



SCALL Newsletter

Volume 29, Number 4

a chapter of the American Association of Law Libraries

March 2002

From the President

By Larry Meyer

In this issue's column, I would like to mention some of the upcoming events and activities that SCALL and by extension each member will be involved with in the near future.

The first two events will be discussed more thoroughly in other articles, but deserve mention here. The first event is the upcoming annual Institute, celebrating its 30th anniversary. It looks like Vice President Cornell Winston and his hard working committee has put together a great professional educational program for us. If you have not yet decided to attend, please consider doing so. The location, speakers and networking opportunities all will make it well worthwhile.

The second event is SCALL's 50th anniversary celebration. Anyone who has ever been to a law librarian event knows that we love to celebrate. The 50th will not be an exception to that rule of law. Past President Anna Delgado and her committee are putting much time and effort into a gala event. We are also intending to celebrate throughout the year. If you have ideas or thoughts, feel free to contact Anna or any committee member.

The third event has its roots in the hard work and foresight of Past President David McFadden and Past NO-CALL President Mary Ann Parker. Together, they worked on creating a Pan California vision, which has grown to include SANDALL. Last year, members from all three chapters collaborated with the Council of County Law Libraries and held the first joint legislative advocacy day. This year, on March 12, the second

(Continued on page 4)

Inside This Issue

Employment Law: Not just 9-5 Flyer	3
A Profile of the SCALL Archives	6
Marie Wallace's Memories of Being the SCALL President	8
Job Opportunities	10
Getting to Know You: Leonette Williams	14
SCALL President 1983-1984: Florence Draper	20
Minutes of the SCALL Board Meeting December 2001	16

The SCALL Newsletter is published five times per year (Sept., Nov., Jan., Mar. and May) by the Southern California Association of Law Libraries, a chapter of the American Association of Law Libraries, and is sent as a benefit of membership. The yearly subscription rate is \$13.50 for non-members. Please send subscription requests and advertising inquiries to Belinda Beardt, P.O. Box 4227, Burbank, CA. 91503; email scallpass@earthlink.net. Send changes of address and membership inquiries to Belinda Beardt, P.O. Box 4227, Burbank, CA. 91503; email scallpass@earthlink.net

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SCALL World Wide Web Page:
<http://www.aallnet.org/chapter/scall>

SCALL Discussion List:

To subscribe, send a message to: listserv@assocdir.wuacc.edu
In the body of the message, type: subscribe scall-list Your Name
Archived at: <http://www.legalminds.org/listsaver/scall-listand> <http://www.lawlibdns.wuacc.edu/scall/>

From the Editor

Margot McLaren
mclarenm@ulv.edu



By this time, you should have received a brochure and registration form for the 30th Annual SCALL Institute. As noted elsewhere in this newsletter, the topics to be covered at this year's Institute include a wide variety of issues related to employment law. I encourage all members to make every effort to attend this conference because it is beneficial for both supervisors and employees in the law library profession, especially those who work in private firms and other entities that may be experiencing downsizing or budget cuts. At the Saturday luncheon, honorary guest Barbara A. Bintliff, President of American Association of Law Libraries (AALL), will be speaking on, "Update from AALL: Birds of a Feather Flock Together."

In this issue, we are featuring law librarian, Leonette Williams from the University of Southern California Asa Call Law Library in the "Getting to Know You"

bio-profile series. Past President Leonette Williams, a recipient of the prestigious William H. Rohan Chapter Award, is one of SCALL's long-term members. This issue also includes two articles authored by SCALL past presidents. Florence Draper and Marie Wallace share their recollections of SCALL events that took place during their terms as well as experiences and challenges they encountered during their respective terms as president. If you want to contribute to the past president column, Diana Jaque can be contacted at her e-mail address at djaque@law.usc.edu.

We will continue to include book reviews, so if you have a book that may be of interest to SCALL members, I encourage you to submit one. There will be a future column devoted to unusual reference questions, new ideas, etc. If you wish to contribute, please send the information to my e-mail address at mclarenm@ulv.edu.

Happy St. Patrick's Day!

"THE COPYRIGHT OFFICE COMES TO CALIFORNIA"

Presented in collaboration with the Intellectual Property Law Section of the State Bar of California, this program will be offered in Los Angeles on March 4 and in San Francisco on March 6. Speakers include the Register of Copyrights and other top officials from the Copyright Office as well as private sector representatives. The activity has been approved for MCLE credit by the State Bar of California in the amount of 6.5 hours. For further information and to register, go to www.calbar.org/ipsection/02copyright.htm.

Employment Law: Not just 9 to 5

**30th Annual SCALL Institute
Royal Scandinavian Inn, Solvang, California
March 22 & 23, 2002**

Please send this form with your check (payable to SCALL) to:

Catherine Meller
Latham & Watkins
633 W. Fifth Street, Suite 4100
Los Angeles, CA 90071-2466

- | | |
|---|--|
| <input type="checkbox"/> SCALL, NOCALL, SANDALL & WESTPAC Members | \$95 (\$105 if postmarked after 3/8/02) |
| <input type="checkbox"/> Students & Retired Librarians | \$45 (\$55 if postmarked after 3/8/02) |
| <input type="checkbox"/> Non-members | \$105 (\$115 if postmarked after 3/8/02) |

I will attend the following functions:

- Friday Box Lunch
Please select your choice of sandwich: Smoked Turkey Roast Beef Vegetarian
- Opening Reception Buffet
- Saturday Breakfast Buffet
- Saturday Luncheon Buffet

The registration fee includes Institute admission for one person and one reservation for each scheduled meal.
Please note: there will be no refunds after Friday, March 8, 2002.

If you wish to purchase additional meal reservations, please complete the following:

- | | | | | |
|--|--|-------------------------------------|-------------------------------------|---------------------------|
| <input type="checkbox"/> Friday Box Lunch: | <input type="checkbox"/> Smoked Turkey | <input type="checkbox"/> Roast Beef | <input type="checkbox"/> Vegetarian | _____ Tickets @ \$15 each |
| <input type="checkbox"/> Opening Reception Buffet | | | | _____ Tickets @ \$19 each |
| <input type="checkbox"/> Saturday Breakfast Buffet | | | | _____ Tickets @ \$15 each |
| <input type="checkbox"/> Saturday Luncheon Buffet | | | | _____ Tickets @ \$21 each |

*Rooms at the Royal Scandinavian Inn are available to Institute attendees at a reduced rate of \$105.
Please contact the hotel directly at (800) 624-5572 to make your reservation.*

Name: _____

Organization: _____

Address: _____

Phone: _____ E-Mail: _____

Association Membership: SCALL NOCALL SANDALL WESTPAC

For more information, please contact Cornell Winston at (213) 894-2419 or Cornell.H.Winston@usdoj.gov



(Continued from page 1)

such day will be held in Sacramento. I would encourage each of you who can to attend this worthwhile day. It gives you an opportunity to know the issues affecting our community, receive advocacy training and review, as well as the opportunity to make connections with legislators and staffers. In turn, this increases our stature and credibility with these same individuals. For those of you unable to make the trip this year, there will be a write up in the next issue of the newsletter.

Lastly, I would like to briefly mention one of the new initiatives our community has created with one of our vendors. A few months back, the Los Angeles Daily Journal through Ray Chagolla and Andrea Torres approached CRIV Chair Alan Schroeder, Cornell Winston and Myself with a proposal to create a law librarian advisory committee. This committee was envisioned as a group that would advise the D.J. on publications and other issues directly related to our duties.

From that initial proposal, an advisory committee consisting of Alan, Cornell, myself, Marta de Paula Cea, Joan Allen-Hart and Leonette Williams has meet with Daily Journal representatives. This group will continue to meet with the D.J. on a quarterly basis. Thanks goes to Alan and the D.J. for putting this group together

Hello and Happy New Year!

The Nominations Committee is seeking nominees for various open positions from the general membership in preparation for SCALL's mid-year election of officers.

There is an abundance of talent, exuberance, leadership and willingness to help among SCALL members. Of this, I am totally convinced. But many of us would probably need a little bit of nudging to step up to the plate and be recognized.

If you are, or know of someone who might be, interested, in running for any open position, please contact any of us and we will do the rest. There should also be a copy of the nominations form in the next issue of the Newsletter that you can use.

Thanks very much.

Jody Kelly McKenna & Cuneo
jody_kelley@mckennacuneo.com

Katie Kerr Pepperdine Univ School of Law
kkerr@pepperdine.edu

Laura Stockton Riverside County Law Lib
lstockto@co.riverside.ca.us

Jimmy Rimonte Kelton Law Library-UWLA
jrimonte@uwla.edu

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A PROFILE OF THE SCALL ARCHIVES

By Ralph Stahlberg

|

History:

The SCALL Archives committee was established in 1978. Notebooks, manuals, and SCALL papers were gathered to be included in the Archives (Board minutes 6/15/77). The Los Angeles County Law Library agreed to offer storage space for the archives. Before the establishment of the committee, the SCALL secretary served as Archivist and the materials traveled with each secretary.

Charge:

From SCALL's Policy and Procedure Handbook: "the Archivist collects and makes available SCALL historical information and materials. The Archives committee assist members and other committees in compiling, verifying, and researching SCALL information".

Collection:

The following is a brief list of materials in the archives:

Meeting minutes back to the first meeting in 1952;

A collection of past presidents' notebooks;

A complete run of the newsletter;

Copies of all membership directories;

SCALL publications: Locating the Law, Union List;

SCALL reports: Policy and Procedure Manual, Report on Allocation of Resources, Salary Surveys;

Materials from all SCALL Institutes;

A collection of SCALL memorabilia; and

A collection of historical photographs and newspaper clippings.

Many of these materials will be on display at our 50th Anniversary celebration in December.



Marie Wallace's Memories of Being the SCALL President

The biggest event during my tenure as SCALL President started the year before (1973) when I was the Vice President. Restless with no assigned responsibilities (idle hands and all that) I asked for and received President Bertha Dorsey's approval to form a SCALL Institute Committee. Undaunted without budget, (SCALL had a modest 2 figure treasury) SCALL letterhead or precedent, a committee of eleven organized the First SCALL Annual Institute on California Law.

I went to San Diego with my family to pick the hotel and was a little shaken when after the Manager toured us through the facilities of the Sheraton Harbor Island Hotel and invited us to stay as his guest for the weekend, there was this little matter of the contract.

A glance at the fine print and I knew I was way out of my league but I signed anyway.

Bobbie Johnson at Paul Hastings, and I went to a little printer in a basement downtown and talked him into printing a classy program brochure without any deposit. Fortunately, the Institute was a success and after the registrations started coming in, we had enough money to pay the printer's bill.

Things were falling into place. Speakers, including California Supreme Court Justice Mosk agreed to speak. Who was going to chair the event? Everyone looked at me. I was terrified of public speaking. No one believed that I wasn't the one to be the Chair. Finally, Irwin Manley recognized my predicament and agreed to fill in.

"Annual" was the most important word in the title we selected for the program. We wanted to see it continue on a regular basis. Our original idea was to concentrate on California law as there were many other forums for learning about Federal law and library issues. Another idea the first Institute Committee had was to alternate the location between Southern and Northern California sharing the responsibility jointly with Westpac (NOCALL wasn't born

yet.). But Westpac (Western Pacific) saw the hole rather than the donut and SCALL continued on its own.

The Second Annual Institute (when I was President) took place in San Francisco even though Westpac wasn't interested in co-sponsoring. Organizing it was easier because the first one gave us a model and there was money in the treasury--but at several points the whole enterprise hung by a thread due to the VP's job demands.

The postscript to this story is that in 1978 I joined Toastmasters, slayed the fear dragon, and learned to enjoy public speaking. And by the time this sees print, the 30th Annual Institute will be another success.

Special Announcement

The committee is now accepting offers of "loans" for our memorabilia tables. If you have anything you would like to donate for the evening, we would be most pleased to borrow it. We've already had several nice offers. Your special items will remain a secret (except for the committee) until that evening.

Each item will have a card next to it: from the collection of.... Hopefully you can provide a date and some background on how you came to own that item or whether you borrowed it from your library collection.

Thank you,
Anna Delgado
Arter & Hadden
Anna.Delgado@ArterHadden.com
One more note - please keep in mind that this occasion will be formal.



Job Opportunities

Patrick Meyer
Electronic Resources Librarian
Loyola Law School
Los Angeles
Patrick.Meyer@lls.edu

and

Paul Howard
Reference Librarian
Loyola Law School
Los Angeles
Paul.howard@lls.edu

L01-129 COLLECTION DEVELOPMENT/ACQUISITIONS LIBRARIAN, William M. Rains Library, Loyola Law School

Please include the reference number when referring to this job.

Division: LAW SCHOOL **Department:** LAW LIBRARY **Job Description Summary:** Develops the Anglo-American component of a major academic law library collection. Ensures the quality of bibliographic control, fund accounting, smooth running and steady workflow of the Acquisitions/Serials Department. **Qualifications/Requirements: Education:** Master's degree from an ALA accredited library school required. Juris Doctor from an ABA accredited school preferred. **Experience:** Three to five years of relevant library experience in a law library or an academic library preferred. Previous experience with legal materials, supervisory experience highly desirable. Experience with Innovative Interfaces or other automated acquisitions/serials systems. **Knowledge/Ability:** Knowledge of highly developed automated law library acquisitions/serials systems. Knowledge of the law book trade, including foreign and international vendors, and familiarity with non-book formats highly desirable. Use of INNOPAC Acquisitions/Serials System and electronic invoicing programs highly desirable. Legal knowledge sufficient to make acquisition decisions. Knowledge of library trends in electronic resources and issues involved in providing bibliographic and electronic access. Familiarity with AACR2, LC Subject Headings and LC Classification preferred. Familiarity with Internet-based products and various access methods. Knowledge of basic word processing required. Understanding of network capabilities and of PCs in general. Ability to work with minimum supervision. Excellent interpersonal, written and oral communication skills. Date Posted: 02-06-02 Human Resources, Loyola Law School, 919 South Albany Street, Los Angeles, California 90015. Telephone: (213) 736-1415 Fax : (213) 386-6966 E-mail: jobs@lls.edu

THELEN REID & PRIEST LLP

Job Description

Title: Head Librarian - Los Angeles Office
Department: Library
Reports to: LA Office Administrator
Status: (Exempt)
Hours: 8:30 a.m. - 5:00 p.m.
Description Last Edited: 01/17/02

OBJECTIVE:

As Head Librarian for the Los Angeles office of a national law firm, to be re-

sponsible for managing all aspects of library administration and operations for that office and to participate in firm-wide library efforts.

REQUIREMENTS:

- MLS degree from an accredited library school or equivalent.
- Ability to be a team player in a fast-paced, large law firm environment.
- At least four years of experience working in a law library.
- Proven research ability, including proficiency in using traditional bibliographic tools such as indices and digests, and the ability to perform research in unfamiliar areas outside of legal and business related topics.
- Proficient skills in searching computer-assisted research databases, especially LEXIS, WESTLAW & DIALOG.
- Proficient skills in retrieving information from the Internet.
- Experience in managing all aspects of operating a library, including supervisory experience and budget oversight.

RESPONSIBILITIES:

Primary responsibilities are managing the daily operations of a private law firm library, including all aspects from administrative duties to providing high-quality reference services.

Responsible for the L.A. office library budget, personnel, space planning and all other matters essential for the successful operation of the library.

Performs reference duties.

Responsible for the development and proper maintenance of the collection.

Initiates and coordinates requests for new library material, including printed material and access to electronic media.

Works with the Head Librarian - West Coast on the development of firm-wide library services.

Responsible for ensuring that accurate cataloging information is transmitted to the San Francisco office for maintenance of the firm-wide library catalog.

Responsible for ensuring that all library - related client charges are properly processed in a timely manner.

Responsible for the supervision of library staff.

Responsible for developing and implementing efficient operational procedures for the library.

Responsible for training new attorneys (i.e.: Lexis, Westlaw, etc.).

Responsible for disseminating timely and relevant information contained in new materials to lawyers according to interest.

Responsible for orienting new attorneys, paralegals, legal secretaries and staff to the library and its resources.

CONTACT:

All inquiries are to be made to Tammy Swarbrick, Office Administrator, either via fax
at 213-687-1820 or e-mail at tswarbrick@thelenreid.com

SERIALS AND ACQUISITIONS LIBRARIAN, Chapman University School of Law, Orange

Responsibilities:

Primary responsibility for the Serials and Acquisitions department of the Law

(Continued on page 14)

PRESS RELEASE

Date: January 25, 2002

For Immediate Release:

To: California Law Library Associations

Subject: Public Law Librarians Piloting Real-time Legal Reference Service on the Internet

Twelve public law libraries throughout California are participating in a pilot project to provide real time legal reference service via the Internet. Law librarians will be chatting on-line with generalist librarians who are fielding law-related questions and guiding the librarian's and/or patron's browser the best resources on the Internet with collaborative browsing. Susan McGlamery at the Metropolitan Cooperative Library System, and Shirley David for the Council of California County Law Librarians are coordinating the project, supported by an LSTA grant.

Each public law library has agreed to staff the reference service at least two hours per week. The participants are currently learning the 24/7-reference software and will be practicing among themselves in February. During March we invite librarians to ask questions so that we can sharpen our skills and develop scripts for frequently asked questions. We will be sending out the test dates and URL to access the practice database via the NOCALL, SCALL and SANDALL listservs. Start saving your questions now!

At the end of March and throughout April, the pilot will go live. Participants will be fielding law related reference questions received through the icons of participating libraries of the 24/7 reference service of the Metropolitan Cooperative Library System in Southern California and the Q&A café of the Golden Gateway Library Network in northern California.

The pilot will be evaluated in May to determine if the public law librarians will continue to serve as legal reference experts for the library systems. They may also decide to expand access by adding icons to the service on public law library web sites.

Participating libraries are: Bernard E. Witkin Alameda County Law Library, Bernard E. Witkin California State Law Library, Butte County Law Library, Fresno County Law Library, Kern County Law Library, Los Angeles County Law Library, Orange County Public Law Library, Placer County Law Library, Riverside County Law Library, Sacramento County Public Law Library, San Diego County Public Law Library, San Francisco Law Library

For more information contact: Shirley H. David, Sacramento County Public Law Library,
sdavid@saclaw.lib.ca.us



San Diego County Public Law Library Serving the Legal Information Needs of San Diego County Citizens Since 1891

West Computer Training Center Relocated to San Diego County Public Law Library

Beginning in February, West Group will operate its main training center from the downtown San Diego location of the San Diego County Public Law Library. Additionally, West Group plans to operate a smaller training lab at the Public Law Library's North County Branch in Vista. The schedule for the training sessions at both locations can be found at www.westlawsandiego.com or by calling 1-800-544-5330.

This unique partnership is made possible by West Group's donation of equipment to the Public Law Library. When West training classes are not in session, the Public Law Library will offer classes to its members and the public in specialized legal information Internet searching. Information about those classes will be posted on the Public Law Library's website at www.sdcll.org as it becomes available.

West Group's gift to the Public Law Library, totaling about \$10,000, includes: 6 laptop computers, 3 laser printers, 2 LAN drops, and computer tables and chairs. One of the laptops and a printer is earmarked for the San Diego Volunteer Lawyer Program (SDVLP) which currently conducts free legal advice clinics for the public at the Main Branch of the Public Law Library.

The computer lab at the Main Library is scheduled to begin operation on Feb. 12th. The computer lab at the North County Branch in Vista is expected to be up and running in early March. Current sessions scheduled at Main are:

Thursday Feb 14th:

11:00 a.m.- noon Beginning Westlaw on the web

Noon- 1 p.m. Paralegal Certification Part 1- All Paralegal Certifications are approved for one CLE credit through NFPA (National Federation of Paralegal Associations).

Thursday Feb 21st:

11:00 a.m.- noon Intermediate Westlaw on the web

Noon- 1 p.m. Paralegal Certification Part 2

Tuesday Feb 26th:

11:00 a.m.- noon Advanced Field Searching on Westlaw

Noon- 1 p.m. Paralegal Certification Part 3




Welcome New Members

Kirsten Anderson, Reference Librarian
 O'Melveny & Myers, LLP
 400 S. Hope Street
 Los Angeles, CA. 90071-2899
 (213) 430-7787
 (213) 430-6407
 kanderson@omm.com

Peggy Cherry, Law Firm Account Manager
 West Group
 266 Beverly Street
 Laguna Beach, CA. 92651
 (949) 494-5183
 (949) 494-9437
 peggy.cherry@westgroup.com

Ann M. Lucas, Serials Assistant
 UCLA Law Library
 1106 Law Bldg., Box 951458
 Los Angeles, CA. 90095-1458
 (310) 825-1829
 (310) 267-1895
 lucas@law.ucla.edu

Belinda Sanders
 Long Beach City Attorney's Office
 333 West Ocean Blvd. Suite 1100
 Long Beach, CA. 90802
 (562) 570-2200
 (562) 543-1579
 belinda_sanders@ci.long-beach.ca.us

SCALL's 50th Anniversary

This year marks SCALL's fiftieth anniversary. To commemorate the event SCALL is planning a gala celebration at the site of the first SCALL meeting.

The details of the evening are as follows.

Date: December 4, 2002

Registration: 5:00PM

Cocktails: 5:30-7:00PM (Hancock Museum on Campus)

Dinner: 7:00PM

Program: 7:45PM

Dancing: 8:15PM - ?

Place: USC's Town & Gown (USC/site of the first meeting on 12/5/52)

Attire: formal attire/black tie optional

Please save the date! The Planning Committee is working hard but we would appreciate your participation. We still need additional entries for the commemorative logo, so if you have an idea, please pass it along. We would also like to display memorabilia from the past fifty years and would welcome anything you would like to share with us, whether it be general library items or something unique you received from a vendor. We are also collecting photographs. We would like photos from years gone by and will soon be working toward collecting some current pictures. (More details on the current photos to come.)

Thank you.

Sheila Stone

stones@ulv.edu

Reference Librarian

ULV College of Law Library

320 East D Street, Ontario California
 91764



Getting to know you: Leonette Williams

by Margot McLaren



Leonette Williams is originally from Fort Lauderdale, Florida, but grew up on the Jersey shore in Asbury Park and Long Branch, New Jersey. She has very fond memories of idyllic summer days spent at the beach and on the

boardwalk. But when asked about her earliest fond memories as a child, Leonette focused on the local public library and a children's book. As a child, every Saturday morning included a walk to the library with her mother and an opportunity to select new books for the week. The public library was architecturally influenced by the New York Public Library and included both the carved stone lions guarding the entrance and an exquisite reading room, complete with stained glass windows, a large fireplace, comfortable leather chairs, Oriental rugs and perfect lighting for reading. The first book she remembers very well was a gift to her from family friends; Anna Sewell's Black Beauty. This was one of the most famous horse books during the nineteenth century but the printing and drawings for this particular book were exquisite; handset and original. Because the book was so memorable to her, Leonette considers it not only the beginning of her love of good stories and beautifully made books but the start of her interest in animal rights.

She earned her B.A. in English literature with a minor in philosophy (1974) at Upsala College and her M.S.L.S. (1978) at the University of Southern California. After Leonette graduated from Upsala College, she secured a position as a Bibliographic Researcher in Library Services for Baker & Taylor in Somerville, New Jersey. In this position, she was responsible for keeping track of all new books being

commercially published. She was so impressed with the librarians at Baker & Taylor that she decided to join the library profession. At the same time that Leonette was accepted by the Rutgers University's library program, her husband was offered a position in Los Angeles. They decided to try out southern California for a year - they haven't left yet. Leonette completed her library studies at USC where she met her fellow classmate, Alan Holoch, who not only suggested she apply to the USC Law Library for a job but who later became a dear friend and mentor. Leonette applied for the two positions then open at the USC Law Library - reference and acquisitions. In the 1970's reference work in academic law libraries was open to librarians without a JD. She was offered her choice of jobs and she selected acquisitions. Over the years Leonette has contributed extensively to the development of the library's collection. She has a strong appreciation for legal bibliography and considers selection and collection development one of her favorite professional activities. For the past several years, in addition to training Acquisitions Librarians in the selection of legal material, she also teaches new reference librarians selection in foreign and international law.

In 1985 Leonette was granted tenure by USC and shortly thereafter was promoted to Head of Technical Services for the Law Library. During her career Leonette has seen many changes and challenges in law librarianship and technical services. One of Leonette's most challenging tasks at the library was the conversion of the manual bibliographic systems to automated systems. Rather than begin with a blank database, Leonette purchased a stripped-down version of the Innovacq (i.e. predecessor of Innopac) files from the UC Davis Law Library. Since both libraries held the same core materials for federal law and California law and pretty much of the same continuation and periodical titles, Leonette took UC Davis's basic bibliographic records and certain key elements of their check-in records to create the basis

(Continued on page 12)

(Continued from page 11)

of the USC Law Library's automated records. "At the time, it made perfect sense. The profiling alone was a huge undertaking and coupled with a lack of funding for additional staff help, the experiment allowed the Innovacq system to go up relatively quickly without interfering with the normal day to day operations and without causing undue stress for our staff." After this project, Leonette published an article in Law Library Journal, "Automating with Another Library's Bibliographic Records" (1996), detailing her experience.

Leonette is the recipient of awards for her strong dedication to and involvement in the law library profession. In 1980 she received an award from the Los Angeles Chapter of the American Society for Information Science and in 1994/95 she received the prestigious William Rohan Chapter Service award for her outstanding service to SCALL and in particular for the creation of the SCALL Handbook of Policy and Procedures. Leonette has been highly active in professional organizations and has volunteered for every SCALL committee, with the exception of archives, and has served on the SCALL Board in all five positions for a total of eight years. Other notable service includes chairing the AALL Technical Services SIS, serving on AALL committees and as a speaker at workshops, serving on the board of USC Women in Management and serving as President of the USC Faculty Center Board of Directors.

In 1996 Leonette was promoted to Associate Director for Collections and Technical Services. In 1997 she was selected by the USC administration to represent USC at the Summer Institute for Women in Higher Education held annually at Bryn Mawr College in Pennsylvania. Approximately fifty women per year from colleges and universities in the United States and various foreign countries are accepted for this unique program. Six days per week, for four weeks, women attending the program learn all aspects of university operations; budget and finance, facilities, faculty rights and tenure, academic programming, development, recruitment and administration. "It was a great honor to have been selected and financed by USC for this invaluable opportunity.

I am particularly gratified that my director, Albert Brecht, encouraged me to attend."

Leonette attributes much of her love of law librarianship to her colleagues the first year she entered academic law librarianship. "When I started at the USC Law Library the six librarians I worked with had a very strong influence on me; Albert Brecht, the former Alan Holoch, Fannie Fishlyn - now retired, Tory Trotta, Jill Sidford and the former Elaine Steiger. I felt like the rookie on the best NBA team. I was proud to be at USC and every one of my colleagues gave 100% to their profession. Their presence alone inspired me to try and be the best librarian I could be."

Outside of her career, one of Leonette's favorite activities is travel. To mention a few highlights, she and her husband, Boyce, watched polar bears in Barrow, Alaska; jumped a ferry from Mull on the west coast of Scotland for the island of Iona; rode horseback through the Grand Tetons; hiked through a rain forest in Hawaii; and went snorkeling in Australia's Great Barrier Reef. Leonette also follows contemporary fiction including short stories in the Paris Review and the New Yorker, attends performances of the LA Opera and the LA Philharmonic, and loves going to the theater. On a daily basis, she enjoys long walks with Troy, her four-year old Shepard.

When asked where she sees herself in the next five years, Leonette responded; "If Albert and the Law School are willing to keep me, then I would like to stay at USC. Albert has been very supportive of me, allowing me to develop in many professional directions, whether or not they are directly related to my immediate work." Asked what her advice to new SCALL members would be, she stated; "Try to learn as much as possible on your job, keep communicating with your colleagues and the library's users and staff, and don't forget librarianship is a service profession."



MINUTES OF THE SCALL BOARD MEETING DECEMBER 4, 2001 CENTURY CITY

PRESENT: Larry Meyer, Cornell Winston, Hugh Treacy, Robert Wright, Anna Delgado, Hal Brown, Jacqueline Ayala.

CALL TO ORDER: President Larry Meyer called the meeting to order at 4:45 pm.

SECRETARY'S REPORT:

Secretary Hugh Treacy provided copies of the Minutes of October 30, 2001, to the Board for review. The Board discussed the Minutes, noting that, for the sake of brevity but without sacrificing completeness, the Minutes of that meeting and minutes of future Board Meetings should be summarized for publication in the SCALL Newsletter. A full and complete Minutes should be kept for the record by the Secretary. A motion to that effect was made by Cornell, seconded by Hugh. Hugh expressed no difficulties with creating a set of detailed minutes from which a summary set could be made and sent to the newsletter editor. The motion passed unanimously. Discussion opened on suggested minor revisions of the Minutes. Cornell moved to accept the Minutes of October 30, 2001, as amended. Anna seconded. The motion passed unanimously.

TREASURER'S REPORT:

Treasurer Robert Wright interviewed a third accountant for possible selection by the SCALL Board. Noting that each accountant is highly recommended, Robert recommended that the Board a particular accountant. He also requested authorization from the Board to expend \$1,000 toward her accounting fees to begin work. Hugh moved that the Board authorize Robert to expend that sum for that purpose, and that Robert would report back to the Board via email in mid-January concerning her progress. Hal stated that the accountant should begin work immediately. Anna seconded, and the motion passed unanimously.

Robert also reported that he will provide the Board with a status report on spending by each SCALL committee, including the ad hoc 50th Anniversary committee.

PRESIDENT'S REPORT:

President Larry Meyer reported the following:

- a. The Joint Institute scheduled for 2003 is set, and we are waiting for the three AALL Chapters to select their vice-presidents.
- b. The Attorneys General have sent a new letter registering their continuing objections to the authors of UCITA and the rationale behind UCITA.
- c. The Membership Directory has been sent out.

VICE PRESIDENT'S REPORT:

Vice President Cornell Winston reported that 2002 SCALL Institute preparations are progressing. "Save the Date" cards will be sent to all members in mid-January. Diana Jaque has submitted information about the Institute to AALL for publication in *Spectrum*. AALL President Barbara Bintliff will be attending the Institute, the cost of her visit coming from the Board's budget. Letters have been sent to vendors for possible sponsorship.

PAST PRESIDENT'S REPORT:

Past President Anna Delgado reported that the SCALL 50th Anniversary celebration will begin at 5:30 pm on the 50th anniversary of SCALL's founding, December 4, 2002. The event will be held at USC's Town & Gown, and a reception will be held at Hancock Museum. The festivities will include dinner and dancing to a live band. Daily Journal Corporation is providing wine. USC Law Library Director Albert Brecht will provide a harpist. Alan Schroeder is lining up sponsors. A logo is under development. A search for SCALL memorabilia is on-going; please contact Anna or other committee members for more details. The cost will be \$50 per person for SCALL members, \$35 for student members of SCALL.

OLD BUSINESS

The Board discussed upcoming Board meeting dates. The next Board meeting will be held during the SCALL Institute. Anna moved that the April Board meeting be canceled due to the scheduled late March date for the Institute. The June meeting will occur at its usual time and place, at which time future meeting dates will be discussed and approved.

(Continued on page 16)



Library. Supervise Acquisitions Technicians. Order, receive and process Library materials. Perform all serials claim procedures on automated computer system. Oversee filing of all loose-leaf materials. Perform preservation activities in cooperation with the Catalog Librarian. Undertake various collection management duties. Create check-in records for new serials. Resolve problems regarding any incorrect records, missing books, and other discrepancies with OPAC records and the physical collection. Initiate and maintain relations with publishers and vendors. Manage Library monograph and serial orders. Oversee return of duplicates and unwanted materials. Assure accuracy of acquisitions records on INNOPAC. Write and maintain procedures regarding book acquisition ordering. Oversee the use of electronic ordering by the Acquisitions Technicians. Provide research assistance to students, faculty and the legal community. Participate in daytime and Saturday reference duty rotation. Participate in collection development. Serve as liaison to the faculty. Conduct on-line research. Conduct library tours. Assist in planning and reviewing goals, procedures, policies and manuals for the Law Library. Attend conferences and training. Requires a flexible work schedule and may involve some travel.

Required Qualifications:

MLS degree from ALA-accredited institution. Experience searching on a bibliographic utility, preferably OCLC and INNOPAC. Knowledge of law publishing industry practice. Knowledge of trends in access to scholarly and electronic publishing and digital information. Ability to work with computer-generated reports. Knowledge of ordering and payment systems. Prior supervisory responsibility. Ability to direct and monitor workflow. Ability to develop departmental procedures. Ability to work independently, exercise initiative and coordinate specific operations within the department. Excellent problem-solving skills, with the ability to formulate and communicate logical and sound conclusions and recommendations. Demonstrated effective writing skills. Excellent communication and interpersonal skills. Budget management experience. Computer skills in word processing, legal research, Internet and electronic mail software. Ability to use Lexis and Westlaw.

Desired Qualifications:

Prior experience in a law library serials and acquisitions department.

Salary:

Commensurate with experience and qualifications.

Benefits:

Excellent benefits include medical, dental, vision, life insurance, 401 with employer matching contributions, and tuition discount for employee and qualified dependents.

To Apply:

Send 2 copies of resume and salary history (must be included) to Chapman University, Human Resources, 1 University Drive, Orange, CA 92866. Application materials may also be faxed to (714) 997-6901, or e-mailed as Word attachments to CUJobs@chapman.edu. Additional information at www.chapman.edu/hr (Job 140-01). Applications will be accepted until the position is filled.

Chapman University is an Equal Opportunity Employer committed to providing career opportunities to all people, without regard to race, color, religion, sex, age, national origin, sexual orientation, disability or veteran status.

Greenberg Glusker Fields Claman Machtinger & Kinsella LLP, Los Angeles

TITLE: Associate Librarian

REPORTS TO: Head Librarian

HOURS: Part-Time or Full-Time (with benefits)

PAY RATE: Commensurate with experience

Summary Description:

Under the supervision of the head librarian, provides general and in-depth legal and business reference services to attorneys and staff, using print, online, Internet, and CD-ROM resources. Provides ad-hoc training in the use of library resources. Assists the head librarian with collection development, ordering

materials, resolving problems with vendors, interlibrary loan, and other administrative duties and special projects as assigned. Participates in professional organizational activities.

Essential Knowledge, Skills and Abilities:

MLS/MLIS from an ALA accredited library school; significant law library experience may be substituted. Knowledge of legal bibliography, legal research, and law library procedures. Familiarity with Lexis, Westlaw, and Internet resources. Commitment to providing superior service and quality work in a fast-paced environment. Ability to prioritize multiple tasks and meet deadlines. Excellent interpersonal and written and verbal communication skills.

Ability to operate standard office equipment including computers, printers, and photocopiers. Experience with pc applications including word processing and data input and retrieval.

Ability to retrieve and distribute print volumes, push and pull carts of mail, packages and books weighing up to 20 pounds, and ability to retrieve and replace objects from shelves of up to eight feet high.

Contact:

Fax (310-557-2975) or e-mail (hr@ggfirm.com) resume to Marjorie Jay. No phone calls please.

Three Librarian Positions, University of Miami School of Law Library

The University of Miami Law School has a varied and demanding curriculum, a highly productive faculty, and graduate programs as well as the JD program. The Library has an outstanding collection consisting of more than 530,000 volumes and volume-equivalents, and is staffed by 13 full-time professional librarian, 15 full-time staff and approximately 6.5 FTE student workers. The Law Library staff prides itself in providing a very high level of in-depth reference and research support. For more information about the Library, please see our web site at <<http://library.law.miami.edu>>. The University of Miami is located in Coral Gables, Florida.

Assistant Library Director for Technical Services and Acquisitions Librarian

This position is part of the senior management team of the Library and reports to the Director of the Law Library.

Technical Services Responsibilities

Supervises and evaluates the Technical Services librarians and staff. The Technical Services Department is composed of three full-time librarians (including the Assistant Library Director) and six full-time support staff members.

Establishes and reviews policies, procedures, goals and objectives for staff and librarians performing acquisitions, cataloging, serials, documents, and binding functions

Coordinates technical services practices with those of public services

Plans and implements special projects

Prepares statistical data for questionnaires and internal reports

Represents the library on campus-wide and national planning committees for technical services

Serves as the primary library liaison with Innovative Interfaces Inc. Keeps aware of developments and features available with the Innovative software. Communicates developments and changes in the system to the Library staff and coordinates training. Administers and monitors the system functions of the database. Works with Law School's Department of Computer Resources and Technology on installing releases and upgrades to the system. Coordinates with Public Service on their needs and concerns about the III system

Keeps aware of developments in technology and possible uses in the workplace

Acquisition Responsibilities

Supervises all acquisition functions, procedures and related staff,



including but not limited to processing of monographic and serial orders, selection of vendors, payment of invoices, materials processing and claims handling

Oversees the library's participation as a housing library in the U.S. Federal Depository program and ensures compliance with its regulations

Resolves complex problems

Regulates workflow and adjusts workflow

Assures the accuracy and completeness of acquisitions records in the online catalog

Works directly with the library's administrative office in paying invoices

Acts as a liaison to other parts of the library regarding acquisitions policies and procedures

Works closely with the Assistant Library Director for Collection Development and Special Collections

General Responsibilities

Other administrative responsibilities as required.

Serves on various library committees, standing and ad hoc, including the Library Executive Committee

Required Qualification

M.L.S. (or foreign equivalent) from an accredited institution; Experience in technical services in an academic research library with increasing administrative responsibility; expert knowledge of current developments in publishing and technical services; excellent interpersonal and communication skills; demonstrated service philosophy; professional participation; desire to participate as a team player; hard working and flexible; willing to take initiative.

Assistant Library Director for Collection Development and Special Collections

The Assistant Library Director for Collection Development and Special Collections is part of the senior management team of the Library. The position reports to the Director of the Law Library

Collection Development Responsibilities

Provides leadership in the development, implementation, maintenance and review of collection development policies and practices, including policies on selection, retention, weeding, missing books, etc.

Provides leadership in the development and evaluation of the collection; Assesses the collection's strengths and weaknesses
Determines collection development needs and priorities

Consults with the faculty to ensure that the collection development efforts support the law school curriculum and faculty research interests

Provides leadership in acquiring library materials in all formats within the scope of the library's collection development efforts; Reviews, analyzes and selects new and existing print and electronic resources (including donations)

Identifies, evaluates and recommends cancellations and withdrawals of library materials

Responsible for acquiring access to electronic resources including evaluation of licensing agreements, assessment of compatibility with the Law Library's web site and/or the Law School's Network and setting up and maintaining electronic user awareness tools

Coordinates with the Law School's Computer Resources and Technology Department to ensure full utilization by the law school community of the Library's electronic products

Liaison with vendor sales representatives
Coordinates with the Foreign and International Law Librarian who is responsible for collection development of the international and foreign law collection

Works closely with the Assistant Library Director for Technical Services and Acquisitions Librarian

Monitors the budget throughout the fiscal year

Represents the library on campus-wide and national collection development committees

Special Collections Responsibilities

As a separate housing site, coordinates the collection aspects of the federal depository program with the University of Miami Richter Library, the depository library

Responsible for the management of the Soia Mentschikoff papers, including processing, maintenance, and preservation of the collection

Responsible for the organization and content of the Rare Book collection

Coordinates collection content contribution for law library's web site

Oversees the Everglades Litigation collection

Provides leadership for possible digital initiatives

Reference/Teaching Responsibilities

To a limited extent, provides reference service to the law library's patrons

Possibility of participating in first year legal research instruction

Possibility of teaching an advanced legal research course as an Adjunct

General Responsibilities

Serves on various library committees, standing and ad hoc, including the Library Executive Committee.

Other duties as assigned.

Required Qualifications

M.L.S. (or foreign equivalent) and J.D. (or foreign equivalent) from accredited institutions; knowledge of current developments in legal publishing; excellent interpersonal and communication skills; demonstrated service philosophy; professional participation; desire to participate as an enthusiastic team player; hard working and flexible; willing to take initiative; significant legal or law library experience.

Reference / Instructional Services Librarian (New Position)

The position reports to the Head of Reference Services.

Responsibilities

Provides reference assistance to law students and faculty, the University of Miami community, members of the bar and the public
Prepares library publications, such as guides and bibliographies

Coordinates the scheduling of tours and training for outside groups

Coordinates the scheduling of tours and training for the First Year Legal Research and Writing classes

Participates in teaching the First Year Legal Research and Writing classes

Possibility of teaching an advanced legal research course as an Adjunct

Responsible for creating legal research training opportunities for upper-class students, law review members, and other student groups

Participates in gathering content for the law library's web pages

Serves on library committees

Belongs to professional associations and participates in their activities

Some evening and weekend work is possible

Performs other duties as assigned

Required Qualifications

M.L.S. (or foreign equivalent) and J.D. (or foreign equivalent) from accredited institutions; excellent organizational and teaching skills, as well as excellent interpersonal and communication skills; strong service philosophy; desire to participate as an enthusiastic team player; hard working and flexible, able to work in a fast-paced environment with people from varied backgrounds, willing to take initiative.

FOR ALL THREE POSITIONS:

Salary and Benefits

Commensurate with qualifications and experience; comprehensive benefits package. These are non-tenure track faculty appointments.



Application

Anyone wishing to be considered for these positions should write to Sally Wise, Director of the Law Library and Professor of Law, University of Miami Law Library, P.O. Box 248087, Coral Gables, FL 33124. Questions? (305) 284-2755 or swise@law.miami.edu

The application letter should include a complete statement of qualifications, a resume and the names and addresses of at least three persons who are knowledgeable about the applicant's qualifications for this position. Candidates applying by February 18, 2002 will be given first consideration, but applications will be accepted until the position is filled.

The University of Miami is an Equal Opportunity/Affirmative Action Employer.

(Continued from page 13)

COMMITTEE REPORTS

Inner City Youth

Its first planning meeting for the 2002 summer interns will be held this month. The committee would like to solicit funding from other community-based organizations to underwrite intern placements for the summer 2002 program. Jacqueline Ayala moved that ICY submit plans for funding from outside sources to the ICY Committee's Board Liaison, Anna Delgado, for her review and report back to the Board. The motion was seconded by Cornell Winston, and the motion passed unanimously.

Grants

Tom Fleming has succeeded Jacqueline Ayala as chairperson of the Committee. In 2001, the Committee distributed \$8,000 to 14 recipients. The Committee submitted proposed guidelines to the Board for its consideration. If approved by the Board, the guidelines will be posted on the SCALL web site, along with a PDF format application form.

Membership

The Membership Directory has been completed and will be sent to Daily Journal Corporation shortly for printing and distribution to SCALL members.

New Business

SCALL 50th Anniversary Party: Anna Delgado provided the Board with a progress report. See: V. Past President's Report, *above*.

Adjournment

The meeting was adjourned at 6:07 pm.

SCALL PRESIDENT 1983-1984

Florence Draper

SCALL is turning 50 this year as are Mr. & Mrs. Potato Head. But, unlike our tuberous friends, we are not couch potatoes!

I had the honor of serving as your president during 1983/4. The 1983 Institute, held in Los Angeles, was on California Real Property Law. Due-on-Sale Transfers and Real Estate Syndication were the hot topics. Loyola University professor William Coskran began the morning with an excellent presentation, and Myron Moskowitz, the landlord tenant guru, concluded the afternoon's program in style. Don Augustine with Augustine & Rose had agreed to address real estate syndication issues. He never came, but had his secretary phone to cancel on the afternoon the Institute began.

In March of 1984, we published the first edition of *Locating the law* which was edited by Nancy J. Young from U.C.L.A. The Committee on Public Access to Legal Information, by writing this handbook, did a tremendous job in advancing SCALL's mission to provide open access to legal information. These were pre-email days, and the drive to Los Angeles took 3 hours by car. Organizing events from that distance was difficult at times. SANDALL was then but a blip on the radar screen. What I remember now are all the wonderful people who gave so freely of their time and talents. I was grateful then, and I remain so today.

Happy Birthday SCALL. I wish you the best for the next half a century. Who knows, law librarians might even be featured with Mr. & Mrs. Potato Head in the next Pixar movie.



A Report from the PALI Committee

The American Association of Law Libraries Research Instruction & Patron Services SIS has been granted permission to include three chapters of *Locating the Law*, 4th ed. in their 10th National Legal Research Teach-In Training Kit for Spring 2002. The chapters requested for this Training Kit are Chapters 2, 5 and 6 covering California Law, Basic Legal Research Techniques and Legal Reference vs. Legal Advice respectively. They will also include the 4th ed. cover page, table of contents and preface. As creators of the chapters, SCALL and PALI of course retain the copyright in the materials. This is indeed an honor for our publication to be included in a nationally recognized legal research training program in which most law schools participate. Esther Eastman is to be commended for establishing the initial communication with Kristin B. Gerdy at Brigham Young U. who was tasked with finding materials appropriate for this year's Training Kit.

Karla Castetter
karlac@tjssl.edu

SCALL Newsletter Submission Deadlines

If you would like to submit something for publication in the SCALL Newsletter, the deadlines are the following:

May Issue

April 15

We welcome the submission of any articles of interest to the law library community. Contact Margot McLaren, SCALL Editor at mclarenm@ulv.edu.



New Edition of Locating the Law

SCALL's Public Access to Legal Information Committee is proud to announce the publication of the 4th edition of *Locating the Law: A Handbook for Non-Law librarians*. The PALI Committee undertook this revision beginning in 1999-2000. The most significant improvement over the 3rd edition (1995) is the addition of numerous websites and hyperlinks for locating both primary and secondary sources.

Locating the Law is targeted primarily at public and academic librarians who maintain basic legal collections but have limited exposure to legal resources. Information is provided on how to conduct basic legal research, how to read legal citations, and the difference between legal research and legal advice. Basic legal sources are explained and tips on how to build a legal collection are offered. The book also contains annotated bibliographies for both California and federal law, as well as lists of legal publishers, county law libraries, and local law schools.

Locating the Law is reproduced in its entirety on the SCALL website, which is <http://www.aallnet.org/chapter/scall/>. Hard copies are available for cost of printing. **To order a copy, please fill out the form below and send a check for \$20 (made payable to SCALL) to Belinda Beardt, Attn: SCALL-Locating the Law, P.O. Box 4227, Burbank, CA, 91503-4227.**

Email: scallpass@earthlink.net.

LOCATING THE LAW 4th EDITION ORDER FORM



Please send _____ *Locating the Law 4th Edition Handbook (s)*

Enclosed is \$ _____

Send invoice

Name: _____

Organization: _____

Department: _____

Address: _____

City, State & Zip Code: _____

Phone: _____ Email: _____

Send form and check (\$20.00 per copy) payable to SCALL:
Belinda Beardt, Attn: SCALL-Locating the Law, P.O. Box 4227, Burbank, CA, 91503-4227.
Phone/Fax: (818) 846-9276 Email: scallpass@earthlink.net.



SCALL Committee Chairs 2001-2002

Archives

Ralph Stahlberg

Los Angeles County Law Library
Phone: (213) 629-3531
E-mail: ralph@lalaw.lib.ca.us

Awards

Laura Cadra

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E-Mail: cadra@law.ucla.edu

Government Relations

David McFadden

Southwestern School of Law Library
Phone: (213) 738-6726
E-mail: dmcfadden@swlaw.edu

Grants Committee Chairperson

Thomas B. Fleming

Jeffer, Mangles, Butler & Marmaro, LLP
Phone: (310) 201-3519
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Darin Fox

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Inner City Youth Chair

Arlene Alfred-Junior

Nossman, Guther

Institute

Cornell H. Winston

US Attorney's Office (Los Angeles, CA)
Phone: (213) 894-2419
E-mail: cornell.h.winston@usdoj.gov

Library School Liaison

Kevin Gerson

UCLA Law Library
Phone: (310) 794-5409
E-mail: gerson@law.ucla.edu

Membership

Sheryl Kramer

Chapman University Law School Library

Phone: (714) 628-2535

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Newsletter

Margot McLaren

University of La Verne Law Library
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Placement

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Programs

David Burch

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Public Access to Legal Information

Karla Castetter

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E-mail: djaque@law.usc.edu

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Alan Schroeder, Jr.

Rutan & Tucker, LLP
Phone: (714) 641-5100
E-mail: aschroeder@rutan.com

Union List

Vacant



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