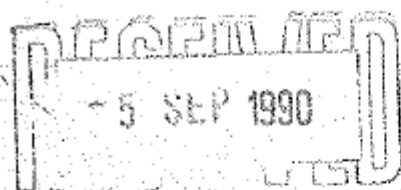


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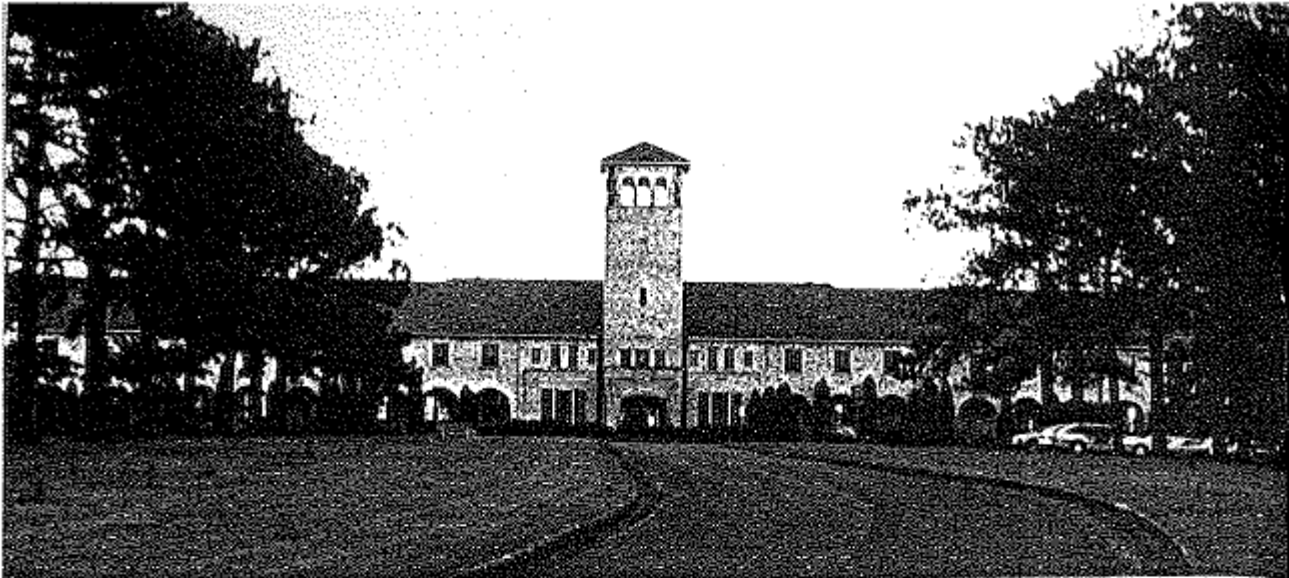
ZEALAND

THEOLOGICAL LIBRARY

ASSOCIATION

NEWSLETTER No. 11

AUGUST 1990



ANZTLA HOLDS 1990 CONFERENCE IN BRISBANE

The fifth annual conference of the Australian and New Zealand Theological Library Association, held at Pius XII Provincial Seminary, Banyo, Qld, following the 13th Joint Annual Conference of the Australian and New Zealand Association of Theological Schools and the Australian and New Zealand Society for Theological Studies, 5-8 July, 1990, brought together the most geographically diverse gathering of theological librarians ever assembled in this part of the world. To participate in the program of "Practicalities", participants travelled nearly 3000 miles from Perth, Western Australia (for the first time) and from the most southerly theological college in the world, in Dunedin, New Zealand; one person was present from Suva, Fiji (another first) and one from Columbus, Ohio.

As the theme suggests, there was a strong emphasis on the basics of theological librarianship, concentrating on subject cataloguing and classification. The cataloguer of Joint Theological Library, Parkville, Vic, Philip Harvey, shared a wealth of experience and insight in a thoughtful

and perceptive paper on the former, while the latter was dealt with in concurrent workshop sessions on the Dewey Decimal Classification and the Pettee Classification. The keynote address was presented by the Reverend Coralie Jenkin, Librarian of the Country Fire Authority, Melbourne and Statistician of the ANZTLA, on the subject of cooperation and rationalisation: "If Libraries Can Do It, They Can Do It Together". She suggested a wide variety of ways in which libraries might work together for mutual benefit and improved service to users.

Adding some variety to the program, the Reverend Richard Mintel, of Trinity Lutheran Seminary, Columbus, Ohio, gave a talk on "Current Developments in the American Theological Library Association", and John East, of the University of Queensland Library, gave an entertaining after-dinner speech on "The Bible in Malawi".

In other sessions, participants tackled such practical problems and issues as automation, cooperative collection development, journal indexing, the uses of CD-Rom technology (accompanied by demonstrations of GRAMCORD and REX), the work of Christian Research Associates, a directory of theological libraries in Australia and New Zealand, a world directory of theological libraries, and the collection and use of statistics. They also grappled with the question of how best to relate to and assist librarians in kindred institutions in Asia, Melanesia, and the South Pacific.

In a more relaxing vein, Saturday afternoon was spent touring the Blackall Ranges (including the spectacular Glasshouse Mountains) and the pleasant Sunshine Coast, north of Brisbane. On a more cultural and educational level, participants also had a choice of an afternoon visit to St Stephen's Cathedral, St Francis Theological College, Trinity Theological College (with its Meta-Marc automated library system), or the Queensland Cultural Centre.

In the Annual General Meeting of the Association, it was decided:
to include up to two persons in institutional membership/
to note that the *ANZTLA Standards for Theological Libraries*
have now been endorsed by the Australian Library and
Information Association;

to promote the distribution of the revised *Australasian Union List of Serials in Theological Collections* (almost completed); to retain membership fees at A\$20 and newsletter subscriptions at A\$15. In the elections, Mara Goodall, Churches of Christ (New South Wales) Theological College was chosen as the Sydney representative on the Executive, and the first Western Australian (Marcia Harrison, Perth Theological Hall, replacing Hal Cain) was elected to the *ARI* Editorial Board; all other officers being re-elected, including Trevor Zweck as President and Val Canty as Secretary/Treasurer. The next conference is to be held at Morling College (adjoining Macquarie University), Eastwood, NSW, 5-8 July, 1991.

(Rev) Trevor Zweck,
President,
Australian and New Zealand Theological Library Association.

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PRESIDENT'S REPORT, 1989-90

The year 1989-90 has been one of consolidation, rather than of expansion of the Association's activities. The three developments which would seem worthy of special comment are the approval of the *ANZTLA Standards* by the Australian Library and Information Association, the development of the *Australasian Religion Index*, and the formation of the New Zealand chapter of ANZTLA.

The formation of the New Zealand chapter followed the conclusion of the outstandingly successful conference held at St John's/Trinity, Auckland, in July, 1989. This was the first conference held in New Zealand and became the catalyst for bringing unprecedented numbers of New Zealand theological librarians together. We welcome the New Zealand contingent as an established chapter of the Association.

The development of a set of standards for theological libraries had its origins in the ANZATS Library Consultation held at St Francis College, Brisbane in 1983, the impetus being provided by a paper delivered by the undersigned. It is significant that the issue of standards has been seen as so important that its origins actually pre-date the formation of

the Association. It is a pleasure to be able to report that not only has the work of formulation been completed, but that it has been formally endorsed by a national library association.

The appearance of the first semi-annual issue of the *Australasian Religion Index* soon after the Auckland conference marked the beginning of what will surely be one of the most important and far-reaching projects the Association will ever undertake. It is obvious that the Editorial Committee, the team of indexers, and the production team have set a high professional standard from the outset and that this vital tool for religious and theological research is meeting a very real need in our community. As we commend those involved in its production, let us also commit ourselves to its continuance and further development.

It is now five years since the decision to form the Association was made at the ANZATS Library Consultation, Adelaide, in 1985, so this is a fitting time to review briefly what has been achieved in those five years. Apart from the *ANZTLA Standards* and the *Australasian Religion Index* mentioned above, we have established a newsletter as a means of communication and of professional development, we have managed to continue a regular program of annual conferences for the professional growth of participants and the improvement of library services, and we have almost completed the production of the third edition of the vitally important *Australasian Union List of Serials in Theological Collections*. Through all this activity, the theological librarians of Australia and New Zealand have been brought together as never before (with several new chapters being formed) and have developed a greater unity of purpose and a greater confidence in carrying out their important responsibilities.

Considering the size of our group, the achievements listed above are considerable; but, as we look ahead, we see that there is much still to be done for the development of our library collections and the improvement of our services, as well as for the mutual support and encouragement of colleagues in kindred institutions in Asia, Melanesia, and the South Pacific, as well as in our own midst.

Respectfully submitted,
(Rev) Trevor Zweck, President (July, 1990)

POSTSCRIPT

The following message was received too late to be presented at the Banyo conference:

On behalf of all my colleagues in the American Theological Library Association, I extend warm greetings to the ANZTLA gathered in conference. I am pleased that our Richard Mintel is participating in your conference and am indebted to him for offering the opportunity for this message from ATLA.

Richard's presence there results from a job exchange with Trevor Zweck; hopefully this means we shall again be privileged to welcome Trevor to our ATLA conference, though I am not sure his schedule will allow. His address to our conference in 1986, shortly before your founding conference, was an interesting, richly informative, and enduring contribution to our understanding of theological libraries and librarianship in Australia and New Zealand.

Perhaps this job exchange between our two colleagues offers a model for others in our ranks. Would it be feasible and worthwhile for ANZTLA and ATLA to develop a joint project to promote and help arrange such exchanges? We would welcome your thoughts on this.

Best wishes for a highly successful conference. Grace and peace to each of you.

Yours in the Great Fellowship,
H. Eugene McLeod,
President, ATLA

THE NEW AULOTS

Hans Arns

The need for a resource directory which provides locations and holdings of theological and related journals in Australia and New Zealand is now well established. It is fourteen years since Dr John O'Rourke, C.M. published his Union List of Periodicals in Theological Libraries in

Australia, Papua New Guinea and New Zealand. This work was followed in 1983 by the first edition of the Australasian Union List of Serials in Theological Collections published under the auspices of the National Catholic Research Council.

The need to update this edition of AULOTS, by which acronym it has become known, led to a call in early 1989 requesting previously participating libraries to advise of additions and deletions. While a few of these libraries have ceased to exist others have taken their place. Delays in the supply of information and a major re-formatting of the data by Fr. Michael Mason, C.S.S.R. to give AULOTS the flexibility of a database have slowed production more than intended. However we have a much more flexible working tool now, capable of producing print-outs of holdings for a single library or group of libraries. Its increased usefulness in the rationalisation of periodical resources in consortia and other groupings of libraries should be obvious.

AULOTS is intended to supplement other national resource directories such as SALSSAH and NUCOS which list the periodical holdings of academic and other libraries containing extensive holdings of religious journals. The restriction of NUCOS to ABN participants and the reluctance of many smaller libraries to join this network have made it necessary to continue our union list in its present, easily managed format.

The Union list now contains the periodical holdings of some 85 libraries and resource centres in Australia and New Zealand. The listing does not intend to be an exhaustive one of all journals held in theological libraries by only of those which are needed for research in theology and religion and in related disciplines, including church history (especially in Australasia), philosophy, pastoral subjects and missiology.

My criteria to decide which journals fell within this scope will remain arbitrary. An informed decision was often difficult to make due to lack of information provided. On the other hand correspondence re suitability would have been time consuming and costly. An increase from 2616 titles in the 1983 edition to 3339 in the present should however indicate the liberality of the interpretation of my criteria.

Much work has also been done in this edition to provide more information on the genesis and history of journals where such information had not been provided. Obviously such information is only as accurate as the bibliographical sources that informed me. The deficiencies in this edition will remain many. It is unavoidable in a work of this size, produced with existing time restraints. However many glaring mistakes have now been corrected.

The time has now come to establish an editorial committee to plan the next edition. Questions have to be addressed about the future of AULOTS. They include decisions on what libraries should be represented, which deleted; on better criteria for inclusion and exclusion of journals; the need for a separate publication for Australian periodicals and the desirability of making the database available in other than paper format.

The compilation of AULOTS has been a labour of love but its pressures are such that its responsibility cannot be left on the shoulders of one person. A working arrangement between an Institution and ANZTLA may be the way to forge ahead with AULOTS as it was done with the Australian Religion Index.

In the meantime I send the new edition on its way in the hope that it may extend the possibility of good theological library service in Australia and New Zealand.

*Hans Arns,
Catholic Institute of Sydney.*

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CURRENT DEVELOPMENTS IN THE AMERICAN THEOLOGICAL LIBRARY ASSOCIATION

Richard H. Mintel

It is an honour and a privilege for me to address this assembly of the Australian and New Zealand Theological Library Association Conference and for the opportunity to live and work in Australia for seven months.

First of all, I bring greetings from the American Theological Library Association which met in conference just one week ago. It would have been good to have been able to share with you the highlights of that conference. As it was, that conference was taking place as I was travelling to Australia this past week.

My task is to speak with you concerning current developments in the American Theological Library Association. The most recent development I am sure of is the changing of presidents at the annual conference. Under the present organizational structure, the vice-president for a particular fiscal year becomes the president of the following fiscal year. As of July 1st, the new president of the American Theological Library Association is James W. Dunkly, Librarian at Episcopal Divinity and Weston School of Theology in Cambridge, Massachusetts.

At this same meeting, the membership was to act upon a proposal for a totally new organizational structure. The work of the task force charged with the new organizational structure proposal is part of a larger on-going process within the Association to institute more effective resource management and policy control. This process has included the establishment of a financial management committee, the employment of an association controller, a strengthening of reporting procedures, the moving towards unified budget, and the centralizing of activities at one location.

Essentially, the task force has responded to three impulses within the Association and its governing structure. First is the impulse to move to a single governing board. (The present structure includes a board of directors for membership activity, and two program boards for index and preservation activities). In recent years these two boards have formed a joint executive committee and centered their activities at one location. The task force has proposed that it would be beneficial to consolidate the policy formation functions in one entity and create a unified chain of management responsibility. The second impulse is the need for salaried executive leadership. The third impulse has been the need to establish a financial management program consistent with the full dimension of the Association's products and services.

The task force proposal calls for a two-phase implementation. The first phase is transitional over the next two or three years. The second phase is the implementation of the new organizational structure. This structure will include a board of directors with an executive committee, a finance committee, and a committee for planning and development. Responsible to the board of directors will be a full-time salaried executive director who will supervise two positions: a director of programs (including indexes and preservation) and a director of member services (including annual conferences, continuing education, publications, and special interest groups).

Under the present structure, the membership elects members of the Association to the board of directors. Under the new structure, the membership elects nine of twelve board members, the board of directors electing the remaining three, who need not be members of the Association. Under the present structure, the membership elects the president of the Association. Under the new structure, the board of directors elects a chairperson of the board of directors from among the nine directors who have been elected by the membership, and who also serves as president of the Association and has a renewable term instead of a one year term.

Looking back over the past year, outgoing president Eugene McLeod made the following observations:

- 1) Membership remained strong statistically as well as in the level of participation. We gained five new institutional members, bringing that total to 181.
- 2) Participation of personal members was at a high level. Approximately 200 registrants for the 1989 annual conference is an indicator. All but a few of them were either full or associate members, two categories which totalled 397 at the time. Another indicator is the number of members serving in an official capacity. There were 61 members serving as officer, board member, committee member, or representative to an outside agency. Many more participated in special interest groups (including Public Service, Bibliographic Systems, Collection Evaluation and Development, Publications, OCLC Theological Users Group, and Bib-Base Users Group).
- 3) The level of membership participation together with excellence in programming and hosting made the 1989 annual conference one of the best we have had.
- 4) The Index staff and the Preservation staff, already working under one Director but in separate locations, were brought together in a single location and became quickly a highly dedicated and productive group. (Beginning in July, 1990, the offices of the Executive Secretary will be at the same location and will be the official address of the Association).
- 5) The Index program continued its excellent products with an enviable on-time production schedule and expanded its product line to include on-line and CD-ROM availability. It also won major grant support (\$375,000) for its International Christian Literature Development Project (a three-year project of creating an index of Christian literature from the non-Western churches).
- 6) The Preservation program solidified its position as a national leader in preservation microfilming, evidenced in part by receiving a two-year grant (\$210,000) from the National Endowment for the Humanities.

- 7) Some other recent developments are also worthy of mention. Of the 181 institutional members of the Association, some 70 percent claim OCLC membership. In an effort to further co-operation among ATLA libraries, OCLC records of ATLA member library holdings have been brought together into a unique subset of the OCLC database called the American Theological Users Group (ATUG) which can be used by logging onto the Interlibrary Loan Subsystem which will display complete holdings for the title owned by ATLA libraries. The most recent actions of the Board of Directors of ATLA include the establishment of an ad hoc committee on automation and technology; assignment to the new president, as an official project, the expansion of the ATLA membership among the librarians with involvement in religious and theological bibliography in non-theological libraries; and recognition of the formation of a new special interest group in rare books. At the June 1989 annual meeting the Publication Committee celebrated the publication of the fiftieth title of monographs and bibliographies which have been published through the partnership of ATLA and Scarecrow Press since 1972.

Also at the 1989 annual conference much concern was demonstrated by a special program and resolution concerning the use of chemically stable paper. I quote the resolution, skipping the "whereases":

Be it resolved, first, that the full membership of the American Theological Library Association confirm the Board's support of the American Library Association resolution on the use of chemically stable paper; and, further

Be it resolved, that the American Theological Library Association's president and executive secretary inform the American Library Association, and religious publishing houses of the Association's action as well as request clarification on the use of chemically stable paper by each publisher with which they communicate; and

Be it further resolved that the American Theological Library Association's Collection Evaluation and Development Committee monitor responses from publishers on this matter and organize a

letter writing campaign by member libraries to religious publishing houses that do not currently use chemically stable paper".

This resolution was unanimously adopted.

Finally, although not officially a recent trend in ATLA, but certainly a trend in theological librarianship was the formation of the Theological Electronic Media Group.

A meeting at Union Theological Seminary in Richmond, Virginia, last year marked the first gathering of this group of library personnel whose interest and expertise is in the field of theological electronic media. Members held discussions on issues, such as the need for standardized cataloguing and the implications of the Seoul Manifesto, a statement on communication in theological education recently proposed by the World Association of Christian Communicators. They viewed videotaped tours of other theological institutions. Most importantly, they laid the groundwork for a support network to exchange information about the explosion of media technology and the ways in which they can share and access each other's archives.

A second meeting is planned this year with "Enhancing the Theological Classroom" as the primary theme. In the meantime, participants will compile a national mailing list, begin a newsletter, and produce a videotape designed to train faculty in the importance and use of media in theological education.

I hope that this brief reflection of recent developments has given you some idea of the work, concerns, and future of the American Theological Library Association.

Richard H. Mintel.

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SOME ERGONOMICS FACTORS IN LIBRARY AUTOMATION

Phillip Meyer, Ergonomist

Library work encompasses activities that on one hand typify office work but on the other, are more akin to the factory. The diversity of work activities in the library cover the major facets of ergonomics interests and it is clear from what one observes of library work, that there is considerable potential for significant work-related problems.

With automation, some new problems will arise and particularly those associated with extensive use of screen based equipment, but the existing problems will still remain and should also be addressed.

This paper will consider three main issues:

- a. the main ergonomics problems associated with library work;
- b. the general principles of good working posture;
- c. the ergonomic requirements of work furniture.

Ergonomics Problems in Libraries

1. manual materials handling (handling books) in poor working arrangements
 - frequent reaching over desks and counters with outstretched arms (increasing the force moments on the spine);
 - frequently reaching over the head and down to the floor (shelving);
 - the 'materials' are in uncontrolled form, ie., not packaged and of variable form (size and weight);
 - antiquated design of the storage system (the library shelves);
 - insufficient or unavailable mechanical aids;
 - women as a major group of workers work with increased aerobic load; they have smaller stature, less muscle capacity and offset centre of mass.

2. **poor working posture**
 - long periods of standing, and often without the option of sitting;
 - long periods of sitting, sometimes while working at high benches;
 - poor or unsuitable seating, eg., high chairs without proper foot support which may lead to unsupported or poorly supported legs, (foot rings are not appropriate for extended use); inappropriate seated posture for the forward orientation of the work, (trunk unsupported);
 - non-specific design of the work benches and desks for the quite specific nature of much of the work, such as at the loans desk, in cataloguing, at VDUs, at microfiche or other terminals;
 - too much forward reaching to lift weights.
3. **poor workplace layout**
 - the arrangement of the equipment and the work area often involves frequent twisting and reaching to the side, behind, below, etc.;
 - insufficient space for the movement of 'materials' on trolleys, and insufficient space for the movements of staff;
 - lack of purpose-designed arrangement of equipment such as VDUs, light pens, date stamps, etc at the loans desk.
4. **environmental aspects**
 - intrusive noise;
 - conflicting illumination requirements (bright for reading, less bright for VDU use); a requirement for good daylighting at reading and work areas and for overall appearance of the library;
 - conflicts with the climatic requirements for sedentary work and those for manual work;
5. **work activities**
 - repetitive actions involving some application of force with some poorly designed tools (date stamps, staplers, etc);
 - repetitive lifting of books against gravity with associated rotations of the forearm;
 - lifting of books with the forearm pronated (palms downwards) and the associated risk of epicondylitis ("tennis elbow");
 - the inclination to use a wide hand span when picking up more than one book at a time.

6. Inadequate provision for VDUs
 - not having equipment which conforms with the accepted standards;
 - inappropriate furniture;
 - lack of proper environmental control;
 - inadequate training in posture and work practices;

General Principles of Good Working Posture

- 1 minimize overall physical stress so that work is easy and comfortable and minimizes metabolic demands;
- 2 enable easy access to the work areas; put frequently reaching items in the primary zone of reach (for women, 300-350mm from the desk edge). Reaches beyond this should be for occasional use only. Frequently performed activities should be on the same work plane.
- 3 position the work so that joints and muscles are in their optimum working range to obtain best biomechanical advantage;
- 4 minimize forces on the spine from lifting and from twisting (with or without load);
- 5 minimize the chance of work related strain and injury to:
 - wrists from excessive hand span and from repetitive wrist and finger movements
 - elbows from lifting with the forearm pronated;
 - shoulders from reaching too high with weights;
 - necks from frequent neck rotations and constrained neck positions while viewing screens or constantly looking downwards;
 - low backs from lifting badly and from twisting; also from lifting with the arms reaching out (even light weights);
- 6 minimize unnecessary work movements by careful layout of the work area to ensure good work flow;
- 7 the primary work area should allow a straight ahead working position with an upright posture for the majority of the time;
- 8 the work should be able to be performed sitting or standing at the individual's choice.

The Ergonomic Requirements of Work Furniture

benches and desks

- 1 work benches and desks should provide the appropriate size and shape of working area, suitable for the required arrangement of equipment and materials (books) to pass through efficiently;
- 2 they should be adaptable to the (inevitably) changing requirements of the system, the technology and the users;
- 3 they should be adjustable to provide suitable working heights for all the activities carried out there and for the range of intended users;
- 4 work height adjustments must be easily and quickly achievable to minimize any resistance to using them (use quick acting mechanisms and avoid those which require cranking);
- 5 installations (of equipment or machines) should suit left-dominant users as well as right-dominant users;
- 6 work top edges should be bull-nosed for comfort when leaning against them;
- 7 adequate clear knee and leg space should be provided below the work top to allow a variety of leg positions;
- 8 adjustable foot boards should be built into high benches to provide foot support with postural variation;
- 9 bench tops should be low sheen materials of mid-range tonal value, neither too dark nor too light; avoid patterns and textures;
- 10 book handling should be arranged to minimize grasping the books and lifting them. Use gravity as much as possible. Consider incorporation of materials handling equipment (such as a conveyor belt system) to aid handling books.

chairs

- 1 must have gas strut seat height adjustment and be easily adjustable within the range of dimensions appropriate to the user population.
As a guide:
 - for low benches of around 72 cm work height, use chairs of 37,5-50 cm sitting height;
 - for high benches of around 100 cm work height, use chairs of 65,5-78 cm sitting height.The seat must fall away at the front edge to minimize pressure on the thighs.
Specify wool mix fabrics;

- Adjustments must be able to be made by the seated person.
- 2 chairs may have arm rests for clerical work but they are not advised for continuous keyboard work (nor for book processing). They should be height adjustable by the seated person.
 - 3 back rests may be higher to support the thoracic spine but they should taper towards the top to allow room for the shoulder blades. Back rests must be easily adjusted from a seated position and with a minimum of force required.;
 - 4 adjustable seat slope (seat pitch) can be an advantage for work on desk tops;
 - 5 castored, five branch bases with well rounded corners are now the industry standard;

Recommendations

- 1 Use ergonomists to analyze the work, lay out the work area and provide specifications for furniture.
- 2 Commission the development of some standard designs of furniture which can be adapted to individual libraries. Develop a working arrangement with one or two manufacturers.
- 3 Run staff training programmes in good working posture and materials handling.

References

- 1 Grandjean, E., 1980, *Fitting The Task To The Man*, London, Taylor and Francis.
- 2 A range of titles from the Australian Government Publishing Service, including:
VDUs At Work; Artificial Lighting At Work; Daylighting At Work, etc. (Availability somewhat sporadic).

Philip Meyer, formerly of the Ergonomics Research and Design Centre, Lincoln Institute of Health Sciences, is a freelance industrial designer and ergonomist, having his own company: Designer's Ergonomics, 16 Acland Street, St Kilda, Vic.

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LIBRARY COOPERATION:- OR IF LIBRARIES CAN DO IT THEY CAN DO IT TOGETHER

Coralie Jenkin

The subject I was given for this talk was: rationalization: practical or possible? Rather than dealing with the narrow issue of rationalization I'll examine the question of library cooperation, of which rationalization is one part.

First we need to look at the meaning of the terms we'll be working with: library cooperation, resource sharing, networking, and cooperative collection building and rationalization.

'Library cooperation' is an all-encompassing term referring to collaboration between two or more libraries on any level, from the trivial, such as one librarian ringing another to ask for an address; to the working agreement, such as interlibrary loans; to the extreme, such as amalgamation - which is a form of cooperation many of our academic libraries are now experiencing.

'Resource sharing' means to jointly acquire, hold or make available library resources. Some examples of resource sharing are schemes for the acquisition of expensive items, cooperative storage and shared databases.

'Networking' is usually a more formal arrangement of combined operation, with commitments, a structured organization, perhaps a governing body and full time staff. Examples are the New Zealand Bibliographic Network and the Australian Bibliographic Network. But the term 'network' is also used, very casually, to refer to any group of libraries.

Both 'networking' and 'resource sharing' are forms of cooperation and there is a great deal of overlap between the three terms, so I'll use cooperation in this paper to refer to any form of cooperative effort.

'Cooperative collection building' is the term I'll use to refer to forms of cooperation which aim to add to the library's resources. An example of cooperative collection building is the *Australasian Religion Index*. Many of us have contributed to this index which now provides us (and others) with a resource we didn't have before.

I have deliberately used the term 'cooperative collection building' - I think I devised the term, I don't remember having seen it elsewhere - instead of 'collection development' because collection development is not simply a method of acquiring material, but too often it has been viewed in that way.

Lastly, rationalization: to reduce duplication of materials or time by working with other libraries. An example of rationalizing materials is to agree to not buy in areas which are being collected by other libraries. To rationalize time is to reduce time by sharing processes, for example, by copy cataloguing from a database such as NZBN or ABN. Time and materials are two of the chief forms of rationalization, but many forms of cooperation may save time and therefore may be seen to be forms of rationalization.

There can be cooperative collection building without rationalization, the *Australasian Religion Index* is a good example of that, and there can be rationalization plans which don't mention collection building. An example of both rationalization and collection building together is the subject specialization scheme: a group of librarians agree to buy and make available to each other, materials in a specified subject or of a specified type, for example, expensive or rare books, theses, post-graduate subject areas (but rationalization should always be at least at post-graduate level in academic libraries because undergraduate needs should be provided for). This means that the duplication of materials is avoided and the collection level is raised in the agreed area.

Now we've defined our terms we need to examine the benefits and difficulties of cooperation. Firstly, the benefits: access to a wider range of resources: as one writer put it 'library walls fall'¹; improved collections;

¹ Kennedy, Robert A. 'Bell Laboratories library network' in Gibson,

better service to users; better utilization of resources, technology, and time; maybe cost saving (more about that when we discuss difficulties); there are benefits in meeting with other librarians (especially for those who work alone); and individual types of cooperation bring particular benefits, such as the benefits of cooperative collection building and rationalization. And libraries can do more together than they can do alone, with team work opening doors to better librarianship.

I won't dwell on the benefits of cooperation, partly because they are obvious and to some degree unquantifiable, and also because they are often peculiar to particular schemes. Don't imagine that I'm against cooperation just because I spend more time discussing the difficulties, I certainly favour cooperation, but the requirements, pitfalls and problems must be aired and dealt with in detail when considering cooperation, and they can be used to help planning.

These pitfalls and problems have been widely documented, a good cautionary article being Richard Dougherty's². I found that the critics don't try to dissuade participation in cooperative schemes, they just warn us to be wary. The criticism usually wasn't of the trivial or working level of cooperation - after all these people were cooperating by sharing their thoughts on cooperation - they were criticizing more sophisticated or newer schemes, sometimes I think as a reaction against what they saw as poor collection development, abuse of the system, or sometimes, I suspect, they were unnecessarily defensive through lack of understanding. First, the requirements. Cooperation is a way of supplementing collections, it is not a substitute for good collection development. Our text for cooperation is not John 2:1-12, the Marriage at Cana. What we must avoid is thinking that we can turn water into wine: cooperation will not turn a poor collection into a good one - you need divine intervention to turn water into wine, and hard work to turn a poor collection into a good one. When we cooperate, we need to have a

Robert W. Jr, ed. *The special library role in networks. A conference held at General Motors Research Laboratories Warren, Michigan, May 5-6, 1980*. New York: Special Libraries Association, 1980. pp 17-36.

² Dougherty, Richard M. 'Resource sharing among research libraries: how it ought to work' *Collection Management* 9 (2/3) 1987, 79-88.

good collection to share. The extreme misuse of cooperation is referred to as 'the sharing of poverty'³ where everyone relies on other collections and doesn't build their own. Another misuse is to rely heavily on other libraries rather than building up our own, so that some libraries are overused.

Other requirements of cooperating libraries include high quality standards and standardized practices, which may entail recataloguing, training for librarians, documenting and changing procedures, and keeping statistics.

My neighbour, Reza, is an Iranian. Because he lived in the United States for some years before coming to live in Australia he has a good grasp of the English language. The first time he went into an Australian pub (to try Australian beer) he walked up to the bar and the barmaid asked him 'Are you alright?' Reza replied that yes, he was fine. She said 'Are you sure you're alright?' And Reza said that yes, he was sure he was alright. So the barmaid walked away and Reza didn't have a beer. Another man walked up to the bar the barmaid asked 'are you alright' and the man ordered a beer. This story reminds us that we should standardize practices, that is, we should all speak the same 'language'.

Another requirement is to know our own collection and the needs of our constituency. We should have a collection development policy, so that we and the users of our collections, know what is in the library and what we plan to do, even if the collection development policy is just a rough draft rather than being part of a conspectus. And this will help to avoid the first of the pitfalls and problems, which is politics.

'The ideals of cooperation are supported by economic necessity but challenged by political reality'. We need to persuade our councils and users that the joint effort has benefits. Especially when someone wants books on Saint Ignatius which are held in a library on the other side of town (isn't it sensible that the Jesuits should have a good stock of books

³ Ibid.

⁴ Ibid.

on St Ig) while recently no-one has looked at our wonderful pile on St Christopher (perhaps they had problems travelling to the library). In other words, we must do our homework before we team up, find out what our users need and our governing bodies expect, write that collection development policy, and persuade the people who count of the benefits of working with other libraries.

And counting leads into our second difficulty - the budget. If you want to save money by cooperating you're going into it for the wrong reason. Although there may be savings it is wrong to have cost cutting as the major goal. The goal should be improved collection, improved access to other collections, better cataloguing, or whatever, in other words the first goal of cooperation is to improve the library, not to save money. There may be savings, but although there are many benefits of cooperation, they don't always include budget cuts. In fact, many cooperative schemes mean spending more money, because many of these projects are cooperative collection building. Even projects to rationalize collections, copy catalogue, etc., take time and materials, often involving expensive technology. And there will be costs to a good library which becomes a net supplier of resources to other libraries. Dougherty wrote that the greatest threat to the exchange of materials is volume: he quoted a study which showed the impact of OCLC was an increased interlibrary lending rate of up to 1,437% for small libraries, while even the largest had an increase of 85.6%⁵. On the other hand... look at the better use of the resources!

But in the end the budget is the real cause of difficulty in cooperation. Cooperation is easier when there is less pressure on the budget, because in times of tighter economic control our first responsibility is to our own users, and this makes some types of cooperation, such as rationalization through allocating collecting areas, beyond the budget in difficult times.

Cooperative ventures, especially networking, will take a higher percentage of the budget of a small library than a large, but with similar returns for both.

⁵ Ibid

The third problem is access. Although libraries can't expect to own everything their users need, ergo cooperation, access to an item is thought not to be as good as ownership of the item - although ownership may mean that the book is out on loan, or lost, or perhaps has not been bought and access may mean that the book is available immediately at a nearby location. But we can't deny the fact that users would prefer an item to be available where and when they want it, and that it is more likely to be available if the library owns a copy.

Access also includes means of access, now often through new forms of technology, the shared database being the obvious successor to the union catalogue. Technology affords speedy access: it may be quicker to have a document faxed than to look for it in the stack, especially if stack isn't catalogued! Technology is expensive - the computer, the FAX machine, database fees, training to use the technology, etc. - but the cost of this technology can be shared because it can be used by other parts of the organization and also for in-house library use. This means the cost of technology shouldn't be entirely in the cooperation budget, and certainly the cost saving of the technology should be taken into account.

The fourth problem is that special libraries - and here we'll count theological libraries as special libraries - have special needs. Special classifications are best for special libraries but these classifications may lessen the advantages of cooperation. Special libraries may also have more extensive requirements of cooperative schemes, such as specialist staff support, fast response by the system, and access to a wide range of reference material.

Now, taking account of the difficulties of cooperation, what options are there for theological libraries? There are many cooperative schemes and the list is still growing. Some examples are acquisitions, circulation systems, cataloguing, library promotion, reader education, cooperative storage, library associations, problem solving, staff expertise, computers, and conspectus. There are too many types of cooperation and too many schemes to list them here, but I have included a variety of examples in this paper. I quickly came to the conclusion that: if libraries can do it they can do it together. And they can do more together than they can do alone.

One of the men I work with, Larry, was driving to work one day last week, and as usual, stopped at the local newsagent so that his wife, Pat, could buy the newspaper. While Pat was in the newsagency the traffic lights in front of Larry's car changed to green, and the drivers of the cars behind his blew their car horns. So Larry drove his car around the corner to wait there for Pat. Pat walked out of the newsagency, got into the car at the kerb (where Larry's had been) and said to the driver 'come on, let's go'. Then she turned around and realized that she was in the wrong car.

It's a good idea to know about the libraries you're planning to cooperate with and where you plan to go together before you set off.

I would like to consider options for cooperation not by type of cooperation but by type of library or cooperative group, perhaps opening up new horizons for working together, for the list of types of cooperation is endless:

1. Theological library cooperating with other theological libraries or libraries with similar subject interests. Cooperation based on subject seems obvious and there is already a basis for this through ANZTLA. The British equivalent of ANZTLA is the Association of British Theological and Philosophical Libraries, although there has been little evidence of the philosophical libraries for some time. Cooperation based on subject may be cooperation with other libraries on a regional or a denominational basis (similar to the cooperation of libraries within an organization, for example, the CSIRO network of libraries, although perhaps without sharing a budget).
2. Theological library cooperating with other libraries requiring a specific type of publication. There is an example of this in Cynthia A. Steinke's article⁶ where she describes cooperation based on the common need for government publications.

⁶ Steinke, Cynthia A. 'Standards, specifications and codes: a union list approach to resource sharing in the Chicago metropolitan area. *Science and Technology Libraries* 1 Winter 1980, 75-88.

3 Theological library cooperating with special libraries, perhaps through the Special Library Association. Special libraries have more in common with each other than they have with large academic libraries.

4 Theological library and academic libraries. I read an article years ago in which the author referred to the sharing of the resources of their theological library with the resources of non-theological libraries as being analogous to sharing his savings account with the funds of the national bank. I think that is a fitting analogy here. Were some of our theological libraries to share their resources with those of a nearby university it would be akin to sharing your bank balance with the funds of the National Australia Bank or the National Bank of New Zealand. You would certainly have access to enormous resources, but there could be some difficulties when they call on you to put in your share (especially if you chose to partner the Pyramid Building Society). But there is partnership with academic libraries, as we see through the Flinders and Murdoch University schemes, where theological students who study at the university use the resources of the university library. Resources of academic libraries may be enormous, but they often lack specialist materials. It could be possible to enter into a reciprocal borrowing arrangement with an academic library to give your users access to materials you don't hold.

5 Theological library and groups of libraries using the same technology, for example, through CODIANZ (for Dynix users) or the Inmagic Users Group. This is a good way to learn to exploit the technology.

6 Theological library and other local libraries. There is a good example of this in Rachel F. Berry's article 'The Insiders - a cooperative network of special libraries'⁷ This article describes the activity of a group of special libraries in Minneapolis, Minnesota, which are housed in

⁷ Berry, Rachel F. 'The Insiders - a cooperative network of special libraries' in Gibson, Robert W. Jr, ed. *The special library role in networks. A conference held at General Motors Research Laboratories Warren, Michigan, May 5-6, 1980*. New York: Special Libraries Association, 1980. pp 83-109.

skyscrapers linked by pedestrian overpasses used extensively in the cold Minnesota winters, hence the name 'Insiders' (it sounds like a great idea for the cold winter we're suffering in Melbourne at the moment). This group developed from a weekly meeting of librarians, and is based on location, all the libraries are of different types, and the scheme developed various forms of cooperation and gave tremendous advantages to each participating library. In Victoria we have a unique example of regional library cooperation - the library tram. It is colourful and interesting and it bears the logo 'libraries are for everyone'.

7. Theological library and local networks, for example CAVAL and CLANN. As an example, CAVAL in Victoria has organised a reciprocal borrowing scheme; training and support for libraries using ABN; research on the needs of member libraries; continuing education for professional staff; consultancy services, etc. Although this scheme is particularly for academic libraries, there are advantages in participating in or learning from these schemes. A quote from CAVAL's 1988 Annual Report: 'Over ten years of cooperation by Victorian academic libraries have brought many benefits to users of Victoria's major research libraries. Many of these are obvious and include the direct financial savings realised by our university and college libraries and the State Library. There are also many which are intangible. These include the immeasurable benefits to library users through the extension of library services beyond single institutions ...'⁸

8. Theological library and a repository library, that is, a library which is set up to serve other libraries. James C. Schmidt⁹ argues for the need for a national periodicals centre (in the United States) to acquire and make available periodicals. Ian Douglas of Swinburne Library is an advocate of an Australian centralized serials collection, which could also

⁸ *Annual Report. 1988. CAVAL Limited* [Melbourne]: CAVAL, 1988.

⁹ Schmidt, C. James 'A national periodicals center: history and current status'. In Gibson, Robert W. Jr., ed. *The special library role in networks. A conference held at General Motors Research Laboratories Warren, Michigan, May 5-6, 1980*. New York: Special Libraries Association, 1980, 259-275.

extend to the collection of 'grey literature', a collection made available to other libraries through interlibrary loan.

9. Theological library and other libraries through commercial enterprise. I think we are just seeing the beginnings of this. By commercial enterprise I mean organizations formed by librarians which sell a product. One example is Auslib Press which has been involved in publishing, mainly library directories, and indexing library materials.

10. Theological library and all cooperating libraries in Australia or New Zealand, via interlibrary loans. ABN, NZBN, ALIA, NZLA, etc. and through these schemes we have access to the resources of the national and state libraries.

11. Theological library and ... why not the world? Perhaps libraries in New Zealand should think first of theological libraries in Australia, and vice versa. Another good source of information is the British Lending Library.

Now, to our text for cooperation: John 6:3-14: this is the story of the loaves and the fish. Our question is: by cooperating can we make our resources sufficient for the multitudes: how do we put cooperation to work?

I favour the cooperative collection building direction: schemes which will directly increase our resources. Some examples of cooperative collection building are microfilm projects, cooperative acquisitions of rare, expensive, or little used items, access to databases, and a translating pool. Although there is a cost, I think it is better to put our money directly into improving our collections rather than putting our efforts into rationalization and hoping to build better collections alone in a more haphazard way. I think too that rationalization will come about with less organization and effort through common databases.

A scheme of cooperative collection building I read about which I think would be particularly good for theological libraries is a 'translating pool'¹⁰ Each participating library contributed one translated article

¹⁰ Rodeffer, Georgia H. 'Textile information users council and

each year and in return received a copy of the annual index of translations, and was able to receive a copy of any translation. I can see that this would be a good project for theological libraries because of the huge amount of material which needs to be translated into English. One person would coordinate the project, and each participating library would persuade a member of their academic staff to translate one article they're interested in. That shouldn't be too difficult given the amount of reading many academic staff do, and the languages many can speak. Once a year the coordinator receives the citation for one article from each participating library and creates an index which is distributed to each of the participating libraries. This would quickly build up a database of unique items which would be appreciated by many of our users, at very little cost to create the index and access the material. All it needs is someone to think it is worthwhile and with ANZTLA's blessing it could be done.

Just before concluding I would like to thank the people I interviewed: Max Borchardt, CAVAL; Ian Douglas, Swinburne; Lawrence McIntosh, Joint Theological Library; and Brian McMullin, Monash Graduate School of Librarianship.

To conclude: Our text was the five loaves and two fish, with these Jesus fed the 5,000 people. How can we together make our resources sufficient for our multitudes?

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THE FORM AND MANNER OF MAKING DEACONETWORK TERMINALS

This "liturgy" was received from the Library Staff of St John's College, Auckland. It was explained that it is "the work of one person's incredibly fertile imagination". It was further explained that the author "is a third year student by the name of Geoff Haworth (no relation to NZ's erstwhile cricket captain)."

A word of explanation:

"Potty Training" referred to in the "liturgy" is an irreverent term for post ordination training.

Bishop MS Dos, Primate of Bibliographical Networks Archdeacon IB Incompatible

Before he/she ordains a computer for deaconetwork service, the Bishop shall by careful enquiry satisfy her/himself as to her character, compatibility, and Kilobyterage; he shall by examination ascertain that she has adequate storage of the Bible, the Creeds, the Doctrine of Integrated Networks, and the Book of Common Repairs. When the day appointed by the Bishop is come, the Archdeacon shall present unto the Bishop (sitting in her/his chair, seated near the Holy Terminal) the apparatus upon whom ordination is desired.

Archdeacon Reverend Father and Mother in God, I present unto you this apparatus, to be admitted as Deaconetetwork Terminal.

Bishop Take heed that the apparatus you present unto us, be an approved colour monitor, without taint or blemish, entirely free from Space Invader programmes, and fully IBM Compatible. Be ye PC Direct unto the people.

Archdeacon I have enquired of her, and also examined her, and find her to be user-friendly.

Bishop Sisters, Brothers, and Hackers, if there be any of you who knoweth any grave design faults, any false Analytics, any stale menus, or any heretical Author searches, let ye come forth, or third, and show what the impediment is.

(And if any grave defect is discovered, the Bishop shall cease from ordaining the Terminal until an approved serviceperson be summoned.)

Bishop Dearly beloved OPAC, do you trust that you are connected by the 386 Six Network to take upon you this office and function, to serve students and God, to their mutual confusion, and the bewilderment of the people?

PC Direct (through Archdeacon) I trust so.

Bishop Do you believe in the 386 Network, as set forth in the OPAC Manual?

PC Direct (through Archdeacon) I think so.

Bishop It appertaineth to the office of an ordained Terminal to enact, in catalogues both temporal and spiritual, keyword searches and author searches and subject searches, and to help the Librarians of this diocese to prepare students for ordination, diakonia, and eventual martyrdom. Will you do this gladly and willingly?

PC Direct (through Archdeacon) I will do so, by the help of God.

Bishop Will you give due diligence to avoiding bugs, thwarting hackers, upholding the laws of copyright, and shewing due obedience, both to Deans who become Bishops, and to Bishops who become Deans?

PC Direct I will do so, so help me God.

Bishop Then, PC Direct, Daughter of Opac, child of the 386 Six Network, take thou authority to execute the office of an ordained Deaconetnetwork Terminal in the Library of Judith committed unto thee. Avoid thou viruses and other terminal illnesses, drive failures, and slipped disks. Be diligent to study the things that are written on thy screen, that, as much as in thee lieth, thou mayest exercise wise Search Options, and be an example of faithful Bibliography.

The people. Amen.

Bishop (To Librarians) Do you, daughters of bibliography and stored resources, undertake to love, cherish and duly instruct this PC Direct terminal, now ordained into the Deaconetnetwork, and to offer her appropriate Potty Training, according to her needs and the needs of those who use her?

Librarians We do.

Bishop Then let us celebrate together this day of ordination, by singing as a community of faith and study, the words of that well-loved hymn "Opac, our help in ages past." Archdeacon I.B.ImCompatible will lead us.

Hymn

OPAC, our help in ages past
And Judith's Bright new Toy,
A help to Erice, here at last,
And Helen's pride and joy.

Before the shelves in order stood
Or files received their frame
A system that was quick and good
A Deaconetnetwork came.

OPAC, our help in coming days,
Our hope when books are lost
Let us insert, retrieve with praise
May God delete the cost.

Amen. Exit, to episcopal refreshments. Men, a plate please.

NOTES AND NEWS

Western Australian librarians

During the ALIA Conference to be held in Perth (September 30th - October 5th), an informal gathering, to enable library colleagues to meet, has been arranged for Thursday 4th October, commencing at 7.30 pm.

The proposed gathering will take place in the lounge at St Columba College, Stirling Highway, Nedlands (opposite the University of Western Australia).

To facilitate catering arrangements (light refreshments), it would be appreciated if those planning to attend, would indicate this to either:

Marcia Harrison
c/- Ada Purnell Library
In St Columba College
Stirling Highway
Nedlands WA 6009

or

Denise Hallion
c/- Catholic Education Centre
50 Ruislip Street
Leederville WA 6007

Lynn Pryor is away overseas until the new year. In her absence the Newsletter is being edited by Philip Harvey with the assistance of Rosalie Cotter from the Catholic Family Welfare Bureau in Carlton.

Lynn has travelled through Switzerland and Germany where she has become "something of an expert at flying along the autobahn". She is now in Oxford, even managing to arrange a personalised tour of the Bodleian.

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