

Resource Guides

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The third SCCLL Resource Guide is in the works. Entitled "Management Essentials in the Public Law Library," this Guide is geared towards trustees/managers and can also be used as a recruitment tool. People will take away the scope and range of managing a law library. Because even though all law libraries are different, many principles (such as budget and management) cross the lines to encompass all law libraries.

The Guide is built around five core principles that are explored via insightful articles from the SCCLL membership.

- Budget/financial planning (developing/controlling, balancing expenditures, creating new revenue sources, capital campaigns, fees, law library cost-savings tips)
- Working with the board (how you present information to the board)
- Community relations (building strong ties with the community, presentations, columns, training of clerks, staff, and patrons, handouts, marketing)
- Service development (programs to meet needs of community, collection rebalancing)
- Managing resources (electronic, print, value of staff, records management, space planning)

"Management Essentials" is the third in the SCCLL Resource Guide series, sponsored by a grant by LEXIS-NEXIS. The Guide will be available to SCCLL members in the fall of 2005. Anyone wishing to contribute should contact Lisa Mecklenberg Jackson, Editor, at ljackson@mt.gov.