

International Association of Law Libraries

Archive Catalogue

International Association of Law Libraries

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IALL: INTERNATIONAL ASSOCIATION OF LAW LIBRARIES ARCHIVES, 1959-2007

Reference code(s): GB 1697 A.IALL

Held at: Institute of Advanced Legal Studies

Title: INTERNATIONAL ASSOCIATION OF LAW LIBRARIES ARCHIVES

Date(s): 1964 - 2007

Level of description: Collection (Fonds)

Extent: 100 files and folders; 74 items; 10 microfiche; 11 audio tapes, 1 electronic file

Name of creator(s): International Association of Law Libraries

CONTEXT

Administrative/Biographical history:

The International Association of Law Libraries was founded in 1959 with the purpose of promoting and supporting the work of Law Libraries and related agencies, in order to facilitate research and use of their materials on a multinational and co-operative basis. Its functions and activities have developed to include professional education and development, by means of annual courses, participation in major conferences including IFLA, the publication of the International Journal of Legal Information, and other scholarly publications. It also awards scholarship bursaries for and makes an annual award for the best legal website.

For a detailed description of the history of the IALL, see: Adolf Sprudz: Thirty Five Years of International Co-operation (The Law Librarian Vol 26 no 2 June 1995.) A list of Presidents of the IALL may also be found on the Association's website: www.iall.org .

CONTENT

Scope and content/abstract: Papers of the International Association of Law Libraries, consisting of: IALL constitutional documents (1994 – 2002); Annual General meetings; Annual reports and Accounts; Directors Files (1986 – 1996); Treasurers files (1979 – 1995); IALL Courses: proceedings and correspondence (1975 – 2005); IALL Messenger (1986 – 1988); IALL

Newsletter (1976 – 1979); IALL Bulletin (1964 – 1971); IJLI (1992 – 1995); IALL Publications correspondence (19973 – 2001); Directories and lists of members (1986 – 87); IFLA Conference participation (1977 – 1990); Miscellaneous files (1998 – 2001).

The nature of IALL – an international organisation based on a three year term of office for its officials – means that there was no corporate record keeping system. Rather each member of the board, and indeed each active member of the organisation, would maintain their own files which often form a continuous record of their involvement with the Association, rather than according to the roles they undertook. The bulk of the archive, therefore, comprises such files. In addition, there are also publications, printed matter from training events and the brass logo stamp.

Record types noted within named individual's files include: constitutional documents; AGM papers; Board Meeting Minutes and related papers; financial records; training event preparation and administration; and general correspondence. As far as possible, specific record types within files have been noted in the file level description. However, researchers interested in a particular topic or period would be advised to look at all the relevant individuals' files.

ACCESS AND USE

Language/scripts of material: English, German and Swedish.

System of arrangement: Arranged by function and subject matter as given in Scope and Content. As noted above, the IALL did not have a central record keeping system and much of this archive comprises individual member's files. This arrangement has been retained and the files catalogued in series according to the individual rather than the role.

Conditions governing access: Printed and published material open. Remaining records open 20 years after last date on file unless otherwise specified (some records may be closed for reasons of confidentiality or to protect personal privacy; where this is the case the access conditions are specified in the individual series description).

Conditions governing reproduction: Copyright remains with IALL. Copyright declaration form to be completed. Digital photography declaration form to be completed.

Finding aids: Detailed catalogue available at the IALS and at <http://ials.sas.ac.uk/library/archives/archives.htm>.

ARCHIVAL INFORMATION

Appraisal, destruction and scheduling information: In 2006 the records were appraised and listed by the IALS Archivist; during this exercise ephemera and duplicate material were destroyed by agreement with the Librarian as current President of IALL. Additional material was received and appraised in 2007 – 2008. A Records Retention policy has been drafted for IALL.

Accruals: Other accruals are expected in order to fill gaps within the existing series and to continue the series.

Archival history: the records were transferred directly to IALS by officers of the IALL. The nature of the accruals to this collection indicates that the bulk of these records were retained by the member's employing institution before being passed directly to the Institute of Advanced Legal Studies.

Immediate source of acquisition: IALL officers

DESCRIPTION NOTES

Archivist's note: Compiled by Elizabeth Dawson and Melanie Peart.

Rules or conventions: Compiled in compliance with General International Standard Archival Description, ISAD(G), second edition, 2000; National Council on Archives Rules for the Construction of Personal, Place and Corporate Names, 1997.

Date(s) of descriptions: July 2006; October 2008.

IALL/1: Articles of Incorporation and Constitution, 1994-2002

Extent and form: 3 files

Access: open after 20 years

Item list

Reference	Title	Dates	Extent
IALL/1/1	IALL Articles of Incorporation: documents and correspondence	1994 – 2000	1 file
IALL/1/2	IALL Constitution: correspondence, amendments	1999 – 2002	1 file
IALL/1/3	Loose papers: Correspondence re Amendments to Constitution	2002	1 folder

IALL/2: Annual General Meeting Papers, 2005

Extent and form: 2 folders

Access: open

Related Material: Copies of earlier AGM papers may be found amongst individuals' files IALL/5 – IALL/11.

Item list

Reference	Title	Dates	Extent
IALL2/1	Annual General Meeting 2005 Minutes and Supporting Papers	2005	1 folder
IALL2/3	Annual General Meeting 2006 Minutes and Supporting Papers	2006	[Wanting]
IALL2/3	Annual General Meeting 2007 Minutes and Supporting Papers	2007	[Wanting]
IALL2/4	Annual General Meeting 2008 Minutes and Supporting Papers	2008	[Wanting]
IALL2/5	Annual General Meeting 2009 Minutes and Supporting Papers	2009	1 folder

IALL/3: Annual Board Meeting: Minutes and Agenda, 1994-2005

Extent and form: 5 items.

Access: open after 20 years

Related Material: Copies of earlier AGM papers may be found amongst individuals' files IALL/5 – IALL/11.

Item list

Reference	Title	Dates	Extent	Scope and Contents
IALL3/1	IALL Board: Minutes, Agenda and papers	1994 – 2005	1 file (repackaged into three folders)	Includes examples of headed notepaper, 1990s-2002; lists of officers for 1998-2001 and 2001-2004; Board meeting minutes and supporting papers 1994-2005; AGM Minutes 1996, 1998, 2000, 2003, and 2004.
IALL3/2	Copies of board minutes and supporting documents	1988-2004	1 file (in 2 folders)	Includes: Board meeting minutes 1998, 1999, 2000 and 2001; AGM minutes 1998-2000; President's Report for AGM, 2000; Secretary's Annual Reports 2000-2001, 2003-2004; correspondence re elections of the Board of Directors, 2003-2004; Treasurer's Report 1998-1999, 1999-2000, 2000-2001, 2001-2002; Proposed budget 2000-2001; correspondence re change in Constitution; management of the Journal.
IALL3/3	Board Meetings September 2005 Documents and Agenda	2005	2 items	
IALL3/4	Board Meetings 2006 Documents and Agenda	2006	[wanting]	
IALL3/5	Board Meetings 2007 Documents and Agenda	2007	[wanting]	
IALL3/6	Board Meetings	2008	[wanting]	

	2008 Documents and Agenda			
IALL3/7	Board Meetings October 2009 Documents and Agenda	2009	1 item	

IALL/4: Annual Report and Accounts, 2004

Extent and form: 2 items

Scope and content: audited accounts of the IALL.

Access: open

Related Material: see IALL/12 for other financial records

Item list:

Reference	Title	Dates	Extent
IALL/4/1	Financial Statements for the Year Ended December 31 2004	2004	1 item
IALL/ 4/2	Financial Statements for the Year Ended December 31 2005	2005	[wanting]
IALL/4/3	Financial Statements for the Year Ended December 31 2006	2006	[wanting]
IALL/4/4	Financial Statements for the Year Ended December 31 2007	2007	[wanting]
IALL/4/5	Financial Statements for the Year Ended December 31 2008	2008	1 item

IALL/5: Adolf Sprudz's files, 1959-1995

Extent and form: 37 files

Scope and Contents: Adolf Sprudz was an active member of the IALL from the start of the organisation to the 1990s. These files cover the greater part of his time with organisation and encompass his roles as Press Representative (from 1959, end date unknown) and Chairman of the Nominating Committee (1971 and 1973); his involvement with the International Journal of Legal Information; liaison with IFLA re IFLA conference; his membership of the Board of Directors; and his presidency (1986-1992).

Access: open after 20 years (with the exception of IALL/5/15, which is closed for 50 years)

Item list

Reference	Title	Dates	Extent	Scope and Contents
IALL/5/01	IALL Nominating Committee correspondence	1971	1 file	In 1971 Sprudz was appointed Chairman of the Nominating Committee. Correspondence regarding his appointment, and regarding selection of nominees.
IALL/5/02	IALL Nominating Committee correspondence	1973 - 1974	1 file	In 1973 Sprudz was appointed Chairman of the Nominating Committee. Correspondence regarding his appointment, and regarding selection of nominees.
IALL/5/03	IALL correspondence largely relating to publications	1974 – 1982	1 file	Correspondence with Klaus Menzinger, Editor in Chief of the International Journal of Law Libraries re writing of reviews and articles and the journal generally. Also includes copies of articles written by Sprudz and to be reviewed by him, including correspondence re his comments. Also more general correspondence regarding publications. Includes documents written in German.

IALL/5/04	Correspondence file: "Different"	1977-1995	1 file	The file title is given as "IALL Different" but the significance and the writer are unclear. Predominantly correspondence regarding the International Journal of Legal Information, reviews etc. Also more general correspondence re IFLA Conference 1995.
IALL/5/05	Correspondence regarding the International Journal of Legal Information.	1984 - 1985	1 file	Includes draft articles and reviews.
IALL/5/06	Correspondence file: IFLA	1977 – 1979	1 file	Inc 1977 IFLA Meeting Report; and correspondence re IALL involvement in the 1979 IFLA Conference in 1979. Includes documents written in German.
IALL/5/07	Correspondence file: IALL/ IFLA Manila 1980	1979-1980	1 file	Correspondence re Sprudz's attendance of the IFLA Conference in Manila, 1980, in place of Professor Kavass.
IALL/5/08	File: IALL Board of Directors 1974-1975	1973-1975	1 file	Sprudz's copies of circular letters sent to IALL Board of Directors. Includes copies of replies, some Board of Directors Minutes, and correspondence re proposed workshop in Nigeria. Includes documents written in German.
IALL/5/09	File: IALL Board of Directors 1976-1977	1976-1977	1 file	Sprudz's copies of circular letters sent to IALL Board of Directors. Includes copies of replies, Minutes of Board of Directors Meeting August 1976 and paper re membership. Includes documents written in German.
IALL/5/10	File: IALL Board of Directors	1977-1983	1 file	Sprudz's copies of circular letters sent to IALL Board of Directors. Includes copies of

				replies, some Board of Directors Minutes. Includes documents written in German.
IALL/5/11	Correspondence file: IJLI [International Journal of Legal Information], 1984	1984 - 1985	1 file	Correspondence regarding journal, including commissioning articles and reviews. Includes documents written in German.
IALL/5/12	File: IALL Round Table/ IFLA '85 [IFLA Conference, Chicago, 1985]	1984-1985	1 file	Correspondence regarding IALL programme for 1985 IFLA conference. Includes documents written in German.
IALL/5/13	File: 25th Anniversary of the IALL	1984-1985	1 file	Correspondence file re Sprudz's travel arrangements for IALL 1984 Conference in Freiburg.
IALL/5/14	Correspondence file: predominantly with Prof Yoshiro Tsuno re IALL Programme for IFLA Conference, 1986, Tokyo	1985-1986	1 file	Correspondence re programme, and general administration.
IALL/5/15	IALL '85/'86 Special Correspondence	1985-1986	1 file	Papers and correspondence regarding potential amendment to IALL Constitution; IFLA Conference in Japan; financial management of IALL and nominations for 1986-1989 Board. Also includes minutes of 1984 Meeting of Board of Directors. Includes documents written in German.
IALL/5/16	Correspondence file, predominantly with Ivan Sipkov, in his capacity as	1986 - 1991	1 file	Inc returns to IRS; accounts; and related correspondence.

	IALL Treasurer			
IALL/5/17	Correspondence file, predominantly with John Rodwell, First Vice-President of IALL from 1986	1986 - 1991	1 file	Includes correspondence regarding the IALL Messenger and conferences.
IALL/5/18	Correspondence file, predominantly with Velma Newton (IALL Board of Directors) and June Renie	1986 - 91	1 file	Correspondence re IALL Messenger; conference organisation; CARALL-IALL conference.
IALL/5/19	Correspondence file, predominantly with Dr Katalin Balazs - Veredy	1986 Feb – 1992 Nov	1 file	Inc board meeting minutes, 1991; acknowledgements of receipt of books by Library of Hungarian Parliament and routine correspondence.
IALL/5/20	File: British and Irish Association of Law Libraries	1986-1987	1 file	Correspondence regarding joint BIALL/IALL meeting at IFLA Conference, Brighton, August 1987
IALL/5/21	File: Canadian Association of Law Libraries	1986-1987	1 file	Correspondence regarding CALL member speaking at BIALL/IALL meeting at IFLA Conference, Brighton, August 1987
IALL/5/22	File: IALL '87 Washington [9th IALL Course]	1986-1987	1 file	Correspondence re programme and administration of conference. Includes copy of course brochure.
IALL/5/23	File: IFLA [Tokyo 1986 and Brighton 1987]	1986-1987	1 file	Includes correspondence re IALL programme for 1986 and 1987 IFLA conferences and conference brochures.
IALL/5/24	Correspondence file: "Marga Coing"	1986-1991	1 file	Correspondence re travel grants to attend the American Association of Law Libraries 1987 Annual Meeting in Chicago; and general correspondence.

				Includes documents written in German.
IALL/5/25	Correspondence file, predominantly with Joachim Schwietzke, Secretary of IALL	1986 – 1991	1 file	Correspondence file predominantly with Joachim Schwietzke, Secretary of IALL. Includes report on International Conference on "Ecology and Law in the Baltic Sea Area: Sources and Developments" in Riga, Latvia; and official communication to members regarding Klaus Menzinger's, president 1983-1986, sudden death. Includes documents written in German.
IALL/5/26	File: IALL Board 1986-92 (Duplicate Communications)	1986-1992	1 file	Copies of letters sent to IALL Board by Sprudz in his capacity as President of the IALL. Includes routine matters, some Board Minutes, signed ballot papers regarding the transfer of the International Journal of Legal Information from the IALL to the Institute of International Legal Information (1988),
IALL/5/27	Correspondence file, predominantly with Tim Kearley, IALL Secretary	1986 – 1991	1 file	Correspondence file predominantly regarding publications: International Journal of Legal Information, IALL Messenger, IALL Directory. Includes correspondence with Tim Kearley, IALL Secretary.
IALL/5/28	File: Heidelberg '91	1991	1 file	Predominantly correspondence re Heidelberg Course, 1991; related Board Meeting Minutes; and Board Resolution re Eastern and Central European Law Libraries, accepted 10 September 1991.
IALL/5/29	File: Heidelberg 1991	1990-1991	1 file	Correspondence re planning and administration of Heidelberg Course, 1991.

IALL/5/30	Correspondence file, predominantly with Ivan Sipkov, IALL Treasurer and Editor in Chief of the International Journal of Legal Information	1987 – 1990	1 file	Regular income and expenditure updates; correspondence with Spikov re routine financial matters; returns to IRS; correspondence future and direction of the International Journal of Legal Information.
IALL/5/31	File: 10th IALL Course [held in Budapest, 1988]	1987-1988	1 file	Draft proposals for programme; correspondence re management of conference; conference programme brochure.
IALL/5/32	File: IALL/IFLA '89 Paris	1988-1989	1 file	Correspondence re administration and content of IALL meeting at IFLA Conference, 1989. Includes programme. Includes documents written in French.
IALL/5/33	File: IALL Conference '90 in Barbados	1989-1990	1 file	Includes correspondence re "Conference on Legal Information on the Caribbean", conference delegate booklet, and programme.
IALL/5/34	File: IALL/IFLA '90 Stockholm	1989-1990	1 file	Correspondence re administration and content of IALL meeting at IFLA Conference, 1990. Includes documents written in Swedish.
IALL/5/35	Correspondence: A Sprudz / Roberta Shaffer and others	1992	1 file	Correspondence file. Topics include appointments to the board; agenda and related papers for IALL Executive Planning Session 14 July 1992
IALL/5/36	File: IALL [Board of Directors]	1993-1995	1 file	Includes papers re election of 1993-1996 IALL Board; Minutes of Board Meetings; correspondence re relationship with Institute of International Legal Information; membership

				leaflets; and balance sheets.
IALL/5/37	Announcement of launch of IALL, <i>Libri</i> 1959, vol 9 no3	1959		

IALL/6: Muriel Anderson's files, 1966-1975

Extent and form: 18 files

Scope and content: These files concern Muriel Anderson's interaction with the IALL. In particular she was involved in the Council of Europe project to prepare a series of guides to the law libraries of the (then) 18 member countries.

Access: open after 20 years

Related Material: Muriel Anderson worked for the Institute of Advanced Legal Studies and between 1982 and 1991 was Librarian there. Her papers are held at the Institute, reference A/IALS/1/12, 9/1, 9/2

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/6/1	"IALL: Council of Europe"	1966-1971	1 file	Correspondence re National Guides, and also re Council of Europe's approach to law in the member states.
IALL/6/2	IALL National Guides Questionnaire	1967-1968	1 file	Inc drafts of the questionnaire sent to libraries and related working papers. Includes documents written in French.
IALL/6/3	"IALL: National Guides: finance"	1967-1970	1 file	
IALL/6/4	"IALL: National Guides: questionnaire, duplicate letters"	c1968-1969	1 file	1 copy of each retained
IALL/6/5	"IALL: working file – lists of law libraries"	[c1960s]	1 file	
IALL/6/6	IALL: National Guides: Council of Europe	1966-1971	1 file	Correspondence re the project.
IALL/6/7	"IALL: National Guides: - consultants – countries A-G"	1968-1969	1 file	Arranged alphabetically according to country.

IALL/6/8	"IALL: National Guides: - consultants – countries I-N"	1968-1969	1 file	
IALL/6/9	"IALL: National Guides: - consultants – countries S-U"	1968-1969	1 file	
IALL/6/10	IALL – Coffin, Lewis	1965-1970	1 file	Correspondence file, predominantly with Lewis Coffin, Acting President/ Vice President of IALL.
IALL/6/11	"IALL: Course (2): Cambridge" (Course in Law Librarianship and legal bibliography of Common Law with special reference to English law)	1967-1969	1 file	Inc programme, list of participants, and related correspondence.
IALL/6/12	"IALL: membership"	1972-1973	1 file	Routine correspondence between WA Steiner and Gerhard J Dalhmans re membership status.
IALL/6/13	"IALL: general"	1967-1969	1 file	
IALL/6/14	"IALL: general"	1969-1971	1 file	
IALL/6/15	"IALL: general"	1968-1974	1 file	
IALL/6/16	IALL: general	1971-1975	1 file	Predominantly correspondence. Includes copies of the 1965 Constitution; Agenda for Board of Directors Meeting, 1973; and discussion paper for the IFLA/IALL working party on copyright, 1970s.
IALL/6/17	"IALL General"	1976-1984	1 file	
IALL/6/18	"D2 IALL – Board of Directors"	1983-1986	1 file	

IALL/7: Files of Joachim Schwietzke, Secretary of IALL (1980s), 1970-1992

Extent and form: 8 files

Scope and content: Files relating to Schwietzke's involvement with IALL. Includes copies of the IALL Newsletter and files relating to IALL training events. The files have been arranged chronologically.

Access: open after 20 years

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/7/1	File: JALL Seminar 1970 [IALL Seminar, Heidelberg, 1970]	1970	1 file	File also includes IALL Newsletters nos. 1, 10, 12, 13-16, 18-23, 25; lists of members, 1968; delegate list and programme for IALL "Course in law librarianship and legal bibliography with special reference to European Law"; delegate list and programme for Heidelberg Seminar. Includes documents in German and French.
IALL/7/2	File: JALL 1.7.83-31.3.86; Freiburg 1984 [25th IALL Anniversary Conference, Freiburg, 1994 "Courts, Law Libraries and Legal Information in a Changing Society" .].	1982 – 1985	1 file	Correspondence and administration of conference. Includes speakers' [proposed?] papers; copies of programme; Board meeting minutes, July 1984; draft "IALL Rules of Procedure on Finance"; draft programme for 26th IALL Conference "Law in Multicultural Societies, Jerusalem, 1985. Includes documents in German. Includes loose documents.

IALL/7/3	File: JALL April – Dec 1986	1986	1 file	Correspondence between Joachim Schwietzke, Secretary and other members of the Board, inc re election and ballot papers.
IALL/7/4	File: JALL Jun 87- Dec 1992	1987-1992	1 file	Correspondence file Joachim Schwietzke, and members of the Board, re election [nominating committee?]. Includes documents in German.
IALL/7/5	File: JALL Budapest 1988 [IALL 10th course on International Law Librarianship "Joint Ventures of Socialist Countries: Legal Aspects and Legal Sources", Budapest, Hungary, 1988]	1988-1989	1 file	Transcripts of papers; programme; related correspondence.
IALL/7/6	File: JALL Riga	1990	1 file	Conference programme (annotated); transcripts of papers; related correspondence; tourist brochures for Riga. Includes documents in German.
IALL/7/7	File: JALL Riga 1990 [IALL International Conference "Ecology and Law in the Baltic Sea Area: Sources and Developments", Riga, Latvia, 1990]	1990	1 file	Inc Minutes of Board of Directors Meeting, Paris, 1989; draft programme for conference; and correspondence. Includes documents in German.

IALL/7/8	File: JALL M Kurs Heidelberg 1991 Unterlagen	1991	1 file	Conference programme; transcripts of papers; related correspondence; tourist brochures for Heidelberg. Includes documents in German.
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IALL/8: Files of Dr Klaus Menzinger, President of IALL (1983-1986), 1973-1986

Extent and form: 14 files

Scope and content: Dr Klaus Menzinger was President of IALL between 1983 and 1986. However his work with IALL stretched back to the 1970s, when he was Editor in Chief of the International Journal of Law Libraries, and these files represent the different roles he performed within the Association.

Access: open after 20 years; apart from IALL/8/15 which is closed for 50 years under Data Protection legislation

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/8/1	File: International Journal of Law Libraries	1973 - 1977	1 file	This file has tentatively been identified as Klaus Menzinger's file of correspondence from Gerhard J Dahlmanns. It is predominantly written in German.
IALL/8/2	Conference file: JALL 1975 Berg.-Gladbach; AALL [American Association of Law Libraries] 1976 ; Boston JALL 1977 Budapest	1975 - 1977	1 file	Includes correspondence, brochures, lists of attendees and conference programmes relating to: IALL Seminar August 1975, Bonn Germany - "Selected Problems of the Law of the European Communities"; 69th Annual Meeting of the American Association of Law Libraries, Boston, USA, 1976; 6th IALL Course in International Law Librarianship, "The Legal System in Socialist States, its Materials and Documentation", Budapest, Hungary, 1977.
IALL/8/3	File: 7th JALL course, Tokyo, Japan	1978	1 file	Includes course brochure, correspondence re administration of course; transcripts of papers presented at the course; general publications re Japan.

IALL/8/4	File: JFLA Allgemeine Korrespondenz	1979-1985	1 file	Circulars issued by IFLA and correspondence with IFLA re Chicago Conference, 1985 and 52nd IFLA General Conference, Tokyo, 1986.
IALL/8/5	Conference file: JALL - Freiburg	1982	1 file	Correspondence re planning and administration of conference. Contains documents written in German.
IALL/8/6	Conference file: Munchen [49th IFLA Council and General Conference, Munich, 1983]	1982 – 1983	1 file	Correspondence re conference and IALL session "Computers and the Law". Includes full conference programme and list of delegates for IALL presentation. Contains documents written in German.
IALL/8/7	Conference file: JFLA Munchen [49th IFLA Council and General Conference, Munich, 1983]	1983	1 file	Conference papers and brochures. Contains documents written in German.
IALL/8/8	Conference file: JALL Jerusalem [Law in Multicultural Societies conference] 1985	1983-1985	1 file	Conference administration file. Includes copies of papers given at conference, programme of events, and correspondence with Hebrew University of Jerusalem re organisation of conference.
IALL/8/9	Conference file: JALL-Freiburg Aussteller Referenten	1983 – 1984	1 file	Re conference papers and papers submitted by potential speakers. Contains documents written in German.

IALL/8/10	Conference file: JALL-Freiburg Teilnehmer Dankbriefe [Participants Letters of thanks]	1983 - 1984	1 file	Includes conference brochures; delegate lists; reviews of conference; correspondence re conference planning; correspondence with speakers. Contains documents written in German and Dutch.
IALL/8/11	Conference file: JALL - Freiburg Allgemeines Hotels	1984	1 file	Predominantly hotel and tourist brochures for Freiburg. Also press cuttings from German newspapers re conference.
IALL/8/12	File: JFLA Chicago 1985 [IFLA 51st Council and General Conference, Chicago, 1985]	1985	1 file	Assumed to be Menzinger's personal file from his attendance at this conference. Includes programme; transcripts of papers; delegate lists; and tourist information for Chicago.
IALL/8/13	Correspondence file: JALL 1984	1984 - 1986	1 file	Predominantly correspondence, arranged A-Z according to recipient name. Includes Memorandum of Understanding on the Publication of The International Journal of Legal Information (22/11/84). Contains documents written in German.
IALL/8/14	Correspondence file: re members and forthcoming election	1986	1 file	Includes list of active members for March 1986; letter from Sprudz re handover of presidency; and draft program for IALL section of IFLA Conference in Japan.
IALL/8/15	Correspondence re IFLA Tokyo Conference, 1986	1985-1986	1 file	

IALL/9: Files of Marie-Louise H Bernal, 1987-2003

Extent and form: 10 files

Scope and content: files created during her association with the IALL, in particular her work for the International Journal of Legal Information and her role as Treasurer, 1992-1995. The files have been arranged chronologically.

Access: open after 20 years

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/9/01	File: Institute [of Legal Information]-IJLI	1987,1993 – 1996	1 file	Correspondence between Bernal and various people in her roles as book reviewer and Editor of the Internal Journal of Legal Information. Includes correspondence regarding procedural matters.
IALL/9/02	File: IFLA 1990 [IFLA 56th Conference, 1990, Stockholm]	1989-1990	1 file	Includes copies of IALL programme "Source of Legal Information in the Nordic Countries"; IFLA conference publications; list of IFLA conference papers; and general correspondence re conference administration. Includes documents in Swedish.
IALL/9/03	File: Stockholm 1990 IFLA-IALL [IFLA 56th Conference, 1990, Stockholm]	1990	1 file	ML Bernard's copies of conference papers.
IALL/9/04	File: Heidelberg 1991 [IALL 11th Course, 1991, Heidelberg, Germany]	1991 Sept 8 - 11	1 file	Drafts of papers delivered at Course, and registration administration.

IALL/9/05	IALL Treasurer's file	1992 – 1995	1 file	Board meeting minutes, 1992-1995; constitution and bye-laws; general correspondence; correspondence with the Institute of International Legal Information and the transfer of responsibility for the International Journal of Legal Information between the two organizations in 1988 and in 1996; membership lists.
IALL/9/06	Training event administration file	1993 – 1995	1 file	Administration and correspondence regarding IALL training events: Vienna, 1995; Hague, 1994; Barcelona, 1993. Much of the material relates to the financial administration of these events, but there are also programmes and discussions regarding content of the events.
IALL/9/07	File: Anzere 1996 [IALL Congress, 1996, Anzere, Switzerland]	1996	1 file	Transcripts of speeches, delegate list, and booking administration. Includes documents written in French.
IALL/9/08	File: Agreements	1999 - 2001	1 file	Correspondence and agreements predominantly with publishing houses, and University Libraries regarding the International Journal of Legal Information.
IALL/9/09	International Journal of Legal Information Publication agreements with authors of articles	2000-2003	1 file	

IALL/9/10	Memo re IALL taking responsibility for the International Journal of Legal Information	1996	1 item	
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**IALL/10: Files of Holger Knudsen, President of IALL (2001-2004),
1987-2004**

Extent and form: 4 files

Access: open after 20 years

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/10/1	IALL courses: Programmes, Lists of Participants, Selected Materials	1987 - 1998	1 file	Relating to 9th course, Washington, 1987; 11th course, Heidelberg, 1991; 12th course, Barcelona, 1993; 13th course, The Hague, 1994; 14th course, Vienna, 1995; 15th course, Vancouver, 1996; 16th course LUUD, 1997; 17th course, Rome, 1998.
IALL/10/2	IALL [Constitution and management file]	1997-2004	1 file	List of members 1997 and 2000; Correspondence re Elections 2004; Constitution amendment 2002; Publicity leaflets 200-2004; IALL Messenger Nos. 1 & 2 (1986).
IALL/10/3	Correspondence File: IALL 2002 letters	2002	1 file	File arranged alphabetically according to correspondent's surname.
IALL/10/4	Correspondence File: IALL letters 2003-2004	2003 - 2004	1 file	File arranged alphabetically according to correspondent's surname.

IALL/11: Files of Ann Morrison, Secretary of IALL (1990s), 1998-2003

Extent and form: 1 file

Scope and content: Records created during her role as Secretary.

Access: open after 20 years

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/11/1	IALL Secretary's File	1998-2003	1 file	File includes Minutes of Board Meetings; budgets; papers re revised constitution; Melbourne Conference 1999; Cape Town Conference 2002; Scholarships; Annual Reports; Website awards.

IALL/12: Financial Records, 1977-1985

Extent and form: 2 files

Scope and content: Correspondence on financial policy and financial records.

Access: closed for 50 years

Related Material: see also IALL/4 for Audited Accounts

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/12/1	JALL "Abschlusse":	1977, 1979 - 1985	1 file	Includes end of year balance sheets and correspondence about legal/financial conduct within the association.
IALL/12/2	Balance sheet	1985 June 30	1 item	

IALL/13: IALL Training Events, 1979-2007

Extent and form: 7 folders, 19 items and 11 audio tapes

Scope and content: IALL training provision encompasses courses, conferences, workshops and seminars. Series includes papers, proceedings and delegate lists. The courses were first mooted by the Treasurer, Dr A Veillon at the Association's first European Congress at The Hague 24 April 1965.

Access: open

Related Material: files relating to training events can be found amongst individual members' records. IALL also hosted a training event during the IFLA annual conference, see IALL/14.

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/13/1	International Conference on Latin American Law: Conference papers	1979	1 folder	<p>These papers have been tentatively identified as being connected with the Conference and it is assumed they were either delivered at the Conference or are papers submitted by prospective speakers.</p> <ul style="list-style-type: none">• “De Nuevo Sobre el Derecho de Propiedad” – Dr Jose Vicente Troya Jaramillo• Hacia Una Estrategia Para Legitimar La Investigacion Juridica – Lorenzo Zolezzi Ibarcena• Doble Tribuacion Internacional• Nuevas Direcciones Del Derecho Latinoamericano – Fernando de Trazegnies Granda• Ecuador: Un Sistema Legal Latinoamericano• Breve Esquema de la Historia del Derecho en Venezuela y

				<p>de sus Principales Problemas de Interpretacion</p> <ul style="list-style-type: none"> • Legal Formalism and its Social Functions in Venezuelan XIXth Century – Rogelio Perez-Perdomo
IALL/13/2	8th course attendees	1981	1 item	
IALL/13/3	Tape recording of Freiburg meeting and covering letter	1982	11 audio cassette tapes	
IALL/13/4	Freiburg attendees	1984	1 item	
IALL/13/5	Bound copies of conference papers: Freiburg 1984	1984 July 15 - 20	1 item	
IALL/13/6	Jerusalem 1985 attendees	1985	1 item	
IALL/13/7	IALL: Crossroads in Constitutional Law Development Comparative Constitutional Law; selective bibliography [9 th course]	1987 June 28 - Jul 2	1 item	
IALL/13/8	9th course attendees	1987	1 item	
IALL/13/9	10th course attendees	1988	1 item	
IALL/13/10	11th IALL Course on International Law Librarianship: papers, programme, participants	1991 Sept 8 – 11.	1 item	

IALL/13/11	19th Course: Agenda and information; Copies of Journal articles; International Journal of Law Librarians Vol. 3 no 9	2000 Aug 20 - 24	1 item	
IALL/13/12	23rd Annual Course on International Law Librarianship, Helsinki & Tallinn: Attendees, programme and papers	2004 Aug 15 -19	1 item	
IALL/13/13	24th Annual Course on International Law Librarianship, Fiesole: Attendees, programme and papers	2005 Sept 4 - 9	1 item	
IALL/13/14	26th Annual Course on International Law Librarianship, Mumbai: prospectus	1st – 5th Dec 2007	1 item	
IALL/13/15	25 th IALL Anniversary: Courts, Law Libraries and Legal Information in a Changing Society: programme and	1984	2 items	

	registration form			
IALL/13/16	26 th IALL Congress: Law in Multicultural Societies: preliminary program [sic]; registration form; and travel information	1985	3 items	
IALL/13/17	14 th Course: Vienna: Current Trends in International Law: A Challenge for Law Librarians: programme and registration form	1995	1 item	
IALL/13/18	14 th Course: additional papers	1995	1 folder	Papers Received from Jules Winterton, IALL President
IALL/13/19	16 th Course: Lund: papers	1997	1 folder	Papers Received from Jules Winterton, IALL President
IALL/13/20	18 th Course: Melbourne: programme and papers; notes	1999	1 folder	Papers Received from Jules Winterton, IALL President
IALL/13/21 pts 1 & 2	19 th Course: Dublin: programme and papers, correspondence	2000	2 folders	Papers Received from Jules Winterton, IALL President
IALL/13/22	20 th Course: Lausanne: programme and papers	2001	1 folder	Papers Received from Jules Winterton, IALL President

IALL/14: IFLA Conference Programmes, 1989-1990

Extent and form: 2 items

Scope and content: IALL hosts a training event at the annual IFLA Conference.

Access: open

Related Material: see individual members' files for further interaction with IFLA.

Item list:

Reference	Title	Dates	Extent
IALL/14/01	IFLA 55th programme	1989	1 item
IALL/14/02	IFLA 56th programme	1990	1 item

IALL/15: IALL Bulletin, 1964 Dec - 1971 Dec

Extent and form: 15 items

Scope and content: The Bulletin was published between September 1960 and December 1972. From 1964 onwards, it included a list of new members, arranged according to country; updates from law libraries around world; case studies; reports of conferences; book reviews.

In December 1971 there was an acknowledgement that the Bulletin needed redesigning and reorganization of editorship to reflect the international nature of the organisation. This resulted in a decentralised board of regional editors. (see IALL/15/18). In 1975 all issues and a cumulative index were printed in 2 vols. The Bulletin was succeeded by the International Journal of Legal Information.

Access: open

Item list:

Reference	Title	Dates	Extent	Scope and Contents
IALL/15/01	IALL Bulletin XI – XII	1964 Dec	1 item	
	IALL Bulletin XIII - wanting	[nd]		
IALL/15/02	IALL Bulletin XIV	1965 June	1 item	
IALL/15/03	IALL Bulletin XV	1965 Nov	1 item	
IALL/15/04	IALL Bulletin XVI	1966 Mar	1 item	
IALL/15/05	IALL Bulletin XVII	1966 July	1 item	
IALL/15/06	IALL Bulletin XIX	1967 Apr	1 item	Includes report on IALL 1st course
IALL/15/07	IALL Bulletin XX	1967 Nov	1 item	
IALL/15/08	IALL Bulletin XXI	1968 Apr	1 item	
IALL/15/09	IALL Bulletin XXII	1968 Nov	1 item	
IALL/15/10	IALL Bulletin XXIII	1969 June	1 item	Includes report on IALL 2nd course.
IALL/15/11	IALL Bulletin XXIV	1970 Mar	1 item	
IALL/15/12	IALL Bulletin XXV	1970 Mar	1 item	Includes report on IALL 3rd course.
IALL/15/13	IALL Bulletin XXVI	1971 May	1 item	

IALL/15/14	IALL Bulletin XXVII	1971 Dec	1 item	
	IALL Bulletin XXVIII - Wanting	1972 June		
	IALL Bulletin XXIX-XXX - Wanting	1972 Dec		
IALL/15/18	IALL Bulletin Index to issues I - XXV	1971 Dec	1 item	

IALL/16: International Journal of Legal Information, 1995-2003

Extent and form: 10 folders of microfiche

Scope and content: The publication started in March 1973 as The International Journal of Law Libraries. It was the successor to the Bulletin (see IALL/15). In 1982 it was renamed as the International Journal of Legal Information. In 1980 the IALL Newsletter (see IALL/17) was discontinued and its content included in the Journal. Between c1988 and 1996 the Journal was published by the Institute of International Legal Information.

This series comprises microfiche copies of the Journal 1995-2003

Access: open

Item list:

Reference	Title	Dates	Extent
IALL/16/01	International Journal of Legal Information, volume 23	1995	microfiche
IALL/16/02	International Journal of Legal Information, volume 24	1996	microfiche
IALL/16/03	International Journal of Legal Information, volume 25	1997	microfiche
IALL/16/04	International Journal of Legal Information, volume 26	1998	microfiche
IALL/16/05	International Journal of Legal Information, volume 27	1999	microfiche
IALL/16/06	International Journal of Legal Information, volume 28	2000	microfiche
IALL/16/07	International Journal of Legal Information, volume 29	2001	microfiche
IALL/16/08	International Journal of Legal Information, volume 30	2002	microfiche
IALL/16/09	International Journal of Legal Information, volume 31	2003	microfiche
IALL/16/10	International Journal of Legal Information, volume 32	2004	[wanting]
IALL/16/11	International Journal of Legal Information, volume 33	2005	[wanting]
IALL/16/12	International Journal of Legal Information, volume 34	2006	[wanting]

IALL/16/13	International Journal of Legal Information, volume 35	2007	5 microfiche
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IALL/17: IALL Newsletter, 1976-1979

Extent and form: 13 items

Scope and content: The IALL Newsletter was issued between March 1975 and December 1979 on an irregular basis to provide up to date information on current legal developments and activities of IALL. It ceased in December 1979 and the content transferred to the International Journal of Law Libraries which would be produced 6 times a year as of Feb 1980. (Newsletter 25)

Access: open

Related Material: Numbers 1, 10, 12, 13-16, 18-23, 25 are in IALL/7/1

Item list:

Reference	Title	Dates	Extent
IALL/17/1	IALL Newsletter, number 6	1976 Nov	1 item
IALL/17/2	IALL Newsletter, number 8	1977 Jun	1 item
IALL/17/3	IALL Newsletter, number 14	1978 May	1 item
IALL/17/4	IALL Newsletter, number 15/16	1978 Summer	1 item
IALL/17/5	Number not used		
IALL/17/6	IALL Newsletter, number 17	1978 Oct	1 item
IALL/17/7	IALL Newsletter, number 18	1979 Jan	1 item
IALL/17/8	IALL Newsletter, number 19	1979 Mar	1 item
IALL/17/9	IALL Newsletter, number 20	1979 Apr	1 item
IALL/17/10	IALL Newsletter, number 21	1979 Aug	1 item
IALL/17/11	IALL Newsletter, number 22	1979 Jun	1 item
IALL/17/12	IALL Newsletter, number 23	1979 Jul	1 item
IALL/17/13	IALL Newsletter, number 24	1979 Nov	1 item

IALL/17/14	IALL Newsletter Index, number 25	Dec 1979	1 item
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IALL/18: IALL Messenger, 1986-1988

Extent and form: 4 items

Scope and content: Irregular publication designed as a means of immediate communication with the membership re professional activities.

Access: open

Item list:

Reference	Title
IALL/18/1	IALL Messenger, number 1
IALL/18/2	IALL Messenger, number 2
IALL/18/3	IALL Messenger, number 3
IALL/18/4	IALL Messenger, number 4

IALL/19: IALL Publications, 1976-1995

Extent and form: 1 file, 6 individual items and an electronic file.

Access: open

Item list:

Reference	Title	Dates	Extent
IALL/19/01	IALL information leaflets, application forms and samples of stationery	20 th century	1 file
IALL/19/02	Leaflet: Some information on IALL	C1976	1 item
IALL/19/03	Article: "The International Association of Law Libraries: History and Goals" - Adolf Sprudz	[1984]	1 item
IALL/19/04	Article: "The International Association of Law Libraries and its Twenty-Five Years of Activities" - Alfred Sprudz	[1984]	1 item
IALL/19/05	Diskette copy: 35 Years of the IALL (A Sprudz in The Law Librarian, Vol 26, No2)	1995	1 electronic file held on disk
IALL/19/06	Sprudz "Thirty Five Years of International Cooperation: the case of the IALL" in The Law Librarian June 1995	1995	2 photocopies
IALL/19/07	Sprudz "Basic US Sources for Current Research in International Law" IJLL Nov 1977	1977	1 item
IALL/19/08	IALL Information leaflet	c1977	1 item

IALL/20: Directories and lists of Members, 1974-1988

Extent and form: 8 items

Scope and content: the IALL Directory was designed to be the authoritative list of specialist law libraries around the world.

Access: published items open but items 20/04 – 07 are closed for 50 years under Data Protection legislation

Item list:

Reference	Title	Dates	Extent
IALL/20/01	Directory 1974	1974	1 item
IALL/20/02	IALL Directory 1977	1977	1 item
IALL/20/03	International Association of Law Libraries Directory	1980	1 item
IALL/20/04	List of Members - wanting	1986	1 item
IALL/20/05	Directory of members (typescript)	1987 Jan 22	1 item
IALL/20/06	Directory of members (typescript)	1987 Mar	1 item
IALL/20/07	Directory of members (typescript)	1987 Oct	1 item
IALL/20/08	International Association of Law Libraries Directory	1988	1 item

IALL/21: Artefacts, 20th Century

Extent and form: 1 item

Access: open

Item list:

Reference	Title	Dates	Extent
IALL/21/01	Brass stamp bearing IALL logo	20th century	1 item

IALL/22: Photographs

Extent and form: 1 item

Access: open

Item list:

Reference	Title	Dates	Extent
IALL/22/01	Photograph: A Sprudz and Dr Wolfgang Schwab; letter from W Schwab	1998 Sep	1 photograph and letter