

# Briefs

Law Librarians Association of Wisconsin
Law Librarians Association of Wisconsin

A Chapter of the American Association of Law Libraries

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# **President's Message**

Elena Olson, Marquette Law Library



Community. I start this message with the same word that began my message in the Summer 2016 issue of LLAW Briefs. In that issue, the word was featured as one of many that you had contributed to describe LLAW. As you recall, these words formed an Elsie-the-cow shaped word cloud on LLAW's poster at the AALL Annual Meeting. The word community stood

out then, and its meaning grows as another year in the life of the chapter continues to unfold.

The LLAW community had a strong representation at the AALL Annual Meeting in Chicago this summer, with many taking advantage of proximity to attend some or all of the meeting or PLLIP Summit. Kris Turner and I arrived early for a Chapter Summit, a daylong session that drew together chapter presidents and vice-presidents and AALL Executive Board members. Facilitated by Peggy Hoffman, the day was an enriching experience. One of Peggy's discussion prompts was to consider what drives community for our chapters. At the front of my mind was the knowledge that LLAW members value the chapter and its people in part for the sense of community. Even so, Peggy's encouragement to stop thinking in terms of events and instead focus on

connections shed a refreshing light on the term community and how being a part of an organization like LLAW allows us to serve the profession while drawing a range of personal benefits.

My AALL Annual Meeting experience extended beyond the Chapter Summit, and I was glad to connect with past and present LLAW members, including at our Happy Hour (it's all about building community!).

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e LLAW Newsletter, official publication of the Law Librarians Association of Wi

The LLAW Newsletter, official publication of the Law Librarians Association of Wisconsin, Inc., is published three times a year in Spring, Summer and Fall and distributed to all LLAW members. Dues renewal falls in June of each year. For membership information contact Katie Kvien, Chair of the Membership Committee, at kkvien@reinhartlaw.com. Address all inquiries or items of interest to the LLAW Newsletter Editor, Michelle Wollmann by e-mail at mwollmann@reinhartlaw.com.

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From e-resource usage statistics to insight into technologies used in firms (think CRM and KM) to the continuing discussion between firm and government librarians and academic librarians about attorney research skills (similar to the roundtables we had at the 2015-16 2nd Quarterly meeting), program topics were relevant. Thank you to LLAW for the grant that funded a portion of my expenses! Look in this issue for additional articles summarizing conference and workshop experiences.

A community such as ours does not function without structure. Thanks to Vicky Coulter, Bev Butula, Pam Noyd, and Steve Weber, the process of amending the LLAW Bylaws continues to move forward, as you will also read more about in this newsletter.

So, as we near the halfway point of the LLAW year, I ask: What drives community for you? For many, our quarterly programs and business meetings provide cherished opportunities to share, learn, and simply enjoy fellowship, but the connections are deeper. From drawing on someone's expertise to seeking sounding boards for ideas or career development to assistance with resources or joining together to advocate, we connect with one another in ways both formal and informal. Consider ways to reach out to members, new and old, to grow these connections, whether in person, through the listsery, or social media. Those seeking stronger connections, trust that you are already part of a true community. If you are passionate-or even potentially curious-about something related to the profession, seek inspiration from the community. Finally, please don't hesitate to reach out to me or others on the Board. The chapter and our community are driven by you!

# Member News

**Kris Turner**, UW Law Library, wrote an article for the Wisconsin Bar's Insidetrack on data visualization, <u>A Picture is</u> Worth ... How to Use Data Visualization Tools in the Courtroom and Law Office

**Victoria Coulter**, UW Law Library, formerly Associate Director of Collections and Technical Services, has accepted additional administrative job duties while continuing her work in Collection Development and leading Technical Services. Her title has changed to Associate Director of Collections and Administration to reflect these added duties.

**Carol Schmitt,** Boardman & Clark LLP, wrote an article for September 7th issue of the Wisconsin Bar's Insidetrack, *Lyme Disease to Manure: Environmental and Public Health Resources* 

**Katie Dunn**, UW Law Library, had her report, <u>Are People Using This Database? E-Resources and Statistics</u>, published in the AALL Technical Services newsletter.

**Beth Bland**, Davis & Kuelthau, wrote an article published in the Wisconsin Bar's InsideTrack, "Tis the Season: Researching Election and Campaign Ads.

**Deborah Darin**, Marquette Law Library, wrote an article for Wisconsin Bar's Insidetrack on UELMA, <u>Uniform</u> Electronic Legal Material Act: Ensuring Trusted Access to Primary Law

The Wisconsin State Law Library's downtown Madison location was named the David T Prosser, Jr. State Law Library during a ceremony on Wednesday October 20, 2016. <a href="http://blog.wilawlibrary.gov/2016/10/state-law-library-naming-ceremony.html">http://blog.wilawlibrary.gov/2016/10/state-law-library-naming-ceremony.html</a>

# This Year's Annual Meeting: Strategy, Metrics, Conversations

Diane Duffey, Habush Habush & Rottier

Here's a little quiz question: in what city was the American Association of Law Libraries' annual meeting held in 1942?

Answer: Milwaukee, Wisconsin.

I don't know about you, but I was a bit surprised. I'd always assumed it has been a fairly regular rotation among Philadelphia, Washington and Boston, with a few other big cities sprinkled in like Denver and Portland. This is one tidbit I discovered when I examined the list of past meeting venues. There had been some discussion during this past summer's event about why the meeting had not been in Chicago for apparently a long while, so I got curious: when was the last time the Annual Meeting was held in Chicago? How many times has it been held there? Does there seem to be a "favorite city"?

Some quick facts from the list, which goes back 110 years:

- The last time Chicago hosted was in 1987.
- The Windy City has hosted five times (which, when compared with other cities, is somewhat par for the course).
- Washington, DC appears to have the best showing, having hosted eight times.
- Philadelphia and Boston are tied for runner-up, with six each.

This is a very simplistic example of some statistical analysis you can produce when you copy and paste the AALL meeting list into a spreadsheet and check out the different patterns which may be of interest. Thus, some assumptions hold up, others maybe not so much.

The capture and analysis of statistics and metrics is a very hot topic these days, and was discussed repeatedly at this year's Annual Meeting. When you measure various facets of raw data in your work, you can observe patterns and make some very interesting analyses which may have significance for your organization. Performing a statistical analysis by taking snapshots of certain figures from year to year will help determine your organization's future. And according to Eric Seeger at Altman & Weil, who spoke at this year's Private Law Libraries and Information Professionals Summit, there is a multitude of metrics to be analyzed: profits per partner; realization rates; overhead costs; attorney retention rates; cumulative annual growth rate – to name only a few. At the library level, there are more granular ones; bibliometrics in the 21<sup>st</sup> century has drifted from bookshelves to databases, specifically the number of database downloads (which determines cost per use, which determines the value of the database). Timothy Corcoran, speaking at a general meeting program on metrics, proposed a spin on the phrase "you can't manage what you can't measure" -- "you can't manage well what you can't measure well." Metrics, especially when carefully crafted, are such a helpful tool because they make observations more concrete, and they assist us in being practical. A good report is one that is understandable, and that truly helps us make decisions. Dashboards are a great tool for the presentation of this data.

Seeger offered some general metrics as well, in terms of nationwide law firm trends: for lawyers the market demand is still rather stagnant - it has not yet returned to pre-recession levels. There are more non law firm providers of legal and quasi legal services. There is increasing commoditization of legal services – these functions are being outsourced more and more. Technology is replacing the law firm's human resources. And even more broadly, change is coming, and its pace will not slow soon. However, law firms tend to be resistant to change: partners don't have time (or make enough time) to consider it, and so they simply tell themselves "it's worked this way for 25 years." Law firm culture tends to be very slow to change. We need to get conversations going about change and trends.

Another recurring conference theme that I perceived is what I will call that of "UX-based project management." Will Evans of PraxisFlow, the keynote speaker of the Annual Meeting, spoke of Lean Methodology and design thinking. He explained the basic cycle at the heart of this methodology as "build → measure → learn." You want to break a process down to its "Minimal Viable Product," which is the "version of a new product which allows a team to collect the maximum amount of validated learning about customers with the least effort" (quoted from Eric Ries). Evans said that this "MVP" should be like a good reduction sauce: small, intense, and flavorful. Another piece of his talk I appreciated was the message to have a focus on "UX" – the User Experience: on people, not technology. Evans went on to describe a similar cyclic concept of "Lean UX": think → make → check. He cited what is called the Malkovich bias; in the context of the office environment, this is having the belief that everyone uses technology the same way we do. But we need to think about the user experience, before we make decisions, products, plans, etc. Therefore, "GOOB" – we need to Get Out Of the Building and check in with our users. (For more details on the methodology Evans discussed, see "Up Front: Trending-Lean Startup," in the November/December 2016 issue of AALL Spectrum, page 9.)

Returning to the PLLIP Summit, its theme this year was "Strategic Impact." Paul D. Meyer of Tecker International, LLC explained to us that the origin of Strategy is in the military: maneuvering one's troops into position before enemy is engaged. This involves anticipation, planning, getting resources together. Strategy varies from tactics in that tactics will be the vehicle for implementing the strategy, for example the choice of software we will use for our plan. One tactic we were advised to prepare is our elevator/20 second speech: always have an answer ready for the question, "what's new?" or, "what are you working on?" Have a brief description, with specifics if possible, of a project on hand. Then when a partner asks you this question, you can impress on him or her your value, instead of shrugging and saying "not much"...which would give an altogether different impression.

Seeger gave us one model for conceptualizing the attorneys we work for: think of the law firm as a solar system. In the center is a big, glowing ball. The rest of us orbit around this ball at more and more remote distances. He even advised us to have a low ego, and quipped, "you don't win an argument with a partner." These statements elicited snickers of rueful familiarity from some in the audience. Seeger's gentler message was that partners are always asking themselves, am I personally productive and profitable? We need to help them with this. Megan Wilroy of Akina offered a twist on the golden rule in what she called "the platinum rule" - do unto others as they would do unto themselves. In order to push us to consider how we should be thinking about proving our value, Meyer took us through an exercise of imagining ourselves receiving an award from our firm in the future: what would the award be for? Seeger proposed a second way (or perhaps an elaboration of his solar system analogy) of thinking about attorneys: law firms are made up of stars, up and comers, solid citizens, underperformers, and lost causes. And so the point at hand comes back to metrics – measuring people's performance.

And back to project management. Wilroy presented this during the Summit in terms of selling a project you may have in steps: when you have an idea, first let it percolate. Then work on relationship building. The next step is escalation, which involves discovery and learning, by observing and having conversations with your users. Then you move on to sales execution. You present and sell your solution, to "get the yes." (Wilroy's article, "Strategic Communications: How to Secure Your Next Big Idea," in the November/December 2016 issue of AALL Spectrum nicely outlines her PLLIP Summit presentation.) Wilroy offered yet another way to look at attorneys, and possibly all law firm staff: there are stakeholders, decision makers, influencers, gatekeepers, and champions or coaches. These are the people who will help you realize your projects and goals, so take a moment to think about the different people at your organization. Consider how they may fit into these roles, so that they can help you, and you can help them.

All of these themes converged and played off of each other during the programs: Corcoran stated "strategy drives metrics; metrics drive behavior." What metrics, both tangible and conceptual, can we make use of to make a difference at our organizations? How can we strategically accomplish our plans? I heard this axiom from Dee Hock at least twice during the conference: the problem is never how to get new ideas into your mind; it's how to get old ideas out. We need talk to our users, colleagues and the people we support in order to break down assumptions – which can be along the lines of "everyone uses the Internet the same way I do," or even, "gee, AALL would never have considered Milwaukee as a host city for the Annual Meeting." Thanks so much to LLAW for once again awarding me a conference grant!

# WiLSWorld 2015 Recap

Carol Hassler, Wisconsin State Law Library

In July 2015 I attended the WiLSworld conference in Madison, Wisconsin. On the first day several panels were offered and I attended two workshops the following day.

#### **Keynote**

<u>Kelvin Watson</u> delivered the keynote address where he shared a number of the Queens Library's technological initiatives. Much of his presentation was devoted to the tablet lending program, online collections access, and the integrated mobile app offered at his library system. He stressed focusing on what the user wants or needs instead of spending time on things that they don't want. Their development team uses the agile development process to move products and updates forward quickly.

To make loaned tablets more useful and guide their users towards library collections Queens Library developed personas to deliver targeted library resources and push relevant new materials to individuals who had a tablet checked out. Their devices offer a balance between pre-loaded content and the ability to easily add more from the library's collection. Watson encouraged attendees to view anything that takes a user away from the library and its collections as competition. This idea shapes the content that they promote and apps that are preloaded on devices.

#### Information trends and National Public Policy agenda

Led by Marc Gartler, this session summarized a report delivered by the ALA's Policy Revolution! task force: the <u>National Policy Agenda for Libraries</u>. (Read the complete <u>policy agenda</u> online.) This committee worked to establish priorities for future lobbying and marketing efforts in relation to technology and information access. Emerging technologies covered in this session included smartphone use, the internet of things, augmented and virtual reality, and the future of search beyond text input.

Some upcoming issues that may concern librarians and libraries include consumer digital overload, digital divides, job losses, and internet security. The law profession was singled out as a diminishing profession with far fewer legal jobs in the future.

Future roles of libraries may include facilitating open government and the use of public sector data, serving more veterans and refugees, or becoming hubs during disasters. They are developing messages around: education and learning, employment and entrepreneurship, health and wellness, government information, and heritage and history. Gartler strongly recommended reading through the <u>E's of Libraries</u> as well.

#### Panel discussion of technology trends

Presented by Kelvin Watson, Angela Vanden Elzen, and Adam Brisk, this panel discussion ranged over what the participants felt was interesting or useful current technology and what might be coming up.

Panelists mused on raspberry pi devices, digital signage, data visualization, altmetrics, surveys (and specifically smartphone app SurveyMini), open access, wifi connectivity issues for wearable devices (and wearables in general), and self-publishing.

Find more information and ideas from Vanden Elzen online: http://padlet.com/mudd/tech

#### Beyond research guides

Carol Sabbar from Carthage College gave a tour of her library's LibGuides. She talked about how these get developed, partnerships with classes and professors, and general guides geared towards all students at Carthage.

#### In-house software development for libraries

Bruce Barton from UW Madison delivered a presentation on the application development process for those looking to implement their own solutions or who are talking with their own IT support. Here are 4 steps of software development: start with an idea, implement the idea in various drafts, get feedback and polish, then release the software. User experience is assessed and updating the released software commences.

Early in the development process use the following sample sentence to model goals for the software:  $As\ a < role > I$   $want/need\ to\ < do\ task > in\ order\ to\ < goal > .$  Start with cheap prototypes (paper or thin models) then wrap in principal stakeholders to verify goals, budget, time, and roles. One particularly useful tip was to tackle the hardest task early in the process to make sure that you won't hit a dead end later on. "Fail fast if you're going to fail."

Barton walked attendees through design decisions, ux design work and usability testing, performance requirements, and under-the-hood engineering issues. The importance of debugging and testing was stressed throughout.

#### Workshops

I attended two workshops: SQL 101 and Social Media. The SQL workshop was very useful with hands-on practice, examples to test, and an interactive approach that encouraged students to actively think about and rephrase the exercises to understand what each SQL command meant.

The social media workshop covered social media 101 and was peppered throughout with examples from the three presenters' libraries. Presenters cautioned attendees to examine goals and time before launching a social media presence. Attendees were encouraged to create user profiles to target online marketing efforts, establish a clear institutional voice, and find partners online or elsewhere to develop connections and increase shares and likes.

#### PLL Summit 2016

Michelle Wollmann, Reinhart Boerner Van Deuren

I was able to attend the AALL PLL Summit in Chicago this past summer thanks to the grant I received from LLAW. The morning session provided some insight into current realities in the legal industry.

Money is what it is about - partners want to be paid They have to like you Deal with any request a partners bring you (even the small ones) No place for an ego You won't win any arguments with a partner

The session then covered some strategic actions that can lead to a successful relationship between librarians and law firm management. We need to know what solutions firms are concerned about: compensation, business development (stealing market share), manage costs, practice group strategies (do you know what they are?), differentiations (how your firm is different from other firms).

Also know what the firm's vision is. Our vision has to fit in the bigger picture and enhance it. We can't build the library on our own. We are tied to others and serve their goals not our own. If we aren't tied to those goals we won't exist. So we need to be a part of that discussion and offer ways to be a part of the solution.

Know what changes are going on in the firm. By knowing what changes are happening we can respond to what is needed and that will make us more valuable. This will require working with other departments to become part of the team that help with goals of the firm management.

One other key thing I took away from the session is the need to be more diverse in your job. We need to be able to bring more to the table than just our research skills.

#### **Private Law Libraries Summit at AALL**

Emily Gellings, Reinhart Boerner Van Deuren

This summer I was able to attend the Private Law Libraries Summit at AALL, thanks to a grant from LLAW. While I have attended AALL in the past, this was my first time attending the Summit, and it did not disappoint. One of the highlights for me was the breakout session, Securing Buy-In Through Strategic Communication. The presenter, Megan Wilroy, has a background in marketing and consulting. Communication is an essential piece of marketing, and Wilroy had plenty of practical advice to share with the large group of private law librarians.

One of the first points of her presentation was the point that stuck with me the most. It's not about the research or product that we are trying to promote, it's about helping attorneys be their best. So often it seems we get caught up in getting access to more, not always focusing on what will help our attorneys and clients succeed. Are we getting a new product (or keeping a current product) because it will help attorneys do their work better or more efficiently? Or are we getting the product because it's something that other firms in town have? Or because those in the library think it will be useful, but provides no additional value to attorneys? Evaluating products with this end goal of helping attorneys and clients succeed is useful to keep in mind, and will help in determining and communicating the value of a product.

While there were many other practical pieces of advice to her presentation, Wilroy's message about building relationships with key stakeholders resonated with me. She essentially suggested "ranking" people within your organization to help focus on building relationships. The three groups she uses are:

- "A" group highest priority; those with visibility and influence
- "B" group intermediate priority; those with growing visibility and influence
- "C" group low priority; those with future visibility and influence

While it may seem controversial to "rank" individuals, it can be a useful tool when trying to build relationships or get an initiative going within your firm or organization. The ranking does not mean you shouldn't discuss your initiative with

those in the C group, but the big push should be with group A, as they are likely the decision makers and those that can approve your initiative and help make it a success. Spending too much time on group C, or even group B, could result in a lost opportunity, when time could be better spent directly with those in group A. If you don't have access to group A, looking to those in group B may provide still very beneficial.

Thank you to LLAW for the opportunity to attend this wonderful event!

# Nominations Sought for the LLAW Distinguished Service Award

Mary J. Koshollek, Godfrey & Kahn

The Law Librarians Association of Wisconsin will again honor an LLAW member who has made outstanding contributions to the organization and to the profession of law librarianship. Nominations for the 2017 LLAW Distinguished Service Award may be submitted by any Chapter member or a member of the legal community. A nomination form will be posted on the LLAW website.

To be eligible for the award, a nominee must be a current Chapter member, active or retired, in good standing. However, current officers (with the exception of the past president) and Awards Sub-Committee members are ineligible for nomination. Judging criteria are as follows and also can be found on the form:

Achievement in a particular area of law librarianship, service to LLAW, and/or the legal community, or contributions to the professional literature. Particular attention should be given to local involvement and LLAW contributions. The following criteria will be considered in the selection process. Nominees may excel in one or more areas.

- Outstanding leadership in LLAW, at meetings, and in committee work.
- Special and notable service to the chapter, such as participation in special projects.
- o Participation in seminars, teaching courses, and public speaking activities.
- o Publication and editorial contributions to professional literature.
- o Innovations at the workplace.
- *Mentoring activities which encourage others in the profession.*
- Extracurricular activities which provide the profession and/or LLAW with commendable publicity and acclaim.
- Other achievements indicating noteworthy dedication to the profession of law librarianship/information science.

Please submit all nominations to Bev Butula Bbutula@dkattorneys.com or contact her should you have questions.

Past recipients were Cindy May (2014), Bev Butula (2015) and Bonnie Shucha (2016). Help us to celebrate more LLAW members and nominate a talented colleague today!

## **Revision to Bylaws**

Special Committee on Bylaws

The Special Bylaws Committee was created in order to review and revise the current Bylaws and to propose changes to the Board in order to more accurately reflect current practice. The committee members include Bev Butula, Pam Noyd, Elana Olson, Steve Weber and Vicky Coulter as Chair.

The Board has approved the proposed revisions of the Bylaws as stated below. These will be discussed at the third quarterly membership meeting with membership voting to be held shortly after that meeting to approve or not approve the revisions.

#### PROPOSED BYLAW REVISIONS:

#### 1) Heading.

Old language: Bylaws

Added language: Law Librarians Association of Wisconsin Bylaws *Reasoning:* To formalize the heading of the bylaw document.

#### 2) Article 3, section 8.

Old language:

**Section 8. Action Without Meeting.** Any action which may be taken at a meeting of the Board of Directors may be taken without a meeting if all the directors shall consent to such action. Such consent shall be voted upon at the year's first Board of Directors meeting and shall remain in effect for the remainder of the term unless subsequently rescinded by Board vote. Actions that require immediate attention between regular Board meetings or actions discussed but voting delayed until additional information necessary for an informed vote can be gathered, may be taken through email vote in accordance with Section 9, Quorum. Such action shall have the same force and effect as the unanimous vote of the directors.

#### New Language:

**Section 8. Action Without Meeting.** Actions that require immediate attention between regular Board meetings or actions discussed but voting delayed until additional information necessary for an informed vote can be gathered, may be taken through email vote signed by two-thirds of the directors then in office. Such action shall have the same force and effect as a vote of the directors taken at the meeting.

*Reasoning:* Wis.Stat.181.0821 addresses several issues for a nonstock corporation (which is how LLAW is incorporated) in this section.

- Wis.Stat.181.0821(1m)(a) states:
  - o "In writing" or "written" includes a communication that is transmitted or received by electronic means.
  - o Therefore, the first two sentences were removed.
- Wis.Stat.181.0821(1r) states:
  - METHOD. An action required or permitted to be taken at a board meeting may be taken without a meeting if a consent in writing setting forth the action is signed by all of the directors then in office. If the articles of incorporation or bylaws so provide, an action required or permitted to be taken at a board meeting may be taken by written action signed by two-thirds of the directors then in office.
  - o Therefore, our language was changed from requiring a quorum to requiring two-thirds of the vote.

#### 3) Article IV, section 3:

#### Old language:

(A) Election; Term of Office. The officers of the corporation shall be chosen annually by the active members by ballot, and each officer shall hold office for one calendar year or until such officer's successor shall have been duly elected and qualified or until such officer's death, resignation, or removal. Officers may be re-elected to serve more than one term in office.

#### New language:

(A) Election; Term of Office. The officers of the corporation shall be chosen annually by the active members by ballot, and each officer shall hold office from June 1 through May 31 or until such officer's successor shall have been duly elected and qualified or until such officer's death, resignation, or removal. Officers may be re-elected to serve more than one term in office.

Reasoning: Specific dates were added at AALL's suggestion.

#### 4) Article IV, section 6:

#### Old language:

**Vacancies.** A vacancy occurring in any office, for any reason, may be filled for the unexpired portion of the term of said office by a majority vote of the Board of Directors. In case of the death or resignation of the president, the vice-president/president elect shall become president and shall serve until the end of his/her elected term.

#### New language:

**Vacancies.** A vacancy occurring in any office, for any reason, may be filled for the unexpired portion of the term of said office by a majority vote of the Board of Directors. In case of the death or resignation of the president, the vice-president/president elect shall become president and shall serve until the end of his/her elected term.

*Reasoning:* The extra space between "vice-" and "president was a format error. It was fixed since we were making other bylaw changes.

#### 5) Article IV, section 10:

Old language:

**Secretary.** The secretary shall:

- (A) Keep copies on file of the Articles of Incorporation and By-Laws, as amended.
- (B) Keep minutes on file of all meetings of the membership and the Board of Directors, with the time and place of holding, whether regular or special, for the current and previous calendar years, and forward older minutes to the Archives Committee.
- (C) See that all notices are duly given in accordance with the provisions of these By-Laws or as required by law.
- (D) See that the corporation's books, reports, statements and all other documents and records required by law are properly kept and filed.
- (E) Exhibit for inspection upon request the relevant books and records of the corporation to any member.
- (F) In general, perform all duties incident to the office of secretary, and such other duties as may be assigned by the Board of Directors.

#### New language:

**Secretary**. For the current term in which they serve, the secretary shall:

- (A) Keep copies on file of the Articles of Incorporation and By-Laws, as amended.
- (B) Keep minutes on file of all meetings of the membership and the Board of Directors, with the time and place of holding, whether regular or special.
- (C) See that all notices are duly given in accordance with the provisions of these By-Laws or as required by law.
- (D) See that the corporation's books, reports, statements and all other documents and records required by law are properly kept and filed.
- (E) Exhibit for inspection upon request the relevant books and records of the corporation to any member.
- (F) In general, perform all duties incident to the office of secretary, and such other duties as may be assigned by the Board of Directors.
- (G) Forward all official documentation to the Archives Committee at the conclusion of the term.

*Reasoning:* To more accurately articulate the roles of the Secretary and the Archives Committee, the special committee suggests clarifying the handling of official documents during the corporation's fiscal year and long term. To do so, the committee recommends three changes:

1) Begin the section with: For the current term in which they serve,

- 2) Remove from section B: for the current and previous calendar years, and forward older minutes to the Archives Committee,
- 3) Add section G: Forward all official documentation to the Archives Committee at the conclusion of the term.

#### 6) Article 5: Section 1. Establishment.

#### Old language:

The standing committees of the corporation shall include, but shall not be limited to, the following:

#### New language:

The standing committees of the corporation may include the following:

*Reasoning:* The special committee suggests removing the requirement to maintain specific committees in order to position the Board of Directors to address evolving committee purposes and membership totals.

#### 7) Article 5: Section 1. Establishment.

#### Recommendation:

Remove: (7) Public Access to Legal Information and renumber the remaining.

#### Reasoning:

PALI completed its initial objectives and is set to dissolve.

#### 8) Article 5: Section 2. Appointment.

#### Old language:

The vice-president/president elect, with the consent of the Board of Directors, shall appoint the committee chairs to serve during his/her presidency. He/She shall also be the co-chair of the Program Committee. Each committee chair shall, jointly with the vice-president/president elect, appoint the members of his/her committee to serve during his/her term as chair.

#### New language:

The vice-president/president elect shall appoint the committee chairs to serve during his or her presidency. He or she shall also be the co-chair of the Program Committee. Each committee chair shall, jointly with the vice-president/president elect, appoint the members of his or her committee to serve during his or her term as chair.

Reasoning: Currently the VP does not receive consent from the Board to appoint committee chairs. This change in the Bylaws reflects current practice.

#### 9) Article 9: Anti-discrimination. Section 1.

#### Old language:

Membership in the corporation or participation in any activity shall not be denied on the basis of race, color, religion, age, sex, sexual orientation, national origin, or disability.

#### New language:

Membership in the corporation or participation in any activity shall not be denied to any individual on account of race, color, religion, gender, age, sexual orientation, national origin, gender identity, or disability.

Reasoning: AALL anti-discrimination language incorporated into section.

# **AALL Announcements**

**AALL** is now accepting nominations for the Emerging Leader Award. This award recognizes newer members who have made significant contributions to the profession and have demonstrated the potential for leadership and continuing excellence.

#### Selection criteria includes:

- The nominee must be a member in good standing of AALL.
- The nominee must be in his/her first 10 years of law library experience.
- The nominee must not have previously received an Emerging Leader Award.
- The nominee must have made a significant contribution to the Association and/or the profession.
- The nominee must have shown outstanding promise for continuing service and leadership. Specific examples of his/her continuing activities must be provided.

Self-nominations are accepted and encouraged.

**The nomination deadline is February 1.** Since letters of recommendation can take some time to gather and holidays are approaching, we ask that you begin the process as soon as possible in order to meet the deadline.

More details on the award, including a link to the Nomination Form, can be found here: Emerging Leader Award



#### AALL2go Pick of the Month

#### **Library Privacy Laws and Drafting a Privacy Policy**

Privacy continues to be a hot topic, both in and out of libraries. This program from the 2015 AALL Annual Meeting is a primer for creating a privacy policy for your library. This program features a thorough overview of privacy law by Sarah Lamdan, while Julie Jones covers issues relating to privacy in government libraries and the types of information that may implicate privacy concerns. Rachel Gordon closes out the program by discussing how to create a privacy policy customized to your library. This program is a great starting point for those thinking about privacy issues in the library, and what can be done to protect our patrons' privacy interests.

Find this and many more continuing education programs and webinars on **AALLNET**.

# **LLAW Meeting Minutes and Reports**

# Meeting minutes are available in PDF by clicking the links below.

- 2016-2017 First Quarterly Board of Directors Meeting, September 12, 2016, Revere's Wells Street Tavern, Delafield WI
- 2016-2017 First Quarterly Business Meeting, September 28, 2016, University of Wisconsin Law School, Madison WI

# **Events Calendar**

### 2016-17

#### **AALL Annual Meetings**

July 15-18, 2017 Austin, TX

#### **SLA Annual Conference**

June 18-20, 2017 Phoenix, AZ

The deadline for submitting articles for the next

LLAW BRIEFS is March 1, 2017

Submit articles to mwollmann@reinhartlaw.com