2-13-1992

Note to Mary Cross regarding speaker expenses, February 13, 1992

Jim Heller

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MEMORANDUM

To: Mary Cross
From: Jim Heller
Date: February 13, 1992
Re: See attached

Ya' gotta love the government.
February 7, 1992

James S. Heller
Director of the Law Library and
Associate Professor of Law
The College of William & Mary
Marshall-Wythe Law Library
Williamsburg, Virginia 23185

Dear Professor Heller:

In reference to your letter of January 27, 1992, I am sorry about the difficulty you had in the reimbursement for my presentation in Tuscaloosa on March 14, 1991. I did forward my travel expenses immediately upon my return.

I understand that one of the problems with the airfare being so high for this travel was that I was the second substitute for the program. I, however, understand, your dismay and will forward your concerns to the appropriate parties both about last minute substitutes and timely reimbursement requests.

Sincerely,

Marilyn Kretsinger
Assistant General Counsel
January 27, 1992

Vicki Curtin
Library of Congress
Travel Office
Washington, D.C. 20540

Re: Reimbursement for Marilyn Kretsinger

Dear Ms. Curtin:

As a follow up to my letter of December 4, this is to inform you that the South Eastern Chapter of the American Association of Law Libraries will provide reimbursement for Marilyn Kretsinger's March 14, 1991 presentation in Tuscaloosa, Alabama. A check in the amount of $729.75 is attached.

I want to again convey my dismay that you did not seek reimbursement until nearly nine months after Ms. Kretsinger’s travel, despite the fact that immediately after the conference I wrote to Ms. Kretsinger and asked her to provide me with a statement of her travel expenses. I hope that the Library will seek reimbursement for speakers’ expenses in a more timely manner, for delays such as this create havoc with associations’ budgets.

Please do not hesitate to contact me if you have any further questions regarding this matter.

Sincerely,

James S. Heller
Director of the Law Library and
Associate Professor of Law

cc: Marilyn Kretsinger
Mary Cross, SEAALL President
January 14, 1992

Sue Burch
Circulation Reference Librarian
University of Kentucky Law Library
Law Bldg.
Lexington, KY 40506-0048

Dear Sue:

Pursuant to our recent telephone conversation, enclosed please find the correspondence from Jim Heller regarding the speaker reimbursement request for the Copyright Institute at the Tuscaloosa annual meeting.

The invoice requests that the check be made payable to the Library of Congress. Please send the check and a copy of the invoice to Jim Heller so he can send a letter to the Library of Congress regarding our comments on this request.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Mary F. Cross
SEAALL President

cc: Jim Heller
Enclosures
TO: Mary Cross

FAX PHONE: 305/789-3395

SENDER: James S. Heller

SENDER'S PHONE: (804) 221-3252

DOCUMENT SENT: Reimbursement - SEAALL Copyright Institute

NOTES: Let me know what y'all think.
December 4, 1991

Vicki Curtin
Library of Congress
Travel Office
Washington, D.C. 20540

Re: Reimbursement for Marilyn Kretsinger

Dear Ms. Curtin:

This is a follow up to our conversation of earlier today. Ms. Kretsinger traveled from Washington, D.C. to Tuscaloosa, Alabama on March 14 to speak before the South Eastern Chapter of the American Association of Law Libraries (SEAALL). Ms. Kretsinger was a last minute substitute for Mary Beth Peters, who was a substitute for William Patry, both of whom also are with the Copyright Office.

I have two concerns about the reimbursement request. Ms. Kretsinger is requesting reimbursement for travel that occurred almost nine months ago. Immediately after the conference I wrote Ms. Kretsinger thanking her and requesting that she send me a statement of her travel expenses for purposes of reimbursement. I never heard from her, and did not hear from the Library of Congress until I received Mr. Hemperley’s letter today.

I should point out that the policy of SEAALL is to receive travel reimbursement requests within ten days of the conclusion of the travel. While Ms. Kretsinger probably was not aware of this policy, she certainly should not have waited so long to request reimbursement.

I also am troubled by the cost of the air fare. When I offered to arrange for travel for the Copyright Office speaker I was told that this would be unnecessary because federal government personnel receive substantially reduced airfare. I am surprised (and dismayed) to see that Ms. Kretsinger’s airfare was $661.00, which does not appear to be very much reduced at all.

I have forwarded a copy of Mr. Hemperley’s request for reimbursement letter to Mary Cross, who is the president of SEAALL. Ms. Cross also is concerned about the delay in receiving the request and the amount requested, and plans to discuss this matter with the members of the SEAALL Executive Board.
I will contact you after I hear from Ms. Cross. Please do not hesitate to contact me if you have questions regarding this matter.

Sincerely,

James S. Heller
Director of the Law Library and Associate Professor of Law

attachment

cc: Mary Cross
Dear Prof. Heller:

This is to request reimbursement for travel expenses incurred by the following staff member of the Library of Congress:

Name: Marilyn Kretsinger
Place: Tuscaloosa, Alabama
Date(s): March 13-15, 1991
Reason for Travel: To make a presentation & participate in a panel discussion on copyright at the Institute on Copyright and Libraries.

Expenses Incurred:

- Air fare: $661.00
- Meals: 53.50
- Incidentals: 15.25

TOTAL: $729.75

Please make your check payable to the Library of Congress, and forward it within 30 days to: Library of Congress, Disbursing Office, Washington, DC 20540. Please include a copy of this reimbursement statement with your check.

If you have any questions concerning this bill, please call the Library's Travel Office on (202) 707-5183.

Sincerely,

John O. Hemperley
Budget Officer

James Heller
Director of the Law Library & Associate Professor of Law
Marshall-Wythe Law Library
The College of William & Mary Williamsburg, Virginia 23185
March 18, 1991

Marilyn Kretsinger  
Assistant General Counsel  
U. S. Copyright Office  
Department 17  
Library of Congress  
Washington, D. C. 20559

Dear Marilyn:

I want to thank you for participating in the SEAALL Copyright Institute held March 14 in Tuscaloosa. The comments I heard from attendees were uniformly favorable; several people said we should take our show on the road for other AALL meetings.

I appreciate your being able to come to Tuscaloosa on such short notice. Again, many thanks.

Sincerely,

James S. Heller  
Director of the Law Library and  
Associate Professor of Law

P. S. Please send me a statement of your travel expenses and I will arrange for reimbursement.