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Letter to Constance Matzen welcoming Matzen to the committee, August 15, 1990

Sue Burch

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August 15, 1990

Connie M. Matzen
Smith, Anderson, Blount et al
Post Office Box 12807
Raleigh, NC 27605

Dear Connie:

Welcome to the Publicity and Public Relations Committee! I hope we can be a productive committee, and I appreciate your willingness to work with me.

Last year's chair, Hazel Johnson, outlined four long range goals for the Committee. These goals are:

1. Increase awareness of SEALL and law librarianship as a profession for library school students
2. Increase awareness of law librarianship and SEALL activities to non-law librarians
3. Increase awareness of SEALL activities to other AALL chapters
4. Increase awareness of law librarians and SEALL to the legal community

Our job basically is to promote the activities of SEALL both in our region and nationally. We do this by keeping in touch with various library and law "officials" (deans of library schools, directors of state library associations and bar associations) through announcements of our meetings, programs and placement activities. We also send announcements to the SOUTHEASTERN LAW LIBRARIAN and the AALL NEWSLETTER informing them of SEALL's ongoing chapter activities and program agendas.

The eleven state SEALL region will be divided among the committee members, and each of you is responsible for making contact with the appropriate officials for your state(s) and your school(s). I have divided the region and schools as follows:
As the year progresses, I will draft letters to be sent to the various library and law groups. Please feel free to edit these in any way that suits you. Your responsibility will then be to send these letters to the officials in your assigned state and/or school. Please send me a copy of all your correspondence.

There really should not be a lot of "hard work" involved with our public relations efforts. It is mostly a letter writing campaign, and I have enclosed a copy of the mailing list of library schools and library associations for your use.

I have also contacted all the chairs of the other SEALL committees asking them to keep us informed of their activities. We will use this information in our letters, and I will be responsible for forwarding this information to the various newsletters. I especially hope the Placement Committee will be able to assist us in getting job information to the library schools. We hope this will
encourage library students to consider law librarianship as a career, as well as solidify our relationships with library schools.

In conjunction with that, I have also enclosed the library school survey form. If you and/or other members of your library have not filled this out, please do so. It may be xeroxed if you need extra copies. Please send the completed form(s) to:

Hazel Johnson
Long, Aldridge & Norman
1500 Peachtree Center Avenue, N.E.
Atlanta, GA 30303-1257

She is working on an article based on the survey information. However, the survey is a part of our committee's ongoing activities.

The first letters will go out sometime in September. I will send you a draft of that letter, as well as a timetable for our other projects for the entire year. Please feel free to suggest ways we can keep SEALL programs and people in the "news".

I look forward to working with you this year!

Sincerely,

Sue Burch, Chair
Publicity and Public Relations Committee
606-257-8347

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enclosures