

Subject Specialists Newsletter

Louisiana Library Association - Subject Specialists Section

August 1998

Sheryl Moore, Chair

Judy Smith, Vice Chair

Pamela Arceneaux, Secretary

From the Chair:

It is with great pleasure that I assume the Chair of the Subject Specialists Section. Lea Wade, the outgoing Chair, has been an exceptional teacher and a friend to me, and I would like to thank her for both her friendship and guidance. I am also looking forward to working with Judy Smith, Vice Chair/Chair Elect, and Pamela Arceneaux, Secretary, for the coming year.

The Section is going to have another exciting year. Thanks to Judy Smith's enthusiastic planning, we already have at least two outstanding programs on document imaging and hands-on training in Windows 95 lined up for the annual conference in March. Stay tuned for more details. Also, our group hopes to have a Web Page up by December. Keep watching the LLA Web Site for more information!

Many thanks go to Lea Wade, Dixie Jones, Sandy Mooney, and Pamela Arceneaux for their work with drafting bylaws for our Section. Their joint knowledge about the Subject Specialists was quite impressive. The Draft Bylaws is included in this newsletter. Please review them and be prepared to come with your comments so that we may vote on them during our annual meeting at the LLA Conference.

As usual, thanks to David Duggar for his tireless enthusiasm--and flexibility. We are hoping to integrate the Section newsletter into *Inside LLA* soon as well as to make it available on the LLA Web Site. This will not only cut down on postage and handling but will also serve as a means to promote our group. Thanks to David for accepting his newest role as Communications Editor.

I'm looking forward to working with everyone in the coming year. Let's make it another great year for our Section!

-Sheryl Moore
Subject Specialists Chair

1998-99 Officers for the Subject Specialists Section

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Minutes of the Section Summer Board Meeting, July 1998

On Monday, July 13, 1998, at 1:00 p.m., the Subject Specialists Section's Board met at the Bluebonnet Library in Baton Rouge. Persons attending included Sherry Moore, USL, Chair of Subject Specialists; Lea Wade, UNO, Past Chair; Dixie Jones, LSUMC-Shreveport; Sandy Mooney, LSU Design Center; and Pamela Arceneaux, Historic New Orleans Collection. The need for bylaws for the Subject Specialists Section was discussed, using the bylaws of the Academic Section as a model. It was suggested that the next *Subject Specialists Newsletter* contain the text of our bylaws. Establishing a web page for the Section was discussed, as was the need to increase membership. Elements of procedures regarding the Lucy B. Foote Award were also discussed, with the suggestion made that recipients of the award should also receive a small scrapbook containing copies of the letters recommending them for the award. There was some discussion of the next LLA Conference to be held in Baton Rouge, March 1999, with emphasis on a Subject Specialists presentation featuring some technological advance. The meeting broke around 3:00 p.m.

Pamela Arceneaux
Secretary

News from the LLA Executive Board Summer Meeting, June 1998

At the June LLA Executive Board meeting, the elected officers and section chairs approved the motion to unify the dates for nominations for all LLA Awards and the reporting of actions by the award committees. All nominations are now due by December 1. All actions by the award committees are to be reported to the LLA Office by January 30.

All Sections' bylaws will appear in the *LLA Manual*.

The Louisiana ILL Code was approved by the Board.

The *LLA Bulletin* is looking to change its name to *Louisiana Libraries*, probably with Volume 62, Summer 1999.

TIME TO RENEW!!!!

In late May/early June each of you should have received the first issue of *Inside LLA*, the inaugural issue of another form of communication with the Association. The last page of this issue included a membership form to join or renew your membership with LLA. If you did not receive this newsletter and need a LLA membership form to join or renew your membership, you can:

- a) Request one from the LLA office by calling (504) 342-4928
 - b) Request one from the LLA office via email at lla@pelican.state.lib.la.us
 - c) Print off a copy from the LLA Webpage under the Membership Section
- The LLA Web page address is: <http://www.leeric.lsu.edu/lla/>

As of June 30, 1998, the Subject Specialists Section had 24 members joined or renewed for the 1998-99 year.

To appear in the LLA 1998-99 Membership Directory, you must renew your membership by October 1.

Call for Nominations for the 1998 Lucy B. Foote Award

It is once again time for the call for nominations for the Lucy B. Foote Award. This award honors an outstanding Louisiana subject specialist who has made a substantial contribution to the library profession through the field of special librarianship. The deadline for nomination is December 1, 1998. Please send your nomination to either Versa Stickle, Chair of the Lucy B. Foote Award Committee, or the LLA Office. The LLA Office will forward all nominations to the respective award committee chairs. Versa Stickle can be reached at:

Versa Stickle
Center for Energy Studies
One East Fraternity Circle
Baton Rouge, LA 70803
versa@www.leeric.lsu.edu

A committee needs more than one person. Versa is looking for two volunteers to serve as members of the committee, with one willing to become the Committee Chair for the 1999-2000 year.

AREA CODE CHANGE:(Per BellSouth)

Beginning August 17, 1998, telephone customers in Baton Rouge and several neighboring communities will have a new area code: **225**.

Customers will have an extended transition period before the new area code becomes mandatory. From **August 17, 1998 through April 4, 1999**, callers can use either 504 or 225 and still reach their connection. As of **April 5, 1999**, callers will be required to use the new 225 area code.

The new 225 area code will be implemented within the Baton Rouge calling zone which includes Point Coupee, West Feliciana, East Feliciana, Ascension, Iberville, West Baton Rouge, East Baton Rouge, and most of St. Helena, Livingston, and St. James parishes. Small portions of Tangipahoa, Assumption and St. John the Baptist parishes are also affected.

The new area code will create more numbers to keep up with the demand for personal computers with modems, cellular/PCS telephones, pagers, and exchanges for local and long-distance companies.

Call for Nominations for Section Officers:

December 1 is the deadline to turn in to the LLA Office the names and biographical information for all candidates running for office on the LLA ballot and Section ballots for the 1999-2000 year. If you would like to run for the office of Vice Chair/Chair Elect or Secretary, or wish to nominate someone for one of these offices, contact Sheryl Moore at 318-482-6030 or sherry@usl.edu by October 31st.

Did You Know?:

By the year 2000, the level of WWW-based commerce will be over \$100 billion. (Int. Data Corporation)

The HotBot Search Engine indexes 110 million documents on the Internet every three weeks.

The Subject Specialists Section and the 1999 LLA Annual Conference:

The Subject Specialists Section has a number of programs in the works for the 1999 LLA Annual Conference. These are document imaging and hands-on training in Windows 95.

The Windows 95 program by Bob Bradley (LEERIC) will be a hands-on learning situation at the International Technology Center at the Louisiana School for the Deaf from 8:00 - 10:00 a.m. These are wonderful facilities. The program will be limited to 30 people. Bob presented a lecture on Windows 95 at the 1998 Conference and the room was filled to overflowing. He will be presenting a basic introduction and talking about shortcuts, transferring files, making and finding folders, etc.

With the theme of the conference being "Louisiana Libraries 2000 AT&T: Advocacy, Technology, Tradition," we thought a preservation/document imaging program would be appropriate. Many librarians are considering scanning documents but are they thinking about how to plan such a massive, expensive project? There are many workshops on the actual "doing." Faye Philips, who was closely involved in LSU's Document Imaging Project, will present a program on document imaging from a management, rather than a technical How-to-do-it viewpoint. What should management be looking at? What are the advantages and disadvantages of various imaging techniques? What are the costs in terms of money, time and labor? Should libraries wait until the costs and processes are more developed?

Actual dates during the conference for both of these programs are not yet set. The Subject Specialists

Section's Business meeting tentatively will follow one of these. Look to the LLA Webpage for more Conference Information in late November/early December.

Judy Smith
Vice-Chair/Chair-Elect

Calendar

Organizational Intranets & Digital Databases
sponsored by the SLA La/S Ms Chapter
September 11, 1998
Historic New Orleans Collection
New Orleans, LA

Banned Books Week:
Celebrating the Freedom to Read
September 26-October 3, 1998

SELA/Arkansas Library Assn Joint Conference
September 29-October 3, 1998
Little Rock, AR

Up the Leadership Ladder
ALSC/ALTA/RUSA National Institutes
October 29-31, 1998
Indianapolis, IN

Mississippi Library Association Conference
October 28-30, 1998
Jackson, MS

Internet Librarian'98
November 1-5, 1998
Monterey, CA

Have You Got the Blues?
Architectural Records: Their Identification,
Management, Storage, and Treatment
November 6, 1998 Historic New Orleans Collection
New Orleans, LA

Author Symposium in Celebration of Children's
Book Week, Louisiana Center for the Book
November 20, 1998
Shreve Memorial Library, Shreveport, LA

SLA Winter Meeting & Educational Conference
January 21-26, 1999
San Francisco, CA

ALA Midwinter Meeting
January 29-February 3, 1999
Philadelphia, PA
(Exhibits Open January 30-February 1, 1999)

LLA Annual Conference
March 16-19, 1999
Baton Rouge, LA

ACRL 9th National Conference
April 8-11, 1999
Detroit, MI

National Library Week
April 11-17, 1999
SLA Annual Conference
June 5-10, 1998
Minneapolis, MN

ALA Annual Conference
June 24 - July 1, 1999
New Orleans, LA

Louisiana Libraries 2000 AT&T: Advocacy, Technology, Tradition

The 1999 LLA Annual Conference will be held March 16-19 at the Radisson Hotel in Baton Rouge. The conference theme is: "Louisiana Libraries 2000 AT&T: Advocacy, Technology, Tradition". Initiatives and Programs being looked at by Idella Washington, LLA President 1998-99, are: Leadership Seminar, Retired Librarians Luncheon, Legislative Tips Brochure, Program Advocacy, Networking, Intellectual Freedom, Technology Updates, Traditional Library: 2000, LLA History Committee. To get involved, contact Idella Washington at: 504-367-8429 or idewash@prodigy.net. The Conference Committee Chairs are Elizabeth Hecker and Claudia Fisher. The Conference Program Chair is Alma Dawson. Check the LLA Web page for more information about the conference.

News from the Historic New Orleans Collection

The Historic New Orleans Collection has acquired the library collection of the Ursuline Sisters of New Orleans, an extraordinary collection of rare books and library materials dating back nearly four centuries. The 1,900 books contain many unique items, including a collection of southern colonial materials believed to be the only ones in existence. According to Dr. Charles Nolan, archivist for the Archdiocese of New Orleans, "the Ursuline library collection is probably the most extensive early southern Catholic library that exists." The Ursuline Order established their community in New Orleans in 1727.

Upon completing the transfer of these important resources from the Ursuline Sisters to the Historic New Orleans Collection's research facilities at the Williams Research Center in the French Quarter, the Collection library will begin addressing the conservation and preservation needs of this collection. In addition to customized cataloging to be completed by OCLC's TECHPRO Unit, the cataloged Ursuline records will be entered into the WorldCat database (the OCLC Online Union Catalog) of nearly 38 million records, a research "first" for many of these Ursuline titles.

Additional inquiries regarding the Ursuline acquisition by the Historic New Orleans can be forwarded to Gerald F. Patout, Jr., Head Librarian, Williams Research Center, 410 Chartres Street, New Orleans, Louisiana 70130 or via email: geraldp@hnoc.org.

From the new Communications Editor!!

I hope that you have found the 'last' issue of the *Subject Specialists Section Newsletter* of value. The LLA Office will be publishing a newsletter that will include each Section's news. This is a brave undertaking but has worked for many other state library associations. Yes, there could be other issues of our Section's newsletter in the future, but probably only when something is too large to include or doesn't warrant inclusion in the larger LLA newsletter (example: our bylaws). Those will appear on the webpage just as our previous and the current newsletter do. For the LLA Newsletter, *Inside LLA*, I will be serving as the Subject Specialists Section's first "Communications Editor" to compile the Section's information or column(s) that will appear within *Inside LLA*, plus compiling the information for the Section's web page. This Fall will be one small step for the Section and one giant step for the Association as we increase the involvement of the electronic communication of the Association and Section on the web and increase communication to all Sections' members by merging the Section newsletters into one quarterly

or bimonthly newsletter. For now, please send all Section news to me at: David Duggar, LSUMC-S Library, PO Box 33932, Shreveport, LA 71130-3932, ddugga@lsuonc.edu.

David Duggar, Editor, *Subject Specialists Newsletter*

Fall SLA La/S Ms Chapter Meeting

The Historic New Orleans Collection

Organizational Intranets and Digital Databases

Friday, September 11, 1998

Come tour the Williams Research Center and the Royal Street History Galleries of the Historic New Orleans Collection. Learn about Organizational Intranets from Jessica Bray, GNOFNO, and Digital Databases from Wendell Dufour and Patrick Haughey, UNO. Attend an early brief business meeting of the Chapter.

Agenda

9:00 - 9:20 a.m. Registration at the Williams Research Center, 410 Chartres Street

9:20 - 9:30 a.m. Business Meeting, LASOMI Chapter President, Sandy Colby

9:30 - 10:15 a.m. Tour of the Williams Research Center; Then a 5 minute walk to the HNOC Counting House, 533 Royal Street

10:45 - 11:30 a.m. Organizational Intranets: Development and Applications by Jessica Bray, Greater New Orleans Free Net Organization.

11:30 - 11:45 a.m. Break

11:45 - 12:30 p.m. Digital Database & Program: the Save Our Cemeteries Project by Wendell Dufour and Patrick Haughey, University of New Orleans, College of Urban and Public Affairs, Division of Community Planning.

12:30 - 2:00 p.m. Lunch on your own

2:00 - Tour of the Royal Street History Galleries and the William Russell Jazz Exhibit

Mr. Dufour and Mr. Haughey are the co-Directors of the University of New Orleans Division of

Community Planning. Established in 1996, the Division of Community Planning (DOCP) provides planning assistance to local governments and neighborhood based organizations in the metropolitan area of New Orleans, as well as to other Divisions within the College of Urban and Public Affairs. Their presentation will be about the recently completed project for Save Our Cemeteries, Inc. This involved the development of a picture/text database inventory of St. Louis No. 1 and Lafayette No. 1, as well as building a web site to house information about Save Our Cemeteries. The web site also includes a virtual tour of Lafayette No. 1. The site is located at <http://www.gnofn.org/~soc>

Directions: The Williams Research Center is literally in the Heart of the French Quarter. The William Research Center is specifically located at 410 Chartres Street, right behind the Louisiana Supreme Court Building (formerly, the Wildlife and Fisheries Building) and we are right next door to K-Paul's Louisiana Kitchen Restaurant. In the French Quarter, Chartres Street runs parallel to Royal Street and Bourbon Street, and we are in between the cross streets, Conti Street and St. Louis Street.

Go to New Orleans. You can park under the Royal Orleans Hotel in the 500 block of Chartres Street or in one of the lots on the same block. Parking is also available at a number of lots on Decatur Street, one block over and near the Jax Brewery complex of buildings.

After the tour of the Williams Research Center, the group will walk over to the Historic New Orleans Collection complex of buildings/museum at 530 Royal Street, one block over from Chartres and one block down from St. Louis Street. We will be meeting in the Counting House Building at 530 Royal Street as well as touring the other buildings here during the rest of the day.

Menus of the many nearby restaurants and a map of the French Quarter will be available for everyone to look over in deciding where to go for lunch.

REGISTRATION FORM

Fall SLA La/So. Miss. Chapter Meeting

The Historic New Orleans Collection

Organizational Intranets and Digital Databases

Friday, September 11, 1998

Name _____

Library/Business _____

Title _____

SLA Member _____ yes _____ no

Contact information: Phone _____

E-mail _____

\$5.00 meeting fee (\$3.00 to cover meeting expenses, \$2.00 towards a student chapter SLA national conference scholarship)

Please make checks payable to: "LA/SoMS Chapter, SLA" and send to the attention of:

Judy Buys
LASOMI Treasurer
USGS National Wetland Research Ctr.
700 Cajundome Blvd.
Lafayette, LA 70506-3152

Louisiana Library Association

Subject Specialists Section

Draft Bylaws

Article 1. Name

The name of this organization shall be the Louisiana Library Association Subject Specialists Section.

Article 2. Purpose

The purpose of the Subject Specialists Section is to encourage those with a subject interest or expertise, or who are employed in a special library, information center or special collection to participate in the activities of the Section.

Article 3. Membership

Section 1. Any person who is a member of the Louisiana Library Association and who is interested in or works with special collections or subjects may become a member by designating membership in the appropriate place on the annual LLA membership form.

Section 2. Members are eligible to vote and hold office in the Section and will receive the official newsletter. Non-members may attend programs and access the newsletter via the World Wide Web but

are not eligible to vote.

Article 4. Section Officers

Section 1. Officers. The officers of the Section shall be the Chair, Vice-Chair, Chair-Elect, and Secretary. These officers compose the Section's Executive Board and shall follow the *Code for all Sections* as stated in the Association's *Manual*.

Section 2. Duties.

A. The Chair shall conduct the annual meeting and other meetings as needed and represent the Section on the Association's Executive Board. The Chair may also submit a budget to the LLA Executive Director. In addition, the Chair shall appoint a Communications Editor for the newsletter and Web Page and may appoint various other representatives and members of committees.

B. The Vice-Chair/Chair-Elect shall preside in the absence of the Chair. He/she shall serve as the Program chair for the annual conference. He/she may be required to serve on the Conference Program Committee in an ex-officio capacity. The Vice-Chair/Chair-Elect may appoint additional members to the Section's Program Planning Committee when necessary.

C. The Secretary shall record the minutes of the general membership meetings and maintain the history and bylaws of the Section. The Secretary may also serve as the Chair of the Nominating Committee for incoming officers.

Section 3. Terms of Office

Terms of office are one year with the Vice-Chair/Chair-Elect serving one year as Vice-Chair and the following year as Chair. Terms are from July 1- June 30 in accordance with the LLA *Manual* and follow the election in the spring. All officers must be members of the Section in good standing. No officer may hold more than one elected office in the Section at a time, and no officer may serve consecutive terms in the same office.

Article 5. Nominations and Elections

Section 1. A Nominating Committee of no fewer than two members, including the Chair, shall be appointed by the Section Chair.

Section 2. A slate of at least one candidate for each office, with biographical material, shall be submitted to the Executive Director, the Section Chair, the Section's Communications Editor, and the LLA Journal's Editor by Dec. 1 of that year.

Section 3. Elections shall be held by mail in conjunction with the election of other Association officers.

The Results shall be announced at the Annual Conference of the Louisiana Library Association.

Section 4. When a vacancy occurs in the Section Chair office, the Vice-Chair/Chair-Elect shall take the Chair's office to complete the expired term. He/she may also choose to complete his/her own term as well. However, if a vacancy occurs in one of the other offices, the Chair, in conference with the Executive Board, shall appoint a successor to serve until the next election.

Article 6. Representatives and Liaisons

Section 1. The Chair shall appoint a representative to the LLA Editorial Board from the Section's membership for a two year term.

Section 2. The Chair shall recommend two Section members for the LLA Tellers Committee.

Article 7. Committees and Awards

Section 1. A Nominating Committee of no fewer than two members, including the Chair, shall be appointed by the Section Chair.

Section 2. A Communications Editor for the Newsletter and Web Page shall be appointed by the Section Chair. He/she may solicit other Section members for assistance.

Section 3. The *Lucy B. Foote Award* is presented annually, if merited, to a subject specialist who has made an outstanding contribution to the library profession.

A. The Lucy B. Foote Award Committee chairperson is appointed by the Section Chair and should have at least one year's experience on this committee. Members of the committee shall be appointed by the chairperson and serve overlapping 3-year terms. These members must be current members of the Subject Specialists Section.

B. Solicitation of nominees and other committee procedures shall be carried out according to the Sections' guidelines in the LLA Manual.

C. Letters of nomination shall be forwarded to the Award winner.

Article 8. Meetings

Section 1. The annual meeting of the Subject Specialists Section shall be held during the Annual Conference of the Louisiana Library Association. Section members present at the meeting shall constitute a quorum.

Section 2. Executive Board shall meet to conduct the business of the Section when necessary.

Section 3. Other meetings may be held as deemed necessary.

Article 9. Continuing Education

The Section may conduct continuing education workshops to meet the Section's interests and/or needs on a periodic basis. These workshops may also be used to promote membership in the Section.

Article 10. Amendments

Proposed amendments to these bylaws shall be submitted to and/or initiated by the Section's Executive Board. These amendments must be publicized on the LLA Web Page and in the newsletter. Approval shall be made by a two-thirds vote of those present at the Annual Meeting.

Drafted by the Bylaws Committee: Sheryl Moore, Lea Wade, Dixie Jones, Sandy Mooney, and Pamela Arceneaux, July 1998 with acknowledgments to the Academic Section Bylaws.