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SELA BIENNIAL CONFERENCE

October 15-20, 1984  
Biloxi, Mississippi

For eight weeks this summer I was on a student tour of Europe. Hopeful that everyone would think me a prematurely graying graduate student, I pasted on my badge and boarded the plane for Madrid. For five days I successfully maintained my cover, but then in Paris we boarded the bus that was to be transportation for more than 10,000 kilometers. Having "psyched" myself up for long hours on a bus "at my age," I had no trouble maintaining my cool as the bus pulled away from the curb. Moments later I lost it all. The tour guide inserted a rock and roll tape into a player which was connected to twenty stereophonic speakers spread throughout the bus.



After a few days I learned that concentration, even though my seat vibrated to the beat of the drums, could block out the sounds. Riding through the beautiful countrysides of West Germany and Switzerland, I began to compose what would be my farewell column for the journal. It was good. I wish you could have read it. Unfortunately, as the bus maneuvered a sharp curve on an Alpine road it was jarred from my memory and was wafted upon some guitar twangs across a lovely valley hundreds of meters below.

When January arrives and it would ordinarily be time to prepare a new column, I shall probably begin to recall all of those things I should have said during my tenure as editor. Or worse, I may recall the things I should not have said.

Some of you who have regularly followed my ramblings have been kind enough first to ask about Kim, my five-year old niece, and later about Scott, my one-year old nephew. Out there in the not too distant future, those two may discover how I bandied their names around and suffer acute teenage embarrassment. I hope not.

I would also hope that they would not experience embarrassment for their uncle because they could not perceive any change other than cosmetic ones in our profession. I don't want them to hear, "But that's the way we've always done it!"

Fifteen years from now I hope that they and others will find that conferences are not still cumbersome and more expensive than ever while the content is still mainly elementary. Or can it be hoped that the conferences perhaps by then would be modular affairs allowing a maximum number of persons to participate in a series of consciousness-raising experiences during a minimum amount of time. (I fear it is too much to hope that by then every librarian could be benefitting from numerous series of carefully planned, readily available programs presented via satellite or whatever means to library and home receivers.)

This is my last column as editor. I would be remiss if I did not thank all of the people who have assisted across the years. It was an easy task, thanks to you.

Hopefully, not having this position anymore, I shall now have time to plant the dogwoods and azaleas I have long dreamed of seeing in my yard. If you are in the area next spring, drop by to see if I have succeeded.

In the meantime Kim, Scott, and I wish you a happy holiday season and many prosperous New Years, and we invite you by to play with the new train that Scott will be receiving from his uncle for Christmas.

— Ellis E. Tucker

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This column is being written on the eve of the biennial convention to be held in Louisville, and all indications are that there will be a good attendance and an excellent program.

In this my last column I wish to express my thanks to all the membership for their support during this biennium. My special thanks go to the officers of the association and to the state representatives who have faithfully attended meetings and discharged other duties for the association, in most cases, on their own time and at their own expense. SELA has historically operated primarily on the voluntary efforts of its membership, and it is encouraging to find that so many are willing to continue their efforts on behalf of librarianship in the region without financial reimbursement.



I cannot express strongly enough my appreciation for the help of the Headquarters Staff, Ann Morton, Executive Secretary, and Jo Ann Treadwell, Office Manager. They were patient with my many questions, and constantly reminded me of duties to be performed and deadlines to be met. Even greater support can be provided in the future by use of records on the word processor, which is now fully operational.

Some of the most worthwhile events of the biennium, I feel, were the workshops conducted by Sections and Committees. To those who worked so hard to make these successful, I extend my thanks and appreciation.

During my term of office I was able to visit state conferences in eight of the states in the southeastern region. To the officers and members in those states I wish to express thanks for their hospitality.

The Louisville Conference Committee has met regularly, organized the events for the convention efficiently, and kept me periodically informed. Although I have butterflies in my stomach concerning my own performance as presiding officer, I am fully confident that there will be no hitch in the convention itself.

I could not fail to express my thanks to the staff of my own library for their assistance and support. Not only did they see that library operations ran smoothly without detailed attention from me, but they assisted me with many duties for SELA as well.

I wish to express my best wishes to the new President of SELA, Barratt Wilkins, and his officers and state representatives. I know that he has been at work for some time on plans for the next biennium, and I know we can all look forward to increased activity.

Since the last column, I have enjoyed visits at the South Carolina Library Association Convention in Columbia, and the Mississippi Library Association Convention in Biloxi. While in Biloxi, we completed plans for the 1984 SELA Convention to be held there.

—Paul H. Spence

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# Austerity Budgeting and Southern Libraries

by  
Gerard B. McCabe

Austerity and recession seem to be vogue terms now. Both bring back grim memories of an earlier day to the American South. At the national and state level, actions are underway to reduce expenditures, to replan budgets, and reassign responsibility for services required by citizens. For librarians these are severe times, and libraries are very much caught up in these processes.

During much of the 1970s many library administrators endured position freezes, periods of time in which staff vacancies were left unfilled, frequently for as long as six months. Somehow all managed to cope with service demands, with arrearages of work left undone for these periods, and kept Southern libraries among the nation's leaders. As the 1980s began, pressures to leave position vacancies unfilled increased even to the point where some were left unfilled for as much as a year. Now, progressing into the decade, libraries are being asked to give up vacant positions completely, to encourage staff to leave, or to terminate staff in extreme cases when no vacancies exist. Under the guise of austerity mandates, government and academic administrators are forcing shrinkage of library staffs, as well as those of other agencies or institutional units. In general, and markedly so, library staffs across the South are shrinking, and jobs are disappearing, probably never to return. In an all too telling article, Cyert<sup>1</sup> notes the shrinking effect on staffs of private academic institutions, and the inevitable fact, staff sizes will never be the size they are now again. This is the reality for Southern library administrators, their staffs and their publics.

Library staffs in Virginia are decreasing. In some places the loss of one or two positions may seem imperceptible, but in others several positions may have vanished. The accompanying table illustrates the experience of Virginia Commonwealth University (VCU). The libraries there have not had a complete staff operational for a full year in several years. Staff growth corresponded to need during the 1970s as two new library buildings were constructed and expanded and as enrollment increased. As labor costs rose and pressures built up for expansion in other areas of the university as well as for modification of overall salary expenditures, reductions in staffing began to occur. Enrollment increases have been modest in the last two or three years but, nevertheless, other pressures have brought staffing constraints to the university's libraries. Elsewhere in the state, other academic libraries, understaffed by measurement with the usual formulas, simply did not receive added staff; as austerity demands became a major factor, state government denied relief to its institutions of higher education for the most part.

The lesson is all too dramatic. Austerity and all the term implies is here. It is pervading the South, and we must look to our defenses. The mission all libraries are established to fulfill can not be modified in any way; there will be no diminishment in demand. No major population declines are forecast; service will still be wanted and expected; librarians will have to cope, think, and respond. Levine<sup>4</sup> reminds his readers that expectations will not diminish from an agency's public—read that library—but will go on and perhaps even increase. This he remarks can lead to further budget adjustments as funds are shifted to meet service requirements. Wise librarians will prepare sound, well thought out plans for coping with these pressures.

Automation of library routines and further introduction of automated systems may seem to provide an escape route from the sad reality of a smaller library staff and an increasing public demand. This is not the case at all. The VCU libraries' experience of these last several years can serve as an excellent example. From their beginning, literally in the 1970s when the availability of new library buildings made modern applications possible, these libraries were committed to automation. This commitment was observed either through enhancements made in-house or by participation in cooperative networking efforts. By 1972 the VCU Libraries



had a card-based automated circulation system. A staff savings definitely occurred, because as circulation volume increased, as students flocked to the new and attractive buildings, it was not necessary to add staff to file the manual charge slips, pull records, and do all the

**TABLE I**  
**Virginia Commonwealth University**  
**FTE Library Staff per 100 FTE Students**  
**1968-1981**

Year	Staff	Students FTE	Staff Per 1000 Students
1968	49	9,541	5.1
1969	68	10,834	6.2
1970	68	11,747	5.7
1971	79	12,337	6.4
1972	79	12,062	6.5
1973	95	12,731	7.5
1974	116	12,534	9.3
1975	118	12,683	9.3
1976	115	13,116	8.7
1977	115	13,300	8.6
1978	110	13,966	7.9
1979	113	14,218	7.9
1980	112	14,627	7.7
1981	97	14,666	6.6

(Fall, 1981)

other little tasks associated with a manual system. The new system absorbed many of those petty tasks. Now, a new information system is being installed which will replace this card-based system. It will do more; it will make library staff more effective. That is the objective of automation today, not staff reduction but more effective staff for the numbers employed. The old time-consuming tasks that cost so much in labor were done away with when the original system was installed. This is precisely why the bibliographic network was so attractive. It promised labor savings and greater effectiveness. Now, the libraries can add enhancements to it; its operating equipment can be improved for faster operation; it can not save personnel, which are or were in place, that has been done.

As government at all levels begins to apply the restrictions of austerity budgeting, and as private industry also girds for recession, salary considerations in the face of inflation come into sharp focus.

Before reviewing the prospects for salaries, the existing personnel situation should be examined. If Southern library staffs in general are indeed shrinking and demand levels for services are static or increasing, what are the prospects for sustaining essential efforts and maintaining operations? Levine<sup>4</sup> asserts that staff reductions must be balanced by salary increases to protect the remaining staff from deterioration, to offset the loss of promotional opportunities, and to prevent the organization from becoming ineffectual in meeting services demands. One can easily see that once attrition begins without replacement workloads are shifted to remaining staff, pressures are increased, and offsetting compensations may not be implaced. The result is that more staff will leave, placing the library in a difficult situation as patron demand fails to diminish. Fewer opportunities for advancement within an organization will create a desire on the part of upwardly mobile staff members to move elsewhere. The only answer is response with competitive salary scales. This in turn may mean further reductions so that funding for salary increases can be generated.

Even in the most ordinary of times the materials budget for academic libraries appears sacred, and for the public library if not sacred at least revered. In times of austerity, the academic library's budget for acquisitions could remain static, be reduced, or increase only ever so slightly. In 1980/81, slightly more than half the academic libraries in Virginia had decreases in their materials budget; increases were experienced mainly by libraries of private institutions. With budget reductions imminent and inflation factors being ignored by higher authority, it is imperative to guard and control the materials budget, particularly in its two main components, the monographs budget and the serials budget. The latter has suffered the greater ravages of inflation with substantially higher costs for subscription renewals each year. As these subscription costs rise, the tendency is to fall over into the monographic budget, reducing the library's ability to buy books. The public library can counter the trend to some extent by eliminating some specialized journals from its subscriptions list or by reducing the number of journals or magazines it carries within a broad subject field, for example, reducing the number of business magazines and services it carries.

For the academic library facing higher subscription costs and unable to reduce its subscription list to any degree, the situation is critical. Damage can be done to its monographic collecting efforts, and certain staff positions can become vulnerable. Gwinn and Haas<sup>3</sup> point out that the library in an academic institution can suffer more than its fair share of institutional cost cutting. The essential depth of its collecting efforts for the support of teaching and research is precisely the reason why it can achieve almost no economies in collection development. Reductions transferred to other parts of the library's budget damage administrative and service operations. Gwinn and Haas suggest that all academic librarians must seriously consider the extension of cooperative efforts and a serious commitment to resource sharing.

When the library's ability is impaired for purchasing monographic materials, the Technical Services Acquisition and Cataloging functions are threatened; inevitably, the question of surplus staff arises as production drops off and transfers or terminations come into view. It is entirely possible that opportunities for skilled technical services librarians will diminish in the South, as to some extent they already have, and some regrouping for displaced staff with these skills will have to be found. Systems Development or Collection Development may offer satisfactory alternatives, as both of these will demand the attention of administrative librarians; the former for the purpose of developing ways to improve staff effectiveness; the latter to give concentrated professional attention to a costly area, the collection itself, so that useful and pertinent material is acquired. Increasing attention to the acquisition and selection of material is a legitimate concern in austere times.

The data in Table II illustrates VCU libraries materials budget and the apparent growth rate. Note the falling off of monographic additions, and the suggested struggle to hold the subscription list to essential titles. The fluctuations in subscriptions represents an ongoing effort to control duplication, eliminate unused journals, and maintain a quality list.

**TABLE II**  
**Virginia Commonwealth University Libraries**

Year	Gross Budget Increase	Volumes Acquired	Continuing Subscriptions
1977/78	+ 16%	35,221	7,306
1978/79	10.9%	40,621	7,594
1979/80	10.1%	41,411	8,557
1980/81	3.9%	29,729	8,547
1981/82	3.5%	27,500 est.	8,516

(Fall, 1981)



The declining ability to purchase monographs in an academic library, and undoubtedly in a public library too, can have some interesting side effects elsewhere also. For several decades and very actively in the 1970s, Southern state governments campaigned to attract new business and industry to the region. These efforts were successful, and with these new enterprises have come the special or corporate libraries where a number of professional librarians are employed. Austerity is also coming to these once burgeoning industries, and one area that can be subject to reduction as Tenopir<sup>5</sup> points out are those very same corporate special libraries. This can have an adverse effect on Southern research libraries in general and public libraries in particular in the cities. In exhorting special librarians to emphasize the services they offer to their companies and their efforts to control costs, she notes that frequently many useful books can be obtained in neighboring academic libraries. This fact is not lost on corporate executives looking for budget cutting opportunities. Transference of this area of responsibility to neighboring academic or public libraries can place a new burden on them. If these corporations are already heavy donors to scholarship and research funds of an academic institution, it is not unlikely that library services at little or no cost will be expected. In providing assistance to corporate libraries through inter-library loan services, some libraries are already responding with higher loan and service charges.

Ventures in resource sharing, advocated by Gwinn and Haas<sup>3</sup>, will soon take a higher priority among all Southern library administrators. It is imperative that such efforts begin on a state and regional basis. Medical libraries in this region have made good gains in this critical area and all libraries need to assess their needs and plan to follow.

Facing the reality that materials budgets for all apparent purposes are static, librarians have little choice but to address the question on a regional basis. It is time to begin.

The proportion of library budgets committed to operating expenses is rising; part of this increase is due to the increasing commitment to automation and part to rising costs of network services.

Staff curtailments and sustained or even increasing patron demand for library services are an unhappy combination to contend with as libraries turn to automation in attempts to solve both problems. Drake and Olsen<sup>2</sup> challenge librarians to be innovative, and for most that means automation and increasing expenses. Levine<sup>4</sup> cautions that demand will not decrease and though his remarks are aimed at service agencies in general, it is all too true for libraries. With restricted budgeting these new approaches will force reductions in other operating expenses.

The networks, bibliographic and informational, are essential to modern library service, but they are an expense factor which must be controlled. As the realities of austerity budgeting descend on the libraries of the region, it becomes imperative that networking services respond positively to new priorities. Greater participation in shaping future services by clients is important. The networks themselves must review their operating expenses and exercise reductions in non-essentials which do not contribute to service. Network clients reducing their own finances will not pay network charges willingly for items they see as non-beneficial to the services they require.

In developing future service equipment, the networks must provide greater versatility. Multi-purpose terminals with high service flexibility are a must where libraries have many uses for such adaptability. Rising maintenance costs force libraries to control the number of terminals they own, and multi-use not multitudes of terminals is an appropriate choice.

New innovative technology seems to be surrounding us; still, before we rush ahead to acquire every new machine, we must appraise the costs of in-house applications versus the cost of commercial service. Considering the relatively short life of such equipment before obsolescence occurs, many times commercial services may be a better choice. Operating expenses if not controlled will infringe on other funds to the great detriment of service. The use of common sense until the crisis passes is imperative.

Financial support for libraries is dwindling, but patronage certainly is gaining. Austerity or not, the South is growing in population. With people will come more demand for library services. We must plan carefully, and we must defend rationally our requirements for meeting their needs. Our outlook must be positive and our attitude sensible. We can persevere and with patience continue the forward progress of our library services.

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McCabe was librarian at Virginia Commonwealth University when this manuscript was accepted.

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# Fire in the Library: An Informal Case Study with a Checklist for Minimizing Disastrous Consequences

by  
Frank Hoffmann and Lisa McDaniel-Hariston

Fire ravaged the interior of the Montgomery County (Conroe, Texas) Library's central facility early Saturday morning, June 21, 1980. The Conroe *Courier* reported on the following day that sixteen firemen, alerted at 7:08 a.m. by a passerby, fought for almost two hours before putting out the blaze. Although the fire department managed to arrive in time to keep the fire confined largely to the circulation and adjoining bookkeeping areas, the scene emerging once the smoke had cleared was not a pretty one. Smoke and heat damage extended throughout the entire 23,000-square-foot building. Immediately assessable damage included many thousands of books and journals (ranging from superficial discoloration to irreplaceable condition), furnishings, and equipment in addition to the physical structure itself. Upon initially observing the scene, the director of the library was quoted by the *Courier* (p.l.) as saying,

*It just makes you sick when you realize how bad it is. I couldn't believe it. It was like you were looking at a movie. A lot has been accomplished here over the years, but my God, how much has been destroyed in just a few hours.*

The library fire caught both the staff and the community at large by surprise. A great deal of confusion existed as to the most viable means of carrying out library service in the interim clean-up period. County officials announced that temporary housing was being sought for salvageable library materials. The director made the following statements to the press:

- The branches would continue to stay open at their regularly scheduled hours.*
- County-wide children's services would be transferred to one of the branches.*
- Any patrons possessing checked-out library materials should hold on to them until receiving further notice. (Conroe Courier, 6/21/80, p.l.)*

No immediate word was forthcoming from either the local government or the library employees. Despite the fact that employees were later contacted and told to report to the library on the following Monday, rumors began circulating from the onset and persisted for some time regarding job security; e.g. staff were going to be laid off, the library was to be relocated in the city's municipal building, the library was not going to be reopened at all. With no target date for reopening in sight, working conditions continually vacillated between the numbing tedium of the restoration process and the sudden appearance of some new crisis. An example of the latter was the news that all of the books and furniture originally contracted for clean-up by a Houston company would in fact be done by library personnel, beginning with the return of the property by staff using rented vehicles.

The hardships undergone by library users is perhaps harder to assess. Immediately prior to reopening, the director reflected that one woman was so relieved to hear the news over the phone that she "screamed for joy." Another patron calling at an earlier date, upon being informed that the library was not open yet, replied skeptically, "Don't tell me you're not open, I saw your lights on." (Conroe *Courier*, 4/19/81, p. 3-A.)

At the core of the problems experienced by the MCL was the fact that no comprehensive plan existed for dealing with emergencies of this sort. As a result, the library was forced to muddle through the rebuilding process by means of trial and error. As staff members of the MCL would be the first to admit, the library would have done things much differently if given the opportunity to replay the crisis.

A search of *Library Literature* in recent years offers dramatic evidence of the frequency with which library fires take place. The fact that arson is evident in many of the documented

library fires, as was evidently the case at the MCL, would appear to indicate that even the greatest care in the implementation of fire prevention measures can be rendered ineffectual. Therefore, it is imperative that preventive provisions be complemented by strategies for dealing with the situation brought on by fire.

A fire brings to the library a host of problems beyond considerations of the physical damage itself. This article will identify and discuss those problems brought to light by the Conroe incident within the context of providing a checklist of recommendations for minimizing potentially disastrous repercussions of a fire. It is hoped that the issues covered here will be useful in establishing a contingency plan for dealing with a fire in any type of library.

#### A CHECKLIST FOR MINIMIZING THE DISASTROUS EFFECTS OF A LIBRARY FIRE

##### 1. Develop a clear-cut policy regarding fire insurance.

This basic concern also includes a number of related issues such as (a) if in fact an insurance premium sounds like a good idea, how much ought to be purchased, and (b) what is the best approach for working with the company's agents in the aftermath of a disaster?

Fire insurance premiums are not cheap for public institutions. Some libraries possessed of the foresight to look into this matter may well be tempted to decide to live dangerously. The logic behind such a decision would appear to be that the savings realized by the avoidance of expensive premium payments might be better employed to strengthen library collections and services, and that the governing agency will find the library important enough to ante up the required funds for repair. The veracity of both arguments is highly suspect. The costs emanating from even the smallest of fires can undercut many years of steady library growth. The cost of rebuilding after a fire will dwarf the cumulative effects of seemingly exorbitant premium payments. Property which has been burned outright tends to comprise a very small percentage of the overall losses from a fire; melting, incurred by extreme heat, smoke, and explosion usually account for the majority of damage. These latter factors can cause damage to property located hundreds of feet away from the fire itself.

Some institutions may decide upon a compromise of sorts, purchasing just enough insurance to forestall an outright disaster. Examples would include covering only the building and indispensable holdings or merely the contents of the library. In the latter case, the library director might be of the opinion that the city will be able to locate another physical setting with a minimum of difficulty. Although the library employing either of these approaches may end up having to severely cut back library services if a fire takes place, the old adage "something is better than nothing" would certainly seem to hold true with respect to the purchase of fire insurance.

The MCL found itself in a somewhat compromised situation regarding insurance due to a failure to update earlier premium estimates. In this particular case, the per book assessment had been set at less than one dollar. Recent extensions into the original building plan had not been taken into account. The existing policy had also failed to reflect the introduction of expensive state-of-the-art technology such as a word processor, computer terminal, and four IBM Selectric typewriters. In addition, property on loan from the Texas State Library was not covered by the policy. The loss of this borrowed material was particularly unfortunate because it had to be replaced immediately from current operating funds.

Many insurance companies are experienced in handling institutional clients. However, it is of the utmost importance that agents be made aware of all of the idiosyncracies of libraries; included as such would be card catalog trays, book carts and microform shelving in addition to computers, microform readers, photocopiers and other types of electronic apparatus.

After the incident, it will be necessary to work closely with the agent onsite. The MCL experienced some tense moments when the insurance adjuster questioned the existence of a computer terminal which the library staff disposed of shortly following the fire. Part of the problem arose out of the fact that the adjuster had spent most of his allotted three-day period talking with firefighting personnel. A more constructive approach would have been for the library to have insisted upon sufficient time with the agent so as to draw all necessary points to his attention and to have photographed the entire physical plant and costly equipment for the purposes of documentation.



## 2. Establish procedures aimed at assuring efficient staff management.

The mobilization of staff under crisis conditions and the maintenance of an optimum level of morale would represent two key areas of consideration here. Careful short-term planning is necessary in order to ensure the efficient delegation of tasks and an appropriate span of control.

In the case of the MCL, jobs were assigned to the first individual with nothing else to do. As a result clerks were often delegated duties requiring a greater degree of insight and training than was commensurate with their qualification, while professionals might be assigned jobs of a routine nature likely to promote boredom and low productivity. The director spent the majority of his time away from the library working with the city officials and other agencies involved in the rebuilding process. In view of the fact that the line of authority had not been clearly drawn out for crisis situations, many employees were receiving contradictory orders from various administrators.

The problems could have been contained to a greater extent by having the director meet with staff on a regular basis. All news relating to the library should have been discussed openly at those times. An organization chart featuring a clear-cut delineation of each administrator's span of control should have been drawn up as soon as possible to deal with emergency tasks. Perhaps most important of all for morale, compliments when deserved should have been meted out as an antidote to the inevitable confusion and frustration arising out of the performance of tasks for which one was not particularly well prepared.

## 3. Cultivate close working relationships with local officials, particularly the mayor/city manager and fire department.

In Conroe, unfortunately, city officials often failed to include the library in deliberations concerning its welfare. As a result, the library was unable to provide valuable feedback which might have assured a more effective rebuilding process in addition to saving taxpayer dollars. In at least one particular instance city officials selected a cleaning company to repair damaged materials and furnishings without prior consultation with library staff. The company's exorbitant rates and poor service ultimately led to the library's decision to take on these added duties itself.

While the governing agencies might well have been accused of a lack of sensitivity to the issues at hand, it could also be argued that it was the responsibility of the library to educate local officials concerning the importance of open communication and a democratic decision making process. An emphasis upon the positive benefits to be derived from such an approach (e.g. monetary savings, heightened staff and community morale) would have gone a long way toward assuring the success of library proposals.

## 4. Maintain an active public relations program on behalf of the community.

In crisis situations the community is as prone to rumor and half-truths, as is the library staff. Accordingly, it is important that the public be kept abreast of the latest developments at all times. The local media, particularly newspapers (which are most apt to devote space to such matters), represent the most viable means of communicating with community members. Encourage the media to present an objective view of the situation. The dissemination of overtly misleading information can be damaging to the community at large; for example, the publication of photographs depicting the charred insides of a library may promote apathy, or even hysteria, regarding that institution's capability of revitalizing its services when in fact the damage has been largely of a superficial nature. The library may find it expedient to circulate a newsletter or memo to key individuals and groups in order to achieve desired results. In cases where sufficient funding exists, it would represent a highly effective public relations strategy to hire local firms and labor pools to accomplish tasks requiring specialized skills such as the cleaning of delicate materials and building renovation.

## 5. Proceed cautiously in making arrangements with outside firms for the cleaning and repair of the library's collection and equipment.



Libraries are particularly prone to mistakes in this area, as was borne out by the MCL's experiences. The original agreement was made between the mayor and a Houston area company, by all appearances the closest one available with the appropriate expertise, to remove all books and furniture from the library and store them in the latter's air-conditioned, temperature-controlled vaults. All property would be cleaned and returned at a later date. Shortly thereafter the problems began. The company had difficulties breaking down the shelving prior to the initial move and required assistance from library staff. Library personnel were also required by company regulations to supervise work in the library and in boxing the books.

The company declared most of the tables and chairs to be a total loss; however, upon closer inspection outdoors, library staff found the majority of damage to be confined to the outer veneer of the furniture. Much of the damage consisted of a layer of soot which was easily removed by use of the appropriate cleaning compounds.

Over two months after the initial agreement, a written contract was sent to city hall along with a complete inventory of costs. The charge for unloading each box, averaging twenty books, was \$22.50. The vaults were found to be huge wooden crates in a warehouse located close to 100 miles from the library. The MCL's possessions were intermingled with those of other fire-damaged libraries.

Given the fact that the company's services were not what they expected, it was decided by the library director to finish the cleaning process in temporary quarters. Because no attempt had been made to place the book boxes in an order reflective of their outside labels, the library staff was forced to sort them out one-by-one in the cramped quarters provided by the company; this necessitated constant shifting and much wasted time. In a sense the library was fortunate; despite the misuse of staff and extravagant initial costs, it was able to avert any possible legal complications by undertaking the removal of its materials with rental vehicles. However, this was accomplished at a severe cost to the morale of the staff, who were required to work long, physically demanding shifts.

Many of the mistakes outlined above might have been averted if the library could have weighed the merits of undertaking all of the cleaning itself, while securing a moving company and storage facility during the interim period required for emptying the library building. If not, the job should have been opened to bids from interested firms with cost-effectiveness being the prime consideration as to the final choice. Whatever the decision, any agreements with outside firms should have been in writing following the advice of a lawyer representing the library's best interests.

6. Whenever library property is removed from the premises, it should be carefully labeled and inventoried.

The state of complete disarray encountered at the warehouse has already been alluded to above. The boxes had been marked by the library on both the top and one side with a generalized Dewey designator. Unfortunately, the boxes were so tightly packed that it was extremely hard to find these labels. The designations themselves had been limited to a rough approximation: 100s, 200s, 300s, etc. It would have been preferable for the library to mark the top and all four sides of each box with a numerical span indicating the contents in a relatively specific manner (e.g. 754.6-768.2) or to have provided each box with a numerical symbol (i.e. 1,2,3,...) keyed with an inventory list containing the Dewey designators.

In dealing with either a cleaning company or storage facility, it would be advisable for the library to provide orders as to the desired method of moving and stacking boxes. If the books are to be cleaned, directions should be provided to the firm (e.g. segregate the contents of the various boxes) so as to assure that the books remain in the same arrangement as when they were originally packed.

Furniture being sent away should be painstakingly noted on an inventory list and marked with a clearly visible property label. Failure to do this on the part of the MCL resulted in its receiving shelving which belonged to another fire-damaged library.

7. If staff are not immediately involved with normal library functions, consider using them in the refurbishing of materials.

Most libraries are unlikely to have personnel who are expert in the cleaning of books and other highly delicate materials damaged by heat, soot, or water. The utilization of an outside expert, however, may be sufficient in orienting staff to the intricacies of the cleaning process. Prior to carrying out the work itself, there exists a need to ascertain (a) the types of cleaning paraphernalia needed, and (b) the most effective and cost-efficient brands. Retailers, the consumer report literature, and the appropriate jobber and manufacturer catalogs can all be helpful in determining the most desirable cleaning equipment and solutions.

In the case of the MCL, the bulk of the damage was superficial in nature; i.e. soot, scorch marks, and a minimal degree of melting. The use of special dry cleaning sponges and a strong, gentle acting liquid cleaner was effective in removing the evidence of damage from the majority of books. All staff proved to be adequate to this task after receiving brief directions from supervisory staff. Rebinding represented the most cost-effective means of saving those materials with badly damaged covers. This work had to be referred to a commercial firm.

Since furniture and equipment composed of either wood or metal generally suffered a very small degree of damage, much of it merely required scrubbing or refinishing with compounds available at local retail outlets. However, items constructed with a notable amount of plastic often suffered irreparable damage. The MCL was fortunate to be able to utilize the repair shops of the Texas Department of Corrections which did excellent jobs of repairing shelving, book trucks, sofas and chairs at a reasonable cost.

8. Short-term planning should be based upon input from appropriate library staff.

In emergencies such as a fire, it is of the utmost importance that decisions be made with careful deliberation as to possible future consequences. The art of decision making under duress is complicated by the fact that opportunities to develop an expertise in crisis management rarely occur. A democratic leader is almost assured of greater success than his authoritarian counterpart, because personal resolve combined with a sense of group cohesiveness are indispensable qualities in turning things around after a disaster has taken place. The library director is dependent upon his staff for keeping him informed of day-to-day problems in addition to contributing ideas he might otherwise have overlooked.

Some of the areas needing close attention include (a) the possible use of temporary facilities in order to open the library to the public at the earliest possible date, (b) which of the irreparably damaged materials to replace, (c) determining the status of various personnel, (d) the maintenance of important ongoing functions such as selection and technical processing, and (e) an assessment of shelving needs. Resolution of the latter issue represents a particularly thorny problem since many public libraries operate on the premise that as much as one-third to one-half of the entire collection will be in circulation at a given time. Two possible alternatives for action would be (a) the employment of temporary shelving, and (b) the retention of lesser-used items in storage prior to the reopening date. In the former approach the temporary shelving can be disassembled (and the collection shifted) once circulation reaches normal levels; likewise, boxed items can be brought out once space begins to appear on the shelves. The ultimate choice will depend upon a comparison of the staff time required by each approach.

9. Insist upon safeguards in coping with the unpredictability of jobbers.

Obviously, it is important from a public relations standpoint to reopen the library as soon as possible. Even if the director resists the temptation to push staff too hard, it is still possible to underestimate the time needed prior to reopening in cases where jobbers are slow to deliver indispensable items such as card catalog cabinets, shelving, and circulation machines. Libraries should endeavor to minimize potential problems in this area by placing orders as soon as possible in addition to securing some kind of agreement that the jobber provide substitute equipment if the original deadline cannot be met.

10. Monitor security provisions in the library on a continual basis.

This area really comes under the heading "preventive medicine." In practice, the MCL's security program possessed two major flaws: (a) the locks had not been changed during the



entire life of the building, a period of twenty-five years, and (b) no clear-cut procedures had been adopted for closing up the library. While it was never substantiated, a number of investigators looking into the MCL fire felt that the suspected arsonist stayed in the library overnight prior to setting the blaze.

The Montgomery County Library reopened April 21, 1981, ten months after the fire took place. The general consensus is that the service currently being provided matches the standards existing prior to June 1980. Although ten percent of the library's volumes were destroyed beyond any chance of repair, over 76,000 books were effectively restored. Because the MCL never stopped selecting and processing books, 5000 new titles were on the shelves opening day. In addition, physical improvements such as expansion of the children's rooms, creation of a cataloging room from an old bus garage, and expansion of the microfilm section were achieved.

However, the revitalization was accomplished at a high cost. The staff was subjected to intense turmoil due to harsh working conditions, oftentimes contradictory directives, and fears about the future. Certain materials and equipment of value have yet to be replaced. The citizenry were denied the vital resource for a prolonged period of time. The director—an individual perceived at the time of the fire as competent and hard working by the staff—is no longer employed by the library.

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# Unicorn: A Unique On-Line Circulation System

by

Jacky Young and Julia Zimmerman

The Price Gilbert Memorial Library at Georgia Tech recently contracted to purchase an on-line circulation system.

The need for such a system came about for several reasons. Reorganization of public service areas made dispersal of circulation functions and remote access to circulation information desirable. Budget cutbacks created a need for detailed collection use information. Finally, a rapidly growing user population, due to borrowing agreements with other institutions, demanded closer control of borrower information.

Although many of the library's operations were automated, the circulation department had been limited to a manual system. This system had sufficed because collection usage was primarily journal-oriented, and circulating materials were less frequently used. When circulation functions were expanded, however, the library decided that staff time, knowledge and expertise could be put to more creative use with a computer handling the additional routine administrative work.

The decision was made to automate, and the library began evaluating available systems. None met all of Tech's requirements, and indeed, some had obvious disadvantages. Most had costs outside the range of the endowment funds which the library intended to use for the project. Because the Georgia Tech library independently developed most of its other automated systems, internal development of a circulation system was briefly considered. However, with the library's Systems staff already overburdened by the re-design of the COM catalog as well as the maintenance of other systems, it was decided that another approach was needed. At this point an opportunity arose to cooperate with a software firm in solving Tech's circulation problems.

Sirsi Corporation, a software vendor based in Huntsville, Alabama, is headed by Jim Young, a former systems analyst at the Tech library. When the association director of the library learned that Sirsi had begun planning a circulation system based on use of an OCR wand and independent workstations, it was seen as an opportunity for the library to participate in the development of an innovative system. Aware of Young's knowledge of library operations and systems, the Price Gilbert Library agreed to collaborate with Sirsi to evolve a unique new circulation system.

Sirsi was contracted to design and implement the circulation system and to provide detailed documentation, most of the programming, and maintenance for a specified period. For its part, Georgia Tech selected and purchased the mainframe computer and provided detailed specifications of circulation and inventory control functions. This provided the library with a means of going beyond the limitations observed in available turnkey systems. The Tech library further opted to have its own Systems staff write software to transfer already available machine-readable bibliographic and patron records to the new circulation system. The staff was also designated to write programs to produce OCR-readable call-number labels for the collection, to handle daily accounting, to provide statistical data, and to create overdue and other notices to users. This involvement was deemed advantageous, because it permitted the Systems staff to gain knowledge useful for system maintenance after the initial service agreement expired. It also reduced costs to the Library.

The heads of the Circulation and Systems departments developed detailed specifications for functions considered necessary in a circulation system. In doing so, they considered not only the Tech library's distinctive needs but the general requirements of all libraries, since Sirsi wished to make the finished system highly adaptable and marketable. All professionals in the library, as well as Circulation and Systems staff, were given the opportunity to review the specifications and make suggestions. Sirsi then complemented the specs with additional useful features and submitted a preliminary design to the library. During this period, Sirsi and the library were in close contact, and Tech was continually consulted as major design decisions were made.

The final design was delivered in June 1981 with detailed descriptions of how operators would interact with the system to perform circulation functions.

It was approved by the library, and intensive programming began in Huntsville and Atlanta. After six months the system prototype was installed; the complete system, Unicorn, followed three months later.

Several capabilities distinguish Unicorn from other circulation systems. All standard functions are handled, including charges and discharges, renewals, holds, recalls, fine and fee accounting, notices to patrons, management and collection-use reports, temporary record creation, tracking items to successive locations, etc. However, Unicorn differs from most other available systems in five features: the use of OCR-readable call-numbers rather than bar codes; an inventory control ability; an effective back-up function; a highly evolved reserve book subsystem; and the flexible Poligen policy-setting mechanism.

Librarians know that nearly every item in a library has its own unique number: the call number. Tech and Sirsi decided to use these numbers instead of the ubiquitous bar-code numbers, since current technology allows for optical character recognition of letters, numerals, and punctuation. A program was written to extract call numbers from Tech's bibliographic data base, reformat them, and print them in OCR type on individual spine labels. Relabelling the collection was facilitated by the fact that the labels were generated in shelving order. There was no need for a link between an arbitrary bar-code number and the call number, as the call number was already an integral part of the bibliographic record stored in the circ system.

The inventory control aspect of the system seems particularly attractive since inventorying any extensive collection has become a costly and complex project. The OCR-readable spine labels will allow library staff to walk through the stacks with wands reading each label. The computer will evaluate the input, match "missing" numbers with those charged out, on reserve, etc., and finally will yield a detailed report of the number of volumes and titles in the library, will identify missing titles, etc. The inventory control system is ultimately expected to replace the shelf list as plans are underway to store holdings information for serials, government documents, microforms, maps, as well as monographs. Currently, monographs alone compose the circulation data base.

Unicorn's highly evolved reserve book subsystem is likewise an important advantage for Georgia Tech since it provides access not only by usual means—author, title, call number, ISSN, ISBN, etc.—but also by course number and name of the professor who placed the material on reserve. Hourly loan periods may be specified, and items are tracked even if they are temporarily removed from the reserve shelf to go to the bindery, for example.

Sirsi has provided security against computer failure by means of intelligent workstations using floppy disks. Should the central computer go down, the diskettes are inserted into slots on the front of the terminals and will record each transaction. Several days' circulation transactions may be stored on the diskettes, and can later be loaded into the computer.

Unicorn allows flexibility in setting up and manipulating circulation policies by means of its Poligen feature, designed for use by Circulation-management personnel. When the system was first brought on-line, Tech's head of circulation set policies such as loan periods and fine structures, and created user and item profiles. Workstations are assigned specific functions through Poligen. This capability is particularly important to Tech since some terminals are for public use and should only allow access to certain types of general information. Access to more detailed information is regulated by operator level with highly privileged information available only by password.

Georgia Tech purchased a TI 990 mini-computer on which to run the system. This decision was made partly because TI's are widely used in the Georgia University System libraries. While Unicorn does allow some flexibility in the choice of hardware, it does require specific workstations which are purchased through Sirsi. Although they look like ordinary CRT terminals, they are actually microcomputers and are capable of independent functioning, allowing reliable backup in the event of computer downtime.

Sirsi also supplies OCR wands which are used to read call-number labels and user ID cards. While this is the most efficient means of charging materials, user ID and call numbers can also be manually input, whether for circulation transactions or for querying the data base, and items and users can be searched in a variety of ways.

Although the concept of cooperation in the library community has come to mean agreements between libraries, the development of Unicorn is evidence that cooperation with the private sector is also a viable means of stretching library resources.

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Young is Vice-President of Sirsi Corporation and Zimmerman is Head, Systems and Data Base Management Department, Price Gilbert Memorial Library.



# SELA Chronicle

## MINUTES & REPORTS

### Executive Board Meeting July 12, 1982

The Executive Board of the Southeastern Library Association met on July 12, 1982 in Philadelphia, PA. Those present were: Paul Spence, President; Barratt Wilkins, Vice President/President-Elect; Joe Boykin, Secretary; Annette L. Phinazee, Treasurer; Helen Lockhart, Past President; Judy Rule, West Virginia; Mae Tucker, North Carolina; David Estes, Headquarters Liaison; Hubert Whitlow, Georgia; Kenneth Jensen, Virginia; Barry Baker, Resources and Technical Services; Dolores Owen, President, Louisiana Library Association; Chris Thomas, Executive Director, Louisiana Library Association; Billy Pennington, Nominating Committee; Barbara Loar, Public Relations; Ellen Helland, Kentucky; Ron Kozlowski, Conference Chairman, Bernadette Storch, Florida; Diana Young, School and Children; Myra Jo Wilson, Mississippi; Glenda Neely, Reference and Adult Services; Kenneth Toombs, South Carolina; David Warren, Honorary Membership; Gayle McKinney, Handbook; and Robert Caban, guest.

President Spence called the meeting to order at 2:00 PM. The minutes from the January 25, 1982 meeting were approved.

Dolores Owen, President, Louisiana Library Association, presented a petition for membership in the Southeastern Library Association to President Spence. Barratt Wilkins moved and Ron Kozlowski seconded the motion that the Southeastern Library Association accept the Louisiana Library Association into membership. The motion passed unanimously.

President Spence asked the Louisiana Library Association to select their Board member for 1983 and they will be invited to meet with the new Board at its first meeting on Saturday, November 13, 1982.

Annette Phinazee, Treasurer, gave the Treasurer's report. She reminded the Board the the financial report handed out had been prepared by the staff. Ms. Phinazee reported that the income to date was \$101,720.34. and expenditures to date were \$103,106.78. She in-

dicated that there is some hope that membership will increase as we get closer to conference time. Spence said that he feels a little more secure.

Helen Lockhart, Chairman of the Budget Committee, as a part of her report, moved that the association eliminate the membership category of "Institutional" and in lieu include that amount in the cost of subscription to *Southeastern Libraries*. Hubert Whitlow seconded the motion and it passed.

Ms. Lockhart reported that the lease on the office space expired on May 15, 1982. The decision was made to remain at the same site but to reduce the total amount of space leased. As a result, the office was able to sell some of the office furniture. The Budget Committee had a long discussion on the word processor and they recommend that the money market certificate maturing August 2, 1982, be withdrawn and the proceeds be used to pay off the debt on the word processor. Bernadette Storch so moved and Judy Rule seconded the motion which passed.

Ms. Lockhart reported that the association has an accounts receivable totalling nearly \$5,000, primarily from advertisers, and they are working with the companies to collect these funds.

Kenneth Toombs noted that even if we are able to reach a zero balance in the budget that we will still have experienced a deficit budget due to the decision to utilize reserves.

David Estes, reporting for Ann Morton, expressed concern that the conference mailings which have previously gone out in May of the conference year, will not be going out until August this year.

Billy Pennington, reporting for the Nominating Committee, indicated that the committee felt there is a need for specific written policies and procedures for the Nominating Committees in the future. The committee prepared and Pennington submitted a document listing proposed policies and procedures. A motion to accept the proposals in principle and send to the Handbook and Constitution and Bylaws Committees was made and seconded. After lengthy discussion the motion passed.

Glenda Neely reminded the Board of the pre-conference co-sponsored by the Reference and Adult Services Section and the Special Libraries Section entitled "Reference Outline." She indicated that they need some "up front" money for the publication of a



brochure. President Spence and SELA will provide the funds necessary.

Barry Baker reported that the workshop sponsored by the Resources and Technical Services Section on April 26-27, 1982 was very successful and had a profit of \$1,800. He indicated that they hope to have workshops on a regular basis and are interested in having the papers published.

Diana Young from the School and Children's Librarians Section indicated that their workshop was a success. The workshop did not make a profit as it wasn't intended to do so. It operated with a grant. They were successful, however, in generating 46 new memberships to SELA.

President Spence reported that since Jerry McCabe has left the region, Tom Watson is the new chair of the college and University Section.

David Warren, on behalf of the Honorary Membership Committee moved and Helen Lockhart seconded a motion that honorary memberships be given to Mary Edna Anders and to Dr. John H. Gribbin. The motion passed.

Ron Kozlowski gave a report on the upcoming biennial conference "Race to Louisville," November 10-12, 1982. He reported that 73 exhibitors at \$350 each had signed up as of July 12, 1982 and that they hoped to end up with 100 exhibitors. He indicated that the pre-registration information will be mailed August 15, 1982.

President Spence, reporting for the Conference Site Selection Committee, recommended that the 1986 conference be held at the Marriott in downtown Atlanta. Kenneth Toombs moved acceptance of the recommendation and Helen Lockhart seconded the motion. The motion passed.

President Spence brought before the Board a series of proposed amendments to the SELA Constitution recommended by the Constitution and Bylaws Committee. Barratt Williams moved and received a second that the proposed changes including the addition of Louisiana where appropriate be presented to the members for consideration at the Louisville meeting. The motion passed.

Gayle McKinney, reporting for the Handbook Committee indicated that the Handbook information is being put into the word processor and should be ready soon.

Barbara Loar of the Public Relations Committee requested \$200.00 for prize money for

the contest for the best brochure. It was agreed that the \$200.00 would come from the conference budget.

President Spence indicated that the next and final meeting of this Board would be Wednesday, November 10, 1982 from 9:30 AM until 11:00 AM. The first meeting of the new Board to which current Board members are invited will be on Saturday, November 13, 1982 at 9:00 AM until 11:00 AM. He also indicated that the conference business meeting will be Thursday, November 11, 1982 from 3:00 PM until 5:00 PM.

There being no new or old business, the meeting was adjourned at 3:25 PM.

Seven publishers with ten titles have been named outstanding examples of the book publishers crafts by a Committee of three Philadelphia bookmen who judged the 1981 Southern Books Competition. Thomas J. Colaiizzi, Production Manager of Lea and Febiger; Clinton Matlack, National Publishing Company; and Henry Baust, Jr., Retired, F.A. Davis Company, reviewed the 98 books submitted by Southern publishers for the 1981 Southern Books Competition. The Committee chose ten books which it considered to be the outstanding titles in the competition. These ten titles are:

**Publisher/Author/Title**

Mercer University/Orchard, John Bernard/A  
*Synopsis of the Four Gospels*  
National Geographic Society/Windsor, Merrill,  
&/ *Splendors of the Past*  
Oxmoor/Myrick, Burny/*The Timeless River*  
Oxmoor/Witt, Susan/*Susan Witt's Classics for  
Needlepoint*  
Rose/DeSpain, Richard/*More than a Memory*  
Texas A&M/Green, A.C./*The Texas Hill Country*  
Texas A&M/Pickle, Joel/*H. W. Caylor, Frontier  
Artist*  
Texas Christian/Boyd, Maurice/*Kiowa Voices*  
Trinity/Davenport, Marguerite/*The Unpreten-  
tious Pose*  
Univ. of South Carolina/Lumpkin, Henry/*From  
Savannah to Yorktown*

In addition, the Committee named sixteen titles from fourteen publishers which it considered excellent examples. The Committee commends Southern publishers for the overall excellence of their product and encourages them to continue to seek to preserve the excellence of their product and encourages them to continue to seek to preserve the ex-

cellence of the bookmaker's profession. The sixteen titles given an excellent rating are the following:

**Publisher/Author/Title**

- Louisiana State University/Williams, Miller/*Sonnets of Guiseppe Belli*  
Louisiana State University/Metz, Leon C./*Fort Bliss*  
National Geographic Society/Fishbein, Sy, et. al./*America's Spectacular Northwest*  
National Geographic Society/Morrison, H. Robert/*America's Atlanta Isles*  
National Geographic Society/Stuart, Gene S./*The Mighty Aztecs*  
Pelican/Fontenot, Mary Alice/*Clovis Crawfish and the Singing Cigales*  
Pelican/Parker, Lucille/*Mississippi Wildflowers*  
Richmond County Historical Society/Campbell, Archibald/*Journal of an Expedition against the Reb of Georgia in North America Under the Orders of Archibald Campbell Esquire*  
Smithsonian/Atil, Esin/*Renaissance of Islam*  
Trinity/Tomerline, Jacqueline/*Fugitive Letters, 1829-1836*  
University of Arizona/Wilson, Rex L./*Bottles on the Western Frontier*  
University of Georgia/Fifteen Southerners/*Why the South Will Survive*  
University of Tennessee/Patrick, James/*Architecture in Tennessee, 1768-1897*  
University Press of Kentucky/Cone, Carl B./*Hounds in the Morning*  
University Press of Virginia/Chambers, S. Allen/*Lynchburg*  
University Presses of Florida/Purdy, Barbara A./*Florida's Prehistoric Stone Technology*

The Southern Books Competition has been a project of the Southeastern Library Association since 1952. A permanent collection of books named outstanding is housed at the University of Kentucky, Lexington.

The 1981 books will be available for exhibit in libraries through arrangements made with Mr. Stewart Lillard, Administrative Librarian, Everett Library, Queens College, Charlotte, NC 28274, Telephone: 704/332-2777. The books will also be on display at the Southeastern Library Association's Biennial Meeting in Louisville, November 10-14.

## Regional News

The Louisville Free Public Library is a recipient of the 37th annual John Cotton Dana Library Public Relations Award for 1981.

Louisville received the award for a thoroughly professional graphics presentation of library sources and for the involvement by the business community and Friends of the Library, a volunteer support group, in establishing the Friends Gift Shop at the Main Library.

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*The Management Resources: Today and Tomorrow* will be the theme of the seventh annual conference sponsored by the Librarians' Association of the University of North Carolina at Chapel Hill on March 7-8. Speakers will include Nina Matheson, Consultant, Planning Office of the National Library of Medicine; Anne Beaubien, Director, Michigan Information Transfer Source; Jay Lucker, Director, MIT; Allen Kent, Director, Office of Communication Programs, University of Pittsburgh and Thomas Litzenburg, President of Salem College (Winston-Salem). Also on the agenda is a panel discussion by Worth Fulk, UNC-CH; Thomas Lambeth, Z. Smith Reynolds Foundation, Inc. and Kent Mullikin, National Humanities Center, on alternative sources of funding. Registration is \$25 (nonmembers), \$20 (members) and \$15 (retired librarians and students). For further information contact Beth Jo Mullaney, Circulation Department, Wilson Library 024-A, University of North Carolina, Chapel Hill, NC 27514; telephone 919/962-1053.

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*A Directory of Special Libraries and Collections in Florida* (First Edition, 1982) has been published by the Florida Chapter, Special Libraries Association. This edition includes data on over 500 collections and libraries located in Florida. Detailed information for each entry is provided as well as three excellent indexes for ready reference. Copies are available, payable by check to Florida Chapter, SLA, for \$12.00 (SLA members) and \$15.00 (non-SLA members). Order from Linda Wyman, Corporate Library, REL, Inc., 3800 S. Congress Ave., Boynton Beach, Florida 33435.



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The University of Kentucky Libraries Occasional Paper Series No. 3 is by A.P. Powell and entitled: "The Landscape Architecture Book Catalog: A bibliography of holdings on the University of Kentucky campus through 1977," 355 pages.

The work contains locations on the University campus and the call number of each item listed.

It is available for \$10.00 prepaid from: Administrative Services, MIK Library, University of Kentucky, Lexington, Kentucky 40506.

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The Southeastern Bibliographic Instruction Clearinghouse (SEBIC), housed in the library at David Lipscomb College in Nashville, Tennessee, now numbers more than 3,400 items (print and non-print). One of two regional bibliographic instruction clearinghouses in the United States, SEBIC was established in 1977 under the sponsorship of the Southeastern Library Association. Materials may be borrowed by mail, or the clearinghouse may be visited for on-site inspection. A traveling exhibit is available for use at conferences, workshops, etc., at no cost except return postage. All libraries are urged to send copies of bibliographic instruction materials (preferably 3 copies of each) to the clearinghouse for deposit. Further information may be obtained from James E. Ward, Director of the Library, Box 4146, David Lipscomb College, Nashville, Tennessee 37203. Telephone inquiries: (615) 385-3855, Ext. 283.

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A revised SELA Membership Handbook was scheduled for publication last fall in time for distribution to members attending the Louisville Conference. The handbook includes the history, purpose and duties of each office, committee, section and roundtable of the association, as well as a 1982 membership directory.

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The North Carolina Central University School of Library Science has announced that its third Charlemae Hill Rollins Colloquium will be held Friday and Saturday, April 13 and 14, 1984.

The Colloquium honors a distinguished Chicago Librarian whose contributions to children's literature and library education are worthy of emulation.

The Colloquium theme will be Poetry for Children: The Black Experience. Speakers will include poets, an anthologist, and a children's librarian.

Additional information will be available from Dr. Annette L. Phinazee, Dean, School of Library Science—919/683-6485.

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John McCrossan of the University of South Florida Library School is studying changes which are being made in library science Master's degree programs to meet the changing needs of libraries of all types. As one part of the study he is soliciting views and suggestions from practicing librarians. Information gathered will be used in programs at the American Library Association Conference in July, 1983, and at the National Conference of the Public Library Association in March, 1983. He asks that readers call or send him any suggestions about this, keeping these questions in mind:

- What do you think was best about your library science program?
- What do you believe was least useful?
- What are the greatest strengths of recent library school graduates?
- What are the weaknesses of recent graduates?
- What suggestions do you have for improvement of library school programs to meet the changing needs of libraries and library users?

All responses will be kept confidential. Please write or call: Dr. John A. McCrossan, Chairperson, Department of Library, Media, and Information Studies, University of South Florida, 4202 Fowler Avenue, HMS 301, Tampa, Florida 33620, Phone: (813) 974-3520.

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Mrs. Mary Clay Lloyd who currently resides in Valdosta, Ga. attended the Golden Anniversary celebration for the Class of 1932, University of Illinois; School of Library and Information Science.

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# DATES TO REMEMBER

## 1983

Jan. 7-9	Association of American Library Schools, San Antonio
Jan. 8-13	American Library Association (midwinter mtg.), San Antonio
Jan. 26-28	Special Libraries Association (winter mtg.), Newport Beach, CA
Mar. 24-26	Louisiana Library Association—Louisiana Association of School Librarians (joint conference), New Orleans
Apr. 6-8	Alabama Library Association, Montgomery
Apr. 26-29	Florida Library Association, Orlando
Apr. 28-30	Tennessee Library Association, Gatlinburg
May 5-6	Association of Research Libraries, Banff, Alberta
June 4-6	Special Libraries Association, New Orleans
June 26-Jul. 1	American Library Association, Los Angeles
Oct. 4-8	North Carolina Library Association, Winston-Salem
Oct. 12-14	Kentucky Library Association, Louisville
Oct. 13-15	South Carolina Library Association, Greenville
Oct. 16-20	American Society for Information Science, Dallas
Oct. 20-22	West Virginia Library Association, Wheeling
Oct. 26-29	Georgia Library Association, Jekyll Island
Nov. 9-11	Mississippi Library Association, Jackson
Nov. 17-19	Virginia Library Association, Hot Springs

## PERSONALS

### APPOINTMENTS

Leslie E. ABRAMS, Head, Reference Department, Robert Scott Small Library, College of Charleston (SC).

Victoria J. ADAMITIS, Readers Services Librarian, E. Lee Trinkle Library, Mary Washington College.

Hilda ALAJAJIAN, Assistant Librarian, Central Wesleyan College, Central, SC.

Robert Joseph AVANT, Librarian I, Memphis/Shelby County Public Library and Information Center.

Corrie BAKER, Resources Acquisitions Coordinator, Old Dominion University.

Mary Ann BANKER, Specialist I, West Tennessee Talking Library, Memphis.

Myrtle C. BENNETT, Faculty of the School of Library Science, North Carolina Central University.

Paula BENSON, Reference Librarian, University of South Carolina Law Library.

Marie Miller BRIDSON, Librarian I, Memphis/Shelby County Public Library and Information Center.

Charlotte Davis BROWN, Reference Librarian/Business, Old Dominion University.

Betty E. CALLAHAM, South Carolina State Librarian, has been elected to a 2-year term on the SOLINET delegation to the OCLC Users Council.

Janice CHADWICK, Technical Services Librarian, Aiken-Bamberg-Barnwell-Edgefield Regional (SC) Library.

Janice Cole CONDREN, Librarian I, Memphis/Shelby County Public Library and Information Center.

Frankie CUBBEDGE, Librarian, USC-Aiken (SC) has been elected ALA councilor for South Carolina and will serve through the 1984 ALA annual conference.

Rebecca W. DAVIDSON, Head, Bibliographic Searching Section, Acquisitions Department, University of North Carolina at Chapel Hill.

Janine DAVIES, Librarian III, Memphis/Shelby County Public Library and Information Center.

Margaret (Peg) DICKINSON, Deputy Director, Richland County (SC) Public Library.

Gail FINDLAY, Instructor, Acquisitions Librarian, University of Tennessee Center for the Health Science Library, Memphis. Barbara Jean Dawson FLANNERY, Specialist I, Memphis/Shelby County Public Library and Information Center.

Ruth J. GAUL, Assistant Librarian, Hilton Head Island Branch, Beaufort County (SC) Library.

Alan M. GREENBERG, Head, Catalog Department, Dacus Library, Winthrop College, Roc Hill, SC.

Nancy Chen GRIESE, Head Librarian, Tri-County TEC, Lancaster, SC.

Carolyn GRUBER, Business-Science-Local Information Section Librarian, Greenville County (SC) Library.

Karen HITCHCOCK-MORT, Head, Collection Management and Resources Development, Old Dominion University.

Amy A. HYFLER, Librarian II, Memphis/Shelby County Public Library and Information Center.

Helen IVY, Reference Librarian, Robert Scott Small Library, College of Charleston (SC).

Leslie Lynn JACOBS, Librarian I, Memphis/Shelby County Public Library and Information Center.

Janice E.S. JOHNSON, Assistant Head of Reference, University of Georgia Libraries.

Ross JOHNSON, Instructor and Reference Librarian, Memphis State University Libraries.

Casper L. JORDAN, Deputy Director, Atlanta Public Library.  
Mary KARPINSKI, Sarlin Branch Librarian, Pickens County (SC) Library.  
Minerva KING, Reference Librarian, Charleston County (SC) Library.  
Suzanne KREBSBACH, Librarian, South Carolina Criminal Justice Academy.  
Emmett LANGLEY, Head, Reference Department, Old Dominion University.  
Sandra LEACH, On-line Reference Librarian, The University of Tennessee, Knoxville Library.  
Joseph LEWIS, Reference Librarian/Social Sciences, Old Dominion University.  
Faith A. LINE, Extension Librarian, Pickens County (SC) Library.  
Regina V. LOWE, Social Sciences Bibliographer, University of Georgia Libraries.  
John LUBANS, Jr., Assistant University Librarian for Public Service, Duke University Library.  
Krista MacTAVISH, Adult/Community Services Librarian, Pickens County (SC) Library.  
Jane A. MCGREGOR, Coordinator of Children's Extension Services, Florence County (SC) Library.  
Carole R. McIVER, Head of Technical Services, Dacus Library, Winthrop College, Rock Hill, SC.  
Kimberly MARTIN, Instructor and Cataloger, Memphis State University Libraries.  
Edward David MAYS, Librarian I, Memphis/Shelby County Public Library and Information Center.  
Pamela Clark MIMS, Director, Edgefield County (SC) Library.  
Catherine Ann NATHAN, Librarian III, Memphis/Shelby County Public Library and Information Center.  
Brantley H. PARSLEY, Director of Library Services, Mobile College.  
Martha Susan PILLOW, Librarian I, Memphis/Shelby County Public Library and Information Center.  
Allison G. PITCOCK, Librarian I, Memphis/Shelby County Public Library.  
Lloyd PUTZEY, Technical Services Librarian, Newberry (SC) college Library.  
Helen Ann RAWLINSON, Chief, Adult Services Division, Richland County (SC) Public Library.

Melinda REAGOR, Catalog Librarian, Duke University Library.  
Lora ROBBINS, Instructor, Educational Services Librarian, University of Tennessee Center for the Health Sciences Library, Memphis.  
Kay SCOGGINS, Director, Aiken County (SC) Library.  
Kit SEAY, Serials Librarian, Old Dominion Library.  
Karen SEIBERT, Associate University Librarian for Public Services, University of North Carolina at Chapel Hill.  
Kathy SHEPARD, Cataloger, Greenville County (SC) Library.  
Rodger SMITH, West Ashley Branch Library, Charleston County (SC) Library.  
Henry Alan STEWART, Librarian I, Memphis/Shelby County Public Library and Information Center.  
Sharon Kay TAYLOR, Librarian IV, Memphis/Shelby County Public Library and Information Center.  
Kenneth E. TOOMBS, Director, University of South Carolina Libraries, has been elected to a 3-year term on the SOLINET Board of Directors.  
Lenor WILKAS, Acquisitions/Serial Librarian, University of South Carolina Law Library.  
Sukmoon YOON, Head of Nonbook Cataloging, University of Georgia Libraries.

## RETIREMENTS

Josephine CROUCH, Director of Aiken-Bamberg-Barnwell-Edgefield Regional (SC) Library.  
Relda HALE, Head, Millington Branch, Memphis/Shelby County Public Library and Information Center.  
Mary Helen KARPINSKI, Head of Films Department, Memphis/Shelby County Public Library and Information Center.  
Nancy C. MIMS, Librarian, Edgefield County (SC) Library.  
Martin PAUTZ, Dean of Learning Resources, Greenville (SC) Technical College.  
Hal SMITH, Professor Emeritus, East Tennessee State University Library.  
Mildred G. WEBB, Technical Services Librarian, Aiken-Bamberg-Barnwell-Edgefield Regional (SC) Library.

## NECROLOGY

Mike ANGUILANO, Film Librarian, Miami-Dade Public Library System.

Harlan C. BROWN, Director and Associate Director of Libraries, NC State University.

Harriette Hughes HUFF, Librarian, Lauren County (SC) Library.

Katie Williams HUTTO, Retired Librarian, Orangeburg County (SC) Library.

J. Frank NOLEN, Member, Florence County (SC) Library Board of Trustees 1967-82, and President of SCLA 1972-73.

### SELA PUBLICATIONS AVAILABLE AT REDUCED PRICE

Anders, Mary Edna, Libraries and Library Service In The Southeast - A Report Of The Southeastern States Cooperative Library Survey, 1972-74. The University of Alabama Press, 1976. \$5 (Originally, \$10)

Ward, James E., Albright, Jane A., Phillips, Kathleen, Southeastern Bibliographic Instruction Directory: Academic Libraries. Southeastern Library Association, 1978. \$1.25 (Originally, \$6)

Tucker, Ellis Eugene, Ed., The Southeastern Library Association, Its History and Its Honorary Members, 1920-1980. Southeastern Library Association, 1980. \$1 (Originally, \$5)

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[6] Conference Site Selection	[14] Legislative/Interstate	[23] Southern Books Competition
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Compiled by Steven B. Schoenly

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# State Library Association Officers — SELA Area

Frequently members of SELA wish to correspond with the officers of the several state library associations in the area covered by SELA. Since the list is a permanent part of this journal, all state library associations are requested to notify the Managing Editor when changes occur. Please give *full* address with each name.

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