



ALBERTA LAW SOCIETY  
LIBRARIES

2005-2006 ANNUAL REPORT

Enter

Alberta Law Society Libraries are **accessible...** each and every day to all Albertans, including the legal profession...24/7. 2005-2006 saw the re-development and launch of our website. Our clients can visit us at any time from anywhere in the province to access a wide range of legal information resources and services.

**our values** **commitment** meeting the needs of our clients in a timely, efficient and courteous manner **competence** promoting an organisation characterised by staff who have the skills and training to do their jobs **innovation** seeking new and innovative ways to achieve our goals **collaboration** building partnerships with our stakeholders and law library colleagues **respect** fostering an inclusive work environment where staff are treated with integrity, dignity and respect **our vision** a model of excellence in the provision of legal information services **our mission** facilitating access to legal information for all Albertans **just the facts** **libraries** 9 libraries 24 employees 53 workstations with Internet access 5,492 clients with library cards **online services** 2,225,339 hits to the libraries' website 1,412,911 hits to the libraries' online catalogue 3,472 online searches conducted for clients **research and information services** 20,941 reference and information assistance 7,054 public client assistance 581 library orientations **utilisation of collections** 21,835 books loaned 6,922 book loans renewed 69,205 books consulted in the libraries **photocopy service** 8,440 documents delivered **collection inventory** (as at March 31, 2006) 19,030 titles 189,657 units **bibliographic services** 1,138 new titles added 13,804 serial issues processed 5,071 looseleaf releases filed 1,051 volumes bound



## CHIEF LIBRARIAN'S REPORT



The unveiling of our new website at the Law Society of Alberta's Benchers' Convocation provided the capstone for an exciting and successful year for our organisation.

Our top priority is to provide the best possible resources and services to clients. Our libraries have served the legal community in Alberta since 1885, when the first law libraries were established in what was then the North-west Territories. For the first hundred years or more, legal information was primarily available in print and services were provided in person. Today, we face the challenge of meeting the needs of our clients in an increasingly electronic world where expectations of immediate access to legal information resources and services continue to grow.

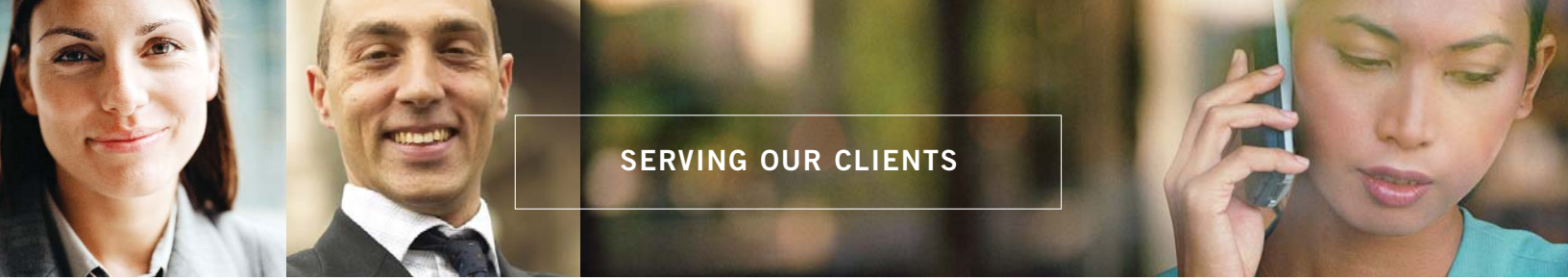
The new website delivers on our commitment to remain responsive to client needs with new developments in the delivery of legal information resources and services. With its easy-to-navigate format, the site provides desktop access to indepth information resources, including research guides on a range of legal subjects and legal research processes, information on over 1,500 e-journals held by the libraries, full-text access to over 300 e-texts,

and searchable tables of content for over 1,600 publications held by the libraries, including all papers published in LESA and CBA (Alberta) seminar materials. A range of electronic services are also offered, including e-reference, e-reminder notices, an e-newsletter and e-document delivery. The value of the information available on the site has been demonstrated by the downloading of over 6,000 legal research guides within the first few months of its launch.

I extend thanks to our funding stakeholders – Alberta Justice, Alberta Law Foundation and Law Society of Alberta – for their continued financial support and to the Joint Library Committee for its advocacy on our behalf. I would also like to acknowledge the commitment and professionalism of all our dedicated staff who continue to meet the challenges of information delivery each and every day.

A handwritten signature in black ink that reads "Mona B. Pearce".

Mona B. Pearce, MLib (Legal), AALIA  
Chief Librarian



## SERVING OUR CLIENTS

Our skilled staff provides reference and information services utilising resources in our own libraries and databases across the country and around the world. Services are provided through personal contact, telephone, electronic mail, facsimile or traditional mail. In addition, a range of self-help resources such as our website, research guides and online catalogue enable clients to easily find the information they need.

All clients have free access to our extensive collection of print law reports, legislative materials, texts, journals and digests located in our libraries. Research and reference services are available at all libraries and skilled staff is available to answer a variety of questions and assist in accessing legal materials, including:

- noting-up cases
- verifying citations
- accessing unreported decisions
- searching statutes
- noting-up statutes
- updating legislation
- tracking bills
- locating journal articles and reports
- identifying print and electronic resources on a particular legal topic
- using print and electronic resources

Our website at [www.lawlibrary.ab.ca](http://www.lawlibrary.ab.ca) provides desktop access to:

- ALLi-Cat, our online catalogue, which provides information on our libraries' bibliographic holdings, including information for over 1,500 e-journals and new book purchases by library location and date
- searchable tables of content for many of the libraries' holdings, including author and title information for over 8,000 legal articles published in Legal Education Society of Alberta, Canadian Bar Association (Alberta) and other publications
- research guides on a range of legal topics and legal research processes with hypertext links to the most important resources available in our libraries and on the Internet
- free online legal information resources, organised by topic, selected to meet the regularly-encountered information needs of the Alberta lawyer

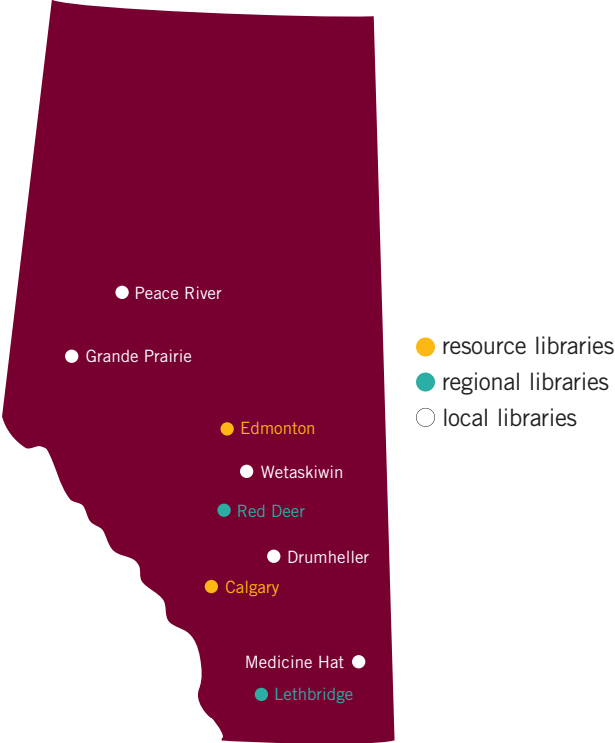
- a range of e-services and e-forms, including e-reference, book loan renewals, book holds, photocopy services, and requests for library skills instruction and legal research consultations
- information about our organisation, including our strategic plan, annual reports, policies, library locations, hours of service, newsletter, and staff directory

All libraries have public workstations equipped with internet access and word processing software so clients can complete their research in a secure environment. Online legal research and note-up services are offered to registered clients for a small service fee.

### service philosophy

- information from anywhere in the world to anywhere in the province
- skilled, efficient and professional staff
- requests for information and services responded to within negotiated deadlines
- fee-based services that provide value for money
- appropriate and well-maintained equipment and facilities

### library locations





## STRATEGIC PRIORITIES

**information resources** To select, acquire, preserve and provide access to a wide range of print, non-print and electronic legal information resources relevant to the needs of our clients

**clients and services** To provide exceptional services that anticipate and support the legal information needs of our clients, both in our libraries and at remote locations

**information technology** To implement and optimise information technology based on client needs, expectations and information-seeking behaviours to deliver

a wide array of quality information resources and services through a robust network and a flexible, responsive interface

### **organisational governance & management**

To strategically manage the libraries in an efficient and cost effective manner through refining organisational structures and processes, building financial strengths, providing an optimum physical environment, and ensuring a work environment that promotes staff innovation, development and commitment to excellence



## OUR RESOURCES

### **print**

Our libraries hold comprehensive print collections of Canadian primary (law reports and legislation) and secondary (digest, text and journals) sources of law, as well as significant collections of American, British and Commonwealth resources. All libraries contain a “core” collection of print materials considered essential to the practice of law in Alberta, including all Legal Education Society of Alberta (LESA) and Canadian Bar Association (Alberta) publications. Through resource-sharing agreements, the resources of other Canadian courthouse and law school libraries are available to clients.

### **online**

We provide access to key databases of legal and business information including:

- Quicklaw™ which contains nearly 3,000 databases of full-text decisions from courts and tribunals, federal, provincial and territorial statutes, regulations and court rules, topical law reports, current awareness services, expert commentary in texts, journals and newsletters, international decisions from the US and UK, and QuickCITE™ citator for the history and treatment of cases
- LexisNexis® which contains 36,000 global sources of legal, news, business and public records information, including over 3.5 billion public records, legislation and caselaw from Canada, US, UK and international jurisdictions, expert commentary on the law, legal journals, and *Shepherd's®* case citator for the history and treatment of cases
- WestlawCarwell's LawSource™ which contains the Canadian Abridgment, the Canadian Encyclopedic Digest providing comprehensive statements of the law for 225 legal subjects, comprehensive coverage of Canadian caselaw since 1803, full-text current consolidations of legislation from federal and provincial jurisdictions, law review and journals, and KeyCiteCanada citator for the history and treatment of cases, statutes and rules
- HeinOnline which provides full-text access to over 900 Canadian and international law reviews and legal journals, 550 legal classic titles, the US Federal Register, US Supreme Court decisions since 1754, and notable collections of US international treaties, agreements, protocols and conventions
- Alberta QP Source Professional, a fully-searchable database developed and maintained by Queen's Printer for Alberta which contains the province's current consolidated statutes and regulations, Rules of Court, and Orders-in-Council since 1967.



## KEY ACHIEVEMENTS

In keeping with our goal to broaden the scope and availability of both print and electronic resources, we

- added searchable tables of content information to our online catalogue for over 1,600 publications held by our libraries, including title and author information for 5,500 papers written by Alberta legal practitioners and published in LESA and CBA Alberta seminar materials
- developed 14 research guides on a range of legal subjects and legal research processes. The guides, posted on our website, include hypertext links to the most important resources available both in our libraries and on the Internet
- provided online information for over 1,500 e-journals held in HeinOnline and LexisNexis databases by including these titles in our catalogue
- added 280 e-texts to our catalogue thus providing full-text remote access to these publications
- enhanced the scope of our collections by adding over 300 new titles to our print collections
- established the official archives for pre-2000 LESA seminar materials at our Edmonton library; all materials have been transferred from LESA to our library and are included in our catalogue.

To extend the reach of our resources and services to clients, we

- developed and launched a new website featuring an easy-to-navigate format, streamlined design and in-depth content. The new site provides clients with 24/7 access to online resources and services, including our catalogue, research guides, selected websites and e-services
- implemented circulation at the Grande Prairie and Medicine Hat libraries and issued multi-purpose library cards to all legal practitioners in these judicial districts. In addition to establishing a library account, the new card allows clients to avail of online services including renewing book loans and requesting books from any of our 9 libraries
- developed and launched our bi-monthly newsletter, *Obiter*, which provides clients with timely legal information including local court news, useful websites, changes in legislation, and information on library services. The newsletter is published in both print and electronic formats and enjoys wide distribution with many practitioners availing of our e-subscription service

- upgraded public and staff computer workstations at all libraries. With 19" flat panel monitors, these workstations support current changes in information technology and provide clients with the requisite tools for timely and efficient access to online resources
- completed the retrospective bar-coding of all libraries' collections thus ensuring clients have access to the most current information on the libraries' resources
- provided bibliographies for LESA seminar materials highlighting key legal information resources available in our libraries
- implemented e-reminder notices to alert clients of borrowed materials due for renewal or return to the libraries.

In keeping with our commitment and responsibility to implement sound management practices and to be accountable to our stakeholders, we

- remained focused on advancing the goals of our Strategic Plan by developing an operational plan for 2006/07 with new initiatives that have clear links to the plan
- ensured that all staff activities advance our goals through sound performance management practices
- successfully developed and presented funding applications to our funding stakeholders, and managed our resources in a fiscally prudent manner to achieve our strategic objectives
- participated in the design of our library at the Calgary Courts Centre and commenced planning its relocation scheduled for 2007
- ensured our staff has the skills to provide optimum service to clients by investing in over 800 hours of formal learning activities. These activities ranged from leadership development, attendance at professional conferences, and enhancing competencies in print and electronic legal research.

*"The law library in Medicine Hat is first class. There is a very good selection of case reports, texts and other materials, which are updated regularly. This has been greatly enhanced by the two computer terminals with the array of resources that are online. The service provided is pleasant, efficient and helpful. I have noted many times that the general public is treated with the same high standard of service as are lawyers. There may be room for improvement somewhere, but I just can't think of where that would be." Randall L. Pick, q.c., Randall L. Pick Professional Corporation – Medicine Hat*

## COLLABORATIVE PARTNERSHIPS AND PUBLIC RELATIONS

We continued to pursue collaborative ventures and develop mutually beneficial relationships to deliver resources and achieve our strategic objectives. We

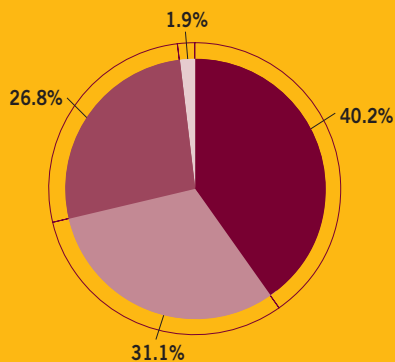
- renewed the Canadian Law Society and Courthouse Directors' National Resource Sharing Agreement which facilitates resource sharing through free loans and document delivery services
- continued our participation in the National Library of Canada Union Catalogue (NLC-BNC) to promote resource sharing and facilitate interlibrary loans
- renewed our participation agreement with a national bibliographic utility to promote cooperative cataloguing in the law library community
- participated in Alberta Justice Self-Represented Litigants Advisory Committee.

We continued to enhance the visibility of the libraries and promote our resources and services. In addition to our staff participation in local, provincial and national organisations, we

- sponsored and participated in the planning and delivery of a legal research programme for law school graduates
- actively participated in Law Day activities at courthouses throughout the province
- represented the libraries on the Public Legal Education Network of Alberta
- developed and delivered a legal research refresher course for the Medicine Hat legal community
- held open houses and undertook an array of activities to promote the libraries' website.

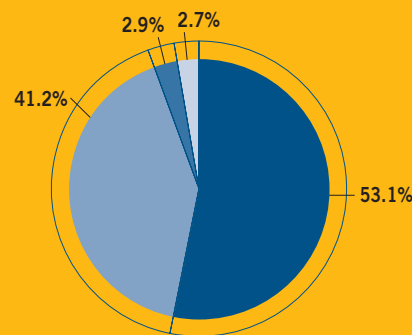
## FINANCIAL DATA

### funding sources



● Alberta Justice <small>Note 1</small>	\$ 1,128,300
● Alberta Law Foundation <small>Note 2</small>	\$ 875,000
● Law Society of Alberta	\$ 752,000
● Service Fees	\$ 53,600
<b>Total</b>	<b>\$ 2,808,900</b>

### expenditures



● Information Resources	\$ 1,501,700
● Human Resources	\$ 1,165,300
● Information Technology	\$ 82,800
● Administration	\$ 77,000
<b>Total</b>	<b>\$ 2,826,800</b>

Note 1: Does not include contributions from Alberta Justice for the costs relating to courthouse accommodations, utilities, security, and information technology infrastructure and support; the latter includes access to government's wide area network, Internet access for all staff and IT support for all hardware and software.

Note 2: Does not include a project grant in the amount of \$128,000 to upgrade public and staff computer workstations.

## JOINT LIBRARY COMMITTEE

Alberta Law Society Libraries are funded by Alberta Justice, Alberta Law Foundation and the Law Society of Alberta. Since 1949, a cooperative governance agreement between Alberta Justice and the Law Society of Alberta is in place for the Libraries through the establishment of the Joint Library Committee.

James S. Peacock, QC (Chair)  
Terri L. Badiou, LLB, MLIS  
Tudor A. H. Beattie, QC  
Kirk A. Beler, LLB  
Peter Freeman, QC  
Perry R. Mack, QC  
Jodi L. Mason, LLB  
Vaughn H. Myers, QC  
Andrzej Nowacki, BEng  
Mona B. Pearce, MLib  
Marlis M. E. Schoenemann, LLB

**“The local Law Society Library is essential** to my practice, local practice, and the public wishing to access information on their own for educational purposes. No one law firm can afford reports, texts, cases, and other resources, particularly in our area where general practice is not the exception, but the norm. Our current librarian, Lesa, has carried on the fine tradition of her predecessors, and is the most important resource there.” *Lorne G. Mann, Lorne Mann Law Office – Peace River*

**“The Alberta Law Society Libraries website is an excellent resource** for law firms. I frequently refer lawyers to it. My favourite aspect of the site is the online catalogue, which I use extensively for the value-added material. By including the table of contents for texts, I know in advance if a source is likely to have the exact information I am seeking. I am also able to use the library copying service to have specific text material sent to me by fax. It is a wonderful service to the legal community!” *Shaunna Mireau, Librarian, Field LLP – Edmonton*

## CONTACT INFORMATION

Alberta Law Society Libraries  
2nd floor, Law Courts Building  
1A Sir Winston Churchill Square  
Edmonton, Alberta T5J 0R2

Tel: 780.422.1011  
Fax: 780.427.0397  
E-mail: [mona.pearce@gov.ab.ca](mailto:mona.pearce@gov.ab.ca)  
[www.lawlibrary.ab.ca](http://www.lawlibrary.ab.ca)