

MAINE STATE LEGISLATURE

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ADVISORY COMMITTEE ON COUNTY LAW LIBRARIES

FINAL REPORT

OF

THE COMMITTEE

TO

CHIEF JUSTICE VINCENT L. McKUSICK

Prepared by

Penny A. Hazelton, Consultant

December 10, 1980

INTRODUCTION

Authorization for the establishment of county law libraries in Maine dates back to 1821. The county law libraries in Maine exist primarily because the legislative branch of government passes new laws every year and requires that these laws be furnished and made available to each county law library. In addition, the judicial branch hands down decisions which the legislature also requires be made available to the county law libraries. The third branch of government, the executive, issues executive orders which are made available to the public through the county law libraries. Thus, the county law libraries in Maine serve the extremely important function of providing the court, the bar and the public convenient access to legal materials. This access, however, will be seriously impaired if the legislature does not act decisively during the 110th legislative session to create a cohesive interdependent county law library system with adequate funding so the libraries can continue to fulfill their mission.

The report which follows is a summary of the work of the Advisory Committee on County Law Libraries. (See Appendix III for committee members.) This Committee was charged with oversight of a grant whose general purpose was to upgrade Maine's county law libraries. Over the past two and one-half years, the Advisory Committee has assessed the current status of the county law libraries and addressed several short-range problems. This report contains the long-range blueprint for the operation and development of the county law libraries as a coherent and interdependent system.

SUMMARY OF COMMITTEE'S WORK

In the summer of 1978, a grant of \$31,500 was made available by the Maine Criminal Justice Planning and Assistance Agency to the Maine Administrative Office of the Courts for the purpose of upgrading Maine's county law libraries. The study of the county law libraries in Maine was made under the auspices of the Advisory Committee on County Law Libraries appointed by Chief Justice Vincent L. McKusick.

The study and project were designed to upgrade the collections and services provided by the county law libraries to the judiciary, the bar and to members of the general public. Specifically, the project had the following objectives:

1. An analysis of the existing law library inventories and recommendations for a standard library collection.
2. Recommendation of a method for keeping the library inventory up to date.
3. An assessment of present library needs, both as to physical facilities and library content, by location.
4. Recommendations for monitoring the library space and caring for the contents.
5. Recommendations for short-term improvements which can be implemented quickly and with minimal fiscal impact.
6. A master plan for the improvement of law library services throughout the State.
7. An analysis of present library funding and management and recommendations for improvement of both.

The county law libraries were last studied in 1970 when Edith L. Hary of the Maine State Library published a "Survey of County Law Libraries in Maine." This study was conducted for the Institute of Judicial Administration and made specific recommendations for improvement in funding, staffing and user assistance. Few of these recommendations were implemented.

The present study began in the summer of 1978 with the complete inventory of all county law library collections. These inventories, though now considerably out of date, were used throughout this study.

Under the direction of Project Consultant Donald L. Garbrecht, site inspections were made of each of the eighteen county law libraries

in November and December, 1978 and January and February, 1979. The inspector met with interested members of the local bar and the judiciary in each library. The purposes of the study were outlined and the persons attending the meeting were given the opportunity to express their ideas. This meeting was then followed by an in-depth tour of the library. At this time the inspector made specific suggestions regarding collection development, short-term fiscal improvement, reorganization, weeding and maintenance of the collection. The detailed reports written by the inspectors are found in the February 16, 1979 document, "Site Visits to the County Law Libraries."

Mr. Garbrecht's preliminary report, dated February 16, 1979, "Upgrading Maine County Law Libraries," identified three major problem areas as a result of the site visits - 1) lack of adequate funding for stack, reading area and work space; 2) lack of adequate funding for collection development and maintenance; and 3) lack of sufficient funding for library personnel to maintain the collections. These were the same problems identified by Miss Hary in 1970, exacerbated by the passage of time. Mr. Garbrecht made preliminary recommendations to the Advisory Committee regarding all three areas.

Of immediate concern to the Committee was the financial plight of the county law libraries. The statutory funding (27 MRSA §224) for the libraries had not been increased since 1975. Most libraries have been hard-pressed in recent years to continue buying the material needed to keep their libraries current. Inflation has had an enormous impact in the law book publishing industry. Prices have risen between 15 percent and 18 percent every year. Thus, the county law libraries, on their fixed funding since 1975, have had to cancel many legal continuations in order to stay in the black. When the law reports, statutes and treatises in a law library are no longer kept current, the value of the library for research is tremendously impaired. The public, lawyers and judges no longer have access to the most current law. The value of and investment in the entire library is impaired even when only a few cancellations have to be made.

A legislative document which would increase the statutory amount appropriated for each county law library was given top priority by the Committee. L.D. 1032 (First Regular Session, 109th Legislature), as submitted by the Advisory Committee, asked for the amendment of 27 MRSA §224. The amendment requested that an addition of \$65,350 be made to the statutory allocation of \$97,150. This increase was requested in order to bring the funding level of each county law library to a level which realistically reflected the library's needs given the static funding of the past four years and the need to maintain the integrity of the libraries by keeping them current. In addition, this sum included approximately \$25,000 to pay deficits incurred because of past insufficient appropriations. Substantial cutbacks in legal continuations and/or substantial debts by the end of fiscal 1979-80 would be the result if L.D. 1032 were not enacted by the legislature.

The legislature was apparently not convinced of the need for adequate base funding of the county law libraries. As finally enacted, the legislature only approved a one-time appropriation of \$25,000 to

reduce the county law libraries' current outstanding debts. The Advisory Committee on County Law Libraries was charged with the specific allocation of the \$25,000. The distribution, as made, had the effect of eliminating debts which had been incurred by various county law libraries.

The law, as passed, did not, however, improve the base funding for any county law library. Therefore, it was imperative that each local library committee immediately assess their library's collection and make decisions regarding cancellations which would permit the library to operate within the framework of the 1975 statutory funding appropriation. With this crucial situation in mind, individual Advisory Committee members met with the local library committee of each county law library and made recommendations of material to be cancelled and/or sold in order to keep each library within its budget. Many libraries found it necessary to make substantial cancellations in order to reduce their debts at the end of the year. Guidelines for each library's collection were suggested in Consultant Penny A. Hazelton's report of June 21, 1979, as revised July 30, 1979. Based on the assignment of each county law library to one of four tiers, each containing a minimum recommended collection, the Committee was able to assist each county law library in making the necessary cuts. Those general recommendations can be found on page 41 of the July 30, 1979 report.

Though the long-range funding problems of the county law libraries were not solved in the 109th legislative session, the current outstanding debts of the libraries were paid and immediate steps were taken to insure that no library would incur similar debts in the future.

One of the purposes of the original grant was to assist in developing minimum collection standards for the county law libraries. These recommendations can be found in Penny Hazelton's report of July 30, 1979. Part of the original grant money was to be used to buy needed books and materials for the county law libraries. Over the next several months (November 1979 - May 1980), the Advisory Committee authorized the expenditure of these grant funds, using the minimum collection standards as a guide. The Advisory Committee purchased for each county law library, which did not have it in their collection, the following:

Index to Legal Periodicals, v. 17-18 (1973-79)
Maine Union List of Serials, 2d edition
Maine Law Review, v. 15-31 complete & hard bound
Maine Bar Bulletin, v. 1-13 complete & in
 pamphlet binders

In addition, each county law library at the Committee's request, submitted a list of books which they wished to purchase with additional grant funds. Using this portion of the grant funds, many libraries were able to complete heretofore incomplete sets, to purchase replacement volumes for lost or missing books, and generally to bring their collections into line with the suggested minimum collection standards as outlined in the July 30, 1979 report.

At the same time that the Advisory Committee authorized the expenditure of grant monies on books and materials to benefit the county law libraries, the Chairman, Justice Thomas E. Delahanty, appointed a subcommittee to study and make recommendations for the future structure of the county law library system. The members of this subcommittee are Merton G. Henry, Esq., Douglas M. Myers, Esq., Edith L. Hary, and Norman Minsky, Esq.

One of the most serious problems, identified both in 1970 and again in Mr. Garbrecht's report in 1979, is lack of adequate personnel to supervise the maintenance of the law library collections. As verified by the site visits, many libraries bought and paid for continuations - pocket parts, advance sheets, looseleaf pages - which were not filed with the appropriate material but which were still in the boxes in which they had been received. In one case, the last four years of pocket parts which update a legal encyclopedia sat on the floor next to the set! Often, material which should have been discarded was not thrown away. Many libraries were poorly organized. Though the State Law Librarian, Edith Hary, has throughout the years assisted various county law libraries to weed, organize and maintain their libraries, the fact remains that no one at the statewide level is responsible for oversight of the county law libraries. An active local bar association, library committee, and/or individual is necessary in the present situation for the library to be properly maintained. Over the years, each county law library has at one time had such assistance but has also been without it. The current condition of each county law library reflects this uneven management at the local level.

The organization of the county law library system was discussed at several general committee meetings. The subcommittee also met several times and the following structure is recommended. (See Appendix IV for text of bill to be introduced in the 110th legislative session.)

Under the proposed legislation, the Chief Justice of the Maine Supreme Judicial Court would be empowered to appoint a State Court Library Committee of seven members. With the advice of this committee, the State Court Administrator would hire a State Court Library Supervisor whose responsibilities would include the overall general supervision of the county law libraries. Two and one-half additional librarians would be hired by the Supervisor and, in county law libraries where there is no full-time librarian, the office of the Clerks of Courts would maintain the libraries.

All of the county law libraries are assigned to one of four tiers according to the extent of potential use. Funds appropriated by the legislature for the county law libraries would continue to be paid to the Administrative Office of the Courts and distributed under the direction of the State Court Library Committee and local county committees. Each county law library will receive the amount of the appropriation which has been allocated to the specific tier to which the library is assigned. (See Appendix VI for a brief description of the tiers and see Appendices VIII and IX for the funding required in

1980-81 and 1981-82 to support the minimum collection in each of the four tiers.)

A county law library committee is authorized under the statute to be appointed or elected by the local bar association. These committees will be responsible for all local policies as well as the addition or cancellation of library materials. The State Court Library Committee and the State Court Library Supervisor will work closely with each local committee providing assistance and advice when necessary. These committees shall continue to be responsible for handling endowment funds and local funds.

In addition to the \$97,150 current annual appropriation, this recommended legislation requires an added \$87,850 for fiscal 1981-82 and \$97,850 for fiscal 1982-83. Broken down, these new monies will be expended as follows:

1981-82	State Court Library Supervisor	\$16,000
	Travel	4,000
	Additional funds for county law libraries collection development	<u>67,850</u>
		<u>\$87,850</u>

The amount requested in this legislation is less than the amount required to keep the various law libraries current. These libraries are a public resource, are used by the public and should, therefore, be properly funded by the public. The Court's support of this proposal and the enactment of the appended legislation are essential if the State is to continue to have viable county law libraries.

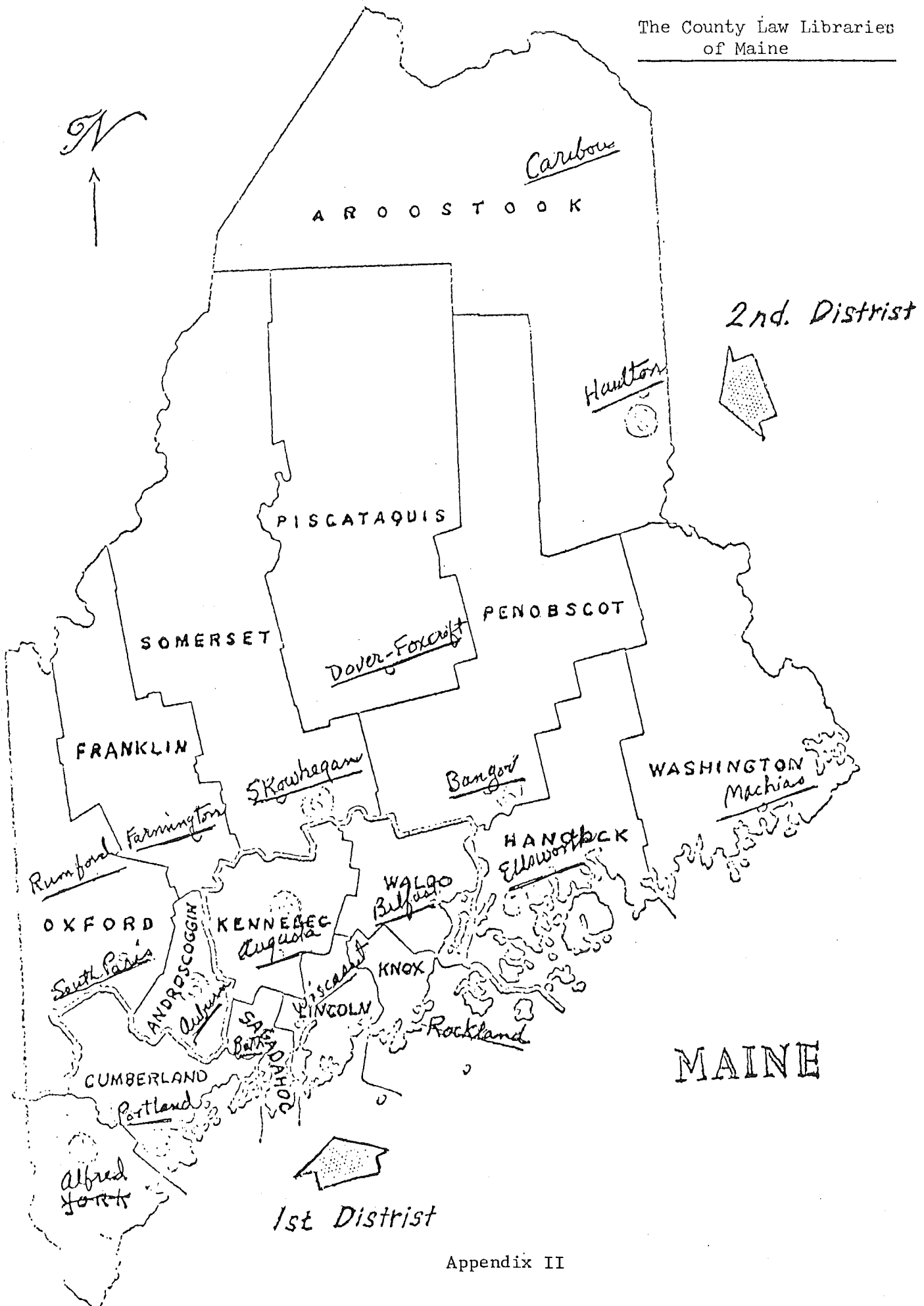
CONCLUSION

The Advisory Committee on County Law Libraries has carried out the first five objectives of the grant. An analysis of present law library funding and management has been made. A master plan for the improvement of law library services and recommendations for the improvement of library funding and management are found in the proposed legislation. The final goals of the grant will only be realized when the 110th legislature enacts the proposed legislation and appropriates the necessary funds. The establishment of the proposed interdependent system and its proper funding will result in coherent and efficient management of a valuable public resource - the county law library.

MAINE COUNTY LAW LIBRARIES

<u>County</u>	<u>Location</u>
Androscoggin	Auburn
Aroostook	Houlton
Aroostook	Caribou
Cumberland	Portland
Franklin	Farmington
Hancock	Ellsworth
Kennebec	Augusta
Knox	Rockland
Lincoln	Wiscasset
Oxford	South Paris
Oxford	Rumford
Penobscot	Bangor
Piscataquis	Dover-Foxcroft
Sagadahoc	Bath
Somerset	Skowhegan
Waldo	Belfast
Washington	Machias
York	Alfred

The County Law Libraries
of Maine



ADVISORY COMMITTEE ON COUNTY LAW LIBRARIES

Hon. Thomas E. Delahanty, Chairman Androscoggin County Courthouse 2 Turner Street Auburn, Maine 04210	(207) 782-3121
Edith L. Hary Law & Legislative Reference Library State House Station 43 Augusta, Maine 04333	(207) 289-2648
Merton G. Henry, Esq. Jensen, Baird, Gardner & Henry 477 Congress Street Portland, Maine 04101	(207) 775-7271
Robert S. Lingley, Esq. 5 Lincoln Street Dover-Foxcroft, Maine 04426	(207) 564-3314
Norman Minsky, Esq. Gross, Minsky, Mogul & Singal, P.A. One Merchants Plaza Bangor, Maine 04401	(207) 942-4644
Douglas M. Myers, Esq. Kurtz & Myers Market Square South Paris, Maine 04281	(207) 743-5921
J. Blenn Perkins, Jr., Esq. Depositors Trust Building P.O. Box 416 Boothbay Harbor, Maine 04538	(207) 633-5671
Hon. Edwin Smith (Judge - Active Retired) 33 Atlantic Avenue Bar Harbor, Maine 04609	(207) 288-3891

The Honorable Matthew Williams resigned in January, 1980, and was replaced by Robert S. Lingley, Esq. (Dover-Foxcroft).

Project Consultant, October 1978 - March 1979

Donald L. Garbrecht
Law Librarian
University of Maine School of Law
246 Deering Avenue
Portland, Maine 04102

Project Consultant, March 1979 to present

Penny A. Hazelton
Law Librarian
Donald L. Garbrecht Law Library
University of Maine School of Law
246 Deering Avenue
Portland, Maine 04102

The Committee acknowledges the assistance rendered by the Office of the State Court Administrator.

State of Maine

In the Year of our Lord, Nineteen Hundred and Eighty-one.

An Act Relating to Law Libraries.

Be it enacted by the People of the State of Maine, as follows:

Sec. 1. 27 MRSA c. 7, as amended, is repealed.

Sec. 2. 27 MRSA c.19, is enacted to read:

CHAPTER 19

LAW LIBRARIES

§581. State court library committee

There is created a State Court Library Committee consisting of 7 voting members, 2 of whom shall be members of the public, 2 of whom shall be members of the judiciary and 3 of whom shall be attorneys, all to be appointed by and serve at the pleasure of the Chief Justice of the Supreme Judicial Court. The Chief Justice shall designate the chairman. The State Law Librarian and the State Court Administrator shall be ex officio nonvoting members. A quorum shall consist of 4 of the voting members. The committee shall meet at least 4 times each year. Secretarial assistance shall be provided by the Administrative Office of the Courts.

§582. Personnel

The State Court Administrator shall employ, subject to the approval of the State Court Library Committee, and supervise a professionally trained person, who shall be designated State Court Library Supervisor. The supervisor shall have general supervision of the professional functions of all county law libraries, shall visit all libraries whenever necessary, shall meet with county law library committees, shall coordinate activities with the court administrator's offices, shall advise staff members of the clerks of courts and shall carry out any additional duties assigned by the State Court Library Committee. The supervisor shall also instruct and supervise all full-time and part-time employees in the law library system.

The State Court Library Supervisor with the approval of the State Court Library Committee, shall employ and assign to the Cleaves Law Library in Portland one full-time person and one part-time person, and shall employ and assign to the Penobscot County Law Library in Bangor, one full-time person. These persons shall be under the supervision of the Court Library Supervisor and shall be available for duties within the entire law library system. The law libraries in locations without full-time employees shall be maintained by the office of the clerk of court and the duties of each clerks' office shall be specified by the State Court Administrator, subject to the approval of the State Court Library Committee.

§583. System of law libraries

There shall be a system of law libraries within the State, under the supervision of the State Court Library Committee. These libraries shall be arranged in a tier system according to the extent of potential use.

Tier I libraries shall be located in:

Cumberland County (Portland)

Penobscot County (Bangor)

Tier II libraries shall be located in:

Androscoggin County (Auburn)

Aroostook County (Houlton)

Hancock County (Ellsworth)

Tier III libraries shall be located in:

Franklin County (Farmington)

Knox County (Rockland)

Lincoln County (Wiscasset)

Oxford County (South Paris)

Somerset County (Skowhegan)

Washington County (Machias)

York County (Alfred)

Tier IV libraries shall be located in:

Aroostook County (Caribou)

Kennebec County (Augusta)

Oxford County (Rumford)

Piscataquis County (Dover-Foxcroft)

Sagadahoc County (Bath)

Waldo County (Belfast)

All funds appropriated by the Legislature for the use and benefit of the law libraries after the effective date of this chapter shall be paid to the Administrative Office of the Courts and shall be disbursed by that office under the direction of the State Court Library Committee for purchase of law books, legal literature and library equipment. The committee shall allocate a specific amount of any appropriation for each tier and each library within a specific tier shall receive an equal share of that amount.

The State Court Library Committee shall establish guidelines for each tier.

§584. Duties of State Court Library Committee

The State Court Library Committee shall govern the county law library system. It shall formulate policy and exercise control and may delegate administrative policy.

§585. County law libraries

There is created a County Law Library Committee, of not less than 3 nor more than 7 members, in each county in which a county law library is located. The members of the committee shall be appointed or elected by the county bar association as its bylaws may provide. Membership on the committee need not be restricted to attorneys. The County Law Library Committee shall appoint a chairman, a treasurer and a clerk.

§586. Duties, county committee

The County Law Library Committee shall establish local operating policies, such as, but not limited to, hours, circulation policies, smoking rules, access and photocopy privileges. Each county committee shall exercise supervision over the expenditures of private and non-State funds, including endowments, and may use those funds to upgrade its county law library. Each county law library committee,

together with the State Court Library Committee, shall develop its basic collection within guidelines, established by the State Court Library Committee. Each county committee, in consultation with the State Court Library Committee, shall determine new acquisitions. Each county committee shall determine space requirements with the advice and assistance of the State Court Library Committee.

§587. Duties of treasurer and clerk

The treasurer of each county law library committee, under the direction of the County Law Library Committee, shall apply all private and non-State moneys received, and all bequests and gifts, to form and operate a law library. The clerk shall keep an exact record of all the proceedings of the committee.

The treasurer shall, annually, before the last Wednesday in January deposit in the office of the State Court Library Committee a statement of the funds received and expended by the treasurer during the year preceding.

§588. Rules

The Supreme Judicial Court may promulgate rules to implement the purposes of this chapter.

Sec. 3. Intent. It is the intent of the Legislature that each officer of the several county law library associations who is serving as such on the effective date of this bill shall continue to serve until a vacancy has occurred, at which time the Maine Revised Statutes, Title 27, chapter 19 shall become operative with respect to that association.

Sec. 4. Appropriations.

	81-2		82-3
	185,000		195,000
Personnel (3)	24,000	(3)	26,000
All Other	160,000		169,000
Capital	1,000		0

Statement of Fact

The purpose of this bill is to provide for increased public access to and financial accountability of the eighteen county law libraries under the coordinated supervision of the Judicial Department in cooperation with the State Law Librarian.

The chief justice would be authorized to appoint a State Court Library Committee comprised of two members of the public, two judges and three attorneys. Control over local operating policies will continue to be vested in County Law Library Committees elected or appointed in each county.

The approximately 180,000 volumes in the eighteen county law libraries are a major asset. Lack of funding, staffing and space, however, have resulted in major discrepancies between libraries and unnecessary duplication. This bill would establish a four-tier system for the county law libraries to assure basic collections in all libraries and larger collections on a regional basis for easy access by the judiciary, the bar and the public to law libraries.

This bill envisions only one additional full-time employee, the State Court Library Supervisor, who shall be appointed by the State Court Administrator with the approval of the State Court Library Committee. Personnel in Cumberland and Penobscot Counties would be brought under the system. In counties without full-time library personnel, employees in the offices of the Clerks of Courts would be assigned part-time responsibility for the libraries by the State Court Administration.

This bill is the result of the study of county law libraries by the Advisory Committee on County Law Libraries appointed by the Chief Justice in August of 1978.

CHIEF JUSTICE

appoints 7 member committee;
designates chairman;
promulgates rules (with S.J.C.)



STATE LAW LIBRARIAN

ex officio, non-voting member

STATE COURT LIBRARY COMMITTEE

formulates policy; exercises control; delegates administration; directs disbursement of funds; establishes guidelines for tiers

STATE COURT ADMINISTRATOR

ex officio, non-voting member; employs & supervises State Court Library Supervisor; specifies clerks' duties



STATE COURT LIB. SUPERVISOR

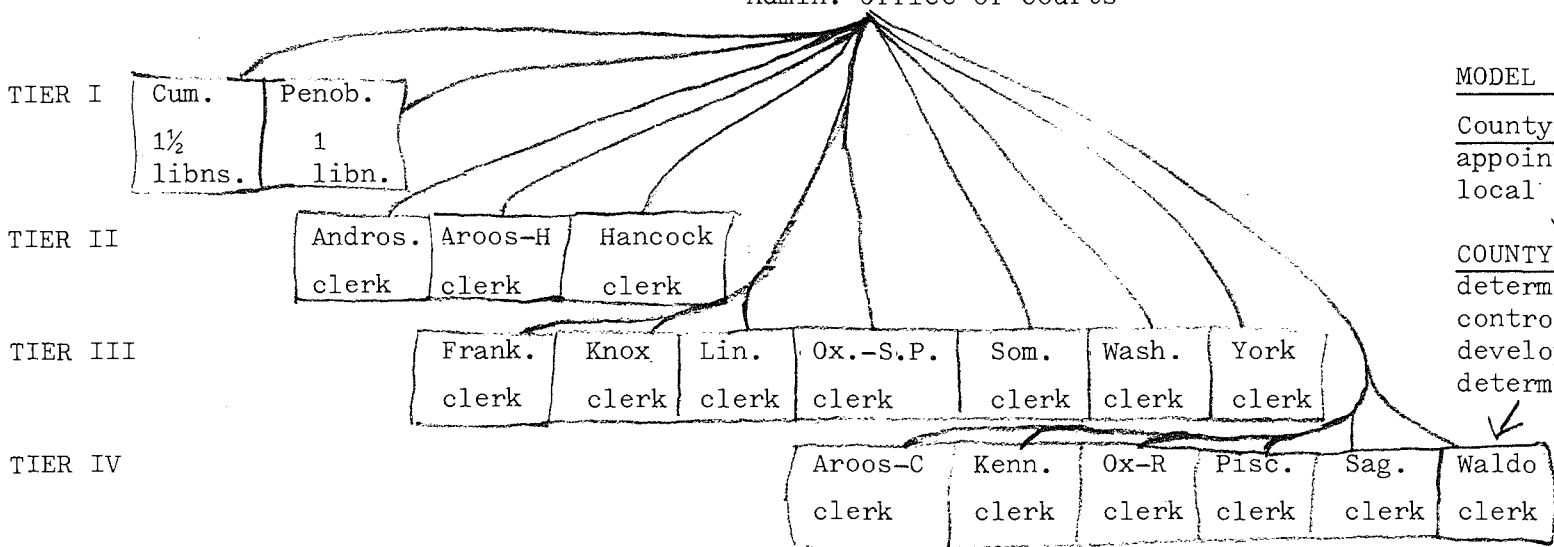
supervises professional functions; employs Cleaves & Penob. personnel; instructs & advises all library workers; travels to libraries; meets with local committees; coordinates activities with Admin. Office of Courts

ADMIN. OFFICE OF COURTS

provides secretarial help; disburses funds



LAW LIBRARY STRUCTURE ACCORDING TO PROPOSED LEGISLATION



MODEL FOR ALL 18

County Bar Assoc. appoints or elects local committee



COUNTY LAW LIB. COMMITTEE determines operating policies; controls local funds; develops collections; determines space requirements



ASSIGNMENT OF COUNTY LAW LIBRARIES
TO TIER SYSTEM

Note: This assumes all members of Maine's legal community will have access to the legal resources of the State Law Library and the University of Maine Law Library.

Summary

Tier I -

Complete collection; act as regional library for smaller libraries in geographical area; well-staffed.

Cumberland (Portland)
Penobscot (Bangor)

Tier II -

Fairly comprehensive collection; centers of judicial and legal activity; good cooperation with Tier I; provide limited materials to Tiers III and IV.

Androscoggin (Auburn)
Aroostook (Houlton)
Hancock (Ellsworth)

Tier III -

Limited collection, including basic Maine, New England and federal collections; access to libraries in Tiers II and I; provide some materials to Tier IV.

Franklin (Farmington)
Knox (Rockland)
Lincoln (Wiscasset)
Oxford (South Paris)
Somerset (Skowhegan)
Washington (Machias)
York (Alfred)

Tier IV -

Basic collection; rely heavily on Tiers III and II for non-regional law reports, law review articles, etc.; collection includes working Maine collection and the American Digest, Uniform Laws Annotated, Restatements, and Index to Legal Periodicals as case law finders.

Aroostook (Caribou)
Kennebec (Augusta)
Oxford (Rumford)
Piscataquis (Dover-Foxcroft)
Sagadahoc (Bath)
Waldo (Belfast)

Population By County
Including
Maine Judges and Attorneys

<u>County Law Libraries</u>	<u>Attorneys*</u>	<u>Judges Supreme Judicial Court</u>	<u>Judges Superior Court</u>	<u>Judges District Court</u>	<u>1980 Population</u>
Androscoggin	135	2 AR	2	1, 1 AR	96,100
Aroostook- Caribou	47				
Aroostook- Houlton	27	1 AR	1	2	98,400**
Cumberland	603	4	3	2, 1 AL	208,700
Franklin	21			1	26,700
Hancock	54		1	1, 1 AR	40,500
Kennebec	312		2, 1 AR	1, 1 AR	105,200
Knox	27	1		1 AR	33,400
Lincoln	39				26,000
Oxford-South Paris	22			1 AL	
Oxford- Rumford	19		1		47,400***
Penobscot	204	2	3	2, 2 AL	140,100
Piscataquis	11		1	1, 1 AR	17,500
Sagadahoc	29			1	27,500
Somerset	37			1	45,900
Waldo	22				28,600
Washington	31			1	34,000
York	155			1, 2 AL 1 AR	130,800
Totals	1,795	10 (3 AR)	15 (1 AR)	27 (6 At L.) (6 AR)	1,106,800

*Source: 1980 Maine Bar Directory.

**Source: Rand-McNally 1980 Commercial Atlas and Marketing Guide p. 40.

***Total population for entire county.

AL = At Large

AR = Active Retired

MINIMUM COLLECTION
WITH FUNDING AND SPACE RAMIFICATIONS

Summary

Tier IV - Minimum Collection Requires:

1980/81 Funding of	\$3,036
1981/82 Funding of	\$3,643
Total shelf space needed (in linear feet) with 5 years growth space	590 linear feet

Tier III - Minimum Collection Requires:

1980/81 Funding of	\$8,087
1981/82 Funding of	\$9,704
Total shelf space needed (in linear feet) with 5 years growth space	1,205 linear feet

Tier II - Minimum Collection Requires:

1980/81 Funding of	\$14,442
1981/82 Funding of	\$17,330
Total shelf space needed (in linear feet) with 5 years growth space	2,150 linear feet

Tier I - Minimum Collection Requires:

1980/81 Funding of	\$21,128
1981/82 Funding of	\$25,354
Total shelf space needed (in linear feet) with 5 years growth space	3,005 linear feet

SUGGESTED COLLECTION STANDARDS (TIERS)
WITH FUNDING AND SPACE RAMIFICATIONS

	Number of Volumes	Purchase Price	Space in Linear Feet	Annual Upkeep Cost	Volumes	Five Years Growth Space in Linear Feet * to 1985	Bare Minimum Shelf Space in Linear Feet ** to 1985	1980/81 Annual Upkeep *** Cost	1981/82 Annual Upkeep ****
Tier IV Treatises	2,179 15 <u>2,194</u>	\$ 29,134 300 <u>\$ 29,434</u>	426 3 <u>429</u>	\$ 2,530 0 <u>\$ 2,530</u>	60 0 60	84 0 84	590 0 590	\$ 3,036 0 <u>\$ 3,036</u>	\$ 3,643 0 <u>\$ 3,643</u>
Tier III Treatises	4,421 120 <u>4,341</u>	\$ 60,220 3,000 <u>\$ 63,220</u>	801 24 <u>825</u>	\$ 5,239 1,500 <u>\$ 6,739</u>	143 15 158	202 21 223	1,153 52 1,205	\$ 6,287 1,800 <u>\$ 8,087</u>	\$ 7,544 2,160 <u>\$ 9,704</u>
Tier II Treatises	8,031 168 <u>8,199</u>	\$112,319 4,725 <u>\$117,044</u>	1,403 34 <u>1,437</u>	\$ 8,360 3,675 <u>\$12,035</u>	246 42 288	342 56 398	2,046 104 2,150	\$10,032 4,410 <u>\$14,442</u>	\$12,038 5,292 <u>\$17,330</u>
Tier I Treatises	11,383 288 <u>11,671</u>	\$153,368 10,800 <u>\$164,168</u>	1,974 58 <u>2,032</u>	\$ 8,607 9,000 <u>\$17,607</u>	264 108 372	370 153 523	2,762 243 3,005	\$10,328 10,800 <u>\$21,128</u>	\$12,394 12,960 <u>\$25,354</u>

*The National Reporter System increased substantially their price per volume 3 years ago and at the same time, increased the width of each volume. An average increase of 6% each year is the amount of shelf space needed to house these sets. The five year growth space has been figured as follows: 1 year = 12 lin. ft.; 2d year 12 x 6% + 12 = 12.72 and so on.

**A library is full when 85% of its shelves are full. Therefore, space in linear feet + 5 years space x 15% = minimum space required. The linear feet minimums in this column are necessary to house the suggested collection. At the end of fiscal 1984/85, for example, the law library with a Tier IV collection will need 590 linear feet of shelf space. The library will be 85% full and since this is capacity, more shelving will be necessary after 1985.

***1979/80 cost plus 20% for inflation.

****1980/81 cost plus 20% for inflation.