



A Chapter of the American Association of Law Libraries

SCUTTLE

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Summer 2003

Letter from the President By Martha Campbell

It's hard to believe another year has gone by and it's time again to thank the outgoing board and welcome the incoming one. So, thank you Druet, Karen, Mark and Mariann, and welcome Holly H., JoAnn, Goldie and Matthew. I enjoyed working with the first group and look forward to working with the latter, as well as the hold-overs, Holly K. and Dan. We got a lot of work done and had fun doing it last year and I expect the same this year. Reports from the various committees will follow.

Last year saw CoALL reaching out to its members and beyond. Rather than presenting an annual institute to provide educational opportunities for our members and other librarians and information specialists, shorter programs were held in various locations to try to reach those who can't commit to half a Saturday. The experiment will continue this year, after which a determination will be made as to whether or not members like this form of continuing education, would rather revert to the half-day format or switch off between the two from year to year. If you have strong feelings about either format, please let someone on the board know.



BRAG was held again this summer for summer associates and paralegals. We received positive feedback for the second year in a row, and now have a pretty good foundation to build on. The bibliography section in the print materials is worth the price of admission and can still be purchased.

CoALL sent its members south and west to present basic legal research programs to librarians in Colorado Springs and Grand Junction. Non-law librarians are always eager to receive instruction from us 'pros' to help them navigate the maze of legal materials many libraries hold but few public librarians feel comfortable with using.

A CoALL committee started writing a legal research column for the Colorado Lawyer. We may be the only people that know that lawyers really don't know everything, but we can also help them learn.

These examples demonstrate what a wealth of knowledge and expertise CoALL has at our fingertips. We're getting our name out in the library and legal communities, which is to our benefit as well as theirs. Our programs are enlightening others while enriching our coffers.

Holly Kulikowski wanted her year as president to focus on outreach and education and I believe she has gotten us off to a good start. The Pikes Peak Library District in Colorado Springs and the Western Slope librarians have asked us back again this year. We can build on our past success, but we need your help. Please volunteer to serve on a committee, speak at a program or help write a column. CoALL members are fun people to work with. You never know what you might learn, teach or share until you try it.

Letter from the Immediate Past President

By: Holly Kulikowski

Dear CoALL Members,

I want to thank the outgoing executive board for all their dedication and hard work this past year. Thanks to **Martha Campbell** for creating and coordination such great programs throughout the year (see the summary below). **Rob Richards** for giving new meaning to the character "Speedy Gonzales" when it comes to posting items to the website. Both **Mark Estes** and **Karen Selden** for their guidance and suggestions. **Dan Cordova** for wanting to make money. And last but not least **Mariann Storck** for keeping the i's dotted and t's crossed in the board minutes (among other things).

We managed to pull it all together and get a lot done. I loved the opportunity to serve CoALL as President. It was a great experience and I learned a lot about our members.

Overview of CoALL's 2002-2003 Activities:

The first event of the year was a party held at the DU Law Library to commemorate CoALL's 25th anniversary. CoALL began in 1977 as CCLL, the Colorado Consortium of Law Libraries before becoming a chapter of AALL in 1984. Several former members of CCLL and CoALL attended. It was an enjoyable evening, sipping wine out of special CoALL wineglasses provided by Lexis and dining on hors d'oeuvres provided by West.

The annual holiday party was held December 5th at a new location, the law offices of Dorsey and Whitney. **Nadine Ginkel** and **Johnette Benda** provided tours of their library and hosted a relaxing evening of food, drink and conversation.

On February 27th, Pat Wagner of Pattern Research came to the Supreme Court Library and presented a talk called "Herding Kittens: How to Have Influence When You Don't Have Power or Authority". The program was well-attended as Pat gave another of her helpful, humorous talks.

On April 15th, **Mark Estes** spoke at Holme, Roberts and Owen on the subject of "Creativity: Moving Without Changing Your Phone Number . Thinking Outside the Box to Maximize Value". This event was also attended by several non-CoALL members and provided much food for thought.

Carol Avery Nicholson, current AALL President, visited Colorado April 30th through May 2nd. She visited the law libraries of Holme Roberts and Owen and the U.S. Attorneys office and the brand new Blair-Caldwell African American Research Library in Denver before traveling to Boulder to attend our meeting at the CU Law Library. She filled us in on what was going on with AALL. After

the meeting, the board took Carol to dinner at Trios. The next morning, **David and Karen Selden** took Carol to the National Indian Law Library for a tour.

CoALL once again volunteered at our local PBS station. Eleven CoALL members volunteered for an almost six-hour fundraising drive in 2003. A change for this year's fundraiser drives at PBS was that weekend times were not broadcast live. Our organization did help to raise a significant amount of money.

We also worked on some marketing materials. This year **Monica Martens** drafted a brochure to hand out at various events. The brochure is written with two audiences in mind: (1) potential CoALL new members, and (2) potential recipients of CoALL services, such as the Speaker's Bureau. CoALL members and officers were invited at various stages to provide input. In addition, brochures from other chapters were consulted. The brochure is soon to be printed.

Mariann Storck and her committee (**Shannon Vicic**, **Wanda McDavid** and **Martha Keister**) lobbied for and started a research column in the Colorado Lawyer. Their first article was published in the November 2003 issue.

A dedicated corps of individuals led by the BRAG committee of **Holly Kulikowski**, **Dan Cordova**, **Ann-Marie Wills** and **Matthew Elisha** helped shepherd our Second BRAG: Bridge the Research and Analysis Gap program in June. The program was attended by 42 summer associates. The event was held in the Pinnacle Club.

There were many other CoALL members that dedicated their time and expertise to the organization. I want to thank all of you in helping me during my term as President.

Congrats Martha and the new board. Here's to a great 2003-2004 CoALL year!

Holl

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"Restriction of free thought and free speech is the most dangerous of all subversions. It is the one un-American act that could most easily defeat us."
Supreme Court Justice William O. Douglas

(Borrowed from the ALA website - www.ala.org)

Published:

"The Catalog vs. the Home Page?" Best Practices in Connecting to Online Resources" by CoALL members Georgia Briscoe and Karen Selden (along with Cheryl Rae Nyberg of Seattle) was published in the AALL's Spring 2003 *Law Library Journal*. This is based on their presentation at AALL in Orlando.

A good summary article about many of CoALL's educational activities this year appeared in the July 2003 issue of *AALL Spectrum*. The article is titled "CoALL Creates Speakers' Bureau." Monica Martens reports that she did not include information about our column in *Colorado Lawyer*, since that is being saved for the next Spectrum issue for a stand-alone article. Thanks, Monica.

Officers - 2003-2004

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AALL President Visits CoALL By Monica Martens

Counterclockwise from back left:
Mariann Storck, Martha Campbell, Nancy Selden,
Holly Kulikowski, Monica Martens, David Selden,
Rob Richards, Carol Avery Nicholson and Dan Cordova

Preservation and association activities were some of the topics discussed with American Association of Law Libraries (AALL) President Carol Avery Nicholson, during her recent chapter visit, May 1-2. Nicholson toured various libraries in the Denver

and Boulder areas, attended a CoALL officer and business meeting, and had dinner with officers and committee chairs of CoALL.

The CoALL meeting on Thursday, May 1st provided an opportunity for Nicholson to share information about AALL and the law library field in general, as well as to provide feedback about specific questions from CoALL members. During the meeting, which was held at the University of Colorado Law School, Nicholson discussed the following, among other topics:

1. Various AALL activities and issues including investments, the dues increase, and the importance of contributing to the George A. Strait Minority Scholarship.
2. A preservation initiative she took part in recently, which was cosponsored by AALL. The initiative began with an exclusive conference of professionals with an interest in preservation issues and resulted in the creation of the "Legal Information Preservation Agenda" (LIPA). LIPA's goals are to (a) define the preservation needs of law libraries, (b) determine the availability of documents that need to be preserved, (c) evaluate electronic preservation, and (d) evaluate public access.
3. The importance of attending the annual meeting and conference in Seattle this year, and changes in the format of the meeting agenda, including the addition of 30-minute programs and new scheduling for SIS [Special Interest Section] meetings.

Nicholson also provided input about CoALL's upcoming BRAG (Bridge the Research and Analysis Gap) program and the employment market. At the end of the meeting, CoALL presented Nicholson with a t-shirt, and held a dinner for her at Trios in Boulder. The chapter visit was a wonderful opportunity for CoALL members to learn from Nicholson about a variety of issues affecting the law library environment.

David Selden announced via the CoALL Listserv that Jane Thompson of the University of Colorado was selected to receive the \$250.00 CoALL travel grant to attend the AALL Annual Meeting in Seattle.

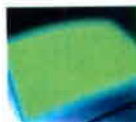
Jane responded: To David, his committee and all CoALL members, I wish to express my deep thanks for the travel grant to attend AALL this year. The state budget crisis has hit higher education especially hard, and I am humbled by your support at this difficult time. I will be speaking in Seattle this year, and I look forward to seeing many of my CoALL friends there.
Best wishes, Jane Thompson

PREVIEW what the FUTURE holds for law libraries

Beyond the Boundaries is the report of the American Association of Law Libraries' Special Committee on the Future of Law Libraries in the Digital Age. The report describes possible models of academic, private and government law libraries of the future, analyzing their strengths and weaknesses.

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BRAGging rights

By Matthew Elisha

On Thursday, June 12, 2003, CoALL presented its Second Annual Bridge the Research and Analysis Gap (a.k.a. BRAG) training program for summer clerks. Held at the Pinnacle Club from 8:30 to 10:30a.m., forty participants from summer associates at private firms, law clerks from Colorado courts, to paralegal students attended. Designed to provide training to assist law students in bridging the gap between legal research in law schools and the real-world research they are asked to do for their adoptive firms and courts during the summer, this annual CoALL fundraiser provided participants with the research picture from start to finish.



Dan Cordova and Matthew Elisha began the program by addressing the reference interview, instructing the clerks how to ask the right questions of assigning judges and attorneys initially and how to go back and ask questions later when research results are incomplete or inconclusive. Margi Heinen then talked about how to bridge the research gap -- that is how one takes a legal question and goes about finding a practical real world answer. She also introduced practical starting points to help the clerks uncover some of the most well-regarded, authoritative and most-used resources in Colorado legal research. Martha Campbell continued with pointers on conducting Colorado legislative history, offering practical, step-by-step instructions on how to uncover the often difficult to find background information behind Colorado laws. Nicole Fairless presented a session on



research costs and billing, reminding the clerks that, unlike law school, their research has a monetary value that is charged to their organization and can be passed on to clients or may be constrained by budgetary restrictions. Dan Cordova covered the topic of research evaluation, discussing how the searcher evaluates both the research process and the resources available to answer the question. Holly Kulikowski and Tamara Tureson tackled the difficult subject of when to stop researching, easy to define when one finds the

answer, but more difficult to discern when confronted by time and budget constraints and other tangible and intangible roadblocks. Tyler Hand, an Associate with Holland & Hart, relayed his suggestions for maximizing the summer clerk experience by sharing his own

experiences as a former summer associate. Finally, MC Mariann Storck moderated a lively question and answer session for the whole panel and invited audience members to take other questions they might have to the librarians in their organizations and elsewhere.

Aided by promotional considerations provided by Westlaw, Lexis, Courtlink and Ikon Office Solutions, the BRAG program was a success, both in raising additional funds for CoALL and providing law clerks with essential training to help them become better researchers. In the future, this annual program will be held on the first Thursday in June. Anyone interested in helping with the Third Annual BRAG program is invited to contact Dan Cordova at 303-335-2624 or by e-mail, dan_cordova@cal0.uscourts.gov. Those interested in purchasing the BRAG books, which includes an excellent bibliography of Colorado legal resources compiled by Ann-Marie Wills, can also contact Dan. Cost is \$20.00 per book.

The BRAG committee, comprised of Holly Kulikowski, Margi Heinen, Dan Cordova, Ann-Marie Wills and Matthew Elisha, would also like to thank the following individuals for their assistance in creating this program: Druet Cameron Klugh, Mitch Fontenot, Linda Rose and Shannon Vicic.

CoALL Executive Committee Meeting Minutes

Date: March 12, 2003

Location: Colorado Supreme Court Library in Denver, Colorado.

Attendees: Martha Campbell, Katheryn Christnacht, Mark Estes, Holly Kulikowski, Monica Mertens, Rob Richards, Karen Selden, Mariann Storck

Holly Kulikowski called the Executive Committee Meeting to order at 4:10 pm.

- 1) Minutes from the December 5, 2002 Executive Board Meeting were corrected and approved.
- 2) Old Business
 - a) Public Relations – Monica Mertens had samples of the CoALL brochure she is updating
 - i) Who should be the target – potential members and/or potential users of CoALL's services
 - ii) Some suggestions were made for changes and additions
 - iii) Monica will send another request to the listserv for more responses and will indicate a date by when responses must be received
 - iv) The goal is to have it ready by April 22 for distribution at the Colleague Connection, AALL in July and ALA in August.
 - b) Rob reported on the Web and CCR committee. His reports are attached.

- i) Colorado Code of Regulations report
 - ii) It is updated on Westlaw
 - iii) Print subscriptions are arriving later than previously
 - iv) Loislaw is behind in updating
 - c) Programs report by Martha Campbell
 - i) The program with Pat Wagner brought in about \$206.
 - (1) Pat will be paid \$150 with the remainder paying for refreshments
 - (2) Holly will contact Dan regarding payment
 - (3) The program was successful in that many non-law librarians attended
 - ii) The next program will be April 15th at Holmes Roberts Owens where Mark Estes will discuss creativity
 - iii) There is a need to evaluate the programs. AALL has a sample that Martha Campbell will locate
 - iv) The idea of offering a program on the Patriot Act was discussed
 - d) Mariann Storck reported that the next Colorado Lawyer column is due to the editor by Friday
 - i) She also mentioned that she has been signing reprinting rights to Westlaw
 - e) Carol Avery Nicholson, President AALL, will be in Denver at the beginning of May
 - i) Holly will pick her up at the airport on April 30
 - ii) Martha is scheduling her time for May 1st & 2nd
 - (1) Visit HRO, CO Supreme Court Library, National Indian Law Library
 - (2) Lunch
 - (3) Executive Board meeting and general membership meeting at UC-Boulder
 - iii) CoALL will pick up costs for hotel and meals and arrange for transportation to and from airport
 - f) Holly Kulikowski reported on the Bridge the Gap program for summer clerks
 - i) The committee (Dan Cordova, Ann Marie Willis, Matthew Elisha, Holly Kulikowski and Margie Heinen) has been meeting regularly
 - ii) The format will change from last year.
 - iii) Westlaw is underwriting the cost of having it at the Pinnacle Club
 - iv) Holly is contacting vendors for product placement and sponsorship
 - g) Three new names were suggested for the program: Summer Associate Research Institute, Bridging the Research and Analysis Gap (BRAG) or Research Institute for Summer Associates (RISA)
 - h) Katheryn Christnacht reported that the bylaws project has not been forgotten
- 3) New Business
- a) Nominations has no chair or committee at this time
 - i) One person from the last committee needs to be a member of the current committee.

- ii) The last committee was composed of Bev Agnew, Druet Cameron Klug and Martha Keister
- iii) Martha Keister and Mark Estes volunteered
- b) Holly made the following announcements
 - i) Colleague Connection is April 22; registration deadline is 4/12/03; Cost is \$25 for members
 - ii) Information for CAL newsletter is due by March 28th.
 - (1) CoALL's program on creativity by Mark Estes
 - (2) Carol Aery Nicholson's visit
 - (3) Bridge the Gap program (use AALL press release)
 - iii) CAL legislative committee has set program for this year
 - (1) There will be not official position statement on the Patriot Act
 - (2) No more funding cuts affecting library services
 - (3) Fight the filtering in public libraries issue
 - (4) Funding for state-wide databases
 - (5) State-wide library recodification bill
 - iv) The next meeting of the president's group conflicts with CoALL's meeting in Boulder
 - v) David Selden sent out the Scholarship Information via email on 3/12/2003
 - vi) Druet will follow-up on the Mary Wilder book donation.

The Executive Board meeting adjourned at 5:15 pm

Respectfully submitted: *Mariann Storck*, Secretary

MEMORANDUM

TO: CoALL Executive Board
FROM: Rob Richards, CoALL Web Weaver & Listserv Manager
RE: Update on CoALL Website and Listserv
DATE: Mar. 6, 2003

Greetings:

Here is a report on the CoALL Website and Listserv since Dec. 2002:

* Website & Listserv Functioning: AALL's servers have had very few service interruptions since December;

* Members-Only Section: The Username and Password for this section have been changed, and the new Username and Password sent to CoALL Members via the private CoALL Member e-mail list.

* *The Scuttle*: The Winter 2003 issue of *The Scuttle* has been added to the CoALL Website; thanks to Mary Killoran for her work on this;

* *The Legal Research Corner (LRC)*: the Feb. 2003 LRC column has been added to the CoALL Website; thanks to Martha Keister, Wanda McDavid, Mariann Storck, and Shannon Vicic for their work on this. In addition, a copyright notice has been added to LRC articles and the LRC Website;

* Updated CoALL Web Pages: "Upcoming Events," "Member Directory," "*The Scuttle*," "*The Legal Research Corner*," "Job Postings," and "CCR Info" pages have been updated.

* Member Directory: Thanks to Caryl Shipley and Dan Cordova for their cooperation regarding adding new members' information to the listserv and the Web-based CoALL *Member Directory*;

* Website Backup: The Website's pages have been backed up;

* CoALL Listserv: There are now 124 subscribers to the CoALL listserv;

* Usage Statistics: AALL's Network Administrators say we can probably begin obtaining usage statistics for the CoALL Website in late April, after they have brought up a new version of AALLNET.

* CoALL E-mail Account: At Holly Kulikowski's request, I asked AALL's Network Administrators if CoALL could have an organizational e-mail account (coall@aall.org) on AALL's servers, for use in receiving e-mail (particularly registration-related messages) about CoALL-sponsored events, such as "Colleague Connection" and "Bridge the Gap." AALL's Network Administrators say they can set up a CoALL e-mail account in late April, after they have brought up a new version of AALLNET.

Please let me know if you need more information, and thank you.

MEMORANDUM

TO: CoALL Executive Board
FROM: Martha Campbell, Katheryn Christnacht, & Rob Richards, CoALL CCR Team
RE: Update on CoALL CCR Team
DATE: Mar. 6, 2003

Greetings:

In June 2002 the CoALL Executive Board asked the CoALL CCR Team to gather accurate information about the transition in publishers for the *Colorado Register/Code of*

Colorado Regulations (CCR), and disseminate this information to CoALL's members. Here is a report on our work since the last CoALL Executive Board meeting in Dec. 2002:

* We confirmed that WESTLAW is keeping its CCR file updated. As of this morning, the file is current through Feb. 2003, the latest release.

* We updated the "CCR Info" page on the CoALL Website, to keep users informed about access to the CCR.

Please let us know if you need more information, and thank you for your support of our efforts.

CoALL Executive Board Meeting Minutes

Date: May 1, 2003

Location: University of Colorado – Boulder Law Library

Attendees: Martha Campbell, Dan Cordova, Holly Hoxeng, Holly Kulikowski, Monica Martens, Rob Richards, David Selden, Karen Selden, Mariann Storck, Carol Avery Nicholson

Holly Kulikowski called the Executive Committee Meeting to order at 4:07 pm.

Minutes from the March 12, 2003 Executive Board Meeting were accepted and approved.

- I. Holly Kulikowski introduced guest Carol Avery Nicholson, AALL president, who was visiting CoALL. She arrived on April 30, visited HRO, USAO, Blair Caldwell African American Research Library on May 1 and also had lunch with CoALL members.
- II. Old Business
 - A. AALL award for attendance to AALL in Seattle: Three qualified people applied, discussion ensued. Dan Ford was selected.
 - B. Speakers Bureau – Dan Cordova reported:
 - i. Two groups, Mesa State and Pike's Peak requested speakers.
 - ii. Martha Campbell, Sheila Green and Dan Cordova spoke
 - iii. Both groups paid an honorarium. In the case of Mesa State, the money was used to purchase books for the library
 1. Kent Olson Legal Information How to Find the Law
 2. Legal Research in a Nutshell
 3. And a third book, title unknown.
 - iv. Good evaluations came from both groups. Pikes Peak may want a follow-up next year.
 - C. Public Relations – Monica Martens

- i. CoALL may want to consider combining the efforts of Public Relations, Marketing and the Speaker's Bureau since they are so related to each other.
- D. CCR and The Website – Rob Richards
 - i. Rob's reports are attached at the end of the minutes.
 - ii. Beth Mescall is Rob's replacement as Web master; Rob will train her in July
 - iii. The lack of IT help at AALL has caused problems managing the listserv
- E. Bridging the Research and Analysis Gap – Holly Kulikowski
 - i. Program in general
 - 1. Agenda will focus more on research interview between clerk and assigning attorney and initial resources
 - 2. Speakers are needed
 - 3. It will take place at the Pinnacle Club (donated by West) but requires we spend \$1000 on food. West donated \$500 towards the food
 - 4. Holly is expecting \$500 from LexisNexis
 - 5. CCH, BNA, D&B, Live Edgar, Association of Legal Administrators (\$50 last year) will also be contacted
 - 6. Denver Area Legal Recruiters Association is still in limbo. They will be sent a letter and registration forms
 - 7. BRAG is also targeting the Paralegal Institute, Rocky Mountain Special Libraries Association, Colorado Association of Libraries, CCL and District Attorneys offices
 - 8. Martha Campbell mentioned it at Colleague Connection
 - 9. Registration is \$30 advance, \$40 after May 15 and \$50 same day. Materials alone are \$20.
 - 10. Holly will solicit promo items from the vendors.
 - 11. Linda Rose will assemble gift bags with CoALL logo on the front
 - 12. The program will be videotaped and DVD's will be available for purchase.
 - 13. Food will be breakfast breads, coffee, tea and water
 - ii. BRAG scholarships
 - 1. Mark Estes donated his honorarium from his CoALL presentation in April to pay for 5 scholarships in his name
 - 2. Criteria for scholarships – Holly K. and Martha Campbell will ask other chapters how they handle scholarships.
- F. Programming – Martha Campbell
 - i. Mark Estes program had a good turn-out especially from other libraries
 - ii. Next program is Marketing and Promoting Your Library scheduled for June 5. It will be a panel presentation by three librarians – private, academic and government

- G. Treasurer's Report – Dan Cordova
 - i. Programming is working and we are making money
 - ii. Membership is up from 66 to 91 members
 - iii. Carol Avery Nicholson interjected a plea for a donation to the Strait Scholarship fund
- H. Archives Report – Goldie Burton.
 - i. Her report follows the minutes
- I. CoALL brochure – Monica Martens
 - i. Monica shared the current draft with the group and when it would first be distributed
- J. Legal Research Corner
 - i. Two articles have been published.
 - ii. Next column is due out in August
 - iii. The committee members are great
- III. New Business
 - A. Who is attending AALL?
 - i. Dan Cordova will poll CoALL members so that information and hand-outs may be shared with those who are unable to attend.
 - vii) West has offered to sponsor events with some their consultants as speakers, ie Kingsley Martin for Knowledge Management
 - viii) ARMA (American Records Management Association) has a program coming up. Holly K. will have the information posted on the CoALL listserv since she received it too late for posting in Scuttle

The Executive Board meeting adjourned at 5:32 pm

Respectfully submitted: *Mariann Storck*, Secretary

MEMORANDUM

TO: CoALL Executive Board
FROM: Rob Richards, CoALL Web Weaver & Listserv Manager
RE: Update on CoALL Website and Listserv
DATE: May 1, 2003

Greetings:

Here is a report on the CoALL Website and Listserv since Mar. 2003:

* Website & Listserv Functioning: Since March, AALL's servers have experienced several service interruptions (most of them brief) associated with the transfer to new server computers;

* Transfer to New AALL Servers: AALL has moved the CoALL Website & CoALL Listserv to new servers at AALL Headquarters in Chicago, and has introduced new administrative software for both tools. Rob has learned to use the Website administrative software, and is learning to use the listserv administrative software.

* Updated CoALL Web Pages: The following CoALL Web pages have been updated: "About CoALL," "Bridge the Gap," "CCR Info," "CoALL Listserv," "Grants & Scholarships," "Library Catalogs," "Member Directory," "Job Postings," "The Scuttle," and "Upcoming Events."

* Member Directory: Thanks to Caryl Shipley and Dan Cordova for their cooperation regarding adding new members' information to the listserv and the Web-based CoALL *Member Directory*.

* The Scuttle: Thanks to Mary Killoran for sending the spring 2003 issue of The Scuttle, which is now available in PDF from the CoALL Website.

* Website Backup: The Website's pages have been backed up;

* CoALL Listserv: There are now 108 subscribers to the CoALL listserv;

* Usage Statistics: AALL's Network Administrators say we can probably soon begin obtaining usage statistics for the CoALL Website. I am working with the administrators to achieve this.

* CoALL E-mail Account: At Holly Kulikowski's request, I asked AALL's Network Administrators if CoALL could have an organizational e-mail account (coall@aall.org) on AALL's servers, for use in receiving e-mail (particularly registration-related messages) about CoALL-sponsored events, such as "Colleague Connection" and "Bridge the Gap." AALL's Network Administrators say they are looking into this, and will soon give us an answer.

* Next CoALL Webmaster: Beth Mescall has graciously agreed to serve as CoALL Webmaster & Listserv Manager for 2003-2004. Rob will work with Beth during June and July.

Please let me know if you need more information, and thank you.

MEMORANDUM

TO: CoALL Executive Board
FROM: Martha Campbell, Katheryn Christnacht, & Rob Richards, CoALL CCR Team
RE: Update on CoALL CCR Team
DATE: Apr. 29, 2003

Greetings:

In June 2002 the CoALL Executive Board asked the CoALL CCR Team to gather accurate information about the transition in publishers for the *Colorado Register/Code of Colorado Regulations* (CCR), and disseminate this information to CoALL's members.

Here is a report on our work since the last CoALL Executive Board meeting in Mar. 2003:

* Martha Campbell forwarded to the CoALL Listserv an invitation to CoALL members from Candy Herring, Rules Code Program Manager for the Colorado Department of State, to provide comments on Colorado's new electronic rules code.

* We updated the "CCR Info" page on the CoALL Website, to keep users informed about access to the CCR.

Please let us know if you need more information, and thank you for your support of our efforts.

Long-range Planning Committee Report – Archives Project By Goldie Burton

I'm applying the 6/27/01 CoALL Archive Guidelines to the contents of the files, sorted and unsorted, separating material to be transferred to the archives from items in active use or otherwise unsuitable for archiving. Where CoALL Guidelines do not specifically address a category or issue, and the AALL Archives Policy does, I consult the latter.

The "baby" steps in this plan, approximately mid-way in execution:

1. Go through contents, marking categories as
 - a. Archive,
 - b. Other (specify, e.g., "treasurer" for financial records seven years old or younger, events-member for things like banner, plaque or anything else CoALL may want to display), or multiple copies of letterhead stationary
 - c. question mark (?) if require discussion. Examples: correspondence relating to accreditation of CoALL legal institutes, Prez group information . . .
2. Fit the box of unsorted materials into categories and sort.

Because my office will be moved in July, at a minimum I want to finish sorting the (currently) unsorted boxes, remove the recent financial records and other undisputed "category b" materials, and have the Archives, as a whole, in a condition acceptable to Penrose (I actually don't think they have to be organized in a specific way *for Penrose*, per se).

Colorado Association of Law Libraries
Annual General Membership Meeting
May 1, 2003

The CoALL General Membership meeting was called to order by President Holly Kulikowski at 5:50 p.m.

I. New Business

A. Jane Thompson asked the members for help developing questions for an Emporia program where she will be on a panel composed of a state, academic and public librarian. Thirty graduate students will makeup the audience. Several ideas were suggested.

B. Carol Avery Nicholson, AALL, president, addressed the members regarding several matters:

1. The Georgetown conference on AALL preservation initiative. Cosponsored by AALL and developed by Bob Oakley, it was held from March 5 – 7, 2003. I was a working conference where participants met in small groups in order to move the process forward. As a result of this initiative, the Legal Information Preservation Agenda (LIPA) was developed. A core group will carry it forward. Using donations from well-funded law libraries, a ½ time person will be hired to lead it. The goal is to define what needs to be preserved, the availability of materials, how electronic preservation figures into the mix and public access.
2. A grant received by Mary Alice Baisch and Bob Oakley in order to conduct a survey regarding government materials, preservation and public access of same.
3. The opportunity to visit CoALL as well as for the vote in favor of a dues increase which was necessary for several reasons:
 - a) Low attendance at Orlando in 2002
 - b) Low return on investments
 - c) Unusual costs, i.e. recruitment of a new executive director
4. The May issue of Spectrum
 - a) Permanent public access to government information
5. The Seattle conference. It has a great program and scheduled activities. Thirty-minute programs are new this year on Wednesday.
6. The Executive Board meeting:
 - a) Statement on the value of law librarians which can be used as a public relations tool, shows added value to employers who hire law librarians, was posted to AALL.net for marketing to managers, employers, patrons, etc.
 - b) Performance evaluations measuring competency of law librarians for use as a self evaluation tool or for performance reviews
 - c) SIS committee meetings can be planned at same time as education meetings starting in Boston.
7. The DC affairs office:
 - a) Bob Oakley speaks a lot on the Hill
 - b) Mary Alice Baisch is a lobbyist for AALL and is also available as a speaker

c) UCITA will be abandoned this year hopefully. ABA voted it down. It may end up as a Model Act.

8. Letter from Carol regarding needs assessment survey addresses educational needs outside of the annual meeting originally available as a Web survey will be followed up as mail survey to those who don't respond via the Web.

9. The salary survey will be coming out this year also.

10. The George Strait scholarship fund which makes a big difference

11. Carol ended her remarks by urging us once again to attend Seattle and if not Seattle, then, Boston.

C. Holly Kulikowski presented Carol with a CoALL t-shirt.

The General Membership meeting was adjourned at 6:40 p.m.