LAW LIBRARIANS' SOCIETY OF WASHINGTON, D.C., INC.

Law Library Lights

VOLUME 45, NUMBER 2 WINTER 2001

A CHAPTER OF THE AMERICAN ASSOCIATION OF LAW LIBRARIES

A TIME FOR REFLECTION

For many of us who live and work in the Washington D.C. area, the events of September 11, 2001, have changed how we feel about our jobs, our commute, and the safety of our workplaces. The terrorists, however, have not changed how we feel about being librarians! If there is anything that can make us feel "normal" again, it is the collegiality and concern of our librarian colleagues around the United States and abroad.

Thank you to all who expressed concern and offered prayers and words of support during these last few months, including Barbara Bintliff, president of the AALL; John Eaton, president of the Canadian Association of Law Libraries/Association Canadienne des Bibliotheques de Droit (CALL/ACBD); Valerie Stevenson, chair of the British and Irish Association of Law Libraries (BIALL); and to the many chapter presidents and individual librarians who also contacted me on behalf of the LLSDC.

Ann C. Green
LLSDC President

HOT TOPIC: GRIEF IN THE WORKPLACE[1]

Penny A. Hazelton
Gallagher Law Library
University of Washington
School of Law

MANY OF US HAVE BEEN AFFECTED PERSONALLY BY THE LOSS OF LOVED ONES - a mother or father, a child or spouse, an extremely close relative or friend. But the events of September 11, 2001, made grief and the anticipation of further tragedy (and grief) instantly real to every one of us. Most of us suffered the symptoms of grief even when we did not personally know anyone who died in the terrorist attacks. Most of us are still grieving today.

In our death-denying culture, grief is a personal thing not shared with others. I believe that the events of September 11 have made us recognize that we cannot leave grief at the doorstep of our workplaces. Many of us were at work when the stories broke that day. Whether our grief is caused by the acts of terrorism or has a more personal context, we cannot deny that the symptoms of grief create stresses that affect the people and, therefore, the work in our libraries.

In 1995, Margaret Leary had the courage to moderate a program at the AALL annual meeting entitled, *The Grieving Library*.[2] After the death of one of her staff, she recognized the signs of collective and individual grief among her staff and turned to professional help from a grief counselor. The AALL program featured a bereavement therapist, Marcia Gray, who discussed the process of grief and gave concrete suggestions to handle a variety of situations. I have drawn on Marcia Gray's materials, my own expe-

continued on page 3

EDITOR'S COLUMN

Leslie A. Lee
The George Washington University Law Library

Having just read Penny Hazelton's article, "Grief in the Workplace," I am in a reflective state of mind. So many things have happened since the publication of the fall issue. The world at large continues to grapple with the aftermath of September 11, with reports of anthrax, with homeland security and military action abroad. In my own life, a relative is fighting cancer that attacked his liver, his spine, and now his lungs (he is 38); a close friend, who is like a sister to me, moved away. Then again, happy things have happened, too: my sister gave birth to Emily Grace, who looks just like a six pound, gurgling boiled peanut; my eight-year-old nephew won his first chess tournament; and most divine of all, Maggie Moo's Ice Cream and Treatery opened across the street from my apartment building. When I think about the events of the past couple of months, I must constantly remind myself to count my blessings.

I am writing this column on the eve of Thanksgiving, and in the spirit of the giving thanks, I would like to express heartfelt gratitude to everyone who contributed to this issue of *Lights*, including the editorial team, Barbara Des Rosiers and Leslie Campbell; the ads manager, Ellen Feldman; our fearless leader, Ann Green; the columnists; the hot topic and feature article authors; the candidates who submitted biographies on short notice; our layout designer, Carol Hardy; our printer, Support Systems; and our management company, PSI. Production of this issue, "'Free' Money: Scholarships, Grants, and Fundraising," could not have happened without the hard work of all these folks.

This issue includes a range of articles on "free" money: how to obtain it, where to find it, and how recipients benefited from it. Tanya

continued on page 14

TABLE OF CONTENTS

FEATURES

COLUMNS

ADVERTISERS

Law Library Lights is published quarterly by the Law Librarians' Society of Washington, DC Inc. 20009, ISSN 0546-2483.

Subsciption Rates: Nonmembers (outside Maryland, Virginia and the District of Columbia): $35/volume, $15 single issue. Send subscription requests and correspondence to: Law Librarians' Society of Washington, D.C., Inc. 8727A Cooper Road, Alexandria, VA 22309. Attn. *Lights* Subscriptions. Subscriptions are also available through F.W. Faxon Co. and EBSCO.

Membership dues include a subscription to *Law Library Lights*. For Membership information, contact the Membership Committee Chair, 8727A Cooper Road, Alexandria, VA 22309. The Law Librarians' Society of Washington, D.C., Inc. does not assume any responsibility for the statements advanced by contributors to, nor the advertisers in, *Law Library Lights*. The views expressed herein are those of the individual authors and do not constitute an endorsement by the Law Librarians' Society of Washington, D.C., Inc.

Printed on recycled paper

CONTINUED FROM PAGE 1

riences, and the experiences of those around me.

I feel surrounded by grief some days, my own and the grief of those around me. A wonderful colleague and friend at the Gallagher Law Library, Melissa Landers, died of breast cancer in 1989 at the age of 35. Marian Gould Gallagher, law librarian at the University of Washington School of Law for 37 years, died suddenly in an automobile accident later that same year. Over the following years, Mary Starr and Ann Magee, law school employees who worked closely with library staff, died of cancer; Mary Louderback, our wonderful circulation librarian, died of a heart attack complicated by diabetes; and in the short span of the past six years no fewer than thirteen current library staff members have suffered the death of one or more parents.

People who have lost loved ones experience that loss in many ways. Marcia Gray classified these experiences as behavioral, cognitive, spiritual, emotional, and physical. Loss is part of life. Our efforts to understand the grief associated with loss are useful tools in coping with the pain. How many of these classic symptoms did you experience on September 11 and thereafter?

Behavioral

Common experiences of people who have encountered a loss include how we act or behave. Symptomatic of those experiencing a loss include:

- Low self-confidence
- Lack of energy
- Little social interest
- No interest in communicating
- Absence of friends or affection
- Decreased ability to make plans or decisions

Cognitive

Cognitive expressions of loss reflect use of our mental and analytical abilities. Common experiences include:

- Decreased ability to concentrate
- Unimaginable future
- Forgotten past
- Triviality of everyday life
- Overwhelmed by finality of loss
- Inability to understand why or what happened
- Consequences of loss

Emotional

We experience loss through the way we feel. Feelings commonly associated with loss include:

- Sadness
- Feelings on the surface
- Longing/yearning
- Absence of positive feelings
- Helplessness
- Emptiness/loneliness
- Feeling unconnected to anyone/thing
- Guilt or shame associated with feelings of powerlessness

Physical

Our physical self is not immune from a loss. Normal, physical symptoms of grief include:

- Fatigue/exhaustion
- Restlessness
- Numbness
- Crying, sobbing, sighing
- Multiple symptoms of ailments
- Eating and sleeping disturbances
- Change in sexual desire, or in needing to be shown affection or to be touched
- Crying uncontrollably

Spiritual

Our soul or spirit is also affected by loss. We may find ourselves experiencing:

- Emptiness/meaninglessness
- Loss of faith or questioning beliefs
- Need to reassess life's significance
- Sensing loss of part of self
- Loss of desire to live
- Inability to see positives
- Missing the love of person who passed away
- Awareness of life's fragility
- Bottomless despair
- Profound feelings of aloneness

Grief

Grief is a natural response to a loss. We cannot love and lose those we love without grief. Grieving is a process that varies from person to person. Some people try to deny the grieving experience, but it will be experienced eventually. Grieving means to face the reality of your loss, feel the pain, and find a way to move beyond the hurt and vulnerability.

Grieving moves back and forth along a spectrum that begins with shock, disbelief, confusion, immobility, anger, guilt, and depression and ends, we hope, with acceptance, adjustment, new relationships and interests, greater compassion, and a realization of personal growth. The end of the process of grief does not mean we no longer love the person or persons who died or that we no longer care, just that we have adjusted to their absence and moved on in our lives.

DEATH MAY BE A NATURAL PART OF LIFE, BUT THE DEATH OF A CO-WORKER WILL MAKE EVERYONE FEEL ANYTHING BUT NORMAL.

WHAT CAN YOU DO TO HELP SOMEONE WITH A TERMINAL DISEASE? OFFER TO LISTEN IF THE PERSON NEEDS TO TALK OR RANT OR CRY. ... PICK UP THE PERSON'S MEDICINE. TAKE HIM OR HER TO THE DOCTOR. BE KIND. CARE. MAKE A FREEZER DINNER FOR A NIGHT WHEN HE OR SHE MIGHT NOT FEEL LIKE COOKING. ... LET THE PERSON KNOW YOU CARE.

In the workplace loss can be experienced in many ways: the death of a co-worker after a long illness; the sudden death of a co-worker or death after a very short illness; the death of a co-worker's loved one; sudden catastrophic death caused by the attacks on the federal building in Oklahoma City or by the terrorist attacks of September 11. All of these losses have a consequence in a workplace and need the attention of every member of the organization.

Without intention to trivialize death of human beings, we would do well to remember that we suffer many other losses that can cause the response of grieving. The failure of a marriage or changes in other important relationships, the death of a beloved pet, even the move to a new building or creation of a new procedure can create a loss that may have to be processed through grieving.

One of my favorite books on the subject of loss is a small paperback by Peter McWilliams.[3] This book does not have to be read from the beginning to the end. You can read parts of it and find comfort in the normalcy of your experiences. Even my 79-year-old father found this small tome helpful as he tried to deal with the pain when my mother died suddenly a few years ago. Through this book, he realized not only that his feelings of resentment, anger, loss, regret, sadness, and shock were all normal responses, but also that his physical symptoms were identified as part of the grieving process. The book helped me to remember to chide him into taking good care of himself during the hard months following her death.

Serious Illness of Co-Worker

From the various scenarios we have experienced or can imagine, the serious illness of a co-worker, particularly one that ends in death, can be very traumatic for an organization and its staff. There are two sets of concerns that need attention during the illness phase. On the one hand, the person who is ill needs our sympathy and attention. Can the person continue full employment? What happens when the person exhausts his or her sick leave? Does the person need someone to talk to about the situation? On the other hand, the co-workers also need to process how they feel and act when a co-worker is stricken with a terrible disease. Particularly where death seems a likely outcome, the process of dealing with a very serious illness by the friends, family, and co-workers of the sick person is sometimes called anticipatory grief.

Put in a completely different context, many Americans felt the effects of anticipatory grief on September 11 and the following days as we waited to learn who and how many had died in the terrorist attacks. We began the process of grieving the loss of people we knew or perhaps did not know personally. We were shocked; we were sad; we got angry, all natural parts of the grieving process.

What helped most of us get through those days following September 11? Many of us needed to talk with others about those unbelievable events in order to process the reality of the horrible consequences: describing where you were when you first learned about the attacks; speculating about the courage of the passengers in the airplanes and on the top floors of the Trade Center; talking about who had carried out such a heinous crime; praising the remarkable outpouring of emergency and medical personnel in New York City; sharing the stories of those who died and those who lived through the experience at Ground Zero or the Pentagon. We shared this experience, this pain, with others to help process the sense of loss and helplessness that we felt.

I believe that we need to help co-workers process the anger and pain we feel when a colleague becomes seriously ill. In reality, however, something else often happens. We begin to process the fact that things will be very different. Sometimes as co-workers we begin to withdraw and avoid the sick person because we are afraid of what to say or how to express ourselves. Watching someone become more and more ill can lower our ability to cope with the normal situations of our own lives.

Knowing that someone is very ill, and perhaps dying, makes us feel vulnerable and fragile. We may be reminded of other loved ones who have died and a grieving process that is not yet finished with them. We may be reminded of our own mortality. The sick person reminds us every day of the unpleasantness and fears we associate with dying, so we pull away, trying to protect ourselves from the pain of facing these difficulties. Worse yet, we pull away from the person who is ill, at a time when he or she probably needs us the most.

When Melissa's condition seemed to be speeding out of control, her co-workers and I felt completely powerless to help her. We did not want to interfere with her private life and yet it was impossible to ignore her declining health. We knew she had to be worried about how long she could continue to work, about provisions for her husband if she died, and tasks and projects she might be unable to finish. Finally, we sat down for a long talk about her illness, her family and husband, her feelings and mine.

I admit to feeling relieved to talk, finally, about what we were both thinking. This conversation was very painful for both of us. We cried, and we laughed hysterically. We made some plans and talked about contingencies and possibilities. We took some projects off the to-do list and reprioritized others. Both Melissa and I felt a great sense of calm after this conversation. I was certainly not done grieving and she was not ready to give up to her disease. Facing some of the hard questions was therapeutic for us both.

Caring about someone in the workplace in this situation makes confronting hard and painful ideas very difficult, but to pretend that everything is normal is very stressful for everyone. If the sick person does not feel that he or she can have such a conversation with his or her supervisor or the library director, find out what resources are available in your organization to help with such situations, or encourage the person to talk to a close friend or relative.

What can you do to help someone with a terminal disease? Offer to listen if the person needs to talk or rant or cry. Do not give false hope to the person, but recognize the hard times he or she is handling. Ask how the person's family members are coping. Pick up the person's medicine. Take him or her to the doctor. Be kind. Care. Make a freezer dinner for a night when he or she might not feel like cooking. Ask how the person feels, but be prepared if the reply is, on occasion, short or terse. Be available to listen further, but do not push if the person is not ready to talk at the time. Let the person cry. It is okay for you to cry, too. Give the person a hug. Help the person redefine hope: hope may be to work right until the end; hope may be to die among family and friends; hope may be to try every new treatment. Let the person know you care.

Death of a Co-Worker

In the case of death being preceded by a long illness, your anticipatory grief will not make the loss of the person any less painful. Anticipatory grief, however, can give you time to adjust to the idea of the person's death. A sudden death has a shock value that often takes a long time to process. In either case, the loss felt by you and your staff will seem bottomless. Each person in the organization will grieve in a different way and be at different places along the grieving process spectrum. Keep in mind that just because everyone grieves differently does not mean that you should ignore how people feel and pretend that nothing is different. Ignoring the signs of grief will simply postpone the process; grief will not go away by itself.

Death may be a natural part of life, but the death of a co-worker will make everyone feel anything but normal. We may be angry, resentful that the person left so many projects undone. We may be listless and unable to do our own work. We may be prone to crying and sobbing. We may be sad or depressed. We may be unable to think about hiring a replacement or having others do parts of the person's job. We may be in denial that anything bad really happened. All of these reactions are coping mechanisms that help us get through the hard times.

A natural part of the grieving process is to wonder why such terrible things have to happen at all. We want to make sense of these tragedies. A book called *When Bad Things Happen to Good People*[4] may help you as it has helped me. Written by a rabbi whose son died at the age of fourteen of rapid aging, or progeria, this book helped me understand that people die because they have diseases and conditions that cause death; that there is a certain randomness as to whom dies when and under what circumstances; that we should ask, *What do I do now?* not *Why did this person die?* This book has a universal appeal that gave me some comfort when I was trying to understand Melissa's death.

So how should a library react when there has been such a loss? Some find that small, informal groups meeting to talk about the person and how they feel about his or her death can be very useful. Other co-workers may not feel comfortable with a group effort, but may be helped if a professional grief counselor is brought in for individual sessions. Since grief is a process, consider several sessions.

Talk about the person. Remember his or her strengths and quirks. Think how the person would react to certain policies or ideas. Laugh and cry. Perhaps you need to hold your own memorial service to honor and remember the person. Such a service can help people process their grief and pain and give closure for others. Think of a special way to honor your former colleague. With gifts from her family and her many friends, we created a scholarship in honor of Melissa. We have encouraged non-JD librarians into careers in law librarianship with annual scholarships. Over the past twelve years, a dozen librarians have benefited from

GRIEVING MOVES BACK AND FORTH ALONG A SPECTRUM THAT BEGINS WITH SHOCK, DISBELIEF, CONFUSION, IMMOBILITY, ANGER, GUILT, AND DEPRESSION AND ENDS, WE HOPE, WITH ACCEPTANCE, ADJUSTMENT, NEW RELATIONSHIPS AND INTERESTS, GREATER COMPASSION, AND A REALIZATION OF PERSONAL GROWTH.

this fund, and the size of the award is now $750. Over $30,000 is now in this fund! Every year when colleagues write checks to contribute to the fund, and when we announce the winners, we remember what our friend and colleague Melissa represented to us.

Grieving Staff Members

Sometimes grief in the workplace has nothing to do with the death of a co-worker. Individual employees may be grieving the death of a child or parent or other loved one. Even though you may not know the person who died, the survivor is your colleague and co-worker. Do we recognize these losses of our colleagues, or ignore them because the losses are personal and there is no place for such concerns on the job?

A NATURAL PART OF THE GRIEVING PROCESS IS TO WONDER WHY SUCH TERRIBLE THINGS HAVE TO HAPPEN AT ALL.

To fail to show sympathy and concern for the grieving co-worker is not humane. The grieving staff member will likely need time off, perhaps at a time that is hard or bad for the institution. The person is likely not to be working at full production for some time. Other staff may need to cover or add responsibilities during the interim. Even in the best of circumstances, the staff person's loss is bound to have a librarywide impact. Be sensitive to the person's needs. Provide safe places to talk and cry. Relieve the person of as much stress as possible. Support the person's needs to travel and take care of personal business that might be the result of the death. Know your institution's policies for bereavement leave. Encourage grieving staff members to take care of themselves during this time. Perhaps most importantly, be patient. Remember that grieving has no time limit. Do not assume that others grieve according to your timetable.

Marcia Gray suggests that you center yourself before talking or visiting with ill or grieving persons. Remember that the process takes time. Ms. Gray outlines the following ways to help others help themselves:

1. Help the person focus on the present rather than the past or future.
2. Encourage the person to set a time and place where he or she can be alone to touch base with his or her own emotions.
3. Encourage the individual to lean into the pain (that is, to think about the loss and what it will mean, to face the reality of the death) when possible. Although difficult and painful, this act is extremely healing.
4. Empower the person to listen to, trust, and have faith in him- or herself.
5. Look for new ways to connect. Reach out to others, especially to friends of the same sex.
6. Encourage the person to examine the relationships in his or her life: with spouse, parent, surviving child, and other family members; with the deceased (note that the relationship did not end but it did change); with friends; with him- or herself; with his or her spirituality.
7. Suggest keeping a journal about the grief experience. The writing process can be very therapeutic.
8. Encourage the person to talk and cry with someone with whom he or she feels safe.
9. Remind the person to filter advice from others and to keep only those pearls that are helpful. Also, remember that no one is a mind reader; ask if the person needs anything. Ask if you can attend to a specific task; do not say, "Tell me what to do."
10. Remind the individual that although the experience may not feel normal, the pain, confusion, and distress are very normal. Remind the person to take extra good care of the whole self.

Conclusion

Our temptation when confronted with a terminal illness or a death in the workplace is to ignore the symptoms of loss until they seem to go away. September 11 made it clear to all of us that healing could begin to take place through confronting the painful images and their consequences. Working through our pain and anguish with discussion, education, crying, anger, and frustration can help us cope with those tragic losses. Grief is in the workplace, but we can survive its impact and consequences by helping others recognize the symptoms. Understanding the process of grief and the experiences common to all kinds of losses can make our workplaces more humane and help each of us process grief in a more normal and healthy manner.

Endnotes:

1 Many thanks to my wonderful colleagues at the Gallagher Law Library who have helped me understand the reality of grief in the workplace. Special thanks to Peggy Roebuck Jarrett who read this article and made many useful suggestions.

2 American Association of Law Libraries, *Educational Program Handout Materials*, "The Grieving Library," Program G-3 (AALL, 1995). *See also*, "The Grieving Library" Program G-3 in AALL 1995 Annual Meeting, Pittsburgh, July 15-20 [sound recording] (AALL, 1995).

3 Peter McWilliams, *How to Survive the Loss of a Love* (1993).

4 Harold S. Kushner, *When Bad Things Happen to Good People* (Avon Books, 1981). ■

Surviving the Scholarship Application Process: A Personal Account and Strategy Guide

Tanya Shelli Brown
Covington & Burling

Why Bother Applying for Scholarships?

There are lots of reasons to apply for scholarships for library school. Obtaining a scholarship may be the only means by which you are financially able to earn a graduate degree. Unlike student loans, scholarship money does not have to be repaid. Depending upon the size of your award, scholarships can save you hundreds or thousands of dollars and enable you to leave school in a much better financial position. Moreover, having earned a scholarship looks good on your resume, particularly scholarships that are highly coveted. Most of all it just feels wonderful knowing that you have earned a scholarship!

Explore All the Possibilities, Early!!

There are many sources of scholarship information and a great deal of work involved in the application process. It is important that you begin looking into scholarship possibilities and be ready to locate and complete applications at least a year prior to your first semester of school or prior to the semester for which you need the assistance. Try not to become frustrated; the pay off at the end is well worth the time, energy, and persistence.

Many library associations (*e.g.*, American Library Association, American Association of Law Libraries, Special Libraries Association) provide scholarship information, and often, applications on their Web sites. I applied for financial assistance through numerous library associations. I applied and won an AALL minority-based scholarship, the George A. Strait Minority Scholarship, and from the ALA, I won the Spectrum Initiative Scholarship and the Library and Information Technology/Library Systems and Services (LITA/LSSI) Minority Scholarship. Interest-specific scholarships (*e.g.*, children's literature, reference services, technology) and degree-seeking scholarships (*e.g.*, JDs earning MLS and vice versa) are also available. In addition to scholarships, I also took advantage of tuition grants from the D.C. chapter of the AALL (LLSDC) and a no-interest loan provided by the District of Columbia Library Association, a local ALA chapter. Although some associations require membership as an eligibility requirement, do not despair; all of these associations also provide discounted student memberships and grants to cover membership costs.

Student services or financial aid offices are also a valuable resource for scholarships and other financial aid information. Universities often offer large scholarships; library schools, alumni associations, and individual donors may also offer smaller scholarships. I applied for and won the Myra Wilson Scholarship through the University of Maryland; this scholarship is administered by the College of Information Studies at the University of Maryland and advertised on the library school's listserv. This scholarship required an interview.

Friends, colleagues, employers, and mentors are invaluable sources of scholarship information. Word of mouth may be old fashioned, but it is tried and true, so make sure everyone you know knows that you need financial assistance. Before I considered going back to library school my mentors provided me with a list of associations I should join, suggested listserv subscriptions, and scholarship sources and deadlines. I also received information from a former employer who contacted me one year after I resigned from my position to notify me of a newly created local library association grant.

DEPENDING UPON THE SIZE OF YOUR AWARD, SCHOLARSHIPS CAN SAVE YOU HUNDREDS OR THOUSANDS OF DOLLARS AND ENABLE YOU TO LEAVE SCHOOL IN A MUCH BETTER FINANCIAL POSITION.

Read the Fine Print

As soon as you receive the application, read the instructions carefully. Pay attention to the required information. If the application requires a transcript from all schools you have attended, request this information as soon as possible. After a few weeks have passed, follow up to be sure that the transcripts have been sent to the proper address. If you must hand deliver a transcript, do not tamper with the seal. If it appears that the seal has been tampered with, the transcript may not be accepted. If you find that some instructions on an application are unclear, seek advice from the scholarship provider. Understand that many others before you probably asked the same questions.

Find Out What Worked for Other People

Improve your application techniques by talking and listening to anyone and everyone you know who has won a scholarship. People who have won can give you new ways to look at the application process that will help you to win, and they can inspire you to make the attempt. You can find out about previous award recipients through your school, local/national library associations, networks of colleagues, the Internet, listservs, newsletters, etc.

Letters of Recommendation

Ask for letters of recommendation well in advance and discuss the kind of information needed in the letter. A concrete, detailed letter from someone, usually an employer or professor who knows you and your work well, is usually worth more than three or four letters from people who do not know you. Talk to the person who is writing your recommendation and give him or her time to write a strong letter. To assist the people writing the letters, it is helpful to provide a copy of your resume and/or something written about yourself. Let the writer know the types of things you would like to appear in the letter. Information that you give them may mean a more substantial and persuasive letter. Be sure the writer knows the deadline. To ensure that the letter is sent on time, send the writer friendly reminders, perhaps once or twice before it is due. If the letter is delayed, ask whether more information is needed.

Essay Writing: Practice Makes Perfect

If personal essays, statements of purpose, or paragraph-long answers to particular questions are required, rework them over a series of drafts until they are as well written as you can make them. A good essay or answer is concise, well organized, smoothly written, interesting, distinctive, and without cliches or errors; this process may require many drafts to create. Show your application to a mentor, professor, employer, or a friend with strong writing and editing skills and no fear of providing positive criticism. Leave plenty of time for rewriting and consultation.

The Finished Product

Type all application forms, letters, essays, questionnaires, or any other information that needs to be sent as part of the application process. Proofread all materials and make sure they are picture perfect: no traces of correction fluid, no last-minute corrections with a pen, no misspellings, no errors, and no crumpled pages. Just to be sure, after making all the corrections, have someone else proofread the application in its entirety. Just before sending your application to the scholarship review committee, make copies of all parts of the application and recommendation letters. You will want to keep these as a reference for yourself at a later date. ■

The AALL Research Program

Kevin L. Butterfield
Chair, AALL Research Committee
University of Illinois at Urbana-Champaign

The AALL Research Committee reviews and proposes changes to the association's Research Agenda, works within the association and with other library associations to encourage research, and administers the association's research grant program by reviewing applications, making awards, and monitoring research activities. The committee awards grants from the funds each year.

AALL Research Agenda

In 1999, AALL President Margaret Axtmann charged the AALL Research Committee with reviewing and updating the 1993 AALL Research Agenda. The Research Committee first looked at the major headings. The committee decided that the existing Research Agenda was organized into major headings that did not provide enough flexibility, seemingly concentrating only on several specific functions performed in law libraries. After significant discussion, the Research Committee concluded that the headings of the revised Research Agenda should be based on deeper facets or principles of law librarianship. The committee felt that this approach would result in a document that remained focused on who we are and why we do what we do, while allowing for flexibility in describing how we do it. The committee is hopeful that the major headings will serve as a stable framework for future revisions.

The AALL Research Agenda is available online at: http://www.aallnet.org/committee/research/agenda.asp. The AALL Research Committee encourages grant seekers to use the agenda as a source for research topics.

AALL Research Committee Grants

AALL Research Fund

On July 17, 2000, the AALL announced the formation of the AALL Research Fund, an endowment established with a $100,000 pledge from LexisNexis™. The fund provides a secure financial base, which enables the AALL Research Committee to carry out the association's Research Agenda. The committee awards $10,000 from this fund annually. The application deadline is April 1. Application materials and criteria are available at http://www.aallnet.org/about/grant_application.asp.

The AALL Research Committee awarded funding to two projects for FY 2001-2002 from the AALL Research Fund, "Web-based Distance Learning of Principles of American Legal Bibliography" and "How Lawyers Do Legal Research." "Web-based Distance Learning of Principles of American Legal Bibliography" aimed to use modern technology to further the understanding of American legal bibliography and principles of research in American law in a worldwide setting. The reach of the World Wide Web has already transformed much thinking about knowledge transfer, particularly under the rubric of "distance learning." This project aims to make information and instruction in legal bibliography and research in American law available to a domestic as well as a worldwide population. The project proposes to develop models for self-instructional and monitored instructional use of Web-based material and scenarios, and will simultaneously be developed as a teaching module for Chinese-speaking students abroad. Continuing attention will be paid to the goal of making this instructional module available in other languages (*e.g.*, Spanish). Xia Chen, reference librarian, will lead the project along with Frederick E. Smith, librarian emeritus and senior librarian for graduate and reference services, Hugh & Hazel Darling Law Library, UCLA School of Law.

The other project, "How Lawyers Do Legal Research," continues the work of Morris Cohen, Penny A. Hazelton, and Patricia DeGeorges to create a core set of data on how lawyers, new or experienced, think about all aspects of legal research with specific attention to approach/planning, format preferences, secondary source use and preferences, evaluative criteria employed, amount of time spent, and general awareness and familiarity with currently available resources. Kris Gilliland, director of the law library and assistant professor of law, University of Mississippi Law Library, will conduct the project.

If your proposal does not specifically address an AALL Research Agenda topic, describe how your proposal would explore preservation, access, education, or management issues vital to law librarianship.

AALL/Aspen Law & Business Grant Program

The AALL Research Committee also administers the AALL/Aspen Law & Business Grant Program. The committee will award $13,000 in grants each year in 2001 and 2002. Aspen Law & Business views its contribution as an investment in research that will provide a prospective look at the role of librarians, researchers, and legal information providers and will yield results to which publishers can respond. The goal is to sponsor research that will have a practical impact on our profession and inspire products and changes in the marketplace. The application deadline is December 1. The application materials and criteria are available at: http://www.aallnet.org/about/aspen_grant_application.asp.

Both of the grant funds exist to support

THE GRANTS EXIST NOT ONLY TO PROMOTE RESEARCH WITHIN OUR PROFESSION, BUT ALSO TO REMOVE OBSTACLES TO PROJECT COMPLETION CAUSED BY TIGHT OPERATING BUDGETS.

projects of value to a large segment of those professions that create, disseminate or use legal and law-related information. Projects may range from the historical (*e.g.*, indexes, legislative histories, bibliographies, biographies, directories) to the theoretical (*e.g.*, trends in cataloging, publishing, or new service models in libraries) to the practical (*e.g.*, implementation models for collection, personnel or infrastructure management). These grants may be used to assist in small or large research projects; all applications will be considered. Possible uses for these grants include funding research assistants, photocopy projects, data entry, and research-related travel. The grants exist not only to promote research within our profession, but also to remove obstacles to project completion caused by tight operating budgets.

Some Broad Considerations

The grant process is competitive and, as such, is a comparative one. During the FY 2000-2001, the AALL Research Committee received fifteen proposals and awarded two grants. During the FY 2001-2002, we will likely receive more proposals than we can fund and must therefore weigh the proposals relative merits. The selection process is part of a larger purpose, which involves supporting, improving, and building upon research in law librarianship and the use of legal information.

Tips on making your proposal one of the best

1. Prepare. Read these tips, the request for proposals, the AALL Research Agenda, and descriptions of previous winners to better understand the grant programs purpose.

2. Organize. In your application follow carefully the organization set forth in the criteria. Proofread your application and proposal before submitting it, and make sure that all required information is included and presented clearly.

3. Remember your colleagues. Explain how your proposed project will benefit the law library community and the clients it serves.

4. Choose a focus. The AALL Research Agenda lists areas that the AALL has identified for further research. Target your proposal to meet the criteria described in one or more of the areas listed. If your proposal does not specifically address an AALL Research Agenda topic, describe how your proposal would explore preservation, access, education, or management issues vital to law librarianship.

5. Cost. Make the budget consistent with the project description. The budget should cover only those costs directly related to your project.

6. Longevity. Past proposals that received great consideration described projects that had a life beyond the one-year grant period.

7. Contact committee members. If you have questions or if you would like to discuss a research idea or proposal, please contact any member of the committee. The committee members for FY 2001-2002 include: Kevin L. Butterfield, University of Illinois at Urbana-Champaign, chair; Celeste Feather, University of Connecticut; Kevin P. Gray, Gonzaga University; Paul D. Healey, University of Illinois at Urbana-Champaign; Grace M. Mills; H. Kumar Percy, University of Texas; and Dorene S. Smith, Ater Wynne, LLP. ■

AALL Annual Meeting/Workshop Grant

Patricia Cervenka
Chair, AALL Grants Committee
Saint Louis University Law Library

Editor's Note: The American Association of Law Libraries Grants Program makes funding available for various purposes to law librarians and library school students. Funds for this program are provided through a number of sources: commercial vendors, AALL, AALL Chapters and Special Interest Sections, and AALL members. The following article provides information about the AALL Grants Committee and the grant awarded by the committee, the AALL Annual Meeting/Workshop Grant.

AALL Grants Committee

The Grants Committee awards the AALL sponsored Annual Meeting/Workshop Grant which provides financial assistance towards the cost of attending either the AALL Annual Meeting or workshops. Awarding travel funds is a very pleasant way to participate in AALL committee membership. The only drawback is that the committee cannot give every applicant the funds he or she needs.

The Grants Committee is composed of six members and a chair. Almost every member of the current committee has received an AALL grant or scholarship during his or her career. Some members have worked on chapter or special interest section grant committees as well. The members view volunteering for this committee as a way to give back to the profession. The AALL Board appoints a liaison to serve as the committee's channel of communication to the AALL Board throughout the year and the grant process. The committee appointment is for two years; terms are staggered such that each year approximately half of the members depart (to be replaced by new members) and half continue on for another year.

After the annual meeting the committee reviews the procedures from the previous spring to ensure that the application process worked well and to make improvements where necessary. In the fall the committee works on the advertising and grant application forms for the coming year. Typically, the grant deadline falls in early April; applicants have from January to the end of March to submit their application. The grants process is advertised in AALL publications and on AALLNET, chapter and SIS newsletters or Web pages, and at library schools. In addition, the Grants Committee hosts a table at the Conference of Newer Law Librarians (CONELL) held at the AALL Annual Meeting to introduce newer members to available grants. The grant application and other information is available online at http://www.aallnet.org/services/grant_application.asp.

AALL Annual Meeting/Workshop Grant

In order to be awarded a grant, an applicant must be a member of either the AALL or a chapter of the AALL, must not have received a grant in the past, and must submit the application on time. The application requests information on employment history, educational background, and membership to the AALL. Additionally, a personal statement and two letters of recommendation are required.

Application materials are to be submitted directly to the AALL where, within approximately two weeks, the materials will be compiled into a review packet and distributed to each committee member. Thereafter, committee members review the applications and apply points to each application as outlined in the committee procedures manual. The points for each applicant are forwarded to the committee chair who tallies the points from all the committee members, ranks the applicants by the score, and divides the awards among the highest-ranking applicants. During FY 2000-2001, thirty individuals applied for grants; thirteen of them received travel funds to attend the AALL Annual Meeting.

After the awards are determined, letters are sent to the applicants notifying them of the award and giving them the opportunity to accept or decline. If a recipient declines an award, the money will be redistributed to the next eligible applicant on the list. The names of the recipients are published in the awards brochure distributed at the annual meeting.

Please contact the chair of the Grants Committee if you have any questions about the application process; contact information for the current chair is available on AALLNET at http://www.aallnet.org/services/grants.asp. Eligible applicants are encouraged to apply. ■

AWARDING TRAVEL FUNDS IS A VERY PLEASANT WAY TO PARTICIPATE IN AALL COMMITTEE MEMBERSHIP. THE ONLY DRAWBACK IS THAT THE COMMITTEE CANNOT GIVE EVERY APPLICANT THE FUNDS HE OR SHE NEEDS.

Lights Deadline

Beginning with volume 45, number 1 (Fall 2001) *Law Library Lights* will be published on a quarterly basis. If you would like to write for *Lights*, please contact Leslie A. Lee, editor, at lights@llsdc.org or 202/994-2385. Submission deadlines for this year's remaining issues are as follows: February 1 (Spring 2002) and May 3 (Summer 2002).

Who Are You Mentoring?

Ruth Bridges
Cooley Godward LLP

Mentoring is one way to give something back to the profession, which has given us so much.

Giving Back to the Profession

You made it. You are a successful law librarian. You are a member of the AALL, LLSDC, VALL and/or SLA. Your knowledge and experience are well known. You have published articles on a variety of topics in your area of expertise. Now what?

If you fit this description, perhaps now is the time for you to accept an additional responsibility that your success as a law librarian dictates: find at least one other, less experienced law librarian to help along the way. In my career path, I once worked for a director of an academic law library who, each year, requested memoranda from the librarians describing how they contributed either to the campus life of the law school community or to librarian associations. As a tangible show of his support, the director budgeted more conference funding for librarians who volunteered to serve on a committee or program at the AALL annual meeting than for those who simply attended. During this period in my career, I began to feel that giving back to law librarianship was an obligation. Mentoring is one way to give something back to the profession, which has given us so much.

Mentoring provides experienced librarians the opportunity to continue sharpening their people skills and to share what they know. Remember that power in our profession is not based on how much we know, but how often we give information, answers, and guidance to others in need. Ultimately, the real power rests in being the person to whom your colleagues turn for help.

Identifying a Mentee or Mentor

Establishing a mentor/mentee relationship is a common practice in many work environments. Articles from business journals frequently address the topic and serve as good resources for information and advice on mentoring. Individuals interested in finding a mentor may need to do their own research and take the initiative in actively seeking out a mentor. Although the thought of approaching a more experienced librarian and asking him or her to serve as a mentor may seem intimidating at first, in the end, it may be the most effective way to find a mentor.

One type of successful mentor/mentee relationship is personally arranged by the potential mentee or mentor, not under the auspices of a professional association or a formal program within the workplace. For instance, in my own experience, I served as a mentor for a student who came to my library as in intern when she was in library school. Our personal connection has successfully continued over the span of several years and through several career changes for each of us. More experienced librarians are encouraged to take time to notice someone newer in the profession and reach out to offer support and encouragement. Although some newer librarians may be assertive enough to seek out a mentor, in many instances, newer librarians focus on working hard on their day-to-day responsibilities. For those of you who have "been there, done that," share your experiences and knowledge to help someone else design a blueprint for a successful career.

When looking for a mentee, do not limit yourself to your own library. The AALL and LLSDC mentoring and membership committees can help match mentors and mentees with similar professional interests. These committees provide guidance and advice for both the mentor and mentee in making the relationship successful. Additionally, these committees sometimes plan functions and other activities to kick start the relationship as well as to foster its continued development. More information about these committees can be found at their respective association Web sites.

Local chapter activities provide a good opportunity to find a mentee with whom a mentor has a better chance of meeting on a regular basis. Although geography is not insurmountable (thanks to e-mail), proximity may be a factor for those mentors and mentees who prefer to have regular, personal contact with each other. Attend LLSDC-sponsored programs or volunteer for a committee.

Staying Connected

The responsibilities of serving as a mentor can vary greatly depending on a number of factors, including your rapport, availability, accessibility, and geography. As mentioned above, sometimes the only time a mentor and mentee can get together is at a local chapter program. The face-to-face connection and continued reassurance that the mentor and mentee care about the relationship helps nurture a good relationship. Remember to ask questions about each other's careers, professional development activities and plans, and the quality of each other's work lives.

Always remember that a mentor's role is to help develop a colleague's professional life. If your mentee is experiencing problems, do not trivialize them; coach your mentee so that he or she develops the skills to deal with challenges effectively. Remember to listen. If your mentee works in a different library and a visit is feasible, find time to stop by his or her library. Whether or not visits are practicable, take advantage of technology and communicate through e-mail. These days, everyone is busy. E-mail allows mentors and mentees to stay connected despite barriers created by geography and time. In short, maximize your involvement in your mentee's professional life.

On the flipside, the responsibility of the mentee is just as challenging. Keeping in touch is a two-way street. A mentee who expects a strong, dynamic relationship with his or her mentor must remember to make time for the mentor. Even if a mentee is not currently facing a problem for which he or she needs advice, a quick e-mail is a simple way to stay connected.

Mentoring is a win-win relationship

When thinking back to your early years in the profession, think about how much it meant to you when a more experienced, more established librarian, introduced him- or herself and said, "I think your presentation was great" or "Your work on the committee was fantastic. Let's keep in touch." Small gestures of kindness can go a long way, especially to someone who is new to the profession and who is working hard to build his or her career.

What you gain as a mentor is an enormous feeling of grace that comes from sharing knowledge with someone else. By virtue of your position in your library, you may already be a manager of other people. By becoming a mentor, you will have an opportunity to manage an interpersonal relationship without the structure of the employer-employee relationship, which can be very freeing for both individuals. Being a part of someone else's life in this manner, even if the mentee shifts into another branch of librarianship, can be exciting. If you stay in touch, you, too, will grow by learning about another type of librarian career.

If you have a particular interest that your mentee shares, maybe you can work on an article together or write a program proposal that you will jointly produce. You can take a background role giving the mentee the opportunity to take the lead.

Sometimes the mentor/mentee relationship can be very informal and unstructured such that communication is centered around annual conferences. Do not undervalue this approach; perhaps the mentee is stable in his or her career and needs only occasional advice or seeks simply to share events of the past year.

MENTORING PROVIDES EXPERIENCED LIBRARIANS THE OPPORTUNITY TO CONTINUE SHARPENING THEIR PEOPLE SKILLS AND TO SHARE WHAT THEY KNOW.

THE BENEFITS OF SCHOLARSHIPS GO WELL BEYOND THE MONEY; SCHOLARSHIPS ALLOW RECIPIENTS OPPORTUNITIES TO NETWORK, TO ENGAGE IN NEW EXPERIENCES, AND TO GROW AS LIBRARIANS.

AALL Scholarships

One very useful way for mentors to assist mentees is to point out resources that provide financial assistance for continuing education or other professional pursuits. The benefits of scholarships go well beyond the money; scholarships allow recipients opportunities to network, to engage in new experiences, and to grow as librarians.

As a returning member of the AALL Scholarships Committee, I was surprised to learn that fewer than 25 people applied for funds in FY 2000-2001. I encourage all eligible applicants to apply for any of the scholarships available from the AALL. There are five different types of scholarships available:

Type I: Library Degree for Law School Grauates Awarded to a law school graduate working towards a degree in an accredited library school. Preference is given to AALL members, but scholarships are not restricted to members. Preference in selection is given to persons with meaningful law library experience. Evidence of financial need must be submitted.

Type II: Library School Graduates Attending Law School Awarded to a library school graduate working toward a degree in an accredited law school, who has meaningful law library experience and has no more than 36 semester (54 quarter) credit hours remaining before qualifying for the law degree. Preference is given to AALL members, but scholarships are not restricted to members. Evidence of financial need must be submitted.

Type III: Library Degree for Non-Law School Graduates Awarded to a college graduate with meaningful law library experience who is a degree candidate in an accredited library school. Preference is given to AALL members, but scholarships are not restricted to members. Preference is given to applicants working for degrees with emphasis on courses in law librarianship. Evidence of financial need must be submitted.

Type IV: Library School Graduates Seeking A Non-Law Degree Awarded to library school graduates who are degree candidates in an area, other than law, which will be beneficial to the development of a professional career in law librarianship. This scholarship is restricted to AALL members. Evidence of financial need must be submitted.

Type V: Law Librarians in Continuing Education Courses Awarded to law librarians with a degree from an accredited library or law school who are registrants in continuing education courses related to law librarianship.

For more information about these and other AALL scholarships, please visit http://www.aallnet.org/services/scholarships.asp. ■

CONTINUED FROM PAGE 2

Shelli Brown's article, "Surviving the Scholarship Application Process: A Personal Account and Strategy Guide," provides readers with a practical guide through the scholarship application process. Kevin Butterfield and Patricia Cervenka, chairs of two AALL committees, have written pieces about their committees and the types of grants awarded by them. Ruth Bridges, a member of the AALL Scholarships Committee, has written an article, "Who Are You Mentoring?" covering the AALL educational scholarships and the broader topic of giving back to the profession as a mentor. Wendy Prellwitz's article, "The American Library Association's Spectrum Initiative: A Full Spectrum of Opportunities," provides information about the Spectrum Scholarships, which are designed to promote diversity in the library profession. Three recipients of funds from the LLSDC Scholarships and Grants Committee, Nancy Crossed, Bill Ryan, and Stephanie Young, have written pieces about their respective experiences in attending an institute, a conference, and a workshop. For a twist on the idea of "free" money, Robert Brink and Regina Smith have written insightful articles on the topic of library fundraising.

Also included in this issue are the regular slate of columns and the candidate biographies for the 2002-2003 LLSDC Board elections. Enjoy! ■

SEE YOUR NAME IN LIGHTS!

Law Library Lights welcomes submissions of feature and hot topic articles for publication. Authors whose articles are selected for publication will receive a gift compliments of the *Lights* Committee. Editorial inquiries or requests for additional information should be addressed to Leslie A. Lee, editor, at lights@llsdc.org or 202/994-2385.

The American Library Association's Spectrum Initiative: A Full Spectrum of Opportunities

Gwendolyn Prellwitz
Office for Diversity & Spectrum Initiative
American Library Association

Blueprint for Success

For the past four years, the American Library Association (ALA) has been committed to providing $5,000 scholarships annually to 50 students of African American, Asian/Pacific Islander, Latino/Hispanic, and/or Native American/Alaskan Native descent pursuing their Master's in Library and Information Studies. These scholarships, known as the Spectrum Scholarships, are part of the multimillion dollar Spectrum Initiative dedicated to improving service at the local level through the development of a representative workforce that reflects the communities served by all libraries in the new millennium.

The Spectrum Initiative was established in 1997, under Dr. Betty Turock's presidency, as an effort by the ALA to act on its longstanding concern and commitment to diversifying the profession. Although the scholarship is the most immediate and publicized aspect of the Initiative, Spectrum Scholars are part of something much larger and the benefits they reap extend far beyond the initial financial support.

Laying a Foundation

The importance of the monetary scholarship should not be underplayed. The availability of financial support has encouraged and assisted many people who may not have otherwise considered pursuing a degree in library and information studies. 1998 Spectrum Scholar Miriam Perez expressed her personal gratitude when she said:

> I believe that without the scholarship I would not have been able to go to the library science program and be able to give back to a community that I really care about so abundantly. I feel that the scholarship opens a lot more doors to individuals who may be reluctant to go into this field yet may be able to contribute generously with their ideas to the profession.

The $5,000 award significantly assists students in need, and there is considerable additional financial support in the form of matching scholarships, tuition wavers and grants from universities. Simmons College Graduate School of Library and Information Science in Massachusetts, for instance, is one of over fifteen universities that have supported Spectrum through financial assistance. Since the Initiative's inception, Simmons has generously offered a full matching scholarship of $5,000 to Spectrum Scholars enrolled in its GSLIS Program. As noted by Claire Knowles, assistant dean and Spectrum Scholarship mentor for Simmons GSLIS, "We take pride in promoting and supporting the Spectrum Initiative Scholarship Program not only at Simmons, but also throughout the Commonwealth of Massachusetts and the New England region as we continue to encourage and support more librarians of color to enter the profession."

The initial award is given directly to the student to use to support his or her education in the way that best meets the individual's needs. Whether the scholarship recipients are purchasing textbooks or paying for daycare so that they can attend classes, the money exists to ease the financial burden of a master's program and ensure that scholars from diverse backgrounds are free to pursue an advanced degree. The financial offering is substantial enough that even if it were the only support afforded to Spectrum Scholars, it would still be an attractive opportunity. The Spectrum Initiative, however, is much more than a scholarship.

The Institute: Building a Community

As part of their experience, the cohorts of Spectrum Scholars are invited to attend an annual all expenses paid, three-day leadership conference known as the Spectrum Institute. The institute traditionally takes place immediately prior to and in the same location as the ALA Annual Conference, thereby facilitating attendance at both events. According to scholars, speakers, and participants, the 1999 institute in New Orleans, the 2000 institute in Chicago, and the 2001 institute in San Jose have all been incredible successes.

For each of the institutes, a planning committee composed of leaders for diversity in the library community has worked arduously to make the experience both meaningful and memorable for the scholars. The purpose of the Spectrum Institute is to instill strength, courage, knowledge, awareness, and opportunity for Spectrum Scholars who will soon be embarking on their library service careers. In order to realize this vision, the institute seeks to involve many individuals from diverse backgrounds and occupations, exposing the Spectrum Scholars from all across the nation to various educators, authors, poets, library directors, and individuals who are committed to the delivery of information and library services for multicultural environments. Past speakers and their presentations include: Manager of Hewlett Packard Corporate Libraries Eugenie Prime and her presentation "Paint What You Want to See"; Camila Alire, Dean of Libraries at Colorado State University-Fort Collins, presenting "Committing to the Challenge: The Task of Becoming a Leader of Color"; President of Sitting Bull College and

"…I'm part of a large network of people who are interested (no, thrilled) at seeing me succeed in life."
– 1999 Spectrum Scholar, Lee McQueen

great-great-great grandson of Sitting Bull Ron McNeil delivering his program "In Search of Sitting Bull"; and K.G. Ouye, Director of San Mateo Library, speaking on the "Role of Technology in 'OUR' Communities."

The diversity and broad experiences of the individuals involved in the institute exposes the scholars to skills and knowledge that scholars are not necessarily exposed to during library school. Moreover, the institute provides a supportive environment where people in similar yet diverse circumstances speak frankly about their experiences and acquire effective tools for dealing with the challenges of leading for diversity. The institute provides an intense environment of work, sharing, and creativity. Judging by their responses, the experience is well worth it. As described by 2000 Spectrum Scholar Michele Dye:

> The Spectrum Institute has expanded my view of diversity. The myth that librarians are serious little old ladies who, of course, wear glasses has been dispelled. When I looked around the room at the Spectrum Institute, I realized that diversity is very much alive. I saw that there are other librarians who, to my surprise and delight, look like me. I realize I am not alone in this profession. My eyes were also opened to the diverse world of librarianship. Wow, medical librarianship, school librarianship, defense librarianship, corporate librarianship, and the list goes on and on. I did not fully realize what I was getting myself into when I decided to become a librarian, nor did I realize the full spectrum of choices it would afford me. This profession is an adventure as well as a diverse and exciting world of opportunity.

"...I FEEL THAT THE SCHOLARSHIP OPENS A LOT MORE DOORS TO INDIVIDUALS WHO MAY BE RELUCTANT TO GO INTO THIS FIELD YET MAY BE ABLE TO CONTRIBUTE GENEROUSLY WITH THEIR IDEAS TO THE PROFESSION." – 1998 SPECTRUM SCHOLAR, MIRIAM PEREZ

Finishing Touches

The benefits of a Spectrum Scholarship go well beyond the scholarship and the institute. While these components form the foundation and body of the Spectrum Initiative, there are a number of additional opportunities that complete the picture.

The scholars receive a number of travel grants, conference registrations and complimentary memberships to ALA divisions and affiliates. A number of the ethnic caucuses provide special opportunities to all scholars, or in some cases, to scholars reflecting the ethnic focus of the affiliation. For instance, the National Association to Promote Library and Information Services to Latinos and the Spanish-Speaking (a.k.a., REFORMA) developed a mentoring program in 1999 that connects interested Latino/Hispanic Spectrum Scholars with a mentor from REFORMA. Other ALA affiliates such as the Public Library Association (PLA) encourage the Spectrum Scholars to apply for travel grants to their national conferences. For the 2002 PLA National Conference in Phoenix, five Spectrum Scholars each from the 2000 and 2001 classes can receive an award of $1,500; moreover, the PLA will also provide complimentary conference registration and an onsite conference mentor.

The availability of these chances for participation enables the Spectrum Scholars to form a vast professional and personal support network before they graduate from library school. As stated by 1999 Spectrum Scholar Lee McQueen:

> I've been invited to several library conferences (LAMA, WNYLRC, ALA) that I could not afford to attend otherwise. I'm part of a large network of people who are interested (no, thrilled) at seeing me succeed in life. I don't feel so alone in the higher education system. I don't experience the 'lost' feeling of being the 'only one' in an academic institution.

Once they have graduated, Spectrum Scholars remain part of this large network, and the benefits continue. As members of an online discussion forum, Spectrum Scholars are informed about residency, internship, and job opportunities. Many libraries, universities, and organizations recruiting for diversity see the Spectrum Scholars as a rich market. As more scholars become leaders in the profession and as publicity about the Spectrum Initiative grows, the reciprocal opportunity available to jobseekers and recruiters knows no bounds.

Insuring the Investment

The ALA and its affiliates have made a huge investment in the Spectrum Scholars. Building this pool of effective leaders for diversity in the profession strengthens the design and delivery of library and information services to our diverse population of users. Spectrum Scholars have returned their investment through activism, participation, words of encouragement, and the establishment of a "Scholars for Scholars" matching Spectrum Scholarship. The success of the scholars as individuals and the realization of the mission of the Spectrum Initiative also depends on the involvement of as many organizations, institutions, and individuals as possible. For more information about the Spectrum Initiative, please visit www.ala.org/spectrum. ■

Practising Law Institute's Fifth Annual Internet Law Institute

Nancy Crossed
American University
Washington College of Law
Library

Author's Note: Thanks to the generosity of the LLSDC Scholarships and Grants Committee, I was able to attend PLI's Fifth Annual Internet Law Institute, an informative and interesting conference in New York in July 2001. The information was current and sources were provided that will be helpful in locating materials needed for this rapidly changing area of law. I have summarized three issues presented at the institute. The course handbooks cover these issues and others in depth.

Trespass on the Internet

Ian C. Ballon, of Manatt, Phelps & Phillips LLP in Los Angeles, one of the program co-chairs and author of *E-Commerce and the Law: A Treatise with Forms*, began the first session by offering some interesting statistics on the Internet market. Currently, the United States holds 75% of the market while Europe holds 10% and the rest of the world holds 15%; the projection for 2005 is United States 30%, Europe 25% and the rest of the world 45%.[1] Given these statistics and the burgeoning litigation in Internet law, Mr. Ballon focused on privacy, copyright, trademark, domain names, and the role of arbitration in settling disputes.

"Bots," a term used for smart software, spiders, web crawlers, and robots are used to extract material from many different Internet locations.

"Bots," a term used for smart software, spiders, web crawlers, and robots are used to extract material from many different Internet locations. In *eBay vs. Bidder's Edge*, 100 F. Supp. 2d 1058 (N.D. Cal. 2000), the defendant used bots to extract auctions from eBay and put them on the Bidder's Edge Web site whereby they received advertising revenue. eBay showed it was likely to suffer irreparable harm since the bots accessed eBay between 80,000-100,000 times daily thereby reducing the bandwidth and server capacity available. The court ruled that there was a trespass of chattels based on the "intermeddling with or use of another's personal property"[2] and issued a preliminary injunction.

In *Register.com vs. Verio Inc.*, 126 F. Supp. 2d 238 (S.D.N.Y. 2000), the defendant used bots to retrieve information from Register.com's "WHOIS" database which lists all the registration information for its domain name registrants. Verio used the information to contact new registrants to solicit business for its services; in so doing, Verio misled the registrants into thinking that it was affiliated with Register.com. Register.com argued that its terms of use policy expressly prohibited Verio from using the registration information for any mass marketing purpose. Verio claimed that Register.com's terms of use were unenforceable since there was no requirement to assent to those terms. The court rejected that argument because Register.com's policy on accessing and using information gathered from its WHOIS database was clearly posted on Register.com's Web site, and ultimately formed a contract.[3] The court found that using the bots to collect data from Register.com did not violate the terms of use policy; the court found, however, that Verio's use of the information for "marketing by e-mail, direct mail or telephone" resulted in a trespass of chattels.[4] The preliminary injunction was granted.

Other cases which were discussed included *Ticketmaster Corp. v. Tickets.com*, 2000 U.S. Dist. LEXIS 12987 (C.D. Cal. Aug. 10, 2000), an unreported opinion which held that Ticketmaster's information constituted facts that could not be copyrighted, and therefore, Tickets.com's use of Ticketmaster's information amounted to fair use. In *Storm Impact v. Software of the Month Club*, 13 F. Supp. 2d 782 (N.D. Ill. 1998), and *Playboy Enterprises, Inc. v. Webbworld, Inc.*, 991 F. Supp. 543 (N.D. Tex. 1997), bots were used to extract information from the plaintiffs' Web sites; in both cases, the courts found evidence of copyright infringement.

Domain Name Arbitration

Internet Corporation for Assigned Names and Numbers (ICANN) has been providing online arbitration for bad faith cybersquatting cases in both the generic top level domains (*e.g.*, .com, .net, .org) and country-code top level domains (*e.g.*, .au, .uk, .us).[5] The rules of the proceedings are governed by the Uniform Domain Name Resolution Policy (UDRP) and are available on the ICANN Web site at www.icann.org. There are four ICANN authorized dispute resolution providers: World Intellectual Property Organization (www.arbiter.wipo.int/domains/), CPR Institute (www.cpradr.org/ICANN_Menu.htm), National Arbitration Forum (www.arbforum.com/domains/), and eResolutions (www.eresolution.ca/services/dnd/arb.htm). All of the providers follow ICANN's rules of procedure and supplement them with their own rules.

Although the decisions are not precedential, both parties and arbitrators often cite ICANN decisions to support their positions. Evaluating previous decisions also provides insight to the arbitrators' views and the opposing parties' arguments. Decisions from all the providers are available at www.icann.org /udrp/udrpdec.htm.

Arbitration for this type of dispute has definite benefits since a preliminary injunction is usually the relief requested. Arbitration is much cheaper than filing in federal court (often under

$1000), takes less time in attorney's fees, and can be filed online. Moreover, decisions are disseminated by e-mail and the case usually takes six weeks to finish. On the negative side, it is unclear if a federal court must enforce an ICANN arbitration award. In the majority of cases the trademark owner prevails.

Consumer Protection and Gambling on the Internet

Thomas N. Auriemma, the Deputy Director of the New Jersey Division of Gaming Enforcement and Secretary of the International Association of Gaming Regulators, presented a view of gambling in cyberspace.

There are many justifications for the prohibition of gambling on the Internet. Each state has created its own laws on gambling to reflect the preferences and policies of the citizens and government. Gambling from home on a computer is equivalent to bringing gambling to a jurisdiction that may prohibit it.[6] With gambling on the Internet, there is no way for regulators to determine the financial stability of the gaming operators or the fairness of the games.[7] Minors gambling, criminal activity, taxation issues, and the misuse of customers' financial information all contributed to the introduction of the Internet Gambling Prohibition Act of 1999[8], a federal bill, which is at the time of this writing, pending in the House Committee on the Judiciary. Introduced by Senator Jon Kyl, this bill makes it illegal to run a gambling business on the Internet and establishes penalties and fines equal to the amount received in bets or $20,000 and/or four years in prison.

A number of states have either enacted legislation or have bills pending which prohibit Internet gambling.[9] For example, Louisiana included in its legislation:

> Whoever designs, develops, manages, supervises, maintains, provides, or produces any computer services, computer system, computer network, computer software, or any server providing a Home Page, Web Site, or any other product accessing the Internet, World Wide Web, or any part thereof offering to any client for the primary purpose of the conducting as a business of any game, contest, lottery, of contrivance whereby a person risks the loss of anything of value in order to realize a profit shall be fined not more than twenty thousand dollars, or imprisoned with or without hard labor, for not more than five years, or both.[10]

Mr. Auriemma also cited to legislative activity in Minnesota; specifically, he referred to a statement by the Attorney General of the State of Minnesota, which indicated that accomplice liability may be applied to Internet Service Providers and/or credit card companies "that continue to provide services to gambling organizations after notice that the activities of the organization are illegal[.]"[11] Several states are attempting to make gambling debts on credit cards uncollectible.[12]

Mr. Auriemma also indicated that prohibiting Internet gambling raises unique jurisdictional issues.[13] He illustrated this point by describing a case involving an Internet gambling operator which was dismissed because the defendant could not be served. In that case, a U.S. citizen claimed to have won $50,000 by Internet gambling but the operation was located in Antigua and the defendant was never found. Another problem with prohibiting Internet gambling is attaching assets to satisfy a judgment issued in a U.S. court.

WITH GAMBLING ON THE INTERNET, THERE IS NO WAY FOR REGULATORS TO DETERMINE THE FINANCIAL STABILITY OF THE GAMING OPERATORS OR THE FAIRNESS OF THE GAMES.

THE NATIONAL GAMBLING IMPACT STUDY COMMISSION REPORT RECOMMENDS THAT THE FEDERAL GOVERNMENT ENCOURAGE FOREIGN GOVERNMENTS TO PREVENT INTERNET GAMBLING OPERATORS FROM MARKETING TO U.S. CITIZENS BUT ACKNOWLEDGES THERE IS LITTLE INCENTIVE FOR THEM TO DO SO.

The National Gambling Impact Study Commission Report recommends that the federal government encourage foreign governments to prevent Internet gambling operators from marketing to U.S. citizens but acknowledges there is little incentive for them to do so.[14]

Conclusion

There is a great deal of information on many different issues in Internet law contained in the two volumes prepared for the institute as well as the accompanying material on gambling and consumer protection. Although this institute was specifically for practicing attorneys I found the information extremely valuable as a reference librarian because it provided sources with which I was unfamiliar and an understanding of the many issues involved in Internet law.

Endnotes

1. Ian C. Ballon, *Bots, Screen Scraping, Content Aggregation and the Evolving Doctrine of Database Trespass*, PLI 5th Ann. Internet L. Inst. 9 (2001).
2. 100 F. Supp. 2d 1058, 1070 (N.D. Cal. 2000).
3. 126 F. Supp. 2d 238, 242 (S.D.N.Y. 2000). Specifically, the terms governing Register.com's WHOIS database state: "By submitting a WHOIS query, you agree that you will use this data only for lawful purposes and that, under no circumstances will you use this data to: (1) allow, enable, or otherwise support the transmission of mass unsolicited, commercial advertising or solicitations via direct mail, electronic mail, or by telephone; or (2) enable high volume, automated, electronic processes that apply to Register.com (or its systems). The compilation, repackaging, dissemination or other use of this data is expressly prohibited without the prior written consent of Register.com. Register.com reserves the right to modify these terms at any time. By submitting this query, you agree to abide by these terms."
4. *Id.* at 250.
5. Ian C. Ballon, *April 2001 Update Chapter 11 Domain Names*, PLI 5th Ann. Internet L. Inst. 39 (2001).
6. Auriemma, Thomas N., *Gambling on the Internet: The Legal Perspective*, GAMBLING ON THE INTERNET, REP. TO THE INT'L ASS'N OF GAMBLING REGULATORS 3 (2001), at http://www. iagr.org/iagrwebgpaper.PDF.
7. *See id.*
8. S.692, 106th Cong. (1st Sess. 1999).
9. Auriemma, *supra* note 6, at 6.
10. LA. REV. STAT. ANN. § 90.3 (2000).
11. Auriemma, *supra* note 6, at 7-8.
12. *Id.* at 10-11.
13. *Id.* at 11-12.
14. The Final Report and Final Report Recommendations are available at http://www.ngisc.gov/. ■

ALAN HOLOCH MEMORIAL TRAVEL GRANT

American Association of Law Libraries
Social Responsibilities Special Interest Section
Standing Committee on Lesbian and Gay Issues

The Alan Holoch Memorial Travel Grant provides $500 for travel to the American Association of Law Libraries Annual Meeting. This grant, sponsored by the Standing Committee on Lesbian and Gay Issues of the Social Responsibilities Special Interest Section of the AALL, is awarded in late May or early June of each year.

The grant is funded by a generous bequest to the Lesbian and Gay Standing Committee from former Ohio State University Law Library Director and AALL Treasurer Alan Holoch, who died in 1991. Those whose lives he touched will long remember and cherish Alan. These grants, given in Alan's memory, are a tribute to his spirit and to his vision of making the AALL better through member involvement. Individuals chosen to receive a grant have the potential to make a significant contribution to law librarianship through their involvement with the AALL and the Social Responsibilities Special Interest Section's Standing Committee on Lesbian and Gay Issues.

The grant application will be made available on AALLNET in the spring and will be due in late April or early May of 2002. Applicants must be members of the Social Responsibilities Special Interest Section at the time of application. In addition to a personal statement, applicants will be required to include two letters of recommendation, one from an employer and one from a peer. Recommendations should be sought from those who are familiar with you and your library related activities.

Interested members should feel free to contact Carol Alpert, chair of the SIS's Holoch Memorial Travel Grant Committee, at 212/998-6316 or alpertc@juris.law.nyu.edu.

BIALL: Bad Acronym, Good Conference

William Ryan
American University Washington College of Law Library

Editor's Note: The author of this article received funds from the LLSDC Scholarships and Grants Committee to attend the BIALL's 32nd Annual Study Conference in Cork, Ireland. The following is a summary of his conference experience.

Size and Food Matter

Perhaps because the acronym for the association is somewhat unusual, the British and Irish Association of Law Librarians (BIALL) works hard to make its annual meeting an event not to be missed. Held in Cork, Republic of Ireland from June 8-11, the theme of 32nd Annual Study Conference was "Keeping the Customer Satisfied: The Delivery of Legal information." I can state without reservation that I was thoroughly satisfied.

Unlike the AALL Annual Meeting and Conference, the BIALL meeting usually offers only one program rather then several running concurrently. This structure allows delegates to interact more easily and to have the time to get to know one another. Another major difference between the two annual meetings is size. While the AALL meeting attracts a couple thousand attendees, the BIALL meeting is much smaller, attracting a few hundred folks at the most. Fewer attendees makes for a more manageable conference and increases the opportunity to meet people. One other area of departure between the two meetings is composition of the attendees. That is, at the AALL meeting, all types of law librarians are relatively well represented, whereas at the BIALL meeting, firm librarians predominate. While firm librarians are the largest group of delegates, there is no shortage of information and discussion of issues relevant to law librarians from other types of library environments, or for that matter, from overseas.

Another difference between the two meetings is that at the BIALL meeting, much of the social activity revolves around meals. While gastronomy is a priority for attendees of the AALL meeting, the BIALL meeting takes meals to a higher level. The highlight of the opening night was an informal dinner and quiz on British news and pop culture. While overseas delegates are typically not much help to their table mates, the evening was a great deal of fun to experience regardless of whether you are participating or simply observing. The annual association dinner followed on the second evening of the conference, and the final evening included traditional Irish music, song and dance (known as "ceili"). Each event was punctuated by traditional Irish hospitality. In addition to the meals, delegates had a choice to visit the Blarney Castle and kiss the famous stone, to tour the University College Cork (the home of George Boole), or to visit the Jameson distillery in Middleton.

Presentations

Irish Republic Attorney General Michael MacDowell delivered the keynote address, "The Delivery of Law," which concentrated on the Republic's efforts to make legal information available to its citizens and ultimately the rest of the world. Mr. MacDowell discussed the government's efforts to codify Irish law by bringing together the statutes as well as the statutory instruments. Statutory instruments are analogous to the *Code of Federal Regulations* (CFR), but unlike the CFR, the Irish statutory instruments have not been collected together in any systematic way. Ireland has a unique problem in that the law of the United Kingdom – as it stood in 1922 – may still be good law in the Republic if it has not been changed by the Irish Parliament. Like the Irish statutory instruments, these preexisting U.K. laws are also unpublished. Mr. MacDowell discussed the Irish government's successes and challenges in placing legal materials on the Web. Many of my Irish colleagues praised their government's efforts in these areas and hoped for continued progress towards the ultimate goal of having all current legal materials available on the Internet for free.

If you are interested in having a more manageable, less harried conference experience in a faraway, exotic location, you may want to consider the BIALL meeting.

Robert Oakley, former AALL president, presented "Lobbying on Information Policy Issues: A Case Study of an American Library Association," a paper on the development of the AALL's Washington Affairs office and the association's role in lobbying the federal government on information issues. The latter topic was of particular interest to many attendees of the BIALL meeting, since that association is contemplating developing a lobbying strategy.

Other programs included a presentation on the copyright issues facing librarians in the United Kingdom and Ireland as well as in the EU and a presentation on materials from the Scottish Parliament. The conference also includes a small exhibits and vendor area.

The annual conference of the British and Irish Association of Law Librarians proved to be both educational and fun. If you are interested in having a more manageable, less harried conference experience in a faraway, exotic location, you may want to consider the BIALL meeting. For more information about the organization and details regarding upcoming conferences, visit the BIALL Web site at http://www.biall.org/. ■

"SHOULD WE BUY IT?" COLLECTION DEVELOPMENT FOR LAW LIBRARIANS

Stephanie Young
Bryan Cave LLP - Washington, D.C.

AS MORE RESOURCES ARE MADE AVAILABLE ONLINE AND MORE OUTSOURCING SERVICES APPEAR IN THE MARKET, LAW LIBRARIANS IN PRIVATE SETTINGS FIND THEMSELVES DEFENDING THEIR EXISTENCE.

Editor's Note: The author of this article received funds from the LLSDC Scholarships and Grants Committee to attend her first AALL workshop, the AALL Professional Development Workshop: New Perspectives on Law Library Acquisitions and Collection Development. The workshop was held on November 2-3, 2001, at American University's Washington College of Law in Washington, D.C.

The Agenda

Recently, I joined the library staff of Bryan Cave LLP. One important issue for me involved gaining more practical knowledge on law library collection development. I was fortunate to have the opportunity to attend an AALL workshop that covered a variety of issues relating to acquisitions and collection development. Discussions included designing and implementing a collection development policy; outsourcing; budgeting; acquiring and using electronic resources; ordering practices and ethics; decision making for selecting and de-selecting materials; and forecasting the future role of law librarians and libraries.

The PLL Perspective

Guest speakers from diverse library environments participated in the workshop. Scott Larson, librarian at Beveridge & Diamond, P.C., hosted presentations of particular interest to private law librarians (PLL). Although keeping costs down is a concern for any library, in making collection development decisions, PLLs constantly face the question, "Can it be billed back to the client?" As more resources are made available online and more outsourcing services appear in the market, law librarians in private settings find themselves defending their existence. PLLs constantly compete with the other needs of the firm. For instance, space is always an issue; some attorneys believe that trimming parts of the library collection might create offices for additional attorneys who, in turn, will bill hours for the firm. Luckily, many attorneys realize the value in maintaining a print collection.

In some cases, outsourcing services and selecting electronic resources (instead of print versions) may be cost effective and minimize routine tasks for the library staff. For example, cost savings can be realized not only by freeing up time for the reference staff to focus on more reference requests, but also by providing access to information for many attorneys without having to purchase multiple office copies of a print publication. Clear guidance in the collection development policy about selecting electronic resources can ensure that funding will be properly distributed to meet the library's many needs.

What About Our Future Role?

Several breakout sessions were scheduled to provide workshop attendees from each type of library (*i.e.*, academic, private, and government) an opportunity to analyze how acquisitions and collection development policies affect their libraries. The workshop concluded with an interesting final session on forecasting the future roles of libraries and law librarians.

In my breakout session, we discussed the benefits of establishing various consortia. Because of competition for limited resources, private law librarians from the D.C. area determined that a more elaborate consortium could eventually exist among their firms. This arrangement would be similar to the existence of branch libraries in public and academic library systems. With the increasing cost of office rental space and little or no increases in library budgets, PLLs regularly face the decision to de-select larger portions of their collections to create space for other firm uses. For these reasons, establishing a consortium for private law libraries might prove to be extremely beneficial.

Likewise, we discussed a consortium for dealing with vendors, similar to the AALL's Committee on Relations with Library Vendors (CRIV). The two dominant publishers, LexisNexis™ and West Group, have acquired nearly all of the smaller legal publishing companies – a situation that leaves little room for competition. During the breakout session, some librarians expressed that they felt trapped with very few alternatives or bargaining power. Participants in the session suggested that contract negotiations and subscription terms might become less lopsided if PLLs present a united front when working with vendors.

My Gratitude

I found this workshop to be an enlightening experience. I am very grateful to both the members of the LLSDC and the LLSDC Scholarship and Grants Committee for providing me with the opportunity to attend this event. I look forward to participating in more events as my law librarian career progresses. ■

Fundraising: It's Like Eating Green Eggs and Ham

Robert J. Brink,
Social Law Library, Boston

Editor's Note: Robert J. Brink, Esq., is the executive director of the Social Law Library in Boston, Massachusetts. During his career, he has raised over $9,000,000 from foundations, law firms, and government grants for endowments, annual drives, and diverse special projects. He recently raised over $500,000 to underwrite the purchase and installation of a new integrated library computer system for the Social Law Library. The following article summarizes a presentation by the author who participated in a program entitled, "Facing a New Reality: The Law Librarian as Fundraiser," at the 94th Annual Meeting and Conference of the American Association of Law Libraries in Minneapolis, MN in July 2001.

I feel a little like the Dr. Seuss character, Sam-I-Am. Convincing people to try fundraising is a bit like getting them to eat green eggs and ham. Unfortunately, fiscal realities are now *forcing* many librarians to try something that seems similarly unappetizing.

There are plenty of "how to" guides that explain the best way to design and implement various fundraising methods, everything from simple bake sales to sophisticated strategies to increase deferred giving. There are also resources to help identify the vast array of potential funding sources, especially foundations and government grants. A list of fundraising resources is appended to this article.

Even with so much readily available information, most people still resist fundraising. Perhaps they feel that they do not have the expertise, but cannot afford professional consultants. Their fears of asking for support, and their fears of rejection, also hold them back.

Like Sam-I-Am, my task is to get you to overcome your reservations. I have eaten the dreaded green eggs and ham, and I like them.

Like Sam-I-Am, my task is to get you to overcome your reservations. I have eaten the dreaded green eggs and ham, and I like them.

If you are committed, you can do it yourself!

I am not a professional fundraiser. My expertise has been developed by a seat-of-the-pants experience. I recommend that you consider doing fundraising yourself. Do not delegate the responsibility entirely to your development staff (if you have one) and most especially not to professional fundraising consultants. My experience has been that consultants spend an ordinate amount of time to learn about your institution or project – it is a great learning experience for them – but they very rarely master the subject well enough to be convincing spokespersons.

I engage in fundraising because I am committed to my library's mission. You, too, are likely to be the most informed and convincing spokesperson for your library. Is your library's mission personally important to you? If the answer is "yes," then remember the old saying: "Where there is a will, there is a way!"

Overcoming the fear of fundraising

I am not certain if people ever overcome fear; the trick is not to be immobilized by it. You will not be successful in fundraising unless you can muster the courage to ask. You must also accept that "no" is sometimes the answer. Rejection is part of the business. To minimize rejection, you must first develop enough of a relationship before you ask so that you can get a sense of whether your request will be well received, then you must make the request as appealing and compelling as possible. You must get to know the potential funding source (whether it is a foundation, government agency, or individual) to determine if your project is a good match with the funding source's priorities and giving history. To keep fear at bay, keep in mind the following:

1. It is not begging; it is business. Foundations and government agencies are in the business of giving money. Most corporations and large law firms budget for philanthropy; fundraising requests are a regular part of their businesses, too.
2. Cultivate and convey the conviction that your project will be done, whether or not a particular prospect funds the project. A word of warning: confining the success of a project to a single source of funding introduces an element of desperation that sends the wrong message. It also tells the potential funding source that the project has no larger constituency. Convey that you are committed to its successful completion. Funding sources do not want to save other organizations; they want to support (and be affiliated with) success.
3. Be idealistic. In every fundraising project, search for – and sell – the true meaning of your organization's mission. Fundraising requires a bit of imagination and hope; if you can inspire potential funding sources, you may improve your chances of securing their business.

Let's Get Practical

How do you identify and locate potential funding sources? For librarians, the answer is simple: you do research. In addition to formal research, remember that foundations are everywhere in daily life. Local philanthropies with ties to the community are customarily listed in newsletters and annual reports of nonprofit organizations, as well as the playbills for the symphony and community theater. Keep your eyes open and gather foundation names; research the trustees and become familiar with the personalities of various foundations.

What do you need to know about foundations?

To familiarize yourself with particular foundations, gather Internal Revenue Service 990 forms or some other kind of document that identifies the trustees and the grant guidelines and priorities. Find the list of trustees and cross-reference it with your bar or alumni directory to see if any trustees are lawyers or alumni. Make connections by inviting them to your functions, putting them on your newsletter mailing list, and finding out which members of your library's board, or other key supporters, knows them.

Lawyer-trustees are advantageous because they have a better chance of understanding and appreciating the importance of a law library. When comparing social services causes with law-related causes, many foundations have a bias against anything affiliated with the law. "Let the lawyers pay for it" is a common refrain. Under these circumstances, lawyer-trustees can help.

In sum, IRS 990 forms identify a foundation's decision-makers, provide insight as to how much you can credibly ask for, and reveal the kinds of projects the foundation actually supports.

IS YOUR LIBRARY'S MISSION PERSONALLY IMPORTANT TO YOU? IF THE ANSWER IS "YES," THEN REMEMBER THE OLD SAYING: "WHERE THERE IS A WILL, THERE IS A WAY!"

Matching grants

Matching grants are valuable for a number of reasons. For one, a matching grant is advantageous because such a proposal compels you to think through the long-term funding requirements of your project. Another reason is that a matching grant provides an independent endorsement of your project, which is especially important when your institution is not well known. A matching grant request also indicates to foundations that you are willing to work harder for your project and that you are looking for a broad base of support. In short, few foundations want to do it all. Nearly all foundations want their money to leverage other supporters. As such, matching grant proposals are usually viewed more favorably than other types of proposals.

Lobbying the grant proposal

It is critical to show that there is a constituency for your institution and fundraising project. Although the grant request is for your organization, the ultimate beneficiaries are frequently others. Recruit members of your constituency to make calls and send letters on behalf of the library and the fundraising project. Even if you have to draft the scripts yourself, do it because you know the key points that must be made and how to present them.

Case Study & Conclusion

In December 1998, I received a letter from the vendor of our library computer system, Virginia Tech Library Systems (VTLS), stating that it would no longer provide a service contract, and because of the current system's "aging components," warned of the pressing need for a "total system replacement." With such an ominous forecast, finding the funding for a replacement system was of some urgency. If our library catalog crashed, for instance, we would not know what books were on the shelves or which items were out on loan. Failure could paralyze our most basic library operations.

The first step was to appoint a committee with a six-month mandate to recommend a new system and provide a full budget covering not only the purchase price, but also the implementation costs. The committee proposed a total budget of $534,000 to purchase, install and implement the Millennium integrated library computer system produced by the California-based company, Innovative Interfaces Incorporated. In all honesty, much of what happened was luck, rather than skill; it is interesting how serendipity is the story behind much fundraising success.

In our ongoing efforts to collect and review lists of funding sources from annual reports from colleges and large cultural institutions serving the Boston area, we found four or five foundations substantial enough to make large grants. One, in particular, struck us. We noticed that one of the city's most venerable cultural institutions, the Boston Athenaeum, listed a grant for computers from Foundation X (which has requested to remain anonymous). This discovery was significant because many foundations do not give for capital projects and fewer still for computers. The IRS 990 forms revealed that Foundation X was relatively large and gave a number of $250,000 grants. Under the circumstances, we knew how much we could reasonably request in a matching grant; the amount would fund about half of the project.

Although there was no history of giving to law-related organizations, the IRS 990 forms revealed a strong emphasis on cultural organizations on one end of the spectrum and social service organizations on the other. We, therefore, spent the first half of the proposal on the Social Law Library's history and its social service mission, so that we could convince the foundation's trustees that ours was the type of organization they typically supported. We emphasized our venerable history, how the Social Law Library was established in 1803, and how it was older than most of Boston's more well known cultural organizations (including a number of prominent nonprofit organizations which Foundation X had a history of supporting). Noting the involvement of Daniel Webster, Oliver Wendell Holmes, and other famous Boston personages in our history, we did some cultural name dropping as well.

To establish the social service aspect of the Social Law Library, we emphasized how we provided free access not only to every legal services organization in Massachusetts, but also to other civic organizations well known throughout the city. We listed those organizations benefiting from these free memberships, many of which the foundation had previously supported. The overarching message was that the Social Law Library supported the very same organizations that the foundation had historically supported. As an added bonus, the IRS 990 forms also revealed that one of Foundation X's trustees was a lawyer. As it turned out, a former trustee of the Social Law Library worked at the same firm as the Foundation X lawyer-trustee; a connection was made and the former agreed to put in a "good word" to the latter for the project.

We also secured a letter from the Chief Justice of the Supreme Judicial Court to vouch for the Library. (Note: Do not be entirely fooled by the general prohibition against judicial involvement in fundraising. In most states, judges are allowed to make recommendations to public and private fund granting agencies on behalf of projects that improve the administration of justice.) We secured a second letter from the executive director of the New England Law Library Consortium (NELLCO) who commented as an outside authority on the importance of an integrated law library system and how it could greatly expand the Social Law Library's services. The letter also vouched that the Social Law Library is a respected member of the law library community throughout New England.

The second half of the proposal focused on the need for a new system and the thorough research the library committee conducted in selecting the Innovative Interfaces system.

The foundation ultimately awarded a $250,000 matching grant to the Social Law Library. We were then able to leverage the remaining $284,800 in the proposed budget from the legislature. The foundation's matching support provided persuasive credibility that the library's project was needed and necessary. Moreover, the vice chair of the Senate Ways and Means Committee wrote a letter crediting the foundation's leading support as the key to securing the special appropriation.

The catalog and the circulation modules of our new integrated library computer system have been on the Web since February 2001. Since then, the number of books circulating from the library to our patrons (*i.e.*, judges, lawyers in both big and small firms, as well as legal service lawyers) has seen a 33% jump!

Admittedly, when I first received notification that the Social Law Library needed to replace its automated library system, the prospect of raising so much money had "stomach ulcer" written all over it. Once the library received the grant, and especially now that the new system is successfully running, however, I sound like the once reluctant, but now enthusiastic, character in Dr. Seuss's famous children's book: "Say! I like green eggs and ham! I do! I like them, Sam-I-Am!"

Appendix: Fundraising Resources

Organizations

Association of Fundraising Professionals (AFP)

Formerly the National Association of Fundraising Executives, Inc., AFP is a membership-based organization that provides educational programs in fundraising throughout the country for AFP members and the public. The AFP's Resource Center maintains a collection of over 3,200 reference works plus past and present issues of periodicals relating to fundraising and the development process.
Web Address: www.afpnet.org
Mailing Address: 1101 King Street, Suite 700, Alexandria, VA 22314-2967
Telephone: 800/666-3863

Forum of Regional Associations of Grantmakers

A national service association for philanthropy, the Forum consists of 28 regional associations of grantmakers (RAGs) across the country. Many RAGs offer library services and educational programs to assist both grantmak-

ers and grantseekers. Contact the Forum to see if there is a RAG in your area.
Web Address: www.rag.org
Mailing Address: 1828 L Street, NW, Suite 300, Washington, DC 20036-5168
Telephone: 202/467-0383

Foundation Center
The Foundation Center is an independent nonprofit information clearinghouse established in 1956. The Center's mission is to foster public understanding of the philanthropy field by collecting, organizing, analyzing, and disseminating information on foundations, corporate giving, and related subjects. The Center not only publishes *The Foundation Directory* and 50 other directories, guides, and reports, but also maintains a comprehensive database on foundations and corporate giving which is available via subscription and is also searchable for free at its five Foundation Center libraries and 200 cooperating collections throughout the country. The Center provides free educational programs as well as fee-based training and other services.
Web Address: www.fdncenter.org
Mailing Address: 79 Fifth Avenue, New York, NY 10003
Telephone: 212/620-4230

YOU WILL NOT BE SUCCESSFUL IN FUNDRAISING UNLESS YOU CAN MUSTER THE COURAGE TO ASK. YOU MUST ALSO ACCEPT THAT "NO" IS SOMETIMES THE ANSWER.

Philanthropic Research, Inc.'s GuideStar.com
Produced by Philanthropic Research, Inc., a 501(c)(3) public charity founded in 1994, this Web site provides descriptive information and IRS 990 forms for over 40,000 grantmaking and grantseeking organizations. A look at an organization's 990 filing is especially important, as it provides a snapshot of its financial health and expenditures for the calendar year. (Note: There is generally at least a year's lag time from the original filing of a 990 to its ultimate publication online or in hard copy. For the most recent 990 forms of all nonprofit organizations within your state, visit your state office building. In Massachusetts, 990 forms are on file in the Public Charities Division of the Attorney General's Office). GuideStar.com also provides a number of links to other Web sites of interest to nonprofit organizations, including fundraising vendors for online giving, individual donor and institutional funding resources, and volunteering/volunteer management, etc.
Web Address: www.guidestar.org
Mailing Address: Philanthropic Research, Inc., Attn: GuideStar Customer Service, 427 Scotland Street, Williamsburg, VA 23185
Telephone: 757/229-4631

Institute of Museum and Library Services (IMLS)
The IMLS supports all types of museums, libraries, and archives, from public and academic to research and school. Of particular interest to libraries are grants for the Preservation or Digitization of Library Materials, and Model Programs of Library-Museum Collaboration.
Web Address: www.imls.gov
Mailing Address: 1100 Pennsylvania Avenue, NW, Washington, DC 20506
Telephone: 202/606-8536

National Endowment for the Humanities (NEH)
This independent grantmaking agency of the U.S. government supports research, education, and public programs in the humanities. The NEH is especially useful for providing notices on upcoming grant deadlines as well as forms and guidelines for grant applications.
Web Address: www.neh.gov
Mailing Address: 1100 Pennsylvania Avenue, NW, Washington, DC 20506
Telephone: 202/606-8400

National Historical Publications and Records Commission (NHPRC)
The NHPRC is a statutory body affiliated with the National Archives and Records Administration (NARA). The NHPRC supports a wide range of activities to preserve, publish and encourage the use of documentary resources relating to the history of the United States.
Web Address: www.nara.gov/nhprc
Mailing Address: NHPRC, National Archives and Records Administration, 700 Pennsylvania Avenue, NW, Room 111, Washington, DC 20408-0001
Telephone: 202/501-5610

Key Reference Works

The Foundation Directory provides information on the finances, governance, and giving interests of the nation's 10,000 largest grantmaking foundations that were among the top 10,000 in terms of awards made in the latest fiscal year of record. *The Foundation Directory* is arranged alphabetically by state (within states, by foundation name), and contains seven indexes: (1) Index to Donors, Officers, Trustees, (2) Geographic Index; (3) International Giving Index, (4) Types of Support Index, (5) Subject Index, (6) Index of Foundations New to the Edition, and (7) Foundation Name Index. *The Foundation Directory* is compiled by the Foundation Center, David G. Jacobs, associate editor.

The Foundation Grants Index identifies a foundation's giving interests by subject and geographic focus, types of organizations funded, types of support awarded, and population groups served. This resource is most useful to grantseekers in developing an initial list of potential funding sources based on a foundation's giving program, its application procedures, and other relevant information. *The Foundation Grants Index* is compiled by the Foundation Center, Rebecca MacLeod, editor.

National Directory of Corporate Giving provides basic descriptions of large and small companies with foundations and direct corporate giving programs. Arranged alphabetically by company name, this resource contains seven indexes: (1) Index of Officers, Donors, Trustees; (2) Geographic Index; (3) International Giving Index; (4) Types of Support Index; (5) Subject Index; (6) Types of Business Index; and (7) Corporation and Corporate Grantmaker Index. The *National Directory of Corporate Giving* is compiled by the Foundation Center, David L. Clark, editor.

Other Useful Networking Tools

- Alumni directories provide networking and contact information.
- Directories of directors provide information on who sits with whom on which boards and list corporate, institutional, foundation leadership by constituent groupings (*e.g.*, Banks and Trust Companies; Corporations and Institutions; Architects and Engineers; Stock Exchange Members).
- Directories of corporate counsel identify in-house counsel of those corporations you are targeting. In-house counsel can introduce you and your program to the decision makers.
- *Martindale-Hubbell Law Directory* identifies possible contacts within a firm who might be able to help your fundraising cause.
- The *Who's Who* series provide useful background information on fundraising prospects (*e.g.*, information on family members, memberships in clubs, honors received from various institutions).
- Annual reports of law schools, bar associations, etc., provide information on the types of fundraising projects that foundations, corporations, and other major donors are contributing to in your community. ■

Facing a New Reality: The Librarian as Fundraiser

Regina L. Smith
Jenkins Law Library

Editor's Note: The following article summarizes a presentation by the author who participated in a program entitled, "Facing a New Reality: The Law Librarian as Fundraiser," at the 94th Annual Meeting and Conference of the American Association of Law Libraries in Minneapolis, MN in July 2001.

Introduction

One of the most challenging aspects of my career as a law librarian has been fundraising. This topic is given little if any coverage in library school programs, yet in today's world in which few libraries have an unlimited supply of revenue for their initiatives, librarians should have some background knowledge of the subject. Readers should be advised that this article is an introduction to the nuts and bolts of fundraising and is by no means a comprehensive treatment of the subject.

As a preliminary matter, know why you need to raise funds for your library. The first question you will be asked is, "Why do you need to raise funds for your organization?" Few funding sources want to underwrite your operating costs; if this is your goal, be prepared to have a difficult journey ahead. Funding sources are interested in special projects, such as an online catalog that will make your resources available to more users or a project with the local public library that will provide legal reference services to the public. Funding institutions want to back a winner, so they are interested in funding an ongoing operation with the resources to support its mission. Likewise, your library will need a mission statement. Your library's mission statement will reveal to funding organizations what your library is all about and why it should be considered a worthy recipient of their money.

Libraries are in a unique, and sometimes awkward, position with respect to fundraising. Libraries are usually part of an organization that has a fundraising entity, which will at times be in competition with the library. For example, an academic law library will be competing with the law school's development office for the same dollars from alumni. Likewise, a bar association law library will be competing with the bar's charitable arm, usually a foundation, for dollars. To make things a bit more difficult, many patrons of court and bar libraries are also alumni of law schools; each organization must compete for funds from the same pool of constituents. In short, know your competition, keep abreast of their fundraising activities, and develop a strategy for selling your campaign successfully.

In short, know your competition, keep abreast of their fundraising activities, and develop a strategy for selling your campaign successfully.

Fundraising Campaigns

Endowments. Endowed funds are named after an individual; donations are made in his or her name. The funds or the interest earned from the invested funds will be used for a specific purpose. The premise of an endowment is that friends or family of the individual will provide a list of potential donors. The family and friends will commit funds and then contact the individuals on their lists to join the group by making a contribution. Establish levels of contributions (by amount) for this type of campaign; many organizations name the levels of giving, such as "contributor," "sponsor," "donor." Know your audience and set realistic limits. This type of campaign is usually very successful if you have a prominent individual for whom the endowed fund is named.

"Piece of the Rock." Another campaign favorite involves a new building or renovated space in which donors are invited to have their name commemorating a room, reading alcove, staff area, or furnishings. I like to refer to this kind of fundraising as the "piece of the rock" campaign. On the downside, this type of donation is a one-time contribution, and if your facility does not have a permanent home, it may be difficult in fifteen years to go back to a sponsoring company for additional dollars. On the upside, allowing a donor to buy a piece of the rock can be for a large sum and provides the opportunity for naming a library after a major donor or a computer learning center after a vendor or law firm.

Special Projects. Libraries can raise funds for special projects, such as having a $500,000 fundraising campaign to install an online catalog. For these types of projects, the library staff contacts its users to inform them of the benefits of undertaking this special project and asks for contributions. This approach is sometimes easier said than done, but if the cause is worthy, and the campaign well organized, many organizations can achieve their goal through this approach.

Annual Giving. At the end of each year, libraries can solicit funds by sending letters to patrons. The letters can detail how funding helped the library achieve some of its goals as well as lay out projects for which funding is needed. Although some donors will loyally donate funds annually, this campaign can become stale after a few years. Keep your annual fund mailings fresh by using a new letter each year. Try to use different letterhead or a new format; find a creative way to present why your library needs the donor's support. A fresh face on the annual campaign may be just the incentive a potential donor needs to open the envelope (rather than toss it out as a junk mail solicitation). For some fundraisers, annual campaigns involve a tremendous amount of work and result in a small return; for others, the gains may well exceed expenses and prove to be the appropriate vehicle for the institution.

On a related note, the same analysis applies to other smaller scale fundraising drives such as bake sales, dinners, silent auctions, and raffles. Think about your library's image in light of these kinds of fundraising activities. Will you raise that much money? In the end, will the effort invested be worth the funds raised? These types of activities and events are not bad ideas, but make sure that you are left with something meaningful after you have covered your expenses.

Matching Grants. Matching grants are an attractive fundraising technique, particularly in the face of comments such as, "Well, you are a law library and all the rich lawyers use you. Why don't you let them fund you first?" With matching grants, you must secure funds or pledges before approaching a foundation or similar entity for matching funds. Matching grants show that you have made an effort to obtain funding from your constituents and that the project is meaningful. Moreover, matching grants also demonstrate that you do not expect a handout from any single donor.

Friends of the Library. Friends groups have been successful in raising funds and establishing a dedicated funding stream from loyal library users. When you build a friends group, you have ready-made cheerleaders to promote your organization. Draw on the group's resources and talents and make a point of showing them your appreciation on a regular basis.

Fee-based Library Services. Another way to raise funds is to be an entrepreneur. Promote your organization and its services. Review the services that your library could offer with its existing resources. Determine if your library could add value to those services and charge a fee. Could you make arrangements to deliver items to users' offices by negotiating a special rate with a courier service and then putting a small markup fee on that service? Could you offer extended or expanded reference services to library users for a fee? Surf Web sites to see the types of services that other libraries offer and take note of the fee-based ones. Although this approach may seem to "nickel and dime" patrons, libraries with limited resources may need to pursue creative ways of generating a steady stream of funding.

Other Sources. There are a number of other effective fundraising mechanisms available to libraries. Funding from the Libraries Services and Technologies Act (LSTA)[1] has provided the start-up money for many projects and has enabled libraries to acquire equipment and institute programs that benefit not only individual libraries but also many libraries in a consortium. LSTA funds are available at the state level through state library systems. Another possible funding source is federal agency grants for preservation through the National Endowment for the Humanities. Likewise, foundation grants, such as the Gates Foundation, might fund your reference desk computers. Finding funding sources takes detective work. A list of resources is appended to this article.

Tips for Fundraising

How do you get started raising funds? At the outset, define the purpose of the campaign. Provide justifications to support your campaign; you cannot just say, "We are short on money this year and need more to cover our expenses." Research and develop a list of prospective donors. Get the best people on your team for the campaign; they should be well-connected in the communities in which you plan to seek funding and they should be people who you can rely on to get the job done.

Research your target audience. How are area law firms doing? Are they contributing to other causes? To which causes are they donating? Is it election time? Review how much local law firms donate to political campaigns. Know your audience and its contribution patterns. Most importantly, know that you are not alone in the fundraising game. Recognizing this fact and positioning your library so that you have a sound campaign will help you achieve your goals.

Plan to work closely with the team to develop marketing materials that inform potential donors about your organization and its capabilities. Make sure that those who are asking for funds are well-informed about your organization and its programs. If your library does not have a development or marketing per-

BEFORE SPENDING MONEY ON EVENTS... KEEP IN MIND THAT YOUR GOAL IS TO RAISE FUNDS AND TO SPEND MINIMALLY AND WISELY ALONG THE WAY.

son or department, find other ways to meet this objective. For example, you may be able to work with students from a local university marketing program or an art institute to assist you with this aspect of the campaign; you may be able to get a quality product for very little money. Once you have prepared the marketing tools, set your fundraising team loose into the community to solicit funds.

WHETHER YOU ARE AT A BAR ASSOCIATION, FACULTY MEETING, OR NEXT TO A COMMUTER WHO ASKS YOU WHAT YOU DO, TAKE ADVANTAGE OF EVERY OPPORTUNITY TO EDUCATE OTHERS ABOUT YOUR LIBRARY.

Acknowledge gifts as they are received. If your organization has a print publication such as a newsletter, add donors to your mailing list to keep them informed about your organization. Remember to invite donors to the library for a lunch and to attend a program. At the end of the campaign, consider sponsoring a reception to acknowledge and honor donors. Some campaigns, especially those that solicit matching funds, often host a dinner or reception to honor those who are already on board. Before spending money on events, however, keep in mind that your goal is to raise funds and to spend minimally and wisely along the way. Some organizations arrange to have full sponsored dinners or receptions. This option is always worth exploring, as it preserves your capital.

There are also some traps to avoid. Be wary of an outside fundraiser who promises to raise funds for your organization for a percentage of the overall funds raised. Avoid special events where the effort and costs are high and the overall dollars realized are low. Frequent mass mailings produce a low rate of return because eventually people will see your library's name on an envelope or flyer, associate it with junk mail, and toss it in the trash, never to be read.

Current Fundraising Climate

What is the reality in today's market with respect to fundraising? Since I initially wrote this article, events have occurred which have dramatically affected the fundraising world. Every fundraiser must take into account the events of September 11, 2001. Can your library compete for funds at this time with the Red Cross or the United Way? You may have to wait until the economy and world at large recovers from the catastrophic events. Perhaps the spring of 2002 will be a better time for your library to forge ahead with a fundraising campaign.

Conclusion

I cannot stress enough the importance of being an ambassador for your institution. Whether you are at a bar association, faculty meeting, or next to a commuter who asks you what you do, take advantage of every opportunity to educate others about your library. Have materials about your library and fundraising activities with you, and should an appropriate opportunity present itself, share the materials with others. Make sure that members of your governing body and those on fundraising committees also have materials about your library that they can share with others. In short, get the word out whenever you can.

Make excellence in customer service a priority for your staff. You never know who is asking a question at the front desk; potential donors rarely wear neon signs that blink "Ask me for money." If your staff provides good service and treats all patrons with respect, you might be the recipient of an unsolicited donation. My library once received an unsolicited $100 donation from a member of the general public who wanted to express appreciation for our kind and helpful service.

If you are serious about fundraising in your library, join a local fundraising association and attend its meetings. Subscribe to fundraising publications; not only will you learn tips and techniques, but also you will make useful contacts. In the end, remember that asking for funds is a gamble; the worst someone can do is say no.

Appendix

Suggested Resources:

The Foundation Center (FC)
79 Fifth Avenue
New York, NY 10003
www.fdncenter.org

The Grantsmanship Center (TGCI)
P.O. Box 17220
Los Angeles, CA 90017
www.tgci.com

PhilanthropySearch.com
Philanthropic search engine
www.philanthropysearch.com

Suggested Associations

National Society of Fund Raising Executives (NSFRE)
1101 King Street, Suite 700
Alexandria, VA 22314
www.nsfre.org

National Network of Grantmakers (NNG)
1717 Kettner Blvd., Suite 110
San Diego, CA 92101

Suggested Publications:

Boss, Richard W. *Grant Money and How To*

Get It: A Handbook for Librarians. New York: Bowker, 1980.

Chronicle of Philanthropy. Washington, D.C.: Chronicle of Philanthropy, 1988-. Also available online, at philanthropy.com.

Clow, Faye, *Forming and Funding Public Library Foundations*. Chicago: Public Library Association, 1993.

Greenfield, James M., ed. *The Nonprofit Handbook: Fundraising*. New York: John Wiley, 2001.

Hall-Ellis, Sylvia D. et al. *Grantsmanship For Small Libraries and School Library Media Centers*. Englewood, Colo.: Libraries Unlimited, 1999.

Klein, Kim. *Fundraising For the Long Haul*. Oakland, Ca.: Chardon Press, c2000.

Publications by the Foundation Center*:
The Foundation Center. *Foundation Directory*. New York: The Foundation Center, 2001.

The Foundation Center. *The Foundation Grants Index*. New York: The Foundation Center, 2001.

The Foundation Center. *Grant Guide* series. New York: The Foundation Center, 2001.

The Foundation Center. *Guides to U.S. Foundations, Their Trustees, Officers, and Donors*. New York: The Foundation Center, 2001.

*NOTE: Additional information about the Foundation Center's publications is available in the Marketplace section of its Web site, at http://fdncenter.org/marketplace/.

Schaff, Terry. *The Fundraising Planner A Working Model for Raising the Dollars You Need*. San Francisco: Jossey-Bass, Incorporated Publishers, April 1999.

Stallings, Betty and Donna McMillion. *How to Produce Fabulous Fundraising Events: Reap Remarkable Returns With Minimal Effort: Includes Step-By-Step Guide to the Perfect Fundraising Event*. Pleasanton, Calif.: Building Better Skills, c1999.

Steele, Victoria, and Stephen D. Elder. *Becoming a Fundraiser: The Principles and Practice of Library Development*. Chicago: American Library Association, 1992.

Swan, James. *Fundraising For the Small Public Library: A How-To-Do-It Manual For Librarians*. New York: Neal-Schuman Publishers, 1990.

Smith, Amy Sherman and Matthew D. Lehrer. *Legacies for Libraries: A Practical Guide to Planned Giving*. Chicago: American Library Association, 2000.

Workshop on Grant Writing and Fundraising [sound recording.] American Association of Law Libraries. Meeting (82th: 1989: Reno, Nevada) Valencia, Ca.: Duplicated by Mobiltape Company, Inc., 1989.

Endnotes:

1 20 U.S.C. §§ 9121-9163. (Supp. IV 1998). ■

MAKE EXCELLENCE IN CUSTOMER SERVICE A PRIORITY FOR YOUR STAFF. YOU NEVER KNOW WHO IS ASKING A QUESTION AT THE FRONT DESK; POTENTIAL DONORS RARELY WEAR NEON SIGNS THAT BLINK "ASK ME FOR MONEY."

COUNSEL UPDATE

Susan Lewis-Somers
Chair, LLSDC Publications Committee
American University Law Library

LLSDC members will have a choice between electronic or paper when the upcoming 16th Edition of *COUNSEL* is ready for publication in 2002.

The Publications Committee and the board are now working to create a searchable Web-based *COUNSEL*, in addition to the traditional paper edition. We are now seeking to hire a programmer to create a field-searchable *COUNSEL* database. We will not forget the paper; we will also retain a new publisher to produce the paper version.

We will keep you informed about the process of publishing the 16th Edition of *COUNSEL*. In the meantime, if you have questions, please contact Ann C. Green at agreen@sonnenschein.com or 202/408-6452, or me at slewis@wcl.american.edu or 202/274-4330.

PRESIDENT'S COLUMN

Ann C. Green
Sonnenschein, Nath & Rosenthal

LLSDC Opening Reception/Breakfast: Over 70 LLSDC members met at the Metro Marriott over breakfast on October 2, 2001, for our first society-wide meeting of the year. I was delighted to welcome our special guests, Bob Oakley, past president of the AALL and Elmo Dattalo, board member of the AALL. Both AALL and LLSDC tabletop exhibits were displayed. (Note: New photos of our members and events are always welcome for the LLSDC exhibit; please share them with us!) Thank you to all the LLSDC board members and SIS and committee chairs who were able to attend and to tell members about their positions. I extend a heartfelt thank you to Leanne Battle and Linda Hutchinson and the LexisNexis™ Librarian-Relations Group, who generously sponsored the breakfast. They held a "Win Lunch with Your LexisNexis™ Librarian Relations Representative" raffle and will escort several lucky LLSDC members to lunch.

LLSDC New Member Breakfast: Hillary Rubin, Membership Committee chair welcomed the new LLSDC members with a breakfast on October 17, 2001, at the Old Ebbitt Grille. Coffee and good cheer flowed freely. Pens with the new LLSDC logo were distributed. Another new member event will be planned for spring. If you would like to help with the event, please contact Hillary.

LLSDC Society-wide Events: The two remaining society-wide events of the LLSDC year are the Town Meeting/Luncheon on March 27, 2002, and the Closing Banquet/Dinner on May 14, 2002. Please keep these dates open on your calendars. Watch for details on the LLSDC Web site and in *Dates to Remember*. Volunteers are needed to plan and staff both of these events. We need help with menus, invitations, nametags, and programs. We will also need greeters at the door. Please contact me at president@llsdc.org or 202/408-6452.

LLSDC Educational Opportunities: The LLSDC offers a full menu of choices for everyone in our chapter. Choose from traditional programs or more informal brown bag lunches sponsored by our special interest sections, committees, and focus groups. Again this year, the LLSDC is cosponsoring a joint meeting with the Virginia Association of Law Libraries (VALL) on Friday, January 11, 2002. In the morning segment, Roger Skalbeck will present "Legal Technology: How Far Have We Come? How Far Do We Have To Go?" Later in the day, Leanne Battle will showcase "60 Sites in 60 Minutes: 60 Useful Web Sites for the Law Librarian." On February 21, 2002, the AALL is bringing its copyright workshop to Washington, D.C. The Legal Research Institute will be held on March 21, 2002, at Howard's new law library. The LLSDC is also participating in the Joint Spring Workshop on April 16, 2002, which will include a presentation by Gary Price, "Round the Web in 80 Sites." Please join your colleagues for these upcoming events. ■

LLSDC PUBLICATIONS

The holidays are right around the corner. Send the perfect gift to your loved ones: a subscription to *Lights*! Order forms for *Lights* and other LLSDC publications are available at http://www.llsdc.org/committees/publications/publications_list.htm or by contacting the LLSDC management company at 703/619-5033.

FOREIGN & INTERNATIONAL LAW SIS NEWS

Herb Somers
The George Washington University Law Library

THE FOREIGN & INTERNATIONAL SIS LAUNCHED ITS 2001-2002 CALENDAR OF EVENTS AT THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL on November 9, 2001, with the fourth installment in its series, Fundamentals of Foreign Legal Research. Guest speaker, Dr. Christa McClure, assistant general counsel of the Library of Congress, lectured on the major features of the German legal system and provided research strategies for handling legal issues involving this important jurisdiction.

A future event of interest to SIS members is a workshop entitled "Creating Commercial Connections — Trade Laws of Latin America (Argentina, Brazil, Costa Rica and Mexico)," scheduled for Wednesday, March 13, 2002, at the Law Library of Congress. The workshop will be cosponsored by the Law Library of Congress, the LLSDC, the American Society of International Law, and the AALL Foreign, Comparative and International Law Special Interest Section (FCIL SIS). This one-day workshop will focus on trade in Latin America with associated topics such as taxation, labor, and investment. With the Free Trade of the Americas Agreement (FTAA) gaining momentum, faculty, lawyers, students, and librarians in the United States should be well equipped to find relevant information and laws related to many of the major jurisdictions in Latin America: Argentina, Brazil, Costa Rica and Mexico. This workshop will highlight the major issues surrounding this topic and focus on the best resources for obtaining legal information. Relevant sources will include print and electronic in both English and the vernacular.

The speakers at the workshop will include Dr. Rubens Medina, Law Librarian of Congress; Patricio Grane, Associate, Powell, Goldstein, Frazer & Murphy; Norma C. Gutiérrez, Library of Congress Senior Legal Specialist for Mexico and Costa Rica; and Graciela Rodriguez-Ferrand, Library of Congress Senior Legal Specialist for Argentina and Brazil.

Advanced registration will begin in January 2002. Registration includes a continental breakfast and lunch. Beginning at 8:30 A.M. on the day of the program, registrants can check in; the program will run 9:00 A.M. - 4:00 P.M. For more information, please contact Marci Hoffman at 202/662-9159 or hoffmamb@law.georgetown.edu. See also http://www.ll.georgetown.edu/intl/presentations/latamworkshop.html.

For future Foreign & International SIS events, visit the SIS's page on the LLSDC Web site at http://www.llsdc.org/sis/forint/. Also, be sure to check the master calendar at http://www.llsdc.org/calendar.htm or the monthly *Dates to Remember*.

The Foreign & International SIS is always looking for volunteers with great ideas for future programs and events that meet the educational and professional needs of its members. Please contact Herb Somers at 202/994-5177 or hsomers@burns.nlc.gwu.edu. ■

INTERLIBRARY LOAN SIS NEWS

Michelle Wollmann
Sonnenschein, Nath & Rosenthal

OUR OCTOBER MEETING WAS A SUCCESS, AND I WOULD LIKE TO THANK THE LIBRARY STAFF FROM THE DEPARTMENT OF JUSTICE FOR LETTING OUR GROUP TOUR ITS INCREDIBLE FACILITY. I would like to give a special thanks to Eloise McDowell for inviting us and arranging everything and to Maggie Hansen for her presentation on legislative histories. Maggie spent part of the time discussing the types of documents included in a legislative history. She also provided us with materials, including Web sites where we could find additional information. Finally, she went through the references that she, as a legislative librarian, uses in her daily activities. For those who were not able to attend, the staff was gracious enough to invite us back.

For our November 12, 2001, meeting (rescheduled from September), we toured Howard University's new law library. I extend my thanks to Felicia Ayanbiola for organizing the tour. The December meeting features our annual holiday party at Shaw Pittman. At this meeting, I would like to brainstorm ideas for future meetings

In the upcoming year, I hope to tackle some new issues in our monthly meetings, including online courier services, grants and scholarships for MLS degrees, and changes to the union (*GLP*) and serials (*COUNSEL*) lists. If anyone has suggestions for future meetings, please contact me at mwollmann@sonnenschein.com. ■

MARK YOUR CALENDARS

Applying Copyright in Libraries: 2/21/02

Legal Research Institute: 3/21/02

Private Law Libraries SIS News

Scott Larson
Beveridge & Diamond, P.C.

The PLL SIS committees have been busy scheduling a series of events for the fall and winter. A summary of recent and forthcoming activities appears below. Please check issues of *Dates to Remember*, the LLSDC Web site, and the LLSDC listserv for more information about the dates and times for upcoming PLL programs.

The Education Committee has planned a series of events that began in November and will continue into 2002. The first event, a one-hour session entitled "What's New with DIALOG: Now and Into the Future," was held on November 15, 2001, at Kirkland & Ellis. Pete Vay, the chair of the PLL Education Committee, reported that DIALOG Corporation representatives Yared Berhane and Elizabeth Simmons demonstrated a variety of new products, databases, and search features to a packed house at this brown bag lunch. Other Education Committee events covering disaster planning, law firm mergers, and other topics have been tentatively scheduled.

The Social Committee's first event of the fall season was a happy hour held in the café of the Borders located on the corner of 14th and F streets, NW, on September 26, 2001. A somewhat loud and perhaps overcaffeinated group met for a couple of hours during the happy hour, and by all accounts everyone had an excellent time. The Social Committee has similar events planned for the future, including an ice skating outing.

The PLL Holiday Party, one of the LLSDC's most attended events each year, will be held on Thursday, December 6, 2001, 6:00 P.M.-8:00 P.M. at McKenna & Cuneo. The Holiday Party, organized by the PLL Social Committee, is supported by a generous grant from Bernan Associates. The PLL wishes to thank Kate Martin and her staff for hosting this year's party. An invitation is extended to **all** members of the LLSDC to attend. Food and beverages will be served, and admission is just $15.00. A copy of the registration form for the party is on the LLSDC Web site at http://www.llsdc.org/sis/private/meeting3.htm. I would like to extend thanks on behalf of the PLL SIS and all who attend this event to Keith Gabel, the party's chief planner, and Steve Mellin, chair of the Social Committee, and the rest of the committee for their hard work.

The PLL Education and Social Committees are eager to have additional volunteers join the ranks. If you are interested, please contact Pete Vay at 202/454-7475 or peter.vay@shawpittman.com about the Education Committee and/or Steve Mellin at 202/639-6012 or smellin@jenner.com about the Social Committee. ■

Academic Law Libraries SIS News

Nancy Crossed
American University Washington College of Law Library

October 6, 2001, was a beautiful day for our 30th annual picnic. The sun shone brightly and the sky was a rich blue, all of which made for a beautiful view from the balcony of Howard University's new law library. Capital Q served a delicious, catered meal to approximately 60 attendees. I was very pleased that a number of firm and court librarians attended. I hope that is a continuing trend. Many people took advantage of the tours given by Howard's librarians. I would like to thank Rhea Ballard and her terrific staff for their hospitality.

Herb Somers and I are preparing a session on international legal research. Details will be announced at a later date.

We are always interested in your ideas for programs; please feel free to offer suggestions on topics that interest you, tours that you would like to take, or social events that would be fun for the group. Contact Nancy Crossed at 202/274-4344 or crossed@wcl.american.edu.

I would also like to extend warm wishes to all for a joyous holiday season. ■

LLSDC Internet Listserv

The LLSDC's listserv is offered to provide effective communication and resource sharing among members of the Law Librarians' Society of Washington D.C.

To subscribe, send a message to **listproc@gmu.edu.** Leave the subject line blank, and enter into the text of the message: *sub llsdc* [*First Name*] [*Last Name*].

To post a message, send a message to **llsdc@gmu.edu**.

To unsubscribe, send a message to **listproc@gmu.edu**. Leave the subject line blank, and enter into the text of the message: *unsubscribe llsdc* [OR: *signoff llsdc*].

For questions regarding a subscription or potential problems with receiving listserv messages, please send a message to **listadmin@llsdc.org**.

FEDERAL LAW LIBRARIANS SIS NEWS

Mary Grady
U.S. Environmental Protection Agency Law Library

THE FEDERAL LAW LIBRARIANS SIS MET ON OCTOBER 10, 2001, AT THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION. Thank you to Holly Wilson, EEOC's research librarian, for hosting this meeting. Librarians attending the meeting reported that security procedures have been tightened or strengthened at their agencies in the aftermath of the events of September 11, 2001. Members of the public are advised to call federal agency libraries in advance of their visit to inquire about security arrangements.

Three agencies had offices in the World Trade Center complex: Commodity Futures Trading Commission, Internal Revenue Service, and the Equal Employment Opportunity Commission. All employees in those offices were evacuated safely. Legal publishers such as West, Matthew Bender, and CCH have offered to replace free of charge any law books that were damaged or destroyed in the attacks.

The SIS has volunteered to compile a directory of federal law libraries in the Washington, D.C., metropolitan area as a service to the LLSDC members. The directory will be published as a supplement to a future issue of *Law Library Lights*, and the information will also be posted on the LLSDC Web site. The project will take about two months to complete.

The main topic of the meeting was sharing marketing tips and techniques. Federal law libraries are becoming increasingly innovative in their efforts to market library services. Most of the attendees manage their library's Intranet or Internet Web sites. Several librarians gave examples of other promotional programs held at their institutions.

Using interactive video teleconference, the law library staff of the Internal Revenue Service has provided training on citation checking to IRS legal support staff in locations outside of Washington, D.C. The librarians wrote and presented the scripted training, and trainees phoned in additional questions during the session. The librarians used this opportunity to provide a civics refresher on the three branches of government.

The Law Library of the Pension Benefit Guaranty Corporation publishes an electronic newspaper, which includes Westlaw Intraclip articles and articles from various BNA publications. The law librarian also tries to visit each attorney personally to promote library services.

In trying to be as proactive as possible, the law library staff at the Federal Deposit Insurance Corporation vigorously advertises and markets library services. The staff has presented training via video teleconference, which, although it takes a lot of staff preparation time, is a wonderful way to showcase the library's expertise. Each librarian's e-mail signature includes a catchy tidbit called "We Have the Answer" to draw attention to the library's capabilities and willingness to provide research assistance. Additionally, the staff produces "HotDocs From the Library," a bimonthly e-mail service that provides information on new reports, presidential documents, or other information useful to its library customers. The bimonthly publication "On Top Of It" highlights new Internet resources, library acquisitions, articles, and other materials targeted to specific divisions within the agency.

The law library staff of the State Department publishes an electronic newsletter called *The Legal Eagle*. Each issue contains an "Internet Challenge," a contest in which participants must answer a research question using the Internet. A prize is given to the winner and competition is keen! For example, can you guess how many square kilometers make up the District of Columbia? Which actor and actress received the first Academy Awards in 1928? Who said, "The brain is a wonderful organ. It starts working the moment you get up in the morning and does not stop until you get into the office"?

Justice Libraries' Review, the newsletter of the library of the Justice Department, Civil Division, has won an AALL marketing award. The library staff held an open house after the library underwent renovations and used the opportunity to undertake a major promotion of library services. The library has both marketing and training committees to develop services for agency staff.

At the Equal Employment Opportunity Commission the library staff provides training in a variety of ways: hands-on Internet training, LEXIS and WESTLAW sessions, and participation in national agency training sessions designed to teach specialized research skills.

The United States Senate Library publishes a list of "hot" bills on its intranet Web page. The library's brochure includes both a pull-out rolodex card and laminated bookmark showing the library's phone numbers, hours, and e-mail address.

The SIS will meet next for a holiday party on Tuesday, December 4, 2001, at the library of State Department's Office of the Legal Advisor. ■

Legislative Research SIS News

Julia Taylor
Dickstein Shapiro Morin & Oshinsky, L.L.P.

The Legislative Research SIS held a brown bag meeting on September 19, 2001, to discuss the agenda for the upcoming year. For a description of these activities, see our column in the fall 2001 issue of *Law Library Lights*.

For our first SIS event of the year, we held a brown bag luncheon on October 30, 2001, to demonstrate the Internet Webcast service, FedNet. FedNet President Keith Carney put the service through its paces and received several questions and comments from attendees. The overall feedback was very positive, and Carney indicated FedNet would like to work with us to improve some of the features of the service. Thank you to Dickstein Shapiro Morin & Oshinsky for hosting the event.

In the coming months, we are looking forward to having our annual holiday party at Fried Frank Harris Shriver & Jacobson organized by Margot Gee. For early next year, we are hoping to have a program on compiling legislative histories for Washington, D.C. We also plan to continue our program on using Adobe Acrobat to create legislative histories, courtesy of Mike Welsh from Shaw Pittman.

Please check future editions of *Dates to Remember* for more details on all of these events! ■

Eye on Serials

Susan Ryan
Georgetown University Law Library

Print Publications

Texas Review of Entertainment & Sports Law, 2000-
Published annually by the University of Texas at Austin School of Law Publications, P.O. Box 149084, Austin, TX 74714-9084; Phone: 512/232-1149; E-mail: publications@mail.law.utexas.edu; Web site: www.utexas.edu/law/journals/tresl/tresl.html.
Price: $25.00 per year.

This journal addresses issues in the areas of entertainment and sports law, both in Texas and in the United States generally. Recognizing that this area of law does not have well-defined boundaries, the articles cover a wide range of topics in these fields.

Code of Nebraska Rules, 2001-
Updated monthly by Weil Publishing, P.O. Box 1990, August, ME 04332-1990; Phone: 800/877-WEIL; Fax: 207/621-0069; Web site: www.weilpublishing.com.
Price: $1,895.00 for the set, which includes eleven months of update service.

This publication is an exact copy of all Nebraska administrative rules. Included with a set of the *Rules* is a copy of *Weil's Guide to Nebraska Laws and Rules*, which provides several detailed indices to the administrative rules.

Online Subscription

Library Technology Reports Online, 2001-
Updated bimonthly by the American Library Association, 50 East Huron Street, Chicago, IL 60611-2795; Phone: 800/545-2433 ext. 4272; Fax: 312/440-9374; E-mail: jfoley@ala.org; Web site: www.techsource.ala.org
Price: $350.00 per year.

This publication, available online and in print, provides comprehensive overviews of current technology and comparative evaluations of available products. The online version of this publication includes three issues not available in print.

Title Change

U.S. Master Estate And Gift Tax Guide, 2001-
Published annually by CCH Incorporated, P.O. Box 5490, Chicago, IL 60680-9882; Phone: 800/449-6435; Fax: 847/267-2400; Web site: onlinestore.cch.com
Price: $52.00 per year.

Formerly ***Federal Estate And Gift Taxes Explained***, this new publication began with the 2001 volume. The last volume of the previous title was dated 2000. ■

A Reminder for All Planners of Society Events

All meetings, educational programs and other LLSDC events must be coordinated on the society's master calendar. Each person who is planning a meeting must check with Susan Ryan, corresponding secretary, at 202/662-9142 or ryan@law.georgetown.edu, to ensure that the date is available, and that the function does not conflict with any other gathering. A current list of scheduled LLSDC activities is available at http://www.llsdc.org/calendar.htm.

Tech Talk: Get Connected

Christopher C. Reed
The George Washington University Law Library

Perhaps the simplest and most obvious step when facing a problem with loading a Web page is to tell the browser to try again.

It is an all-to-familiar scenario in the life of a law librarian: your attempt to reach a crucial Web site fails or seems to take forever to connect and load within the browser. Why does this always seem to happen at the worst time, when it jeopardizes a research deadline or compounds your problems on a high blood pressure day? Unfortunately, I cannot give you a single, solid answer. Dozens of failure points, human and technological, exist between that distant Web server and your desktop computer, so many, in fact, that it is often easier just to chalk it up to Murphy's Law.

I can give you guidance, however, on dealing with this connection or transmission problem, including a few workaround steps and utilities to determine where to start looking for help (or where to start laying blame, if that will make you feel better).

Perhaps the simplest and most obvious step when facing a problem with loading a Web page is to tell the browser to try again. In Netscape, this is as simple as clicking the "Reload" button on the toolbar or the "Refresh" button in Internet Explorer. You may first need to tell the browser to stop its attempt to load the current page; in either browser, click the "Stop" button.

This stop-and-reload routine often solves your problem. Sometimes, though, it only adds to your frustration. If your commands to the browser to reload the Web page are met with maddening inactivity, try closing the browser program then reopening it and trying to reach the Web site again. Taking this step may fix unseen process errors within the browser software that were preventing it from working properly. In my experience, these unseen software errors sometimes can be so insidious that closing and reopening the browser are not sufficient. For example, a 4.7x version of Netscape used in my library has been known to fail to close completely so that reopening the browser really just renews the same faulty instance of the program. The solution to this problem is to ensure that the browser really is closed. In Windows NT/2000, hit control-alt-delete and use the Task Manager to "End Task" from the "Applications" tab or "End Process" from the "Processes" tab (look for iexplore.exe or netscape.exe). In Windows 9x/ME, control-alt-delete will allow you to choose a program to close by selecting the application and clicking "End Task."

Another simple step to take when faced with an unresponsive Web page is to try to load the page using a different browser. If you are using Netscape, try Internet Explorer, or vice versa. This step serves as an alternative to closing and reopening the initial browser, and may work in situations were the culprit is a software error in that browser. Loading the page using a different browser may also work in situations where the Web page employs controls or scripts that work better in one browser program than the other.

If you suspect that recurring problems with loading Web pages are the fault of a specific browser, check the version number of the software and investigate the availability of an upgrade or a "patch" on the software company's Web site. The version number may be found by selecting "About ..." on the "Help" menu of the browser.

The suggestions I have provided up to this point are based on the premise that your connection points to the Internet (*i.e.*, your computer, your network, the distant Web server hosting the pages you wish to view) are all in working order. As this may not necessarily be the case, you may want to use the "ping" and "traceroute" utilities to gather information about your connection points and transmission paths.

Ping is a very basic program that has a variety of Internet-related diagnostic uses. Its most basic use is to tell whether a particular computer on the Internet is connected and responding to requests for information, such as your attempt to view a crucial Web page on a distant server. Ping simply sends small packets of information to the destination address and documents the response. Not receiving a reply is an indication that something is wrong with that distant Web server; in that case, you will have to wait until service resumes. Getting an "unknown host" reply is an indication that something is wrong with your Internet connection, which should be addressed with your library's technical support.

How do you use ping? Assuming that your computer operating system is Windows, go to the MS-DOS command prompt, which usually is available under Start > Programs or Start > Programs > Accessories. Type "ping" (without the quotes) followed by a space and the host computer name (*e.g.*, ping www.yahoo.com), and hit Enter. The results of your "ping" will appear on the screen.

One thing the ping utility tells you is the IP address of the host computer. Typing the IP address of a Web site into your browser instead of the host computer name can be a useful step. Using the IP address may help you circumvent unknown problems in the domain name system (DNS), a system that helps Internet transmissions by translating host computer names into IP addresses.

Traceroute is another Internet utility that is useful to diagnose Internet connection problems. Traceroute indicates the path that a packet of information takes between your computer and another, documenting the "hops" between gateway computers and the time taken for each hop. The first few hops show the route of the packet as it leaves your computer and traverses the network topology used by your Internet service provider. The last few hops show the packet's route as it arrives at the destination computer. If you encounter abnormally slow connections to a distant Web server, traceroute will help you identify the slow spots along the route. Consistently slow spots that are closer to a crucial destination Web site than to your computer should be brought to the attention of the Web site's technical support group. Nearby slow spots should be addressed with your library's technical support.

How do you use traceroute? Go to the MS-DOS command prompt and type "tracert" (without the quotes) followed by a space and the host computer name (*e.g.*, tracert www.yahoo.com), and hit Enter. The results of your route tracing will appear on the screen.

I have one final suggestion for those exasperating situations where a browser, server, or connection problem prevents you from reaching that crucial Web page: try to find its entry in Google. At the Google search page (http://www.google.com) type the URL of the problematic Web page. There is a chance that Google found that page and stored a cached version. If so, the URL will be indicated along with Google's results of your search. The cached page may be out of date, but it just may provide the information that you are seeking. ■

LLSDC TOWN MEETING/LUNCHEON

WHAT:
Society's Annual Business Meeting

WHEN:
March 27, 2002

TIME:
12:30 P.M.

PLACE:
The Charles Sumner School
17th and M Streets, NW
Metro Stop: Farragut North

COST:
Free for LLSDC members
RSVP to: Keith Gabel, 202/585-6954 or kgabel@thompsoncoburn.com.

TOPICS include:
The future of LLSDC publications, including *COUNSEL*
(Consolidated Union Serials List)

LLSDC Membership categories, including Honorary Memberships

…and other LLSDC business!

BOARD MEETING SUMMARY

Ann C. Green
Sonnenschein, Nath & Rosenthal

Present: Ann Green, Lisa Harrington, Susan Ryan, Steve Mellin, Barbara Fisher, Susan Lewis-Somers, Mary Alice Durphy, Michael Petit, Scott Pagel, Keith Gabel
Absent: Emily Carr

Call to Order: A. Green called the October 11, 2001, board meeting to order at 12:35 P.M. Due to the absence of the recording secretary, S. Mellin recorded the minutes of the meeting. A motion to approve the June 21, 2001, minutes carried.

President's Report

A. Green informed the board of the many notes of support the chapter received from librarians in response to the September 11, 2001, terrorist attacks. She has contacted the Pentagon Law Library and asked the staff how the chapter might be of assistance.

Treasurer's Report

B. Fisher presented the board with a statement of the LLSDC accounts as of October 10, 2001. A. Green interjected that B. Fisher had been operating under the assumption that the board would approve the proposed FY 2001-2002 budget. A. Green informed the board that the only changes from her initial proposal were to add $4,000 in grants awarded by the Scholarships and Grants Committee and to arrange for better tracking of expenses for chapterwide meetings. A. Green asked the board if any other changes needed to be made to the 2001-2002 budget. The 2001-2002 budget was approved.

Assistant Treasurer's Report

S. Mellin reported the monthly deposit totals. He noted that one major deposit was actually a fund transfer. This transaction was the dispensation of the board's holdings in a Vanguard mutual fund closed by the company. He also reported that Joan Sherer had assembled a Nominations Committee that was due to meet soon.

Corresponding Secretary's Report

S. Ryan reminded the board to consult with her whenever someone is planning an event as she maintains the chapter's master calendar. She reported the deadline for submission to the winter issue of *Law Library Lights* was November 2, 2001. She encouraged the board to spread the word that the Scholarships and Grants Committee has plenty of money for grants.

Board Members' Reports

S. Pagel announced that the next Foreign & International SIS program would be on German legal research. M. Petit reported that the Academic SIS held an opening reception at Howard University's Law Library, and it was well attended.

Management Company Report

D. Trocchi announced that membership totaled 708 as of October 10, 2001, and *Lights* has 74 outside subscribers. The fall issue was to be mailed the following day. A motion to approve new members carried. A. Green encouraged all board members to attend the New Member Breakfast on October 17, 2001, at the Old Ebbitt Grill.

New Business

Publications. The chair of the Publications Committee, Susan Lewis-Somers, and committee member, Keith Gabel, informed the board about their activities involving *COUNSEL* and the *General Legal Publications Union List*.

The contract with CAPCON to publish *COUNSEL* has not been renewed and the committee is investigating the possibility of publishing an electronic version of this union list. A paper copy would still be produced for those chapter members desiring this format.

Publishing *COUNSEL* in an electronic database format would allow for new applications of the material, such as the ability to provide Web links to directory entries. The committee has the union list data on tape and is seeking a programmer to manipulate the data according to the committee's needs. Chris Reed and Roger Skalbeck will assist with the technical details. S. Lewis-Somers had contacted other chapters that provide electronic union lists; she received recommendations to provide constant oversight of the programmer's progress on the project. The committee has no sense of cost yet, but K. Gabel said that costs are expected to run at least as much as the previous edition produced by CAPCON.

L. Harrington asked if a paper copy of the union list would always be available. S. Lewis-Somers said that a hard copy would be available for at least one more year. The committee is aware that most of the ILL SIS members prefer the hardcopy format, but that their preference may be tempered by the usability of the electronic version. A. Green asked the board to forward any programmer referrals to the committee. S. Lewis-Somers added that the

LLSDC Webmasters are also making inquiries on behalf of the committee and discussed some possible candidates. She will continue to publish updates on this endeavor in future issues of *Law Library Lights*.

K. Gabel announced that the committee was canceling the production of the electronic version of the *General Legal Publications Union List* since this format had only three subscribers. Other cost saving measures to be instituted include a change in the publishing schedule from annual to biennial and automating some of the mailings.

Management Company Contract. The chapter's current contract with PSI to manage the LLSDC affairs is set to expire at the end of May 2002. A. Green informed the board that the American Association of Law Libraries (AALL) is lobbying to manage the chapter's membership data. The AALL currently manages membership data for the New York (LLAGNY) and Chicago (CALL) chapters. A. Green distributed a copy of the LLAGNY directory for the board to view. She emphasized that even if the chapter were to agree to the AALL's proposal, the chapter would still require outside assistance with the other chapter management activities. She circulated a detailed job description of the current management company that was produced by D. Trocchi at A. Green's request. S. Mellon asked why the AALL was pushing so hard to manage the local chapters' membership data. A. Green responded that the AALL considers its involvement as a great opportunity to get exposure to potential new members since some local chapter members are not AALL members. The board will continue to discuss this matter in future meetings.

Pens and mugs. The LLSDC now has pens with the new logo and Web address. Beginning this year, a white coffee mug with the blue LLSDC logo and the phrase "Your Name in Lights" will be issued to anyone who publishes an article for *Lights*.

Membership Issues. A. Green informed the board that the instructor of a law librarianship course had asked if the LLSDC has a gratis teaching membership. A. Green said that no other local chapter provides this benefit. Some board members pointed out that much of the chapter information and content is available on the LLSDC Web site for free. The board was reluctant to set a precedent, but did refer this matter to the Membership Committee for further evaluation.

The management company informed A. Green that Sandra Day O'Connor and James Billington are the only two honorary chapter members. Neither has been added to the directory or mailing lists. A. Green asked the board to consider the utility of this membership category. She will ask the Membership Committee to review the history and status of honorary membership in the LLSDC.

A vendor who is an associate member of the LLSDC wanted to write an article about her product for *Lights*. The Board agreed that there were numerous other venues more appropriate for providing such information and that article submission to the chapter newsletter was not a benefit normally offered to associate members.

Adjournment: A motion to adjourn the meeting carried and the meeting was adjourned at 1:41 P.M.

Items Distributed: Agenda Monthly Board Meeting, October 11, 2001; Minutes of June 21, 2001, Board Meeting; Statement of the LLSDC Accounts as of October 10, 2001; Monthly Update Memorandum from Management Company dated October 11, 2001; announcement of the LLSDC Town Meeting and Closing Reception; the LLSDC Management Company Job Description; the AALL Proposal to Manage Chapter Membership Data; *Law Library Lights*, fall 2001 issue.

Next Meeting: Thursday, November 8, 2001, at 12:30 P.M. at Holland & Knight, 2099 Pennsylvania Avenue, NW, Washington, D.C. 20006. ■

DATES TO REMEMBER

Dates to Remember (*DTR*) is a monthly (September-May) newsletter designed to keep the membership informed of current society events. If you would like to plan an event, please contact Susan Ryan, corresponding secretary at 202/662-9142 or ryan@law.georgetown.edu, to make sure that your event does not conflict with any other society events. Once your date has been cleared, to publicize your event, please submit information to Jan Oberla, *DTR* editor, at dates@llsdc.org.

NEWS OF MEMBERS

Hillary C. Rubin
Hogan & Hartson

ON OCTOBER 17, 2001, WE WELCOMED THE NEW MEMBERS OF LLSDC BY HOLDING A BREAKFAST IN THEIR HONOR AT OLD EBBITT GRILL. It was great that so many people attended. LLSDC President **Ann Green** and many other officers and board members came to meet the newer members and encourage them to get involved. We look forward to an equally successful event in the spring. More information will follow!

Pamela Gregory recently celebrated her 30-year anniversary as the circuit court librarian for Prince George's County. An article about Pamela appeared in the Prince George's County newsletter listing the many achievements and innovations in her library.

Julia Mychalus, assistant librarian at LeBoeuf, Lamb, Greene & MacRae is pleased to report that she received her MLS in August 2001 from the University of Maryland.

Michael Petit, head of cataloging at the American University, Washington College of Law Library, recently published a book, *International Conciliation: Author - Title - Subject Indexes* (Buffalo: William S. Hein & Co., 2001).

John H. Harbison of Collier Shannon Scott has retooled after over 20 years of law librarianship. He now focuses on marketing, business development, and competitive intelligence, in keeping with the firm's heavy investment in the client relationship management arena. His new title is manager of client information & competitive intelligence. He also continues to manage the Information Resources Department (*i.e.*, the library). Always up for a challenge, John is really enjoying these new responsibilities.

Christopher C. Reed, formerly head of electronic services at the George Washington University Law Library, is now the assistant director for information services.

Susan M. Ryan at Georgetown University Law Library has written an analysis of West's pricing strategies for case law reporters: "Cost Inflation By Page Reductions: A Discrete Example of New Price Increases in Legal Serials," 14 THE BOTTOM LINE: MANAGING LIBR. FIN. 6, 6-11 (2001).

After more than three years as a senior library assistant at Cleary, Gottlieb, Steen & Hamilton, **Stephanie Young** has joined Bryan Cave LLP as a reference assistant. She is halfway to completing her MLS degree at Catholic University of America. Stephanie also recently received a grant from the LLSDC to attend the AALL workshop, "New Perspectives on Law Library Acquisitions and Collection Development" at American University.

Pete Vay completed graduate school this past summer at Catholic University of America. In addition to obtaining his MSLS degree, he attained new responsibilities at Shaw Pittman as its electronic services librarian where he handles library systems training and troubleshooting.

WELCOME TO:

Eileen P. Chandhoke–law librarian at Odin, Feldman & Pittleman
Margaret M. Coons–student at the University of Maryland
Robert P. DeFabrizio–librarian at Goulston & Storrs
Linda B. Dorsey–student at Catholic University of America
Kevin Dryden–library assistant at Kilpatrick Stockton
Hoyt Galloway–director of the Information Resources Center at the United States Customs Service
Barrett Graham–electronic services librarian at the University of the District of Columbia, David A. Clarke School of Law Library
Tara Harmdierks–librarian at Kellogg, Huber, Hansen, Todd & Evans
Laurel E. Hein–reference assistant at Hogan & Hartson
Stephanie Jones–adminstrative associate/library at Crowell & Moring
Beth Fowler Lodsun–administrator at Robbins, Russell, Englert, Orseck & Untereiner
Cindy Mitchell–librarian at Sullivan & Worcester
Shannon E. Mohan–library assistant at Hunton & Williams
Mari-Jana O. Phelps–graduate student at Catholic University of America
Mary Kay Quirk–reference librarian at Epstein Becker & Green
Michelle Seo–assistant librarian for technical service at the United States Court of Appeals for the District of Columbia Circuit
Jill Stockman–account manager at Global Securities Information
Martha Terry–acquisition/collections development librarian at the United States Customs Service
Delia Ullberg–technical services specialist at Piper, Marbury, Rudnick & Wolfe
Larry Zoglin–librarian/attorney at Gottesdiener Law Office ■

VICE-PRESIDENT/PRESIDENT-ELECT

Scott Larson

Employment: Beveridge & Diamond, P.C. (Washington, D.C.), librarian, 1996-present. Arter & Hadden L.L.P. (Cleveland, OH): librarian, 1994-1996; assistant librarian, 1989-1994; library assistant, 1987-1989.

Education: MLS, Kent State University. BA, Case Western Reserve University

Professional Activities: AALL: member (including PLL SIS), 1994-present. SLA: member (including Legal Division), 1999-present. LLSDC: member (including PLL SIS), 1996-present; PLL SIS president, 2001-2002; PLL SIS vice-president/president-elect, 2000-2001; PLL SIS treasurer, 1998-1999; PLL SIS Social Committee, 2000-present (chair, 2000-2001); PLL SIS Program and Education Committee, 1997-2000 (chair, 1998-1999); Directory Committee, 1998-2000 (chair, 1998-1999); Franklin Square Law Librarians Focus Group member, 1996-present. Ohio Regional Association of Law Libraries: member, 1994-1996. Program speaker, “Trends in Private Law Library Acquisitions,” in “New Perspectives on Law Library Acquisitions and Collection Development,” a professional development workshop presented by the AALL in Washington, D.C., 2001. Program speaker, “Negotiating Online Contracts,” at the Virginia Association of Law Libraries’ Annual Meeting in Norfolk, VA, 2000.

Publications: “Federal Environmental Administrative Law Pathfinder,” LEGAL REFERENCE SERVICES Q. (forthcoming 2002). “Go Forth and Do Good: Law Librarians Are Volunteering Their Time and Services to the Community - Often Independently of Attorneys,” LEGAL TIMES, July 9, 2001 at 29. “Divide and Conquer: An Account of Two Librarians’ Experiences Attending the 92nd AALL Meeting,” with Darlene Kaskie, 42 LAW LIBR. LIGHTS (LLSDC, Alexandria, VA), Sept./Oct. 1999, at 1, 3-4. “Celebrating National Library Week, the National Legal Research Teach-In, and International Special Librarians Day in a Law Library,” 42 LAW LIBR. LIGHTS (LLSDC, Alexandria, VA), Mar./Apr. 1999, at 1, 3.

Statement: As LLSDC approaches its 60th anniversary, its long history of providing support, publications, educational programs, and social events for its membership deserves recognition and applause. I have been a member of LLSDC for the past five years and have been fortunate to meet many people from the Washington area and elsewhere as a result. My experience serving as president of the PLL SIS and working on a variety of committees has made it clear to me that the huge collection of talent, knowledge, and ideas represented by LLSDC’s membership is its greatest asset. I feel that the president of the chapter should honor its history be continuing its traditions and sustaining the diverse ways it supports its membership. We should also turn our attention outward and create opportunities for the members to assist schools and organizations in the area that might need occasional volunteer support from the law library community. Your involvement as a volunteer is the key to the success of all of these activities and I will concentrate on making them informative, rewarding, and fun for all participants. It would be a great honor to be elected vice-president/president-elect and to have the opportunity to serve LLSDC to the best of my abilities.

Rick McKinney

Employment: Law Library, Board of Governors of the Federal Reserve System, assistant law librarian, 1999-present. Law Library, Board of Governors of the Federal Reserve System, legislative librarian, 1984-1999. American Public Welfare Association, librarian/legislative assistant, 1981-1984.

Education: MLS, University of Maryland. BA, University of Maryland.

Professional Activities: AALL: member, 2001-present. LLSDC: member, 1984-present; Federal Law Librarians SIS president, 2000-2001; VALL/LLSDC program speaker on legislative history research, October 6, 2000; *LLSDC’s Legislative Source Book*, principal compiler/editor, 1993-present; Web site Committee member, 2000-present; Federal Law Librarians SIS secretary/treasurer, 1999-2000; LLSDC board member, 1997-1999; Publication Committee member for the 7th Edition of the *Union List of Legislative Histories*, 1998-2000; Legislative Research SIS president, 1995-1996; Committee chair for the 3rd Edition of the *Union List of Legislative Documents*, 1994; Legislative Research SIS vice-president, 1994-1995; program speaker on “An Overview of Congressional Publications: 1789 to Present,” April 20, 1995; Committee chair for the supplement to the 6th edition of the *Union List of Legislative Histories*, 1993; Legislative Research SIS secretary/treasurer, 1993-1994; Publications Guidelines Committee member, 1992-1993; Federal Law Librarians SIS secretary/treasurer, 1990-1991; Committee chair for Federal Law Library Information Directory, 1989; Committee member for the 5th Edition of the *Union List of Legislative Histories*, 1985.

PUBLICATIONS: "The Federal Reserve System: Information Sources at the Nation's Central Bank," 19 LEGAL REFERENCE SERVICES Q. (2001) (forthcoming). "Compiling a Federal Legislative History from Older Records," 6 AALL SPECTRUM (AALL, Chicago, Ill), Fall 2001, at 20-22. "Federal Agency Libraries as Federal Depositories," 45 LAW LIBR. LIGHTS (LLSDC, Alexandria, VA), Fall 2001, at 8-10. "Federal Legislative History Research: Compiling the Documents and Sifting for Legislative Intent," LLSDC's LEGISLATIVE SOURCE BOOK (2001) (web publication). Federal SIS News Column, 44 LAW LIBR. LIGHTS (LLSDC, Alexandria, VA), 2000-2001. "Legislative Inquiries and Conundrums," 41 LAW LIBR. LIGHTS (LLSDC, Alexandria, VA), March/April 1998, at 9-18 (contributor). "Sources of Online Legislative and Regulatory Information," 24 J. GOV'T INFO. 383-395 (Sept./Oct. 1997). Legislative Research SIS News Column, 39 LAW LIBR. LIGHTS (LLSDC, Alexandria, VA),1995-1996. "Special Supplement: Sources of Online Legislative and Regulatory Information," 35 LAW LIBR. LIGHTS (LLSDC, Alexandria, VA), Nov./Dec. 1991, at 18-21. *Textual Changes in the Federal Reserve Act and Related Laws* (updated looseleaf service) Federal Reserve Board, 1991-present. *Current Legislative and Regulatory Activity* (newsletter compiled weekly when Congress is in session) Federal Reserve Board, 1984-present.

STATEMENT: After serving on the board and working with various LLSDC presidents in the past, my first reaction when I was asked to consider placing my name in nomination for this three-year position was "How could you wish that job on anyone you cared about?" However, upon refection I knew that what that Nominations Committee member cared about and what I cared about was for the success of the society as a whole and for its individual members. As a federal government employee I also knew that public service was a trust that had its own rewards. Since my boss had no objections for me taking on the job I decided to get more information. I spoke with someone who has had the job of president to get a better idea about what she thought were some of the hassles, skills, pleasures and time involved. I then thought, "Hey, that's not so bad. I think I can do this." What is more I believe I can serve and learn a great deal while doing so. I am somewhat of a lone ranger in my work, but I would love to develop more people skills like delegating, public speaking, presiding, schmoozing, alleviating concerns, giving credit, consulting, building consensus, and the like. I think it is important to hit the ground running and get people involved and get the committee chairs filled at the start of the society year. If elected, I know I will need a lot of help and I expect to receive that help from our generous membership. I do not have a broad vision for the future of the society. I know there are questions like whether we should stay with our current management company; how should *COUNSEL* be published in the future; how do we make our "free" Web site more attractive yet still retain our membership; whether our bylaws should be changed regarding town meeting requirements or in other ways; and how do we help our members manage their careers and their "collections" in an increasingly electronic world? I do not know the answers to these and other questions, but I look forward to the possibility of working with all of you as we try to figure it all out.

ASSISTANT TREASURER/ TREASURER-ELECT

FRANCES BRILLANTINE

EMPLOYMENT: Catholic University Law Library: head of access services, 4/2000-present; circulation librarian, 9/1993-3/2000; circulation manager, 8/1990-8/1993. Fairfax Law Library, reference/administrative assistant, 6/1989-8/1990.

EDUCATION: MSLS, Catholic University of America. BA, George Mason University.

PROFESSIONAL ACTIVITIES: AALL: member, 1990-present. LLSDC: member, 1991-present; Elections Committee chair, 1999-2001; Nominations Committee member, 1998. Mid-Atlantic Innovative Users' Group: Program Committee member, 2000.

STATEMENT: LLSDC has consistently offered a variety of programs, events and workshops that have greatly contributed to my professional development over the past ten years. I would welcome the opportunity to give something back to the Society by serving as assistant treasurer/treasurer-elect.

LARRY ROSS

EMPLOYMENT: The George Washington University, Jacob Burns Law Library, instructional services librarian, 11/2000-present. Environmental Law Institute, librarian, 5/1996-10/2000.

EDUCATION: MSLIS, University of Illinois at Urbana-Champaign. JD, American University, Washington College of Law. BA, Brown University.

PROFESSIONAL ACTIVITIES: AALL: member, 1999-present. LLSDC: member, 1996-present.

PUBLICATIONS: "Urbana-Champaign on the Potomac: The University of Illinois' LEEP Pro-

gram," 44 LAW LIBR. LIGHTS (LLSDC, Alexandria, VA), May/June 2001 at 9-10. "Internet Selection Software and the Acquisition/Removal Distinction," 9 J. INFO. ETHICS, No. 2.
STATEMENT: As law librarians, we form a network that sustains the greater D.C. legal community, and LLSDC is instrumental in providing resources to support us in our work. By offering workshops, brown bag lunches, and by producing indispensable products such as *COUNSEL* and the membership directory, LLSDC provides great value to its members. I want to help ensure that we continue such beneficial activities. I see the assistant treasurer/treasurer-elect position as an opportunity for me to actively support the organization that supported me when I was a solo law librarian learning the ropes and continues to help me in my role as an academic librarian.

RECORDING SECRETARY

CRAIG LELANSKY

EMPLOYMENT: Georgetown University Law Library, acquisitions/government documents librarian, 2000-present. Gibson, Dunn & Crutcher, assistant librarian, 1994-1999.
EDUCATION: MLS, Catholic University. BA, American University.
PROFESSIONAL ACTIVITIES: AALL: member, 1994-present. LLSDC: member, 1994-present. Research participant in the AALL Economic Study of Law Book Pricing for which I received a Presidential Certificate of Merit in July 2001. ALA: member, 1991-present.
STATEMENT: After participating in the AALL Economic Study during this past year I was proud to have contributed to the profession. I would like to become more involved at the local level. I have benefited greatly from the knowledge and professionalism in the Washington area and would like to give some thing back to LLSDC.

BARBARA FOLENSBEE-MOORE

EMPLOYMENT: Morgan Lewis & Bockius (Washington, D.C.), head librarian. Pepper Hamilton LLP. McGuire Woods.
EDUCATION: JD, University of Georgia. MLS, Emory University. Bsc, Florida State University.
PROFESSIONAL ACTIVITIES: DCSLA: Hospitality Committee chair, 2001-2002. SLA, Legal Division: treasurer. VASLA president. VALL treasurer. Various committee memberships for DCSLA and LLSDC.
STATEMENT: I have always been a big proponent of participating in the professional organizations to which I belong. A willingness to volunteer is as important as attending meetings. Being a member of the board of LLSDC would be a great way for me to give something back to a group that has provided me with great networking and professional development resources over the past several years.

BOARD MEMBER

SUSAN CHINORANSKY

EMPLOYMENT: The George Washington University, Jacob Burns Law Library: head of cataloging, 9/1998-present; cataloging librarian, 1/1994-8/1998. National Agricultural Library, Cataloging Section, graduate assistant, 10/1991-12/1993.
EDUCATION: MLS, University of Maryland. BA, State University of New York at Oswego.
PROFESSIONAL ACTIVITIES: AALL: member, 1994-present; OBS-SIS at-large board member, 2000-2002; OBS-SIS OCLC/WLN Subcommittee chair, 1998-2000; TS-SIS Cataloging and Classification Committee board member, 1996-1997. LLSDC: member, 1994-present; *COUNSEL* chair, 1995-1996. CAPCON instructor for Serials Tagging course, 2000-present. Yale Reclassification Project participant, 1996-1997.
PUBLICATIONS: TSLL columnist for OCLC, 1998-2000.
STATEMENT: The environment of the law library continues to change in response to the ever-increasing influence of the World Wide Web. As libraries adapt to these changes, librarians must develop new skills to maximize the effectiveness of the utilization of the Web within the context of legal research. In addition, we must employ strategies to create new and innovative methods to harness the Web, while at the same time retaining the skills required for more traditional library service. Organizations such as LLSDC assist law librarians in accomplishing these goals by offering continuing education opportunities, scholarship and grant monies, and advocacy programs in the profession. I would be honored to have the opportunity to play a larger role in shaping the direction of the society through a position on the board.

ELLEN FELDMAN

EMPLOYMENT: Williams & Connolly LLP, library director, 1995-present. Howrey & Simon, head of reference services, 1993-1995. Andrews & Kurth, associate, 1991-1993. Haynes & Boone (San Antonio, TX) and Andrews & Kurth (Washington, D.C.), summer associate, summer 1990. Howrey & Simon, deputy library director, 1985-1988. ANSER, reference librarian, 1982-1985.
EDUCATION: JD, St. Mary's University School of Law. MLS, University of Hawaii.

BA, Mills College.
Professional Activities: AALL: member 1985-1988, 1993-present. ABA: member 1991-present. D.C. and TX bar associations: member. LLSDC: member, 1985-1988, 1993-present; *Law Library Lights* advertising manager, 2001-present; Vendor Support Committee chair, 2000-2001; Public Outreach Committee chair, 1998-1999; PLL-SIS Program Committee member.
Publications: *St. Mary's Law Journal*, editorial board and articles editor, 1990-1991.
Statement: One of the best parts of being a librarian has always been working with and getting to know others in our profession. LLSDC provides so many valuable opportunities to work with other librarians for the benefit of the profession, to learn and grow together to meet new challenges, and to give back to the community in which we live. It would be a privilege and an honor to serve on the board and to have the opportunity to give back to the organization that I have enjoyed and benefited from over the years of being a member.

Susan K. Glaize

Employment: U.S. Department of Commerce, Law Library, reference librarian, 11/1998-present. U.S. Securities and Exchange Commission, law librarian, 5/1996-11/1998. U.S. Department of Justice, Criminal Library, law librarian, 4/1989-5/1996. U.S. Department of Commerce, law librarian, 10/1987-4/1989.
Education: MLS, University of Maryland. BS, Sociology, Florida Southern College.
Professional Activities: LLSDC: member, 1988-present.
Statement: I would be honored to be a board member for the LLSDC.

Judith M. Leon

Employment: Shea & Gardner, director of library services, 6/1997-present. Squire Sanders & Dempsey LLC (Cleveland, OH): practice support manager, 5/1993-5/1997; head law librarian, 6/1987-4/1993. Arter & Hadden (Cleveland, OH), head law librarian, 1/1987-5/1987. Greenebaum Doll & McDonald (Louisville, KY), head law librarian, 1/1983–11/1986. Reed Smith Shaw & McClay (Pittsburgh, PA), librarian,11/1979-12/1982.
Education: JD, University of Louisville. MLS, University of Pittsburgh. BA, University of Pittsburgh.
Professional Activities: AALL: member, 1978-present; Placement Committee member and speaker at CONELL. LLSDC: member, 1997-present; Local Arrangements Committee chair, 1998.
Publications: "Teaching Legal Research in Private Law Libraries," with Kathryn Kerchof, 2 PLL Perspectives 1, 6-9 (Sept./Oct. 1990).
Statement: To me one of the benefits in being a member of the LLSDC community is the cooperation, which exists among law library staffs. When I arrived in Washington, the tool I thought I would miss the most would be access to a lending law library serving the practicing bar. LLSDC through its support of our local interlibrary loan system has proven that gap can be bridged successfully. As members of the largest AALL chapter, LLSDC libraries, through a cooperative interlibrary loan program, enable each of us to provide service to the organizations that employ us. I believe that this cooperation should continue. I am concerned about maintaining access to information. Electronic resources are wonderful but expensive. User licenses provide access to information but not ownership. Pricing is such that many smaller organizations are unable to purchase access. Licenses limit access to subscribers' organizations only. A technology infrastructure is necessary to support that access. Factors like these combine to make serving our institutions difficult. I would like to identify opportunities to insure continued access for all legal researchers. LLSDC is a vehicle to provide leadership in this area.

Richard Palmer

Employment: Shearman & Sterling (Washington, D.C.), research librarian, 5/2001-present. Arnold & Porter (Washington, D.C.): reference librarian, 1998-2001; interlibrary loan specialist, 1990-1998. Baker & Hostetler (Washington, D.C.), library assistant, 1987-1990.
Professional activities: LLSDC: member, 1987-present; Nominations Committee member, 1995-1996; Interlibrary Loan SIS president, 1992-1993; Interlibrary Loan SIS, vice-president, 1991-1992. Panel speaker, LLSDC "Seminar on the Use of CD-ROMs in the Law Library." Speaker, LLSDC "Seminar on Internet Searching for the Law Librarians."
Statement: Founded in 1939, the LLSDC became the second chapter of the AALL in 1942. During the 60 years of its existence, the society has been very active in promoting the profession as well as providing opportunities for professional development of its members. Were I elected to a board position, my primary focus would be both to continue and expand upon the educational and promotional activities of the LLSDC and to work towards improving communications and increasing comity between the disparate groups that make up society's membership. ■

VALL/LLSDC WINTER JOINT MEETING

George Mason University Law Library
Friday, January 11, 2002

Legal Technology: How far have we come; How far do we have to go?
Coordinator: Roger Skalbeck, Technology Services Librarian, George Mason University Law Library
Panelists: Sabrina I. Pacifici, Editor and Publisher of LLRX.com, Director of Library & Research Services, Sidley Austin Brown and Wood, Washington D.C.
Wendy R. Leibowitz, Technology Columnist and Consultant, Washington, D.C.
Chris Reed, Assistant Director for Information Services, The George Washington University Law Library

60 sites in 60 minutes: 60 useful Web sites for the Law Librarian
Speaker: Leanne Battle, Librarian Relations Consultant, LexisNexis™

Breakfast & Registration	9:00 A.M.-10:00 A.M.
Session 1 – Legal Technology	10:00 A.M.-11:30 A.M.
Break	11:30 A.M.-11:45 A.M.
Session II – 60 sites in 60 minutes	11:45 A.M.-12:45 P.M.
Lunch	12:45 P.M.-1: 30 P.M.
VALL Business Meeting	1:30 P.M.-2:30 P.M.

NAME____

ORGANIZATION__________________________________

ADDRESS______________________________________

CITY ____________________ STATE________ ZIP __________

PHONE ____________________ FAX ____________________

E-MAIL ____________________

Please enclose check payable to VALL in the amount of $20.00 for VALL & LLSDC members and $25.00 for non-members. Pre-registration required to ensure catering order. Registration includes continental breakfast and box lunch. NOTE: Deadline for registration and payment: **December 21, 2001.**

- ☐ Grilled Cilantro lime chicken breast on crusty baguette with Monterey jack cheese, roasted peppers, garnished with leafy lettuce and tomato.
- ☐ Slow-roasted beef with Muenster cheese, onion spread on a kaiser roll, garnished with leafy lettuce and tomato slice.
- ☐ Vegetarian Pita - grilled vegetables, feta cheese, creamy herbed harvati cheese, spring salad mix in a whole wheat pita.

Send this completed form and check to: Femi Cadmus, George Mason University Law Library, 3401 North Fairfax Dr. Arlington, VA 22201
Questions? Call Femi at 703/993-8107.

Directions to GMU School of Law: http://www.gmu.edu/departments/law/geninfo/directions.htm

LAW LIBRARIANS' SOCIETY OF WASHINGTON, D.C., INC.

703/619-5033
8727-A Cooper Rd.
Alexandria, Virginia 22309

Executive Board

President:	Ann C. Green	408-6452
Vice President:	Lisa Harrington	457-5911
Recording Secretary:	Emily Carr	707-3790
Corresp. Secretary:	Susan M. Ryan	662-9142
Treasurer:	Barbara J. Fisher	263-3314
Assistant Treasurer:	Stephen Mellin	639-6012
Board Members:	Mary Alice Durphy	861-1512
	Susan Lewis-Somers	274-4330
	Scott B. Pagel	994-7337
	Michael J. Petit	274-4345

Special Interest Sections

Academic:	Nancy Crossed	274-4344
Federal:	Mary Grady	564-3972
Foreign & Int'l:	Herb Somers	994-5177
Interlibrary Loan:	Michelle Wollman	408-6453
Legislative Research:	Julia Taylor	775-4773
Private Law Libraries:	Scott Larson	789-6166

Committee Chairpersons

Arrangements:	Keith Gabel	585-6954
Bylaws Revision:	William Grady	508-9858
Dates to Remember:	Jan Oberla	514-7767
Education:	Alea Henle	663-6132
Elections:	Frances Brillantine	319-4331
GLP:	Keith Gabel	585-6954
History and Archives:	Laura Anne Bedard	662-9172
Joint Spring Workshop:	Charlotte C. White	662-6177
LIGHTS:	Leslie A. Lee	994-2385
Membership:	Hillary Rubin	637-3631
Nominations:	Joan Sherer	647-1146
Placement:	Ann C. Green	408-6452
Publications:	Susan Lewis-Somers	274-4330
COUNSEL:	Laurie Green	457-7136
Public Relations:	Rhea Ballard	806-8047
Scholarships & Grants:	William T. Ryan	274-4331
Vendor Support:	Carolyn P. Ahearn	719-3103
Volunteer Committee:	Joan Marshman	383-7089
Web Committee:	Christopher C. Reed	994-1383

Focus Groups

Franklin Square Focus Group

Scott Larson	789-6166
Laurie Johnson Malone	737-4582

Legal Research Instruction Focus Group

Cindy Curling	639-7293

Law Library Lights

Editor:	Leslie Lee	994-2385
Assistant Editor:	Barbara DesRosiers	662-9133
Advertising Manager:	Ellen S. Feldman	434-5301
Eye on Serials:	Susan M. Ryan	662-9142
News of Members:	Hillary C. Rubin	637-3631
Tech Talk	Christopher C. Reed	994-1383

LLSDC Information

Web site............................http://www.llsdc.org
Listserv..................listproc@gmu.edu (to subscribe)
llsdc@gmu.edu (to post messages)

Change of Address

LLSDC, 8727-A Cooper Rd., Alexandria, VA 22309
703/619-5033

All numbers are in area code 202 unless otherwise indicated.

LLSDC
Law Librarians' Society of Washington, DC
A Chapter of the American Association of Law Libraries

LAW LIBRARY LIGHTS

Law Librarians' Society of Washington, D.C., Inc.
8727-A Cooper Rd.
Alexandria, Virginia 22309

PRESORTED STANDARD
U.S. POSTAGE
PAID
ALEXANDRIA, VA.
PERMIT NO. 5269