



Memorandum

To: CDLPA Presidents
County and District Law Library Staff

From: Martha Foote, Board General Manager

Date: July 20, 2009

Re.: **Conference for Ontario Law Associations' Libraries 2009**

This year, the **Conference for Ontario Law Associations' Libraries (COLAL)** will be held in Toronto from October 21 to 23, 2009. It is the primary vehicle for continuing education for the library staff in the 48 County and District Law Libraries in Ontario.

While we are still finalizing the educational programme, to date we have confirmed some excellent topics and speakers. They include:

- a presentation about RSS by David Whelan, Manager, Legal Information, Law Society of Upper Canada
- a presentation about writing business cases by Melissa Firth, Peel Law Association, and Allison Killins, Peterborough Law Association
- a presentation about Association policy and procedures manuals by Pat Henry, Simcoe Law Association
- a question and answer session with members of LibraryCo's Board of Directors
- LibraryCo update

In addition to the educational programme, library staff will have opportunities to network with their colleagues. There will be an opening reception on October 21 at the Textile Museum of Canada. We are also planning a reception and sit-down dinner on October 22 at the Law Society of Upper Canada.

LibraryCo will pay the travel expenses, the cost of the two receptions, breaks and luncheons on October 22 and 23 and the cost of the dinner on October 22. The Association is responsible for covering the two nights' accommodation costs, other meals and any other expenses incurred for all staff that participate.

A block of rooms, at \$160.00 (plus applicable taxes) per night, is booked at the Metropolitan Hotel - Toronto at 108 Chestnut Street, Toronto. Rooms are set aside for the 21st through to the 23rd. You should make your own reservations by calling (416) 599-0555, 1-800-668-6600 (toll-free) or by e-mail at reservations@tor.metropolitan.com. Reservations at this rate and against this block will be held until **Monday, September 21, 2009. Please mention that you are with LibraryCo (COLAL) when you make your reservation.** For further information, map and directions, please check the hotel web site at: <http://www.metropolitan.com/toronto/>

I look forward to welcoming you to COLAL in October.

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