PRESIDENT'S MESSAGE

I hope you all appreciate this timely issue of Tech Notes. It has been produced to share with you the highlights of the 1983 Conference. Randy Brandt agreed to edit one more issue before he retires as Newsletter Committee Chair.

How would you like to be his replacement? Your commitment would be to serve for two years chairing a committee that produces two issues of Tech Notes per year, a pre- and post-conference issue. This committee is also charged with providing ACTS Section news to the CLA newsletter, California Libraries. Please call me and let me know you will take the job.

You matter. Sharing your professional concerns with the Section makes a difference. Martha Childers, Head of Cataloging, San Diego County Law Library, has made a difference by getting the Section to advocate loading of the California State Library cataloging into OCLC so that it would be available to more California libraries.

She submitted her request to the Section at the business meeting at the 1992 Long Beach conference. The following motion was made and approved: "The Technical Services Section of the California Library Association urges the California State Library to offer additional access to its bibliographic records and to enhance the sharing of bibliographic information to as many California libraries as possible." Let me tell you the progress that has been made toward achieving Martha's goal.

Gary Strong, State Librarian, met with Kate Nevins, OCLC VP of Member Services in Oakland. The State Library has sent a sample tape to OCLC for evaluation. OCLC has submitted a proposal and the State Library is analyzing it. Spring is being targeted for a decision. Thanks Martha. You knew the Section had the clout but it needed your request for us to use it.

The enthusiasm and participation of those attending this year’s business meeting was inspiring. The Executive Committee and the Committee chairs felt empowered and are planning a year filled with workshops both statewide and at the annual conference that will be noteworthy. CLA is providing a stable foundation from which Section activities can be based. Our new by-laws clarify roles and responsibilities. The Organization Committee deserves our thanks for guiding the former chapter into Sectionhood.

Celia Bakke and Diane Bebber made enormous contributions of time and energy. Thanks especially to you. Derry Juneja warrants raves for not only coordinating statewide programs and conference programs but for spearheading a successful pre-conference workshop.

Thanks as well to Stephanie Beverage, Elizabeth Nichols, Vivian Pisano, Judith Sherwood, Richard Watts, Tim McAdam, Sandra Smith, Lynne Toribara, Aimee Algier-Baxter, Valerie Bross, Bob McDermott, John de La Fontaine, Roy Ortopan, and Reve Rocke for your help throughout the year. The momentum provided by all of you is enormous. 1994 cannot help but be a great year.

Consider what your contribution will be to your profession for this year. Make it through and with this Section. It's your ACTSS now! Keep the momentum going!

Submitted by: Nancy Neal

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VICE-PRESIDENT’S MESSAGE

I am happy to report that after the Section Business Meeting at CLA, I did receive all the outstanding bank statements for the Section’s account. The figures that I reviewed at that meeting are accurate. The Section has a very healthy treasury; by combining our allotment from CLA with the existing funds in our own bank account, we are in excellent shape. We will be able to fund a good group of programs throughout the year, and at next year’s conference.

We are considering moving the Section bank account, and possibly depositing some money in a separate savings account to maximize our interest earnings. All such changes will be handled in such a way as to make the Section treasury more accessible for programming and other expenses. I have also spoken with the CLA office about how Section funding works, so we know how long it takes to fund mailings and programs through CLA.

I want to thank Ruth Boyer, the former treasurer for all of her hard work with the Section treasury. My records were accurate, and even though I was without bank statements for the last few months, I was able to estimate where we were because of these records.

Submitted by: Stephanie Beverage

ACTSS ASSEMBLY REPRESENTATIVE’S REPORT

My three-year term as CLA Assembly representative for our Section began with the first meeting of the Assembly under the new CLA structure, on November 17, 1992. At this meeting final approval was given to a number of sections and roundtable’s, including the Technical Services Section. (The name change to Access, Collections, and Technical Services Section was approved at the subsequent Executive Committee meeting.)

Unlike the former CLA Council, the Assembly meets only twice a year, once at the annual conference and at mid-year, in conjunction with Legislative Day. The meetings are comprised of committee reports, small group discussions on particular issues, and active participation by Assembly members. At our May 3, 1993 meeting, the major focus was discussion of ten issue statements prepared by the Public Policy and Emerging Issues Committee. Five groups of Assembly representatives each discussed two issues. These lively and productive discussions led to strategies for action and further development. In the case of the issue on non-discrimination, the Assembly adopted as policy a stand for openness in intellectual pursuits and acceptance of all people.

The other nine issues for CLA are: taking an active role in representing library interests, helping members keep abreast of emerging technologies; developing performance measures and objectives to measure success; proposing new funding structures for public libraries; promoting and developing strategies to recruit a diverse workforce; defining basic library service; developing an action plan to surmount barriers to information access; supporting library policies that reflect values of tolerance for diversity and intellectual freedom, and providing support for empowering library users to access information and knowledge.

At the 1993 CLA annual meeting on November 16, the Assembly approved the three-year goals and one-year objectives of CLA’s Long Range Plan. A move to establish a Joint Task Force on Public Library Restructuring was approved. The Task Force will study the financing and governance of California public libraries and develop policy recommendations on the appropriate levels of government to provide public library services and appropriate methods for financing these services.

In the afternoon the 1994 Assembly was ushered in and there was very little business. I look forward to our next meeting on May 2, 1994 in Sacramento.

Submitted by: Vivian Pisano

ACTSS MEMBERSHIP COMMITTEE PLANS FOR 1994

The Membership Committee plans to increase the membership level of ACTSS from the present 225 members. We anticipate at least 10% growth in 1994 through (1) recruiting new members, (2) retaining current members, and (3) working to re-instate lapsed members.

Recruitment of new membership this year is paired with promoting interest and attendance at the annual conference in Anaheim at the discounted rate for members. Because the Anaheim location will attract a large audience from Southern California, we are directing initial
recruitment efforts in that area via personal contact. Retaining members or attracting lapsed members will depend in part on the strength of our regional programs in 1994. Working with the Program Committee, we plan to coordinate program announcements with membership information to selected individuals.

The Committee will coordinate recruitment efforts with the CLA membership office in developing prospect lists of lapsed members, non-member attendees at association- or section-sponsored events, and members of other groups with which the section has strong links.

Submitted by: Lorraine Allerhand
Chair, Membership Committee

WHAT'S IN A NAME?

Like most of us, you probably have not yet accustomed yourself to our new name. Are you still calling this organization the Technical Services Section, or worse yet, the Technical Services Chapter? As far as CLA is concerned, chapters belong only in books. Chapters are out. Sections and Roundtables are in. Get with it!!

The name was changed to reflect the broad range of activities encompassed by acquiring, organizing, disseminating, and preserving collections related to technical services functions. The Organization Committee stated: "We see many library organizational structures coordinating such library functions as acquisitions, serials control, authority, cataloging and database maintenance, circulation control, interlibrary loan and document delivery, bindery, mending, and preservation. Staff, professional and non-professional, working in these areas are often interested in similar topics and issues, but may not see a niche in the current section or roundtable list in which to become involved. The new name would better identify the areas of interest and activities of the Section."

Our cute acronym is at least pronounceable. ACTSS Access, Collections, and Technical Services (Section) is what we are all about. It's a verb and a noun. Repeat it three times, use it in a sentence, and our new name will be yours forever. Try it and you'll like it. It's definitely got TSS beat. Didn't that look and sound too much like "Tssk" to you?

Remember to recommend ACTSS membership and participation to your colleagues. You must be a CLA member to enjoy membership in the Section. "ACTSS" not what your profession can do for you, "ACTSS" what you can do for your profession.

Submitted by: Nancy Neal

CLA ACCESS, COLLECTIONS, AND TECHNICAL SERVICES SECTION

1994 ORGANIZATION CHART AND ROSTER

CLA ACCESS, COLLECTIONS, AND TECHNICAL SERVICES SECTION

1994 Organization Chart and Roster

EXECUTIVE BOARD (ELECTED OFFICERS)

President: Nancy Neal,
Palos Verdes Library District,(310) 544-3863

Vice President: Stephanie Beverage
Midwest Library Services, (714) 572-8343

Secretary: Richard Watts
San Bernardino County,(909)387-5733

CLA Assembly Representative: Vivian Pisano
Oakland Public Library,(510)238-6719

Past President: Celia Bakke
San Jose State University,(408)924-2717

BOARD OF DIRECTORS (EXECUTIVE BOARD & REPRESENTATIVES OF EACH INTEREST GROUP)

STANDING COMMITTEES (established by the President for a term of 2 years)

Membership Committee Chair: Lorraine Allerhand
University of Southern California, (213) 740-4021

Members: Tim McAdam
University of California,Irvine,(714) 856-8704;
Lynne Toribara
Orradre Library, Santa Clara University,(408) 554-5437
Newsletter Committee Chair
VACANT

Acting Chair: Richard Watts
San Bernardino County, (714) 387-5733

Members
Valerie Bross
California State University, Stanislaus, (209) 667-3519;

Lynn Welsh
Solano County Library, (707) 421-6508

Program Committee Chair: John de La Fontaine
Occidental College, (213) 259-2965

Members
Derry Juneja
Riverside City and County Public Library, (909) 782-5737

Judith Sherwood,
San Diego Public Library, (619) 236-5824

Roy Ortopan
Consultant, (415) 648-4986;

VACANT

Ala Reporter: Derry Juneja
Riverside City and County Public Library, (909) 782-5737

Nominating Committee – To be determined

Interest Groups (May be established by the Board)

Membership Committee

1. Coordinate efforts with CLA Membership Committee to recruit new Section members and retain former Section members.

2. Target members of SCTPF and NCTPF for membership in the Section.


4. Present an activity report and an evaluation of activities to the membership at annual conference.

5. Submit membership announcements to the Newsletter Committee for inclusion in Tech Notes and/or California Libraries.

6. Submit a report to the President-Elect at the 1994 conference making recommendations for activities for 1995

7. Collect Committee archives and pass them on to the 1995 Committee Chair.

Newsletter Committee

1. Produce a post-conference and a pre-conference issue of Tech Notes keeping economy in mind. Each issue will focus on conference highlights and news of interest to Section members.

2. Determine contact person, format, and content for California Libraries and utilize it as the primary source of calendar information and periodic articles.


4. Present an activity report and evaluation of activities to the membership at the annual conference.

5. Submit a report to the President-Elect at the 1994 conference making recommendations for activities for 1995.

6. Collect Committee archives and pass them on to the 1995 Committee Chair.

STANDING COMMITTEE CHARGES

ACTSS has three standing committees for 1994. Following are their charges. These goals and objectives can only be met with the help and participation of the ACTSS membership. Please support the committee members in their efforts to make ACTSS useful and valuable to our profession.
DO I REALLY NEED AUTHORITY CONTROL?

a Program Presented by the
Access, Collections and Technical Services Section
of the
California Library Association

9 AM -- 1 PM
January 21, 1994
Hashinger Science Center
Chapman University
Orange, CA

9 AM -- 1 PM
February 18, 1994
Fairfield Community Library
Fairfield, CA

featuring:

Barbara Tillett
University of California, San Diego

Irene Hunt
Palos Verdes Library District

Maggie Horn
University of California, Davis

Please Respond by:

January 14 for Southern California Session
to: Judith Sherwood, San Diego Public Library
820 "E" Street, San Diego, CA 92101

February 11 for Northern California Session
to: Maryll Telegdy, Napa City County Library
1150 Division St., Napa, CA 94559-3396

Further Questions: John de La Fontaine
Occidental College Library
(213) 259-2965

ACTSS Members ... $11.00 / Non-members ... $16.00 / Laid-off ... $11.00

I will be attending the Northern / Southern (circle one) Session of
DO I REALLY NEED AUTHORITY CONTROL?

NAME: ________________________________________________________________

LIBRARY: ______________________________________________________________

DAY TIME PHONE: ____________________________________________________

Make checks payable to: ACTSS
To Fairfield Community Library:
From Interstate 80 take Travis Blvd. East to Pennsylvania. Turn Right on Pennsylvania and proceed to Kentucky. (2nd street after Utah which is a light) Turn Left on Kentucky. The Library is the 1st Building on the Left.

To Chapman University:
From Interstate 5 (Santa Ana Frwy) take Chapman Ave. East to Glassell. Turn Left on Glassell. Proceed 2 blocks to Palm. Cross Palm on Glassell and turn Right into the University.
Program Committee

1. Plan, publicize, and present regional programs throughout the State encouraging replication where possible.

2. Assist in program planning for the annual conference.


4. Present an activity report and evaluation of activities to the membership at the annual conference.

5. Submit program dates and information to California Libraries for inclusion in Calendar.

6. Publicize programs in the newsletters of other library organizations in the State, including SLA Bulletin, SCALL Newsletter, CARL Newsletter, and OCLC News Update and Pac-News.

7. Submit summaries of conference programs to the editor for the post-conference issue of Tech Notes.

8. Submit information about conference programs to the editor for the pre-conference issue of Tech Notes.


10. Collect Committee archives and pass them on to the 1995 Committee Chair.

Lee Leighton opened the morning session by discussing the need for Format Integration, the development of formats and a brief introduction to the major changes that will be coming during a two-phased implementation over a two-year period.

Karen Coyle discussed the system needs for Format Integration. She emphasized the need to be aware of automation needs, both in the local site and the communications with the system vendor to be sure that both would be ready for Format Integration.

The afternoon session was conducted by Derry Juneja. Through the use of overhead transparencies, she described in detail the way catalog records look today and how they will change for Format Integration. Most of the changes emphasized dealt with monographs with added and analytical titles and multi-part works such as a book with a computer disk, or a recording with a pamphlet or book.

Although the implementation of Format Integration has been delayed the audience felt that the topic was timely and useful as most of the content will not change over the next year.

"Are Approvals Plans Only for Public Libraries?" had speakers from Academic and Public libraries as well as a Vendor discussing approval plans and their value in acquisition processes.

Nora Jane Natke, Youth Services Coordinator at the Riverside City juvenile approval plans tested side by side using a similar profile. She talked about the similarities and differences of each vendor and the value of juvenile approval plans in a public library setting.

Stephen Pugh, Yankee Book Peddler, gave a good background regarding what vendors can provide as approval plans and how a library can profile such a plan to be effective for that library, whether it is an academic, public, or special library.

From the University of California, Irvine, Judith Paquette gave examples of a university library approval plan and the advantages of such a plan for her library. She talked about the need for bibliographers to review content of materials with the item in hand and that an approval plan supplied this need. All the speakers agreed that, with good profiling by the library, using the approval plan, these were good value in an acquisitions department. Technology and shrinking budgets are bringing change to technical services areas. Two speakers addressed a packed room on "Coping With the Challenges of Change in
Technical Services." They discussed how staff cope with changes and continue to work effectively.

Gerald Ward, Sacramento Public Library, explained the types of changes that can cause stress and how to fix them. Identification of the causes of stress; investigation of the means of correcting these causes; and implementation of the procedures needed to ease the stress make up the three "T"s of stress management.

Changing jobs and changes brought about by automation were the areas covered by Lois Kershner, an independent consultant. She talked about learning new skills, the difficulties when schedules slip in implementation, and how to plan for softening the blow when change is needed.

The annual business meeting was well attended (see meeting summary below) and attendees were provided with a continental breakfast organized by Roy Ortopan.

Submitted by: Derry Juneja

Full minutes of the Annual Business Meeting and the Executive Board meeting are available from Richard S. Watts, San Bernardino County Library, 104 W. Fourth St., San Bernardino, CA 92415-0035. (909) 387-5733 voice, (909)387-5724 fax. Internet: sanberdu@class.org

ANNUAL BUSINESS MEETING SUMMARY

The newly constituted Access, Collections, and Technical Services Sections held its first annual business meeting at the Oakland Convention Center on Sunday, November 14, 1993. President Nancy Neal thanked the large number of people who attended, though no program followed. Assembly Representative Vivian Pisano reported on her activities.

Stephanie Beverage, Vice President/President Elect presented a Treasurer's report. Though the CLA office will handle the majority of the Section's financial affairs, it maintains control of the former Technical Services Chapter's bank account. She reported that her statement may need revision because of confusion in transferring the account when former Treasurer Ruth Boyer left the state. She will also seek out a bank which charges lower fees.

Al Bennett, CLA Membership Chair, presented a plan to coordinate membership efforts between the CLA Membership Committee and Sections and Round Tables.

The Section agreed to become a prototype for plan implementation.

The membership discussed a written report from Randal Brandt, outgoing Tech Notes editor. He suggested discontinuing the newsletter because it is expensive and labor intensive, and presents a challenge to the editors in obtaining adequate copy. He suggested regular contributions to California Libraries and E-mail as preferable means of communicating with the membership. The consensus of the meeting was to continue Tech Notes for the time being because of the Section's strong financial position and the specialized interests of the membership. However, members suggested a semi-annual frequency and more succinct content. The Section will attempt to provide monthly input for California Libraries and explore the use of E-mail.

Section Convener Celia Bakke presented the Section's bylaws for approval, which were adopted unanimously.

President Neal introduced the Section's officers, which include Vivian Pisano, Assembly Representative; Stephanie Beverage, Vice President/President Elect; and Richard Watts, Secretary; and Standing Committee Chairs Lorraine Allerhand, Membership, and John de La Fontaine, Programs. The Newsletter Committee Chair is temporarily vacant. Liz Nichols reported that State Librarian Gary Strong would meet with OCLC PACNET representatives to finalize plans to load the State Library's records onto OCLC. A resolution from the 1992 Annual Meeting of the Technical Services Chapter urging this action played a major role in this development.

10:30 AM on November 15, 1993.

Present: Lorraine Allerhand, Celia Bakke, Stephanie Beverage, John de La Fontaine, Derry Juneja, Nancy Neal, Roy Ortopan, Vivian Pisano, Richard Watts

Discussion centered around updating the charges of the three standing committees: Membership, Newsletter, and Programs. Membership's charge no longer includes encouraging mentoring or surveying the Section's members. They will stress targeting members of the Southern and Northern California Technical Processing Groups and membership retention. Newsletter's charge includes continuing Tech Notes while stressing economy and an emphasis on pre- and post-conference news, and establishing contact with California Libraries for calendaring and frequent articles. Program's charge includes encouraging regional programs which can be at one or more locations, including the state's more isolated regions.
Vice President/President-Elect Stephanie Beverage will prepare the Section's 1994 working plan and budget. Another meeting was scheduled tentatively for the Los Angeles area during the February 1994 ALA midwinter meeting.

Submitted by: Richard S. Watts, Secretary

INTEREST GROUPS AND DISCUSSION GROUPS

The Bylaws of the Access, Collections, and Technical Services Section which were ratified by the membership at the November 14, 1993 Annual Business Meeting provide for the establishment of Interest Groups and Discussion Groups. These bylaws are based on a model developed by the CLA Section Implementation Committee and reviewed by the CLA Executive Committee.

A distinguishing feature of the two groups is one of structure. Interest Groups are established by the Section Board of Directors and are responsible to the Board, but each may determine its own officers and structure. Meetings are scheduled by the group's officers. Interest Groups participate in the governance of the Section through a representative serving on the Section Board of Directors. The Interest Group representative is a voting member of the Board, serving a one-year term but may serve up to a total of three consecutive one-year terms. Therefore, the Interest Groups are formally organized subgroups within a section. All levels of support for Interest Groups are to be provided by the Section as currently the CLA office is not able to provide support, such as maintenance of membership records. Any financial support would be provided by the Section.

Discussion Groups are identified as small, informal groups focused on a limited topic. A group consists of fifteen or more members interested in establishing an entity to focus on issues which fall within the umbrella of the Section. A Discussion Group is established by group members submitting a written petition to and receiving approval of the Board of Directors. The standing rules require the Discussion Group to "elect a Chairperson who shall keep a roster of members, be responsible for all communications, preside at meetings and make reports to the Board of Directors." A Discussion Group may not incur expenses except as authorized nor make a declaration of policy.

It is not envisioned that Interest Groups will be established immediately within ACTSS. One example of a group within another section is the Community College Interest Group which previously existed as a Chapter and is now organized under the auspices of the Academic Section. Since ACTSS chose to incorporate the establishment of Interest Groups in its bylaws (Article 7, Optional), it is envisioned that with the growth and development of the Section, Interest Groups eventually will be established.

But the Section leadership is strongly encouraging the membership to establish Discussion Groups. Many of you may remember the Discussion Groups which were a vital element of the Technical Services Chapter. These groups no longer exist, but they provided an excellent opportunity for Chapter members to discuss issues, concerns and/or problems related to a specific topic or function, to establish or renew collegial networks, and to actively participate within the Chapter without holding office. These groups were a prime source of excellent programs presented both locally and at the Annual Conference. The Chapter officers were primarily responsible for the creation and maintenance of these groups.

Within the current organizational format, the Section officers are relying on you, the members, to take the initiative in forming Discussion Groups. The leadership will provide support in the form of approving the establishment of a Discussion Group and assisting, when possible, in activities fulfilling the mission of the Section. With an array of change agents affecting technical services, collections, and access, there is every need for discussion. Seize the opportunity to establish Discussion Groups along traditional or non-traditional lines to assist all of us in addressing concerns, meeting challenges, and actively participating in shaping our future.

Submitted by: Celia Bakke
UPCOMING EVENTS

The Program Committee has an ambitious slate of activities for 1994. On January 21 (Southern California) and February 18 (Northern California) we will be presenting "Do I Really Need Authority Control?". This promises to be a provocative program with top notch speakers. In the works for Spring is a program on Outsourcing and for Fall we hope to have a demonstration of the LC Cataloging Workstation. Stay tuned for more details!

January 21, 1994 "Do I Really Need Authority Control?" Chapman University, Orange
February 18, 1994 "Do I Really Need Authority Control?" Fairfield Community Library, Fairfield

Submitted by: John de La Fontaine

HOROSCOPE FOR 1994

A leading astrologer predicts a great year for the ACTSS. Programs will be frequent and fascinating in convenient locations. Membership will increase by leaps and bounds when word spreads of the benefits of membership. Volunteers to fill all vacancies on committees are predicted to exceed the need. Both issues of Tech Notes will be filled with relevant, timely, and well-written articles. The CLA newsletter, California Libraries will list workshops and include articles submitted by Newsletter Committee members. The annual conference in Anaheim will be the best and fun-filled. Friendships will be made and networking opportunities will abound. All that participate in Section activities will gain. We will all get a 10% salary increase.

Submitted by: Nancy Neal

EDITOR'S NOTE

As those of you who have read this entire issue will know, Tech Notes is now being published bi-annually instead of quarterly. One of the important functions of the newsletter in the past has been the announcement of programs, meetings, workshops, seminars, etc., to the membership. Frequently, the newsletter has been issued with special flyers and registration materials. Obviously, Tech Notes will no longer be timely enough to accommodate all of the

special programs that take place during the year. Program organizers are going to have to mail materials to the membership directly. In order to do this, one simply needs to contact the CLA office and request the mailing labels for the ACTSS membership. The preferred method of doing this is by fax. The CLA fax number is (916) 447-8394. The voice number is (916) 447-8541. Make sure to allow at least two weeks for delivery.

CORRECTION

Barbara Tillett from the University of California, San Diego, will not be speaking at the upcoming "Do I Really Need Authority Control?" programs. Program organizers are working to find a replacement.