



LibraryCo e-Newsletter

MARCH 2013

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Changes in Lanark County

Iris Nixon, who was the library assistant in Lanark County for many years, retired at the end of 2012. We thank Iris for her contributions to the law library and wish her well in her retirement. We are delighted to welcome Beverly Brett as the new library assistant.

CALL/ACBD Conference Bursaries

Again this year, LibraryCo is providing bursaries for staff in the county and district law libraries to attend the CALL/ACBD conference. We are pleased to announce that the following people will receive LibraryCo bursaries to attend the 2013 conference: Ronn Cheney (Grey), Maida de Vera (Peel), Betty Dykstra (York), Patricia Harris (Muskoka/Parry Sound), Helen Heerema (Thunder Bay), John Kerr (Wellington), Diane Lawson (Dufferin), Mary-Jo Mustoe (Welland), Laurie Stoddard (Renfrew) and Chris Wyskiel (Hamilton). This will be the first CALL/ACBD conference for Helen Heerema, Diane Lawson and Laurie Stoddard.

The CALL/ACBD conference will be held at the Centre Sheraton Hotel in Montreal from May 5 to 8. The theme is "Librarian: Multifaceted Professional." The conference features three plenary sessions which focus on the future of law librarians, stress management and e-book licenses. The plenaries will be supplemented by concurrent sessions that are organized by CALL/ACBD's committees and special interest groups. The topics of these concurrent sessions include testing search engines, competitive intelligence, the future of articling, mobile technologies and librarians as trainers. There will also be a number of networking events where attendees can meet their colleagues.

We look forward to seeing you in Montreal in May. Congratulations again to our bursary recipients!

SPOTLIGHT ON . . . Toolkit of Legal Resources

From time to time we are asked how LibraryCo makes decisions about content in the Toolkit of Legal Resources. To answer these questions we are focusing this month's **SPOTLIGHT** column on the decision-making process for the Toolkit.

LibraryCo collects data about the Toolkit from multiple sources. LexisNexis Canada and Carswell, the two vendors from which we license paid content, provide us with monthly usage statistics. We also receive data from the Law Society of Upper Canada, which hosts the Toolkit. The data from these sources enable us to create a clear and relatively detailed picture of how these resources are being used. Since LibraryCo has been collecting data for several years we are able to discern long-range patterns and trends.

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LexisNexis Canada provides LibraryCo with very detailed statistics that are broken down by county, database, number of requests and time spent online. The data separates in-library usage from desktop. This data shows that 77% of all searches on LexisNexis Canada are for case law. (All Canadian Court Cases is the runaway favourite database and accounts for 2/3 of all searches on LexisNexis Canada.) The remaining 23% is distributed among Solicitors Forms & Precedents, journals, Halsbury's Laws of Canada, netletters, citators, secondary sources, All Canada Quantums and news. These usage reports are uploaded to the law association wiki for each library to download and use for their own purposes.

Carswell, which licenses Criminal Spectrum, sends LibraryCo detailed data showing the overall number of searches, the number of searches in a given database and the amount of time spent in each database. As with LexisNexis Canada, 2/3 of the searches on Criminal Spectrum are for case law. Secondary sources and finally legislation make up the remaining 1/3.

The Law Society's data provides the number of lawyers who access the service in the libraries and via the desktop. It also shows the number of times these individuals access the service. This data is contrasted with the number of accounts created by lawyers, which is also managed by the Law Society.

What conclusions can LibraryCo draw from this data? Case law searches predominate and account for 2/3 of all searches on both LexisNexis Canada and Criminal Spectrum. There is low use of secondary sources and legislation. Use of Criminal Spectrum has been declining steadily since 2009, although there was a slight increase in 2012. Lawyers in a few associations have never used the in-library services.

Use of the desktop delivery service remains low. Desktop delivery is available to lawyers in all local and three area associations. Approximately 2,300 lawyers are eligible for the desktop service and 1,886 have accounts. However, only 736 or 32% of eligible users have ever logged into their account and used the service. The proportion of lawyers using the desktop has not increased in five years, and the number of actual users is far below the number of lawyers with accounts or who are eligible for desktop delivery. In addition, the same top ten users continue from year to year and account for 17% of visits to LexisNexis Canada. The top 100 users account for 57% of all visits.

Decisions about what to purchase for the Toolkit are based on multi-year usage patterns, the need to avoid costly duplication of resources, the availability of high-quality resources including CanLII, and input from shareholders and library staff. LibraryCo welcomes comments and suggestions from its clients.

COLAL 2013

This year's COLAL will take place on Thursday and Friday, October 17 and 18, at the Delta Chelsea Hotel in Toronto. Our theme for 2013 is "Creating the Information Future", which continues and builds on the success of last year's "Future Ready" theme. Please mark the date in your calendars and stay tuned for future announcements.

Reminder – Changes to Associations

Please remember to advise LibraryCo as soon as possible about changes to the role of president, treasurer and/or library chair. This enables us to keep our records current and ensure smooth communication with associations.

Finance Notes – A Column by Gary Cheong



Common Expense Report Questions (Part 2)

- I want to take a friend to lunch while on business but it seems silly to ask for two bills when I will be paying for both of us. How should this be handled?

If you are only entitled to reimbursement for your own expenses then deduct all amounts for your friend, including tax and tip, from the final total and put only your amount to be reimbursed on your expense report.

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• I have a bill that is partially reimbursed by LibraryCo and the rest by my association. To whom do I give the original invoice?

LibraryCo only reimburses originals so if your association also requires an original, have the merchant print an additional copy.

• May I complete my expense report by hand?

Yes, but please don't as it slows down the process as we now have to manually add the report. In addition, handwriting is usually more difficult to read. I would suggest using the [computerized form](#) provided by LibraryCo.

• I partially paid personally for some expenses reimbursable by LibraryCo while my association paid the remainder. Who gets reimbursed?

Unfortunately, for internal control and administrative reasons, we can only write the cheque to one payee. In this situation, have your association receive the entire amount. The association would then write you a cheque for the amount of reimbursable expenses paid personally.

Law Society of Upper Canada CPD

Considering running the "Civil Litigators Series" as a video replay for your local bar? Buy all four programs at once for the cost of three! The series explores the real estate, family, criminal law and wills and estates issues that can arise in civil litigation.

Contact Nicole Nightingale at nnightin@lsuc.on.ca for details.

* This promotion is only available to the county libraries.

These video replay programs are now available:

[Commercial Priorities for Real Estate and Business Lawyers 2013](#)

[Civil Litigators Series: Wills and Estates](#)

[Evidentiary Challenges for Criminal Lawyers](#)

3rd Annual In-House Counsel Summit – **Coming Soon!**

[The Six-Minute Commercial Leasing Lawyer 2013](#)

[The Ten-Minute Family Judge 2013](#) – **Coming Soon!**

[Emerging Issues in Directors' and Officers' Liability 2013](#)

[The Annotated Power of Attorney for Personal Care](#)

[The Annotated Alter Ego Trust and Discretionary Trust](#)

[The Six-Minute Administrative Lawyer 2013](#)

For a listing of upcoming programs, descriptions and accreditation, please visit our [website](#).

View our entire legal education resources library at <http://ecom.lsuc.on.ca/resources>

Board General Manager's Report

On February 21 I attended the Annual General Meeting of the Lincoln County Law Association. Alan Silverstein, chair of LibraryCo, also attended and made a presentation about LibraryCo. I attended the Annual Dinner of the Hamilton Law Association on March 7 which was, as always, an enjoyable evening.

Roving Law Librarian - A Report from Marilyn Elkin

I continue to work with the other members of the collections team on revisions and updates to the Core and Essential lists for 2013. This work will be submitted to LibraryCo for approval by the end of the month. I have also been attending classes to complete a Teaching and Training Adults program at Georgian College.

My scheduled visit to the Lanark County Law Association library during the last week of February had to be postponed due to adverse weather conditions. I will be rescheduling this visit to accommodate the installation of new computers.

I am visiting the Waterloo Law Association library next week for a day, immediately following their move into the new courthouse, and returning for a further four days in the week leading up to Easter. I have also scheduled a visit to the Huron Law Association library in early April to conduct a shelf read.

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Please contact me at melkin@lsuc.on.ca if you have any questions or would like assistance with a project or other work.

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