VALL began its new year with the installation of officers and directors at the spring business meeting in Charlottesville on May 2. The meeting was held at the Jefferson Library on the grounds of Monticello, a place steeped in history and dedicated to a great leader, Thomas Jefferson. Library Director Jack Robertson and his staff provided attendees with an enlightening discussion of the collection, Thomas Jefferson Portal (online catalog), and the direction of the Jefferson Library. A delightful boxed lunch and a tour at the Jefferson Vineyard followed. Our thanks to Cathy Palombi and the law library staff at the University of Virginia for arranging A Day with Jefferson.

VALL has a rich history resulting from strong leadership among its members.Originating as the Richmond Area Law Libraries Association (RALLA) in 1981, it has evolved into a statewide organization with almost 200 members. Now known as the Virginia Association of Law Libraries, it is an active chapter of the American Association of Law Libraries (AALL). I am pleased to report that VALL will receive the 2003 One-Time Chapter Professional Development Award for the program Exploring Connections at VALL 2002. The program was presented at VALL’s annual meeting at the University of Richmond last November. The success of the program was due to the efforts of 20 VALL members who served as coordinators or speakers and the participation of all attendees.

Jefferson’s leadership certainly encompassed more than his presidency: the same can be said of the leadership in our organization. Former VALL presidents continue to provide inspirational leadership roles in VALL: Georgiana Wellford, Gail Warren, Jean Holcomb, Joyce Manna Janto, Isabel Paul, James Heller, Terry Long, Marty Rush, Frosty Owen, Rae Ellen Best, Gail Zwirner, (Continued on page 2)
President’s Message (Continued from page 1)

Donna Bausch, Jill Burr, and Charles Oates. The same can be said of VALL members who have never served as president. VALL is truly an association of leaders. Many members have also served in leadership positions in regional and national library associations. SEAALL presidents have included Joyce Manna Janto, James Heller, Terry Long, Tim Coggins, Hazel Johnson, and Donna Baush. Jim Heller was the president of AALL. So many VALL members are devoted to the profession of law librarianship and are willing to assume leadership roles. The list of members who served last year or agreed to serve this year as an officer, director, committee chair, committee member, speaker, article author, participant, volunteer, or other leadership role includes a huge portion of our membership.

Thank you, Charles Oates, for your outstanding service to VALL as its president during 2002-2003. Charles established a public relations committee to interface with the public and a handbook committee to organize and maintain organization documents. His leadership will continue to be appreciated throughout the next year as the VALL newsletter is made available electronically and as VALL strengthens its relationships with the Virginia State Bar (VSB) and the Virginia Library Association (VLA).

Three members of VALL—Tim Chinaris, Roger Skalbeck, and Cindy Smith — will be giving a presentation in June at VSB’s annual meeting in Virginia Beach. VALL members will continue to contribute articles to the Virginia Lawyer. Thanks to the planning efforts of Barbie Selby and Jill Burr, the first joint VLA-VALL meeting will be held November 6-7 at the Homestead. The sessions will include numerous law and law-related programs, many presented by VALL members. Watch for details and the registration form on the VALL website.
VALL Welcomes New Officers and Committee Chairs

The VALL Executive Board is pleased to announce the installation of new officers and appointment of new committee chairs.

The following new officers were installed:
- Cathy Palombi is our new Vice President/President-elect
- Bill Katz will serve as Treasurer
- Jeanne Ullian will serve as Director.

The following officers will continue on the Board:
- Bobbie Denny will now serve in her new role as President
- Tisha Zelner will continue as Secretary
- Allen Moye retains his Directorship
- Charles Oates is now the Immediate Past President.

Submissions needed for the VALL Newsletter! We need contributions from VALL members in order to have full and interesting issues. Please submit according to the following schedule:

<table>
<thead>
<tr>
<th>Issue</th>
<th>Submit by:</th>
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<tr>
<td>Summer 2003</td>
<td>May 15</td>
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<td>Fall 2003</td>
<td>August 15</td>
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<td>Winter 2003</td>
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Professional Positions Available

**Senior Research Librarian**
**Washington, D.C. Law Firm**

The position is responsible for coordination of the Library's research and reference services. The Sr. Research Librarian provides in-depth legal and non-legal research services to firm personnel in all areas, including but not limited to legislative, business, intellectual property, and legal resources. Responsible for development and management of the Library's legislative documents and resources, including print and electronic; provides monitoring of legislative developments. Assists manager in assessing and negotiating contracts for electronic legislative e databases. Provides accounting and budgetary information relative to the management of the legislative collection. Works closely with the Research Librarian and assists with coordination and assistance with specialized research requests. Provides back-up assistance to the Research Librarian with Inter-Library loan requests. Develops with the Paralegal Manager and Intranet Librarian, legal research programs for the Paralegal Department. MLS or JD required. 5+ years of law library experience. Legislative or government documents highly desired.

For consideration please e-mail your resume to Daniel.Hurd@TRAKLegal.com or fax your resume to 202-659-9459.

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We remember Marjorie Kirtley.

Many of you may remember Marjorie D. Kirtley, who served as State Law Librarian for the Supreme Court of Virginia from January 1968 until August 30, 1982, and remained a member of VALL following her retirement in Florida. Just three weeks shy of her 87th birthday, she passed away on April 3, 2003 at a hospital in Florida, near her Jacksonville home. Funeral services were held in Richmond on Sunday, April 6, 2003 at St. Michael's Episcopal Church. The Richmond Times-Dispatch made note of her active community involvement, in addition to her professional pursuits. Mrs. Kirtley was a founding member of St. Michael's Episcopal Church in Bon Air and of the Bon Air Community Association, and served as President of the Newberry Towne Association.

Congratulations to Barbie Selby who was recently appointed to a three-year term on the Depository Library Council to the Public Printer.

The Council is comprised of 15 members representing depository libraries, publishers, and others interested in public access to government information, who serve for a term of three years. Their charge is to advise the Government Printing Office (GPO) on matters of policy and issues related to the Federal Depository Library Program (FDLP). Through the FDLP, the GPO distributes over 12.2 million imprints to over 1,300 libraries nationwide, at no cost.

According to the FDLP, website, “The primary focus of Council’s work will be to advise the Public Printer, the Superintendent of Documents, and appropriate members of GPO staff on practical options for the efficient management and operation of the DLP.”

In his congratulatory email of March 31, John Barden stated, “I can't think of a better representative for our interests as law librarians than Barbie. Way to go!”

We heartily agree!

Legal Literature is coming to the Richmond this fall. Please alert current and potential law library people in the area to this educational opportunity. The Catholic University of America (CUA) School of Library and Information Science has announced it will offer CLSC 826 Legal Literature as a 3-credit course at the VCU/Richmond site for the fall 2003 semester (August 25-December 13). The course will be taught by Gail Zwiner and will meet at VCU's Cabell Library each week Monday 7:00-9:30 pm. Virginia students who are not attending CUA full-time are eligible for a reduced tuition rate. (Most master's programs allow up to six transfer credits from approved institutions.) For more information please contact William L. Turner, Jr., Assistant Dean, at Turnerjr@cua.edu.

—Posted by Jeanne Ullian to the VALL Listserve, 4/15/03

Wahab Public Law Library Celebrates Law Day 2003

Law Day 2003 was celebrated in fine fashion at Wahab Public Law Library in Virginia Beach on May 1st. The festivities drew more than 125 people who had an opportunity to consult with an attorney at no charge, enter a raffle for a gift basket of gift certificates and items donated by local merchants, and enjoy homemade refreshments. Attorneys who stopped by to copy a case or check out a citation had an opportunity to chat with their colleagues. Paralegal students from a local vocational school took a tour of the library and learned about resources they could use both for school and work assignments. Members of the general public were delighted to find an attorney willing to answer their questions courtesy of the Virginia Beach Bar Association.

Pat Jones coordinated the event and was ably assisted by staff members, Jean Tancredi and Kelly Trautman. If the length of time people lingered by the food table and chatted with the friends and colleagues is any indication, the Law Library staff would consider this year’s event a great success and is looking ahead to Law Day 2004.
Donna Bausch Named 15th Recipient of 2003 Service to SEAALL Award

We have a treasure in our own backyard. Donna Bausch, an active and dynamic member of VALL and AALL, as well as SEAALL, has been named the recipient of the 15th annual Service to SEAALL Award. This most recent honor is truly much deserved.

Donna has continuously for the last sixteen years given special service and leadership to SEAALL. The award announcement states that her “service reflects and enhances SEAALL’s reputation as a group of committed, involved, and professionally active law librarians.”

Ms. Bausch has served on SEAALL committees as member or chair in each of the past sixteen years. Committees which have benefited from her leadership include: Scholarship, Placement, Nominations, Program, Articles and Bylaws, and Service to SEAALL. In addition, Donna has been a speaker at SEAALL conferences numerous times, as well as a program coordinator. One year, in fact, she coordinated three programs.

Three times, Donna has been on the SEAALL Executive Committee — as Secretary, President and Past President.

In support of this award, a past SEAALL President and AALL President states that Donna

“is active and effective professionally and has contributed her talents on the local, regional and national level, and in each area she has found her way to leadership positions. She is incredibly reliable, and when the need is desperate, or the task at best tedious, she will volunteer and commit herself to the project and the results will be outstanding. She is a law librarian who enriches every project on which she participates, through her thoughtful contributions and her dedication. That said, I must add that the real delight in working with the recipient is her engaging personality and good humor. She has a wicked sense of humor and a contagious chuckle, and I smile as I think back to shared times.”

Sue Burch, one of this year’s Service to SEAALL committee members reflected:

“Donna is such a good mentor to so many people. . . . You can pick up the phone any time to ask her about something and she is always there with good advice. . . . She is a good writer too, she knows how to put words together in just the right way. Donna is talented, gracious and funny. . . . She is a good friend to people. . . . She does so much. . . . Even though she has served in so many top leadership positions, she does not rest on her laurels, but continues to be active year after year.”

Ms. Bausch is a past President of VALL and has served regularly on VALL committees, chairing several since she first came to the Virginia in the mid-1990’s. She has also served AALL as an active committee member each year since 1996 on a variety of committees and often chaired those committees.

As Law Librarian for the Norfolk Public Law Library, Donna has found innovative ways of raising funds and making connections within the community, becoming a “rainmaker” for her library. Donna has served on the boards of the Friends of the Old Dominion University Library, the Norfolk Public Library, and the Chrysler Museum of Art Library, as well as being active in the League of Women Voters, and has been the Executive Director of the Norfolk & Portsmouth Bar Association since 2001.

We are proud to claim Donna Bausch as one of our own.

Editors’ Note: Much of the information in this article is drawn from the SEAALL award announcement, the recipient’s profile on the Members Only Section of the AALL website, and a 2001 Law Library Journal article that Donna authored which may be found at http://www.aallnet.org/committee/rllc/rc-lawlibrarian/bausch.shtml. One of Donna’s most endearing qualities is her humility. The caricature above, courtesy of Margaret Christiansen, is our tongue-in-cheek, letter-of-the-law way of thwarting Donna’s attempts to avoid having her picture appear in the pages of the VALL Newsletter yet again.
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Good day to all.

When last I left you, I was on my way to becoming a fitter and more agile Me. Alas, the years and life experiences of your humble Detective far outweigh the abilities of the best Spring training camps. I come to you now much as I was before. However, there is good news: I am in better shape than once and there is a bit less of me now. But I digress as I am wont to do. The purpose of this missive is to expound, albeit it with only second-hand knowledge, on the movement of a Law Library.

Viewed from the Preservationist point, certain tasks must be completed before actually moving a collection from one location to another. Among those are:

1. Apprise staff of intentions.
2. Review all items to determine their condition.
3. Reduce the collection by removing out of date or unwanted materials.
4. Appoint a spokesperson to inform the patrons.
5. If necessary, consult with the moving company about cost, number of lorries, staff participation, etc.
6. Measure everything!
7. If one doesn’t have it, obtain an ironclad sense of humor and use it willingly.

The staff will serve as the make or break point as you prepare for and perform the move. According to the Kansas State Historical Society’s staff there are six phases for a project like this:

- Enthusiasm
- Disillusionment
- Panic
- Search for the guilty
- Punishment of the Innocent
- Praise and Honor for the Non-Participants

If the library group is willing and has agreed to the idea of the move, half the battle is won and quick progress can be made. They will have to understand that extra hours will be used (twas ever thus) and their on-the-spot decisions will be important to the success of the project. Rotating staff and section leaders can help avoid burnout.

After the collection has been perused, each item that is deemed in need of repair should be set aside to the repair group or tasked to the outside source used for such demand. A quick refresher course in basic repair techniques can prove invaluable at an early stage. The possibility of rough handling can not be overlooked and if the item is in good repair all the better to withstand same. Also, frail books should be moved.

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Professional Positions Available (Continued from page 4)

COLLECTIONS/ARCHIVIST LIBRARIAN. The University of Virginia School of Law seeks an Archivist/Special Collections Librarian. Required: MLS from an ALA accredited school, or MA in archival administration. Preferred: JD; experience or academic study in archival science; knowledge of EAD, image scanning, and digitizing text. The successful candidate will supervise Special Collections and Archives, in addition to serving on the Law Library’s reference team. Applicants should have excellent supervisory and communication skills, commitment to customer service, knowledge of archival practices, and knowledge of legal and non-legal resources. Applications should include resume and references. Salary commensurate with qualifications. Library Search Committee, c/o Dean’s Office, University of Virginia School of Law, 580 Massie Road, Charlottesville, VA 22903-1789. UVA is an equal opportunity employer.

Job Description

50% ADMINISTRATION

Responsible for the promotion, development, and maintenance of all special collections, rare books and archives. Select and acquire collections and write descriptive guides of collections. Contact potential donors of relevant manuscript and print materials. Promote special collections through exhibits, presentations and collaboration with patrons and other historical agencies. Manage administrative records and pertinent bibliographic records in online catalog. Process materials for public access. Assist with maintenance of Special Collections homepage. Supervise support personnel engaged in processing Law School’s archives and other Special Collections materials. Supervise staff producing EAD guides and digitizing manuscript and Special Collections materials. Facilitate general access to special collections through digitization initiatives in collaboration with Information Management Librarian.

50% REFERENCE AND INSTRUCTION

Responsible for all reference and research within Special Collections and for scheduled hours of general reference as a member of the reference team. Consult with faculty, students, and other researchers regarding their informational needs as they pertain to archives and Special Collections materials. Assist researchers in using these materials. Answer general reference questions as part of the Reference Team. Answer faculty email reference questions at regularly scheduled times. Keep library staff informed concerning the work and special events of the department. Offer lectures on special collections and Law School history. Serve as preservation consultant for library staff.

SUPERVISION

1. Reports to: Director, Law Library
2. Supervises: Part-time support position, student assistants

QUALIFICATIONS

Preferred knowledge, skills, and abilities for an individual performing this position:

1. Knowledge of archival practices and procedures.
2. Knowledge of legal materials, especially historical legal materials.
3. Ability to work and communicate effectively orally and in writing with Library staff, the University community, and other Library users.
5. Commitment to professional growth and development.
6. Ability to work as a part of a team.
7. Strong patron service orientation.

Education or training (cite major area of study):

1. MLS from an ALA accredited library school; or MA in archival administration.
2. J.D., preferred.

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VALL Members Spend a Day with Mr. Jefferson


After a warm welcome and address by Jefferson Foundation Librarian Jack Robertson, VALL members were treated to a tour of the lovely library facility and its collections which focus on the “life, times and legacy of Thomas Jefferson.”

A lovely shot of Monticello, courtesy of John and Jeanne Ullian

A delightful boxed lunch was followed by a vineyard tour and wine-tasting. A number of VALLers finished the day with a garden and house tour of Monticello, Jefferson’s historic mountain-top home.

Special thanks to Cathy Palombi, who coordinated local arrangements, and all the members of the Program Committee for a memorable event.

Vice-President/President-Elect Cathy Palombi participates in the wine-tasting following the Spring Meeting.

Photo courtesy of John and Jeanne Ullian
Professional Positions Available  (Continued from page 9)

Head of Technical Services
Marshall-Wythe Law Library
College of William and Mary School of Law

The College of William and Mary Law Library is accepting applications for the position of Head of Technical Services.

The Head of Technical Services overseas and coordinates acquisitions and financial control activities; cataloging; serials, binding, and government documents; and the overall processing of library materials. The Head of Technical Services develops goals, priorities and strategies for the department and has an overall view of the service mission of the law library. The Library uses OCLC and SIRSI, and has an acquisitions budget of approximately $1M.

Requirements: MLS from an ALA-accredited library program; excellent organization and communication skills; significant managerial experience in library technical services using an integrated automated library system, preferably in a law library.

Salary is commensurate with qualifications. The position will be available January 5, 2004.

Review will begin July 1, 2003, and we will continue to accept application materials until the position is filled. The College is an EEO/AA employer.

Please send a cover letter, resume, and name and contact information for three references to:

James S. Heller
Director of the Law Library
and Professor of Law
The College of William and Mary
School of Law
P.O. Box 8795
Williamsburg, VA 23187-8795

Reference and Research Services Librarian
William Taylor Muse Law Library
University of Richmond School of Law

The William Taylor Muse Law Library at the University of Richmond seeks a Reference & Research Services Librarian.

Responsibilities: Duties include providing reference service to students, law faculty, and other users, including one evening per week and weekend desk rotation with other librarians; teaching Legal Research in the first-year Lawyering Skills program; preparing and updating research guides, pathfinders and other research tools; editing the library’s newsletter; assisting with the library portion of the Law School web page.

Required: JD and MLS from accredited schools; familiarity with legal materials and computer-assisted legal research systems; reference or public services library experience, preferably in a law library.

Preferred: Demonstrated teaching ability and experience with electronic technology

Salary and Benefits: The University of Richmond is an Equal Opportunity Employer, and salary and benefits are competitive. Position is classified as University faculty, and successful applicant will participate in Law School faculty meetings and committees.

Review of applications will begin July 1, 2003, and we will continue to accept application materials until the position is filled. The College is an EEO/AA employer.

Please send a cover letter, resume, and name and contact information for three references to:

John R. Barden, Head of Reference & Research Services; Chair, Law Library Reference Librarian Search Committee; c/o Human Resource Services; University of Richmond; Richmond, VA 23173.  HR fax number: 804-287-1282.  For additional information, e-mail - jbarden@richmond.edu or telephone at 804-289-8727.
In one way or another, much of what we do and accomplish as law library professionals falls into the category of projects, non-routine delineated tasks with particular goals and parameters.

New strategy, policy or procedure documents must be created and acted upon... A change in staffing necessitates a shifting of job tasks and the establishment of new procedures or communication channels... Materials must be selected for cancellation to meet stringent budget demands, or weeded to accommodate space limitations... Changes in the world at large necessitate creation or reformulation of an emergency or disaster preparedness policy... A new library database system must be implemented... The list is almost endless, and we as law library professionals are tasked to make it all happen.

The question is, how does one identify, plan, communicate, orchestrate, manage, and bring to completion a project effectively and cohesively, with minimum negative impact on the existing organization and operation of the law library?

Project: a unique venture with a beginning and an end conducted by people to meet established goals within set parameters of cost, schedule and quality.

At the SEAALL pre-conference workshop this year, all these issues (and more!) were examined. Filippa Marullo Anzalone, presented a dynamic full-day session entitled Project Management Basics in which we were challenged to examine our methodologies and motivations in tackling the projects that do come our way so frequently. I went hoping to hone my skills and understanding of working with a team to accomplish the large special projects which seem to arise with such regularity in our law library, I was not disappointed!

As we learned, project management (PM) is a management tool that can be used to effectively and efficiently accommodate the demands of those we serve, without having to engage the entire organization each time a need arises.

Project Management:

*the combination of people, systems, and techniques required to coordinate the resources needed to complete projects within established goals.*

We are all busy, we all have too much to do, but complications from a poorly planned project can easily consume countless more hours than it would have taken to adequately plan the project in the first place. Before any project is given life, it is essential to establish answers to the following:

- Why are we doing this? ...is the need that we propose to meet a valid one?
- What is the goal/vision/purpose of the project? ...you can't hit your target if you don't know what you are aiming at.
- How does this project tie in with the Mission? ...if it doesn't, maybe it shouldn't be pursued.
- Can it be accomplished with the resources (time, money, expertise, etc.) available? ...if not, can these resources be diverted from elsewhere or should the project be delayed until they can be available?

Organizationally, PM involves tasking a select team, a subset of the library as a whole, to accomplish the project’s goal. The team should not be so large as to make communications unwieldy or detract from library operations, yet it should include persons having expertise in areas essential to project completion and adequate representation of those most impacted by the project. Remember too that the project manager is key to successful accomplishment of the project, so select carefully. This project manager need not have a management title on your org chart or a supervisory job description, however s/he does need to be an effective communicator and able to coordinate the project at hand.

Another essential of successful PM is regular and effective two-way communication at all levels. What qualifies as good or effective communication at each level is dependent on the

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Bridging the Gap

by Joyce Manna Janto

“Students who use the web tend to value information gathering over deliberation. They do not discriminate in selecting sources of information. . . . This leads to real problems when students enter the legal arena.”

Whenever law librarians get together one subject is bound to come up sooner or later. No, not the outrageous prices charged by legal publisher. The other topic sure to raise voices is the lack of research skills on the part of new and summer associates. “Why?” ask the firm librarians, “don’t you academics teach these kids how to research? They show up each summer and they don’t know anything.” “It’s not our fault,” protest the academics, “we try to teach research skills, but research classes are not given the respect they deserve. Students resist spending time on a class that may be worth only 1 or 2 credits.”

The fact of the matter is that both sides of the argument are correct. Firm and court librarians are noticing a trend that has alarmed academic librarians, both undergraduate and law school. A psychologist at Carnegie-Mellon University has studied the research habits of young people. He has confirmed what we have all long suspected. Students first recourse for any kind of assignment is the internet. As you can imagine, this has caused concerns among educators. Students who use the web tend to value information gathering over deliberation. They do not discriminate in selecting sources of information, one web site is often seen as good as another. This leads to real problems when students enter the legal arena. Legal writing demands not breath, but depth. Sources must be authoritative, not just easily accessible.

The academic law librarians are faced with a brutal fact of law school life. The old saying is that the squeaky wheel gets the grease. In law school, the class worth the most credit get the most attention. Teachers of legal research have to contend with the fact that their class may be worth only 1 or 2 credits, versus 4 credits for Torts or Property. At the University of Richmond, legal research is a component of the Law Skills class. Research is worth 25% of 2 credits. As you can imagine, a student faced with the choice of spending time on a legal research assignment or a Property assignment will chose Property every time.

So, what are we doing at the University of Richmond to combat these problems? Our solution is a half day program that we call “Bridge the Gap Between Law School and Employment.” The program is offered on a Saturday morning so as not to conflict with classes. We began offering the Gap program in the spring of 2000 in order to give our students an edge in the ever challenging legal job market. The program is now offered every year in the late spring. We try to hold the program late enough that students will retain the information but not so late that we will be competing with final exams.

Although the program is held in the spring, planning for the program begins in the winter. Our first stop is in the office of our director of Career Services. We receive a list of every first, second, or third year student who has reported that they are employed for the following summer. Approximately 6 weeks before the program, we send letters to the recruitment coordinators of the firms that have hired our

“Legal writing demands not breath, but depth. Sources must be authoritative, not just easily accessible.”

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needs and expectations of those receiving those communications. First, the team must establish effective methods and channels of communication internally. Goals, milestones and timelines should be clearly identified and communicated to all project team members. At other, but no less important levels, successful accomplishment of project goals is dependent on effective communication with library and organizational decision-makers, sub-groups, staff and end users.

This is particularly relevant in the law library setting. Of all the projects listed above, perhaps only curriculum development could be considered more insular to just one law library department. All areas in our libraries are closely interrelated and interdependent. Reference projects can impact circulation, cataloging, acquisitions and/or IT. Much the same can be said for each of the other areas. Interconnectedness among these departments demands that we move beyond the walls which so naturally erect themselves around the topical expertise of our position.

Projects, by definition, are above and beyond the daily routine. Project team members need to have something to shoot for, rewards, milestones to celebrate. These too are important to successful project implementation and must be planned for in advance. Consider also that what is meaningful as a reward or milestone may vary from person to person. There are some universals, however, praise for a job well done or a significant milestone achieved, and in particular public praise goes a very long way.

Once the project is conceptualized, validated and planned for, it is ready to be executed. Implement the plan, and remain flexible to accommodate the unexpected. Communication remains vital throughout. Information gathering and reporting on project progress to and from constituents at all levels should continue from the planning stage through to the conclusion of the project.

Which brings us to the final consideration—the conclusion. By definition, a project has a definite end, and should be clearly distinguished from maintenance or later refinement of a procedure. This point of conclusion should also be identifiable, measurable, planned for and celebrated.

How does this all apply? I am still learning. Our library team has valiantly tackled some quite significant projects this year: creation of several training programs and development of a new course in the law school curriculum; deselection of materials to meet significant budget reductions; a much needed inventory of the main portion of our collection; a first-time authority record reconciliation... and the list goes on.

I can see places where we have been high on the encouragement and celebration side but not as strong in the realm of communication among departments or to interested entities outside the law library. It is a good thing when our administration (Deans, Presidents, Partners, etc.) is both informed and interested in what we are doing and can celebrate and recognize the benefits of our successes. Similarly, the good will gained when those whom we serve, the law library users know that they have a voice in the process and that we desire to be responsive to their needs is invaluable.

So...
- Conceptualize
- Select the right people
- Organize the team
- Identify project risks & constraints
- Set measurable checkpoints & milestones
- Implement the plan
- Conclude the project

...and the reward is a net savings of time and expense, and a large gain in organizational cohesion, commitment and enthusiasm.

Filippa's Bibliography:

(The PMI publishes the Project Management Journal.)


*Also, check out the plethora of articles indexed in business literature sources. Some are highly technical while some are quite pithy and short, with good digestible information for beginners.
Bridging the Gap

(Continued from page 14)

students. We inform them of the program, enclose a copy of the agenda, and urge them to urge the students to attend. While not all of the firms are receptive, I am pleased to say that several firms do request that their summer and/or new associates attend.

Our second step is to create an e-mail distribution list of the students we wish to target. Shortly after mailing the letters to the firms, we make our first contact with them. We tell them about the program, send them a copy of the agenda, and urge them to sign up. We also let them know that we have informed their firm about this program and that they may be hearing from the recruitment coordinator. Periodically we will send reminder e-mails to these students. Closer to the time of the program, we will post general notices to attract the attention of students whose job plans may not yet be known to Career Services. We also ask faculty to make announcements in their classes about the program.

Our next step is getting the vendors on board. One of the features we decided to add to the program was the ability to receive “official” Lexis and/or Westlaw summer associate training. Many firms require this training and this is a chance for our students to make themselves ‘firm ready.” Lexis and Westlaw also provide an important part of the day - the food. Westlaw has traditionally provided breakfast while Lexis provides lunch. They can also be counted on to provide the free pens, high lighters, and other trinkets that are dear to student hearts.

The actual program varies little from year to year. Early on, we made the decision to limit ourselves to those students who would be staying in Virginia. First of all, that accounts for the bulk of our students. Second, it allows us to tailor our presentations in way that our students will find most useful.. The first part of the program is an ice-breaker. This is a 10 to 15 minute activity that fills the time until all the participants arrive and have breakfast. As students register and pick up their food, we hand them a ten question quiz. The questions are very basic - an example is “What is the S Ct?” When all the students are in place, but still eating, we go through a slides which provide the answers to these questions. By the time we finish, all of the student are in place, through eating and ready to learn.

Gail Zwirner offers a session on finding statutes and administrative regulations. While the focus is on Virginia, federal sources are covered. Gail covers not only the traditional paper, but also internet sources for these materials. John Barden does the session on locating opinions. Like Gail, John covers traditional as well as electronic sources. John also demonstrates for the students a web page that he created and maintains on the Law School web page. This page is entitled “A Selection of Legal Research Sources on the World Wide Web: Summer Employment Edition.” This page contains a multitude of links to legal, business, and news sources that John has found especially useful over the years. I cover legal ethics. Many of the students heading out to summer employment have not yet taken Professional Responsibility. I cover issues of confidentiality and conflicts of interest, issues of which they may not be aware. We have always asked a firm librarian to participate. In past years, both Hazel Johnson of McGuireWoods and Cindy Smith of Holton McCandlish have been gracious enough to assist us. Hazel and Cindy cover the practice oriented sources, ones that students will not have encountered in law school. They also discuss the realities of research in a firm environment versus that of the academic world. Our final speaker of the day is always a hit. Michael Begland, a 1989 graduate of the Law School and a sixth year associate at Hunton and Williams, offers the students a real life perspective on the practice of law. He lets the students know what will be expected of them, what the typical demands on a summer associate will be. He also offers the students valuable tips on evaluating the firm for which they will be working. As he points out, a summer clerkship works both ways. The firm will be evaluating them and they should be evaluating the firm.

Our speakers provide us with copies of their presentations and handouts ahead of time. This allows us to have packets ready for the students. We feel that this is important as it gives the students a resource to take to the job with them. While we have never done a formal evaluation of the program, the feedback we receive is generally positive. And I will always treasure an e-mail I received from one of my students. In it he wrote, “Thanks for making me sign up for your program. I would have been in trouble this summer without it.”
VALL Members Make Good Showing in Kentucky
by Marie Summerlin Hamm

Lexington, Kentucky, was the site of the 2003 SEAALL Annual Conference. The theme of the event was SEAALL@50—Jockeying for the Gold! and VALL’s members were once again “off to the races,” earning their chapter high marks for participation in our regional association.

After a very successful run as SEAALL President, Terry Long turned over the reins of leadership to Nancy Johnson. Before relinquishing the spotlight entirely, Terry donned a spectacular evening gown and joined with Jim Heller (a.k.a. Richard Dawson?), Tim Coggins, Hazel Johnson and other members of the Golden Anniversary Committee to put on a Family Feud spoof that audience members will not soon forget. (That’s o’kay, VALLers—we’ll whip those Puerta-Virginians when the SEAALL@100 conference rolls around!)

In another memorable conference moment, Donna Bausch received the Service the SEAALL award. (See page 6 for complete details).

The SEAALL Program was overflowing with the names of VALL members serving as speakers or moderators. Then VALL President Charles Oates co-presented a session focusing on the fascinating history and collection of the historic Transylvania Law School Library. This was particularly fitting since the law school was situated in Lexington on the campus of Transylvania University. In an information-packed 30-minute segment entitled How to Find Answers and Make Reference Patrons Happy, Kent Olson introduced participants to a number of tremendously handy reference resources (and garnered giggles when he demonstrated his infamous internet name search techniques). As co-presenter of Advanced Legal Research: Taking Legal Bibliography to the Next Level, Jennifer Sekula shared practical insights gained in her experiences at William & Mary and masterfully addressed questions from an enthusiastic audience. Jim Heller, in addition to his stellar performance as game show host, moderated two programs.

Last but not least . . . Do Tim Coggins and Hazel Johnson deserve special recognition for their roles as Producers and Directors of the Friendly Feud? Yes, you say? Survey says . . . “Good Answer”!

Rae Best celebrates 50s style at Spindletop Hall.
Homestead Memories

You’re going to be hearing a lot about The Homestead in the months leading up to the VLA/VALL Joint Annual Conference to be held there on November 5-7, 2003. To further whet your appetite we are reprinting some memories that appeared in the April/June 2003 issue of Virginia Libraries. As you’ll see from these recollections and memories, The Homestead is one of the best places to hold a conference in the country. We’re lucky to be able to visit it every few years!

--Jill & Barbie

Sandra Heinemann, VLA President, 1999

. . . a step back in time
. . . sumptuous breakfasts
. . . crisp mountain air
. . . feeling pampered
. . . time to reflect
. . . music, tea, crackling fires
. . . gold brick sundaes (my favorite)
. . . wonderful atmosphere to connect, learn, and share with colleagues
. . . “feeling good” sense in experiencing something special

Mary Mayer-Hennelly, VLA Annual Conference Chair, 1999
(and VALL Chapter VIP at the AALL Philadelphia Annual Conference)

The Homestead is a very pleasant and (somewhat) non-typical library conference location.

First, because it is a highly rated resort, participants have the opportunity to attend relevant programming about our profession AND then immediately avail themselves of a spa massage, swim in a pool of spring water, or a trek around the nearby mountain area.

Second, there’s no need for careful expenditure of meal per diem funds because a sumptuous breakfast and dinner are covered in the daily rate. No VLAer has ever been heard complaining about the gourmet food. In short, attending a conference at The Homestead is a marvelous mix of excellent programs, excellent cuisine, and excellent company. Our usual roles are reversed, and we are the ones served. Is there anything better for your spirits and motivation? I wish the conference were next week!

(Continued on page 19)
in special containers designed for more protection. If there is an archival collection, the movers may provide valuable advice about packing and protection.

Try to ensure that regular services are maintained as much as possible during the move. It may be of help to ask other similar service libraries to open their doors to your patrons for duplicated holdings during the transition. Also, the online access to particular databases could be published in advance or separated from the main move to allow use during the shift.

On the day of the move, allow for before and after hours extra time and if necessary hie yourself to a warm South Sea island . . . sorry about that, took leave of my senses. Now then, on the day of the move, be prepared for tasks before and after the movers complete their work. Be flexible and try not to get upset by small crises - rather, only get upset by the medium and large crises. After all, if one is to have an upset, it should be worth the energy. Try to be adaptable but remember that proprieties must be observed at all times and the collection's integrity is of paramount importance.

In closing, one final pinch of advice. After you've dropped one last box of books on your toe and pulled the final gusset in your back, remember Dr. Polly's favorite phrase to ask of your co-workers: “are we having fun yet?”. That's if, of course, you have the wish to lose life or limb.

I remain your humble servant,
Detective Double-Stitch

Homestead Memories (Continued from page 18)

Barbie Selby, VALL/VLA Liaison

I first visited The Homestead for a VLA Annual Conference in about 1986. I think I attended some meetings; I know I had a mineral soak at the spa; I know I floated on my back in the indoor swimming pool while gazing out the windows at the snow falling; I know I ate one of the best appetizers I've ever had (can’t remember what, just know it was delicious); I know I vowed to return. Fortunately, I've been able to return a few times over the years – either for a conference, or for my husband’s work. Memorably, we were stranded for two extra nights in the blizzard of January 1996. The Homestead was in the midst of remodeling, and I pretty much walked every hallway, and peeked into every storage attic – what fun! I also talked to many Homestead employees about the new corporate owners. They uniformly give it high marks. No one was let go when they took over. They’ve poured money into renovations, and improving the spa and grounds. It's one of the nicest places I can think of to hold a conference. I hope everyone takes this opportunity to visit. Remember “it’s a beautiful day at The Homestead.”
VALL Newsletter

Minutes of the VALL Business Meeting
Jefferson Library, Charlottesville, VA
May 2, 2003

Call to Order (Charles Oates, President)
The meeting was called to order.

Minutes (Tisha Zelner, Secretary)
The minutes of the Oct. 31/Nov. 2, 2002 and March 27, 2003 business meetings were reviewed and approved as submitted.

Treasurer’s Report (Lyn Warmath, Treasurer)
The financial statement year-end summary for May 2002 to April 2003 was reviewed and approved as submitted.

Committee Reports
Grants (Rae Best, Chair)
The grants committee members are reviewing applications for the VALL grant to attend the AALL Annual Meeting in Seattle, Washington on July 12-16, 2003. The decision will be announced next week.

Legal Information Outreach (Robert Davis, Chair)
No report.

Legislative Awareness (Isabel Paul, Chair)
Virginia SB 1277 was defeated in the House Courts of Justice committee.

Reports from the April 2003 meeting of the Depository Library Council indicate that the office of the Public Printer is being reorganized with one anticipated result being that within five years the Federal Depository Library Program will go from 60% to 90% electronic delivery.

H.R. 1303 was introduced in the U.S. House to amend the E-Government Act of 2002.

Virginia Congressman Rick Boucher reintroduced the DMCRA.

Membership (Cindy Smith, Chair)
Because the winter 2003 meeting was cancelled twice due to hazardous driving conditions, the membership directories were mailed to members.

Recent new members include: Lora Wilson of Roanoke Law Library, Betty Johnson of National College of Business & Technology, Michael Kitzen, Jeff Freilich, and Mary Grace Hune of Verizon (re-joining).

Total membership is down from last year.

Newsletter (Margaret Christiansen and Marie Hamm, Co-chairs)
The mailing list for the VALL Newsletter is just above two hundred which allows VALL to continue to use the bulk mailing rate.

The Summer 2003 issue of the VALL Newsletter will be published on the VALL Web site for the first time. It will also be published in paper and mailed to the membership.

Nominations (Gail Zwirner, Chair)
No report.

Placement (Barbara Cumming, Chair)
No report.

Program (Bobbie Denny, Chair)
The summer meeting will be held Tuesday 15 July 2003, 12:00-1:30 p.m. during the AALL Annual Conference in Seattle, Washington.

Preservation (John Barden, Chair)
No report.

Public Relations (Marie Hamm, Chair)
Lyn Warmath distributed a flier advertising the program to be presented by VALL and the Technology Committee of the Virginia State Bar (VSB) at the Sixty-fifth Annual Meeting of the VSB in Virginia Beach, Virginia on 20 June 2003. The program is titled “Opportunities and Pratfalls: Using the Internet for Legal Research.” The presenters are Timothy Chinaris, Roger Skalbeck, and Cindy Smith.

Work is continuing on the VALL Chapter Leadership Handbook.

Marie represented law librarianship at an “Alternative Career Conversations” program held at W&M School of Law in March 2003. About thirty careers were represented. Marie spoke with about twenty-five to thirty students and seven or eight of them showed a strong interest in law librarianship.

Publications (Taylor Fitchett, Chair)
Charles thanked Taylor and all who contributed articles for the “VALL issue” of Virginia Lawyer.

Recruitment (Jeanne Ullian, Chair)
Jeanne introduced new member Lora Wilson.

Vendor Relations (Nancy Loewenberg, Chair)
No report.

VLA Liaison (Barbie Selby, Chair)
No report.

Charles thanked all committee chairs for their service during this past year.

(Continued on page 21)
### GENERAL SUMMARY: May 2002 — April 2003

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**BEGINNING BALANCE:** $10,308.53  
**RECEIPTS:** +$9,266.33  
**EXPENDITURES:** -$11,028.77  
**ENDING BALANCE:** $8,546.59

For the full report, contact Bill Katz at bill.katz@troutmansanders.com

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### Old Business

**96th AALL Annual Meeting & Conference**
By a show of hands, about twelve of the members present plan to attend the AALL Annual Conference in Seattle, Washington in July 2003. It was suggested that, because it would reach a wider audience than those members present at this meeting, a message to VALL-L may provide a better estimate of the number of VALL members planning to attend AALL in Seattle.

Kathy Mays has declined VALL’s invitation to attend the AALL Annual Conference in Seattle as VALL’s Chapter VIP. The VALL Board decided not to send a Chapter VIP to AALL this year.

**VLA/VALL Annual Conference 2003**
Jill Burr distributed a bookmark promoting the VLA/VALL Joint Conference scheduled for 5-7 November 2003 at The Homestead in Hot Springs, Virginia.

(Continued on page 22)
Minutes
(Continued from page 21)

The keynote speaker will be Adriana Trigiani, author of the Big Stone Gap series of novels. The Youth Services Forum of VLA will present its Jefferson Cup Award to Chris Crowe, author of Getting Away With Murder: The True Story of the Emmett Till Case, a book about the murder of fourteen-year-old Emmett Till in Mississippi in 1955. #9 Dream, a Beatles' tribute band of which Cathy Palombi's husband is a member, has submitted a proposal to play at the Thursday night opening reception.

There will be a VLA Conference Committee meeting on May 12 to discuss program proposals and VALL representatives will try to focus law-related programs on Friday 7 November 2003.

Charles thanked Jill Burr and Barbie Selby for their work on the joint conference.

Presenting Programs to Virginia State Bar
In years past, VALL had a booth in the exhibit hall of the VSB Annual Meeting at a cost of about $400, but VALL decided not to have a booth at this year's VSB meeting because Virginia Lawyer's Weekly reported that last year's exhibit hall was poorly attended. As reported above under the Public Relations Committee report, VALL is presenting a program at this year's VSB meeting instead of hosting a booth in the exhibit hall. Lyn asks that VALL members use the flyer described above to promote the program within their organizations.

Charles thanked Lyn for her work in organizing this program.

Electronic Distribution of VALL Newsletter
As mentioned in the Newsletter Committee report above, the next issue of the VALL Newsletter will be the first to be published electronically. The format will be pdf.


Petition and Letter to Governor Warner in Support of the Library of Virginia
At the initiation of John Barden, a letter and petition from VALL urging adequate funding for the Government Publications Department of the Library of Virginia was sent to and acknowledged by Governor Mark Warner, but with no effect on the end result.

New Business
The "VALL issue" of Virginia Lawyer was submitted for the AALL Excellence in Marketing Award but did not win.

The Board recommended a "yes" vote to extend complimentary or "honorary" membership in VALL to Mary Alice Baish so long as she remains in her current position with the Washington Affairs Office of AALL. The motion was approved by unanimous voice vote, although only a two-thirds yes vote was required for approval.

The new committee chairs for 2003-2004 were announced as follows:

Bylaws                                        Joyce Manna Janto
Handbook                                       Marie Summerlin Hamm
Grants                                          Rae Best
Legal Information Outreach                    Leanne Battle
Legislative Awareness                          Isabel Paul
Membership                                      Robert Davis
Newsletter Co-editors:                        Margaret L. Christiansen
                                                Marie Summerlin Hamm
Placement                                       Barbara Cumming
Preservation                                    John Barden
Program                                        Cathy Palombi
Publications                                   Gail Zwirner
Public Relations                               Jill Burr
Recruitment                                    Taylor Fitchett
Vendor Relations                               Nancy Loewenberg
Webmaster                                       Paul Birch

There is nothing to report on staffing the VALL table in the exhibit hall during the AALL Annual Conference in Seattle, but volunteers will be needed.

The sad news was reported that Cathy Clark, of McGuire Woods and formerly of George Mason University, is losing her husband to cancer. They have a five-year-old child.

Recognition of Service of Members Leaving VALL Executive Board
Charles sincerely thanked the members of the VALL Board for their support and guidance during his term as President, and extended special thanks to departing members Jill Burr (Past President), Lyn Warmath (Treasurer), and Barbie Selby (Director).

Bobbie presented Charles with a clock from the Danbury Clock Company to thank him for his service as President.

Installation of Officers
The installation of new officers will take effect at the conclusion of the board meeting which will immediately follow this business meeting. New officers are Cathy Palombi (Vice President/President-elect), Bill Katz (Treasurer), and Jeanne Ullian (Director). Continuing officers are Bobbie Denny (President), Tisha Zelner (Secretary), Allen Moye (Director), and Charles Oates (Immediate Past President).

Adjournment
2003 VALL SUMMER LUNCHEON MEETING
City Centre
4th Floor Conference Room Suite #475
1420 5th Avenue
Seattle, Washington
Tuesday, July 15
12:00 a.m. – 1:30 p.m.

Name: _____________________________________________________________
Organization: ___________________________________________________________________
Address: __________________________________________________________________________
Phone: ________________ Fax: ________________ Email: ______________

LUNCH CATERED BY Briazz  Directions to location will be sent to registrants.

**Box Lunch Choices (includes sandwich or salad selection, freshly cut fruit cup, chips, chocolate chip cookie, bottled spring water and napkin-wrapped utensils)**

- **N.Y. Style Turkey Breast** (No Spreads)
  Roasted turkey breast, Roma tomatoes and green leaf lettuce on thick sliced swirly rye bread

- **Briazz Chicken Caesar Salad**
  Fresh-cut hearts of romaine, succulent Roma tomatoes and our own crispy croutons, topped with grated Parmesan cheese, a wedge of lemon and a generous portion of diced roasted chicken breast

- **Chop Chop Veggie Toga** (Vegetarian)
  Hummus, Parmesan, kalamata & green olives, tomatoes, peppers, carrots and romaine lettuce in a pita

- **Seasonal Greens**
  The growing season suggests which toasted nuts, fresh and dried fruit will join bleu cheese on a bed of mixed greens

- **Chipotle Beef Rustic Slice**
  Roast beef, Havarti cheese and Chipotle smoked pepper mayonnaise with tomato and greens on focaccia

- **Vegan Variety Sampler**
  Sampler plate of assorted fruit, toasted nuts & fruit and raw veggies (Vegan)

**Drink Choices** (in addition to bottled water provided with lunch box) (may select two)

- ___Regular Coffee
- ___Decaf Coffee
- ___Hot Tea
- ___Coke
- ___Diet-Coke
- ___Sprite
- ___Diet-Sprite

Would you like additional dessert selections?  Yes  or  No  (Please circle answer)

Send registration and check in the amount of $15 payable to VALL NO LATER THAN JUNE 20 to:

Bobbie Denny
Fairfax Public Law Library
4110 Chain Bridge Road  #308
Fairfax, VA 22030
Phone: (703) 246-2175 or 2170
Fax: (703) 591-0344
Email: blawden@aol.com
SEND US YOUR NEWS!!!

Have you: Attended a seminar? Published an article? Received an award? Been elected or appointed to an office or committee? Traveled out of the state or country?

TELL US ABOUT IT! WE WANT TO HEAR WHAT OUR MEMBERS ARE DOING!

WHO? ____________________________________________
WHAT? __________________________________________
WHERE? _________________________________________
WHEN? __________________________________________
WHY? ___________________________________________
HOW? ___________________________________________

Submitted by ________________________________
Library _________________________________________
Phone _________________________________________

Send your news to:
Margaret Christiansen & Marie Hamm

• Mailing Address:
  Regent University Law Library
  1000 Regent University Drive
  Virginia Beach, Virginia  23464

• Email Address:
  margchr@regent.edu
  -or-  mariham@regent.edu