

1972

## The Library Services and Construction Act: Its Relation to Public Libraries

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## The Library Services and Construction Act: Its Relation to Public Libraries

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THE LIBRARY SERVICES AND CONSTRUCTION ACT:  
ITS RELATION TO PUBLIC LIBRARIES

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A Research Paper  
Presented to  
the Faculty of the Graduate School  
of Library Science  
The University of Northern Iowa

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In Partial Fulfillment  
of the Requirements for the  
Master of Arts Degree

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by  
Kenneth K. Kannenberg  
July 19, 1972

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An official document from the Department of Health, Education, and Welfare states: "The Library Services and Construction Act recognizes the public's need for public library services and the reasons State and local governments have not been able to provide adequate services and buildings."<sup>1</sup> The same document emphasized that the single purpose of the act is "to assist in making public library services available to people who have inadequate services or none at all."<sup>2</sup> To persons in many communities throughout our nation these statements may seem strange because in some localities adequate and even superior library service has been provided for many years. Even though one recognizes that many libraries across our land work from excellent facilities and provide relevant, fast, and reliable services, there are many areas where library service is poor or non-existent. If one agrees with former President Johnson that, "The central fact of our times is that: Books and ideas are the most effective weapons against intolerance and ignorance."<sup>3</sup> then one must become aware of the weaknesses of the American public library system and note attempts that are being made to improve and extend public library services. The purpose

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<sup>1</sup>"The Library Services and Construction Act", School Life, May, 1964, p. 23.

<sup>2</sup>Ibid., p. 26.

<sup>3</sup>Ibid., p. 23.

of this discussion is to examine the need for improved library service, summarize the Library Services and Construction Act, and note general and specific improvements that have resulted from the Act. Upon examination, one realizes that the Library Services and Construction Act of 1964 has led to significant improvements in public library facilities and services.

Before a person can understand the impact of the Library Services and Construction Act (LSCA), he must understand the need for the act and the background which led to its passage. Edmon Low, writing in 1972, recalls the thought process which led to original library legislation.

As our society and its problems became ever more complex, there was a growing recognition and acceptance of the idea that a better informed electorate was highly desirable, partly because it was this group who ultimately paid the bills and approved the programs. Certainly, the better the people understood the needs and problems, the more likely their support would be. And then the question, "What is the best way to have an informed electorate?" Various practical answers were available but apparently the most promising avenue was the public library—"The people's university." But adequate public library service was available to less than half of the people in the country. Most rural areas had no service at all; parts of many cities were in similar condition, and most areas credited with library service had limited book sources and personnel, and hence an unsatisfactory level of service.<sup>4</sup>

Mr. Low indicates further that as more and more citizens and an ever increasing number of legislators began to adhere to this philosophy, interest in public libraries increased and the ultimate result was significant library legislation. Preceding LSCA and described as the "father of modern

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<sup>4</sup>Low, Edmon, "Federal Consciousness and Libraries", American Libraries, July-August, 1972, p. 718.

library legislation and other legislative programs,"<sup>5</sup> was the Library Services Act of 1956. The act was designed to help improve library services in rural communities whose population did not exceed 10,000. Total government grants for the seven year period between the passage of the act in 1956 and 1963 totaled slightly less than \$42 million.<sup>6</sup> The tangible results were significant, as outlined by the Department of Health, Education, and Welfare, in 1964.

-38 million rural residents have new or improved library service.

-12 million books and other informational materials have been bought.

-370 bookmobiles have been bought and are being used.

-140 field consultants have been added to State programs to assist local libraries.

-State appropriations for rural public services have increased by 113 percent, and seven states have set up or expanded grants-in-aid programs for local libraries.

-Local appropriations for public libraries have increased by 92 percent.

-State appropriations for all public library services have increased from \$12.3 million annually to \$28.3 million.<sup>7</sup>

The list above indicates solid accomplishments which have been made in improving library services. Even so, in 1964 public library services were considered inadequate. According to 1960 census figures:

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<sup>5</sup>Ibid., p. 722.

<sup>6</sup>School Life, loc. cit., p. 23.

<sup>7</sup>Ibid., p. 23.

-18 million Americans have no readily accessible library services.

-110 million have library services that fall below the minimum standards set by the states; that is, they have limited and outdated collections of books, are understaffed, stay open only a few hours a week, and have insufficient space for books and patrons.

-60 million of the 110 million Americans with inadequate service live in cities excluded from benefits under the 1956 act.

-1.5 million who live in cities or suburbs have no readily accessible public library service.

-Only \$1.60 per capita or \$260 million a year is currently being spent on public libraries as contrasted with the estimated minimum expenditure of \$3 per capita needed for barely adequate library services.

-Many buildings are from 50 to 70 years old and some much older; they are expensive to maintain, lack adequate space, and are poorly located because of shifts of population.<sup>8</sup>

Reinforcing the need for improved public library services is the Library Journal statement made in 1966 that to meet unprecedented demand made for information, public libraries needed "102 million books and 7000 trained librarians."<sup>9</sup> One can add to this the fact that demand for library services have increased vastly as a result of population and economic growth. Another factor is the tremendous increase of knowledge in the form of printed material which has been published. For example:

As many books were published between 1900 and 1960 as between 1450 and 1900. In the United States 10,027 book titles were published in 1930 and 18,060 in 1960, an 80 percent increase in 30 years. However, in a single decade between 1953 and 1963 the number of titles published increased by 114 percent.<sup>10</sup>

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<sup>8</sup>Ibid., p. 23.

<sup>9</sup>"News", Library Journal, April 15, 1966, pp. 20-22.

<sup>10</sup>School Life, loc. cit., p. 24.



Add to these facts the increased cost of books and other materials, and the increased cost of building construction, both due to inflation, and one can see the obvious need for increased funding for public libraries, if these libraries are to be held responsible for meeting the needs of the American public.

It was with these need factors in mind that the Library Services and Construction act was passed and signed by President Johnson on July 19, 1964. The general provisions of the act allow federal funds to be granted to states under two titles.

Title I authorized an appropriation of \$25 million for public library services for fiscal year 1964 and unspecified amounts in the following two years to provide public library services in urban as well as rural areas that have no service or inadequate services.<sup>11</sup>

Title II authorized the appropriation of \$20 million for fiscal year 1964 and unspecified amounts for the following two years for construction of public library buildings in communities where the inadequacy of facilities prevents the development of library services.<sup>12</sup>

The general apportionment of the funds allowed \$100,000 for each of the states, the District of Columbia and Puerto Rico for Title I and \$80,000 each for construction, amounts to be matched by state funds. If any state could not match its federal appropriation in a given year, the remaining money, along with overall general surplus, would be granted to other states which could match additional funds. However,

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<sup>11</sup>Ibid., p. 24.

<sup>12</sup>Ibid.

states were allowed to carry over unused moneys from fiscal 1964 into fiscal 1965 before they would lose their grant to other states.<sup>13</sup>

In both Titles I and II in order for a state to receive Federal money, the state was required to present a specific plan for the use of the money. Each state, then, was required to present a definite plan for extending library services under Title I and specific criteria and procedures for approval on construction plans within the state under Title II.<sup>14</sup>

In reference to both Titles, once money was granted to the states and even after it was allotted to specific projects within the states, the local officials had complete authority and responsibility in administering and determining how the funds provided would be spent. This provision of the bill widely enhanced its acceptability and allayed the fears of many local officials who felt that Federal money for public libraries might mean Federal control of library programs.

This sketchy description of the LSCA outlines its basic provisions. Complete particulars of the act are inserted as follows:

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<sup>13</sup>Ibid.

<sup>14</sup>Ibid., p. 25

**TITLE I**

**Extension of Public Library Services**

Title I authorizes the appropriation of \$25 million for the fiscal year ending June 30, 1964, and for fiscal years ending June 30, 1965, and June 30, 1966, such sums as the Congress may authorize, to be allotted among the States, for the extension and improvement of public library services. During the months remaining in fiscal year 1964, the States may use their title I funds only for library services in rural areas, but after July 1, 1964, they may use them for services in both rural and urban areas. None of these funds may be used for construction or purchase of buildings or for purchase of land.

**Allotments to the States**

From the funds appropriated for any fiscal year the Commissioner of Education will make allotments to the States in two parts. From the total amount appropriated for the year he will make a basic allotment of not less

than \$25,000 each to Guam, American Samoa, and the Virgin Islands, and \$100,000 to each of the States of the Union, the District of Columbia, and Puerto Rico. These are the minimum amounts that the States must match. From the remainder of the appropriation he will allot each State an amount which bears the same ratio to the total of the remainder as the State's population bears to the total U.S. population.

The amounts so allotted will be paid to the States to the extent that they match Federal funds. The matching will be done on the basis of per capita income, with the Federal share ranging from 33 percent to 66 percent. In this way the poor States will be required to put up less than the wealthy States to obtain Federal assistance under the act.

A State may carry over title I funds allotted for fiscal year 1964 and use them during fiscal year 1965 for expenditures under its approved plan, which may extend public library services to urban as well as rural areas.

States may use their funds for salaries of library staff members, books and other library materials, equip-

ment, and operating expenses, including the expense of administering the State plans for services and for construction.

If the full amount authorized is appropriated and all States participate in the program in 1964, approximately \$51.3 million in Federal, State, and local funds may be made available for public library services.

**State plans for services**

To obtain its share of the funds authorized under title I, a State must work out a State plan for extending library services and submit it to the U.S. Commissioner of Education for his approval.

**Requirements.**—The plan must meet these conditions:

1. Provide for the plan to be administered by, or its administration supervised by, the State library administrative agency with authority under State law to administer the plan in accordance with the provisions of the act.
  2. Provide for the State treasurer to receive Federal funds paid under title I, for the funds to be safeguarded and spent solely for the purposes for which they are paid, for the State to repay the U.S. Government for any funds lost or diverted from their designated use.
  3. Provide for the administrative agency to certify that policies and methods of using funds insure that funds will be used to maximum advantage.
  4. Provide for the agency to make such reports on expenditures as the Commissioner may require.
  5. Provide that library services shall be made available free of charge under regulations prescribed by the State agency.
- Approval.**—The Commissioner will approve any plan that fulfills the conditions listed above.
- Identification of inadequate services.**—The State library agency will be responsible for determining whether services in a given area are inadequate.

**DEFINITIONS**

**Terms as they are used in the act**

**Secretary**  
The Secretary of Health, Education, and Welfare.

**State**  
A State, the District of Columbia, Puerto Rico, Guam, American Samoa, or the Virgin Islands.

**State library administrative agency**  
The official State agency charged by State law with extending and developing public library services throughout the State.

**Public library**  
A library which is supported in whole or in part by public funds and which serves all residents of a community or district free.

**Construction**  
The construction of new buildings and the expansion, remodeling, and alteration of existing buildings, and initial equipment of such buildings, including architects' fees and cost of buying land.

### Procedure for making payments

The 1964 act makes minor changes in the procedure under the 1956 law for making payments to the States. It authorizes the U.S. Commissioner to make advance estimates at least twice a year of the amount each State is entitled to receive under title I, and when necessary to adjust estimates to compensate for prior over or under payments. But before he certifies the amounts to the Secretary of the Treasury, who makes the payments (in installments), the Commissioner must be sure that these conditions exist:

(1) That the State will have enough funds from its own and local sources to qualify for its basic allotment for the year (\$100,000 to each State, the District of Columbia, and Puerto Rico, and \$25,000 each to the Virgin Islands, Guam, and American Samoa).

(2) That during the year the State will spend as much from its own and local sources on public library services as it spent in the fiscal year ending June 30, 1963.

In computing each State's share of the Federal appropriation for the year, the Commissioner will use this formula prescribed by title I: The Federal share for any State will be 100 percent minus the State's percentage, which is the percentage that bears the same ratio to 50 percent as the State's per capita income bears to the per capita income of all States (excluding the outlying parts—their share will be 66 percent). No State's Federal share will be less than 33 percent or more than 66 percent. Per capita income for each State and for all States will be computed in each even-numbered year from Department of Commerce figures for the three most recent consecutive years.

## TITLE II

### Public Library Construction

For the year ending June 30, 1964, title II authorizes the Congress to appropriate \$20 million and for the next 2 fiscal years such sums as the Congress may authorize, to be paid to the

States for construction of public library buildings in rural or urban areas.

### Allotments

From the total appropriated for any fiscal year the Commissioner will allot \$80,000 to the District of Columbia, Puerto Rico, and each of the States, and \$20,000 each to the outlying parts—Guam, American Samoa, and the Virgin Islands. From the remaining funds he will allot each State a sum which bears the same ratio to the remainder as the State's population bears to the U.S. population. States match Federal funds on the basis of their per capita income in the 3 most recent years.

Any State may use its allotment for any fiscal year for construction projects approved under its State plan for the fiscal year. There is one exception here: A State may carry over funds for fiscal year 1964 and use them in fiscal year 1965.

### State plans for construction

To obtain its share of the Federal construction funds, each State must submit a State plan to the Commissioner.

*Requirements.*—The plan must include all the provisions of the State plan for services under title I and in addition—

1. Set forth the criteria and procedures for approving construction projects for areas without facilities or with inadequate facilities.

2. Provide assurance that agencies whose applications for projects are rejected will be given an opportunity for a fair hearing.

3. Provide assurance that laborers and mechanics employed by contractors or subcontractors will be paid wages at rates not less than those on similar projects in the locality, as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, and will receive overtime pay as specified in the Contract Work Hours Standards Act.

*Approval of plan.*—The Commis-

sioner will approve plans that fulfill all the conditions described above.

#### **Payments to States**

The procedure for making payments for construction differs in two respects from procedure for services: there is no minimum basic allotment which the State is required to earn by matching, and the act does not require spending at any rate set during a base period.

### **TITLE III**

#### **General Administration**

TITLE III prescribes the general terms for administering the act and authorizes the Congress to appropriate funds for administrative expenses.

*Withholding payments.*—If the Commissioner finds that a State is not carrying out its approved plan or is not complying with the provisions of the act, he is authorized to withhold payments until the State does comply.

*Administration.*—The U.S. Commissioner of Education is authorized to administer the act and, with the approval of the Secretary of Health, Education, and Welfare, to make administrative and procedural regulations, to conduct studies and investigations, and to make reports, including reports to the public on the results of the act.

The Commissioner is also required to give any State an opportunity for a fair hearing before he disapproves a State plan.<sup>15</sup>

Any State dissatisfied with the Commissioner's decision may appeal to the courts.

*Reallotment.*—If the Commissioner finds that a State will not be able to use the funds allotted to it in the period they were allotted for, he may reallot them to States that can use them during that period.

#### **State Library Agencies**

The State library extension agency in each State will have the latest information on its State plans for public library services and public library construction. A list of the State agencies with their addresses is available from the Library Services Branch, Office of Education.

<sup>15</sup>Ibid., pp. 24-26.

The Library Services and Construction Act was amended and expanded in 1966. Titles I and II were extended through 1971 and funds allocated for these two titles were increased. To illustrate the extent of the increase, the original act allowed \$25 million for fiscal 1964. By fiscal 1968 the amount allocated had increased to \$35 million. The criteria for reception and areas of use for Titles I and II remained substantially the same.

Significantly, however, two additional titles appeared in the 1966 amendments.

Title III—to establish and maintain local, regional, state, or interstate cooperative networks of libraries for the systematic and effective coordination of the resources of school, public, academic, and special libraries and information centers.

Title IV—Part A, to establish and improve state institutional library services; and, in Part B, to establish and improve library services to physically handicapped persons who are certified by competent authority as unable to read or to use conventional printed materials as a result of physical limitations.<sup>16</sup>

These significant increases in both the amount of money available and the extent of the provisions of the act were further enhanced by amendments made in 1970. Public Law 91-600 is actually a five-year extension of the Library Services and Construction Act, through fiscal 1976. In the new law, which is now in effect, Titles I and IV of the 1966 act were combined; Titles II and III remain virtually the

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<sup>16</sup>Collins, Carole (ed.), The Bowker Annual of Library and Book Trade Information, (New: R.R. Bowker Inc., 1970), pp. 77-82.

same except that Federal allotments in each area have been increased considerably.

Federal allotments for Title I are as follows:

Fiscal year

1972	\$112	million
1973	\$117.6	million
1974	\$123.5	million
1975	\$129.675	million
1976	\$137.150	million <sup>17</sup>

The minimum annual state allotment, which would be matched on a Federal 33 percent, state 66 percent basis, is \$200,000, double the amount of the original act.<sup>18</sup>

The same matching ratio is in effect for the Title II allotments which are as follows:

Fiscal year

Amount

1972	\$80	million
1973	\$84	million
1974	\$88	million
1975	\$92.5	million
1976	\$97	million

The minimum state allotment to be matched is \$100,000.<sup>19</sup>

The revision for Title III, Interlibrary Cooperation, allows a minimum of \$40,000 for each state and, significantly, the 50 percent matching of the old law has been dropped; the Federal Government now pays 100 percent of funds to support these programs. Allotments are as follows:

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<sup>17</sup>Krettek, Germaine and Cooke, Eileen D., "ALA Washington Notes", Wilson Library Journal, February, 1971, p. 607.

<sup>18</sup>Ibid.

<sup>19</sup>Ibid.

<u>Fiscal year</u>	<u>Amount</u>
1972	\$15 million
1973	\$15.75 million
1974	\$16.5 million
1975	\$17.3 million
1976	\$18.2 million <sup>20</sup>

To give the reader a general idea concerning the distribution proportions for various states, Tables 1 and 2 follow. The figures are for fiscal 1970, but are typical of the proportions for other years.

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<sup>20</sup>Ibid.



**TABLE I**  
**ESTIMATED ALLOTMENT TABLE FOR TITLES I AND II**  
**LIBRARY SERVICES AND CONSTRUCTION - FY 1970**

\*Public Library Services                      \*\*Public Library Construction

<i>State and Outlying Areas</i>	<i>*Title I Services</i>	<i>**Title II (Carryover Fund)</i>
TOTALS	17,500,000	\$1,726,034
Alabama	319,145	-0-
Alaska	115,172	86,150
Arizona	187,354	-0-
Arkansas	219,830	-0-
California	1,154,367	63,895
Colorado	217,661	-0-
Connecticut	270,073	4,280
Delaware	129,939	92,135
District of Columbia	151,249	-0-
Florida	432,168	153,302
Georgia	364,518	161,699
Hawaii	142,449	69,586
Idaho	144,758	-0-
Illinois	776,280	-0-
Indiana	412,777	-0-
Iowa	284,986	1,225
Kansas	246,149	-0-
Kentucky	303,810	4,405
Louisiana	318,493	100,000
Maine	165,022	-0-
Maryland	308,005	29,492
Massachusetts	445,385	192,785
Michigan	624,808	19,892
Minnesota	329,014	-0-
Mississippi	246,118	-0-
Missouri	389,789	-0-
Montana	145,266	10,000
Nebraska	194,677	-0-
Nevada	119,137	67,057
New Hampshire	140,714	-0-
New Jersey	506,982	-0-
New Mexico	163,798	100,748
New York	1,225,816	-0-
North Carolina	405,643	25,950
North Dakota	142,427	-0-
Ohio	751,140	-0-
Oklahoma	256,190	-0-
Oregon	218,650	-0-
Pennsylvania	859,344	83,000
Rhode Island	157,658	23,693
South Carolina	259,833	76,060
South Dakota	145,651	362
Tennessee	339,293	222
Texas	742,639	-0-
Utah	159,746	-0-
Vermont	126,155	68,257
Virginia	366,117	125,243
Washington	291,404	-0-
West Virginia	224,804	5,506
Wisconsin	365,099	-0-
Wyoming	122,142	-0-
American Samoa	26,345	20,545
Trust Territory	29,744	21,923
Guam	29,498	21,823
Puerto Rico	257,616	75,926
Virgin Islands	27,153	20,873

**TABLE 2**  
**ESTIMATED FEDERAL SHARES FOR FISCAL YEAR 1970**

\*Interlibrary Cooperation

\*\*State Institutional Library Services

\*\*\*Library Services for Physically Handicapped

	*Title III	**Title IV-A	***Title IV-B
	1970 Estimate <sup>1</sup>	1970 Estimate <sup>2</sup>	1970 Estimate <sup>3</sup>
State and Outlying Area	Federal Allotment	Federal Allotment	Federal Allotment
<b>TOTAL</b>	<b>\$2,281,000</b>	<b>\$2,094,000</b>	<b>\$1,334,000</b>
Alabama	42,892	39,509	25,251
Alaska	40,200	39,509	25,017
Arizona	41,153	39,509	25,100
Arkansas	41,581	39,509	25,138
California	53,915	39,509	26,210
Colorado	41,553	39,509	25,135
Connecticut	42,244	39,509	25,195
Delaware	40,395	39,509	25,034
Florida	44,384	39,509	25,381
Georgia	43,491	39,509	25,304
Hawaii	40,560	39,509	25,049
Idaho	40,591	39,509	25,051
Illinois	48,925	39,509	25,776
Indiana	44,128	39,509	25,359
Iowa	42,441	39,509	25,212
Kansas	41,929	39,509	25,168
Kentucky	42,690	39,509	25,234
Louisiana	42,883	39,509	25,251
Maine	40,858	39,509	25,075
Maryland	42,745	39,509	25,239
Massachusetts	44,558	39,509	25,396
Michigan	46,926	39,509	25,602
Minnesota	43,022	39,509	25,263
Mississippi	41,928	39,509	25,168
Missouri	43,824	39,509	25,333
Montana	40,597	39,509	25,052
Nebraska	41,249	39,509	25,109
Nevada	40,253	39,509	25,022
New Hampshire	40,537	39,509	25,047
New Jersey	45,371	39,509	25,467
New Mexico	40,842	39,509	25,073
New York	54,858	39,509	26,292
North Carolina	44,033	39,509	25,351
North Dakota	40,560	39,509	25,049
Ohio	48,593	39,509	25,747
Oklahoma	42,061	39,509	25,179
Oregon	41,566	39,509	25,136
Pennsylvania	50,021	39,509	25,872
Rhode Island	40,761	39,509	25,066
South Carolina	42,109	39,509	25,183
South Dakota	40,602	39,509	25,052
Tennessee	43,158	39,509	25,275
Texas	48,481	39,509	25,737

TABLE 2. -- ESTIMATED FEDERAL SHARES FOR FISCAL YEAR 1970, Cont'd.

<i>State and Outlying Area</i>	<i>*Title III</i>	<i>**Title IV-A</i>	<i>***Title IV-B</i>
	<i>1970 Estimate<sup>1</sup></i>	<i>1970 Estimate<sup>2</sup></i>	<i>1970 Estimate<sup>3</sup></i>
	<i>Federal Allotment</i>	<i>Federal Allotment</i>	<i>Federal Allotment</i>
Utah	40,788	39,509	25,069
Vermont	40,345	39,509	25,030
Virginia	43,512	39,509	25,305
Washington	42,526	39,509	25,220
West Virginia	41,647	39,509	25,143
Wisconsin	43,498	39,509	25,304
Wyoming	40,292	39,509	25,025
District of Columbia	40,676	39,509	25,059
American Samoa	10,018	9,883	5,002
Guam	10,059	9,883	5,005
Puerto Rico	42,080	39,509	25,181
Virgin Islands	10,028	9,883	5,002
Trust Territory	10,063	9,883	5,005

<sup>1</sup>Estimated distribution of \$2,281,000 with a basic amount of \$40,000 to the 50 States, D.C., and Puerto Rico, and \$10,000 to the outlying areas, and the balance distributed on the basis of total resident population, 4/1/60. The "Federal Share" is 50 percent, except for Trust Territory of the Pacific Islands for which it is 100 percent.

<sup>2</sup>Estimated distribution of funds with the basic amount of \$40,000 to the 50 States, D.C., and Puerto Rico, and \$10,000 to the other outlying areas, ratably reduced to the proposed appropriation amount. Matching expenditures computed on the basis of FY 1970-71 "Federal Share" percentage.

<sup>3</sup>Estimated distribution of funds with a basic amount of \$25,000 to the 50 States, D.C., and Puerto Rico, and \$5,000 to the other outlying areas; the remainder distributed on the basis of total population, April 1, 1960 (except Trust Territory, 1958). Matching expenditures are computed on the basis of FY 1970-71 "Federal Share" percentages. <sup>21</sup>

<sup>21</sup>Collins, loc. cit., pp. 79-82

One can see from the preceding description of the Library Services and Construction Act that the system of Federal allotments coupled with matching state funds has supplied a significant amount of money for the specific task of improvement of public library facilities and services. This leads to the second major consideration of this discussion: What have been the results of the act in relation to public libraries? This question will be answered in two ways; first, by surveying improvement made across the nation, and second, by focusing more specifically in greater detail on improvements made in the state of Iowa.

Across the country response to the original LSCA of 1964 was almost immediate and widespread. By the end of July, 1964, 49 states had submitted plans which, in most cases, would make use of the states' maximum allotments. These plans outlined programs in strengthening state library extension agencies, improving library organization systems, developing cooperation in library functions and services, recruiting future librarians through in-service conferences and workshops, research projects, grants-in-aid, and public information programs. Also included in plans are more demonstration projects; additional cooperative networks of libraries on a local, regional, statewide, or interstate basis; stronger collections and personnel for urban library centers; sharing of skilled staff members by several libraries; improvement of reference and bibliographic services (Oregon, South Dakota, Wyoming, North Dakota, Tennessee, Connecticut, New Mexico); use of comprehensive surveys in preparation for

statewide program (Pennsylvania, Rhode Island); use of surveys to promote service programs coordinating resources and services of all libraries (California, Montana, North Carolina, Oklahoma, Illinois, New York, New Jersey, Wisconsin); recruitment, training, and scholarship programs (nearly all states—more than 500 Library Science scholarships).<sup>22</sup>

Two states, New Hampshire and Vermont, are notable for their early, state-wide plans. Both states immediately combined ongoing state programs with Federal funds in order to take maximum advantage of Federal money.<sup>23</sup>

In the construction area both Maryland and Rhode Island enacted legislation effective July 1, 1964, to coordinate a long range building program with financing debt service and pay-as-you-go capital outlay with Federal allotments. Thus, in these states a construction program began almost as soon as Federal money became available.<sup>24</sup>

Impressive progress in public library construction was reported in fiscal 1965 also. A 1967 issue of the ALA Library Bulletin reported:

Some 359 public library construction projects costing \$99.3 million were approved by the U. S. Office of Education under the Library Services and Construction Act in the first year of the Title III (construction) program, fiscal 1965. Funds the year by source in millions are: Federal \$29.9; local \$63; state \$4.8; and other, \$2.7.

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<sup>22</sup>U. S. Office of Education, "LSCA: Legislation Into Action", Library Journal, September 1, 1964, pp.3099-3103

<sup>23</sup>Ibid., p. 3101

<sup>24</sup>Ibid., p. 3102

A total of 4.4 million square feet of additional floor space for library use will be provided under these projects. New building projects totaled 228 (64 percent of the funds budgeted) at a cost of \$79.2 million (80 percent of the funds budgeted). The remaining 131 projects are for additions to existing buildings or for remodeling, with the latter affecting 500,000 square feet in existing or newly-acquired buildings.<sup>25</sup>

The same issue indicates that preliminary data for fiscal 1966 indicated similar activity in construction and that the new facilities would serve a total of 11 million public library patrons.<sup>26</sup> Library construction has continued with a similar level of activity in the years since 1966, and building is taking place in many areas today.

A large number of additional noteworthy programs have been initiated in various parts of the country. For example, New York State developed improved service in disadvantaged neighborhoods. Six libraries provided such activities as story-hour and film programs for pre-school children, employment of special service librarians to act as liaison persons between neighborhood residents and strategically located branch libraries, and pilot projects experimenting with new materials and services for disadvantaged individuals and groups.<sup>27</sup>

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<sup>25</sup>"LSCA Public Library Construction", American Library Association Bulletin, January 1967, pp. 28-29.

<sup>26</sup>Ibid., p. 29.

<sup>27</sup>Frantz, John C., "The Library Services and Construction Act", American Library Association Bulletin, February, 1966, pp. 149-152.

Similar library extension projects based on urban public libraries but offering services to contiguous rural areas are operating in Illinois, New Jersey, Nebraska, and Pennsylvania.<sup>28</sup>

An Iowa project represents a pioneer and unique effort to further cooperation among area libraries.

A locally based library cooperative system is now being organized (1966) under an interstate compact authority in Iowa and Illinois, with headquarters in Keokuk. This system includes four Iowa and four Illinois counties. In addition to an establishment grant, Illinois is supplying a bookmobile and a field consultant; Iowa provides an administrator, a field consultant, and funds for general operating expenses.<sup>29</sup>

Statewide cooperative library systems are being explored in Iowa, Michigan, Alabama, Georgia, Kentucky, Mississippi, North Carolina, and South Carolina, among other states.<sup>30</sup>

Without trying to belabor the effectiveness of LSCA, but to indicate its continued success and positive results, statistics from 1969 will show that activity is continuing, especially new programs under the amended titles of 1966.

"Of the 56 states and territories, 52 submitted annual programs for fiscal year 1969 under Title III, obligating \$2,149,771 or \$2,281,000 appropriated."<sup>31</sup>

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<sup>28</sup>Ibid., p. 150.

<sup>29</sup>Ibid., p. 151.

<sup>30</sup>"States Report Progress in LSCA Title III Plans", Library Journal, September 1, 1967, p. 2866.

<sup>31</sup>Collins, op. cit. p. 83.

Under Title IV-A, 53 annual state programs were submitted in fiscal year 1969, obligating \$1,953,596 of \$2,094,000 available in Federal Funds to establish or improve library services in state institutions.

Under Title IV-B, 50 state programs obligated \$1,227,229 of the \$1,334,000 appropriated in fiscal year 1969 to provide improved library services for physically handicapped.<sup>32</sup>

Even from this brief review of the results of the Library Services and Construction Act, one can conclude that the bill has provided the impetus for significant and continuing improvement in services to a much larger number of American citizens all across the country. But, for a more complete understanding of the effects of the bill a look at local, that is Iowa, programs might prove interesting.

A brief perusal of Iowa's programs under LSCA will show that Iowa's progress is on a par with other states. Only a summary of Iowa's activities will be presented here; for a more complete picture the reader is referred to the three appendices at the end of this paper, which include:

- Appendix I Summary of Public Library Developments in Iowa 1956-1966
- Appendix II The Iowa State Plans for Library Programs for 1968
- Appendix III The Iowa State Plans and Criteria for Library Programs for 1972

According to the progress report in the January, 1966, Iowa Library Quarterly,<sup>33</sup> Iowa has made progress in the following areas: (No further progress report has been

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<sup>32</sup>Ibid.

<sup>33</sup>Grafton, Ernestine (ed.), Iowa Library Quarterly, October, 1966, pp. 149-161.



published.

(1) The Iowa State Traveling Library has been greatly strengthened to the end that it may better serve in the extension of public library service, that it may become the coordinator and center to which all local libraries can look for advisory help and loans of books and audio-visual materials. To accomplish these objectives the State Library has added personnel, more books and related materials, and has acquired better physical facilities. Twenty-five percent of total Federal grants of \$1,944,213 through 1966 was used for this purpose.

(2) An attempt has been made to upgrade reference book collections in public libraries of the state. Grants up to \$500 were made to 309 Iowa public libraries, a total of \$203,750.

(3) The state library has nearly succeeded in effectively organizing the state into ten library districts with central service libraries to each area. The purpose of these central libraries include centralized ordering; cataloguing; weeding; in-service training in workshops in reference books, book selection, children's literature; and professional advice to boards and libraries on all phases of good public library services. Appendices at the end of this paper show the area divisions. Including Federal, State and local grants \$1,340,802 has been used for this project. Under this cooperative project 351,996 new books have been purchased and circulation has increased by 2,097,830 or 145 percent.

(4) The Iowa-Illinois interstate library project has been established, as mentioned earlier.

(5) State Library programs have succeeded in reducing the number of Iowa residents without library service from a million and a quarter to less than 550,000 (latest figures available). Libraries agreeing to extend their service to unincorporated areas were granted \$5,000 for this purpose (all but four Iowa counties were given grants; these four did not apply).

(6) Programs to increase educational and training opportunities for librarians have been established. Each year two scholarships of \$2,500 are provided. In addition, the Iowa State Traveling Library provides work-study grants to persons who agree to be employed by the State Library for two years after graduation.

(7) The State Library has approved construction grants to at least 14 Iowa public libraries, totaling \$510,146.

(8) Criteria and standards for further extension of public library services, hours of library operation according to population served, qualifications of public librarians, participation in special cooperative library systems, and library construction have been established by the Iowa State Traveling Library.

(9) State programs for library services to state institutions and to physically handicapped persons have been upgraded, and further upgrading is planned, pending studies which are presently being made.

(10) Continued emphasis is being placed on the development of interlibrary and interstate library cooperative systems.

One can see from this brief summary of Iowa's programs that the presence of LSCA funds has spurred much positive activity in Iowa and that progress has been made and hopes for continued progress are bright.

If I may be allowed a personal reference which localizes the benefits of LSCA for me, I would like to relate my experience with the library based on six years of residence in the small community of West Bend, Iowa. When I moved to West Bend, the "library" was housed in a very small room in the city hall. When I went to select a book I had to walk around, behind and almost under the desk of the city clerk, whose office was in the "library". With this kind of situation, it is not difficult to understand why only the most highly motivated readers of the community bothered to use the "library". In 1965 West Bend received a construction grant under LSCA amounting to \$16,200.<sup>34</sup> This amount, coupled with local funds was enough to build an attractive, separate library building, significantly add to the library's resources, and pay the salary of a part-time librarian. Circulation obviously increased as people discovered that the books in the library were accessible, that the building was pleasant and attractive, that the

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<sup>34</sup>Ibid., p. 157.

librarian was friendly, and as a result, that visiting the library was, at last, an enjoyable experience. Perhaps the personal highlight for me was when my young daughter began to look forward to the Saturday afternoon children's story sessions which developed. I had never heard of the LSCA at that time, and I did not know the source of the money until I began doing research for this paper. My personal conclusion, based on the development in West Bend, is this: If library improvements of this and other types have taken place because of LSCA in communities across our state, I am convinced that the program has been of tremendous value.

But, even the reader who has not been personally involved in the results of the Library Services and Construction Act must conclude that, indeed, LSCA has led to significant improvements in public library facilities and services in our nation. In all its aspects, from general improvement of library services locally to cooperative library systems, from bookmobiles to extended service centers, from construction of new libraries to improving local reference collections, from aid to state institutions to services to handicapped, from library training scholarships to serving the disadvantaged; in literally innumerable and uniquely varied programs supported by the Library Services and Construction Act, the American public library has been infused with a rebirth of activity which is destined to continue as long as men think, and write, and seek new knowledge.

APPENDICES

# IOWA LIBRARY QUARTERLY

ISSUED BY THE STATE TRAVELING LIBRARY  
HISTORICAL BUILDING  
DES MOINES

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## IOWA STATE TRAVELING LIBRARY BOARD

MRS. CHARLES R. GEE	.....	Shenandoah
	Term ends June 30, 1969	
MRS. HAROLD A. GARVEY	.....	Boone
	Term ends June 30, 1967	
NATE LEVINSON	.....	Mason City
	Term ends June 30, 1968	
ARIE M. VERRIUS	.....	Sioux Center
	Term ends June 30, 1970	
WILLIAM R. SHERIDAN	.....	Keokuk
	Term ends June 30, 1971	

ERNESTINE GRAFTON, *Director*

Iowa Library Quarterly is issued quarterly by the Iowa State Traveling  
Library

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## PUBLIC LIBRARY DEVELOPMENT IN IOWA JULY 1, 1956, THROUGH JUNE 30, 1966

under  
FEDERAL LIBRARY SERVICES ACT (P.L. 597) 1956 THROUGH  
JUNE 30, 1964

and  
FEDERAL LIBRARY SERVICES AND CONSTRUCTION ACT  
(P.L. 88-269, 1961, THROUGH JUNE 30, 1966)

On June 19, 1956, President Eisenhower signed the Library Services Act thus creating for the first time Federal Aid to the states for public library development. Coincident with the effective date of the law, July 1, 1956, a new director assumed directorship of the Iowa State Traveling Library under the new State Traveling Library Board of Trustees which had been functioning since August 1955.

The following report is presented to review the reasonings upon which the plans for use of the Federal Funds in Iowa were developed, the goals which were set, and the specific uses made of all federal funds for the ten year period.

The Board established three main guidelines which would prevail in drawing up plans (1) the State Traveling Library should be strengthened in materials and staff (2) the plan should provide for assistance to every public library (under the 10,000 population limitation of the law) which met minimum standards and (3) some device for creating public library systems should be established.

It was believed that these principals should be determined in order to achieve the goal of quality public library service to all of the citizens of Iowa within a reasonable number of years.

The specific plans formulated under these guidelines have proven remarkably well suited to the present stage of public library development in Iowa since the initial plans have been revised in only minor details since their adoption by the Board in 1957 and 1958.

THE IOWA PLAN FOR PUBLIC LIBRARY DEVELOPMENT  
is developed during the ten-year period:

*strengthening the Iowa State Traveling Library* to the end that it may better serve in the extension of public library service; that it may become the coordinator and center to which all local libraries can look for advisory help, interlibrary loans and audio-visual materials.

To accomplish any of these functions additional personnel, both professional and clerical, more books and related materials and improved physical facilities were required.

During the first year of the program all of the \$40,000 allotted to Iowa was spent in the headquarters library. These funds were spent for books, salaries and equipment. In later years, funds continued to be used for the same purposes but to a lesser extent.

As the cooperative programs developed, certain funds above those mentioned above were used by the Iowa State Traveling Library to aid the cooperatives instead of a direct grant to the cooperative headquarters.

A phonograph record collection for loan to public libraries was begun. This new service has grown to be one of the most popular and appreciated services the library offers. The collection now numbers close to 10,000 phonodiscs and is growing monthly.

Table I  
Federal Grants to Iowa Under LSA and LSCA Services

	(1)	(2)	(3)
	Federal Allotment Base	Additional Allotment	Total
1956-57	\$ 40,000		\$ 40,000
1957-58	75,317	27,290	102,607
1958-59	75,317	30,532	105,849
1959-60	88,290	125,429	213,719
1960-61	173,127		173,127
1961-62	167,096		167,096
1962-63	167,096		167,096
1963-64	166,813		166,813
1964-65	399,202	4,529	403,731
1965-66	399,202	4,073	403,275
Total	\$1,761,760	\$192,453	\$1,944,213

Column (2) of Table I shows the additional funds for which Iowa was able to match amounted to \$192,453. These funds were reallocated to states above the basic allotment because other states did not qualify for their full allotment.

Of the \$1,944,213 received by Iowa, see Table I, in ten years \$499,661 was used for books, salaries and equipment for the headquarters operation. In other words, over 25 percent of federal funds which could have been spent out in the state had to be used to operate the State Traveling Library in the absence of adequate state appropriations.

#### REFERENCE BOOKS

The second phase of the program—aid to libraries which met minimum standards—developed gradually and is currently in operation. Grants of basic reference books in the amount of \$400, later revised to \$500 to take care of increased cost of books, list price, were made to the following libraries:

Table II  
Reference Grants 1956-1966

Library	Date of Grant	Amount of Grant	Library	Date of Grant	Amount of Grant
Ackley	1958	\$400	Alden	1964	500
Adair	1966	500	Alexander	1962	400
Adel	1950	400	Algona	1961	400
Arcney	1966	500	Allison	1964	400
Akron	1963	250	Alta	1960	400
Albert City	1963	500	Alta Vista	1966	500
Albia	1958	400	Alton	1960	400

Library	Date of Grant	Amount of Grant	Library	Date of Grant	Amount of Grant
Anamosa	1962	400	Edgewood	1961	200
Anita	1962 & 1964	450	Eldora	1963	500
Ankeny	1960	400	Elgin	1959 & 1964	450
Anthon	1960	400	Elkader	1962	200
Appleton	1950	400	Ellsworth	1961	400
Arncliffe	1965	500	Elma	1961	200
Arnolds Park	1960	200	Emmetsburg	1962	400
Arthur	1959	400	Essex	1958	400
Ashton	1963	250	Etherville	1963	500
Atlantic	1963	500	Everly	1960	200
Audubon	1968	400	Fairbank	1964	500
Aurelia	1961	200	Fairfield	1963	400
Avoca	1959	200	Farmington	1963	500
Bancroft	1961	400	Farmhamville	1963	500
Bayard	1958	400	Fayette	1964	500
Bedford	1959	400	Fontanelle	1961	200
Belle Plaine	1960	200	Fort Atkinson	1964	500
Bellevue	1959	400	Fort Dodge	1958	400
Belmond	1959	400	Fort Madison	1964	500
Bettendorf	1959	400	Fredericksburg	1959	200
Birmingham	1963	500	Galva	1963	500
Blairtown	1962 & 1966	450	Garnaville	1961	400
Blakesburg	1964	500	Garner	1961	400
Bloomfield	1959	400	Gladbrook	1964	250
Bonaparte	1965	500	Gladbrook	1965	500
Boone	1961	400	Glenwood	1958	400
Boyden	1963	250	Glidden	1964	500
Britt	1958	400	Graettinger	1959	200
Brooklyn	1958	400	Grafton	1960	400
Ruffalo Center	1959 & 1963	450	Grand Junction	1959	400
Burt	1962	200	Granger	1958	200
Calmar	1965	250	Grinnell	1958	400
Canunche	1965	500	Grundy Center	1958	400
Carroll	1962	400	Guthrie Center	1958	400
Casey	1961	200	Guttenberg	1958 & 1962	500
Cedar Rapids	1966	500	Hamburg	1963	500
Center Point	1959	400	Hampton	1961	500
Charles City	1964	500	Hanlontown	1960	400
Cherokee	1958	400	Hartley	1960	400
Churdan	1958	400	Havlock	1961	400
Clarence	1958	400	Hawarden	1963	500
Clarinda	1958	400	Hawkeye	1958 & 1969	400
Clarion	1958	400	Hazleton	1959	400
Clarkeville	1962	200	Hillsboro	1965	500
Clear Lake	1962	500	Holstein	1961	200
Clermont	1964	250	Hudson	1961	100
Clinton	1965	500	Hull	1960	200
Coon Rapids	1959	200	Humboldt	1961	400
Corning	1959	400	Ida Grove	1963	500
Corwith	1961	500	Independence	1956	250
Corydon	1959	400	Iowa City	1965	500
Cresco	1961	500	Iowa Falls	1964	500
Creston	1959	400	Jamaica	1961	400
Davenport	1960	500	Janesville	1965	250
Dayton	1959	200	Jefferson	1958	400
Decorah	1960	400	Jesup	1959 & 1960	400
Denver	1960	400	Joice	1961	400
DeWitt	1961	400	Kanawha	1961	200
Donnellson	1959 & 1960	400	Kensett	1966	250
Dows	1965 & 1966	500	Keokuk	1964	500
Dubuque Co.	1958	400	Keosauqua	1965	250
Dunkerton	1962	250	Kimballton	1963	500
Dunlap	1962	500	Kingsley	1963	250
Dyersville	1960	400	Lake City	1959	400
Dysart	1959	200	Lake View	1958	200
Engle Grove	1960	400	Lamoni	1959	400
Earlham	1958	400	LaPorte City	1958	400
Earlville	1964	500			
Early	1959	400			

Library	Date of Grant	Amount of Grant	Library	Date of Grant	Amount of Grant
Laurens	1959	400	Quimby	1963	500
Lawler	1961	250	Raceliff	1961	200
Lehigh	1959	200	Rake	1962	500
LeMars	1959	400	Randolph	1960	200
Lenox	1958	200	Reedlyn	1965	500
Lime Springs	1958	400	Redfield	1958 & 1961	400
Linden	1959	400	Reinbeck	1959	400
Littleport	1963	250	Rensseny	1963	250
Little Rock	1963	250	Renwick	1964	500
Logan	1963 & 1965	500	Riceville	1960	400
Lohrville	1960	200	Richland	1965	250
LuVerne	1966	500	Rinard	1963	500
McGregor	1959 & 1963	450	Rippey	1959 & 1962	400
Madrid	1961	400	Rockford	1959	400
Mallard	1959 & 1961	400	Rock Valley	1963	250
Malvern	1958	400	Rockwell	1959	200
Manly	1960	200	Rockwell City	1961	400
Manning	1959	200	Rolls	1961	200
Manson	1960	200	Rowan	1964	500
Maquoketa	1960	400	Rudd	1962	200
Marathon	1959	400	Ruthven	1963	500
Marble Rock	1959	400	Sabula	1961	400
Marcus	1958	400	Sac City	1959	400
Marengo	1960	400	Saint Ansgar	1961	400
Marshalltown	1965	500	Salem	1966	500
Maynard	1965	250	Sanborn	1959 & 1964	450
Melvin	1961	400	Scranton	1958	200
Menlo	1961	400	Seymour	1963	250
Merrill	1962	250	Sheffield	1961	200
Meservey	1965	500	Sheldon	1959	400
Milford	1963	500	Shell Rock	1959	200
Milton	1963	500	Shenandoah	1958	400
Missouri Valley	1964	500	Sibley	1963	500
Mitchellville	1964	250	Sioux Center	1960	400
Monona	1958	400	Sioux City	1966	500
Monticello	1966	500	Sioux Rapids	1964	250
Mount Pleasant	1958	400	Sponser	1958	400
Murray	1964	250	Spirit Lake	1963	500
Nashua	1959	400	Stanhope	1958	400
Nevada	1964	500	Stanwood	1960	400
New Albin	1962	200	Steamboat Rock	1960	400
Newell	1963	250	Stockport	1964	500
New Hampton	1963	500	Storm Lake	1963	500
New Hartford	1960	400	Story City	1960	200
New Market	1959	400	Stratford	1958	200
Nora Springs	1964	500	Strawberry Point	1965	250
North English	1959 & 1960	450	Stuart	1961	400
Northwood	1960	400	Sumner	1960	400
Norwalk	1962	400	Sutherland	1962	500
Oakland	1959	200	Swea City	1959	400
Ocheyedan	1960	400	Tabor	1959	200
Osceola	1959	400	Terril	1963	500
Osden	1959	400	Thompson	1959	200
Olin	1962	250	Thornton	1961	400
Onawa	1958	400	Tipton	1959	400
Orange City	1960	400	Titonka	1964	250
Osage	1961	400	Traer	1959	400
Ossian	1963	250	Tripoli	1960 & 1961	400
Ottumwa	1966	500	Urbandale	1961	400
Oxford	1960	200	Van Horne	1965	250
Panora	1961	200	Van Meter	1964	500
Parkersburg	1961	400	Victor	1963	500
Paton	1958	200	Villisca	1958	400
Paulina	1962	250	Vinton	1961	400
Perry	1958	400	Volga	1963	250
Peterson	1963	250	Wadena	1965	500
Pocahontas	1959 & 1961	400	Wall Lake	1959	200
Primghar	1960	400	Walnut	1960 & 1965	450
			Washta	1964	500

Library	Date of Grant	Amount of Grant	Library	Date of Grant	Amount of Grant
Waukeo	1965 & 1966	500	West Point	1958	200
Waverly	1959	400	West Union	1959	400
Webb	1964	400	Whiting	1964	250
Wellman	1960	200	Whittemore	1964	500
Wellburg	1961	400	Williamsburg	1961	400
Wesley	1960	500	Winfield	1961 & 1963	450
West Bend	1958	200	Winthrop	1959	400
West Branch	1964	500	Wolwa	1959 & 1961	450
Westgate	1966	500	Woodbury Co.	1960	400
West Liberty	1963	500	Wyoming	1961	400

A total of \$103,750 was expended on this program.

Some libraries which did not meet all of the standards were given one-half of the grant and many of these have later met all of the standards and received the full amount in reference books as noted by second dates above.

### COOPERATIVE PUBLIC LIBRARY SYSTEMS

Any plan for public library development had to face up realistically to certain facts: (1) there were some 430 municipal public libraries, (2) yet, there were over a million and a quarter of the population without legal access to a public library, (3) the county library law had achieved minimum acceptance with only four counties established under it (Dubuque, Jasper, Scott and Woodbury), (4) two counties (Pace and Hardin) were paying the libraries in the counties for service to rural residents in various ways.

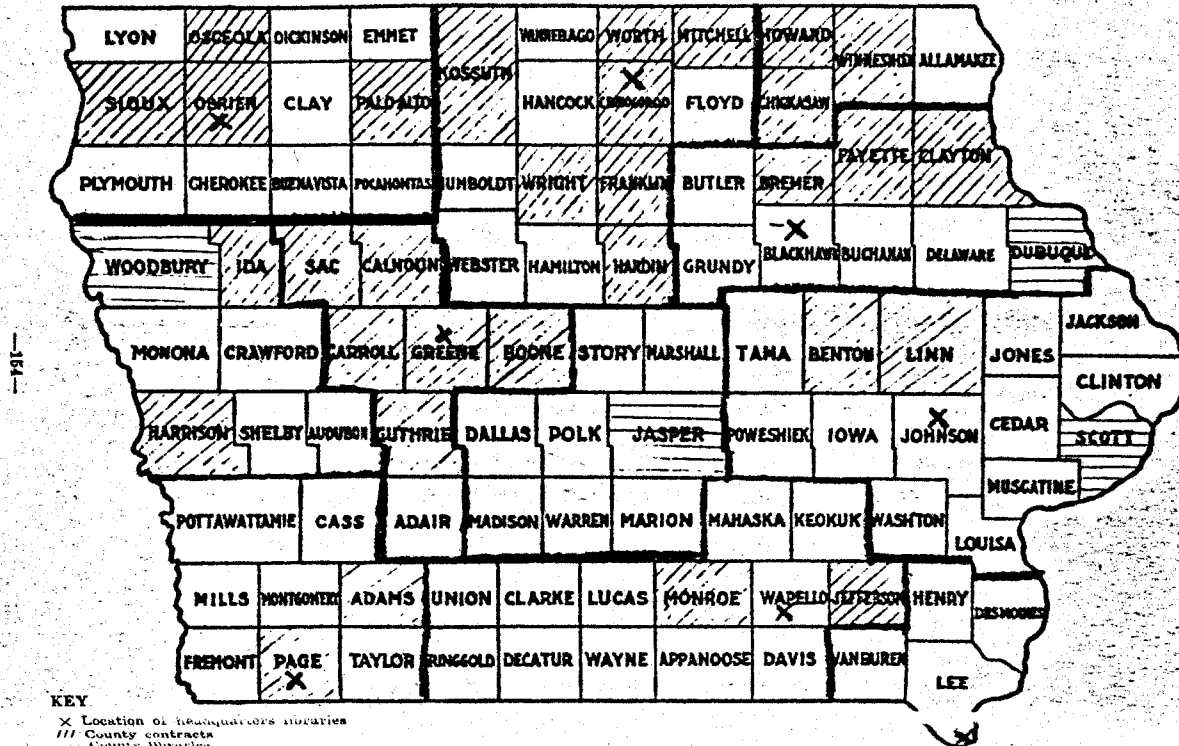
The clear intent of the Library Services Act was to strengthen public libraries where needed and to extend service to those without it. The State Traveling Library Board therefore decided to encourage cooperation between existing libraries and between town and city libraries and county governing bodies. To accomplish this it was necessary to have advisory staff close at hand in all areas of the state. Consequently, it was with relief and great enthusiasm when the librarian of the Cedar Falls Public Library presented herself and offered to help. Thus, with the fine cooperation of the Cedar Falls Public Library Board the first field office was established on July 1, 1957, in the public library there.

Other field offices were opened by contract with the library boards in the public libraries at Mason City, March 1, 1958; Jefferson (Raccoon) May 1, 1958; Sheldon, June, 1963; Decorah, October 1, 1964; Keokuk (Keosaupee) January, 1965; Iowa City, April, 1965; and Ottumwa, January, 1966. From these field offices four voluntary cooperative systems have become established. (See Tables III and IV)

Services from the central libraries include centralized ordering, cataloging, weeding, in-service training in workshops on reference books, book selection, children's literature, etc. and professional advice to boards and librarians on all phases of good public library services.



IOWA STATE TRAVELING LIBRARY FIELD OFFICES AND COOPERATIVE AREAS JUNE 30, 1966



KEY  
 X Location of headquarters libraries  
 /// County contracts

Table III  
 Cooperative Areas  
 Federal Payments, September 1957-June 30, 1966

Area	Headquarters	Field Grants	Development Grants	Matching Grants	County Grants	Total Cooperative Grants	Reference Grants to Local Libraries	Total
<b>Established:</b>								
Project B Eastern	\$129,462	\$ 3,600	\$ 36,425	\$281,214	\$ 15,000	\$ 465,701	\$ 17,500	\$ 483,201
Project C Raccoon	35,075	21,427	6,869	96,974	25,000	185,336	9,600	194,936
Project D Mason City	94,967	20,566	37,954	303,459	30,000	486,956	21,750	508,706
<b>Demonstration*:</b>								
Northwest	31,442	2,699	7,700	—	15,000	56,908	19,450	76,258
Keosaupee	16,875	1,800	40,000	—	—	58,675	6,200	64,875
Seven Rivers	3,405	—	37,500	—	5,000	45,905	14,250	60,155
Northeast	7,004	1,059	—	—	15,000	27,064	4,550	37,604
Midwestern	—	—	—	—	10,000	10,000	5,950	15,950
Ottumwa	3,279	86	—	—	5,000	8,365	4,500	12,865
<b>Grand Total</b>	<b>\$321,509</b>	<b>\$51,195</b>	<b>\$166,449</b>	<b>\$681,649</b>	<b>\$120,000</b>	<b>\$1,340,802</b>	<b>\$103,750</b>	<b>\$1,444,552</b>

\*Under Project A

Note: During the same period local budgets of libraries in cooperative systems increased on an average of 178 to 300 per cent.

Table IV  
Cooperative Areas

	Total	Population		In Cooperative
		With Service	Without Service	
Established:				
Project B--Eastern	346,550	284,640	61,907	110,177
Project C--Raccoon	95,377	95,377	—	95,377
Project D--Mason City	286,765	246,468	40,297	171,211
Total	728,698	626,484	102,204	376,765
Demonstration*:				
Northwest	208,359	139,970	68,389	50,350
Keosippi	209,814	142,016	67,802	47,047
Seven Rivers	567,998	422,604	145,390	291,261
Total	986,171	704,590	282,581	397,558
Grand Total	1,714,871	1,330,074	384,785	774,323

\*Under Project A

Libraries in Cooperative Systems Progress Record  
Increases From 1956-1966

1956	Books		1956	Circulation	
	1966	Increase		1956	1966
934,726	1,286,722	351,996	1,140,306	3,538,136	2,097,830
		34%			145.6%

Special mention should be made of two of the programs which are different: Keosippi and Iowa City.

In January 1965 the first interstate library service program in the nation was begun between Iowa and Illinois with headquarters in the Keokuk Public Library. Both states supplied funds for books and equipment and, in addition, Iowa furnished the administrator and the field consultant and Illinois supplied a bookmobile. The service covers an area of approximately fifty miles from Keokuk on both sides of the Mississippi River. The future looks bright as this program develops.

Iowa City Public Library serves in two capacities. One as center for the cooperative system of smaller libraries and two, as administrator for strengthening reference resources of five larger libraries. The latter is a pilot project to determine the feasibility of larger libraries building strong reference resources in selected subject fields. The participating libraries are Cedar Rapids, Clinton, Davenport, Iowa City and Marshalltown. Grants of \$5,000 were made to each library to initiate the program with the prospect of future matching grants.

Between 1959 and June 30, 1966, twenty-eight county boards of Supervisors have contracted with the libraries in the counties to extend service to residents in the unincorporated areas. (See Table V) Grants of \$5,000 were made to all but four of the counties to initiate the service. The four did not apply.

Table V

Counties Contracting for Public Library Service  
July 1, 1956-June 30, 1966

1959	1960	1961	1962	1963	1964	1965	1966
Cerro Gordo	Greene	Boone	Calhoun	Clayton	Ozceola	Franklin	Keosauqua
	Bremer	Sac	O'Brien	Jefferson	Fayette	Henton	Wright
		Worth		Harrison	Carroll	Winneshiek	Monroe
		Howard		Sioux		Ia	Adams
		Guthrie				Chickasaw	Palo Alto
		Mitchell					Linn

This extension of served areas has reduced the population without public library service from a million and a quarter to less than 550,000.

#### SCHOLARSHIPS

Even before the program began it was evident that one of the most formidable problems was lack of trained professional library personnel. Therefore, scholarships of \$2,000 each were offered. The recipients and the accredited library schools they attended were:

Mrs. Louise O'Connor, University of Denver School of Librarianship; Mrs. Twila Anderson, University of Minnesota Library School; Mrs. Marianne Moses Ray, University of Minnesota Library School; Janice Richards, Rutgers University Graduate School of Library Service; Mrs. Betty Kohler, University of Illinois Graduate School of Library Science; Almeda Garn, University of Illinois Graduate School of Library Science; Jean Zimmerman, University of Oklahoma School of Library Science; Wilfred L. West, University of Denver School of Librarianship; Mrs. Patricia McKinley, University of Minnesota Library School; Cynthia Martens, University of Minnesota Library School; Patricia Bergstrom, University of Michigan Department of Library Science.

#### LIBRARY SERVICES AND CONSTRUCTION ACT CONSTRUCTION

The Library Services Act was expanded in 1964 to provide funds for construction of public library buildings; Iowa's allotment on a matching basis was: 1964-65 \$471,048 and for 1965-66 the same amount. The following construction projects were funded as follows:

1964-65		1965-66	
Library	Federal Grant	Library	Federal Grant
Cedar Falls	\$ 87,712	Keosauqua	\$30,407
Mason City	55,336	Mason City	4,040
Total	\$113,148	Jefferson	58,000
		Remsen	54,000
		Rockford	21,600
		Waverly	48,059
		West Bend	16,200
		Kingsley	21,600
		Alexander	16,200
		Davenport	193,840*
		Saint Ansgar	16,200
		Total	\$510,146

\*An additional \$41,684 granted in 1966-67

## A LOOK TO THE FUTURE

The expanded Library Services and Construction Act (P.L. 89-511) signed by the President July 19, 1966, brings new challenges as well as more funds to continue the pattern which has been successfully developed. Two new titles of the law, providing aid to institutional libraries and to the handicapped, will do immense good but will require more staff and more effort than ever before. The future looks bright.

— C. C. —

### Appendix I

#### GUIDELINES FOR FURTHER EXTENSION OF PUBLIC LIBRARY SERVICES

Following are the general aims and policies for the further extension of public library services to areas without such service or with inadequate service. These guidelines were approved by the Iowa State Traveling Library Board, May 1, 1964, and the Iowa State Plan under the Library Services and Construction Act with these included was approved July 1, 1964, by the Library Services Branch, Division of Library Services, Department of Health, Education and Welfare, U. S. Office of Education.

The public libraries which follow the General Guidelines will be eligible for all the services of the Iowa State Traveling Library including loan of development collections of books and (or) phonograph records as well as a collection of reference books valued at \$500 list price.

Also libraries which follow the General and Special Cooperative Library System Guidelines may participate in Cooperative Library programs as Cooperative System Library Centers, Special Service Centers and (or) Service Outlet Participating Libraries.

The staff of the Iowa State Traveling Library is available for advisory services to all public libraries.

#### GENERAL PUBLIC LIBRARY GUIDELINES

1. Be legally organized as a public library under the library laws of the state.
2. Agree not to decrease their local (city) operating appropriations and seek to secure maximum tax millage.
3. Agree to extend their services to appropriate areas around them—county and (or) townships on a tax basis.
4. Have adequate physical facilities:
  - A. Adequate shelving space based on ALA Public Library Association. "Interim Standards for Small Public Libraries"
  - B. Adequate reading room seating space based on ALA Public Library Association. "Interim Standards for Small Public Libraries"
5. Have a well selected and organized book collection based on standard lists.
6. Be open at least the minimum number of hours per week as follows:

Population Served	Minimum Hours Per Week
Under 500	10
500 - 1,000	15
1,000 - 2,500	20
2,500 - 5,000	30
5,000 - 10,000	40
10,000 - 30,000	60 - 64
30,000 - 50,000	64 - 69
Over 50,000	69 - 72

7. Have a librarian and staff which have the following minimum qualifications or their equivalent:

Population Served	Minimum Qualifications of Staff
Under 500	High School Degree (some College desirable)
500 - 1,000	High School Degree (some College desirable)
1,000 - 2,500	High School Degree (two years of College highly desirable)
2,500 - 5,000	Two years of College (plus some Library Science highly desirable); at least one assistant
5,000 - 10,000	College Degree (plus professional Library Science training highly desirable); one to three assistants and (or) clerks
10,000 - 30,000	Head Librarian with Degree in Library Science; two additional professional librarians and one to six library assistants and (or) clerks
30,000 - 50,000	Head Librarian with Degree in Library Science; three to five professional librarians and six to ten library assistants and (or) clerks
Over 50,000	Sufficient staff to meet the objectives as set forth in ALA Public Library Service. A Guide to Evaluation with Minimum Standards

#### SPECIAL COOPERATIVE LIBRARY SYSTEM GUIDELINES

Cooperative Library Systems are defined as arrangements whereby local independent public libraries can take joint action by contract with a central library to make possible improved library services. The cooperative system would require no changes in the governmental status of existing libraries. Each local library board would retain its identity and

35 Ibid., pp. 149-161.

control over its affairs. An advisory committee could be chosen to represent the participating libraries to help plan and advise on the system's cooperative services.

Such a system, in order to be eligible for grants-in-aid from funds available under the Library Services and Construction Act, requires that one library be designated as the *Cooperative System Library Center* which shall:

1. Be legally organized as a public library under the library laws of the state.
2. Be geographically located for convenient access of participating areas.
3. Agree to act as the administrative center of the area and be capable of performing such duties under the supervision of the Iowa State Traveling Library. (See P.L. 88.269. Sec. 103 (a) (3))
4. Agree to assume leadership in cooperation with the Iowa State Traveling Library in developing a cooperative system of libraries on a contract basis within the area.
5. Agree to seek appropriations to the maximum mill tax under the law and in no instance decrease local operating appropriations during term of contract with Iowa State Traveling Library.
6. Encourage participating libraries to extend service on a contract tax basis to rural areas around them during term of contract with Iowa State Traveling Library.
7. Follow the *General Public Library Guidelines*.
8. Function under accepted "Principles and Standards" as set forth by the *American Library Association Public Library Service; A Guide to Evaluation with Minimum Standards* during term of contract with Iowa State Traveling Library.

A Cooperative Library system may also be served under contract between two or more libraries, with one library being designated as the Cooperative System Library Center with *special services* assigned to the other participating libraries provided the population of the other participating library dealing with special services to be served is not less than 50,000.

*Special Services Centers* shall:

1. Follow the *General Public Library Guidelines*.
2. Have a population of not less than 50,000.
3. Extend special services on an equal basis to participating libraries in such areas as certain reference services, centralized processing, loan of materials to other libraries.

*Service Outlet Participating Libraries in a Cooperative Library System* benefiting from funds available under the Library Services and Construction Act shall:

1. Follow the *General Public Library Guidelines*.
2. Contract with a Cooperative System Library Center for services.

3. Expend at least 15 per cent of total budget or a minimum of \$200 through Center Library.

4. Cooperate in the development of cooperative service programs in such areas as reciprocal borrowers privileges, uniform lending policies, loan of materials to other libraries, book selection, rotation of general books purchased by central office.

The PARTICIPATION OF LIBRARIES IN COOPERATIVE LIBRARY SYSTEMS is not new. It is based on the simple, and obvious, fact that better library service can be provided by jointly working together than can be provided by each individual library trying "to go it alone". The increasing demands made on libraries as educational institutions require the best possible efforts to serve all adults, young people and children with a high quality of service. Cooperation among libraries is one way to do this.

Areas without county, township, or town public library tax support are defined as "without public library services". "Inadequate Service" is defined by relating budgets, book collections, population served and qualifications of personnel to the recommendations contained in *Public Library Service, A Guide to Evaluation with Minimum Standards*.

Appendix II

LSCA Construction Formula for Libraries Participating in Cooperatives As Adopted by the Iowa State Traveling Library Board, July 1, 1966

(1)	(2)	(3)	(4)
Population 1960 Census	Maximum Square Footage for Plan Participation	Maximum Building Cost for Plan Participation \$25 per Sq. Ft.	Based on 53% Federal Allotment Ratio
Under 2,500	2,000 to 3,000	\$ 50,000 to 75,000	\$ 26,500 to 39,750
2,500 to 5,000	3,000 to 3,500	75,000 to 87,500	39,750 to 46,375
5,000 to 10,000	3,500 to 7,000	87,500 to 175,000	46,375 to 92,750
10,000 to 25,000	7,000 to 15,000	175,000 to 375,000	92,750 to 198,750
25,000 to 50,000	15,000 to 30,000	375,000 to 750,000	198,750 to 311,367*
50,000 to 100,000	30,000 to 60,000	750,000 to 1,500,000	311,367*

\*The maximum federal grant to any one project will not in total exceed 50 per cent of the total fiscal year federal construction allotment to Iowa.

Maximum Square Footage for Plan Participation is based on the square footage formula per capita of 0.6 and 0.7 as stated in "Minimum Space Requirements" in *Interim Standards for Small Public Libraries*.

The Iowa State Traveling Library will base grants in column 4 on a Maximum Building Cost including land acquisition, land preparation, architectural fee, administration fee and equipment not to exceed \$25 per square foot.

Construction will be defined as new buildings, new additions and (or) initial equipment for new buildings. Applications for remodeling will not be entertained. 35

# IOWA LIBRARY QUARTERLY

ISSUED BY THE STATE TRAVELING LIBRARY  
HISTORICAL BUILDING  
DES MOINES

Microfilm edition available from University Microfilms Inc.

## IOWA STATE TRAVELING LIBRARY BOARD

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The next Board of Trustees meeting will be June 19, 1968

Iowa Library Quarterly is issued quarterly by the Iowa State Traveling Library

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## FOREWORD

In the yearly process of distributing and dealing with thousands of federal tax dollars, the state library finds itself in a paradoxical situation: it becomes an officially appointed "keeper of the standards" in its obligation to help provide the best possible public library service in the state, while at the same time, common sense insists that the power of the local library boards cannot be impeached in any way. Therefore, the state library falls into that peculiar place between the dilemma's horns. It must encourage each and every public library to subscribe to a code of established standards and at the same time, find some way to act judiciously in the assignation of federal funds.

In the state of Iowa, this becomes a mountainous task. There are more than four hundred public libraries, each wishing to share in the federal funds, either directly or indirectly. Thus some plan had to be created to allow for two things: (1) fair and just allotment of federal funds to public libraries who displayed a willingness to continue improving and providing better service for the residents of their community or area, and (2) a plan for some central organization to aid all public libraries which would not in any way interfere with the autonomy of participating libraries.

With these requirements, the following Iowa State Plan for Library Programs under the Library Services and Construction Act evolved. The Act itself, as well as the funding, are the laws of the U.S. Congress. The specific rules and regulations concerning the Act are the function of the Library Programs and Facilities Branch of the U.S. Office of Education. It then becomes the responsibility of the Iowa State Traveling Library Board of Trustees to adjust the Iowa State Plan in accordance with these rules and regulations and the laws of Iowa.

Because of many requests from librarians and library boards, both in the state and without, we have decided to publish the basic portions of the State Plan at this time. Additional copies will be available on request.

# IOWA STATE PLAN FOR LIBRARY PROGRAMS

State Plan for Library Programs  
under Library Services and Construction Act, as amended

Submitted by the State of Iowa in accordance with the provisions of the Library Services and Construction Act, as amended, and the Regulations promulgated thereunder.

Submitted by Iowa State Traveling Library  
on July 27, 1967.

By Ernestine Grafton  
Director

To be completed by the Office of Education:  
Date on which plan or amendment is effective: July 1, 1967

(Signed) Dorothy Kittel,  
Library Extension Specialist

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## PLAN SECTION NUMBER 1.0

### 1.0 General provisions.

#### 1.1 State agency.

##### 1.11 Name of State agency.

Iowa State Traveling Library (Code Section 303.16-303.17)

##### 1.12 Official title of officer.

Director, Iowa State Traveling Library (Code Section 303.18(10), 303.21, and 303.22)

##### 1.13 Authority to administer and supervise.

Following is a statement (with pertinent State laws attached and (or) cited) of the legal authority of the Iowa State Traveling Library to carry out the Iowa State Plan in toto:

- (a) Authority to receive and spend the Federal grant for Title I-Title IV:  
Code Section 303.19
- (b) Authority to extend and develop public library services throughout the State, and to carry out the program provided by the State Plan—Title I-II:  
Code Section 303.19
- (c) Authority to develop and extend public library service across state lines—Title I-IV:  
Code Section 303.24-303.27
- (d) Appropriation of State funds available for expenditures under the Plan—Title I-IV:  
Chapter 1, Chapter 7, Chapter 6, Chapter 1, Laws of Sixty-first General Assembly
  1. Appropriation for salaries of watchmen, maintenance and elevator operator. **Blue tagged Sec. 11.** 1966-67, \$5,391. (Title I & III)
  2. Appropriation for watchmen, window washing, trash pick-up, electrical, carpenter, plumbing, repairs, redecorating. **Yellow tagged Sec. 20.** 1966-67, \$945. (Title I & III)
  3. Appropriation to the Iowa State Traveling Library. **Red tagged Sec. 47.** 1966-67, \$119,690. (Title I & III)
- (e) Authority of local agencies to administer and state agency to supervise local administration (Title I)  
Plans will be administered by the Iowa State Traveling Library and its field offices and (or) its cooperative centers which will

coordinate cooperative programs through contracts with local libraries which wish to participate.  
Code Section 378.11 gives local authority for such contracts.  
Code Section 303.18(2) & (4) and 303.18(8) give state authority for contracts with local agencies.

**CH. 1 LAWS OF THE SIXTY-FIRST GENERAL ASSEMBLY**  
**HISTORY AND ARCHIVES, IOWA STATE DEPARTMENT OF**

1 SEC. 11. For the department of history and archives there is  
2 hereby appropriated from the general fund of the state for each year  
3 of the biennium beginning July 1, 1965, and ending June 30, 1967,  
4 the sum of one hundred forty-five thousand four hundred fifty dollars  
5 (\$145,450.00), or so much thereof as may be necessary to be used in  
6 the following manner:  
7 For salary of curator ..... \$ 10,000.00  
8 For other salaries ..... 108,950.00

(blue tagged)

**PUBLIC BUILDINGS AND GROUNDS,  
SUPERINTENDENT OF**

1 SEC. 20. For the office of the superintendent of public buildings  
2 and grounds there is hereby appropriated from the general fund of  
3 the state for each year of the biennium beginning July 1, 1965, and  
4 ending June 30, 1967, the sum of eight hundred two thousand nine  
5 hundred fifty-five dollars (\$802,955.00), or so much thereof as may be  
6 necessary to be used in the following manner:  
7 For salaries ..... \$ 643,005.00  
8 For support, maintenance and miscellaneous pur-  
9 poses ..... 24,950.00  
10 For maintenance, repairs, replacements, alterations  
11 or equipment of public buildings and grounds of the  
12 state of Iowa, subject to approval of the executive  
13 council ..... 135,000.00  
14 Grand total of all appropriations for all purposes for  
15 each year of the biennium for the office of the super-  
16 intendent of public buildings and grounds ..... \$ 802,955.00

(yellow tagged)

**IOWA STATE TRAVELING LIBRARY**

1 SEC. 47. For the Iowa state traveling library there is hereby  
2 appropriated from the general fund of the state for each year of the  
3 biennium beginning July 1, 1965, and ending June 30, 1967, the sum  
4 of one hundred nineteen thousand six hundred ninety dollars (\$119,  
5 690.00), or so much thereof as may be necessary to be used in the  
6 following manner:  
7 For salary of director ..... \$ 9,500.00  
8 For other salaries ..... 78,440.00  
9 For support, maintenance and miscellaneous pur-  
10 poses ..... 31,750.00  
11 Grand total of all appropriations for all purposes for  
12 each year of the biennium for the Iowa state traveling  
13 library ..... \$ 119,690.00

(red tagged)

- (f) Authority of State Agency to plan and build state library building under authority of appropriate legal action (Title II): Code Section 18(A); 19.15; 20; 38; 76; 481
- (g) Authority of local agencies to build cooperative centers and local library buildings (Title II): Code Section 373.10; 373.11; 378.10(2), (8), (9); 378.11; 135; 404.10

**1.14 Programs under the plan.**

The Iowa State Plan provides for the manner and procedures under which the State will carry out state programs to strengthen the state agency to a strong coordinating central agency; to promote the further:

extension of free public library services to areas without such services or with inadequate services; to provide for the construction of libraries for public library service; to promote inter-library cooperation through systems within the state and (or) a multistate area; to assist the state agencies and nonprofit agencies in providing certain specialized local and state library services; and to provide the basis on which Federal payments are made and last but not least to develop research and planning procedures for the development of a network of state wide library services.

**1.15 Coordination.**

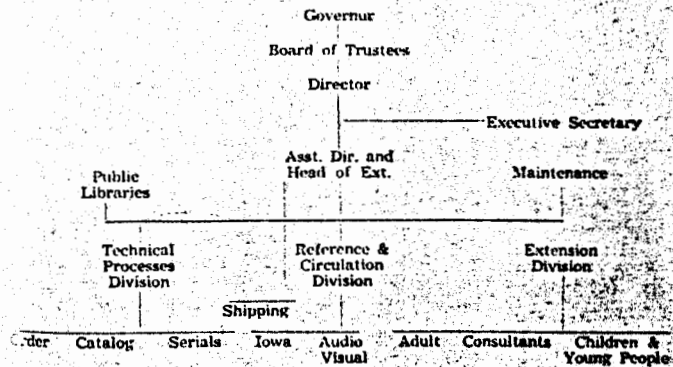
Three councils of six or more members each have been appointed from each type of library from state and private institutions, from local advisory groups, from library users and the state agency for the three titles III, IV A and IV B.

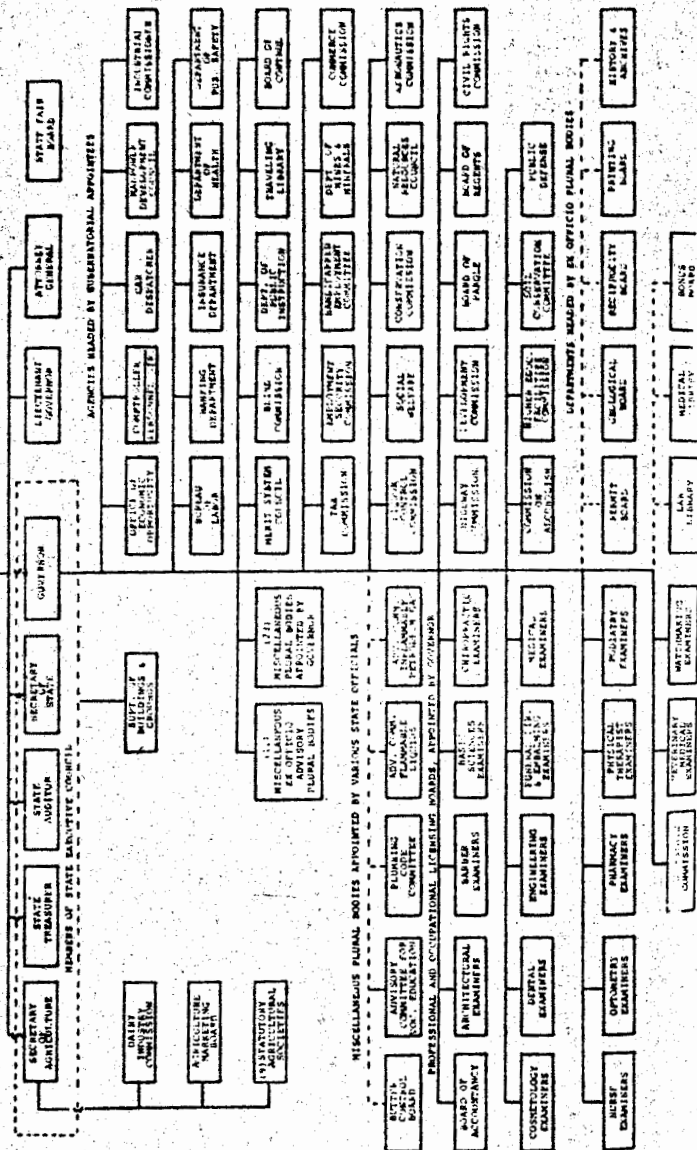
Local advisory groups will also be consulted on Title I and II.

- 1.2 Free library services are open to the use of all inhabitants of Iowa without discrimination as to race, creed or color and free of charge. All libraries under the plan must sign the "Assurance of Compliance" statement. Non-residents in counties without county contract service may use city and town public libraries upon payment of non-resident fees unless prohibited by local ordinances. Individuals may use the Iowa State Traveling Library where county contracts have not been made. (Code Section 105.A, 378.1)
- 1.3 Organization of the Iowa State Traveling Library and its unit functions are as follows:

Following or appended is an outline of the organizational structure of the units of the State agency involved in the library extension program, indicating the lines of authority within the agency and tracing the authority of the agency back to the highest level of State authority.

**Organization Chart  
Iowa State Traveling Library**





The lines of authority between the State Traveling Library and entities participating in each of the programs covered by the plan is charted as follows (Title I-IV) operating in the Comptroller's office a Coordinator of Federal Funds has recently been appointed:

1.31 Contracts between State agencies will be used for Titles IV A and IV B. Where needed, contracts can be made between the Iowa State Traveling Library and private agencies for services under Title IV B. Contracts between all agencies and the Iowa State Traveling Library can be used for Title III. Contracts between the Iowa State Traveling Library and cooperative center boards will be made for both Title I and II. Cooperative Centers can contract with local libraries for Title I Services and Title II Construction contracts are made direct with the Iowa State Traveling Library: (Code Section 303.16 & 378)

1.4 Personnel

1.41 Qualifications.

In the absence of a state Civil Service or Merit System the following Specifications for Professional Librarian positions, first passed by the Iowa State Traveling Library Board January, 1960 and reviewed again July 1, 1966, will be used to measure qualifications for all professional positions under the Plan at the discretion of the Director:

Specifications for Professional Librarian Positions in the Iowa State Traveling Library

Director

Minimum Qualifications:

1. Graduate library school degree from an ALA accredited school.
2. Two years experience at administrative level in state or public libraries.

Additional Desirable Qualifications:

1. Additional experience in both service and administrative capacities.
2. Understanding of the library needs of the total community.

Assistant Director and Head of Extension Division

Minimum Qualifications:

1. M.A. degree in library science from an ALA accredited library school.
2. One years experience as an administrator.
3. One years experience in a service department of a state, public or college library.
4. Ability to plan and develop state wide library programs.

Additional Desirable Qualifications:

1. Evidence of active participation in the development of a state or local adult education program.
2. Ability to develop new programs and analyze essential procedures.
3. Extensive knowledge of building a book collection.

Special Librarian

Minimum Qualifications:

1. M.A. degree in library science from an ALA accredited library school or its equivalent.
2. Special courses or training in the subject fields of psychology, sociology and related areas.
3. Experience in working with special institutional problems highly desirable.

Library Consultant

Basic Qualifications:

1. A.B. degree in liberal arts.
2. M.A. degree in library science from an ALA accredited library school.
3. At least one years experience in a public or college library.
4. Ability to work with people and instruct people in an advisory capacity.
5. Good health; ability to travel.



**Additional Desirable Qualifications:**

- 1. Good public speaker.
- 2. Skill in public relations.
- 3. Knowledge of books and dedication to professional goals and programs.

**Division Head**

**Minimum Qualifications:**

- 1. M.A. degree in library science from an ALA accredited library school.
- 2. One years experience in public or college library.

**Additional Desirable Qualifications:**

- 1. Knowledge of books.
- 2. Ability to work with staff and public patrons.

**Subject Specialist**

**Minimum Qualifications:**

- 1. M.A. degree in library science from an ALA accredited library school.

**Additional Desirable Qualifications:**

- 1. Major undergraduate course in some special field.

**Library Assistant**

**Minimum Qualifications:**

- 1. M.A. degree in library science from an ALA accredited library school.

**Additional Desirable Qualifications:**

- 1. Sense of accuracy.
- 2. Ability to work with people.

**Library Associate**

**Minimum Qualifications:**

- 1. College graduate.

**Additional Desirable Qualifications:**

- 1. Ability to continue formal professional education.
- 2. Sense of accuracy.

**1.42 Educational or training programs** are threefold in the Iowa State Traveling Library Plan. The first program allows each year two \$2,500 grants to college graduates for library school degrees. (See following requirements)

The second program is a grant to staff members in the Iowa State Traveling Library or cooperative program for work-study library school training. Salaries and travel are paid as well as tuition. Such in-service training will be only for staff members who will agree to continue work with Iowa State Traveling Library or cooperative programs for a period of at least 2 years. Failure to comply will require repayment of all funds. Must sign a statement agreeing to repay the amount of the grant if applicant fails to graduate from the library school after twelve months residence.

Thirdly, expenses are paid for professional staff to attend short courses outside the state and (or) for monthly and regional workshops given by Headquarters and cooperative center professional staff to participating library staff and trustees.

Fourth, reimbursements will be made according to the following: The individual will make reimbursement to the State Traveling Library Board of Trustees as delineated in the attached qualifications, number (6) and (7). The State Traveling Library Board of Trustees shall notify the Library Service Branch, DLSEF, BAVE, USOE of such failure and shall forfeit its claim to the amount credited to the Federal allotment available during the fiscal year in which the grant was made except that repayment of the proportionate Federal share will be made only if these were insufficient reimbursible expenditures during that year to have entitled the state to the amount so credited.

**LIBRARY EDUCATION GRANTS AVAILABLE UNDER THE FEDERAL LIBRARY SERVICES AND CONSTRUCTION ACT**

The Iowa State Traveling Library Board of Trustees has approved the provision of two grants annually with Federal Library Services and Construction Act funds to

qualifying applicants to attend library schools accredited by the American Library Association or the School of Library Science, University of Iowa. The amount of the grants will be not more than \$2500.

**THE APPLICANT MUST MEET THE FOLLOWING QUALIFICATIONS:**

- (1) must be a graduate of a four year college.
- (2) must be physically able to perform all types of library work.
- (3) must present evidence of acceptance for admission to a library school accredited by the American Library Association or the University of Iowa.
- (4) must be willing to submit to a written examination or oral interview by the Screening Board.
- (5) must submit application for the grant at least two months prior to entering library school.
- (6) must sign a statement agreeing to return to Iowa for service with the Iowa State Traveling Library or to a position of library extension service for two years after graduation from library school. Failure to comply will require repayment of all funds.
- (7) must sign a statement agreeing to repay the amount of the grant if applicant fails to graduate from the library school within a twelve months period.
- (8) must submit written application on forms provided by the Director of the Iowa State Traveling Library.
- (9) must submit written acceptance of grant within ten days of notification.

**1.5 Custody of funds.**

**1.51 Receipt and safe guarding of Federal funds.**

The legal title and official address of the State treasurer who will receive Federal funds is:  
Treasurer of State, State House, Des Moines, Iowa

The legal authority of the State treasurer to receive and disburse Federal funds is as follows:  
(See Chapter 8, and 12, Code of Iowa 1966)

State law and practice provides as follows for the receipt, safeguarding, and accounting for Federal funds received by the State: Treasurer plus—the auditor of the State is the post auditor. Federal funds received by the State will be deposited as follows: Iowa State Traveling Library—Federal (State-wide Library Service Trust) Code Section 303.19

The officer in the State who will requisition and approve the expenditure of any funds under the approved State plan is:  
Director, Iowa State Traveling Library

**1.52 Use of Federal Funds.**

The State agency agrees that funds paid under the act will be expended solely for the purposes for which paid. See Code of Iowa—Chapter 8, Sec. 38 which reads in part: "No State department, institution or agency . . . shall expend funds or approve claims in excess of the appropriations made therefor, nor expend funds for any purpose other than that for which the money was appropriated. . . ."

The State agency, further, agrees that any funds "lost or diverted" shall be paid to the U.S. Office of Education.

The State agency, further, agrees that a percent of the grant specified by the U.S. Commissioner of Education may be withheld until audits have been made.

The State recognizes the obligation to repay any funds lost or diverted, to the United States.

**1.6 Disbursement of funds.**

**1.61 Basis of disbursement of funds.**

The fiscal years for State and local units participating in the plan are as follows:

State: July 1 - June 30

Participating local units: January 1 - December 31

Funds are paid to participating agencies under the plan on the basis of a reimbursement for actual expenditures already made, and an advance prior to the expenditure of funds.

1.62 **Title of disbursing officer** in the State who will certify the payment of any funds under the plan prior to disbursement is:  
Iowa State Traveling Library Director certifies claims for payment to State Comptroller, who pre-audits the claim and writes the warrant for payment.

The extent to which local officials will be responsible for the disbursement of funds under the approved plan is as follows:  
The plan will be administered under the supervision of the Director, Iowa State Traveling Library.

Funds expended by Cooperative System Library Centers will be under the authority of the local library Board of Trustees as provided in Code of Iowa, 1966, Chapter 378, Section 10.8 (the board shall have and exercise the following powers) "To have exclusive control of the expenditures of all portions of the municipal enterprises fund allocated for library purposes by the council, and of the expenditure of all moneys available by gift or otherwise for the erection of buildings, and of all other moneys belonging to the library fund . . ."

State and local funds expended by state institutions under Title III and Title IV will be under authority of the Board of Control as provided in Code of Iowa, 1966, Code Section 213

The Board of Regents as provided in Code of Iowa, 1966, Code Section 262

Funds expended for cooperative programs with the blind, Code Section 93

Funds expended for cooperative programs with special agencies

Funds expended for cooperative programs with nonprofit organizations shall be judged under the provisions of Code Section 504.A.

## 1.7 State fiscal control and accounting procedures.

### 1.71 Description.

The fiscal control and fund accounting procedures are centralized in the office of the Comptroller on data processing equipment. Funds are drawn on coded accounts as set up by the state with "General Control" provisions. State Agency books are constantly balanced with the Comptroller. Local books are balanced with city councils, state agencies and office of the Comptroller.

### 1.72 Accounting basis and authority.

The following fiscal terms if used in State fiscal regulations and practice are defined and interpreted as follows:

Encumbrance means:	} See Chapter 8, Code of Iowa, 1966
Obligation means:	
Disbursement means:	
Expenditure means:	

### 1.73 Assurance of adequacy of records.

The official State accounts showing receipts and disbursements under the approved State plan will be maintained by the following agency:  
State Comptroller, Des Moines, Iowa

### 1.74 Location and availability of records.

The various fiscal documents which will verify the information shown in the official State accounts will be located as follows:  
State Comptroller, Des Moines, Iowa

### 1.75 Audit of expenditures.

#### State audit of State accounts.

The accounts of the Iowa State Traveling Library are audited by the Office of the Auditor of the State. These audits are made annually and multiple copies of such audits are made available in the Office of the State agency.

#### Audit of participating agencies' accounts.

The accounts of the participating agencies will be audited by the Office of the Auditor of the State. These audits are made annually and multiple copies of such audits are made available in the Office of the State agency.

## 1.76 Fiscal control and accounting procedures.

Construction funds expended by the Cooperative System Library Centers and libraries participating in cooperative programs will be under the authority of the local library Board of Trustees as provided in Code of Iowa, 1966, Chapter 378, Section 10.8 (the board shall have and exercise the following powers) "To have exclusive control of the expenditures of all portions of the municipal enterprises fund allocated for library purposes by the Council, and of expenditures of all moneys available by gift or otherwise for the erection of buildings, and of all other moneys belonging to the library fund . . ."

Funds are disbursed "upon the orders of the board of trustees signed by its president and secretary".

State Library Agency administration will require monthly reports and final construction payment will be made following audit by state auditor.

State law or regulation provides as follows with regard to allocation of expenditures for construction to different fiscal years when obligations carry from one fiscal year to another:

Cash and encumbered (allocated) basis.

(See Chapter 8, Code of Iowa)

State accounts for construction purposes are on: an obligation basis. Local law or regulation provides as follows with regard to allocation of expenditures for construction to different fiscal years when obligations carry from one fiscal year to another:

Local accounts for construction purposes are on: obligation basis.

The official State accounts showing receipts and disbursements under the approved state plan for construction will be maintained by the following agency:

State Comptroller, Des Moines

Expenditures by the State Agency under the approved State plan will be audited by the State auditors as follows:

Annual—detailed audit and upon request of any State agency.  
(See Chapter 11, Code of Iowa)

Local agencies with construction projects under the State plan will be subject to audit or review by State auditors or examiners as follows: (Give extent, frequency, and identify the State agency which will perform the audit. This section should describe in detail the method by which the State agency will satisfy itself that expenditures by local agencies were properly made.)

State auditor's office audits State and local books annually and upon any State agency request.

(See Chapter 11, Code of Iowa)

## 1.8 Reports.

The Iowa State Traveling Library will make and submit to the Commissioner of Education the reports described in 130.89 of the Regulations; and the State agency will maintain records in support thereof as required under Section 130.85 of the Regulations.

## 1.9 Amendment.

The Iowa State Plan will be amended whenever necessary to reflect any material changes in the public library programs, any changes in pertinent state law, or any changes in the organization of operations of, or policies and methods of administration to be followed by the Iowa State Traveling Library; and amendments will be submitted and certified in the same manner as the State Plan.

## PLAN SECTION NUMBER 2.0

### Public library services. Title 1.

#### 2.1 Policies, methods and purposes.

Following are the general aims and policies which will in the judgement of the State library administrative agency assure the use of funds under the State plan to maximum advantage in the further extension of public library services to areas without such services or with inadequate services:

The long range objectives are the further extension and improvement of public library service to every area of the state. To do this, the following programs will be undertaken:

1. Strengthening the Iowa State Traveling Library for better extension service through personnel, books, supplies, equipment and physical improvements. (Restricted use of personnel, books and other materials paid from federal funds will be enforced where extension of public library services are not clearly defined.)
2. Improving all aspects of service in existing public libraries.
3. Encouragement will be given to the formation of cooperative library systems which are defined as arrangements whereby local independent public libraries can take joint action by contract with a central library to make possible improved library services. The cooperative system would require no changes in the governmental status of existing libraries. Each local library board would retain its identity and control over its affairs. An advisory committee could be chosen to represent the participating libraries to help plan and advise on the system's cooperative services.

#### 2.2 Priorities and criteria for improving public library services.

Systems, in order to be eligible for grants-in-aid from funds available under the Library Services and Construction Act, requires that one library be designated as the **Cooperative System Library Center** which shall:

1. Be legally organized as public library under the library laws of the state.
2. Be geographically located for convenient access of participating areas.
3. Agree to act as the administrative center of the area and be capable of performing such duties under the supervision of the Iowa State Traveling Library. (See P.L. 89-511 Sec. 103 (a) (1).)
4. Agree to assume leadership in cooperation with the Iowa State Traveling Library in developing a cooperative system of libraries on a contract basis within the area.
5. Agree to seek appropriations to the maximum mill tax under law and in no instance decrease local operating appropriations during term of contract with Iowa State Traveling Library.
6. Encourage participating libraries to extend service on a contract tax basis to rural areas around them during term of contract with Iowa State Traveling Library.
7. Function under accepted "Principles and Standards" as set forth by the **American Library Association Public Library Service; A Guide to Evaluation with Minimum Standards** during term of contract with Iowa State Traveling Library.

A Cooperative Library system may also be served under contract between two or more libraries, with one library being designated as the Cooperative System Library Center with special services assigned to the other participating libraries provided the population of the other participating library dealing with special services to be served is not less than 50,000.

And Libraries Participating in a Cooperative Library System benefiting from funds available under the Library Services and Construction Act shall:

1. Be legally organized as a public library under the library laws of the state.

2. Contract with a Cooperative System Library Center for services.
3. Expend at least 15 per cent of total budget or a minimum of \$200 through Center Library.
4. Agree not to decrease their local (city) operating appropriation and seek to secure maximum tax millage.
5. Agree to extend their services to appropriate areas around them—county and (or) townships on a tax basis.
6. Cooperate in the development of cooperative service program in such areas as reciprocal borrowers privileges, uniform lending policies, loan of materials to other libraries, certain reference services, centralized processing, book selection, rotation of general books purchased by central office.
7. Have adequate physical facilities:
  - A. Adequate shelving space based on ALA Public Library Association, "Interim Standards for Small Public Libraries"
  - B. Adequate reading room seating space based on ALA Public Library Association, "Interim Standards for Small Public Libraries"
8. Have a well selected and organized book collection based on standard lists and function under a written book selection policy which conforms to the principals set forth in the Library Bill of Rights and the Freedom to Read documents both endorsed by the Council of the American Library Association.
9. Be open at least the minimum number of hours per week as follows:

Population Served	Minimum Hours Per Week
Under 500	10
500- 1,000	15
1,000- 2,500	20
2,500- 5,000	30
5,000-10,000	40
10,000-20,000	60-64
20,000-50,000	64-69
Over 50,000	69-72

Have a librarian and staff which have the following minimum qualifications or their equivalent:

Population Served	Minimum Qualifications of Staff
Under 500	High School Degree (some College desirable)
500- 1,000	High School Degree (some College desirable)
1,000- 2,500	High School Degree (two years of College highly desirable)
2,500- 5,000	Two years of College (plus some Library Science highly desirable); at least one assistant
5,000-10,000	College Degree (plus professional Library Science highly desirable); one to three assistants and (or) clerks
10,000-30,000	Head Librarian with Degree in Library Science; two additional professional librarians and one to six library assistants and (or) clerks
30,000-50,000	Head Librarian with Degree in Library Science; three to five professional librarians and six to ten library assistants and (or) clerks
Over 50,000	Sufficient staff to meet the objectives as set forth in <b>ALA Public Library Service; A Guide to Evaluation with Minimum Standards</b> .



# PLAN SECTION NUMBER 3.0

## Public library construction, Title II.

### 3.1 Criteria, priorities and procedures.

The Iowa Construction Plan is designed to complement the statewide Co-operative development plan under Title I. It is used as an incentive to draw libraries into the Title I plan and to improve services developing under Title I.

The purposes are three:

1. To create adequate physical facilities for the Iowa State Traveling Library to develop adequate physical service to the entire state;
2. To aid the cooperative library service centers to expand physical facilities to meet the continuing growth and to provide services required of them by the participating areas;
3. And, to improve physical facilities of libraries participating in cooperative library service programs

The projects applied when approving purposes is based upon the priorities as follows:

1. State Library Building
2. Cooperative library service centers headquarters
3. Libraries participating in cooperative library service programs

#### State Library Building

As the one library agency in the state which serves the entire population, adequate building is very essential. Space for shelving additional books is almost exhausted. Facilities for centralized technical processing are non-existent. Staff office space is crowded beyond the point of efficient work.

#### Cooperative Library Service Centers

Second in importance to the State Library itself is the Cooperative Centers which are growing in the extent of areas participating, in the number of books and staff required, and fifty to one hundred percent increase in circulation and reference use.

#### Libraries Participating in Cooperative Library Service Programs

The criteria for determining eligibility will be the local effort for the support of services as indicated by the tax millage, the population served, the availability of matching money, the acceptability of building plans as judged by Wheeler's "The Small Library Building".

Standards and Procedures are:

Construction will be defined as new buildings, new additions, and (or) initial equipment for new buildings under Plan. Applications for remodeling will not be entertained.

Architect fees and cost of acquisition of land may be included. Minimum expenditures for single projects shall total not less than 2000 square feet or \$50,000 whichever is greater.

The following formula for participating libraries in cooperatives will be applied:

LSCA Construction Formula for Participating Libraries in Cooperatives As Adopted by the Iowa State Traveling Library Board, July 1, 1966

Population 1950 Census	Maximum Square Footage for Plan Participation	Maximum Building Cost for Plan Participation \$25 per Sq. Ft.	Based on 53% Federal Allotment Ratio
Under 2,500	2,000 to 3,000	\$ 50,000 to 75,000	\$ 26,500 to 39,750
2,500 to 3,000	3,000 to 3,500	75,000 to 87,500	39,750 to 40,375
3,000 to 5,000	3,500 to 7,000	87,500 to 175,000	46,375 to 92,750
5,000 to 10,000	7,000 to 15,000	175,000 to 375,000	92,750 to 198,750
10,000 to 25,000	15,000 to 30,000	375,000 to 750,000	198,750 to 311,367*
25,000 to 50,000	30,000 to 60,000	750,000 to 1,500,000	311,367*

\*Maximum federal grant to any one project will not in total exceed 50% of the total fiscal year federal construction allotment to Iowa with exception of state library priority one which may use a total annual allotment.

Maximum Square Footage for Plan Participation is based on the square footage formula as stated in "Minimum Space Requirements" in Interim

#### Standards for Small Public Libraries.

The Iowa State Traveling Library will base grants on a Maximum Building cost including land acquisition, land preparation, architectural fee, administration fee and equipment not to exceed \$25 per square foot.

\*The Maximum federal grant to any one project will not exceed 50% of the total fiscal year federal construction allotment to Iowa with exception of state library priority one which may use a total annual allotment. Matching ratio to localities will not exceed the formula of the Library Services and Construction Act grant as allowed to Iowa to the extent of Federal funds made available.

Project construction contracts shall be signed within 18 months to two years of approval by the Iowa State Traveling Library Board. Projects in cities over 10,000 population would be allowed the longer time lapse with the exception of the State Library which could be 30 months.

### 3.2 Opportunity for State hearings.

The method and procedures to be followed in providing every local or other public agency whose application for funds under Title II is denied with the opportunity for a fair hearing before the State library administrative agency is as follows:

Upon the denial of construction applications the applicant will be notified by mail and offered the opportunity for a fair hearing before the State Library Administrative Agency. The date for the hearing will be set not later than one month from the denial.

Requests for hearings must be submitted in writing and the decision of the Iowa State Traveling Library Board is final.

### 3.3 Davis-Bacon Act and Contract Work Hours Standards Act.

Following are the procedures for assuring full compliance with the requirements that all laborers and mechanics employed by contractors or subcontractors on all construction projects shall be paid at not less than prevailing rates as determined by the Secretary of Labor in accordance with the contract Work Hours Standards Act, and that contractors and subcontractors will comply with the provisions of 29 CFR part 3 and abide by the contract clauses required by 29 CFR 5.5(a) and (c).

Local Applicants will be required to state their plans for compliance with Sections 203(a)(4) of the Library Services and Construction Act. Local contractors will be required to include statements in specifications which assure full compliance with the requirement that all laborers and mechanics employed by contractors or subcontractors on all construction projects assisted under the Act shall be paid wages at rates not less than those determined by the Secretary of Labor to be prevailing on similar construction in the locality in accordance with the Davis-Bacon Act, as amended, and shall receive overtime compensation in accordance with the Contract Work Hours Standards Act and contractors and subcontractors will comply with the provisions of 29 CFR part 3 and abide by the contract clauses required by 29 CFR 5.5(a) and (c). In the event of any violation of the required labor standards, the Iowa State Traveling Library shall have the authority to withhold funds and to take other appropriate action to secure restitution and/or liquidated damages as provided for in 29 CFR part 5.

State construction jobs have always required Performance Bonds of the contractor which cover the above labor regulations. Also a labor relations man is hired to review weekly payrolls submitted by the contractor and to perform on-site inspections to assure compliance with all applicable labor standards. Upon evidence of any failure to comply, a report of the violation and required restitution will be submitted to the Iowa State Traveling Library.

### 3.4 Reallocation.

If after allocation of funds in any fiscal year, any additional funds remain, the same shall be allocated as follows:

To any applicant who is overmatched with local funds, the same shall be eligible for additional allocations on a one for one basis up to total combined cost of building and furnishings but in no event shall the total combined allocation be more than 50% of the total fiscal year federal construction allotment.

Whenever such additional allotments are made and the total funds are not sufficient for a one for one in all cases eligible, then the additional allotments will be prorated on a percentage ratio to the 53% grant.

### PLAN SECTION NUMBER 4.0

#### Interlibrary cooperation—Title III

4.1 **Policies and objectives** will be coordination of existing resources available in the various types of libraries and special information centers serving restricted areas; governmental or geographical, with a view to future state-wide coordination of these resources which would provide improved services of a supplemental nature on a state-wide basis. It would be directed toward pooling information in central information centers.

To the extent of federal funds available typical activities to be undertaken immediately would be research study on the feasibility of a single center for indexing local newspapers and using computer equipment already available; study of centralized technical processes; study of reference resources; and identification of special subject collections.

Exploration of the possible involvement of various special agencies such as Congress of Parents and Teachers, university extension services, libraries and other agencies furthering continuing education for adults will be provided.

4.2 **Interstate library cooperation.** Iowa will continue the policy of inter-state compacts with surrounding states which have enabling legislation and wish to cross statelines.

The program of the present Keosipi Library inter-state system operating under the Iowa and Illinois compact will be expanded to implement some of the programs enumerated in 4.1, which will add a supplementary service to the users of that area.

4.3 **Allocation of costs and accounting**

4.31 **Allocation of costs** can be determined only after the participating agencies are designated. The cost will be prorated on the basis of total cost and the extent of participation.

4.32 **Accounting responsibility.** The State agency will administer or supervise the accounting procedures depending on the size of the project.

4.4 **Criteria—participation.**

4.41 **Criteria, priorities and methods of distribution.**

1. Priorities given to projected proposals will be based on the following criteria:

- (1) Value to the state as a whole or a definitely defined geographical or subject area as judged by the Advisory Council and the State agency.
- (2) The estimated cost in relation to its value as determined by 4.41.1.
- (3) Ability of sponsors of the proposal to implement the project.

2. Methods of distribution will be as follows:

Information about Title III including criteria will be publicized through suitable communications media such as ETV, I.A.E.A. Newsletter, Iowa Press Association, Ia. NAFSI News Notes and, Iowa library journals.

4.42 **Assurance of opportunity to participate.**

To the best of the ability of the State agency staff and the Advisory Council, opportunity to participate in cooperative library systems will be accorded to every appropriate local or other public agency in the state to the extent of funds available. All agencies under the Plan must sign the "Assurance of Compliance" statement.

4.5 **Statewide council.**

A statewide advisory council has been appointed with representatives of the following:

Public libraries; academic libraries, public and private; special libraries; school libraries; adult education agencies; audio visual agencies; and library users.

#### AGREEMENT

This agreement is entered into this first day of July 1967, by and between the Iowa State Traveling Library, Historical Building, Des Moines, Iowa, hereinafter referred to as the LIBRARY, and the University of Iowa, as represented by the School of Library Science, of Iowa City, Iowa, hereinafter referred to as the UNIVERSITY, for the purpose of providing a survey of library reference services and resources in Iowa, subject to the following terms and conditions:

1.

The UNIVERSITY shall make a study of reference resources and services in the State of Iowa which will primarily cover the public libraries of the State, but which will also give attention to academic libraries—high school, community college, college, and university, state institutional libraries and special libraries.

The study will ascertain the number and kind of reference materials available in the libraries; the professional and non-professional personnel available to service these collections and mediate between the materials and the requesting public; and also the reference materials budget and the library building as it relates to reference service.

2.

The UNIVERSITY shall prepare a Survey Report covering the study and furnish to the LIBRARY twenty-five (25) mimeographed or offset copies. The Survey Report will present the following information and recommendations:

a. Information regarding the reference resources and service primarily of the public libraries in the State of Iowa and secondarily of other libraries in the State.

b. Recommendations regarding the need for regional reference service; the feasibility of establishing cooperative library systems based on reference service; suggested improvements in communication between libraries; and the sharing of library reference resources.

3.

In consideration of the study and preparation of the Survey Report by the UNIVERSITY, the LIBRARY agrees to pay to the UNIVERSITY the sum of \$11,500 as follows:

- a. the sum of \$7,500 on or before July 13, 1967;
- b. the sum of \$4,000 on or before January 1, 1968.

4.

The survey will be conducted by the UNIVERSITY during the years 1967 and 1968, and the UNIVERSITY shall deliver the final Survey Report to the LIBRARY on or before June 1, 1968.

In Witness Whereof, we have hereunto affixed our signatures on this first day of July 1967.

Iowa State Traveling Library

(Signed) Mrs. Charles R. Gee, Chairman  
University of Iowa

(Signed) E. T. Jolliffe,  
Vice-President for  
Business and Finance

### PLAN SECTION NUMBER 5.0

#### State institutional library services—Title IV, Part A.

#### 5.1 Policies, objectives and standard for eligibility.

##### 5.11 Policies and objectives.

The policies and objectives will be to improve all phases of library services in state institutions in cooperation with the Board of Control, the Board of Regents and the Department of Public Instruction Division of Vocational Rehabilitation, under which are contained all of the agencies eligible under this title.

Immediate and long range plans call for (1) employing an institutional library consultant, (2) developing cooperation between the institutional libraries and the Iowa State Traveling Library cooperative systems, (3) demonstrating specialized new techniques appropriate to library service, (4) preparing a manual for Iowa institution libraries, (5) workshops for personnel now serving institutional libraries, (6) staffing each library with qualified personnel, (7) developing superior professional library material for the staff, and (8) providing inmates and patients with library service comparable to that available in the communities to which they will return.

##### 5.12 Standard for eligibility.

The standards for determining whether an institution is eligible for service will be the appropriation by the legislature to each institution and the Salary Book as published by the Iowa State Printing Board. All contracting agencies under the Plan must sign "Assurance of Compliance" statement.

#### 5.2 Criteria—participation.

##### 5.21 Criteria, participation and methods of distribution(s).

First consideration will be given to institutions which can supply satisfactory assurance that patients' and/or inmates' libraries will be given first priority and that the institution will maintain a strong professional resource collection and, second, demonstrate a commitment to participate in a coordinated and cooperative program. Information concerning the program will be made known by the Board of Control in monthly meetings and by publications and the Board of Regents.

##### 5.22 Assurance of opportunity to participate.

The state library agency provides assurance that all eligible state institutions will be accorded an opportunity to participate in the program.

#### 5.3 Maintenance of effort.

The state library agency provides assurance that expenditures made by the state in any fiscal year for state institutional library services will not be less than such expenditures in the preceding fiscal year.

#### 5.4 Advisory council.

A council to act in an advisory capacity to the state library agency has been appointed composing representatives of the following agencies: administrative office of the Board of Control; mental institutions; correctional institutions, juvenile and adult; mentally retarded institutions; hospital-schools; and children's homes.

#### AGREEMENT

AGREEMENT, made and entered into this first day of February, 1967, by and between the Iowa State Traveling Library and the Iowa State Board of Control.

#### WITNESSETH:

WHEREAS, the Iowa State Board of Control wishes to provide the Institutional libraries under their jurisdiction with all of the benefits available under the Federal Library Services and Construction Act as amended (P.L. 89-511), and

WHEREAS, the Iowa State Traveling Library wishes to make the best possible of such federal funds as become available under the Act,

NOW, THEREFORE, the parties hereto agree as follows:

1. They shall cooperate in the planning for library services to all institutions under the Iowa State Board of Control.

2. The Iowa State Board of Control agrees to employ an analyst-surveyor to develop a plan at an initial annual salary of \$10,000 who will be given access to all data pertinent to the development of a sound plan for library services and further agrees to assure the full cooperation of all the institutions under its control and also agrees to furnish available lodging and meals to the analyst-surveyor when he is at the institutions in connection with his assigned duties.

3. The Iowa State Board of Control further desires and agrees that the analyst-surveyor will be under the direct supervision and control of the Iowa State Traveling Library.

4. The Iowa State Board of Control further agrees to call meetings of all institutional librarians in the institutions for the purpose of planning workshops to be under the direction of the Iowa State Traveling Library.

5. The Iowa State Board of Control will make available automated equipment as needed.

6. In consideration of the above services and agreements, and subject to the availability of Federal funds, the Iowa State Traveling Library agrees to pay to the Iowa State Board of Control a sum not less than \$5,000 from funds available under the Federal Library Services and Construction Act, Title IV, A, during the term thereof.

7. The Iowa State Traveling Library further agrees to provide their State cars for use of the analyst-surveyor.

8. This contract and agreement shall remain in force until such time as, by mutual consent, the parties signatory hereto agree to amend or terminate such agreement or until either Federal funds or statutory authority may be terminated.

IOWA STATE TRAVELING LIBRARY

(Signed) Mrs. Charles R. Gee, Chairman

February 1, 1967

IOWA STATE BOARD OF CONTROL

(Signed) Russell L. Wilson

February 6, 1967

PLAN SECTION NUMBER 6.0

6.0 Library Services to the physically handicapped—Title IV, Part B.

6.1 Policies and objectives.

The policies and objectives for the establishment or improvement of library services to physically handicapped persons, including the blind and the visually handicapped will be developed toward concomitant goals. The Iowa State Traveling Library and Iowa Commission for the Blind are coordinating activities to avoid duplication of effort. Library services to the physically handicapped persons will facilitate development of the other goals in rehabilitation programs.

The immediate programming calls for (1) a feasibility study on the establishment of a referral center on the needs of the new blind to be located in the Iowa State Traveling Library with the referrals being made from the Iowa Commission for the Blind, Iowa State Traveling Library Cooperative Centers, local public libraries, private organizations and individuals; and (2) workshops on a state-wide basis to educate librarians on the resources available. The two immediate plans will go hand and hand.

Long range programming will identify the number of Iowans eligible under the program (currently estimated by the U.S. Bureau of Census at 30,000) and their individualized needs; preparation of bibliographies of books in large type print kept up-to-date; will use Iowa State Traveling Library Cooperative Center field staff, representatives of Iowa Commission for the Blind and all appropriate public and private agencies for implementation of services; and assign areas of service to the appropriate agencies such as collections of large print books, reading devices and personnel to adapt equipment to individualized equipment.

The projects most feasible for immediate action are namely; (1) workshops for the education of librarians and lay groups to the need of the physically handicapped and the resources available, and (2) the establishment of a referral center including a centralized collection of books in large-type print.

6.2 Criteria—participation.

6.2.1 Criteria priorities and methods of distribution.

Criteria for the development of statewide library service to the physically handicapped was developed through the study of ALA standards, consultation with experts in the field, and the evaluation of existing programs.

Distribution and or use of Title IV B funds will be made to the agencies best qualified to perform the several functions required by the service.

Agencies which are presently operating effective programs of service for the physically handicapped and which are unable to keep the pace with increasing demands, will be given high priority.

Agencies serving those types of the physically handicapped which have in the past had little or no access to free library service will receive high priority.

Other criteria for determining priorities among institutions and agencies will include but not be limited to the following: (1) willingness to cooperate with the state agency and with other agencies in related areas of library activity; (2) probability of increased public and private support of services as they develop; (3) anticipated benefits which will accrue to the entire state community as the result of improved library services to the physically handicapped.

Information on the program will be disseminated through all media of communication, the wide-spread information activities of the Iowa Commission for the Blind, the state vocational rehabilitation agencies, the centers for rehabilitation, state and private agencies concerned with the handicapped as well as institutions dealing with correctional and mental problems.

6.2.2 Assurance of opportunity to participate.

The state agency provides assurance that all appropriate public or nonprofit libraries, agencies or organizations for the physically handicapped will be accorded an opportunity to participate in the program.

6.3 Maintenance of effort.

The state agency provides assurance that funds available from sources other than Federal sources in any fiscal year for the expenditures for library services to the physically handicapped will not be less than the actual expenditures from such sources in the second fiscal year preceding the year in which the state seeks a payment from the Federal allotment available under Part B of Title IV of the Act.

6.4 Council.

A council to act in an advisory capacity to the state library agency has been established with persons representing Iowa Commission for the Blind, the U.S. Veterans Administration Hospital, the Iowa Rehabilitation Center, the Iowa Department of Public Instruction Division of Vocational Rehabilitation, and the Iowa Braille and Sight Saving School.

36 Grafton, Ernestine (ed.), Iowa Library Quarterly, July, 1971, pp. entire issue.



## APPENDIX III

### IOWA PLAN UNDER THE FEDERAL LIBRARY SERVICES AND CONSTRUCTION ACT

In compliance with the Federal Library Services and Construction Act and with the approval of the Iowa Attorney General the State Traveling Library Board has adopted the following plans for the extension and improvement of public library services.

#### Title I — Services

**General aims and policies**—The overall objective is the further extension and improvement of public library service to every area of the state. To do this, the following programs will be undertaken:

1. Strengthening the Iowa State Traveling Library for better extension service. (Personnel, books, supplies, equipment and physical improvements);
2. Improving all aspects of service in existing public libraries;
3. Encouragement will be given to the formation of cooperative library systems which are defined as arrangements whereby local independent public libraries can take joint action by contract with a central library to make possible improved public library services. The cooperative systems would require no changes in the governmental status of existing libraries. Each local library board would retain its identity and control over its own affairs. An advisory committee could be chosen to represent the participating libraries to help plan and advise on the system's cooperative services;

Such a system, in order to be eligible for grants-in-aid from funds available under the Library Services and Construction Act, requires that one library be designated as the Cooperative System Library Center which shall:

1. Be legally organized as a public library under the library laws of the state.
2. Be geographically located for convenient access of participating areas.
3. Agree to act as the administrative center of the area and be capable of performing such duties under the supervision of the Iowa State Traveling Library. (See P. L. 88-269. Sec. 103 (a) (3). )
4. Agree to assume leadership in cooperation with the Iowa State Traveling Library in developing a cooperative system of libraries on a contract basis within the area.
5. Agree to seek appropriations to the maximum mill tax under law and in no instance decrease local operating appropriations during term of contract with Iowa State Traveling Library.
6. Encourage participating libraries to extend service on a contract tax basis to rural areas around them during term of contract with Iowa State Traveling Library.
7. Function under accepted "Principles and Standards" as set forth by the American Library Association Public Library Service; A Guide to Evaluation with Minimum Standards during term of contract with Iowa State Traveling Library.

A Cooperative Library system may also be served under contract between two or more libraries, with one library being designated as the Cooperative System Library Center with special services assigned to the other participating libraries provided the population of the other participating library dealing with special services to be served is not less than 50,000.

And Libraries Participating in a Cooperative Library System benefiting from funds available under the Library Services and Construction Act shall

1. Be legally organized as a public library under the library laws of the state.
2. Contract with a Cooperative System Library Center for services.
3. Expend at least 15 per cent of total budget or a minimum of \$200 through Center Library.
4. Agree not to decrease their local (city) operating appropriations and seek to secure maximum tax millage.
5. Agree to extend their services to appropriate areas around them — county and (or) townships on a tax basis.
6. Cooperate in the development of cooperative service programs in such areas as reciprocal borrowers privileges, uniform lending policies, loan of materials to other libraries, certain reference services, centralized processing, book selection, rotation of general books purchased by central office.
7. Have adequate physical facilities:
  - A. Adequate shelving space based on ALA Public Library Association. "Interim Standards for Small Public Libraries"
  - B. Adequate reading room seating space based on ALA Public Library Association. "Interim Standards for Small Public Libraries"
8. Have a well selected and organized book collection based on standard lists.
9. Be open at least the minimum number of hours per week as follows:

Population Served	Minimum Hours Per Week
Under 500.....	10
500 - 1,000.....	15
1,000 - 2,500.....	20
2,500 - 5,000.....	30
5,000 - 10,000.....	40
10,000 - 30,000.....	60 - 64
30,000 - 50,000.....	64 - 69
Over 50,000.....	69 - 72

10. Have a librarian and staff which have the following minimum qualifications or their equivalent:

Population Served	Minimum Qualifications of Staff
Under 500.....	High School Degree (some College desirable)
500 - 1,000.....	High School Degree (some College desirable)
1,000-2,500.....	High School Degree (two years of College highly desirable)
2,500-5,000.....	Two years of College (plus some Library Science highly desirable); at least one assistant
5,000 - 10,000.....	College Degree (plus professional Library Science training highly desirable); one to three assistants and (or) clerks
10,000 - 30,000.....	Head Librarian with Degree in Library Science; two additional professional librarians and one to six library assistants and (or) clerks
30,000 - 50,000.....	Head Librarian with Degree in Library Science; three to five professional librarians and six to ten library assistants and (or) clerks
Over 50,000.....	Sufficient staff to meet the objectives as set forth in ALA PUBLIC LIBRARY SERVICE, A GUIDE TO EVALUATION WITH MINIMUM STANDARDS.

THE PARTICIPATION OF LIBRARIES IN COOPERATIVE LIBRARY SYSTEMS is not new. It is based on the simple, and obvious fact, that better library service can be provided by jointly working together than can be provided by each individual library trying "to go it alone." The increasing demands made on libraries as educational institutions require the best possible efforts to serve all adults, young people and children with a high quality of service. Cooperation among libraries is one way to do this.

Areas without county, township or town public library tax support are defined as "without public library services." "Inadequate Service" is defined by relating budgets, book collections, population served and qualifications of personnel to the recommendations contained in Public Library Service; A Guide to Evaluation with Minimum Standards.

### Principles Governing Grants are as follows:

Grants to Cooperative Library systems will be made on a matching basis of 54% (federal) to 46% (local funds in the plan) to the extent of Federal Funds available.

The Grant moneys will be expected to be used for all expenses of the Cooperative except the salaries of the Field Consultant and driver and car expense and rent.

In the event that Federal Funds are inadequate to meet our matching funds, grants will be scaled down proportionally on a percentage basis as in the past.

A percentage of Federal Funds earned by local matching funds will be withheld for the Iowa State Traveling Library administrative cost. This percentage will depend upon the amount of the Federal Funds but will probably be about 15% and not to exceed 25%.

New development grants for counties and cooperatives will be determined after essential commitments have been met.

3.2 Methods of Administering the Plan for Services. The following is a description of the types of extension activities and services to be undertaken by the State agency and the methods to be used in carrying them out:

First, the plan calls for strengthening the Iowa State Traveling Library to the end that it can better perform its responsibilities in extension services. Additional personnel, books and other materials are needed. Restricted use of personnel, books and other materials paid from federal funds will be enforced where extension of public library services is not clearly defined.

Efforts to improve personnel in Iowa libraries will be made through in-service training programs and the use of scholarships for graduate professional training in librarianship and scholarships will be awarded under conditions set by the Iowa State Traveling Library.

The Library Scholarship program will continue. Two scholarships will be available to qualified applicants to attend library schools accredited by the American Library Association. The amount of the scholarship will not be less than \$2000.

### THE APPLICANTS MUST MEET THE FOLLOWING QUALIFICATIONS:

- (1) must be a graduate of a four year college
- (2) must be physically able to perform all types of library work
- (3) must present evidence of acceptance for admission to a library school accredited by the American Library Association
- (4) must be willing to submit to a written examination or oral interview by the Screening Board



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