

*Official Newsletter of the Southern New England Law Librarians' Association*

## NELLCO Pilot Internship and Personnel Exchange Programs 2004-2006

Submitted by Stephanie Burke

The NELLCO Internship and Personnel Exchange Task Force is pleased to report that its proposals for pilot internship and personnel exchange programs within NELLCO member libraries was approved at the recent NELLCO Directors' meeting in Maine.

### Background

The NELLCO Internship and Personnel Exchange Task Force (the Task Force), established in November of 2003, was charged with investigating the establishment of internship and personnel exchange programs within the NELLCO member law libraries.

The Task Force members include Sue Drisko Zago and Sharon Persons of Northeastern University School of Law, Elizabeth Lambert and Kim Dulin of Harvard Law School Library, Kristy Moon, David Bachman, Stephanie Burke (Task Force coordinator) and Raquel Ortiz, all of Boston University School of Law, Barry Shanks of Franklin Pierce Law Center, Simon Canick of Columbia Law School and Rebecca Engsborg of Quinnipiac University School of Law.

### NELLCO Internship Pilot

There is well documented interest in this program from both law

school and library school students. Recent examples of the appeal of such a program include Franklin Pierce Law Center where 22 of 500 law students came to information session on law librarianship as career choice; and recent LLNE coordinated visits to New England library schools, which were very well attended.

The Task Force believes that establishing an internship program will benefit NELLCO and its constituent libraries in many ways, including: as a tool to recruit new staff; providing experience for the interns, leading to a pool of skilled law library job applicants; attracting new librarians to law librarianship; placing NELLCO at cutting edge of law libraries, creatively addressing the impending shortage of law librarians; serving the profession by mentoring new recruits; and, building professional relationship with new entering law librarians.

The Task Force undertook a review of existing law library internship, fellowship and residency programs. From these existing programs, the Task Force compiled a list of qualities

and drafted a proposal. Some important internship features include no "busy work", i.e. tasks intern undertakes must add to his/her education and training as a potential law librarian, the opportunity to rotate through different departments, among others. Some key elements of NELLCO's role include acting as clearinghouse of opportunities in member libraries, with the Task Force providing support for interns and host libraries.

In late summer and early fall 2004, the Task Force will begin a public relations campaign, solicit volunteer hosts, contact library and law schools, make trips to law and library schools, host brown bag lunches, promote at LLNE LIS visits, contact student organizations, and develop a section of the NELLCO website for posting internship opportunities. The Task Force hopes to place interns for Spring and Fall 2005 terms, then collect feedback from hosts and interns in Spring 2006 and report to Directors on pilot project in Spring 2006.

*(Continued on page 8)*

### SNELLA Calendar

#### Tentative

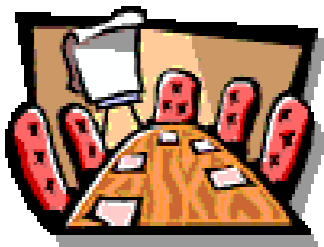
- Friday, July 30, 2004  
New Member Event  
2:30-4:30

Details to Follow

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## SNELLA Officers and Directors 2004/2005



**P**resident: Hilary Frye/ Connecticut State Library/ Law/Legislative Reference/ 231 Capitol Avenue/ Hartford, CT 06103/ (860) 757-6550

**Vice-President/President Elect:** Davis, Susan, Updike, Kelly & Spellacy, One State Street, PO Box 231277, Hartford, CT 06123.

**Past President:** Susan Scoville/ Pepe & Hazard/ Goodwin Square/ Hartford, CT 06103/ (860) 524-7008.

**Secretary:** Janet Zigadto/ Connecticut Judicial Branch/ Law Library at Litchfield/ 15 West Street/ Litchfield, CT 06759/ 860-567-0598/ FAX 567-4533.

**Treasurer:** Theresa Baylock, TS31/ ING Americas/ 151 Farmington Avenue/ Hartford, CT 06156/ email: Theresa.Baylock@us.ing.com

### Members at Large:

Engsberg, Rebecca/ Quinnipiac University School of Law Library/ 275 Mt. Carmel Avenue/ Hamden, CT 06518.

Caroline Grillo Benoit/ Pepe & Hazard/ Goodwin Square/ Hartford, CT 06103/ (860) 524-7008.

### Nominating Committee:

Doug Apicella

Nancy Marcove

Lawson Ward

## COMMITTEE CHAIRS

**Education:** Claudia Jalowka/ Connecticut Judicial Branch Law Libraries/ 100 Washington Street/ 3rd Floor/ Hartford, CT 06106/ 860-566-1221/ FAX 860-566-3449.

**Placement:** Janet Zigadto/ Connecticut Judicial Branch/ Law Library at Litchfield/ 15 West Street/ Litchfield, CT 06759

**Publications:** Lawrence Cheeseman/ Connecticut Judicial Branch/ Law Library at Middletown/ One Court Street/ Middletown, CT 06457-3372

**Public Relations:** Steve Mirsky/ Connecticut State Library/ Law/ Legislative Reference/ 231 Capitol Avenue/ Hartford, CT 06103/ (860) 757-6550.

**Scholarship:** Sandee Molden/ Cohen & Wolf/ 1115 Broad Street/ Bridgeport, CT 06604/ (203) 337-4146.

**Technology:** Mary Scott/ Pepe & Hazard/ Goodwin Square/ Hartford, CT 06103/ (860) 524-7008.

**Public Relations/ CBA Liaison/ AALL Relations Liaison:** Dottie McCaughtry / McCaughtry & Associates, Inc./ 44 Portland Drive/ Ashford, CT 06278/ 860-429-7637.

## SNELLA's Obit Dicta Official Newsletter of SNELLA

**A**rticles, comments or questions about the publication should be submitted to the Editor:

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All material submitted for publication is subject to editorial revision. Electronic submission is encouraged.

## SNELLA Listserv

To **subscribe** email to: [LISTSERV@LISTSERV.RC.COM](mailto:LISTSERV@LISTSERV.RC.COM).  
Leave the subject line blank. Your message should read:  
SUBSCRIBE SNELLA-LIB "Your Name"

To **send** a message:  
[SNELLA-LIB@LISTSERV.RC.COM](mailto:SNELLA-LIB@LISTSERV.RC.COM)

**SNELLA TREASURER REPORT  
ACCOUNT DETAILS  
May 13, 2004**

Account Activity from February 19, 2004 to present:

**Beginning Balance:** **\$ 2,960.74**

*Checking Account Activity*

**Income**

Memberships (2) - 2004 **50.00**

**Total** **\$ 3,010.74**

**Expenses**

AALL VIP Program - (Kendall Wiggin) **350.00**  
Annual Meeting Deposit — (Yankee Silversmith) **300.00**  
Service Charge (Feb. 04-April 04) **19.50**

**Total** **\$ 669.50**

**Ending Balance** **\$ 2,341.24**

*Savings Account*

**Ending Balance** **\$ 3,213.46**



**SNELLA Board Meeting**  
Thursday, February 18, 2004  
Pepe & Hazard, Hartford

Present: Theresa Baylock, Caroline Benoit, Hilary Frye, Claudia Jalowka, Susan Scoville and Janet Zigadto

**Welcome and Call to Order**

**Minutes of Last Meeting** - read and approved

**Treasurer's Report** - Income from fall workshop, membership dues and holiday dinner totals \$3,250. Expenses, including fall workshop luncheon, LLNE luncheon, and holiday dinner, total \$1,458.83.

**Committee Reports -**

**Scholarship** - will be splitting year in two to limit amount of money given out at once as well as to cover meetings given throughout the year.

**Public Relations** - no report

**Publishing** - Larry will include in next newsletter a call for nominations for the board.

**Members at Large** - 4 new members. Summer event in works either at Farmington Valley Arts Center for a bookbinding workshop or maybe CPTV in March for basketball season.

**Old Business -**

**Holiday Dinner** - was held at Eli's in Hamden. It was a small crowd but everyone had a good time. The staff was flexible and easy to deal with. No room charge helped us to save money. Will consider Eli's again for future dinners.

**Budget** - raising dues helped secure our money situation. Board sees no need for further cuts. The years we lost money were the years we did not receive donations from publishers. We also saved much through elimination of newsletter printing and mailing costs.

The question of institutional memberships on a sliding scale came up. Several options were considered. The best option seemed to be one free membership for every 4 (\$100). Will look at bylaws to see if it needs to be put to a vote. Hilary will compare other institutional membership scales. Will post on chapter leadership list.

**Legal Research Course** - will be held on Saturday, May 22, 2004. Flyers will be out next week. Please help spread the word by posting in appropriate areas. Larry C., Janet Z., and Lawson W. will be presenters. The course may be moved in the future to the CT State Library for access to computers.



**Spring Program** - Hilary & Mary T. have set up a Myers Briggs training program for April 23rd at Quinnipiac in the afternoon from 1:00 pm to 4:00 pm. No lunch will be provided but they will check into getting the room for noon so that people may have a place to eat their brown bag lunches. The presenter may be Mariah Holcomb from Strategic Communications but Hilary will look around for more companies. Among the topics to be discussed are 1.) where librarians generally fall in the results and 2.) how to accommodate other professional group types. As for the fall program, will ask Marie Radford in April to do time management seminar. Will ask Lexis for financial help.

## **New Business**

**Elections for 2004/2005 Board** - Susan will contact nominating committee so that voting can take place in May.

**AALL gift basket** - Ann Acton has asked if we would like to donate a gift basket to raffle off at this year's AALL convention in Boston. The board will allocate up to \$150. Caroline will organize and try to get people to donate. Ideas include CT university hats/ t-shirts, Mystic Seaport items, wine, chocolate and teas made in CT, book by a CT author. Same may be done for AALL activities table - donation of a book, bottle of wine, autographed copies of book.

**SNELLA booth at CBA Annual Meeting** - Dottie has reserved a table for us at the CBA Annual meeting at the Omni Hotel in New Haven. Susan will send email asking for volunteers.

**New SNELLA Members - Procedure** - Let Sue know if you know of a new member who needs to be added to the web site. Several corrections need to be made to website listing of members. A concrete procedure needs to be set in place for this. Will email members asking them to check listing for corrections.

**Barbara Karp** - a board member brought up the idea of doing something in memory of Barbara. Ideas include a bench for the LOB park in Hartford, donating to a family fund and planting a tree. Sue will contact Dottie.



**SNELLA Board Meeting**  
Thursday, May 13, 2004  
Pepe & Hazard, Hartford

Present: Theresa Baylock, Caroline Benoit, Larry Cheeseman, Hilary Frye, Claudia Jalowka, Dottie McCaughtry, Sandra Phillips, Chris Roy, Susan Scoville and Janet Zigadto

**Welcome and Call to Order**

**Minutes of Last Meeting** - read and approved

**Treasurer's Report** - read and approved

**Committee Reports -**

**Education** - thanks to Hilary and Mary T. for organizing the Spring program.

**Publishing** - Larry has gotten 4 email rejects on the listserv because of changing email addresses. Please let him know if you change your email.

**Web Page** - email Mary or Sue for suggestions. No technology report.

**Old Business -**

**CBA Annual Meeting** - a few have volunteered to man the booth. Will get names to Dottie. Let Sue know if you still want to volunteer.

**Elections for 2004/2005 Board** - 24 votes received. Sue Davis will be vice president, Janet Z. will be secretary, Theresa B. will be treasurer, nominating committee will remain the same, Caroline Benoit and Rebecca Engsborg will be members-at-large.

**AALL gift basket** - Caroline has started collecting for the gift basket. She has tea from Harney and Sons, dip packages from Caperlands, wine. Some forthcoming items include maple syrup, wine glasses from Mystic and a book from Mark Twain. Contact Caroline for further ideas.

**Annual SNELLA dinner on 6/3** - will be at the Yankee Silversmith Inn. A count is needed for next Friday (5/21). Susan will send a reminder by email. The association will pay for the presenters.

**LLNE/SNELLA luncheon** - Subsidies from publishers bring the cost to \$30 per person. Without subsidies it would be \$40/\$45 per person. Sue will ask Lexis rep to subsidize luncheon further. Will try West if Lexis does not respond.

**Barbara Karp** - Hilary reported that the League of Women Voters may be able to get information on Peter Clark Finley (Westport), the man who has the bench in front of the state capital dedicated to him. From this, we may be able to find out how to get a bench for Barbara. Finley may have relatives in Hartford; Caroline will look into this. We also discussed possibility of dedicating a bench in Maine.

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Dottie also contacted Barbara's husband Joel. He seemed to prefer a tangible dedication like a park bench as opposed to something like a scholarship fund.

## **New Business**

**New Member event** - Caroline is looking into getting a teacher from the Farmington Valley Arts Center to teach a class on bookbinding for (possibly) 2 hours on a Friday afternoon. Caroline will contact new members for feedback. We can possibly charge \$15 per person for present members and make it free for new members.

**Institutional membership** - After discussions with Yale and UCONN, Hilary reported that instituting a sliding scale may not necessarily increase the participation of these institutions. Much discussion ensued as to how to establish an institutional membership. Board agreed on a need to define "institution." Will look into making the CT State Library an institutional member by specifying it in the bylaws. Will talk about this again at next meeting.

**SNELLA Legal Research Course** - will be held on Saturday, May 22nd from 9:30 am to 4:00 pm at Quinnipiac Law School Library. Equipment is in place. Lunch has been arranged. Three people have registered. The option of an online format for future courses was discussed but print component will be kept since the bulk of the registrants are new law librarians. May do a survey of participants of last-5 years to get-information.

**Scholarship deadlines** - No one received money to go to AALL this year. One person applied for a scholarship to AALL but was declined because the deadline was missed, which is 2 months prior to earliest conference registration deadline. Discussed the possibility of setting up system whereby the board may waive deadline if a similar situation occurs in the future. Susan will write-up language and send to board for waiver.



*(Continued from page 1)*

The Directors will then decide whether or not to continue the NELLCO Internship project.

#### NELLCO Personnel Exchange Pilot

The NELLCO Internship and Personnel Exchange Task Force (the Task Force) also researched library personnel exchange programs. Though there were not many existing personnel programs, the Task Force reviewed existing programs and compiled a list of important issues related to personnel exchanges.

The Task Force believes that establishing a personnel exchange program will benefit NELLCO and its constituent libraries in several ways, including benefiting individual NELLCO libraries, placing NELLCO at the cutting edge within the law library community; and benefiting individual librarians.

Timed to commence after the Internship pilot is up and running, the Task Force will set up a pilot personnel exchange program for summer 2005, with a public relations campaign starting in Winter 2004/Spring 2005. The exchange program will begin modestly, with only one or two exchanges. As with the Internship Pilot, the opportunities will be listed on a section of the NELLCO website. The libraries participating in the pilot will be located in the same geographical area to avoid some of the more daunting logistical issues such as housing and travel. Eventually, the Task Force hopes to be able to facilitate exchanges between different geographic areas. After pilot exchanges, the Task Force will collect feedback, and produce a report for the Directors. The Directors will then decide whether to continue with the personnel exchange project.

Watch for updates on these pilots in the LLNE Newsletter, posted to the LLNE listserv and on the NELLCO website.

If you have any questions or are interested in learning more about these NELLCO pilot programs, kindly contact Stephanie Burke, Task Force Coordinator, at [sjburke@bu.edu](mailto:sjburke@bu.edu).



# SNELLA's Obiter Dicta

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**A Chapter of the American Association of  
Law Libraries (AALL)**



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