

THE CLEVELAND LAW LIBRARY ASSOCIATION
NEWSLETTER & NOTICE OF SPECIAL MEETING
DECEMBER 1, 1990

TRUSTEES:

*Thomas A. Quintrell, President; George Downing, Vice President;
Charles M. Driggs, Albert Morhard; Robert H. Rawson, Jr.,
Lawrence E. Stewart, Fred Weisman*

STAFF:

*Jan Ryan Novak, Librarian; Rand J. Diamond, Public Services Librarian;
Eric J. Hess, Technical Services Librarian;
Joanne M. Hayes, Business Manager*

NOTICE OF SPECIAL MEETING

SPECIAL MEETING - DECEMBER 20, 1990

The Board of Trustees has called a special meeting of the membership to be held on Thursday, December 20, 1990 at 4:00 p.m. in the Arthur W. Fiske Reading Room of the Library, 404 Cuyahoga County Courthouse, Cleveland, Ohio 44113. The purpose of the meeting is to vote on the Board's proposal for a new firm membership fee, amending the constitution as follows:

**PROPOSED CONSTITUTIONAL
AMENDMENTS**

(CAPITAL LETTERS INDICATE NEW LANGUAGE)

Article III - Membership

A. Classes of Members

1. Regular members. Any natural person may become a member of this association by paying the current operating assessment, EXCEPT AS OTHERWISE PROVIDED IN SECTION 2 BELOW.

2. FIRM MEMBERS. LAW FIRMS WITH FIFTY OR MORE ATTORNEYS RESIDENT IN THEIR CLEVELAND OFFICES SHALL BECOME FIRM MEMBERS OF THE ASSOCIATION BY PAYING THE CURRENT MEMBERSHIP ASSESSMENT. LAW FIRMS WITH FEWER THAN FIFTY ATTORNEYS MAY ELECT TO BECOME FIRM MEMBERS BY PAYING THE CURRENT FIRM MEMBERSHIP ASSESSMENT. SUCH FIRM MEMBERSHIP SHALL ENTITLE ALL ATTORNEYS AND EMPLOYEES OF THE FIRM TO ALL RIGHTS AND PRIVILEGES OF REGULAR MEMBERS

DURING THE CALENDAR YEAR.

[Renumber sections 2 (students), 3 (student associates), and 4 (statutory members) as 3, 4, and 5 respectively]

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D. Membership Assessments

1. Annual Assessment. The Board of Trustees shall establish the assessment to be levied against each class of membership for use of the Library. Such assessment shall be due on or before March 1 of each year, and may be subject to such discount for prompt payment OR SERVICE CHARGE FOR LATE PAYMENT as the Board of Trustees shall determine.

2. Rates.

a. REGULAR MEMBERS. During the first year of membership in the association, regular members shall pay two-thirds of the annual operating assessment. During the second year of membership and thereafter, regular members shall pay the full annual operating assessment.

b. FIRM MEMBERS. THE FIRM MEMBERSHIP FEE SHALL BE BASED ON THE NUMBER OF ATTORNEYS RESIDENT IN THE CLEVELAND OFFICE OF THE FIRMS AS OF DECEMBER 1 PRECEDING THE BILLING YEAR, MULTIPLIED BY A PERCENTAGE DISCOUNT OF THE ANNUAL ASSESSMENT FOR REGULAR MEMBERS, AS DETERMINED BY THE BOARD OF TRUSTEES. ATTORNEYS CLASSIFIED BY THEIR FIRMS AS RETIRED SHALL NOT BE INCLUDED FOR PURPOSES OF ESTABLISHING THE FEE.

c. STUDENT MEMBERS. Students shall pay one-half the annual operating assessment as long as qualified for student status.

d. STUDENT ASSOCIATES. Student associates shall pay one-quarter of the annual operating assessment for any calendar year in which they qualify for student associate membership.

NO ASSESSMENT INCREASE !

At its meeting of November 21, 1990, the Board of Trustees decided to keep the annual assessment for 1991 at the current rate of \$100.00 per member, and to set the discount rate for firm memberships at 20%, pending approval of the constitutional amendments.

Additionally, the Trustees approved a \$5.00 discount for regular members who pay before March 1, 1991 and a 5% late payment charge for outstanding firm invoices past the due date of March 1.

STATUS REPORT TO THE MEMBERSHIP

For over 120 years, the Cleveland Law Library has operated as a cooperative venture among Cuyahoga County's bench and bar, maintaining a comprehensive law library whose primary constituents are the practicing legal community. Under Art Fiske's able leadership for nearly fifty years, the Library earned a reputation as one of the finest traditional membership libraries in the United States.

Changes in methods of legal practice, the legal publishing explosion of recent decades, and innovations in the library field have caused us to reevaluate the role of the traditional research library in today's legal environment. Beginning in 1985, the Trustees commenced a process of redefining the Library's structure and service orientation. Our significant accomplishments in the first phase include:

* Research and reference service: We increased our professional reference staff from one to three

persons: the staff now boasts two law degrees, two masters of library science (MLS), two MLS in progress, and four paralegal degrees.

* Legal and related data base resources: Five years ago we added our first computer research capability. Today we offer access to hundreds of databases and several CD-ROM products, with full-time research specialists to conduct searches efficiently and economically.

* On-line catalog: We transformed an uncataloged and unclassified collection into one fully classified and accessible through an integrated on-line catalog system, available around the clock from home or office computers.

* Public funding: We scrupulously policed the public funds which come into the Library, and our investigation uncovered an error on the part of the county in its distribution formula. Without incurring any litigation costs, we negotiated a healthy settlement with the county for past due funds, and instituted a reporting system to guard against future deficiencies.

* Service delivery: Five years ago, we circulated few books, curtailed the borrowing period to a few hours, and required borrowers to leave a security deposit. Now, as one of the minority of law libraries who circulate materials, we eliminated the deposit requirement, and liberalized our policies as to the circulation period and kinds of materials our members may borrow. We will circulate nearly 14,000 books in 1990. We have quadrupled our copy service, and added a low cost fax transmission service to get information to our members expeditiously. We now produce research guides, newsletters, audio and video cassette catalogs and timely new publications lists to keep members informed of our new resources and research techniques.

* Capital improvements: Comfortable workstations, chairs and carpeting have transformed the Library into a pleasant work and study environment. At county expense, significant capital improvements were made to increase our efficiency, and further lighting improvements are scheduled for 1991.

* Law firm input: We established an advisory committee of law firm librarians who provide counsel on collection development and service policies. With the aid and assistance of these professionals, we produced a list of law firm periodical holdings in the Cleveland area, began a series of workshops on book preservation, and will plan a CLE course on legal research.

Our members have embraced the "new" Cleveland Law Library: in 1990 they will ask us 40,000 reference questions, borrow nearly \$2,000,000 worth of materials, visit the library over 20,000 times and make 30,000 phone calls to us.

Now we are about to begin the second phase of the Library's redevelopment, beginning with a long range planning program to insure our continued leadership and vitality. Among the many issues we will study are:

*Constitutional changes to increase the representation of the Board of Trustees and define the role of the advisory committee.

*Technological developments to improve the electronic interfacing of the Library and its collections with its members.

*Cooperative acquisitions with firm libraries to ensure the broadest possible collections of legal resources at the greatest cost efficiency.

Finding the law is the very essence of our profession and it is for this reason that the Cleveland Law Library maintains such an important position in our legal community. We invite your active participation in helping us shape our future.

HOLIDAY HOURS

Monday, Dec. 24th - Christmas Eve:
Open until 12:00 noon.
Tuesday, Dec. 25th - Christmas Day:
Closed.
Tuesday, Dec. 31st - New Years Eve:
Open until 4:00 p.m.

Tuesday, Jan. 1st, 1991 - New Years Day:
Closed.

Monday, Jan. 21st - Martin Luther King Day:
Closed.

Monday, Feb. 18th - President's Day:
Closed.

MORE FROM THE ELECTRONIC LIBRARY

We've introduced a number of new products and services this year which emphasize our commitment to integrating new technologies with traditional library services. New CD-ROM subscriptions include *Collier's Bankruptcy Library* and the *Martindale-Hubbell Law Directory*. *Westcheck* cite-checking software is available to extract citations from your ASCII files. Since June, we have been able to download U.S. Supreme Court opinions at no cost as they are being announced from the Court. Keyword search capabilities were added to our own catalog, and we can now easily consult the catalogs and holdings of all major area libraries to locate materials not held in our collection.

FREE WESTLAW TRAINING FOR CLE CREDIT

Many of our members took advantage of free *Westlaw* training classes held in the Library twice per month during 1990, and we will again offer the sessions in 1991. In addition to Initial, Intermediate and Advanced Training, the *Westlaw* representative can tailor a seminar for credit in almost any subject area. Classes fill early; if you would like a seminar on a particular topic or a copy of the schedule, call Jan Novak at 861-5070.

HOLIDAY GREETINGS !

From the Trustees and Staff--
We thank you all for a busy and
productive 1990, and look forward
to serving you in 1991.

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THE CLEVELAND LAW LIBRARY ASSOCIATION
404 CUYAHOGA COUNTY COURTHOUSE
1 LAKESIDE AVENUE
CLEVELAND, OHIO 44113-1023

Return this form (or a copy) to: *The Cleveland Law Library Association*, 404 Cuyahoga County Courthouse, 1 Lakeside Avenue, Cleveland, Ohio 44113-1023

Please send me the following Research Guides:

- The Medical Connection*
- Expert Witness Research*
- Case Evaluation/Verdicts & Settlements*
- Legal Ethics & Professional Responsibility*
- International Business Transactions*

Please prepare a Research Guide on the following topic: _____

NAME: _____

TELEPHONE: _____

Please add my name to the mailing list for:

- Video Catalog
- Audio Catalog
- Dial-up catalog instructions
- Westlaw* Sponsorship program information
- I need *Westlaw* Training for CLE credit; please send me the 1991 schedule.
- I would like *Westlaw* training in the following subject area: _____

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