

NEW JERSEY CHAPTER SPECIAL LIBRARIES ASSOCIATION



Special Libraries Association

NOVEMBER 2002

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Bulletin Information

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Message from the President

Miranda D. Scott

Welcome NJSLA members, students and friends. As we begin the 2002-2003 program year, I look forward to serving as your President. Liz Arnold and her Program Committee have an exciting roster of programs planned, with something included for everyone. Our first program, a joint meeting with the Princeton-Trenton chapter was excellent. Our November meeting unfortunately had to be cancelled. However, At the December meeting there will be a triple treat: a combination seminar, holiday party, and charity event on Wednesday, December 4th 2002 starting at 1:45 PM at the Somerset Hills Hotel in Warren.

Please check out the Chapter website for the specifics.

<http://www.sla.org/chapter/cnj/>

I think we are in for a fun and challenging year!

My question to you is what would you like to see from our chapter this year? After all, it is our chapter so please let me hear from you. Please email me at: miranda_scott@colpal.com

Now let me tell you what I would like to do this year. First, I would like to increase attendance at our program meetings. The Program committee works hard at organizing these events and I think we should support their efforts. And, the meetings provide an excellent opportunity for networking, a way of feeling connected to our chapter and each other. Most of the meetings this year will be held at the Somerset Hills Hotel in Warren, NJ. If you have strong feelings about this one way or the other, please feel free to drop me or Liz a line.

Second, I would like to increase student involvement in our chapter. Students are the future of our profession and they can bring fresh ideas and enthusiasm to the table. I remember getting involved with the Philly chapter in the mid-80's, while in graduate school at Drexel University and I've been actively involved with SLA ever since.

My third goal this year is to fill as many open Board positions as possible. We still have some key positions available (Archivist, Career Guidance, Director of Administration, Finance and Program Development). None of the positions require an extraordinary amount of time, but they are very important. So, if you are looking for a way to become active with our chapter, please let me hear from you.

Don't forget to join the Chapter's discussion list. It is a great way to keep up with the Chapter activities and with each other. For more information about the discussion list, visit

<http://www.sla.org/chapter/cnj/listserv.html>

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A brief reminder from the President:

Please check your SLA Membership Record Online and update your contact information.

Visit the SLA Web Site (<http://www.sla.org>) MEMBERS ONLY section, to check your profile that is on record and make any changes needed.

To access your record you will need the PIN number that appears on your membership card. If you do not have a membership card you can contact Lolita Smith at lolita@sla.org or call her at: 202-939-3686. Be sure to provide her with your complete postal mailing address. Thank you for your attention

SLA by-laws Passed

In case it you missed the news, the by-laws passed by a very substantial number: 2081 to 91 with 59 ballots invalid. The SLA Board of Directors ratified the vote at their Fall meeting. Eventually I guess we'll have to update our chapter guidelines as well so if anyone is interested in working on this please let Miranda know. There's no rush but we need to get started at least thinking about what will Be involved.

I'd like to thank all of you for the opportunity to be your President. If you have any comments or suggestions, please feel free to contact me anytime.

Miranda

Member News

No new updates at this time. Please forward new job changes to the Bulletin Editor

Meetings/Events coming soon

We the NJ/SLA are holding a holiday triple treat on Wednesday, December 4th 2002 starting at 1:45 pm. At the Somerset Hills Hotel. "Marketing Your Special Library: Create Desire for Your Services", a Virtual SLA Seminar - starts at 2 PM sharp! (2-3:30 pm.)

For detailed information please visit

<http://www.sla.org/content/Events/distance/virtsem2002/dec02virtsem.cfm>

After the seminar we will also hold our annual networking party and ever popular "White Elephant" auction with Gloria Dinerman of Library Co-op. It can be something that has been lying around home or work that you've been wanting to pass on to someone else or a gift that you've spent no more than \$10 on or that precious item you ended up with last year!

We are also asking you to help us collect new "Books for Kids" for presents for the Holidays. The Passaic Public Library is in desperate need of new, unwrapped books as part of "Books for Kids", the annual statewide book donation drive for needy children.

REGISTRATION DEADLINE: November 28, 2002

Please contact Kathleen for details:

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Meeting Updates

On October 22, 2002 a group of NJSLA members met at Somerset Hills Hotel to hear Cathy Porta and Joe Ciccone speak about Creating Business Plans. It was an enjoyable and informative meeting. Cathy, an Information professional with over 20 years business research experience spoke first on the components of a business plan.

Before you create a Business Plan, you have to know how to position your service, product or idea and where you want to go with it. You must test its feasibility and establish and evaluate performance benchmarks. You must communicate the service to employees, management and outside advisors.

Some other suggestions Cathy offered included writing the Executive Summary last. It is probably the only part of the document most people will read. It has to be brief, and to the point. As for the Business Description, she advised keeping the audience in mind. Detail the objectives, include the gauges of measurement that will be used, and show how it fits into the company's mission and pricing.

The second speaker was Joseph M. Ciccone, the Corporate Archivist for Merck & Co., Inc. Joe spoke of the planning process phases.

There was a great deal of helpful information in each presentation. For full details on how to create business plans, the process and a brief bibliography, go to <http://www.sla.org/chapter/cnj/programs.html>, and click on "slides."

Your business plan will be the manual that will keep you on track and help you succeed. It must be detailed, cover every contingency, and be as accurate as you can possibly make it.

Thank you, Cathy and Joe for a very informative presentation, and for sharing your evening and knowledge with us.

Members who would like to share their notes from meetings and conferences that they've attended are encouraged to e-mail the Bulletin editor.

Letters to the Editor:

Any thoughts or comments, ideas or opinions of this current bulletin or of any NJ/SLA or SLA event; would be greatly appreciated. This is another way of becoming involved.

Please email me announcements (job changes, new contact information, etc.), anything interesting in your job or at school, and anything new or interesting in the field of library science. If anyone has anything that they would like to share such as a story or an interesting article, I would appreciate the contribution.

Thank you for your time and consideration.

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Fax: (760) 281 92 61

Navigating to our NJ/SLA web sites

More information about our New Jersey Chapter may be obtained by going to the main SLA web page at www.sla.org. Then navigate to Chapter/Divisions and other units located in the left column. Then go to chapters and scroll down to view New Jersey which is located at <http://www.sla.org/content/chdiv/chapters/index.cfm>. The information below will appear. Then just go-to subscription instructions for information on how to subscribe to the New Jersey/SLA listserv.

New Jersey Chapter

Established: 1935

Web Address: <http://www.sla.org/chapter/cnj>

Subscription Address: Listserv@hslc.org

List Address: SLA-NJ@hslc.org

Subscription Instructions

Now if you go to our NJ/SLA web page at <http://www.sla.org/chapter/cnj/> You can search for more information about us. Next click on the NJ/SLA Bulletin located bottom right of page or go directly to our NJ/SLA Bulletin web site located at http://www.sla.org/chapter/cnj/Bulletin/current_issue.htm for our present and past issues.

Diversity Leadership Development Award Deadline is Dec 6, 2002:

The Diversity Leadership Development Program (DLDP) Committee would like to invite nominations for the Diversity Leadership Development Award. Two of the committee's goals are to help accelerate the advancement and visibility of members who represent a diverse population of the Association by mentoring them for more leadership opportunities within SLA and to ensure that the Association remains vital, relevant, and representative of its diverse membership. This award provides \$1000 to attend the SLA Annual Conference in New York, complimentary conference registration, and an assigned SLA mentor to help candidates understand the roles and mechanics of SLA leadership.

Eligibility requirements include:

1. Applicant must have been a member of SLA for at least 2 years.
2. Applicants must be a member of a population group that is under represented in SLA.
3. Applicant must have between 3-10 years of professional library information experience.
4. Applicant cannot be a current SLA DLDP Committee member.

If you know of someone who meets these eligibility requirements, please encourage them to apply. Up to 5 winners are chosen each year. This is a wonderful opportunity to network and gain leadership skills!

The application deadline is: December 6, 2002. For more information and the application form, please see:

<http://www.sla.org/content/memberservice/communication/pr/awdindex/sla/dldpnomform.cfm>

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Past winners include:

Araceli Domingo (1995)
Awilda Reyes-Lucca (1995)
Teresa Neely (1995)
Rosalind Scott (1995)
Harriet Thompkins (1995)
Phyllis Hodges (1996)
Deborah Jan (1996)
Rosalyn Lett (1996)
Elsie Okobie (1996)
Hemalatha Ramachandran (1996)
Barabar Akinwole (1997)
Andrea Greer(1997)
Vinita Singh (1997)
Stephanie Tolson (1997)
Kelly Yuille(1997)
Cynthia Charles (1998)
Lori Guidry (1998)
Suzanne Koceyan (1998)
Theodosia Jones-Quartey (1998)
Vandana Ranjan (1998)
Jacqueline Knuckle (1999)
Veronica Walker (1999)
Annie Wong (1999)
Jannie Cobb (2000)
Lilleth Newby (2000)
Alvetta Pindell (2000)
Jacquelyn P. Cenacveira (2001)
Irene E. Cordova (2001)
Sandra A. Marshall (2001)
Jeanette M. Regan (2001)
Jeffrey Mah (2002)
Suzan Lee (2002)

Diversity Leadership Development Committee

Our long distance member, Widharto, attended IFLA and submitted a report to Rita Reisman:

Mr. Widharto, the Senior Librarian of SEAMEO-BIOTROP Attended 68th IFLA (International Federation Library Association) COUNCIL AND GENERAL CONFERENCE, Glasgow, Scotland, the UK, 18 - 24 August 2002

The Importance of information in Agriculture, especially in tropical biology, has mandated agricultural libraries, both at the universities and research institutions in Indonesia, to offer effective dissemination of information available, through both the printed and electronic media of communication. However, the economic crisis affecting Indonesia, has forced the government to reexamine economic policies and priorities that have made a major impact upon institutional budgets,

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including those for library development. The decrease in the national budget has seriously hampered library development in Indonesia, particularly in providing current information in science and technology. Thus, no library in Indonesia can meet all needs and at the same time be cost-effective. Growing awareness of this fact is encouraging many libraries and information services to seek collaboration on an increasing scale.

In order to establish networks and share experiences with colleagues both in developed and developing countries, as well as to update the "State of the Art" of innovations in the librarianship and information science, particularly in the Information Technology utilized for the Library under the funding support of the ASIAN Scholarship Foundation (formerly the ASIAN Fellow Program), the project funded by the Ford Foundation, Mr. Widharto, the senior librarian of SEAMEO BIOTROP, Bogor, Indonesia, attended the 68th IFLA Council and General Conference, in Glasgow, Scotland, the UK, 18-24 August 2002.

During which, papers and poster were presented by librarians and Information professionals as well. Posters, which inform conference delegates about activities in less well-known parts of the world, or of projects, which have not been written up in the professional literature, are especially welcome. I may proud to say that, after tough selection, my proposal to have poster presentation on *"the Agriculture library in Indonesia at the cross roads: the role of international aid for its development"* was accepted.

The 68th IFLA Council and General Conference took place at Scottish Exhibition and Conference Center (SECC). More than four thousands delegates from all over the world attended this conference. With the courtesy of OCLC, participants who had made hotel reservation at the official hotels had been provided FREE shuttle bus services between the airport and their hotels. In addition, one-week pass was also provided for the delegates, which enables them to utilize ground transportation in greater Glasgow.

Delegates' registration was an art itself. Registration form had to be printed in at least five languages, English, French, German, Russian, and Spanish. The registration itself handled both computerized, and manually with reference to check-list. With more than 4,000 delegates it was a truly gargantuan feat.

Compare to other International Conference, IFLA International Conference is Unique. Instead of officiating the Opening Ceremony in the beginning of the event, IFLA usually holds its opening ceremony halfway through the conference. It was done so because the IFLA conference is not only a conference. It is really an occasion on which several events are happening at more or less the same time. Moreover, as IFLA is a worldwide organization, the members of the committees concerned with managing IFLA have to meet at conference time.

The exhibition had offered delegates the opportunity to view the latest software and hardware technologies that are currently available. From the exhibition also, the delegates were given opportunities to buy new publications from some reputable publishers, locally and internationally, how to select adjustable (wooden and steel) bookshelves and so on. The exhibition also had given opportunity for delegates who looked for answers in the application of Information Technologies for the Librarian jobs.

A varied program of social and cultural activities was planned for the delegates attending the 68th IFLA General Conference. The delegates were given opportunities to have a glimpse of Scotland traditional music, IFLA 2002 Gala concert, which was performed by the Royal Scottish Academy of Music and Drama, Edinburgh Military Tattoo. During the conference, the Organizing Committee had designed atmosphere that delegates able to meet and talk with their colleagues from other countries in an informal and pleasant atmosphere.

In term of the speakers invited to the meeting, they were really top level, ranging from the senior levels of the Library profession, in both the private and within governmental institutions, to Library Association presidents and academia.

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Before leaving for Indonesia, the author took an opportunity to visit the University of Abertay, Dundee. The library visit gave bright ideas on how I could attain such a library with good facilities, service and dedicated staff. I was also impressed by the support of the government to the library development in UK. Though this university is relatively still young (it was established in mid twentieth century), however, the university library had been equipped by such up-to-date information. Through its current library materials, such as books and other printed materials, as well as its electronic journals the university subscribes, the university students and staff may enjoy up-to-date information, even their colleagues in developing countries talk about. Moreover, by using the PIN the university generated, those students and staff may access the services wherever they are. We only dream that someday, the Indonesian universities would be equipped such better facilities their colleagues in the developed countries enjoy.

The conference is only the beginning of a network that offers more opportunities in a global scale. Now it's up to the delegates to build up that network and avail themselves of its unlimited benefits. For the author, this once a year event had provided a chance to refresh his friendships with colleagues he sees only once a year. In addition, attending the IFLA conference, had also provided him opportunities to discuss new ideas and to learn new sources and techniques, in experiences and theories. Thus, he returned home charged with renewed enthusiasm.

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Student's Corner



This is a new section where we would like to hear from our fellow students in the field of library science. Please email your contributions to the Bulletin Editor.

Tips & Techniques



Some practical tips or strategies for dealing with clients or management:

Never assume. If someone needs an article that appeared in last week's New York Times, it was probably in last year's Wall Street Journal.

Elizabeth A. Arnold
email: Elizabeth_Arnold@merck.com

I offer a tip that goes along with the very good suggestion from Elizabeth Arnold. My colleagues and I have learned that whenever a client requests an article that appeared "recently" it is quite likely that the article in fact appeared months, or even years earlier, even if the client is convinced that it was "only a few weeks ago." Clients just seem to compress time, in terms of their own recollections. This could mean, for example, that if the researcher was searching Nexis, that a CURNWS search would miss an item because it actually appeared over two years ago, and that a better strategy would be to start with ARCNWS, or ALLNWS. Clients do pretty well in providing the subject or topic of the item they remembered seeing, but details of the "where" and "when" the item appeared are very often lacking, or incorrect.

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Please send more library related tips and techniques to the Bulletin Editor.

2003 Annual SLA Conference

The Special Libraries Association will hold its 2003 Annual Conference in New York City, June 7 – 12, 2003. More information about this exciting event can be found at the New York 2003 SLA Conference Home Page at:

<http://www.sla.org/content/Events/conference/2003annual/index.cfm>