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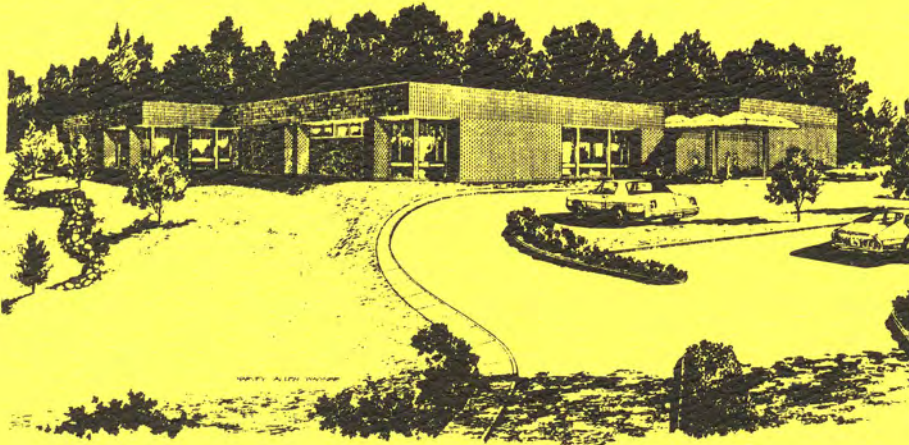
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APRIL 1982

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The Bulletin is a publication for public, school, academic and special libraries of Rhode Island. Published by the Rhode Island Library Association, the Bulletin welcomes news and discussion of interest to RILA members. Articles contained herein, however, do not necessarily reflect the ideas of the RILA membership, or the Bulletin staff or advertisers. All articles about library and media matters will be considered. All should be signed and should not exceed ten double spaced typed pages unless the editor is consulted. Cover art should be done in black and white and should measure 7¼ inches wide by 6 inches high.

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BULLETIN STAFF

Editor-in-Chief

Deborah Barchi
Meeting Street School
438-9500

Production Editor

Sharon Charette
Wheaton College Library
(617)285-7722 Ext.504

News Editor

Sondra Giles
Providence College Library
865-2242 or 467-7005 (home)

Mailing

Dena Janson
Adams Library, R.I. College
274-4900 Ext.305

Jobline

Elizabeth Rogers
Providence Public Library
521-7722

Jobline Mailing

Mary Frances Cooper
Providence Public Library
521-7722

Advertising

Chris LaFauci
Health Department Library
277-2506

Contributing Editor

Carol Hryciw
Adams Library, R.I. College
274-4900 Ext.202

Calendar

Gaile DeStefano
Barrington Public Library
245-3106

Contributing Editor

Lea M. Bohnert
URI Graduate Library School
792-2878

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ON OUR COVER: This is a rendering by artist Harvey Allen of the new central Cranston Public Library, scheduled for opening in the Fall of 1982.

Letters to the Editor



Dear Editor:

Congratulations on a superior February issue of the RILA Bulletin. To my mind it is everything an Association publication should be.

The newly-appointed News Editor has provided us with up-beat, snappy information about the people, meetings and activities of the Association, the Literary Editor has elicited some interesting articles that span all types of libraries and given us some things we can really think about. As overall Editor she has also, of course, pulled it all together into a coherent whole. The Production Editor has done her usual fine job of handling the many technical aspects of putting out the issue; and has, together with the many people who must be involved in the mailing process, managed to get it to us by the second week of February--before the news is stale, the jobs filled, and the meeting dates long overdue.

Along with the Annual Conference, the RILA Bulletin is often the average member's only contact with the Association. Quality issues such as February's will do much toward promoting RILA as the vibrant organization it is (as evidenced by the diversified news items and articles in this issue.)

Although I hate to detract from my otherwise unconditional praise, I do have two small criticisms: 1) Why does the little Victorian-looking girl continue to appear on the Editor's Notebook banner? This is most surely a remnant of Lee Flanagan's editorship; and, while it suited his inimitable style, has grown tiresome so many years later.

2) Why did poor Gaile DeStefano, who does a great job compiling the monthly Calendar and is a long-time tennis friend of mine, suddenly have her name over-corrected on your inside cover from DeStephano to DeStafano?

Please keep up the (otherwise) great work!

Sincerely,

Donna J. Roberts
Librarian, Cranston School System

Editor's Reply to letter

Dear Ms. Roberts:

It's wonderful to receive a letter like yours because it shows there are people out there who read the Bulletin as painstakingly as we try to compile it. Thanks for the praise and for noticing the misspelling in Gaile's name. You're right-- the error was an "overcorrection", so eager were we to correct the spelling of Gaile's name which we had misspelled for many months. I was interested too in your comment about the "Victorian little girl" because it's an excellent example of how two people can perceive the same picture in entirely different ways. When I came across the drawing in our picture file I was overjoyed. With her wind-blown hair and irrepressible energy, the little girl reminded me of myself twenty years ago when I used to race all the way to Nelson Street School with the wind in my face and my head full of glorious dreams. I no longer leap over small hedges and bushes like a wild mustang, nor do I dream of becoming a great writer or actress; but when the wind tugs at my legs and tangles my hair I still have that old impulse to run and leap and dream. That's why I'm so fond of the little girl's picture and chose it for my editor's notebook banner. I hope that knowing this you won't find her to be quite so tiresome and Victorian!

Sincerely,
Debbie Barchi

EDITOR'S NOTEBOOK



In this issue you will find an article by Jo-Anne Aspry on human resource management in libraries. Although somewhat longer than most articles which appear in the Bulletin, it gives a thorough overview of the history and various applications of management theory which may serve as a refresher for those who have studied the subject and as an excellent introduction for those who have not. As the article points out, most librarians will at some time find themselves working in a supervisory capacity no matter what the size of their libraries. Whether our jobs require us to direct the staff of a large university library or to supervise two elderly volunteers and a half-time clerk, we need to apply sound management policies if we hope to earn the cooperation and good will of those we supervise. I would also like to thank Michael Vocino Jr. for his helpful money-saving list of essential reference works for public libraries suffering from budget cuts.

We're receiving lots of positive comments about the work of our news editor Sondra Giles. Please continue to keep Sondra busy by sending her news about your libraries, reports of important meetings, and staff changes.

Debbie Barchi



THE IMPORTANCE OF DYNAMIC HUMAN
RESOURCE MANAGEMENT IN LIBRARIES

by
Jo-Anne M. Aspry

Since the mid-1950s, when the Federal government began its formal subsidy of library development, both the quality and quantity of types of services offered in libraries have undergone radical change. The days when the library existed as an autonomous social institution are long gone. Increasingly, the library is closely associated with a larger body, and exists to serve a defined clientele--much as the technical information center serves an industrial concern or the public library responds to perceived needs within the local community. As such, the library's organizational structure is an integral part of a larger hierarchy (e.g. governmental, educational, or corporate). Because the library must interact successfully with other groups both outside and within the parent organization, a need exists for it to operate at peak efficiency. Application of modern management theory is an effective means of ensuring optimum performance.

Daniel M. Green defined management simply as "getting things done through people" (12:550), conveying that people perform activities that accomplish objectives--two components that form the basis of all management theory. The development of a library's human resources is an essential aspect of its administrative mission that until recently has been neglected. While management training is not a routine consideration in library science education, a large percentage of librarians find themselves in a supervisory capacity on the job. In 1977, some eighty percent of special librarians reported duties of a supervisory nature (2:324). Ralph Edwards' claim that "library management has taken precedence over the professional functions of librarians" (8:151) is seemingly true. Surveys have borne out the need for formal management training, and continuing education programs deal frequently with this topic (5:24).

Future librarians, who most assuredly will assume some degree of administrative responsibility in their careers must be well acquainted with basic management philosophy and technique. An historical review of the various schools of management thought that have enjoyed periods of popularity over the years will provide an introduction. The application of these theories to library situations will demonstrate their value in improving library service.

A History of Management Theory

The first formally recognized period of management theory development is referred to as the "scientific management school," which extended roughly from 1880 to 1927. It is characterized by the introduction of machinery for the more efficient production of goods. Frederick Winslow Taylor proposed that by scientifically gathering and analyzing information on how work was accomplished, inefficiency could be reduced, thereby ensuring maximum output by workers (23). Lillian Gilbreth's observations on the effects of fatigue on production introduced motion studies (11), and

strengthened Taylor's approach. In 1916, the publication of Henri Fayol's Administration Industrielle et Generale in France offered practical advice on the importance of management ability in the upper levels of the organizational hierarchies of business (10). One became an effective manager through formal education in the fundamentals of management, followed by practical experience that strengthened the ability to deal with actual administrative situations successfully. While these theorists were the founders of management study, their works were one-dimensional, placing heavy emphasis on the formal aspects of organization and the mechanical aspects of production, and neglecting worker needs, abilities and individuality.

In the early 1930s, while efficiency was still heavily emphasized, the behavioral aspects of management began receiving attention. German sociologist Max Weber approached the topic by examining the structure of bureaucracy; the hierarchy of the decision-making process; and in emphasizing the need for specialization within an organization, illustrated the resultant centralization of authority which removed the individual from the management scene (24). This model gave workers defined, though hierarchically low, duties in the organizational structure.

Subsequent administrative theories expanded on the psychological and sociological aspects of worker productivity. The "human relations school" was a direct reaction to the over-emphasis on productivity and efficiency which had obscured the individuality of the worker. Research conducted by Elton Mayo and his associates at Harvard provided the basis for this theory. Their initial objective was to study the effects of worker fatigue on production by experimenting on a group of employees. (Since this took place at the Hawthorne, Illinois plant of Western Electric, it has commonly been referred to as the "Hawthorne Experiment".) However, the real importance of their work was in establishing that workers perceive of themselves not only as individuals, but as members of a group; this obviated the idea that each employee acts solely in his or her own self-interest on the job. Personal or administrative values were subordinate to those of the social group; pressures and rewards originated in the group and an individual's motivation and productivity were positively correlated to the groups' degree of association with management (19).

Stueart and Eastlick define the "social system school" which draws heavily on theories of human behavior, psychology and sociology. Some innovative concepts have emerged from this school, as in general they have integrated individual worker's needs with accomplishing the objectives of the entire organization (22). Employee participation in management supports the evolution of democratic organizations and was espoused by Peter Drucker in the 1950s in his concept of "Management by Objectives" (MBO). According to this model, objectives are established and clearly defined for each level of the hierarchy and for each employee in order to satisfy organizational missions (7).

Douglas McGregor devised a dichotomous approach to the ways human behaviors influence and are influenced by managerial decisions.

"Theory X" described traditional views of direction and control, contending that by nature, human beings have an inherent dislike for work and must be coerced and rigidly controlled. On the other hand, his "Theory Y" maintains that work is as desirable an effort as play or rest, and holds that the average human being is capable of setting and achieving personal and organizational goals, can do so with creativity and intelligence, and requires minimal, if any, supervision (16). Managers with this ideology are presented with more of a challenge in the workplace, since it requires innovative managerial techniques of a free-form style to create a positive environment that leads to fuller utilization of employee capabilities (which in this context, would be seen as limitless).

Each of these theories can be easily applied to situations in the library setting. The introduction of managerial techniques has always followed their use in industry or business. Librarians have not been great innovators, but have made use of time and motion studies when the need arose, established routines and standardization to expedite operations, and in some quarters were always aware of cost efficiency. (The introduction of automation to library operations has stressed the need for the determination of cost/benefit ratios.)

There is a real need to develop a cohesive and comprehensive theory of library management. Perhaps it would be better to synthesize different theoretical views and apply them to the various functions that managers perform. Edward G. Evans describes the "process" school which

...holds that the various functions call for elements from the various schools of thought. Planning and organizing work calls primarily for scientific management--estimation of costs, work flow, and so on--and secondarily for human relations. Actuating and controlling the work of the organization demand a greater emphasis on human-relations factors. In this way a balance can be achieved between human relations, scientific management, and the various functions the manager is called on to perform (9:32).

It is clear that the human factor plays a significant role in current administrative thought. Serving clients effectively demands staff performance of consistently high quality. Libraries, as service-oriented organizations, must assess the current value and future potential of their personnel to optimize their performance. The importance of understanding the relationship between library organizational structure and an efficient and psychologically-sociologically healthy work environment, cannot be stressed too much.

Human Resource Management in the Library

Library managers must keep all aspects of the organization in perspective. To do so requires a working knowledge of management skills the primary ones being set forth by Gulick and Urwick's

acronym: POSDCORB, which referred to the seven responsibilities of management: planning, organization, staffing, directing, coordinating, reporting, and budgeting (13). Note that the human resource element is given no more stress than other elements, (which represents the classical picture of administrative responsibilities). This has had unfortunate consequences: employee dissatisfaction with the workplace is widespread, and inordinate amounts of time are needed to correct this predictable and preventable state of affairs.

Libraries, as they grew into larger organizations adopted a traditional hierarchical, bureaucratic administrative structure. The chief librarian, supported by heads of Public and Technical Services (who in turn control various department heads, who filter control downward to the clericals and student help), holds power in a system of centralized authority. This control promotes efficiency and makes the delegation of decision-making processes adhere to "top to bottom" paths of communication. The organizational advantages of a bureaucratic system have off-setting psychological disadvantages, however. Employees at the bottom (powerless) end of the hierarchy, and who represent the largest number of personnel are bored, frustrated, and dissatisfied. Furthermore, the stress on professionalism contradicts bureaucratic principles because of its emphasis on the development of personal autonomy, creativity, and innovation. Eldred Smith gives an excellent overview of this conflict (21:503-4). As a result, both personnel and organizational development have stagnated. Library organizational development has proceeded at the expense of personnel--both professional and clerical--and the ramifications have been damaging to the overall functioning of the institution.

It is never too late to attempt to remedy a decaying situation. The most obvious solution is for library staffs and management to meet, each in good faith, to examine and attempt to understand the goals and objectives of the other. Blame for the existing situation is found on both sides. Miriam A. Drake believes that

In many libraries, the lack of interest in the life of the organization is reflected in the inability of the librarians to relate to the parent organization's goals, preoccupation with internal politics, and inability to adapt to change.

A feeling can develop among staff that hierarchical administrations hand down decisions and policies without understanding day-to-day operations of particular situations. Resistance to change and ensuing failure are likely results of centralized decision-making, where effective communication and cooperative spirit do not exist between administration and staff.

The development of objectives that satisfy both personal and organizational goals is one way of unifying the entire workforce. Everyone perceives the goals to be reasonable and attainable, and a concerted effort is made in their behalf. A well-motivated staff actively pursues success.

Beatrice Simon notes that, "Today, the lack of motivation is one of the most serious problems of management in industry-- it has also become evident in libraries" (20:167). Any study of motivation has a basis in understanding adult needs for growth and learning. Various models of developmental behavior have been proposed which have relevance for the manager concerned with the motivational forces that influence staff. Abraham Maslow's "hierarchy of needs" describes five levels: physiological, security, esteem, and self-actualization (18). Chris Argyris expressed the development of individuals as proceeding through stages characterized by passivity and dependence (immaturity) to an awareness of self exhibiting independence and activity (maturity) (1). McGregor's Theory X incorporates these ideas by proposing that employees are "stuck" at a low level of needs satisfaction-- they are desirous of security above all, shirk responsibility, and do not actively pursue fulfillment on the job (16). Although this has repeatedly been demonstrated not to be the case, the stress on professionalism has tended to corroborate this view. The traditional role of the professional has been filled by those whose personal career goals are usually closely allied to those of the institution. Support personnel, who usually out-number librarians by two or three to one, on the other hand are generally regarded by management as having goals that are low level, possessing broad and undeveloped skills, and less than enthusiastic attitudes towards their jobs.

Management literature suggests that if employees at any hierarchical level are typified by this last description, then mismanagement is the cause. Job content must be designed so that individuals are induced to achieve and "grow". Admittedly, there are jobs in the library that are tedious, routine, and uncreative in nature. A dynamic staff development program may help to alleviate the sense of futility that accompanies the performance of such mundane tasks. By providing the opportunities to learn other skills and attitudes, the individual can satisfy needs of higher levels "which are difficult to define concretely, but which have much meaning psychologically" (3:56). Most damaging to an employee's self-esteem is under-utilization. Yet, this is often the case in libraries; librarians often perform duties that are sadly similar in nature to those performed by clerks (8:157-8).

Another way to improve employee motivation, morale, and performance is to encourage participation in the decision-making process. This does not mean that lower ranking personnel must have final say over all administrative policies, yet their input can make them more valued staff members. Management by objectives (7) is but one way that supervisor and employee can open channels of communication and generate good feelings about the delegation of responsibility and accomplishment of objectives. Indeed, this may not be management's prerogative to offer, as

Increasingly, rank-and-file librarians are demanding greater opportunity for participation in decision-making through which they can improve services and at the same time restructure the library organization to better actualize their aspirations (17:50).

An important study conducted by Herzberg in 1959 revealed that the factors promoting motivation and job satisfaction are separate and distinct from those preventing dissatisfaction. His so-called "hygienic factors," including company policy, working conditions, salary, status, interpersonal relationships, etc., could prevent dissatisfaction, but were not intrinsic motivators (14). This supported the findings of Mayo that workers were motivated by social and psychological factors and not just by economic ones as had been suggested by Taylor. Motivating factors included achievement; responsibility; recognition, both by superiors and peers; and personal enrichment.

Thus, administrators should not be of the opinion that just because workers are given fair salaries and generous benefits that an environment conducive to efficient and conscientious service has been provided. It is the staff that makes the library function properly, and it is management's responsibility to provide the appropriate incentives to elicit quality performances.

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Jo-Anne Aspry is librarian at Kent County Memorial Hospital.



DEVELOPING AN INEXPENSIVE REFERENCE COLLECTION

by
Michael Vocino Jr.

If you are like the rest of us, your library is beginning to feel the budget crunch, and your book budget is really feeling the pinch. Under such conditions, wouldn't it be wonderful to have a good reference collection capable of meeting most general information requests for under \$500 per year? Well, with a little effort, research and determination it is possible to develop just that and at an incredibly low price! (No, this is not a paid advertisement.)

With the information explosion and the rate of publishing, a good reference librarian should be able to answer most questions posed during a normal working day by efficiently using a small, basic reference collection. Such a collection of twenty-five or so of the standard books available to reference librarians in conjunction with a good, general encyclopedia would require the librarian to know the collection more thoroughly and demand that he/she develop the discipline to do so. In an age where both the buying power of the dollar and the library budgets are shrinking, the need to find books capable of handling basic reference questions without costing the proverbial "arm and a leg" is quite desirable, if not crucial.

It would be a mistake to assume that large public or academic libraries can meet their reference needs with a ready-reference collection, but some medium-sized and small public libraries, branch libraries, bookmobiles, and reading rooms could more than meet the information needs of their users with their respective reference departments. It is also important to note that most of the questions asked at a public library reference desk are really not research in nature and can be answered with books which are kept current on an annual or biennial basis, are inexpensive to replace, and are easy to use.

Most libraries, whether the funding authority be municipal, state, or private are step-children when it comes to budget allocations. It might be useful for large public libraries to supplement their core reference collection with a current, inexpensive ready-reference collection which can be frequently replaced and updated.

What kinds of books could meet the needs of small and satellite libraries? How much would such a collection cost? Well, with the use of the current edition of Books in Print, and if you're willing to consider the purchase of some paperback items for your reference collection (items which normally are replaced within a year for either currency or because they are usually high on "rip-off" lists) it is possible to develop a collection capable of meeting usual reference information requests for under \$500. The following list has been developed by using BIP, but you might want to add an item here or subtract one there to meet

the particular interests or needs of your own public. The following list is only meant as an example of what can be done with specific needs and within a limited budget. Using the paperback option in some cases, it is possible to have the entire following collection for \$424.44:

Cruden, Alexander. Cruden's Complete Concordance. Zondervan, 1949, 11.95; pb 1976, 6.95.

Hutchinson, Lois. Standard Handbook for Secretaries. McGraw, 1969, 9.95.

Chase, William D. Chases's Calendar of Annual Events. Appletree Press, Annual, 12.95.

World Almanac and Book of Facts. Annual, 8.95; pb, 3.95.

McWhirter, Norris. Guinness Book of World Records. Bantam, 1981, pb, 3.50.

Statesman's Yearbook. St. Martin's, 1980, 30.00.

Statistical Abstract of the United States. GPO, 12.00.

Barone, Michael, et al. Almanac of American Politics. Gambit, Biennial, 15.00.

U.S. Government Manual. GPO, Annual, 8.50.

Kling, Samuel. Complete Guide to Everday Law. Jove, 1975, pb, 3.95.

Robert, Henry M. Robert's Rules of Order Revised. Morrow, 1971, pb, 3.95.

Lovejoy's College Guide. Simon & Schuster, 1981, pb, 6.95.

Motor's Auto Repair Manual. Wehman, Annual, 16.95.

Fannie Farmer Cookbook. Knopf, 1979, 15.95.

Wyman, Donald. Wyman's Gardening Encyclopedia. MacMillan, 1977, 29.95.

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Current Biography. Wilson, 24.00/year.

Who's Who in America. Marquis, Annual, 89.50.

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Morris, Richard. Encyclopedia of American History. Harper & Row, 1976, 26.79.

Goode's World Atlas. Rand, 1978, 16.95, pb, 10.95.

Hoyle, Edmund. Hoyle's Games. Routledge and Kegan Paul, 1967, 14.00.

Michael Vocino Jr., former reference librarian in Quincy, Mass., is now a cataloger at the University of Rhode Island.



meeting notes

Info Ex Discusses Info

What information do people need? How do they go about seeking it? What is a non-library information provider? Is it a friend or a competitor? How do libraries figure in a community information providing network? Ching-chih Chen and Peter Hernon of Simmons College addressed these and other questions before an audience of about 40 librarians and representatives of information providing agencies at the February 24 InfoEx at the Middletown Public Library. Drs. Chen and Hernon presented the results of two of their latest research efforts in the information field: a study of the information seeking patterns of New Englanders, and a survey of library and non-library consumer information providing networks across the U.S.

The most sought-after information in New England was about consumer issues when Chen et. al. surveyed 400 residents of the six New England states in 1979; 13% of respondents had sought consumer information. Also in demand was technical job-related information (13%), information about getting or changing jobs (10%), housing and household maintenance (8%), and education and schooling (7%). Information was most often sought from the seeker's own experience (74%), a friend, neighbor or relative (57%). Next most used sources were newspapers, magazines and books (45%), someone who works for a store, company or business (45%), a coworker (43%), or a professional expert, such as a doctor or lawyer.

Libraries ranked ninth among information sources, cited by only 17% of respondents. Only 3% of those questioned said that libraries were the most helpful of the sources they consulted. Another 3% listed libraries as the least helpful.

Following up on their New England results, Drs. Chan and Hernon have been looking into networks (including libraries) that provide consumer information throughout the nation. Because this work is in progress and is supported by a contract with the U.S. Department of Education, the researchers were unable to divulge specific findings. What they offered was a general picture of cooperation among library and non-library providers of information. The mechanism of cooperation is generally a special project funded by grant or other outside funding sources. Some of these projects have achieved self-sustaining status at a reduced level, others are endangered by dwindling funds. The discussion of the nature of these cooperative endeavors sparked an animated exchange on the prospects for inter-agency cooperation in Rhode Island. Most of the participants seemed to feel that the raw materials for ongoing continuous cooperation exist. Dr. Chen pointed out that the major element of cooperation is routine communication. The monthly InfoEx, it was suggested could become a forum for that communication statewide.

Non-library agencies represented included the Governor's Citizen's Information Service, the Department of Elderly Affairs Information Hotline, Cooperative Extension Service and Vocational Rehabilitation.

Reporter: Howard Boksenbaum,
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Telephone () _____
<input type="checkbox"/> please send me more information on LINX and how it would work for my library.
<input type="checkbox"/> please contact me to schedule a free no-obligation LINX demonstration.

MEETING NOTES

Coalition of Library Advocates

At the monthly meeting of COLA on March 11, the major concern discussed was the loss of virtually all federal funding for libraries in the 1983 Reagan budget. Rhode Island libraries stand to lose \$1,255,016.00 (LSCA \$433,917.00, HEA \$183,000.00, ESEA IV-B \$638,099.00).

COLA will respond with a three-point program:

1. The creation of a network of citizens willing to write, telephone, visit, etc. our congress people to protest the federal cuts. Each group represented in COLA would be responsible for identifying those members who could be depended on to respond whenever the need arose. The total membership of each group should still be urged to speak out on library issues, but the network would assure COLA of a nucleus of reliable citizens that could be counted on to act whenever needed.
2. Our four congress people will be invited to a COLA meeting in mid-April for a discussion of the impact of loss of federal funds on Rhode Island libraries.
3. A petition asking for restitution of the threatened funding will be circulated as widely as possible around the state. COLA hopes that a large number of citizens will sign the petitions. These petitions will be presented to our congressional delegation on ALA Legislative Day, April 20.

Reporter: Joseph H. Doherty
Providence College





NEWS
from the
RILA EXECUTIVE BOARD

RILA and the Intellectual Freedom Committee were most ably represented on WEAN's radio talk show "Speak Out with Terry Powell" by Vice President Howard Boksenbaum on Tuesday, March 2. The topic for the evening was "Censorship in Libraries." Howard presented the Intellectual Freedom policies and principles of ALA and RILA and answered questions from Terry Powell and callers on applying these policies to book selection in both public and school libraries.

The Executive Board has approved the inclusion of a check-off on RILA's membership forms for a contribution of \$1.00 to ALA's Washington Office.

The Executive Board has written letters to the appropriate Congressional committee chairs, with copies to the Rhode Island delegation, expressing support for the LSCA funding level of \$60 million as passed by Congress in the December Continuing Resolution, rather than at the \$42 million level favored by the Reagan administration.

RILA's representative to the Coalition of Library Advocates (COLA) is Vice President/President Elect Howard Boksenbaum. Howard is Chairman of the Library Organizations Task Force of that organization.



RILA Committee News

intellectual freedom

The Intellectual Freedom Committee is working on a revision of the IFC Handbook. For RILA referral information, two numbers are now available. Call DSLS 277-2726 Bruce Daniels, Deputy Director or the Council for Community Services Hotline number 351-6500.

membership

The Membership Committee, Paul Drake, Chairman, is beginning a recruitment drive. The Committee is sending out recruitment literature to non-members. Give them a hand and mention RILA to a friend!

government relations

All three library-related bills have been submitted to the Legislature at this session: the Confidentiality of Library Records, the State Publications Depository bill, and the bill to create the Rhode Island Coordinating Council for State Library, Archival and Information Services. The following is an outline of the proposed Coordinating Council which grew out of the work of the Umbrella Task Force:

Coordinating Council for State Library, Archives, and Information Services

Membership: Director, Department of State Library Services (Chair?)
State Librarian
State Archivist
Chief, Division of Information Processing (Records Center)
State Law Librarian

In Consultation with: Department of Education representative (?)
Advisory Board of Library Commissioners representative
Governor's Citizens Information Service representative
Director, Principal Public Library
President, Rhode Island Library Association
Chair, Consortium of R.I. Academic & Research Libs.
President, R.I. Educational Media Association
Librarian, R.I. Historical Society

Suggested Charge: (Purpose):

- 1.) Identify and implement measures which will enable the agencies represented to achieve greater efficiency and eliminate unnecessary duplication in the services they render to the state.
- 2.) Improve the effectiveness of all library, archival and information services provided to government and the citizens of R.I.
- 3.) Pursue the application of technology to the operation of library, archival, and information services.
- 4.) Achieve and maintain a coordinated program of resource sharing between and among the agencies represented.
- 5.) Make recommendations with respect to the goals, services, funding, and administrative structure required to achieve the organization of library and library, archival, and information services at the state level in Rhode Island.
- 6.) Prepare and submit an annual report of council activities to the Governor and to the General Assembly, and make it available to the public.

The council will meet at least bimonthly and keep minutes of its meetings. No separate or special appropriation shall be made for council staff or operating expenses. Staff from the agencies represented shall be assigned as needed for tasks associated with council activities.

All departments and agencies of the state shall furnish such advice and information, documentary and otherwise, to the council and its agents as deemed necessary or desirable by the council to facilitate its purpose.

Approved by Rhode Island Library Association Executive Board,
February 4, 1982.



PEOPLE IN THE NEWS

Matthew Higgins, formerly the Chief of the Division of Planning and Development at DSLS, is now Assistant State Librarian at the New Hampshire State Library.

Ann K. Randall, Assistant University Librarian for Reference and Collection Development at Brown University, has been selected as a 1982 Senior Fellow in Research Library Administration at the University of California, Los Angeles, Graduate School of Library and Information Science. The program is funded by the Council on Library Resources, Inc. and combines some study in residence with research performed at the home institution.

Wendy Lougee, formerly Social Science Reference Librarian at Brown University and Chairperson of RILA's Constitution and By-Laws Committee, has recently been appointed Assistant to the Director of the University of Michigan Libraries at Ann Arbor.

Bonnie Hsu has joined the Reference staff at Brown University in a temporary, part-time position. She did her undergraduate work in English, holds an M.A. in Education and her M.L.S. from the University of Texas.

Marion Rose, Librarian at the Crompton Free Library in West Warwick, has retired after 40 years at the library. She will be pursuing a busy schedule of lectures and demonstrations of her hobby of pysanky, the Ukrainian folk art of decorating Easter eggs.

Paul R. Dumaine, formerly evening Reference Librarian at CCRI (both campuses), is now Reference/Acquisitions Librarian at Warwick Public Library. He holds a B.A. from Rhode Island College with a double major in History and Social Sciences and an M.L.S. from URI. He is married to Margery (Hudson) Dumaine, the Children's Librarian at Knight Memorial Library.

Nancy Wharton, the former Reference/Acquisitions Librarian at Warwick Public Library, is now a Reference Librarian with the Wells Fargo Bank in San Francisco.

Merrily Taylor, Services Group Director from Columbia University, has been appointed University Librarian at Brown. She will officially assume her duties in the summer.

BULLETIN BOARD

PAWTUCKET AUDIT: The DSLS audit of the Northern Interrelated Regional System's account has cleared Pawtucket Library Director Lawrence Eaton and his wife Lee of any wrongdoing in the management of the account. Only two minor discrepancies that were easily remedied were found.

SERVICE CUTBACK: U.S. Archivist Robert Warner has announced the discontinuation of ILL service of microform materials from the Fort Worth Federal Archives and Records Center. The Center stores census, diplomatic, pension, and other records, and was heavily used by genealogical researchers. Elimination of the inter-library loan service was necessary because of staff reductions resulting from budget cuts. Complete sets of National Archives microfilm publications are available for use without charge at the National Archives in Washington and at the eleven Federal Archives and Records Centers. The film is also for sale for \$15.00 per roll from the Publications Sales Branch, NARS, Washington, DC 20408.

RADIO GRANT: Providence Public Library has received a grant for a radio feature "There's a Word for It" from B. Dalton, Bookseller. The program can be heard on WEAN every Saturday at 10:37 a.m., 12:54 p.m., and 3:37 p.m. and Sunday at 10:36 a.m. and 7:20 p.m. "There's a Word for It" features those words we hear and say every day. It is written and recorded by Florence Markoff who formerly wrote "Rhode Island Portraits in Sound," a radio program featuring the lives of famous and not-so-famous Rhode Islanders.

PETITION DRIVE: Citizens for Rhode Island Libraries, Inc. has launched a petition drive to halt federal budget cuts to Rhode Island's public libraries by asking our representatives to take appropriate action to insure continuation of federally funded library programs. They have requested that all public libraries place the petitions at their circulation desks and collect signatures. The petitions are to be presented to Rhode Island's congressional delegation during National Library Week.

FUNDRAISING: Fundraising activities at area libraries continue. Providence Public Library has conducted phonathons in its annual fund drive effort. The library is trying to replace money cut from the city budget. The Friends of the Warwick Public Library is selling stationery with pictures of the library done by Warwick artist, Steve Gervais (see RILA Bulletin cover, Feb. 1982). The stationery is \$2.00 for 10 notes and envelopes and can be ordered from Kathy DiMeo, 739-5440 or obtained at the circulation desk at the library.

AUTHORS HONORED: Maurice Dolbier, Books Editor at the Providence Journal-Bulletin, will officiate at a special salute to Rhode Island authors at Providence Public Library on Tuesday, April 20. Dolbier has served as judge for both the Pulitzer Prize and the National Book Award on several occasions. He has been with the Journal-Bulletin since the early 1940s and was named literary editor in 1951. After spending five years as book editor for the former New York Herald Tribune, he returned to the Journal-Bulletin in 1967. An actor, author and playwright, Dolbier has written ten books, including two novels, two books of humor, and six children's books.

--Providence Public Library will host the reception on April 20, 4:30-6:30 where authors may meet informally with their fans and readers. The event will be open to the public, free of charge.

LIBRARY GUIDE: RILA congratulates RI/JMRT and Brian Phillips on the publication of Guide to the Rhode Island Library Community. This extremely useful publication includes a description of each library-related organization and resource center in the state, as well as the major New England regional organizations; a guide to local initialisms, abbreviations, and acronyms; an index to Rhode Island library laws; and a listing of local job hotlines. Copies of the Guide are still available for \$2.00 from Sally Grucan, RI/JMRT, c/o R.I. Historical Society Library, 121 Hope Street, Providence, RI 02906.

UNICEF COLLECTION: Portsmouth Public Library has acquired a complete collection of "Sing, Children, Sing," cassettes of songs from other nations produced by UNICEF.

POLICY MODELS: The Island Interrelated Library System is in the process of compiling a system management documents file. It is asking its member libraries to submit their policies on personnel, affirmative action, overdue, selection, meeting room, and volunteers, and notes on overdue fines, hours, and holiday closings. The file will also include ALA policy models.

LOCAL HISTORY: For libraries that are interested in adding to their local history collections, the Bulletin has received word of a recent work entitled Foster-1781-Bicentennial Celebration-1981. It is basically a collection of reproductions of old photographs which cover many aspects of country life. The book is \$7.00 and can be ordered from: Town Clerk, Eddy Building, Foster, RI 02825.

ILL CODE: The new Rhode Island ILL Code was recently distributed to libraries. It contains the rules governing ILL via the Rhode Island Interrelated Library Network and provides information on submitting ILL requests.

SUMMER READING: "Summer Time Treks" is the theme for the 1982 Summer Reading Program. The theme allows room for a variety of interpretations and travel activities from any location in any time period. Timelines or passports may record a child's trek. Support packets are being sent to libraries from DSLS in April.

VOLUNTEERS: RILA is providing volunteers for the Channel 36 fundraising auction held the last week of March and early April. Members of RILA will answer phones, help with displays and other tasks on Thursday, April 1. The volunteer effort provides a chance for RILA to help a fellow educational organization and to advertise its own association during the short interview breaks.

DSLS FUNDS: DSLS reports that it has received 51% of its allotted 1982 LSCA funding. Receipt of the money was delayed by the President's attempted rescission measures. They are anticipating that the remainder of the funds will eventually be released. Governor Garrahy's fiscal 1983 budget proposal calls for a DSLS budget of \$2,332,619 which is a 3.8% increase. Final budget figures will not be available until after the General Assembly enacts the final version of the budget in May.

CONTINUING EDUCATION: The DSLS In-House Continuing Education Committee, chaired by Sheila Carlson is sponsoring a Computer Blitz Course by Russ Walter at DSLS on May 2 and 3 for members of its own staff and a limited number of other librarians. There is also a Spring Continuing Education Series, "Libraries and Cable TV", running from March 29 to May 10, except May 3. The six Monday morning sessions cover the function, governance, and regulations for cable; the nuts and bolts of community access; and the planning and production of a show on video for use on cable TV.

CENSUS INFORMATION UPDATE: As of March 1st, four basic sources of 1980 census statistics for Rhode Island have been released by the Census Bureau:

- 1.) PC80-1-A41, the printed report (27 pages) containing population counts for the State, counties, places, county subdivisions, and urban/rural areas. Available from GPO for \$3.00 (Stock #003-024-02730-5).
- 2.) STF 1A Tape File, the computer tape containing 321 categories of 100 per cent population and housing data for tracts, places, counties, and the state. Available from the Census Bureau's Customer Service Division for \$140 (1600 bpi or 6250 bpi)
- 3.) STF 1A Microfiche, the same information as above on 29 microfiche. Available from the Customer Service Division for \$20.
- 4.) STF 1B Tape File, computer tape containing 321 categories of 100% housing and population and housing data for blocks and block groups. Available from the Customer Services Division for \$280 (1600 bpi) or \$140 (6250 bpi).

Librarians should know that the information on the STF 1A Tape File is available in computer printout via Brown University's Social Science Data Center, as a service of the R.I. State Data Center Program. Libraries and other non-profit agencies will be billed at a rate of \$10 for a set of STF 1A statistics on all R.I. cities and towns, \$30 for a set of all R.I. census tracts, and \$5 plus 10¢ a page for individual cities, towns, or tracts. The Social Science Data Center can be reached at 863-2550. Also, DSLS as a core agency in the Data Center Program, has a complete set of the printouts and will make photocopies for librarians (individual city, town, or tract information only) upon request. Questions about anything relating to census information should be directed to Frank Iacono at DSLS. (DSLS Newsletter)



CALENDAR

April 18-24 NATIONAL LIBRARY WEEK

April 27 RILA EXECUTIVE BOARD MEETING
Place: South Kingston - Peace Dale
Time: 2:00 p.m. - 5:00 p.m.

May 2 & 3 Topic: Russ Walter's Computer Blitz Course
Place: R.I. Dept. of State Library Services,
95 Davis St., Providence, RI
Time: 9:15 a.m. - 7:15 p.m. (both days)
Cost: \$39.00 (Includes course fee, Volumes I & II
of Russ Walter's Secret Guide to Computers
plus coffee and soda)
Registration: First come, first served basis--
Make checks payable to: General Treasurer,
State of Rhode Island and bring or send to:
R.I. Dept. of State Library Services, Attention:
Sheila Carlson, 95 Davis St., Providence, RI
02908-5099

May 4 Topic: Volunteerism
Place: Knight Memorial Library, 275 Elmwood Ave., Prov.
Time: 10:00 a.m. Come for coffee at 9:30 a.m.

May 9-11 Topic: MLA Annual Conference
Place: Dunphy's Hyannis Hotel, Cape Cod
Contact: Dennis J. Lesieur, Chairperson, Program
Committee, MLA, Berkshire Athenaeum,
Pittsfield, MA 01201 Tel.: (431)442-1559

May 12 Topic: Adult Films
Sponsor: R.I. Library Film Cooperative--Western Region
Place: Knightsville
Time: 9:30 a.m. - 12 noon, 1:00 p.m. - 3:30 p.m.
Discussion and brown bag lunch noon to 1:00 p.m.

May 15 Topic: Annual Meeting
Sponsor: New England Archivists
Place: Mystic Seaport, Mystic, Connecticut
Contact: Gerald Morris, G.W. Blunt White Library,
Mystic Museum, Greenmanville Avenue,
Mystic, CT 06355



RILA SRRT HOTLINE

The RILA Bulletin editors ask local library employers in Rhode Island, Massachusetts, and Connecticut to send us news of upcoming openings at any level in their libraries. There is no advertising fee. Write or call Elizabeth Rogers, Providence Public Library, 150 Empire Street, Providence, RI 02908. Telephone (401) 521-7722.

Job-seekers desiring a copy of the most recent monthly Jobline may obtain one by sending a self-addressed, stamped envelope to the SRRT coordinator: Mary Frances Cooper, Providence Public Library, 150 Empire Street, Providence, RI 02908. In order for a job notice to appear in the Bulletin, it must be received before the 15th. of the preceding month.

Employers and job-seekers also have access to the New England Library Jobline, a free service of the New England Library Board. Employers call (207) 622-4733 to place a position announcement on the Jobline. Those interested in learning about open positions in New England, call (207) 623-2286. The Jobline is updated with a new tape each Friday.

-Rhode Island-

REFERENCE LIBRARIAN, Brown University: Responsible for general reference service and comprehensive reference services in humanities and fine arts fields. Requirements: MLS (ALA-accredited); strong background in humanities with music and art preferred; working knowledge of one foreign language; reference experience in academic or research library; experience with automated bibliographic retrieval systems in reference service; experience with bibliographic instruction; must be able to work some evening and weekend hours. Appointment range: \$14,600-\$18,300 based upon experience. Benefits include 12-month contract, 22 days vacation, TIAA-CREF. Interested candidates should send letter of application, resume and names of three references by May 10, 1982 to Gloria Hagberg, Brown University Library, Providence, RI 02912.

-Massachusetts-

TECHNICAL SERVICES LIBRARIAN: North Attleboro, Mass.: will also work with public in Reference and Circulation. MLS required. Opportunity to gain experience in a small public library. Sal.: \$10,851-\$12,103. Open April 19. Send a letter with 3 references to: Ms. Sydney Wright, Richards Memorial Library, North Attleboro, MA 02760.

HEAD LIBRARIAN, Northboro Free Library: Require creative, energetic and effective person who will enjoy working with a staff of 15. Responsible for total supervision of varied programs offered to active community of 11,000. Current circulation 125,000. Effective administrator have MLS and at least 5 years of library experience, preferably with some management experience. Starting salary \$15,453-\$21,264 in 5 steps. Available July 1, 1982. Send short statement of your philosophy of public libraries and resume to arrive by April 20 to: Chairman of the Board of Trustees, Northboro Free Library, 34 Main Street, Northboro MA 01532 (Bos.Globe 3/14)

DIRECTOR, Boston University School of Law: Requirements: MLS and JD degrees; and experience in administering law library and/or aptitude for directorship of law school library. Duties: to direct continued development of expanding major law school library; prepare and administer library budget; supervise professional staff in all library departments; faculty status. Salary commensurate with qualifications. Available July 1, 1982. Contact Dean William Schwartz, Boston Univ. School of Law, 765 Commonwealth Ave., Boston, MA 02215 (Chron. Higher Education 3/17)

LIBRARIAN, Hampshire College: seeks Librarian to work with School of Language and Communications. Half-time appointment with responsibilities for reference, bibliographic instruction, collection development, and database searching in discipline of school. Language and communication include cognitive sciences, computer studies, linguistics, math communications, philosophy and psychology. Applicant should have academic background or proven interest in one or more of these fields, MLS required. Prior experience preferred. Position available immediately. Salary \$6,500, depending on qualifications. Application with names of 3 references to: Gai Carpenter, Director Library Center, Hampshire College, Amherst MA 01002. Application deadline April 15, 1982. (Hartford Courant 3/14)

ORIGINAL CATALOG LIBRARIAN: Originally catalogs and classifies monographs and serials, familiar with AACR2, MARC tagging, OCLC classifications and subject headings. MLS required, 2-4 years' cataloging experience in academic or research library. Proficiency in German and one other foreign language. Salary \$14,250 minimum. Apply to: Bessie Hahm, Director of Library Services, Brandeis University, Waltham MA 02254 (Boston Globe 3/14)

-Connecticut-

CATALOG LIBRARIAN: Catalogs, classifies, assigns subject headings to rare books. Supervises clerical personnel. Maintains subject, name authority files. Assists curator or rare books in selecting items for conservation, development of vertical files, preparing small exhibitions, answering correspondence. Some public service duties. Graduate degree in library science required. Art history background, working knowledge of Western European languages, rare book cataloging experience, RLIN, AACR2 experience preferred. Salary from \$15,025. Send application, names of 3 references by April 15 to: Christine Brockmeyer, Yale Center for British Art, Box 2120, Yale Station, New Haven CT 06520-2120 (LJ 3/15)

RARE BOOK PRECONFERENCE

The Rare Books and Manuscripts Section of the Association of College and Research Libraries, a division of the American Library Association, will hold its 23rd Preconference from Tuesday, July 6, through Friday, July 9, at the University City Holiday Inn in Philadelphia, PA. Among the featured speakers will be Samuel A. Streit, Assistant University Librarian, The John Hay Library, Brown University. Preconference registration will be limited to the first 250 applicants and should be sent in by May 31, 1982. The registration fee of \$90 for ACRL members, or \$140 for non-members, includes lunches on Wednesday and Friday, July 7 and 9, entry to the preconference receptions and to all preconference papers and seminars. Late registrations will be accepted on a space-available basis after May 31 with an additional late registration fee of \$15. Additional information and registration forms for the Preconference may be obtained from: R.B.M.S. Preconference, Association of College and Research Libraries, ALA, 50 East Huron St., Chicago, IL 60611.

NEEMA ANNUAL CONFERENCE

The New England Educational Media Association (NEEMA) will hold its 63rd Annual Conference and Exhibits April 20-22 at the Sheraton Sturbridge Inn, Sturbridge, MA. For registration forms and information, write or call Ron Hunte, Executive Secretary, NEEMA Office, 292 Great Road, Acton, MA 01720.
(617) 263-5144.

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Anne Parent, Cranston Public Lib.
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Home Phone: 884-8435

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NELA Councilor

Connie Lachowicz, S. Kingstown Pub.
Library
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Peace Dale, RI 02883
Bus. Phone: 789-1555

Bulletin Editor/Member ex-officio

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667 Waterman Street
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Bus. Phone: 438-9500

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