

**L e v e r a g i n g**

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***Our Mission Statement***

*The American Association of Law Libraries exists to promote and enhance the value of law libraries to the public, the legal community, and the world; to foster the profession of law librarianship; and to provide leadership in the field of legal information and information policy.*

*American Association of Law Libraries*



## From the President

Being in the knowledge business, I found this quote worth sharing. "Success takes far more than knowledge," American poet Alice Dement said. "It takes stability, stamina, level-headedness, courage, a desire to learn, and the ability to make good use of one's learning."

My feeling is that, beyond knowledge, law librarians generally have an abundance of all these fine qualities — they're what make us good at what we do, after all. And do we make best use of our collective learning? Well, that's what we count on AALL to help us do.

I rely on AALL and all its facets — publications like this one, the Washington Affairs Office, AALLNET, the many educational programs — to continually stimulate my own professional growth. We all rely on AALL to help show us the way in these turbulent technological times. To protect and promote our interests with policy makers. To help us see beyond the stacks on our desks, to the very real contributions we are making to the world. Perhaps, most importantly, to remind us to sincerely value our role in our firms and institutions. All-in-all, to help us leverage our strengths.


This *Year in Review* summarizes the progress AALL has made over the exhilarating past 12 months. And it provides a look ahead to what's envisioned for 1998-2000. I also believe it gives us a clear and quite exciting sense of our own power and the strengths we have to build on: Our leadership ability, our commitment to members' career development and education, our influence on national issues, and you — the AALL member.

For you are the true strength of AALL. You, our fellow members, the hard-working AALL staff and its Executive Board. We are the strength of the American Association of Law Libraries. Together, let us here take stock of all that's been achieved, as a means for making even better use of our learning. Let's begin to more actively leverage our significant strength, for greater collective influence and gain.

Sincerely,



Judy Meadows  
AALL President, 1997-98





# Our Strategic Challenge

**T**his *Year in Review* essentially recaps for AALL members the goals set and met during the 1994-1998 AALL Strategic Challenge. And, because that plan is revisited and revised by the Executive Board's Long-Range Planning Committee periodically, this report will **also address the plans made for 1998-2000.**

**AALL's Strategic Challenge identifies and endeavors to resolve issues** critical to the Association's future. In drafting the 1998-2000 plan, it was interesting — and most invigorating — to note the progress made in the previous four years. For example:

## *The 1994 – 1998 Plan*

- Spoke primarily in terms of “creating” and “initiating” programs
- Viewed the Internet as simply “too important to ignore”
- Committed to expanding AALL educational offerings
- Proposed expanding AALL alliances by developing stronger relationships on policy issues

## *By 1998*

- Our 1998-2000 plan refers more to “completing,” “expanding,” and “promoting” programs
- AALLNET has won an award of achievement from the American Society of Association Executives
- AALL has offered two teleconferences, launched a regional education program, and hired a full-time Continuing Education Coordinator
- AALL has a fully functioning, well-respected Washington Affairs Office that is a persuasive force with Congress, policy-makers and the library community

## *Strategic Directions for 1998–2000*

- I** Reinvalidate the Structure of AALL
- II** Provide Leadership to Shape the Legal Information Environment
- III** Increase and Diversify AALL's Educational Offerings to Members and Non-members
- IV** Encourage and Support Strategic Partnerships and Purposeful Exchanges with Others
- V** Create Financial Stability to Support the Programs and Membership
- VI** Build a Superlative Association and Headquarters Operation

— from 1998-2000 *AALL Strategic Challenge*



# 1997-98 Year in Review

**G**uided by the 1994-98 Strategic Challenge, the American Association of Law Libraries (AALL) has progressed steadily toward fulfilling its mission, and becoming a driving force in legal information that promotes and enhances the profession of law librarianship.

In 1997-98, AALL realized a number of important goals and kicked off the 1998-2000 Strategic Challenge to meet the new millennium.

Here's a look at the accomplishments of the year — from the new heights reached in legal information leadership and educational programming, to the reinvigorated Association structure that ensures financially sound and effective services to meet member needs.

## Involvement

AALL designates a leader or staff member to represent law librarian interests by supporting involvement with:

- American Bar Association
  - Commission on Rules of Conduct
  - Judicial Administration Division
  - Section on Legal Education and Admissions to the Bar
  - Law Practice Management Section
- American Library Association (several committees)
- Association of American Law Schools
- Association of Legal Administrators
- Association for Library and Information Science Education
- Association of Research Libraries
- British and Irish Association of Law Libraries
- Canadian Association of Law Libraries
- Digital Future Coalition
- Freedom to Read Foundation
- Law Library of Congress
- Inter-Association Working Group on Title 44
- International Association of Law Libraries
- International Federation of Library Associations
- Library of Congress (several committees)
- Medical Library Association
- National Center for State Courts
- National Equal Justice Library
- Special Libraries Association
- Serials Industry System Advisory Committee

## Leading the Way

AALL is a visible advocate for all users of legal information. In 1997-98 the Association represented law librarian and public interests directly with publishers, policy-makers and the legal community, serving member needs by:

**. . . Fostering better communication with publishers** on key issues like customer service. AALL's Committee on Relations with Information Vendors (CRIV) conducted two effective site visits — to CCH and West Group — designed to take members' concerns directly to the publishers.

**. . . Funding creation of a Publisher Relations Toolkit.** A partnership with librarians and publishers, the toolkit is designed to give law librarians guidelines, checklists, and sample forms for dealing more successfully with publishers. While elements of the toolkit will appear throughout 1998-99 in *AALL Spectrum*, they also likely will one day be compiled into a freestanding publication.

**. . . Publishing a President's Briefing on Publisher Relations** in the October 1997 *AALL Spectrum*, reflecting the views and needs of legal information professionals and sharing ideas on dealing effectively with the many changes in the publishing industry.

... **Completing review drafts of the new *AALL Universal Citation Guide***, detailing AALL's recommendations for medium-neutral and vendor-neutral citation formats for Administrative, Statutory and Case law. The *Guide*, which will be published and marketed in 1999, culminates three years of work by the Citation Formats Committee and positions AALL and law librarians as leaders in this area.

## ***Increasing Educational Programming***

In 1997-98, the AALL Professional Development Committee created a long-range plan to increase and diversify educational offerings, particularly on the regional level. The Association aggressively moved to implement it by:

... **Presenting the teleconference, "Change Management in the Age of Technology,"** which taught participants to be change agents in their organizations. Presented in partnership with West Group.

... **Hiring its first full-time Continuing Education Coordinator** with partial funding received from BNA.

... **Offering two regional Copyright Workshops** for the first time, in Philadelphia, May 6 & 7, 1998, in cooperation with the Greater Philadelphia Law Library Association.

... **Creating traveling workshops** including "Legal Research for Librarians," "Space and Technology Planning" and "Internet Train-the-Trainer" Courses.

... **Conducting a Certification Study** identifying core competencies for law librarians, as well as areas where traditional library education does not provide sufficient background for achieving them. Published a President's Briefing on the study in the April 1998 *AALL Spectrum*.

... **Launching a series of Desktop Learning Opportunities** — a series of articles in *AALL Spectrum* — on issues such as "Public Speaking" and "The Librarian as Trainer."

... **Publishing a President's Briefing on Distance Education** in the December 1997 *AALL Spectrum*.

## American Association of Law Libraries **Washington Affairs**

**T**he Washington Affairs Office has increased its access and visibility with policy-makers, representing law library and public interests in Washington D.C., and at the state level in cooperation with AALL Chapters. It actively promoted those interests in 1997-98 by:

**Propelling AALL into a key leadership role** by filing an amicus brief in appeal of *Hyperlaw v. West Publishing Company*. AALL led the entire library community in responding to the issue — which will likely shape the future of no-fee public access to public domain government information for noncommercial entities such as libraries.

**Heightening AALL visibility with members of Congress**, their staffs and other government policy-makers, with an increased level of interaction and

negotiation on important information policy legislation including:

- digital copyright
- online service-provider liability
- term extension
- database protection legislation
- improved access to federal and state government information.

**Supporting full appropriations for the Library of Congress**, the Law Library of Congress and the Federal Depository Library Program (FDLP).

**Participating in drafting and transmitting to Congress** a revised Chapter 19 of U.S.C. Title 44 to bring the Federal Depository Library Program into the electronic age.

# 1997-98 Year in Review

## Building Strategic Partnerships

AALL increases visibility for law librarians, and enhances its services to members, through strategic partnerships and representation with various organizations in the legal and library communities. Highlights include:

**Co-sponsoring ABA Techshow '98**, the world's leading technology conference created by lawyers for lawyers, for the first time partnering with the ABA Law Practice Management section.

**Sponsoring an April 1998 symposium on "disintermediation,"** at which 15 law librarians and 17 publisher representatives discussed the impact of technology on legal research and the users of legal information.

**Representing law librarian interests** through the AALL Washington Affairs Office, as part of:

- **Shared Legal Capability**, the library community's united voice on copyright issues such as fair use, preservation, ephemeral copying and distance education
- **Digital Future Coalition**, the broad-based group of business, library, educational, consumer and technology organizations committed to continued balance in copyright law
- **Inter-Association Working Group on Government Information Policy**, the library community's proactive coalition to revise the law governing the Federal Depository Library Program
- Committee meetings of the **National Conference of Commissioners on Uniform State Laws/ American Law Institute** to draft a new Uniform Commercial Code Article 2B on mass market licenses.

## Resource Guides for Law Firm Libraries

In 1998, AALL published the first three of eight **AALL Resource Guides** for law firm managers, designed to help them understand critical legal information issues. AALL received financial support, as well as law firm knowledge and experience, from LEXIS-NEXIS.

## Supporting Advancement

**In 1997, AALL awarded more than \$40,000 in scholarships and grants.** These include the John Johnson LEXIS-NEXIS Memorial Scholarship, and the new James F. Connolly Memorial Scholarship, named for the late publishing executive and sponsored by his former employer, Congressional Information Service (CIS).

**AALL also funded two comprehensive surveys**, with Aspen Law & Business Research Grants, on the economics and management of legal information, and on the impact of law libraries on legal decision-making. The results will be available in fall 1998.

## Valued Partners

AALL is grateful to the following corporate supporters that have made possible a number of AALL services and benefits to members:

### Aspen Law & Business

Research Grant

### Matthew Bender & Co.

Annual Call for Papers Competition

### BNA

Support for the new AALL professional development program

### CCH Incorporated

Annual Directory and Handbook

### LEXIS-NEXIS

AALL *Resource Guide* series  
Teaching Legal Research in Academic Law Libraries (TRIAL) Institute at Annual Meeting  
Legal Research Teach-In Materials for National Library Week

### West Group

Teleconference on Change  
(first of three teleconferences)  
Annual Meeting Internet Room (sole sponsor)  
Legal Research Teach-In Materials for National Library Week

## Reinvigorating the AALL Structure

Being prepared to leverage the Association's strength means having structures in place to understand and serve member needs. AALL ensured this in 1997-98 by:

**Conducting a random survey of Library Directors** in May 1998 to gain a greater understanding of member needs and attitudes toward our structure, toward the issue of opening membership to a wider audience of legal information providers, and member services and benefits.

**Improving the Annual Meeting program planning** and selection process to make programs much more relevant and directed toward member needs, and to ensure outstanding speakers appear at Annual Meetings.

**Creating a closer partnership and synergy with the Chapters**, moving forward with the quarterly *Chapter Leadership Bulletin*, Chapter Roundtables at the Annual Meeting, and management of the LLAGNY membership database.

## Making Every Dollar Count

AALL carefully manages its resources, and implements appropriate operating policies, to ensure the long-term financial stability critical to serving member needs. In 1997-98, the Association:

**Minimized the cost of valuable programs** for members by becoming more aggressive and effective in seeking outside support for AALL programs and services, and by leveraging in-house resources.

**Maximized the revenue potential of the Annual Meeting** by retaining a cutting-edge trade show manager that promptly attracted a larger number of first-time exhibitors than ever before, and conducting an exhibit hall survey to learn how to make the Annual Meeting more productive for attendees and exhibitors.

**Clearly defined the financial policies** and guidelines intended to stretch AALL dollars and give members more say in allocation of resources.

## Investments pay off

AALL managed investments so effectively that their growth generated sizable funding for special projects such as:

Publisher Relations Toolkit  
Work of the Information Technology and Implementation Working Group  
*AALL Spectrum* readers' opinion survey  
*Chapter Leadership Bulletin*  
*AALL Universal Citation Guide*  
Special Committee on Ethics  
1998 and 1999 Symposia of law librarians and publishers  
New Task Force on Preservation and Access to Digital Legal Information in cooperation with the Law Library of Congress  
Membership in Shared Legal Capability (advocacy consortium of libraries)

## Improving Customer Service

AALL is committed to understanding and serving member needs, with a responsive Headquarters operation that produces top-quality resources and staff services. In 1997-98, AALL:

**Gathered meaningful information about members' libraries** through the biennial *AALL Salary Survey*, with selected results published in *AALL Spectrum*. Sharing statistics — like ratios of attorneys to librarians, and expenditures for hard-copy vs. electronic information — helps law librarians manage their own libraries and leverages AALL's influence with publishers and other opinion leaders in the legal community.

**Focused on improving customer service** with a Customer-Driven Strategy Session for the AALL Executive Staff, and reorganized the staff to create the position of Customer Service Coordinator (Steve Serpas).

In addition, AALL was recognized with two important awards:

- 1997 Certificate of Achievement for AALLNET, chosen from more than 1,000 entries as one of the top three Association Web sites in the nation, by the American Society of Association Executives
- Awards for Publication Excellence (APEX) "Most Improved Newsletter" award for *AALL Spectrum*.

# Leveraging for the New Millennium . . .

## Strategic Direction I

### Reinvigorate the Structure of AALL

1. **Foster diversity** — broadly defined to include gender, race, and sexual orientation — among the membership and leadership of the Association.

2. **Open membership** to the wide legal information community.

*The changing legal information environment is creating new groups of legal information professionals. In 1998, AALL will explore the potential impact of opening membership and involving other groups, recognizing that greater and meaningful involvement by these new groups and others is vital to the future of the profession.*

3. Ask Special Interest Sections to find ways to **include newer members** on all their committees and working groups, and in their governance processes.

4. **Strengthen relationships** between AALL and its Chapters.

*By working closely and collaboratively, AALL and its Chapters can more effectively promote and enhance the role of law librarians as well as meet their needs and interests.*

5. Develop significant **membership recruitment** and retention efforts.

*Chapter members represent a primary target group for AALL membership because Chapter members are already active law librarians who recognize the value and importance of professional involvement.*

## Strategic Direction II

### Provide Leadership to Shape the Legal Information Environment in a Time of Rapid Technological and Public Policy Changes

1. **Promote and support national, state and local** initiatives to advance electronic dissemination of legal and other relevant information, and to ensure that such electronic information is adequately preserved.

2. **Redefine the profession** in the context of its changing environment.

*The profession of librarianship must evolve to meet the new challenge of the expanding information network.*

3. **Expand strategic alliances** with other associations and groups to promote the Association's interests in the legal information environment.

4. **Use the Association's Annual Meeting** as an opportunity to reach external audiences.

*Promote it specifically to judges, attorneys, legal administrators and others.*

5. Develop a program to **increase opportunities for meaningful exchanges** between law librarians and academic and public libraries.

## Strategic Direction III

### Increase and Diversify AALL's Education Offerings to Members and Non-members

1. **Promote** the Professional Development Policy of the Association to the Membership.

2. **Expand and Diversify Educational Programs.**

*Law librarians need more timely continuing education opportunities in a variety of formats and at times and places other than the Association's Annual Meeting.*

# AALL 1998–2000 Strategic Challenge

3. **Develop introductory and advanced education and training programs** for law librarians to ensure they are adequately prepared to provide library users with exemplary information services. Explore programming for law library paraprofessionals.
4. **Establish programming priorities** that meet the needs of the core groups of AALL members, identified as librarians working in private, academic, and state/court/county law libraries.
5. **Build the Association's reputation** as the preeminent source of information about law libraries, legal information, and the legal information profession. AALL should be seen as a significant resource for the legal information community.
6. **Develop AALL** as a leader in law-library-related library school education and ensure that library school students have the opportunity to take law-library-related courses.

## Strategic Direction IV

### Encourage and Support Strategic Partnerships and Purposeful Exchanges With Others

1. **Forge partnerships** with groups in the legal, library, and information communities that have value and relevance to the AALL mission and strategic directions.  
*Organizations of libraries, lawyers, judges, law faculty, and others offer opportunities for networking, shared decision-making, support for AALL's public policy efforts, and other significant benefits, including increased visibility for our members.*
2. **Establish relationships** with the publisher and vendor communities that promote a dialogue on the evolving information environment, improved information products, and fair and reasonable access to information.

## Strategic Direction V

### Create Financial Stability to Support the Program and Membership Through Wise Use of Resources

1. **Create financial stability.**  
*This stability of financial resources underlies all programs of the Association.*
2. **Support the program and membership.**  
*AALL places support of the program and membership at the core of all its activities. Financial management is designed to support programs, not to be an end in itself.*
3. **Use resources wisely.**  
*The wise use of resources is necessary to maximize the resources available for member activities.*

## Strategic Direction VI

### Build a Superlative Association and Headquarters Operation

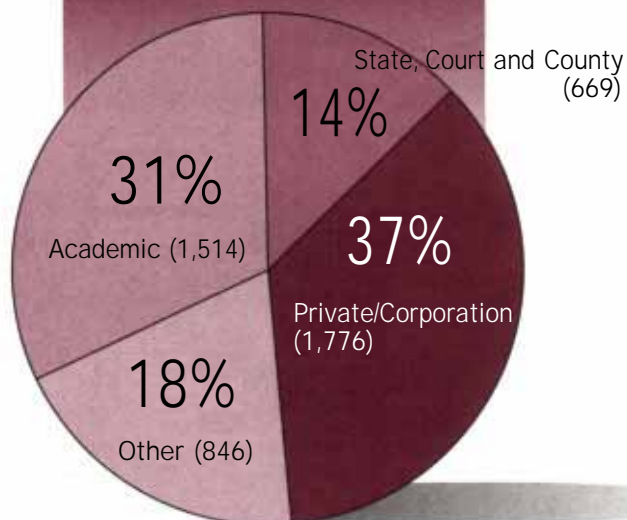
1. **Maintain a Headquarters operation that is continually responsive** to member needs.  
*Headquarters operations and staff are essential resources that provide the infrastructure for Association programs and activities.*
2. **Continue to develop a capable and committed Headquarters staff.**  
*Supporting the staff and physical resources at Headquarters is required to maintain momentum in implementing complex plans that require long-term commitments.*
3. **Continue to develop and enhance the usefulness of AALLNET** as a regular means of communication among AALL members.

# AALL at a Glance

## AALL Special Interest Sections (SIS)

Academic Law Libraries	759
Computing Services	588
Legal History & Rare Books	216
Legal Information Services to the Public	259
Foreign, Comparative and International Law	371
Government Documents	349
Micrographics & Audiovisual	123
On-Line Bibliographic Services	317
Private Law Libraries	1,516
Research Instruction and Patron Services	464
Social Responsibilities	192
State, Court & County Law Libraries	489
Technical Services	593
<b>Total SIS Members</b>	<b><u>6,236</u></b>

## AALL Members by Library Type



Total: 4,805 members

(Source: AALL Monthly Membership Statistics, April 1998)

## Did you know?

[www.aallnet.org](http://www.aallnet.org)

There are more than 50,000 page visits per month to AALLNET.

### **Most popular areas:**

- Products & publications
- Placement
- Searchable member database
- Chapters
- Meetings & events

### **Recent improvements**

- Electronic membership directory
- Job listing page
- Online membership application and annual meeting registration

# The Bottom Line on AALL Membership Dues

## DUES paid by most AALL members

(Per member)

**\$129.00** (income)

## BENEFITS AND SUPPORT SERVICES received by AALL members

**\$216.00** (cost)

- *Membership Directory & Handbook*
- *AALL Spectrum*
- *Law Library Journal*
- Chapters & Committees
- Officers & Executive Board
- Washington Affairs Office & Other Representatives
- Member Discounts on Programs and Publications
- Headquarters Administration
- AALLNET Web site

## MEMBERSHIP COSTS NOT COVERED by each member's dues

**\$ (87.00)** (difference)

## AALL REVENUES from the following must subsidize each membership

**\$ 87.00** (subsidy)

- Publication sales
- Annual Meeting & Institutes
- Membership list rentals
- Placement advertising
- Investment Income

**Your AALL Membership is Worth \$216**

*These figures are based on the actual results of the fiscal year ending September 30, 1997*



*American Association of Law Libraries*

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