

SNELLA's Obiter Dicta

Official Newsletter of the Southern New England Law Librarians' Association

Message from the President

I hope that everyone is having a wonderful and (relatively) stress-free summer. Time is flying by, and September (and those fall associates and first year students) is right around the corner. I'm looking forward to leading SNELLA through another year of what we do best - top quality educational events and fun social activities! I'll do my best to live up to the standards of excellence set by Chris Roy and other past-presidents. If I have any goal for the year, it's to be responsive to the needs of SNELLA members. If you have ideas for SNELLA activities and services, please contact me.

For those of you who don't know me, I've been a law librarian for over 7 years, and I've been at Pepe & Hazard for 6 years. I earned a Bachelors in History from UConn and received my MLS from Syracuse University. In my free time, I'm involved with the Society for Creative Anachronism, a non-profit educational group that is devoted to learning about (and recreating) the Middle Ages and the Renaissance. It was great to see so many people at the June dinner. I'd like to encourage people to come to the New Member Summer Event on August 21st. It's not just for new members - old and new

members alike are welcome. By manning the phone lines at CPTV, we'll be helping two great associations - public television and SNELLA!

Susan Scoville



SNELLA Calendar

- August 8th—RSVP, Special SNELLA event, see lower right hand corner of this page.
cbenoit@pepehazard.com
- August 21st—CPTV event
- Fall 2003 Program
- Spring 2004—SNELLA Legal Research Course

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Special SNELLA Event

You are invited to participate in a CPTV live pledge event, Beach Boys Good Timin', Thursday August 21, 2003 8-10 pm.

By volunteering for Connecticut Public Television, you can represent SNELLA on TV, Have FUN! and get the chance to purchase a snazzy SNELLA logo

t-shirt! Hope you can join us!

Please **R.S.V.P.** to:

cbenoit@pepehazard.com

by **August 8th** & indicate if you would like to buy a t-shirt for \$ 20.00. The event is free to all SNELLA members.

Contact Information:

Connecticut Public Broadcasting, Inc.
240 New Britain Avenue
Hartford, CT 06106-3185
860-278-5310

*directions will be sent to attendees

SNELLA Officers and Directors 2003/2004



President: Susan Scoville/ Pepe & Hazard/ Goodwin Square/ Hartford, CT 06103/ (860) 524-7008.

Vice-President/President Elect: Hilary Frye/ Connecticut State Library/ Law/ Legislative Reference/ 231 Capitol Avenue/ Hartford, CT 06103/ (860) 757-6550.

Past President: Christopher Roy/ Connecticut Judicial Branch Law Library/ 69 Brooklyn Street/ Rockville, CT 06066/ 860-896-4955/ FAX 860-875-3213.

Secretary: Janet Zigadto/ Connecticut Judicial Branch/ Law Library at Litchfield/ 15 West Street/ Litchfield, CT 06759/ 860-567-0598/ FAX 567-4533.

Treasurer: Theresa Baylock, TS31/ ING Americas/ 151 Farmington Avenue/ Hartford, CT 06156/ email: baylockt@ing-afs.com.

Members at Large:

Sandi Phillips/ Connecticut Judicial Branch/ Law Library at Hartford/ 95 Washington Street/ Hartford, CT 06106.

Caroline Grillo Benoit/ Pepe & Hazard/ Goodwin Square/ Hartford, CT 06103/ (860) 524-7008.

Nominating Committee:

Doug Apicella
Nancy Marcove
Lawson Ward

COMMITTEE CHAIRS

Education: Claudia Jalowka/ Connecticut Judicial Branch Law Libraries/ 100 Washington Street/ 3rd Floor/ Hartford, CT 06106/ 860-566-1221/ FAX 860-566-3449.

Placement: Janet Zigadto/ Connecticut Judicial Branch/ Law Library at Litchfield/ 15 West Street/ Litchfield, CT 06759

Publications: Lawrence Cheeseman/ Connecticut Judicial Branch/ Law Library at Middletown/ One Court Street/ Middletown, CT 06457-3372

Public Relations: Steve Mirsky/ Connecticut State Library/ Law/ Legislative Reference/ 231 Capitol Avenue/ Hartford, CT 06103/ (860) 757-6550.

Scholarship: Sandee Molden/ Cohen & Wolf/ 1115 Broad Street/ Bridgeport, CT 06604/ (203) 337-4146.

Technology: Mary Scott/ Pepe & Hazard/ Goodwin Square/ Hartford, CT 06103/ (860) 524-7008.

Public Relations/ CBA Liaison/ AALL Relations Liaison: Dottie McCaughtry / McCaughtry & Associates, Inc./ 44 Portland Drive/ Ashford, CT 06278/ 860-429-7637.

A List of Email Addresses Links appears on the Last Page of this Publication

SNELLA Listserv

To **subscribe** email to: LISTSERV@LISTSERV.RC.COM.
Leave the subject line blank. Your message should read:
SUBSCRIBE SNELLA-LIB "Your Name"

To **send** a message:
SNELLA-LIB@LISTSERV.RC.COM

SNELLA's Obiters Dicta Official Newsletter of SNELLA

Articles, comments or questions about the publication should be submitted to the Editor:

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All material submitted for publication is subject to editorial revision. Electronic submission is encouraged.

SNELLA Treasurer Report
ACCOUNT DETAILS
 July 24, 2003

Account Activity from April 14, 2003 to present:

Beginning Balance:..... \$ 1,756.56

Checking Account Activity

Income

Annual Dinner (27 Dinners)	\$ 725.00
Legal Course (1 Participant)	\$ 125.00
2003 SNELLA Memberships (26).....	\$ 260.00
Spring Workshop (22 Participants)	\$ 550.00
Total.....	\$ 1,660.00

Expenses

Renewal - SNELLA.org (5-yr)	\$ 109.95
SNELLA Scholarship.....	\$ 500.00
Annual Dinner Cost.....	\$ 912.83
Service Charge, Apr-June 2003	\$ 29.00
George A. Strait AALL Scholarship.....	\$ 250.00
Spring Workshop Expenses - Speaker	\$ 283.86
Quinnipiac Luncheon Expenses - Workshop.....	\$ 315.00
Presidents Gift/Postage	\$ 75.00
Quinnipiac Luncheon - Research Course	\$ 144.50

Total\$ 2,370.39

Ending Balance \$ 2,666.61

Savings Account

Ending Balance\$ 3,213.46

(\$2,000 transferred to checking on June 4, 2003)



SNELLA Board Meeting

Monday, April 14, 2003
Quinnipiac University, Hamden

Present: Christopher Roy, Susan Scoville, Claudia Jalowka, Dottie McCaughtry, Sandee Molden

Welcome and Call to Order

Minutes of Last Meeting - read and approved

Treasurer's Report - Savings account balance is \$5197.47. Checking account balance is \$1839.50.

Committee Reports - Scholarship and Education Committee business was discussed under the New Business.

Old Business

—New SNELLA Brochure - made by Linda Mellick and was passed out at CLA. Will also be used at CBA in June.

—List of article ideas on website for prospective authors - nothing has been done yet. If people come up with ideas, they will be posted on the web site

New Business

—Scholarship Rules Revision - The Board decided that the rules need to be revised in order to add new selection criteria, application deadlines, and clarification of other details. Sandee will work with Chris and Susan to revise the rules, which will then be presented to the Board for voting and then to the membership.

—Revamping the Legal Research Course - Claudia will set up a listserv for discussion among the volunteers. After the revamp is done, the Education Committee will consider other seminar ideas that SNELLA can use to make money, such as seminars on specific research topics, bridge the gap program, and legal research for non-legal librarians.

—Fall Program - Several ideas are being considered, including "Listening Skills," and other leadership topics. Lexis has volunteered to subsidize the Fall Program.

—Minority Scholarship Donation - The Board agreed to donate \$250.00 to the George A. Strait Minority Scholarship (AALL).

—ADA Requests - Board agreed that there is a need to have standard language stating that we will attempt to accommodate ADA requests. Susan will work with attorneys at her firm to develop appropriate language.



PDF as a Document Management Tool

Adobe's Portable Document Format or .pdf is well known in the legal workplace. Most court and government documents are only available in PDF format and virtually all computers today come with the Adobe Reader already installed (the latest version can be downloaded free of charge from <http://www.adobe.com>).

Creating PDF documents can be an effective document management tool.

1. It is essential when you need to deliver the docu-

ment looking exactly like the original, right down to the footnotes, regardless of their software or printer involved.

2. Current Internet browsers (such as IE 5 and above) open a PDF toolbar making it easy to search, select, copy, save and print portions of the text.
3. Most significantly, the creator of the PDF document can leave a watermark and set a security block with a password to keep any user

from altering the original—making PDF the ideal way to send and store documents like contracts, knowing for sure that they have not been altered or tampered with.

4. PDF is a very simple and fast way to get a document up on the Internet without having to know HTML.
5. You can append documents of different formats putting them all together in one seamless document.

“PDF can be an effective document managing tool.”

How to Create a PDF Document

There are many options for creating PDF documents.

1. Adobe offers several versions of its latest version 6.0. In addition for a flat monthly fee, documents can be sent over the Internet for simple conversion. This is a very fast and reliable method.
2. There are several third party sources for PDF con-

version tools. The August 5, 2003 issue of *PC Magazine* (vol. 22, no. 13, p. 95) offers an excellent comparison of these. A link to an online version is available on p. 7 of this newsletter.

3. You can even get a “free” pdf writer from www.pdf995.com if you are willing to put up with the ads. Be sure to download their entire suite of 3 separate applications so that you can append documents

and add security.

RoboPDF integrates with Microsoft Office, even adding its own menu to Word. It is extremely easy to use. It is available at

www.robopdf.com.



Best Bets on the Internet

Yahoo Search

Our pick this month is the new search engine from Yahoo

search.yahoo.com

Fast and accurate this search engine has several time-saving features.

1. To get a map just type:
map zipcode or City, State
2. To get the weather type:

Weather city, state or zip

3. To get news type:
news topic

Be sure to:

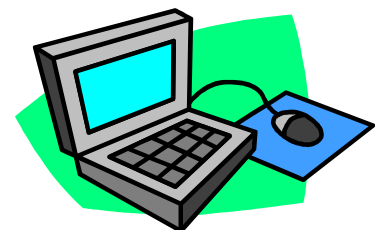
- Take the Tour
- Look at “Learn the Shortcuts
- Use the advance search features
- Set your preferences

Kartoo.com

For an twist on a search engine, check www.kartoo.com.

Your search results are put into a graphic display, organizing your hits into categories.

Sometimes they are not very accurate, but it is certainly worth a try.



In May 2003 the sale of Laptops exceeded that of Desktops for the very first time.

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**A Chapter of the American Association of
Law Libraries (AALL)**



OUR INTERENT ADDRESS
IS WWW.SNELLA.ORG

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Middletown, CT 06457-3372

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