
lecture on the Florida architect Addison Mizner and visits to the brand new Boca Raton Museum of Art and the International Museum of Cartoon Art in Mizner Park. A preliminary program will be distributed at the chapter's board meeting at the ARLIS/NA conference in Los Angeles, and updates will be on the chapter Web site: <http://www.seflin.org/arlis-se/>

Submitted by Cary Wilkins

ARLIS/Southern California

Twenty-one people attended the ARLIS/SC meeting on 8 February 2001 at the Skirball Cultural Center in Los Angeles. After a business meeting, Susan Greening, librarian at the Skirball gave members a tour of the recently opened Library Resource Center. The resources of the center include materials on the American Jewish experience, the immigrant experience in America, Jewish art and artists, Jewish holiday and lifecycle events, biblical archaeology, biographies, synagogue history, and historical fiction. Attendees then gathered in the Zeidler Café for lunch. Afterward, members were treated to a much-enjoyed view of Judy Chicago's exhibit *Resolutions: A Stitch in Time*.

As there were no nominations for Chair-elect, Alyssa Resnick announced she would continue as chair and Angel Lopez would continue as vice-chair until a nominee could be found. Alyssa led the meeting which focused on the upcoming annual conference to be held at the Wilshire Grand Hotel in Los Angeles, 29 March - 4 April 2001. Angel reported that t-shirts were still on sale as part of the fund-raiser for the LA 2001 Odyssey. Alyssa displayed a sample of the logo. T-shirts may be ordered on-line from our Web site or through the mail. A wine tasting party will be held Saturday, 3 March from 6:30 to 9:00 p.m. at the Wine House, 2311 Cotner Avenue, Los Angeles.

Amy Ciccone reported that the final program for the conference should be ready 1 March. Programs are being designed and printed in Canada. 125 activities are listed. The Neon Night Tour is already sold out. Workshops are still open. Lorraine Perrota announced that 194 members, 2 students or retired people, 77 exhibit members, and 6 non-members (for a total of 279) have registered. It is expected that over 500 will attend the convention.

Judy Herschman, silent auction chair, is soliciting items for the silent auction. Floyd Zula is donating a pair of Eames-like chairs and approximately fifty books published by the Sun and Moon Press, Marilee Snow is donating a print. Donations of books are being solicited. Check the ARLIS Web site daily for new happenings. Profits from the auction will go toward funds for outside speakers. Judy has a letter available to give to commercial people who you think might donate items for auction. Judy is asking for volunteers and welcomes any ideas anyone might have to make the silent auction a great success.

Brooke Henderson, registration chair, is continuing to recruit volunteers. Contact Brooke (not Nancy Norris, as stated in the newsletter CANVAS) to volunteer, at bhenderson@getty.edu. Volunteers are also needed by Lorelei Tanji, chair of the Internet room. Contact her at ltanji@uci.edu. Three computers and a printer will be available.

Deborah Smedstad, fundraising chair, reports that fundraising for the welcome party and the MOCA reception is progressing well and she is close to meeting the initial goal.

Members are encouraged to attend the membership luncheon to hear Janet Fireman, head of the History Department at the Natural History Museum.

Anne Blecksmith announced that a Luna Imaging demonstration will be given 28 March at UCI. Jill Conner announced that the Brand Library and Art Gallery is having its biggest exhibit ever, *The Birthday Party*, which will include installations from twenty-five woodworkers (Sam Maloof is one). The exhibit is subtitled *History of Wood Turning and Studio Furniture*. Almost all of the handcrafted items will be for sale. The exhibit is being co-sponsored by *Woodworker West* magazine. Demonstrations will be given 10 March, 14 April, and 12 May. Jill also announced that Brand would be willing to serve as a host to one of our chapter meetings and tours.

Submitted by Sallie Riley

Bibliographic Notes

By Jennifer Hehman

The theme for this bibliography is disaster preparedness, response and recovery. I have been working on my library's disaster plan for some time. The recent spate of library disasters, from fire damage to a mold invasion, has inspired me to share a listing of useful resources on the topic. I am including my personal favorites and several suggested by my colleague at Indiana University, Melissa McAfee, head of IU Libraries Preservation Department.

Disaster Planning Publications

Artim, Nick. "An Introduction to Automatic Fire Sprinklers." *WAAC [Western Association of Art Conservators] Newsletter* 15.3 (September 1994): 20-27, and 17.2 (May 1995): 23-28. Copies of back issues of newsletter available at WAAC Web site at: <http://sul-server2.stanford.edu/waac/>

Banks, Paul N. and Roberta Pilette, eds. *Preservation: Issues and Planning*. Chicago: American Library Association, 2000. The chapter on non-print formats is very helpful for art librarians and visual resources professionals.

Barton, John P. and Johanna G. Wellheiser, eds. *An Ounce of Prevention: A Handbook on Disaster Contingency Planning for Archives, Libraries and Record Centres*. Toronto: Toronto Area Archivists Group Education Foundation, 1985.

Brooks, Constance. *Preservation Planning Program Guides: Disaster Preparedness*. Washington, DC: Association of Research Libraries, Spring 1993. 184 pp.

Candee, Mary and Richard Casagrande, eds. *PREP: Planning for Response and Emergency Preparedness*. Austin, TX: Texas Association of Museums, c.1993. An invaluable asset for any institution doing disaster planning, includes guidelines for assessing vulnerability and facilities.

Conservation Center for Art and Historic Artifacts. *MOLD: Managing a Mold Invasion: Guidelines for Disaster Response*. Technical Series No.1. Philadelphia: CCAHA, 1994.

Disaster Recovery Yellow Pages. 8th ed. Newton, Mass.: The Systems Audit Group, Inc., 1999. This is a great annual disaster relief directory for locating suppliers, security measures and various resources.

Drewes, Jeanne. "Computers: Planning for Disaster." *Law Library Journal* 81.103 (1989): 103-116. Don't forget the computers, scanners, photocopiers, etc. in your library disaster plan.

Fortson, Judith. *Disaster Planning and Recovery: A How-to-do-It Manual for Librarians and Archivists*. How-to-do-It Manuals for Libraries, No.21. New York: Neal Schuman Publishers, 1992. 181 pp. Excellent template for creating your own disaster plan.

Higginbotham, Barbara Buckner, ed. *Advances in Preservation and Access*, Vol. 2, Medford, NJ: Learned Information, Inc., 1995. Chapter on "Disasters for Directors: The Role of the Library or Archives Director in Disaster Preparedness and Recovery" is good for convincing the administrator in charge to get involved in the process.

Kahn, Miriam. *Disaster Prevention and Response for Special Libraries: An Information Kit*. Washington, DC: Special Libraries Association, 1995.

_____. *Disaster Response and Planning for Libraries*. Chicago: American Libraries Association, 1998.

Liston, David, ed. *Museum Security and Protection: A Handbook for Cultural Heritage Institutions*. Paris, New York, London: ICOM, International Committee on Museum Security and Routledge, 1993. Standard manual for museums (and museum libraries) covers theft, security, fire and environmental hazards, disaster planning.

National Task Force on Emergency Response. *Emergency Response and Salvage Wheel*. Washington, DC: The Task Force, 1997. This is a gadget to help with making quick decisions at a disaster scene. It is available via the American Association of Museums Bookstore and multiples can be ordered for all your disaster response team.

Nelson, Carl. *Protecting the Past from Natural Disasters*. National Trust for Historic Preservation, 1991. A very practical guide for those libraries in historic or just older buildings, includes case studies of recoveries from hurricanes and earthquakes. Could also apply to those of us in "Tornado Alley."

Ogden, Shereilyn, ed. *Preservation of Library & Archival Materials: A Manual*. Andover, MA: Northeast Document Conservation Center, 1992, 1994 rev. ed. Notebook style compilation which you can customize to fit your needs.

Walsh, Betty. "Salvage Operations for Water Damaged Archival Collections: A Second Glance." *WAAC [Western Association of Art Conservators] Newsletter* 19.2 (March 1997): 12-23. Excellent recovery guidelines for minor, moderate or major disasters. Includes chart. see WAAC Web site: <http://sul-server2.stanford.edu/waac/>

Wilhelm, Henry and Carol Brower. *The Permanence and Care of Color Photographs: Traditional and Digital Color Prints, Color Negatives, Slides, and Motion Pictures*. Grinnell, Iowa: Preservation Publishing Co., 1993. The best in information on preserving those visual materials we depend on so much in art.

Internet Resources on Disaster Planning

Atlanta Regional Consortium for Higher Education: Shelter from the Stormy Blast: A Guide to Disaster Recovery Resources for Georgia and the Southeast. Disaster Planning Literature: <http://www.atlantahighered.org/consortium/shelter/literature.htm> includes more historic literature on disaster planning for libraries with detailed annotations and case studies, mostly 1980s through 1996. accessed 2/06/01.

Conservation Online (CoOL) <http://sul-server-2.stanford.edu/bytopic/disasters>. A project of the Preservation Department at Stanford University, this is one of the best sites I have found. The Disaster Planning and Response section includes examples of disaster plans that have been written for university and college libraries, including my own, Indiana University. accessed 2/11/01.

Library of Congress- Preservation Directorate. <http://www.lcweb.loc.gov/preserv/pubsemer.html>. Section on "Emergency preparedness" is very useful. accessed 2/11/01.

Museum Pests: A pest management report online from the National Parks Service (USA). This is the sort of disaster waiting to happen that gets little attention but can cause a lot of damage. <http://www1.nature.nps.gov/wv/ipm/museum.htm>. accessed 2/11/01.

Northeast Document Conservation Center (NEDCC). <http://www.nedcc.org/plam3/newman.htm>. Shereilyn Ogden's *Manual on Preservation* is online as well as many more technical updates. I keep this one bookmarked on my pc. accessed 2/11/01.

Primer on Disaster Preparedness, Management & Response (Primer for Disaster (NPS)) discusses how to plan for, salvage, and care for paper objects in emergencies. The primer was issued by the Smithsonian Institution, National Archives and Records Administration, Library of Congress, and National Park Service. Includes online full texts of several specific reports on mold, salvage of water-damaged materials, procedures, etc. <http://www.cr.nps.gov/csd/publications/primer/primintro.html>. accessed 2/11/01.

Southeastern Library Network (SOLINET) Preservation Leaflets. This site includes such essentials under "Disaster Topics" as "Invasion of the Giant Mold Spore" which is a comprehensive guide to mold eradication. <http://sul-server-2.stanford.edu/solinet/leaflets.htm>. accessed 2/11/01.

Any other sources which members can recommend will be gratefully appreciated. Please send your ideas or favorite bibliography that you want to share with the membership to: Jennifer Hehman, ARLIS/NA Update Bibliographic Notes Editor, University Library UL2102B, IUPUI, 755 West Michigan Street, Indianapolis, Indiana 46202 or e-mail me at jhehman@iupui.edu.

JobNet

West Virginia University Libraries

Three Reference Librarian Positions

The WVU Libraries comprise the premier academic research library in West Virginia. With a collection of more than 1.4 million volumes, librarian subject specialists, and strong programs of public service, the libraries are an essential component of WVU's teaching, research, and outreach. The library collections are extremely diverse, including engineering, health sciences, agriculture, the arts, as well as humanities and social sciences. Reference and instructional programs educate students of all ages in information literacy, including the best of traditional print and electronic resources as well as library research strategies. The newly renovated Evansdale Library, the new Downtown Campus Library and the planned new Health Sciences Library will provide state-of-the-art facilities supporting independent, self-directed learning for students and researchers. For more about the WVU Libraries, see <http://www.libraries.wvu.edu/>

We are seeking entry level, beginning professional librarians for these positions. All positions are responsible for reference services in support of teaching and research missions of assigned colleges and departments, and for maintaining communication with appropriate college or departmental committees. Incumbents will develop and manage reference collections and serve as library bibliographers for the subject areas. As bibliographers, librarians are responsible for library materials funds for appropriate departments and selection of print and electronic resources. A high level of interaction between librarian and appropriate college and departmental faculty and students is expected. All positions share responsibility with other reference librarians for providing reference desk coverage, including evenings and weekends; and for proposing new initiatives in reference and instruction, promoting use of electronic resources, and

developing web-based instructional tools. Incumbents may teach sections of library credit courses, and may direct and supervise work of student assistants.

Creative Arts Librarian. Working primarily in the Evansdale Library, this position is responsible for collection development, reference, instruction, and faculty liaison with the three Divisions of Art, Music, and Theater in the College of Creative Arts. Also supervises operation of the Music Library, with 2 full-time staff members and student workers. This position reports to the director of the Evansdale Library.

Health Sciences Information Services Librarian. Working in the Health Sciences Library, this position has primary duties of providing reference services, small group and individual instruction, collection development and research assistance in support of WVU's Health Sciences Center, other healthcare programs, and the WVU Hospitals. This position reports to the director of the Health Sciences Library.

Reference Librarian for the Sciences. Working primarily in Wise Library and the new Downtown Campus Library, this position serves as primary public services librarian working with the departments of Biology, Chemistry, Geology, Physics, Mathematics, and Statistics. Provides full range of reference, collection development, instructional services, and faculty liaison. Also supervises operation of Mathematics Library, with one full-time staff member and student workers. This position reports to the head of the Reference and Government Documents Department, Wise Library.

We are seeking beginning career librarians with an MLS from an ALA-accredited institution; relevant undergraduate or graduate degrees or significant course work in the Creative Arts, or in the Sciences mentioned above; experience in reference services in an arts, science, or health sciences library is desirable. Candidates should possess knowledge of reference and information resources in the field, and be familiar with relevant new technology. Excellent written and oral communication skills are required, as is the ability to create and maintain effective working relationships within the libraries and elsewhere on campus. Candidates should be effective in one-on-one instruction and in group educational settings.

We will be filling these positions at the rank of staff librarian or assistant university librarian. Our entry level salary is \$29,000 annually. Rank and salary are dependent on post-MLS experience and credentials. Librarians at WVU hold non-tenured faculty appointments, and a record of job performance, continuing education/research, and service is required for reappointment and for promotion in rank. Requirements for MLS degree must be satisfied before applicant's start date.

Review of applications will begin 26 February 2001 and will continue until positions are filled.

Send letter of application, current vita, and the names, addresses, telephone, and e-mail addresses of three references to Myra Lowe, associate dean, WVU Libraries, P.O. Box 6069, Morgantown, WV, 26506-6069. WVU is a nondiscriminatory, affirmative action employer.

The Illinois Institute of Art (Chicago)

Library Technical Assistant (Full time position)

The library technical assistant [LTA] helps facilitate library acquisitions, serials maintenance, materials processing, interlibrary loans, performing ready-reference, and ordering, receiving and