11-30-1989

Letter to Hazel Johnson concerning brochure ideas for SEAALL, November 30, 1989

Sue Burch

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November 30, 1989

Ms. Hazel L. Johnson
Long, Aldridge & Norman
Marquis Two Tower, Suite 1500
285 Peachtree Center Avenue
Atlanta, GA 30303

Dear Hazel:

Attached please find my outline for the proposed SEALL chapter brochure. Not being very creative, I patterned it after the SEALL application brochure and your 2nd dean letter. If this is not what you are after, just let me know and I will be glad to submit something else!

If we are sticking to the timetable for the Eliot Scholarship mailing, please send me this information (if possible) before December 20. I am going to be out of the office the latter part of December through the first week in January. The University "closes" on December 22 and does not reopen until January 2. I am extending that break and will not be back in my office until January 8. I would like to get the scholarship information in the mail before I leave town. If there's a problem, I will mail my letters after I return to Lexington the week of January 8.

I look forward to seeing what the other committee members have submitted on the brochure.

Please let me know what else I can do. Happy Holidays!

Sincerely,

Sue Burch
Circulation/Reference Librarian

enclosure
Points to be covered in Chapter Brochure
(target audience - library school students)

I. Explain SEALL organization - What is SEALL?
   * organization of librarians who are employed in court, law firm, corporate law department and law school libraries
   * membership encompasses over 500 individuals from eleven southeastern states and Puerto Rico (Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, and West Virginia)

II. Advantages of belonging to SEALL - What SEALL can do for you
   * annual meetings addressing current topics
   * post meeting institutes
   * placement activities
   * networking/contact opportunities
   * scholarships for professional development
   * quarterly newsletter

III. Statistical and Informational Material - What is a Law Librarian?
   * list each library school in SEALL region and give data on the number of graduates in law libraries (if this info is available)
   * how many law libraries in the region (lots of job opportunities)
   * law librarianship a diverse and challenging specialty:
     - cutting edge of information management/technology
     - among first to perform full text data base searching (Lexis)
     - computerization of law firms results in law schools establishing computer labs which librarians supervise and conduct training
- Law firm librarians assuming management responsibilities (Records Manager/Information Systems Manager)

- Law librarians organize the information resources of the library and design services to meet needs of its patrons

- Need good background in general reference sources and management techniques. Specific knowledge of legal materials more often result of "on the job training".

IV. Who to contact for further information
November 28, 1989

Ms. Hazel L. Johnson  
Long, Aldridge & Norman  
Marquis Two Tower, Suite 1500  
285 Peachtree Center Avenue  
Atlanta, GA  30303

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