal practice across Europe.

The journal focuses on three main areas: i) the reform of national law of the western industrialized states and the legal and regulatory environment in Central and Eastern Europe; ii) the reform of the supranational legal system of the EU and related international law; and iii) legislative drafting. Although the main emphasis is on developments in Europe, the journal also addresses legal issues in other parts of the world.

### ON-LINE SUBSCRIPTION

#### ***CLE Advisor, 1999-***

Updated daily by Oceana Publications, Inc., 75 Main Street, Dobbs Ferry, NY 10522-1601; 800/831-3774; FAX: 914/6930402; E-mail: [orders@oceanalaw.com](mailto:orders@oceanalaw.com); Website: <http://www.oceanalaw.com>.

Price: \$49.95 for an annual subscription.

The *CLE Advisor* is a searchable database with a complete and up-to-date list of continuing legal education programs offered throughout the United States and Canada. Each listing includes the title of the event, a description, the start and end dates, duration, location, format, price, provider, contact information, supplemental materials provided, faculty, where accredited, and for how many credits.

### TITLE CHANGE

#### ***Journal of Law and Family Studies, 1999-***

Published semiannually by the University of Utah College of Law, 325 University Street, Salt Lake City, Utah 84112; 801/5815770; FAX: 801/5816897.

Price: \$10.00 per year.

Formerly the *Journal of Contemporary Studies*, this new publication began in 1999 with volume 1, number 1. The last issue of the previous title was July 1998, volume 24, number 2. ■

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If you have changes in your listing for the 2000-2001 *LLSDC Membership & Law Library Directory*, please contact Steve Mellin, Jenner & Block, at 202/639-6012 (phone) 202/637-6366 (FAX) or at [smellin@jenner.com](mailto:smellin@jenner.com).



**PUBLICATIONS OF  
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■ **GENERAL LEGAL PUBLICATIONS UNION LIST, 5TH EDITION, FORTHCOMING IN FALL 2000**

The GLP *Union List* contains DC area law library holdings of federal administrative decisions, federal and state reporters, state and local codes, and legal looseleaves. A single copy is provided to each member library who participates and submits its holdings for inclusion in the GLP *Union List*. **Price:** \$375.00 for nonparticipating Society members, plus \$10.00 shipping/handling and \$21.56 DC sales tax (total cost: \$406.56); \$425.00 for members, plus \$10.56 shipping/handling and \$24.44 DC sales tax (total cost: \$460.00). Additional copies for participants are \$125.00 each, plus \$10.00 shipping/handling and \$7.19 DC sales tax (total cost: \$142.19).

■ **LAW LIBRARY LIGHTS**

The Society's newsletter, published 5 times per year, is provided to members as part of the Society's membership fee. It is available for separate purchase. **Price:** \$35.00 to non-members; add \$10.00 for foreign subscribers; single issues are \$15.00 each.

■ **LEGISLATIVE RESEARCH SIS MEMBERSHIP DIRECTORY AND SOURCE BOOK, 1999-2000**

The *Directory and Source Book* contains the Legislative Research Special Interest Section's annual membership directory, telephone numbers and websites with useful legislative information, 27 questions and answers on legislative research, a table of Congressional and Presidential volumes and issuances, and an eight-page description and tabular comparison of internet and online sources of legislative and regulatory information. This 32-page publication is sent to each SIS member. Also available at <http://www.llsdc.org/sourcebook/index.html>. **Price:** \$8.00, plus \$1.53 shipping/handling and \$.47 DC sales tax (total cost \$10.00).

■ **MEMBERSHIP & LAW LIBRARY DIRECTORY**

The *Membership & Law Library Directory*, arranged alphabetically by member name and by organization name, is provided to members as part of the Society's membership fee. It may be purchased separately. **Price:** \$10.00 to Society members, plus \$1.42 shipping/handling and \$.58 DC sales tax (total cost: \$12.00); \$40.00 for nonmembers, plus \$1.70 shipping/handling and \$2.30 DC sales tax (total cost: \$44.00).

■ **UNION LIST OF LEGISLATIVE DOCUMENTS, 3RD EDITION, 1994**

Contains information on area holdings of various Congressional publications, such as bills, reports, hearings, directories, indexes, past editions of the U.S. Code and the Congressional Record. Also available at <http://www.llsdc.org/sourcebook/unionlistdocs.htm>. **Price:** \$68.00, plus \$6.10 shipping/handling and \$3.90 DC sales tax (total cost: \$75.00).

■ **UNION LIST OF LEGISLATIVE HISTORIES, 7TH EDITION, 2000**

This notable looseleaf publication contains a listing by public law number of legislative history collections on thousands of U.S. laws in over 100 law libraries in the Washington, DC area. Public law enactment dates range from 1790 to 1998. Each listing contains the public law, statute, and bill numbers, as well as the subject matter, history formats, and abbreviations for the libraries holding the histories. The publication is updated on an irregular basis. There is also a listing of participating libraries with contact and loan policy information. **Price:** \$75.00 to Society members, plus \$10.69 shipping/handling and \$4.31 DC sales tax (total cost: \$90.00); \$100.00 for nonmembers, plus \$11.25 shipping/handling and \$5.75 DC sales tax (total cost: \$117.00).

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