

## From Our President

By the time members receive this Scuttle issue, the fourth of July weekend will have come and gone and the summer season will be upon us. This means many CoALL Members will be making plans to attend the annual meeting in Anaheim, California. I request all CoALL members who are attending AALL this summer also plan to attend the program planning meeting for the joint CoALL/SWALL meeting. This session is in the Annual Meeting Program and is scheduled for Wednesday, July 15th from 4:30-5:30pm. I have been assured, this meeting will be a brainstorming session only for the purpose of providing the SWALL program planning committee an idea of the direction in which CoALL would like to see the programming heading. Attending this meeting in no way generates any future obligation of time or effort working on this joint meeting.

I want to thank Linda Fields for the excellent job she did with the nominations committee. Under difficult circumstances Linda managed to put together a good slate of candidates. I am excited and

of providing the SWALL program planning committee an idea of the direction in which CoALL would like to see the programming heading. Attending this meeting in no way generates any future obligation of time or effort working on this joint meeting.

I want to thank Linda Fields for the excellent job she did with the nominations committee. Under difficult circumstances Linda managed to put together a good slate of candidates. I am excited and enthusiastic about our new officers - Georgia Briscoe, Carol Minor, Linda Rose, Penny Glover, and Kathleen Clark Edie. My congratulations to each of you. Before I continue with my message I want to thank all of last year's executive board members. Their commitment of time and their dedication to CoALL makes them our unsung heros. Each of our outgoing members Gary Alexander, Caryl Shipley, and Camilla Walker deserve a round of applause. Also, we are appreciative of the time both Ann-Marie Wills and Al Dong gave to the executive board. And then, there are those who will be offering yet another year of their time, Tom Duggan, Carol Minor, and Linda Rose. My many thanks to you all!

CoALL is an organization which has traveled a long and winding road. And

through our travels some members have traversed junctions to other organizations and employment opportunities. Others have chosen the fork in the road and travel the same road, only in a slightly different direction. One of my goals for the upcoming year is to rekindle the enthusiasm CoALL members once had for our organization. I visualize the problem as several small components of the larger issue that we, as an organization, will need to determine how to deal with and which forks in the road to continue down.

I contribute our loss of direction in part to our lack of budget. CoALL is financially in a position that we should be far thinking in our money management. Al Dong began the process by transferring money into a Janus Fund. Now is the time for this Executive Board to continue the fiscal sensibilities begun by our departing board. What is it that we want to do with our money? Should our goal be to have a budget in place for SWALL?

I also see our loss as a loss of comradery. Have we lost some of our ability and need for networking due to technology? Is rekindling camradery a lost cause? I choose to believe not. I do believe our members are going in different directions. Although our directions may differ, eventually we all come back home. Let this meeting of the roads be an additional opportunity for CoALL to transcend the distance between our organization and others. Let us learn first hand what professional development means outside the legal field by the sharing of information from our multi-organization members. In this sharing of information, how ambitious do we wish to be? My goal remains to increase professional development through programming. I believe we should be hosting a minimum of six programs a year. One meeting every other month minimum. Currently, our bylaws stipulate four meetings per year. With the holiday party, legal institute, and annual business meeting, this leaves one meeting slot available for professional development. One program cannot meet the needs of our members.

Lastly, Carol Minor has agreed to assist me in reviewing our bylaws. At this time, there is some concern we are not operating with true and accurate bylaws.

We have a busy and exciting year ahead of us. Let this be the year we lay the foundation for building a stronger organization. An organization that educates, bonds, and fosters the types of relationships that are difficult in a professional setting. Let us try not to fixate on the bumps in the road, but always look forward. Happy travels throughout the upcoming year.

## **Officers & Committee Chairs**

### **PRESIDENT**

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298-3625  
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### **VICE PRESIDENT**

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### **TREASURER**

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### **MEMBER-AT-LARGE**

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### **MEMBER-AT-LARGE**

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### **MEMBERSHIP & PLACEMENT**

### **NOMINATIONS**

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### **LONG RANGE PLANNING**

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### **BROWN BAG COORDINATORS**

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### **GOVERNMENT RELATIONS**

Druet Cameron Klugh  
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### **COLORADO LIBRARY MARKETING COUNCIL**

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### **NEWSLETTER**

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### **ADVERTISING**

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492-2704  
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**IMMEDIATE PAST PRESIDENT**

Tom Duggan

## **Point of View**

Mike Tracy, West Group

A big thank you to Druet Cameron Klugh of the Holme Roberts & Owen firm in Denver for sending in the first (and only) Point of View question. Druet sent in the following question:

For quite some time, I have searched PLI on Westlaw®. Recently, Lexis issued a release saying that they have an "exclusive" arrangement with PLI. Could you explain the differences between PLI materials on Westlaw and on Lexis? Or, if that is not appropriate or expedient, just clarify what parts of PLI are on Westlaw?

Answer: We have an exclusive agreement with PLI to provide the PLI course handbooks on Westlaw. The course handbooks contain the text of the CLE materials that PLI presents to practitioners. We have had these materials on Westlaw since 1987. Lexis offers the PLI reference books, which are the PLI treatises.

Thanks again Druet. I hope you enjoy the KeyCite Suisse army knife prize for sending in one of the first 10 questions.

Now, since I have no other questions to answer, I will use this opportunity to provide you with some information on the West Group Legal Tools.

West Group Legal Tools comprises the following four desktop utilities:

1. CiteLink is a powerful tool that finds legal citations in your Microsoft Word 97 or Corel Wordperfect 8 documents and creates hypertext links to the full text of the documents on the Internet. By installing CiteLink, you are adding commands to the Tools menu and buttons to the toolbar in Microsoft Office 97 or Corel Wordperfect 8.

Clicking a link created by CiteLink launches your Web browser. The cited document is displayed in the browser via WestDoc or Westlaw.com. CiteLink also automatically creates and updates a table of authorities for your document. You can choose to include hypertext links from each entry in the table of authorities to its reference in your document.

2. Find on Westlaw allows you to retrieve a specific case from the Start menu, search Westlaw or check a citation in KeyCite.

3. Legal Themes adds new themes to your set of desktop display options. Microsoft Plus! is required to use this feature.

4. Legal Links adds a list of law-related Web sites to your Internet Explorer Favorites or Netscape Navigator Bookmarks menu.

## **Version 1.1 Enhancements**

West Group Legal Tools version 1.1 provides several enhancements and new features for CiteLink and Find on Westlaw. One new feature for both is the addition of westlaw.com and the removal of Westlaw PRO on the

Web as a destination option for hypertext links, Find requests and Westlaw searches. The default destination for all links and Find requests is now WestDoc.

CiteLink now has options for performing several new tasks directly from Word 97 documents: searching westlaw.com, embedding hypertext links for Westlaw searches (SearchLink™ feature) and checking citations in KeyCite.

SearchLink allows you to tag a section of text of not more than 255 characters and save it as a Natural Language or Terms and Connectors search. A customer could store this search as part of a word-processing document in a brief bank or newsletter.

A new tab, Search Westlaw, has been added to Find on Westlaw. Users can select a database from a pop-up list, then enter a Terms and Connectors query or Natural Language description and run their search on Westlaw via westlaw.com.

Please let me know if you have questions regarding West Group Legal Tools or any other questions relating to Westlaw. I look forward to hearing from you.

## 1998 / 1999 CoALL Programs

### MARK YOUR CALENDARS NOW !!

An educational, fun and exciting package of programs has been lined up for CoALL members for next year. You won't want to miss any of them!

| WHEN                 | WHAT   | WHERE                             |
|----------------------|--|-----------------------------------|
| Sept. 17th<br>4:30pm | <a href="#">Pat Wagner</a> : Herding Kittens: How to Influence When You Have No Power or Authority | Holland & Hart                    |
| Oct. 15th<br>4:30pm  | Peggy Jobe: Effective Use of Internet Searching and Subject Directories                            | University of Colorado Law School |
| Dec. 10th<br>4:30pm  | Holiday Party  | Colorado Supreme Court Library    |
| Feb. 18th<br>4:30pm  | Barbara Bintliff: Training Lawyers for the 21st Century  | Ballard Spahr Andrews & Ingersoll |
| April 8-11th         | Joint CoALL / SWALL Institute  | Adams Mark Hotel                  |
| June 17th<br>4:30pm  | Annual Meeting   | TBA                               |

### Pat Wagner To Inspire CoALL Members

Pat Wagner is well known as an innovative and inspiring speaker to librarians and educators in our area. CoALL is fortunate to have her present the first program of our 1998/99 meetings. Pat, with her husband Leif Smith, owns Pattern Research, a 22-year-old research and training firm in Denver. Articles describing Leif and Pat's work have appeared in *The Futurist*, *Writer's Digest*, *Entrepreneur*, *The Washington Post*, and *New Woman*. Humor and practical wisdom always permeate Pat's programs.

Pat will present a popular program titled "Herding Kittens: How to Have Influence When You Have No Power or Authority". As librarians in law firms, courts or law schools, our attorneys, judges or professors usually view us as "support staff". The program will give us insight into the best ways to deal with this situation. You won't want to miss this one!

## **1998 ANNUAL MEETING**

### **Government Relations:**

#### **Druet Cameron Klugh**

Thank you for the opportunity to continue as the CoALL Government Relations chair and to serve on the Colorado Library Association's Legislative Committee. Highlights of the 1997-98 year include:

#### **1. Supreme Court Library Funding**

House Bill 1364, concerning fees collected by the Clerk of the Supreme Colorado Court to fund the Supreme Court Library, passed and was signed by the governor on May 18, 1998.

"Delighted!", is the reaction of Lois Calvert, Supreme Court Librarian, who says that the effect of this bill will be to add approximately \$70,000 per year to the Library's budget; it has been earmarked for an online system. It is her hope that a web-accessible OPAC will be up and running during Fiscal Year 98-99.

CLA actively supported this bill, with the assistance of Mendez & Associates lobbying service. It was one of the more than 33 bills that CLA supported, opposed, or monitored during the course of the legislative session.

#### **2. Successful Funding for Colorado Libraries in Long Bill**

Budget increases requested by the libraries were funded almost in their entirety. The appropriations for Regional Library Service Systems for Fiscal Year 98-99 totaled \$2,449,893. Compared to last year's appropriation level of \$2,019,128, this is an increase of \$430,765 or 21.3%. The appropriations for the Colorado Resource Center contract for FY 98-99 were \$2,048,101. Compared to last year's level of \$1,548,101, the increase is half a million dollars or 32.3% above last year. There were no increases requested for ACLIN which continues at \$304,788 for FY 98-99.

Increases in the range of 21 or 32% are practically unheard of in the Colorado state budget due to restrictions of the TABOR amendment to the state constitution, which limits the growth of the state budget to a formula based on growth plus inflation (approximately 3.3%). Also, a state statute passed by the legislature limits the growth of general fund appropriations to 6% per year. The library budget increases obtained this year are truly remarkable, and represented a definite victory for CLA.

#### **3. Co-Chair of Annual Legislative Workshop and Luncheon**

I agreed to serve as co-chair of CLA's Annual Legislative Workshop and Luncheon, along with Patti Bateman (of the Aurora Public Library), for the two year term of 1997-99. The February 1998 workshop was again held at the Denver Public Library with approximately 120 in attendance; the luncheon continued to be among the more popular activities for the legislators,

with 53 meeting constituents and discussing everything from Internet access to the importance of staffing school libraries. My thanks to the resources of Holme Roberts and Owen and its staff for their support during my learning curve! I anticipate that December through February of the coming season will again be incredibly busy and rewarding due to this event.

#### 4. State Funding Continues on the CLA Agenda

Potential legislative sponsors for the State Funding bill indicated that this year the bill would not have a chance of passing. They remain positive on the overall effort, however, and I expect to see it introduced as a bill in the next legislative session. While we all benefit from direct support of Colorado libraries, publicly-funded academic libraries will particularly want to take note of its provisions.

#### 5. Government Relations Committee Expands

Penny Glover, Jim Reilly and Katheryn Spack all volunteered their time and efforts for the Government Relations Committee this year. My thanks to them, one and all, for their help with the CLA Legislative Workshop, and their thoughtfulness about the direction this committee's activities should take.

#### 6. Future Focus of Committee / AALL Outreach

Future activities of the Government may shift focus from the state level to the national. Katheryn Spack has expressed interest in monitoring federal legislation and tracking the status of government document programs. She will be attending programs on this topic at the AALL convention in Anaheim.

Also in Anaheim is a meeting of AALL with local chapter representatives to see how HQ can better support the efforts of chapter Government Relations Committees, coordinating work and the flow of information. I will be attending this meeting and welcome your comments and input.

#### 7. Importance of State Primary Election in 1998

Due to term limits, twenty-seven legislators will not be returning, in their current position, to the legislature. For several elective positions, multiple candidates from one party are running against no one from other parties: this fact makes the PRIMARY elections of much greater importance than they normally are. Please evaluate all your elections. Sound out the candidates on library issues (i.e. Do they support State Funding?). If **no** candidate from your party is running for an important office, but there is a primary in another party, consider changing party affiliation in order to make your voice count in the primaries. You must be registered by July 13th in order to vote in the August primaries.

I will continue as the Government Relations representative for 1998-99. I welcome your comments, questions and support.

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## **Long Range Planning**

### **Mary Waters**

(1) The CoAll union list of state statutes has been updated. It will be distributed this week and we are discussing the

possibility of creating a password protected location for it on the CoAll website.

(2) The 1998 CoAll Member Survey has been distributed, and we have already received several responses. We look forward to your suggestions and new ideas. If you did not receive a survey, please notify Mary Waters at phone:(303) 299-7367 or e-mail: waters@ballardspahr.com.

(3) If you are interested in joining long range planning, please call Mary Waters at (303) 299-7367.

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### **Newsletter / Advertising:**

#### **Patty Wellinger**

The CoALL Scuttle was published four times - October, January, April & July. The newsletter has been produced and mailed by Rothman's since 1990. Copies are sent to all CoALL members, AALL Headquarters and other Chapter Newsletter Editors. Extra copies are sent to the editor and distributed at public relations events such as the Institute, Rocky Mountain Book Festival, talks to library school students, etc.

The advertising fee structure has remained the same for several years now, but the number of advertisements has increased dramatically. There were 11 full-page ads and 1 half-page ad placed by five different vendors over the course of the last year. The CoALL Scuttle has a free listing in Nathan's Legal Markets (an advertising sourcebook). The editor solicits no advertisements. The \$700 generated from advertisements went into CoALL's general operating budget.

Special thanks go to those individuals who have contributed articles to the Scuttle during the past year. The continued support of individual authors is vital in order to produce an interesting and valued newsletter. Authors include Beth Wrenn-Estes, Chris Brown, Druet Klugh, Mike Tracy, Mary Williams, Gary Alexander, Camilla Walker, Linda Rose, Kathleen Clark Edie, and Betsy Morris. Tamara Smith and Martha Keister also deserve thanks for proofreading (often on short notice) and all errors are my own.

After each issue is produced, I send Chapter and Member items to the following newsletters for publication: AALL Spectrum, SWALL Bulletin, PLL Perspectives and the ALL Newsletter. As Newsletter Editor, I plan to attend the Council of Newsletter Editors (CONE) meeting at AALL.

I will also be attending the PR Chapter Liaison meeting. Attendees at the February Institute voted on a new newsletter design, which should debut in October.

This will be my last issue as Editor of the CoALL Scuttle. Caryl Shipley, University of Denver Law Library, will be taking over as Editor. I will continue doing advertising and pr as it relates to the newsletter. Thank you for your support throughout the past three years.

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## **Colorado Library Marketing Council:**

### **Anne Ellis**

I am pleased to report on the Colorado Library Marketing Council's progress in presenting quality continuing education for Colorado Librarians. During the last year, the Council held a two-day workshop entitled, "Creating Change in Challenging times: Marketing Tools for the School Library Media Specialist." The first day of the workshop was held in September at the Arvada Center and was attended by 25 library media specialists from around the State. The first day of the workshop featured two speakers: Claudine Paris and Pat Wagner. Claudine presented a half day session on "locus of control," or taking charge of your professional and personal lives. Pat focused on marketing techniques, how to do marketing research and how to develop a marketing plan. The second day was held in November at Beaver Creek as a pre-conference session to the Colorado Library Association annual meeting. Participants reported on their homework assignments, which was to develop and implement marketing plans for their libraries. Both pre and post workshop assessments were distributed to participants and reviewed and analyzed by Keith Lance of the Colorado Department of Education. The results of changes in attitudes about jobs and marketing after attending the workshops are reflected in a report.

Early this year, Mark Estes, Colorado Library Resource Sharing Board representative, proposed to the Council that we apply for LSTA funds to present our successful program in other areas of the State. I am happy to report that the Colorado Library Marketing Council received \$50,000 in Federal Funds. We will host three more "Creating Change" programs over the next year and a half in three different regional areas of Colorado. The first group of workshops will be held in the

Colorado Springs and Pueblo areas in September and December. The other regional workshops will be held in the Denver and Fort Collins area and in the Grand Junction / Western Slope area. The program is designed for a broad audience and will appeal too all types of librarians.

Many thanks go to Wanda McDavid for her leadership as Co-Chair with Christine Hamilton-Pennell in sheparding the Council through the pilot project. On June 1, 1998, Mark Estes and I became Co-Chairs of the Council. I urge everyone to take advantage of this special workshop when it comes to your region. If you are interested in being a part of the Colorado Library Marketing Council, please contact either Mark or me.

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## **Membership & Placement Committee:**

### **Bev Agnew**

#### Membership:

CoALL has 110 members for the 1997/98 membership year. This is a decrease of six members from 1996/97. The membership remains quite stable between 110-120 members as it has for several years. 41 of the members (37%) work in private law firm libraries. This is a decrease at law firm libraries of 7% from 1996/97. The number of people in academic libraries increased from 21 to 27 members, 25% of the membership. Court and government library members decreased from 18 to 15 or 13% of the membership. The remaining 27 (25%) members are students, lifetime members and associate members, some of whom work for vendors. We are still fortunate to have diversity in the membership with librarians from the Denver Botanic Garden and the American Alpine Club.

Despite the decrease in total membership, twenty-four new members joined CoALL this year. That represents an increase of 41% over the number of new members last year. New institutional members for this year include Pendleton, Friedberg, et al (Penny Glover), Chrisman, Bynum & Johnson, P.C. (Allen Shelden) and Fairfield and Woods (Jerri Beattie).

Dues continued at \$15 for institutional, individual and associate memberships and \$5.00 for student memberships. The breakdown by type of membership is 81 institutional members, 11 associate members, 12 individual members and 2 students. Life memberships are held by Francis Campbell, Al Coco, Oscar Miller, and Jean Tarbell.

Many CoALL members also belong to other library organizations. Forty-six members (42%) belong to the American Association of Law Libraries (AALL). Twenty-one members (19%) belong to the Southwestern Association of Law Libraries (SWALL). Sixteen members (14.5%) belong to the Special Library Association (SLA) and ten members (9%) belong to the Colorado Library Association (CLA).

The membership of CoALL is maintained on Microsoft Access software at the University of Colorado Law Library. From this database, the *CoALL 1997-98 Membership Directory* was produced by Mildred Burgermeister, Administrative Assistant at the University of Colorado Law Library, and printed by Fred B. Rothman & Co. Sheila Jarrett at Rothman not only oversees the printing of the *Directory*, but also maintains a mailing list for CoALL to mail the directory and the *CoALL Scuttle*. The mailing list maintained at Rothman includes approximately sixty additional addresses of state library leaders, American Association of Law Libraries chairpersons, chapter and special interest section leaders.

CoALL membership data was transferred (via disk) from the Access list at the University of Colorado Law Library to Sue Coldren, editor, who merged the data with the other Colorado library organizations to produce the *Joint Membership Directory of the CoALL, CCML, CEMA, CIPN, CLA and SLA for 1997*.

This is the fourth year CoALL has participated in producing the *Joint Directory*, which was sold to members for \$3.00 each to cover production costs. CIPN, the Colorado Information Professionals Network, was added to the joint directory this year.

#### Placement:

Placement services continued to be minimal for CoALL in 1997/98. Only two resumes were received; a few positions were posted on the CoALL listserv or in the *Scuttle*. Information retrieval through the Internet has replaced traditional placement service. However, having one committee chair to contact for information serves the public and provides exposure for CoALL. I recommend that Placement continue to be part of the Membership chairperson's responsibilities.

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#### Programs:

##### Gary Alexander

The September program, held at Parcel, Mauro, Hultin & Spaanstra, featured Darryl Collier, a stand-up comic. What better way to begin the year than to try to gain an appreciation of the benefits of "Humor in the Workplace?". Members in attendance were in stitches, laughing at themselves and our chosen profession, and reflecting on the great ironies of life. Volunteers met informally to brainstorm on possible programming and to discuss the upcoming joint meeting of SWALL and CoALL.

In November, Wanda McDavid hosted a brown-bag lunch program at Morrison & Foerster on "Teaching Your Attorneys to Use the Internet: the Good, the Bad and the Ugly". Our Holiday Party in December was held in the Victorian mansion setting of the law offices of Long & Jaudon, which afforded a Dickensque atmosphere for hostess Betsy Morris's tales of hauntings. Our new members in attendance were acknowledged with introductions and welcoming gifts.

Our Eighth Annual Legal Institute, held February at the D.U. College of Law, was again a success, due in large part to a more vigorous solicitation of vendor support. This year's Institute featured three program tracks: legal research, professional development and disaster planning.

For our April meeting, held at Kutak Rock, we were treated to a visit by Kate Martin, librarian at Morgan Lewis & Bockius and a Member-at-Large on AALL's Executive Board. Kate spoke to us about the benefits of being an AALL Chapter, and also about some of the changes that are happening at the national level and how these changes will affect CoALL as a regional chapter. Later that month, the University of Denver hosted the AALL/West Group videoconference "The Age of Technology: Your Guide to Change Management."

In May, we met at Parcel, Mauro & Spaanstra to hear Pat Hodapp, Director of Marketing for the Denver Public Library, who offered an energetic program entitled "What Are You Worth and Who Knows IT?" In addition to distributing examples of materials created by the DPL staff, Pat also suggested some tips to help get the attention of those individuals we need to notice us.

In June, we wrapped up the programming year with the Annual Business Meeting. Details are provided in the other reports published in this newsletter.

## Treasurer's Report:

**Linda Rose**

### CoALL TREASURER'S REPORT (March 14, 1998 -- June 12, 1998)

|  |           |
|--|-----------|
| BEGINNING BALANCE  | \$8036.13 |
| RECEIPTS:  |           |
| Membership Dues (1)  | 15.00     |
| Institute Registration   | 175.00    |
| Honorarium Check Returned By Steven Berson                             | 150.00    |
| Interest - US Bank (Colorado National Bank for 2/98, 3/98, 4/98, 5/98) | 10.69     |
| Scuttle Ad Fees From PLI, Westlaw                                      | 160.00    |
| Vendor Contribution to 2/98 Institute                                  | 100.00    |
| Janus Money Market Fund Dividend (1/1/98 -3/31/98)                     | 76.63     |
| Executive Board Meal Reimbursement                                     | 133.00    |
| TOTAL DEPOSITS   | 687.32    |
| DISBURSEMENTS:   |           |
| D. Austin - Miscellaneous 1998 Institute Expense                       | 13.45     |
| Supreme Court Restaurant -AALL Chapter Visit Lunch                     | 52.00     |
| M. Campbell -SWALL Travel Expenses Reimbursement                       | 213.90    |
| Satellite Shop - AALL Satellite Broadcast                              | 300.00    |
| Brasserie Z Restaurant - AALL Chapter Visit Dinner                     | 294.24    |
| Parcel, Mauro & Spaanstra - SWALL Mailing Reimbursement                | 44.05     |
| Arnold & Porter - CoALL Officer Ballot Mailing Reimbursement           | 33.92     |
| Denver Public Library - Donation For Legal Materials                   | 150.00    |

|  |           |
|--|-----------|
| M. Williams - ALL Travel Expenses<br>Reimbursement     | 311.00    |
| Postmaster - Yearly Rental of Post Office<br>Box       | 29.00     |
| DU Law Library - 1998 CoALL Institute<br>Reimbursement | 842.85    |
| <br>   |           |
| TOTAL EXPENSES   | 2284.41   |
| <br>   |           |
| CLOSING BALANCE  | \$6572.04 |

## **MEMBER SPOTLIGHT:**

Sergio Stone

University of Denver Law Library

Our Spotlight today focuses on Sergio Stone, the new Acquisitions Assistant at the University of Denver Law Library. He has been at DU for about three months. While Sergio has a BA in political science and a law degree from NYU School of Law, this is his first job in a law library. He is enjoying the change of setting from his previous positions. He plans to enroll in the DU library school next year.

Prior to coming to DU, Sergio worked as an assistant controller for the Sante Fe Opera in New Mexico. He also did purchasing and inventory control for a lumber company in Santiago, Chile. (Hmm... perhaps we can convince him to run for Treasurer sometime?)

Sergio is married and has a beautiful ten-month old daughter. They recently moved to Colorado, but have strong ties in the area since his wife Amelia is a fourth generation Colorado native. He enjoys scuba diving and is beginning to experiment with gardening and landscaping. Welcome to CoALL!

## On Book Preservation

Lynn Smith, C.A.  
University of Denver Law Library  
DU Library School Student

The quiet in the staff room was broken one morning when someone called out, "Hey, what's this *Illinois Digest* doing in the freezer?!" It is a question that I hear once or twice a month.

Freezing is a technique used in recovering bug infested and water soaked library materials. The process starts by placing the damaged book in a plastic bag and freezing it at a temperature of - 20 Fahrenheit for at least three days. The cold temperature kills insects and larvae. In the case of books damaged by water, vacuum freeze drying removes the harmful water while in the form of ice. The CSU Morgan Library books damaged in last summer's flood in Fort Collins are undergoing freeze drying. Freezing is also helpful to remove foreign objects, such as chewing gum, from book covers. To remove gum, place the book in a sealable plastic bag, freeze, and in a few days the frozen gum should flake off. If it does not flake off, reseal the bag and continue freezing, then try again in a day or two. When the gum is removed, allow the book several hours to thaw before returning it to the stacks.

Basic maintenance is crucial to keep a collection in good condition. Book shelves should not be jammed full and books should always be placed vertically on the shelves. Books resting on the fore edge places unwanted stress on the spine. Keep shelves clean and free of dust, food, and beverages. Another critical piece in basic collection maintenance is to have a disaster plan on hand for emergencies. Whether the crisis is small and isolated, like a moldy book or two, or major, such as the Fort Collins flood, a plan of action must be on hand so that all staff members know what they should and should not do. The policy should identify recovery priorities and include a list of contacts. In 1972 a fire severely damaged the Temple University Law Library. The library, with no disaster plan, retrieved all damaged materials and sent them to be freeze-dried. In the end, the freeze drying process turned out to be far more expensive than replacement of the damaged books.

For more information about library preservation please look at any of the following sources: The Colorado Preservation Alliance - <http://www.aclin.org/other/libraries/cpa/>, Preserving Library Materials Second Edition by Susan Swartzburg (Scarecrow Press 1995) Gaylord Preservation Pathfinders No. 1 An Introduction to Preservation and No. 4 An Introduction to Book Repair call Gaylord Bros.: 1-800-448-6160.

The Legislative Scoop  
by Druet Klugh  
Holme Roberts & Owen

Networking... a word we hear alot, and I hope we all DO it, too! Right now I'd like to talk to you about another kind of network. As you know, I sit on the Colorado Library Association Legislative Committee. The CLALC is developing a network of folks sympathetic to library causes who can be called upon to communicate with their legislators on important issues.

Would you be willing to call your legislator? Drop them a post card or letter? If you work downtown, would you be willing to visit with them or to testify at a committee hearing? Each of these functions is important in getting our message across to our elected officials... and they need to hear from **constituents**. This means you! CLA Legislative Committee member's faces get "old" in the hearing rooms in the Capitol... we need new ones! Many of the legislators from other parts of the state get tired of hearing from "Denver-ites" on all the issues. If you live in another jurisdiction, you carry some weight with them, and us! The more people our legislators hear from, the better our chances of getting their attention on library issues and educating them.

Any of these types of contacts with legislators adds to the impact that libraries have. Please consider volunteering your effort for any or all of them. Contact me at 303-866-0444 or klughd@hro.com if you are willing to be part of the legislative network.

***BE PART OF THE ACTION!!!***

## Become an author the easy way!

Like to write? Want to be a published author? Have an opinion or experience that you want to share? Contributions needed for upcoming issues of the Scuttle. Feel free to contact the editor to discuss a topic of interest or select one from the list below:

1. Records management issue in a law firm
2. Volunteerism
3. TRIALL / AALL conference / Diversity Symposium
4. Comparison of various subject CD-Roms
5. Advanced web page design
6. Researching EU material
7. Stress & burnout for librarians
8. Managing change
9. Developing an internship program
10. Profiling a new member / library
11. Developing a technology or disaster plan
12. Marketing your library's services
13. Union list
14. Prospector global catalog
15. Survey of word-processing software at area law firms
16. Preservation techniques
17. Reclassification for international materials

## REMIUMS FOR LIBRARY STAFF AT RARE/USED BOOK FAIR

Library staff are eligible for free admission to the region's biggest and best book fair on August 7 and 8. Organizers of the 14th annual Rocky Mountain Book Fair want to let library users know about the event. So they are offering two free admissions to each library employee who calls or writes for promotional bookmarks to distribute at a library.

Rare, antiquarian, and used books by the thousands are available at the Fair, held at the Denver Merchandise Mart, I-25 and 58th Ave. Sponsored by the Rocky Mountain Antiquarian Booksellers Association, the Fair brings 100 experts and specialists from the region and the nation to the event. Amateur hobbyists, bibliophiles and serious collectors alike find bargains and book gems.

Volumes include Colorado and Western history, out-of-print, children's, used, cookbooks, mystery, and private press editions. Dealers also carry specialties like fine bindings, illustrations, and author autographs. Related print items such as maps, prints, and photos are part of the offerings.

The Fair is open to the public and runs Friday and Saturday, August 7 and 8. Friday's hours are 4 to 9 p.m. Saturday's hours are 10 a.m. to 5 p.m. One day admission is \$4 or both days for \$6. Parking is free. For information, contact 303.480.5193, or [ijimmy@aol.com](mailto:ijimmy@aol.com), or write RMBF, P. O. Box 481391, Denver, CO 80248-1391. Web site is <http://www.rmaba.com>

## VOLUNTEERS NEEDED FOR ROCKY MOUNTAIN BOOK FESTIVAL

The Colorado Center for the Book is making plans for the November 7 & 8, 1998 Rocky Mountain Book Festival. Program Committee members are needed to generate panel ideas and composition, invite authors to participate, and oversee details for the following program areas:

History & Biography  
Environment  
Nature  
Mystery  
African-American Literature  
Hispanic Literature  
Native American Literature  
Politics & Current Events

No experience necessary! Training and guidance will be provided.

If you have an interest in working on any of these topics, please contact Megan Maguire at the Colorado Center for the Book, 303-839-8323, [ccfb\\_mm@compuserve.com](mailto:ccfb_mm@compuserve.com).

**UPCOMING NEWSLETTER DEADLINE:**  
**OCTOBER ISSUE**

**Date: September 15, 1998**

**Submit news items to:**

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**Please submit copy via electronic format (email or disk) unless prior arrangements have been made with the editor. This newsletter is produced in Word 95.**

**Submit advertisements or inquiries to:**

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***The members of CoALL would like to express their sincere thanks and appreciation to Fred B. Rothman & Co. for underwriting the publication of the newsletter since 1990.***