

THE CLEVELAND LAW LIBRARY ASSOCIATION

Trustees:

Thomas A. Quintrell, President
George Downing, Vice President
Daniel W. Hammer, Thomas S. Kilbane,
Robert H. Rawson, Jr., Lawrence E. Stewart,
Carla M. Tricarichi, Fred Weisman,
John D. Wheeler

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1995 ANNUAL MEETING NOTICE AND NEWSLETTER

ANNUAL MEETING

The Annual Meeting of the members of the Cleveland Law Library Association will be held on Monday, April 3 at 11:30 a.m. in the Law Library, 404 Cuyahoga County Courthouse. Agenda items include the election of nine trustees to serve through 1995 and the Librarian's report. The following trustees have accepted nominations to run for election at the meeting: President Thomas A. Quintrell, Arter & Hadden; Vice-President George Downing, Baker & Hostetter; Daniel W. Hammer, Thompson, Hine & Flory; Thomas S. Kilbane, Squire, Sanders & Dempsey; Robert H. Rawson, Jr., Jones, Day, Reavis & Pogue; Lawrence E. Stewart, Stewart & DeChant; Carla M. Tricarichi, Tricarichi & Carnes; Fred Weisman, Weisman, Goldberg & Weisman; and John D. Wheeler, Calfee, Halter & Griswold.

REDUCED FAX FEES

In light of our increased options for delivering materials to you, we've recently revised our fax charges, resulting in a considerable cost savings to members. We've replaced the per page fax charge of \$1.00 with a \$2.00 per document retrieval fee. If the original format is an electronic file, i.e. in WordPerfect or ASCII format, that's all you pay. If, however, we need to make a paper copy of the document in order to fax it to you, we add staff copy charges of \$.45/page for the third page and beyond. Under our old fees, we assessed a fee of \$10.00 for a fax of a ten page document; under the new fees, that same fax order costs you \$2.00 if the original format was electronic, and \$5.60 if the original format was paper.

SAMPLE THE INTERNET ON DIAL-UP

While "Internet" may have become a household word in 1994, we have a sense that many people are only beginning to comprehend the potential impact of the Internet on legal research. Our dial-up service now provides a link to the Cleveland Public Electronic Library Internet Gopher; use this Internet access from your home or office computer to find U.S. Supreme Court Opinions, Congressional bills, the Federal Register, and the U.S. Code, to name just a few of the thousands of freely available cyberspace resources.

We routinely retrieve documents for our members from sites all over the world, and welcome the opportunity to share our expertise with you. If you'd like us to show you how we "navigate the net," call Ken Kozlowski and set aside a time for an introduction to legal and business materials on the Internet.

BRUSH UP ON WESTLAW AND LEXIS

Both the Lexis and Westlaw trainers come to the Library on a regular schedule to train and assist members in the use of their respective services. Take advantage of this free on-line time to learn natural language search techniques, refresh your research skills or explore a particular database in depth. Westlaw classes qualify for free CLE credit. To schedule time with either of the trainers, please call Ken Kozlowski.

DIAL - UP - EVEN MACSI

The Electronic Cleveland Law Library continues to evolve. The latest version of this free service includes a link to the Internet, a selection of full-text CD-ROM databases, the Law Library's catalog, the Cleveland Public Library catalog, Infotrac Periodical Index, and the Cleveland Newspaper Index. You will need a customized version of Kermit communications software to use this service. For a copy or more information, please call Technical Services Librarian Eric Hess.

Note to MAC users: The software will connect you with our services, although you will have to adjust the keyboard mapping in order to search CD-ROM databases effectively.

ALL HOURS ACCESS

Need to reach us after hours? Extended access is available in a number of ways:

1. Voice mail: After 5:00, leave us a message in our voice mailbox. We'll respond by 9:00 a.m. the next business day.
2. Dial-up service: Research a core collection of CD-ROM databases or explore the Internet virtually around the clock. If you need reference assistance, want to place a copy order or request a book, leave an electronic mail message.
3. Send us E-mail: Send us a message to either lawadm@library.cpl.org or am668@cleveland.freenet.edu.
4. Become a Westlaw sponsorship plan subscriber: Under the Library's plan, you pay no monthly minimum or subscription charges; you are billed only for actual use.
5. CWRU: Present your Cleveland Law Library card at Case Western Reserve University's Law Library when we are closed. You can charge Case copy cards to your Cleveland Law Library Account.

SUMMER CLERK ORIENTATION

Make sure your summer clerks start off efficiently and informed with a Law Library orientation. We'll instruct them on policies, train them to use our CD-ROM networks, and introduce them to the Library facility and staff. Call Jan Novak to schedule your clerks for their Library visit.

NEW RESEARCH GUIDES

The latest additions to our Research Guide Series include Cite Checking (#22, December 1994) and a revision of Legal Ethics and Professional Responsibility (#4A, January 1995.) We produce Research Guides as a free service to our members. If you would like to subscribe, please return the form below.

CD-ROM TRAINING

The Library's compact disk collection continues to expand, and includes not only complete Ohio case and code libraries, but Ohio Jurisprudence, AmJur, ALR, U.S. Supreme Court Reporter, CFR, the U.S. Code, several Shepard's citators, CCH tax libraries, tax form collections, Martindale-Hubbell Law Directory, phone books, the complete federal reporter system, and many, many others. Some of the CD's can be accessed from your home or office computer, while others run on the Library's in-house network or single user stations.

The Library's CD-ROM databases grant you the freedom and flexibility of electronic full text searching without any of the costs associated with online systems. We encourage you to spend some time learning the minor idiosyncrasies of the different software platforms. Staff members are always available to help you use our CD-ROMS; if you'd like to schedule an in-depth session on any particular product, please give us a call and arrange a convenient time.

Mail or fax this form to the Cleveland Law Library Association, 404 Cuyahoga County Courthouse, 1 Lakeside Avenue, Cleveland, OH 44113-1023. (Phone: 861-5070; Fax: 861-1606).

Name: _____

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I'm interested in the Westlaw Sponsorship Plan - no monthly minimum and no subscription fee.

Send me more information about the dialup service, and let me know about expansions to the system.

I want Lexis or Westlaw training. Please contact me at the above address.

Please put me on the mailing list for your Research Guide Series.

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Please call me about the Summer Clerks Training Program.

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