


7-1-1925

## Special Libraries, July 1925

Special Libraries Association

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### Recommended Citation

Special Libraries Association, "Special Libraries, July 1925" (1925). *Special Libraries, 1925*. Book 7.  
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# SPECIAL LIBRARIES

Vol. 16

July, 1925

No. 7

The  
Swampscott Conference  
A High Watermark  
in the  
Association's History

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*An extra issue of*  
SPECIAL LIBRARIES  
will contain  
PROCEEDINGS

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Published Monthly Except August and September by

## THE SPECIAL LIBRARIES ASSOCIATION

### Special Libraries

Editorial office, State Library, Providence, R. I.

Publishing office, 958 University Ave., New York City.

Treasurer's office, 195 Broadway, New York City.

All payments should be made to Miss Gertrude D. Peterkin, Treasurer,  
c/o American Telephone & Telegraph Co New York City.

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Entered as second class matter December 17, 1923 at the Post Office, New York, N.Y., under the act of March 3, 1879  
Acceptance for mailing at special rate of postage provided for in section 1103, Act of October 3, 1917, authorized  
December 17, 1923

Rates: \$4.00 a year. Foreign \$4.50, single copies 50 cents

# Special Libraries

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## SOME HIGH LIGHTS OF THE SWAMPSCOTT CONVENTION

- 1—The attendance of those who upon registration declared themselves special librarians was two hundred and twenty-five. Unless I am mistaken this is the largest registration of special librarians at any convention of S.L.A. since the Association was founded.
- 2—At Saratoga the prevalent atmosphere was one of uncertainty, distrust and unrest. The business of the convention was all but forgotten in the absorbing question, "What has happened and what is to be done with S.L.A."
- 3—The atmosphere at Swampscott was almost electric with confidence. There was enthusiasm and optimism, and everywhere the feeling that S.L.A. had entered upon a new era of achievement.
- 4—No one considered the questions which were uppermost at Saratoga; no one so much as hinted at the possibility of disbanding the Association; and no one thought it necessary to suggest merging all or any part of it with A.L.A.
- 5—The year's achievement showed:
  - (a)—The Association quickened to new life.
  - (b)—The Association well organized under its revised constitution.
  - (c)—Affiliated with it the Special Library Associations in all the leading cities of the United States.
  - (d)—An apparent growing understanding and appreciation of the Association's importance on the part of local associations in cities where no exclusively Special Library Association exists.
- 6—The organization of active groups affiliated with the Association and planning for great activity during the coming year.
- 7—The establishment of special libraries on a footing of security never before achieved. Advertising income alone six times greater than we received in any previous year of its history.
- 8—Numerous suggestions undoubtedly indicating practical methods of securing valuable contacts with groups of information users with whom we have heretofore had no means of contact.

D. N. HANDY  
*President.*

\* \* \* \*

The July issue has been delayed by the change in plans due to a vote at the final business session. The members evinced a keen desire for a publication containing a full report of the convention and as a result an extra number of SPECIAL LIBRARIES will be printed prior to the October issue which will contain the papers, addresses and the proceedings of the conference.

## THE PRESIDENT'S ADDRESS

Annual Convention, Swampscott, Mass., June 24, 1925

YOU will recall that last year in Saratoga, conditions which for some time had been shaping themselves culminated in an attempt to dissolve S.L.A. and to merge what was deemed to be its most active group with the American Library Association as an affiliated Business Section. Those who planned this action were clearly in the minority. Nevertheless, so quietly and so systematically had they worked that when the convention opened at Saratoga they nearly succeeded in their enterprise. They already had drafted for presentation at the business session of the convention a resolution which may be summarized briefly as follows:<sup>1</sup>

*First*—The S.L.A. having accomplished its work was to cease to exist.

*Second*—The persons nominated for officers of S.L.A. were upon election to constitute themselves a committee to negotiate with A.L.A. for merging our Association with the latter body. This they were to accomplish by merging the various groups of our Association with similar groups of A.L.A. and by gathering up the various groups affiliated with business into a business section.

*Third*—SPECIAL LIBRARIES, the official organ of our Association, was to be copyrighted in the name of the newly elected officers, thus effectively preventing any attempt on the part of its unreconciled remnants to carry on after the completion of the merger.

*Fourth*—The newly elected officers having successfully materialized their project of disbanding our Association and of merging a fraction of it with A.L.A. as a business group were to become the "Executive Board of the Business Libraries Section of the American Library Association."

As soon as the true purpose of this movement was disclosed, the reaction against it was prompt and general. Offi-

cers were elected pledged to carry on the Association and the incoming President was instructed to appoint a committee to make a survey of it.

Following the convention some confusion and uncertainty naturally resulted. Nevertheless from every part of the country there came to your officers from influential members of the Association the most generous assurance of loyalty and support. These, I think, have been cumulative throughout the year.

I suppose that the question of merging our Association with A.L.A. will always have its appeal for a few of our members; but for the overwhelming majority I suspect it never has had, and I believe it never will have, more than academic interest.

Saratoga decided once for all that Special Libraries Association will determine **and control its own destiny.**

In spite of the uncertainties which marked its beginning and which to some extent have characterized its entire course, the year just closed has witnessed enduring and substantial progress in Special Libraries Association.

We have organized under our revised Constitution; we have added nearly ninety members—more than offsetting our losses; we have set the magazine more nearly than ever before on a self-supporting basis; we have published the 2nd edition of the Directory in attractive covers; we have affiliated with us six local Special Library Associations; and we have seen nearly every active group within the Association organized and affiliated with it as provided for in the amended By-Laws.

We have witnessed, too, a growing unity and an increasing loyalty to S.L.A. notwithstanding that during the entire year active efforts on the part of some have been made to alienate from it influential portions of its membership.

<sup>1</sup> A copy of this resolution is on file in the office of President Handy where it may be examined.

The Executive Board held during the year three meetings.

Its first and most difficult task was the selection of an Editor of SPECIAL LIBRARIES. The field was canvassed very thoroughly. The Association is to be congratulated upon the acceptance of this difficult position by Mr. H. O. Brigham, State Librarian of Rhode Island, and one of its veteran members. Mr. Brigham accepted the task with reluctance and at no inconsiderable sacrifice. You, who have followed the progress of the magazine during the last six or eight months, will not need to be told that it has prospered in his hands.

Not only has he maintained and even bettered the standard of its contents and greatly improved its mechanical appearance; but he has substantially increased the revenue derived from advertising. In fact, the revenues from this source during the past six months are in excess of those received in any period since the magazine was founded.

SPECIAL LIBRARIES is the only existing medium through which the activities of special librarians can be brought to public notice. It is a clearing house of information.

It is a significant, if at the same time a sinister fact, that when it was sought at Saratoga to wind up the affairs of the Association, and to incorporate some part of its membership into the A. L. A. as a Business Section, the resolution which was to make this action effective provided for the copyrighting of SPECIAL LIBRARIES and for the lodgment of this copyright in the hands of the committee which was to be authorized to bring the Association to an end. We can scarcely overestimate the value to the Association and the ideas for which it stands of this magazine intelligently and courageously edited. We can scarcely overestimate the loss that the Association would sustain if the magazine were at any time to be removed from its control. It is of the utmost importance that means be found to insure its continued existence and its definite and steady expansion.

Under the Constitution adopted at Saratoga, provision was made for affilia-

tion with the National Special Libraries Association of associations in various cities, and for the formation of new associations in cities where a sufficient number of members of the National Association should express a desire for local organization. Under this section of the Constitution, existing associations affiliated themselves with the National Association as follows: Boston Special Libraries Association; New York Special Libraries Association; Pittsburgh Special Libraries Association; Special Libraries Association of San Francisco and Special Libraries Association of Southern California.

As the year closed a group of special librarians in Chicago desirous of forwarding the special libraries movement met and determined to form a Chicago Special Libraries Association, and to make application for its affiliation with the National Association. Since the close of our fiscal year, your President has received an application from this group and your Executive Board has approved its organization and affiliation with the National Association.

The By-Laws as adopted under the new Constitution also provide for the affiliation with the National Association of groups consisting of librarians and other members interested in identical or closely related subjects. Under these By-Laws the following have petitioned for group affiliation which has been granted by the Executive Board: Advertising-Commercial-Industrial; Financial; Insurance; Newspaper and Technology.

The Constitution provides that the Executive Board shall have the advice of an Advisory Council consisting of the Presidents of the local affiliated Special Libraries Associations. During the past year the Presidents of the Boston and New York Special Libraries Association met with the Executive Board. It is hoped that in the future, local associations will be represented at all meetings of the Executive Board. Their advice is greatly desired. They can do much to bring to the National Executive Board problems of the local associations and to aid the National Executive Board in

finding ways and means for closer co-operation, between the National and local organizations.

The activities of the groups have been particularly significant. The Newspaper Group, the most recently organized, has been the most active. It has set a standard for other groups to measure up to. We have yet to learn how group activities can be made most useful to their members. One of our tasks is to work out ways for increasing group usefulness.

But perhaps most significant of all was the exhibit of the Financial Group, prepared for the last annual meeting of the American Bankers Association in Chicago. This exhibit intelligently conceived and splendidly executed brought special libraries and our Association to the favorable attention of one of the most influential groups of business men in America. That it was productive of excellent results will appear from the report of the Financial Group and of the Exhibit Committee which later will be submitted for your approval.

Several committees have been active during the year. The Directory Committee had as the year began brought its work well along. Under its leadership the work was completed and the Directory issued. The report of the Directory Committee will tell you something of the work which this has involved. The report of the selling agent and of the treasurer will disclose the success which has crowned the efforts of those charged with selling and distributing it.

Extension of our membership is always a vital matter. During the year the President appointed a Membership Committee. You will hear from them in a special report. This Committee with little funds at its disposal undertook to present our case very briefly to a small group of people to whom our appeal has never before been made. Four hundred and twenty-five reply post cards were sent out. From these nearly eighty returns were received asking for further information concerning the Association and its work. Several memberships resulted. It is evident that it is possible to add substantially to our membership

through the cultivation of these various fields.

The Methods Committee has continued its work and submits to the present Convention an exhibit which will prove interesting. A study of special schemes of classification being made by a subcommittee of the Methods Committee is, I understand, revealing much that is of interest. We shall hear from the chairman of this subcommittee later.

We are indebted to the Program Committee, and to the Convention Committee of Special Libraries Association of Boston for the preparation of this program and for the special features which it exhibits. The names of those composing these committees appear on the official program.

An important problem, which greatly concerns us, is the attitude which we are to assume toward other organizations. Personally, I have never doubted that an active canvass would disclose many interests in common between our Association and such associations of information users as the American Statistical Association, the various Chambers of Commerce, the Trade Association Executives Association, and bodies interested primarily in investigation and research. We can, I think, and doubtless should make the effort to impress upon these bodies the value of our Association and the desirability of mutual representation at annual meetings, and possibly of mutual affiliation.

With the American Library Association, we aim to cultivate relations which shall be those of good-will, confidence, and active co-operation. We realize that librarians of every class have much in common. We want to discover and develop these common interests. Insofar as public libraries are repositories of information, they are indispensable to special library workers. We cannot, however, ignore the fact that public libraries are for the most part not repositories of information in the sense that the special librarian thinks of information. Outside of fifteen or twenty of the largest public libraries, very few in America are equipped to render more than occasional and perfunctory aid to persons

seeking information for immediate or practical use. Statistics clearly show the non-informational character and function of the typical American public library. Essentially, it is a repository for and a distributor of fiction and of information characteristically academic in form. It offers little help to the special librarian.

This, of course, does not mean that this work of public libraries is not important. It means merely that their work is different—and so fundamentally so that it is hard to see where their interests and ours can long run even parallel.

I have thought that Special Libraries Association might align itself in a helpful manner with the clearly popular tendency to survey things if it should undertake a survey of the public library field, especially with a view to disclosing the precise extent to which the public library is now willing and able to cooperate effectively in the informational services rendered by special libraries. Such a survey, if competently made would doubtless reveal to special and public librarians many unsuspected avenues of mutual approach, as well as point the way to co-operative opportunities of considerable value. It would also serve as the basis of a classification of public libraries as respects their ability to render informational service, which would in time be very useful to the special librarian.

The Association never has faced a future more promising. Nevertheless, it has problems, and they are serious. They can be solved, every one of them if our members so will it. But their solution calls for resolution, for steadfastness, for some self-sacrifice, and above all things for patience.

Nothing worth-while is done in a day. It is not always pleasing and it is seldom spectacular, to do the homely tasks of cultivating and watering, of clipping and pruning that are necessary between the planting and the harvesting—and yet these must be done.

We are moreover in some sense on trial. It is for us to say whether we as

members can bring to this Association the qualities which will give it enduring life. We can make of it what we will. If we leave the load to be carried by a few, they will break under it and as they succumb they will take with them the Association. We can listen to the voices of skepticism and doubt until our sense of loyalty is gone—and with it too will go the Association. We can by indifference condemn the Association to a perfunctory existence until it dies of its own inertia.

But I am persuaded that the S.L.A. is composed of sturdier elements than these imply. I am persuaded that we are entering upon a new period of devotion to the Association. I am persuaded that our membership is to be imbued with new purpose; that our local associations and our National Association are to be reknit into a common pattern; that our groups are to increase and to take on new life; that we are to approach appreciably nearer the point where an established office will give to our present scattered and handicapped efforts, the direction which will render them effective.

We need permanent organization. We must bend every effort to this end. United we shall present to those to whom our appeal must be made, a picture that will inspire and deserve their confidence and good-will. Divided we shall neither win their confidence nor retain our own.

I call upon special librarians everywhere who have faith in their calling and wish to see it exalted, to join their officers in the effort to make come true the dream of sixteen years.

DANIEL N. HANDY, *President*.

### British Library of Information

The article entitled "British Library of Information," printed in the June issue of SPECIAL LIBRARIES, was prepared by Angus Fletcher and not by Angus Hetcher as erroneously stated in the heading. We regret the peculiar typographical blunder.



## THE BREADTH OF LIBRARY SERVICE

By Eleanor Kerr, Statistician, William R. Compton Co.

THERE seem to be two main divisions into which librarians and their work naturally divide—general and special—many interests are common to both; but they each have distinctly separate aims, methods and requirements.

The general library, which includes many private libraries, as well as a large part of what are usually called "public libraries," exists primarily to serve the general public and for convenience is often divided into sections serving some one division of people such as children, the blind, etc. It does not, however, serve *any one special subject* to the practical exclusion of others. When a library does this latter, it approaches, if it does not actually become a part of, the special library group.

The special library includes many public libraries and special collections, although perhaps the greater number are supported by private individuals, firms or associations.

As the name implies, a special library is one organized to serve special interests. These may be wide in their scope but they are not general. Such a library is not primarily intended for the dissemination of general information or literature to the public as a whole.

The special library usually serves as a source of more or less technical information along definite lines. To handle such requires a librarian with considerable knowledge of the particular subject covered as well as good library training. This special knowledge is an absolute essential, yet one which is seldom if ever demanded of the general librarian who is expected to be an authority on handling, distribution, dissemination of learning, etc.

The special librarian, like the general librarian, must know how to physically care for the material in the library. But where the latter is largely concerned with books, the former finds a very large proportion of the material consists of files of clippings, manuscript reports, photographs, maps, etc. Many are the

highly specialized problems of the vertical file!

The cataloging of the special library in most cases differs radically from that of the general library. Practical ease of use and the relation of each book or file to the library's main object of being, supercedes all theoretically perfect and otherwise logical methods of arrangement. Thus many special libraries require that sets of books be broken for separate filing, that even chapters of a single work be noted as coming under widely varied classifications. Provision must also be made for handling confidential information.

Again, the special librarian must really know just how authoritative is any given source of information in the library, and should also know how any additional outside sources stand. The question of obsolescence is another important factor for the special librarian who must know what, if any, new data is available, where and when it may be obtained; and who then arranges to get it for the library at the very earliest possible instant. As a rule the general librarian must be content to get things in the usual course of routine and indeed, finds no sufficiently important calls for data to necessitate the extra knowledge, work and expense which is essential if a special library is to serve its users.

The main purpose of a special library is to have complete information, absolutely up-to-date, from all sources on its special subjects; and to have this so arranged that any data required may be literally instantly available.

The special librarian must know the contents of the library almost page by page—not merely as to title and general subject which is all that the general librarian usually knows or has opportunity to know. This detailed knowledge must be so interrelated that a call for data is answered not merely by handing out that regularly filed under the subject, but also by reinforcements from perhaps half a dozen other sections

where supplementary side lights may lurk.

Then, too, the special librarian is frequently required to write reports on various phases of the company's or association's interests. This requires much more knowledge and judgment than the preparation of a bibliography, important and useful as the latter is, for the librarian writing such reports is really a statistical research worker.

The question of time in a special library is an important element. Usually any material or data wanted is wanted instantly and must be complete.

This last item—completeness—is another responsibility reposed in the special librarian who must definitely know what is and what is not available, where to get it and under what conditions. There is often no time in which to try for an impossibility but, also, important policies and large sums of money may depend on knowing about all pertinent data that is in existence. The special librarian often saves much time for all concerned by skillful summaries of this information and may unify and make enlightening comments as to its sources, reliability and what hope there is of further information in the near or distant future.

A general librarian seldom has time to acquire any such specialized knowledge with sufficient thoroughness to be a sure guide. But the business firm or technical association must be able to rely on its library for this as well as for real research and statistical work. The fact that the information desired is not part of the particular library's equipment does not close the matter as is often necessarily the case with a general library; in fact, all that the latter could give might be only the beginning of what is expected of a special library.

One of the principle aims of the general library is to reach the public—usually the general public—to increase the number of people using the library; and to bring about wider, better and more reading by everyone. This is a

tremendous work with far reaching influences of great civic and national importance. The librarian, while well informed, is not usually supposed to be an authority on any group of highly technical subjects, and in fact it would hardly be satisfactory if he or she approached the educational and distribution problem from such an angle.

General librarians have the care, with all it implies, of a collection of books on many types of subjects. But may not their specialty, if any, be people? Their needs and guidance along literary ways? It is the latter and their problems whom they study rather than details of information within the covers of books.

As a rule the special librarian does not have to be interested in getting people to use the library, but is more interested in making the library serve the people who use it to the fullest extent. He or she must know intimately what is within the covers of the books and files, how to apply and to correlate it; where to quickly supplement it from outside sources.

We have thus two library groups with diverse points of view—though of course no sharp dividing line can be drawn in every case as to where certain individual libraries belong who partake somewhat of the natures of both groups.

Both groups have much to give each other and a real affiliation between them for co-operation and exchange of ideas is stimulating and helpful. But since the underlying aims, standards and essential knowledge of the two groups are so diverse, any closer association such as amalgamation would seem to be most undesirable. Each supplements the other at many points and many libraries have interests in both groups and should be active members of both. But the fullest development of these two great divisions of library work can only be obtained where each has freedom and independence so that neither shall be a drag upon the other or find their vital standards overshadowed by those necessitated by different objects and purposes.

## SIXTEENTH CONVENTION

THERE is no doubt that the Swampscott convention will go down in the history of the Special Libraries Association as the most successful conference ever held by the organization. Miss Rebecca B. Rankin voiced this sentiment at the fourth general session and everyone present agreed with her.

It is difficult to express in a few words the real spirit of the conference. There was throughout the three busy days an alert interest in the various doings of the Association, even business meetings, which are usually dull, were enlivened by frequent applause and interested attention on the part of all the members. There was a general feeling that in the future it would be unwise to try to compress the various meetings of the Association into three days. The conferences arranged by the various groups were of such general interest that members who desired to attend more than one meeting found difficulty in adjusting their schedules.

The first session opened auspiciously with a sympathetic, friendly address by Mr. Charles F. D. Belden, nominee for President of the American Library Association. Miss Rankin's response was a most graceful tribute to Mr. Belden and reflected the thoughtful choice of the Program Committee in choosing Miss Rankin for this pleasant duty.

The annual address of the President was a surprise to many members. The frank, out-spoken statement of Mr. Handy which verified rumors that had long been current in the Association and which showed the strong progress that had been made since the Saratoga Springs conference, was given thoughtful attention by everyone present. The expressions of commendation indicated a keen sympathy with the sentiments expressed by the President and at the conclusion Mr. Handy was enthusiastically applauded by the members.

The reports of the secretary and the treasurer showed the strength of the organization and the sound financial situation. The report of the editor of SPE-

CIAL LIBRARIES presented in some detail the problems faced by the editorial staff during the past year and the increased income from advertising created favorable comment on the part of the members. The editor was honored by a rising vote of thanks on the part of those present.

The Committees on Methods and Membership made their reports and an Audit Committee was appointed by the President. Both the Methods and Membership Committee gave evidence that the activities of these two committees were noteworthy.

In the afternoon the members separated for group meetings and to these group meetings is due one of the strongest elements in the deliberations of the Association. People of kindred minds found much to discuss and those persons who had no special contact with any group discovered in the wealth of ideas a difficult choice.

Tea served by the Special Libraries Association of Boston in the parlors of the hotel put a social touch upon the convention.

The second general session opened with a dinner at which Mr. Handy introduced Mr. Dorsey W. Hyde, jr., as toastmaster, Miss Handy rendered several piano solos and there were several vocal solos by a guest of the Association.

Mr. H. N. Dowse of the Dennison Manufacturing Company was the first speaker and spoke of "Revolution Through Research in Business." He dwelt on the importance of the education of the executive and the constant fight against the complacency and self-satisfaction of the "man-who-had-arrived." He spoke of the importance of the library in educating the executive to the realization that there was always something to be learned.

Professor F. T. Dellenbaugh, of the Massachusetts Institute of Technology spoke on the "Revolution Through Research in Industry" and how this is illustrated by changes in communication, transportation, and illumination.

Mr. Edward Dana of the Boston Elevated Railway Company spoke on the "Value of Organized Information and Research to a Great Public Utility." Mr. Dana brought out the necessity today for facts in any line of business and the difficulties of getting at them without a bureau or library of information, organized to handle them, in other words a special library. The director of a special library should understand the business and its problems and must be capable of discriminating between accurate facts and inaccurate ones.

The meeting closed with an expression of thanks to the committee who arranged it and the speakers and entertainers of the evening.

Thursday morning the group meetings again convened with intensive interest on the part of the members, but the stormy afternoon precluded the proposed automobile outing and the group meetings scheduled for Friday afternoon, with the exception of the Newspaper Group, were advanced one day.

The third general session on Thursday evening brought to us a prominent journalist, a library official from Great Britain and the director of an agricultural experiment station and the members enjoyed the various speakers.

Dr. Talcott Williams of the School of Journalism of Columbia University, New York, was unable to be present, and in his absence Mr. Robert Lincoln O'Brien of the *Boston Herald* spoke on the "Use and Abuse of Clippings." Mr. O'Brien noted the many possibilities of mixing names and incidents, and of giving the wrong person the credit for some incident or event. The real work of the world is not so much in collecting material as in utilizing what has already been collected. He explained the difference between a book biography and a newspaper biography, and as he further remarked in the "rise, accession and fall of princes" which is of greater interest to the average reader of a newspaper. Newspaper accounts are not expected to be as accurate, thorough, scholarly or well written as a book biography. The newspaper file is a continuous history made day by day, the book is a finished

product. The newspaper is not interested in dead people even if the file is called a "morgue."

The next speaker was Mr. Thomas Coulson of the British office of the Library Bureau who spoke of British business libraries and other special libraries. His remarks, he said, must be supplementary to those made by Mr. Pearce who spoke at the S.L.A. in 1924.

After mentioning the success achieved by the first conference of Special Libraries in England and the appointment of a permanent secretary for the organization of further co-operative effort, the speaker, showed how efficient libraries were playing their part in the difficult phases of current British commerce. He noted that Carnegie Foundation of Great Britain endowed the British Special Libraries and Information Bureaus for several years. In order to avoid too much duplication in research he stated that various research associations have been formed, each one representing a different industry. These associations maintain research laboratories of general interest to the particular industry as a whole but the individual firm still has to do its own special research.

Never before had the need for prompt and accurate information been so necessary to harassed executives who were learning to place a higher value upon the department which could collect, arrange and preserve all available information.

Mr. Coulson reviewed the work of libraries in the Research Associations, private business houses, and colleges in England and spoke of the progressive tendency which followed the recognition of the library's service; drew analogies between the American and British special libraries; and expressed a refreshing optimism in the future of the movement in the British Isles.

Mr. Sidney B. Haskell of the Experiment Station, Massachusetts Agricultural College spoke of the advance made in efficiency in agricultural methods during the past fifty years, greater than in all ages past put together. Science is supporting agriculture as is evidenced by the United States Department of Agriculture, experiment stations, state agri-

cultural departments, societies, business research in agriculture. He then described various advances made in understanding and combatting plant diseases.

At the fourth general session on Friday morning the general reports of the committees and the reports of the local associations and the groups were presented. These reports were preceded by the election of officers which resulted in the election of those persons noted in the May issue of *SPECIAL LIBRARIES*. The re-election of President Handy was apparently appreciated by everyone present and Mr. Handy in a brief speech accepted the office and thanked the members for their strong support during the past year. The election of Miss Peterkin as Secretary-Treasurer was also a tribute to the efficient manner in which the office had been conducted.

The reports of the local associations were highly satisfactory and it would be discriminatory to pick out any one association for special comment. The reports from the five groups again brought out the activities of the year and showed much progress in the development of this important feature of the Association's work.

The members listened with strict attention to the report of the Survey Committee made by Mr. R. H. Johnston, chairman of the committee. This committee in a brief report stated that the questions raised at the last annual meeting were incidental rather than intrinsic to the permanent progress of the Association and the committee concluded that the Association must proceed by degrees in the future as it had in the past and that the Association and its membership were fully equal to the task of carrying on the standards set and maintained in the past. The committee was of the opinion that the unrest of last year had entirely subsided, that the emergency, if such it might be termed, was over and asked to be discharged.

Friday afternoon was devoted to outings, with the exception of the Newspaper Group which maintained its regu-

lar schedule with special addresses upon newspaper libraries.

The final session on Friday evening, a union meeting with the Library Clubs of New England, presented as speakers Dr. Ball of Ginn & Co. and Professor Davis. The meeting held in the large convention hall was enjoyed by a large gathering.

Prior to that session a final business meeting was held in the lobby of the hotel, the discussion turning largely to the problem of advertising in *SPECIAL LIBRARIES* and the printing of the proceedings. In accordance with a vote passed at this session, plans are being made for an extra number of *SPECIAL LIBRARIES* to contain a full report of the proceedings.

The key-note of the entire convention was furnished by the group meetings which supplied five centers of activity, each competing in merit for the attention of those who had no special contact with a particular group. Mr. Jacob's interesting discussion on library service drew many people from other groups, but with so many fine addresses it is unfair to pick out one address for special mention.

The work of the Convention Committee should be given special notice. From 6:45 A.M. to midnight the Information Bureau, under the guidance of Mrs. Maynard, functioned with 100 per cent efficiency. The local Convention Committee of the Special Libraries Association of Boston performed its various functions with marked success. The sudden shift of plans due to stormy weather was a good test for the committee's efficiency, but all the members adapted themselves to the various changes and listened with interest to the frequent addresses of Mr. Chase upon outing plans.

In conclusion a word should be added concerning the hotel officials and employees of the New Ocean House who catered to our every comfort and under the able leadership of Mr. Clement Kennedy made hotel service a synonym for quiet, well-ordered management.

## ALL NEW ENGLAND LIBRARY CONFERENCE

IT IS to be regretted that space does not permit an extended report of the All New England Library Conference. From the opening session on Monday evening, June 22d, to the final session on Friday, June 26th, there was a series of meetings of unusual merit.

On Monday evening Mr. Redstone, former President of the Special Libraries Association, as President of the Massachusetts Library Club introduced Hon. Albert J. Beveridge to an appreciative audience and his address, "The Making of a Book," was one of the leading features of the conference.

It is difficult to select from the fine array of speakers. Mr. MacGregor Jenkins of the *Atlantic Monthly*, in an informal address on "The Friendliness of Books," showed the friendliness of the speaker and his clear insight into the masquerades of book-selling. Hamilton Holt, formerly of *The Independent*, gave experiences "Editing a Magazine." Dallas Lore Sharp entertained a responsive audience at the Wednesday evening session and, at the final meeting of the conference Professor Davis and Dr. Bell discussed "Everyday English."

There were many other addresses of interest. Professor Vernon took for his subject "The Current Interest in Biography," Professor Hartshorn, "The Value of Novel Reading," and J. Randolph Coolidge spoke upon the topic "Building the Small Library for Beauty and Convenience."

The Vermont Association presented a strong program with addresses by Mrs. Moses, Mrs. Allen, Miss Cook, Mr. Wright and Miss Norton.

Hospital libraries, rural libraries and prison libraries came up for discussion. Circulation desk problems were considered, adult education was given a special session, trustees convened for one meeting and a round table of children's librarians occurred on Tuesday afternoon.

Amusement was not lacking. The Rhode Island Library Players presented a bright one-act play by Christopher Morley, entitled "On the Shelf."

The Entertainment Committee of the Massachusetts Library Club provided an evening's recreation, the main feature being a pantomime which might have been called "The Lighthouse-keeper's Daughter." A male quartette chosen from our ranks sang popular songs and dancing was provided every evening by the hotel orchestra. Excursions to attractive points on the North Shore, Concord and Lexington and to the libraries of Greater Boston were arranged by an energetic Committee on Excursions under the leadership of Frank H. Chase.

The New England College Librarians held a session on Friday afternoon and discussed problems of particular interest to college librarians.

### Classification and Cataloging Conference

A group of special library members took part in the conference on classification and cataloging held on June 25, 1925. During an informal meeting various problems on classification and cataloging were discussed. The question of classification was brought up and the value of a list of the classifications used by the various groups of libraries was considered. Subject headings also came up for discussion and it was thought wise to consult with members of the Newspaper Group concerning the indexing and the use of subject headings in newspaper libraries. The minute questions of cataloging did not come up for discussion.

### Key Phrases from the Addresses

The special library has its definite place in the diffusion of knowledge—a place it is filling with increasing distinction.—C F D. BELDEN.

\* \* \*

The time apparently has been reached when your specialized services become an integral part of industrial management—EDWARD DANE

## ADVERTISING TESTS

EDWARD J. MEHREN, Vice-president of McGraw-Hill Co., Inc., in a recent address before the New York Business Publishers' Association on the value of a business paper from the viewpoint of the advertiser, says many things that are pertinent to SPECIAL LIBRARIES.

He applies a number of tests, the first, circulation. He warns against leaning too heavily on circulation statements which he asserts "has made some space buyers quantity hounds." He adds that circulation statements are not negligible, but they have too often blinded us to better evidences of power and influence.

This is especially true in connection with SPECIAL LIBRARIES inasmuch as our meager circulation drives away certain space buyers who incidentally overlook the other merits of the magazine.

Mr. Mehren notes the opinions of advertisers as a measure of value and the close adherence on the part of substantial advertisers to certain publications as advertising mediums.

This test would not apply directly to SPECIAL LIBRARIES as we have not yet built up a sufficient advertising clientele. Yet we have the support of certain library supply houses for the very reason cited by Mr. Mehren.

Another test is the opinion of the readers of the magazine as to whether they read the advertising and whether they use it. The writer considers this a most valuable factor in forming judgment as to the advertising value of a publication.

Under this particular test SPECIAL LIBRARIES will take a high rank. The readers presumably have a deep personal interest in the success of the paper and obviously read the advertising. The editor has made no definite test to prove the use of the advertising, but inasmuch as all the advertising in the magazine has a special appeal to the librarian, it is to be assumed that a large percentage would have their buying influenced by the presentation of the advertisement. This especially applies to recent devices, new services or products.

Mr. Mehren considers the standing of the paper as another test of value and discusses several phases of the question—the paper's reliability, its degree of leadership, its record of accomplishment and its honesty of purpose. He asks "Has the magazine won the confidence of the people to whom you want to tell your story?"

Here again SPECIAL LIBRARIES should have a strong appeal. It was evident at the annual conference of the Association that SPECIAL LIBRARIES had won the confidence of its subscribers and that the magazine in its enlarged and improved form was appreciated by them.

Mr. Mehren quotes a statement of Philip C. Gunion of the Hyatt Roller Bearing Co. on this very question in which he quotes Mr. Gunion as saying, "Your readers accept the advertisements as part of your paper, backed by the same policies of truth and authority as the news and articles."

As a further element in the standing of a paper Mr. Mehren refers to the distinction between the expert and the in-expert in publishing a magazine and especially notes the effect upon the advertiser who attempts to differentiate between the product of the matured publisher and the ambitious effort of the unseasoned aspirer to publishing ranks.

In this particular case we hesitate to pass an opinion. We do not want to admit that we belong in the latter class, yet we cannot yet aspire to the higher ranking.

He refers to internal evidence as another test, noting the cost of "goods" sold by the manufacturer, or, in other words, the publisher. Under this head he places the feature articles, editorials, news, general reading matter, typographical dress, heads and leading paragraphs, and above all—personality.

Here again the editor of SPECIAL LIBRARIES hesitates to give an opinion. He has tried hard to improve the magazine in the very form that Mr. Mehren suggests and he must leave that to the advertisers' opinion for determination.

As a final test he mentions the paper's advertising selling methods, as to whether

the salesman tendered service or a plea for support, or whether used a form of trickery to secure the advertising account.

In selling *SPECIAL LIBRARIES* the editor has striven to avoid the plea for support and has actually tried to prove that a real service is offered by the magazine. He has only approached advertising accounts that would seem to have a particular reason for utilizing *SPECIAL LI-*

*BRARIES* as an advertising medium and has been most candid in his statements to the prospective advertiser. *SPECIAL LIBRARIES* is willing to abide by all the tests which have been applied by the Vice-president of the McGraw-Hill Co., Inc. and we recommend the reading of this excellent article which may be found in the July issue of the *News Bulletin* published by the J. Walter Thompson Company.

## NATIONAL INDUSTRIAL CONFERENCE BOARD

**M**ASS-PRODUCTION, the intensified interdependence of industry the world over, frequently changing price trends, cost of living and financial conditions during the last fifty years have wrought vast economic and social changes which the business man of today must take daily into account. These changes bring up problems that require broad, authentic information and vision and statesmanship for their solution.

In recognition of the importance of understanding economic law as applied to industrial conditions, of keeping fully informed on all factors influencing industrial activity, a group of industrial leaders, in May 1916, organized the National Industrial Conference Board, for the purpose of providing a bureau of scientific industrial research, a clearing house of pertinent information, and a forum for discussion. Thirty-four of the principal national associations of producing industries and several government departments engaged in industrial-economic activity have affiliated themselves with the Conference Board and co-operate in its work.

During its nine years of existence, the Conference Board's research staff has made many investigations into fundamental industrial-economic questions of the time, and more than one hundred reports have been published, representing a unique and valuable storehouse of information for all engaged in industry, or interested in it.

Employers, labor leaders, teachers, economists, and business advisors, bankers and legislators continually come to the Board to draw on its large stock of information. Among the research studies recently made are investigations into the cost of living in the United States; into wages, hours and employment; national, state and local taxation problems; profit-sharing, bonus, old age pension, sickness relief and accident compensation plans in use in industry, trades association activity, and the cost of health service in industry.

The National Industrial Conference Board is the only agency in the United States computing and publishing a weighted cost of living index at monthly intervals.

## LIBRARY CONFERENCE IN ENGLAND

**T**HE "Association of Special Libraries and Information Bureaux" will hold its second conference at Balliol College, Oxford, during the week end, September 25-28, 1925 and the committee in charge is arranging an interesting program. It

is hoped that a few members of the Special Libraries Association may be able to attend this conference. Full particulars may be obtained from Guy W. Keeling, Organizing Secretary, 38 Bloomsbury Square, London



## IN THE FIELD OF RESEARCH

### A National Economic Service

THE National Bureau of Economic Research was organized in 1920 for impartial investigations in the field of Economic, Social and Industrial Science. The Annual Report of the Directors of Research for 1924 gives summaries of the investigations upon which the Bureau has been engaged: 1. A Study of Income in the United States; 2. An Investigation of the Business Cycle; 3. A Study of the Relation Between Human Migration and Business Activities in the United States and Foreign Countries; 4. Proposed Studies in the Structure and Workings of the System of Prices.

Control of the Bureau is vested in a Board of twenty directors, representing learned and scientific societies, financial, industrial, agricultural, commercial, labor, and other organizations. Directors must be men of scientific and judicial habit of thought, possessing knowledge and experience qualifying them to assist in the direction of exact and impartial investigations within the scope of the Bureau's activities.

The directors, through their Executive Committee, choose the topics for investigation and appoint the scientific staff. The by-laws provide that all reports made by the staff shall be submitted to the directors for criticism before they are published, and that a director who dissents from any finding approved by the majority of the Board shall have his dissenting opinion published in the report if he so desires. The Bureau's reports owe much to the active co-operation of the directors, and many suggestions made by them are incorporated in the text. It is believed that this critical review of the staff's work by a group of men representing varied training, experience, and opinions safeguards the reports against bias.

The Bureau assumes no obligation to present or future subscribers, except to determine and publish facts.

Until the Bureau was incorporated, there was not in the United States an institution equipped to undertake funda-

mental researches of the type outlined from a point of view recognized beyond question as disinterested and in such manner that its findings would be generally accepted.

The officers and directors at large are men well known in the industrial and economic world. In addition, directors have been appointed by the American Bankers Association, American Economic Association, American Engineering Council, American Farm Bureau Federation, American Federation of Labor, American Management Association, American Statistical Association, Periodical Publishers' Association.

An organization of this type serves a real purpose in preparing researches based upon exact and impartial determination of facts bearing upon economic, social and industrial problems.

### Commerce and Industries of Boston

We have from Boston quite an unusual compendium. It comes from the City Planning Board compiled by William A. Leahy, entitled "A Compendium of Reports and Studies Relating to the Commerce and Industries of Boston." It is the result of an extensive piece of research. Undoubtedly, many official boards, municipal, state or Federal, have made as thorough researches before venturing on specific projects for their governments but it is seldom that such a comprehensive research gets into print, available for public information.

The "Compendium" had its origin in an order passed by the City Council in January, 1921 and the completed work was presented by Chairman Fay of the City Planning Board to the Mayor in May 1924, thereupon approved and ordered printed by the Council in September 1924.

More than one hundred and fifty reports have been summarized. Publications of Federal, state and city governments, as well as those of organizations and individuals referring to commerce and industries of Boston, together with a large number of publications on related subjects such as city planning and zon-

ing, highways, housing, transportation, industrial education, marketing, and metropolitan unity, have been indexed and condensed. Beginning with 1844 when Robert Fleming Gourlay offered his fascinating plan for "Enlarging and Improving the City of Boston," and extending to present time it was necessary to make a selection of the best of the material.

The urge came apparently on account of the multiplicity of suggestions and plans for definite projects which made impossible a thorough understanding of the situation on the part of the City Council or the State Legislature. The aim of the present volume "is to compile the existing material so as to make available and to give it such order and arrangement that a summary of the documents themselves will reveal the commercial problems of the city, the forces approaching them, the solutions thus far proposed and the efforts made to carry them into effect. On this basis of clarified understanding it may be that further effort will be more concentrated and correspondingly more effective."

The "Compendium" is splendidly compiled, well indexed, well printed and contains an interesting "Preface." On the whole, we consider it an exceptional municipal document.

### Researching the Researcher

In *Nation's Business* for May, there is an article entitled "Researching the Researcher" by Harry R. Wellman, Professor of Marketing at the Amos Tuck School of Dartmouth College. It is a story worth reading as Professor Wellman levels keen satire against certain forms of modern research. He reviews the flood of research since the war and states that banks, publishers, individuals, associations, chambers of commerce, schools, colleges, and many others are busy collecting information and misinformation which they sell, give away, or swap. One manufacturer is said to have spent over \$300,000 in his Research Department and was taking three outside services to check it up.

A certain piece of research was undertaken by one institution when a junior executive, in digging through the files,

found that the specific information had been gathered some years before, submitted and acted upon, and buried in the archives. Professor Wellman states that there is an advertising agency spending annually over \$100,000 for manufacturers who could get the necessary information for less than one-quarter of this amount.

He pays his respects to the questionnaire system and the constant amassing of useless compilations. Yet he adds some research is an absolute necessity if we are to have sane, progressive business. The professor suggests that the whole problem be attacked from the scientific point of view, and recommends that one central bureau or clearing house be used which should have the entire confidence of business.

He states that "It might be a national clearing house of facts relating to distribution—these facts to be furnished by trade associations, chambers of commerce, government bureaus, and others. This central bureau will establish special forms of data useful to many businesses. It will reduce the present costs to manufacturers, associations, and chambers of commerce, and in the end, such a bureau will generally assist in reducing the present cost of distributing and will tend to eliminate waste which now occurs through lack of practical market information."

### A Research Bibliography

The Mellon Institute of Industrial Research of the University of Pittsburgh has recently issued in its Bibliographic Series its third supplement to Bulletin No. 1, being a list of books, bulletins, general contributions and patents by members of the Mellon Institute during the year 1924. Mr. William A. Haymore, Assistant Director of the University, states that copies of this list will be sent free of charge to specialists in industrial research. The list reflects in striking degree the wide range of industrial research conducted by the Institute and the value of such research work to the commercial interests of the country. It is to be regretted that space does not permit a more extensive analysis of the material contained within the bulletin.

# Special Libraries

Editor  
HERBERT O. BRIGHAM  
State Library  
Providence

Associate Editor  
PROF. HENRY H. NORRIS  
McGraw-Hill Co.  
New York

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## Publication Policy

During the conference the question of editorial policy concerning the publications of the groups and the committees of the Association came up for discussion and the following procedure was outlined to several members as the general policy to be hereafter pursued.

The groups are to be encouraged to print every month a report, but this will not permit the reprinting of any information which had been noted in a previous copy of *SPECIAL LIBRARIES*. Any progress in work or change in methods will be construed as news and will be given place in the magazine. Reports, documents or bibliographies of undue length will be placed before the Publications Committee of the Association and after the approval of that committee may be printed as supplements, if the particular group would guarantee a sufficient number of copies to cover the cost of publication. These various documents will eventually be included in a series of "Information Bulletins" issued under serial numbers from time to time.

The chairman of the various groups and committees are urged to communicate with the editor concerning any material suitable for publication in this manner and to forward to the editor, prior to the twentieth of each month, a report of activities. At one of the business sessions at Swampscott the editor impressed upon the secretaries of the local associations the necessity of furnishing the magazine with prompt reports of the various monthly meetings of the local associations.

## Convention Publicity

The magazines devoted to the newspaper world gave an extraordinary amount of publicity to the proceedings of the Newspaper Group at the Swampscott meeting. *The Fourth Estate* for June 27, 1925, in a front page spread notes the election of William Alcott as head of the newspaper librarians and the magazine also contains the principal addresses delivered before the Newspaper Group. *The Editor and Publisher* for the same date devotes four pages to the conference of the Newspaper Group under the heading "Transforming Morgues into Libraries." It also prints the principal addresses and in a special "box" gives James W. Wells' definition of the various terms for a newspaper library. The publicity in these two papers is a tribute to the value of the copy given before the Newspaper Group.

\* \* \* \*

Through a slip of the types in the May issue of *SPECIAL LIBRARIES*, page 155, the title of the "Provident Mutual Life Insurance Company" was contracted to "Mutual Insurance Company." We regret the error exceedingly.

\* \* \* \*

The new Executive Board at its organization meeting at Swampscott elected Herbert O. Brigham as Editor of *SPECIAL LIBRARIES* for the year 1925-26.

Natatorium Catalogicum  
(Apologies to Kipling)

## I.

On a Swampscott cool piazza looking eastward o'er the sea,  
There's a cataloguer sitting, but she never thinks of me,  
For she's down from Lynn or Springfield, just as if for A.L.A.,  
And she's bound to break the traces and to paint the rainbow gay!  
    No more imprints now, nor dates,  
    Stupid entries that she hates,  
All those mean, cross references that her soul abominates—  
    On the beach at Swampscott Bay,  
    On the rocks she'll flirt and play,  
    While her work may go to thunder,  
    Just as if 'twere Mandalay!

## II.

Oh, her bathing suit is yellow and her bathing cap is green  
And her stockings may be left home, for nowhere are they seen;  
And now she waits, bewitching, for some gorgeous ocean swell  
To invite her out to buffet with the waves she loves so well.  
    Would I were that ocean swell!  
    I'd love more than tongue could tell  
To escort this fair card-maker where those wild waves dash pell-mell!  
    So go to it, boys, I say,  
    Give her one grand holiday,  
    Make her squeal and scream like thunder  
    Midst the billows all at play!

## III.

Daily life is drab and humdrum on a cataloguer's chair,  
Luncheons at the Costly Pleasure are the things she doesn't share;  
So, you boys, you just get busy; don your bathing suits, I say,  
Give your pretty cataloguer one grand splash in Swampscott Bay.  
    Drop your shelf-lists and your trays,  
    Turn your public out to graze,  
Let the boss for once be human and accord some holidays  
    To his staff who need the rest;  
    Let them all, with mighty zest;  
    Join to make this meeting glorious,  
    While they take old Neptune's best!

"Ever & Anon."

## AS I SEE IT

By George W. Lee, Librarian, Stone and Webster, Inc.

1. What did you think of it as a whole? people were asking. "Great," I said, and Who said anything different?
2. An all-pervading spirit of earnestness, with a keen desire to hold conference and talk over problems, was evident throughout.
3. Plenty of people we wanted to talk with, but without the time to do so. A less crowded program next year, if you please.
4. Being an information bureau fan, I would tell Mrs. Maynard that in shutting up shop at midnight and returning to work at 6:45 A.M. she was guilty of supererogation. 7:5 A.M. would have been *ample* time for her return! (Tom Edison says that four hours sleep is enough; but Tom's saying so doesn't necessarily make it so.)
5. People standing in line Saturday morning to pay the bills they were not allowed to pay Friday night and people stampeding the excursions Friday afternoon—these events suggest the big problem that has not yet been solved by railway offices, theater offices, and thousands of others. It is a world problem, and, being an Esperantist, I feel it is up to me to do my bit toward the solution. Moreover, I can say I have at least one suggestion to offer.
6. Keep your eye on Mr. Cady. If he continues to run the Technology Group as well as he did at Swampscott he is in danger of the presidency.
7. Characteristic of the good-will that reigned throughout the convention, Miss New York, in her bountifulness, handed me a box of chocolate peppermints. (I hope to get even with her some day.)
8. Brother Johnston stayed his usual hour or so and explained that such is the amount of time real railroad men give to many an important conference. They do not see why it is necessary to take three days to talk over library problems. Sorry for him. I wish we had five days of conference instead of three, and I suggest that if railroad men spent more time over their problems, it would be a good thing for the country at large.
9. For the future let's tie in all conference activities more closely with the information headquarters, particularly the excursion plans and program changes. (Mr. Kennedy tells me that the latest is to flashlight conspicuously on the wall, where people are passing, changes and other announcements that they particularly need to see.)
10. Wanted: more members for the Committee on Technical English, of which I am chairman and sole member at present. Who will volunteer?
11. The problem of connecting people quickly with those they want to meet or ought to meet is yet to be satisfactorily solved. If anybody has any light upon it please communicate with me and I shall be glad to pass the message on to Mrs. Maynard, the sole nominee for the *permanent office* (the italics are mine) of registration and information chief.

### Overheard

Miss Cox: "Why did he (Mr. Handy) put me on the Auditing Committee? I know nothing about figures."

Miss Peterkin: "That's alright, you are just the kind I want on the Committee."

\* \* \*

Mr. Handy: "You are not running away with Mr. Niles, are you?"

Miss Bradley: "We are not telling our plans."

\* \* \*

Mr. Spaulding: "Have you heard that Mr. Walkley is rooming with a Children's Librarian?"

Mr. Brigham: "I'll take the bait, what's the joke?"

Mr. Spaulding: "The Children's Librarian is a *man*."

## POST-CONVENTION NOTES

The Newspaper Group held many sessions and members of this group were often found in close conference on the porches or in the lobby.

\* \* \*

The editorial staff had luncheon together on Thursday afternoon at which Miss Reynolds gave an interesting monologue.

\* \* \*

We suggest that our Association present Mr. Handy with an automatic, self-fastening suitcase.

\* \* \*

Mr. Armistead gave a dinner party at the Eastern Yacht Club. A list of his guests may be obtained upon application to the editor.

\* \* \*

The editor maintained his literary and reportorial status by appearing as a War Correspondent in the play given by the Rhode Island Players.

\* \* \*

The chairman of the Entertainment Committee earned the sobriquet of "Chatterlogue Chase" by his constant appearance at library meetings.

\* \* \*

Many people took advantage of the bathing facilities, but the majority of the bathers found the North Shore water much colder than they had anticipated.

\* \* \*

The enterprising Local Committee, under the direction of Mr. Armistead, prepared a booklet containing the names of all special librarians in attendance on June 24th and 25th.

\* \* \*

The distance record was held by Thomas Coulson of London, England, while Miss Reynolds and Miss Peterson of Milwaukee held the record for the United States.

\* \* \*

Mr. and Mrs. Henry J. Carr of Scranton, who celebrated their golden jubilee in A.L.A. membership at Saratoga Springs, honored us by appearing at Swampscott for the All New England Conference.

\* \* \*

There was a general spirit of good-will throughout the conference and the tension which was so noticeable at Saratoga Springs was entirely lacking.

The dining-room service, under the direction of Mr. Miles, was as a rule excellent and the banquet style of serving dinner gave everyone ample time to attend the evening sessions.

\* \* \*

Mr. O'Brien entertained his audience with witty stories of the newspaper world. We are greatly indebted to him for his courtesy in replacing Mr. Talcott Williams on our program.

\* \* \*

The hotel orchestra, played during the dinner hour and for dancing. The musicians were equally adept with the classical selection or the modern jazz.

\* \* \*

Miss Margaret Reynolds is our best long distance traveller, Milwaukee to Swampscott, thence to Seattle and Alaska, with a side trip to New Bedford in Miss Rankin's automobile, gives her the title of "travelling staff writer" for SPECIAL LIBRARIES.

\* \* \*

The broad piazzas, the wide sweep of the lobbies, the convenient public rooms and the spacious grounds made the New Ocean House an ideal spot for a convention. Practically everything under one roof made easy the task of finding friends and as a result impromptu dinner parties were arranged without inconvenience.

\* \* \*

Mr. Redstone deserves commendation for his strenuous efforts to obtain the presence of President Coolidge at the conference, but the President felt that it would be an unwise precedent to establish and during the week of the conference he remained quietly at White Court.

## By the Way

Who was with Forrest Spaulding the first days of the conference and then vanished?  
His wife.

\* \* \*

What did Herbert Brigham have in the various bundles he carried about the lobby?  
His costumes.

\* \* \*

What saved Harold Dougherty from being trampled upon after the stabbing?  
His wits.

## GROUP MEETINGS

The five groups represented at the Swampscott conference each made a annual report at the fourth general session which will be printed in the convention number of *SPECIAL LIBRARIES*. We present herewith a summary of the sessions of the various groups, but a detailed account of the meetings will be given in a later issue of *SPECIAL LIBRARIES*.

### The Advertising—Commercial—Industrial Group

The Advertising—Commercial—Industrial Group, with Frederick A. Mooney as chairman, opened its sessions on the afternoon of June 24th. Mr. Mooney called the meeting to order and explained the plans for the conference. He stated that he felt by getting a report from librarians in each type of library included in the group, we would have a better idea of what was being done in the various types of libraries.

The first speaker was Miss Mary L. Alexander of Barton, Durstine and Osborn. She outlined the steps taken in placing an advertisement before the public and showed how the library serves the agency at every turn.

Miss Harriet Elias of George Batten Company exhibited many samples of advertising put out by her company, and told interesting tales about the library service in getting out the material which aided in writing up the advertisements.

Miss Grace D. Aikenhead of W. T. Grant Company talked about her work in adult education. Miss Aikenhead advises librarians to take a course in psychology as that will help them to understand how to give their clients information which they have gathered. She talked at some length on the training course on marketing which has been made up for use in educating the personnel of the Grant Stores.

Mrs. Grace C. Bevan of Phoenix Mutual Life Insurance Company described the reading courses which have been instituted by her library and showed samples of the report books used by those taking the courses. Any employee of the company, who has completed one thousand pages of reading, is mentioned in the company magazine. Those who have completed five years' reading are to be recognized in some distinctive way this fall. Mrs. Bevan collects material from the

Chambers of Commerce of the various cities for the use of their salesmen. She also works with men in the training courses.

On Thursday morning, the second session was held. The topic was "How the Special Library Serves Industrial Concerns." Mr. D. F. Brown of Standard Oil Company, Elizabeth, New Jersey, read a very interesting report on the work of his library. This library abstracts current literature; assists research men in the use of the library; makes bibliographies, usually upon request; searches trade mark journals; and gives help to any other department in the company upon request.

Miss Ethel A. Shields reported her work at the Eastman Kodak Company Library. She described it in its three phases: service to executives, to employees, and to outsiders.

Miss Eunice E. Peck of The Yale and Towne Manufacturing Company read an interesting paper. She showed several blanks and forms which she uses, some of them showing an evolution from a complicated to a simple form. Miss Peck is a great believer in selective circulation as it saves time and eliminates to an extent long route lists.

Miss Lenore A. Tafel of the Metropolitan Life Insurance Company talked on the work of the company in aiding policyholders with various problems. She showed how the system had grown up and the part of the library in assisting those writing the booklets to get material.

On Thursday afternoon, the meeting had for its general topic, "How the Special Library Serves Public Utility Companies." Miss Mary DeJ. Cox outlined her work for the American Telephone & Telegraph Company. A very interesting part of her talk concerned the blanks she uses to simplify the work in her office and lists of material received by the library from month to month.

Miss Alma C. Mitchell, of the Public Service Corporation of New Jersey, told us about the sort of material she finds useful in answering the questions of the men in her organization. She described her *Library Broadcasting Bulletin*. Occasionally also she sends out a list of magazine articles which will be found interesting. Once a month a bulletin is issued showing the conventions which are to be held in this country and the

subjects of the papers to be presented. Her library is provided with some popular magazines and books of fiction and serves as a recreational reading room. Men who come into the company are instructed as to the use of the library.

Miss Jessie Callan of Bessemer and Lake Erie Railroad read a paper on the service which a library can give to a railroad. Her library is organized to serve everyone in the organization. Much stress is given to periodical literature but only six periodicals are bound. A map collection is maintained. Indexing of Interstate Commerce Commission dockets is considered one of the most useful operations of the library.

The final speaker was Mrs. Jennie L. Schram of the Illinois Power and Light Corporation. Mrs. Schram told of the amusing things which have happened during the period in which she has been establishing her library. Her experiences although amusing show that she has the right spirit and will soon have a flourishing library.

#### Financial Group

The Financial Group at its first session on Wednesday afternoon, June 24th, listened to an interesting address by Mr. Elbert A. Harvey of Lee, Higginson & Co. upon "Financial Backgrounds and Sources." Mr. Harvey discussed the principles of investment and the rise and fall of security values due to various trends and cycles. Miss Eleanor Cavanaugh, librarian of the Standard Statistics Co., in an address teeming with valuable information, discussed "Obscure and Sometimes Occasional Sources on Stock Market and Stocks and Bonds."

At the meeting on Thursday afternoon Roy F. Bergengren of the Credit Union National Extension Bureau spoke upon "Credit Unions." In his address he referred to many library experiences and interpolated his discussion of credit unions with many bright stories. Four-minute speeches on "What We Do Every Day That Pleases Our Officers Most" were prepared by Miss Ruth G. Nichols, Federal Reserve Bank, Chicago; Miss Sue Wuchter, Continental & Commercial Banks, Chicago; Miss K. Dorothy Ferguson, Bank of Italy, San Francisco; Miss Alice Scheck, First National Bank, Los Angeles; and read by other members of the group.

The Financial Group considered at this meeting the adoption of a constitution and transacted other business.

#### Insurance Group

Three meetings of the Insurance Group were held.

On Wednesday, June 24th, papers were read as follows: "Some Observations on Library Publicity of Insurance Companies," by Mrs. Grace C. Bevan, Phoenix Mutual Life Insurance Company; "Co-ordination of New Company Activities with the Library," by Mrs. Alice Fitzgerald, National Life Insurance Company; "How to Interest Salesmen in Reading," by Miss Elizabeth Hanner, Southern Retail Credit Company.

The feature of Wednesday's session was the conference with Mr. L. A. Mack, publisher of the *Weekly Underwriter*, New York. Mr. Mack evinced the greatest interest in the work of the Association and pledged his co-operation for the furtherance of the aims of the Insurance Group.

Thursday's session was devoted to Fire and Accident Insurance.

On Friday Mr. Henry E. Niles, manager of an insurance research organization in Hartford, Conn., described the work and methods of his association. Mr. Niles feels that persons engaged in research and investigations as well as statisticians might profit much from closer co-operation with Special Libraries Association.

#### Newspaper Group

The third annual conference of Newspaper Librarians was opened at the New Ocean House, Swampscott, Mass., June 24th, Joseph F. Kwapil, of the *Public Ledger*, Philadelphia, chairman, presiding. There were fifty-six present, of whom twenty-four were newspaper librarians.

Mr. Kwapil extended a welcome to the gathering and the order of the day was at once taken up. The subject for discussion was "Filing Systems for Newspaper Clippings."

Mr. James W. Wells, director of the biographical index of the *New York World*, explained his system and submitted samples of cards of warning which are filed in every folder. He also submitted a copy of a description of the *World* system, which had been recently issued in print. Mr. Wells then took up the subject of titles applied to the Reference Department, and condemned as undignified and inexpressive the use of such names as "morgue," "boneyard," "graveyard," and others of the same character, and urged



the uniform use of such a name as library reference department, or library or reference department.

In the absence of Mrs. Alice Nichols Lundberg, of the Portland (Me.) *Evening Express*, her paper on "The Dewey System" was read by the secretary. "The Dictionary System," was the subject of a paper read by Miss Agnes J. Petersen, of the *Milwaukee Journal*.

Mr. John H. Miller, of the King Features Syndicate, New York, read a paper on the "Numeric System and the Photo Library." Mr. Joseph F. Kwapil, of the *Public Ledger*, Philadelphia, described "The Classified Index System," as used on the *Public Ledger* and the *New York Evening Post*. General discussion of the merits and defects of the several systems followed.

At the second session of the third conference, the chairman of the group reported on the progress of the year, speaking of the increase of membership, and of his effort to secure a more frequent issue of the *New York Times Index* for the general use.

The following officers for the ensuing year were elected:

Chairman, William Alcott, *Boston Globe*; Vice-Chairman, John H. Miller, King Features Syndicate, New York; Secretary, Agnes J. Peterson, *Milwaukee Journal*; Treasurer, Maurice Symonds, *New York Daily News*; member executive committee, Joseph F. Kwapil, *Public Ledger*. Committee chairman were also elected, as follows: Ethical Standards, Paul P. Foster, *Boston Herald*; Program, Wilbur F. Coyle, *Baltimore Sun*; Membership, John H. Miller, King Features Syndicate, New York; Methods, Joseph F. Kwapil, *Philadelphia Public Ledger*.

The question of forming an independent association of newspaper librarians was brought up, and after thorough discussion, was laid upon the table.

By-laws were adopted as follows:

Establishing the name as "The Newspaper Group of the Special Libraries Association."

Providing for a group of officers consisting of a chairman, vice-chairman, secretary, treasurer, one other who with the officers should form the Executive Committee. Providing for an associate membership to consist of those newspaper librarians not members of Special Libraries Association, who upon payment of \$1.00 should have all the privileges of the group except the right to vote.

Miss Jennie Welland, editor of the *New York Times Index*, Miss Evelyn E. Pine, of the *Springfield Union*, and Mr. Wilbur F. Coyle, of the *Baltimore Sun*, each read a paper on the index systems used by their respective papers.

At the third regular session of the third annual conference on motion of Mr. Miller, of New York, a rising vote of thanks was extended to Mr. Alcott, of the *Boston Globe*, for his services during the year in preparing literature of the group and for many other things.

The first speaker of the day was Miss Lucy Maynard Salmon, Professor of History at Vassar College, Poughkeepsie, N.Y., who read a paper on "The Justice Collection of Newspaper Material at Vassar College."

Professor Harry B. Center, head of the Department of Journalism at Boston University, followed with a paper on "Schools of Journalism and the Newspaper Library."

Mr. William Alcott, of the *Boston Globe*, read a paper on "The Newspaper Group; Its Origin and Purpose." Mr. Maurice Symonds read a paper on "Preserving Newspapers for the Future," and exhibited samples of newspapers thus treated by the New York Public Library.

A rising vote of thanks was extended to Mr. Joseph F. Kwapil, the retiring chairman, for his great service to the group.

#### Technology Group

This meeting brought out two important facts in library service: (1) special librarians have much to give to each other and (2) they are willing to give it.

The committee reports showed all the committees at work on (1) lists of periodicals that may be exchanged; (2) union lists of periodicals; (3) bibliographies

A suggestion that the group prepare exhibits, similar to that given by the Financial Group at the American Bankers Association, and so present the possibilities of library service in industry, at scientific and technical conventions, such as A.I.E.E., A.S.M.E., N.E.L.A., etc. was acted upon.

Such an exhibit will be inaugurated at the meeting of the American Gas Association to be held in Atlantic City in October.

An outstanding contribution to the meeting was the film, showing a number of special libraries, prepared by Mr. Jacob of the General Electric Co. and displayed in the lobby.

## ASSOCIATIONS

### New York

The annual meeting of the New York Special Libraries Association was held May 28th.

Reports of the Secretary-Treasurer and the chairmen of the Engineering, Financial and Religious Groups were read and accepted. Informal reports were also made for the Civics and Educational groups.

The following officers were elected for the year 1925-1926.

**PRESIDENT:** Miss Eleanor S. Cavanaugh, Standard Statistics Co.

**VICE-PRESIDENT:** Miss Mary Louise Alexander, Barton, Durstine & Osborne.

**SECRETARY-TREASURER:** Miss I. M. Campbell, Metropolitan Life Insurance Co.

**MEMBERS OF EXECUTIVE BOARD:** Miss Elsa Loeber, Chamber of Commerce of the State of New York. Miss Florence Bradley, Metropolitan Life Insurance Co.

### Philadelphia

The annual dinner meeting of the Council was held on May 15, 1925, at the Women's City Club of Philadelphia. The Council was fortunate to have with it as a guest Miss Rebecca B. Rankin of the New York Municipal Reference Library.

Dr. Frank G. Lewis, librarian of Crozer Theological Seminary, was the speaker of the evening, and his address, "Fundamentalism versus Modernism" proved most interesting and enjoyable.

A short business session followed with report from the officers and committee chairmen.

The report of the Nominating Committee, Miss Josephine B. Carson, Chairman, was read, and the following officers were elected: Miss Louise Keller, Independence Bureau, Chairman; Miss Helen Gruner, Bureau of Municipal Research, Vice-chairman; Miss Helen M. Rankin, The Free Library of Philadelphia, Municipal Reference Division, Secretary; Miss Anna S. Bonsall, E. F. Houghton Co., Treasurer.

### Southern California

The Special Libraries Association of Southern California held the regular monthly meeting for the month of June in the Library of the Southern California Edison Company.

The meeting was devoted to the election of officers for the coming year. The following people were elected:

**PRESIDENT:** Mr. Byron E. Edwards, librarian of the Standard Oil Co., El Segundo.

**VICE-PRESIDENT:** Mrs. R. E. Creveling, librarian of the San Diego Consolidated Gas and Electric Company, San Diego.

**SECRETARY-TREASURER:** Miss Mildred E. Schaer, Chief Engineer's Office, Southern California Telephone Company, Los Angeles.

The next meeting of the Association will be held in September, 1925.

## WOMAN BEHIND THE BOOKS

Eleanor Booth Simmons in *The Woman Citizen* for June 27th under the title "The Woman Behind the Books" notes the well known women librarians in the special library field. She says in part:

"Some of the library schools offer advanced courses in special forms of library activity, and the girl who has ability to dig out facts can probably make much more money by following one of these courses and seeking a position in some special library. There are a thousand special libraries in the United States—law, medical, municipal, state—three hundred in New York. Corporations have them, hospitals, schools, trades unions, army train-

ing camps and art centers. And the librarians of many are women.

The special librarian for a firm or organization draws better pay than one in the public service, and if she loves to pursue facts she can have an interesting time. For the special librarian's job is to gather information for the people she works for. The girl who likes books and men and women and children, all kinds, will have more fun in a public library, whether it's being one worker in some great central building, or the head of a branch, or the entire staff in some tiny library.

## EVENTS and PUBLICATIONS

Carl D. Thompson of the Public Ownership League of America is the author of a new book, "Public Ownership." In it will be found listed all public ownership enterprises.

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The *Office Economist*, June, 1925, contains an article entitled "What Price Straw Braid? The Public Library an Information Desk that Serves Every Branch of Business," by P. L. Sperr.

\* \* \*

*Publishers' Weekly* for May 30, 1925, quotes from the article, "A Shelf-full of Books" by George W. Gray which appeared in the March, 1925, issue of *Business*.

\* \* \*

The *Home Office*, the house organ of the Metropolitan Life Insurance Company, for May, 1925, under the title "The Library Dinner," gives a full account of the April meeting of the New York Special Libraries Association.

\* \* \*

The Business Branch of the Indianapolis City Library, Ethel Cleland, has prepared a four page leaflet specially planned for the members of the Indianapolis Advertising Club. Sixty-five titles of books for men in all fields of advertising are suggested in a bright newsy way.

\* \* \*

*Year-round Bookselling News* for June 1, 1925, contains a paragraph referring to the book talks given for more than a year and a half from WGY, Schenectady by Mr. William F. Jacob, librarian of the Main Library of the General Electric Company and by Mr. Hopkins, also of that library.

\* \* \*

The second edition of "An Epoch in Life Insurance; a Third of a Century of Achievement," has been published by the Metropolitan Life Insurance Company. Under "Welfare Work for Employees" there are two paragraphs about the reference and circulation library opened for home office employees in March, 1910. From this we glean that the average monthly circulation is about twelve thousand.

Mr. and Mrs. Herbert O. Brigham announce the birth of a son, Herbert Holton, on July 16, 1925.

\* \* \*

The Alice Morgenthau Erich Memorial Library, containing several thousand volumes on child psychology, was dedicated on May 13, at 242 W. 76th Street, New York City.

\* \* \*

The *American Physical Education Review* for June, 1925, contains a selected bibliography on physical education and hygiene covering the last four months of 1924.

\* \* \*

The Committee on Education of the United Typothetae of America has prepared a typographic library for use in shop schools, in courses in printing and for all employees in printing plants. The series of volumes numbers sixty-five, the last two volumes consisting of a topical index and courses of study. Frederick W. Hamilton, Secretary of the committee, is responsible for seventeen volumes in the series.

\* \* \*

The Bureau of Statistics and Municipal Library of the city of Chicago is issuing a serial publication entitled "What Our City Councils Are Doing." Copies are sent to civic periodicals, libraries, departments of political science in the various universities and municipal officials. Libraries desiring to be placed on the mailing list should make application to Frederick Rex, Municipal Reference Librarian, City Hall.

\* \* \*

The June issue of *The Library*, printed by the Newark Public Library, has several items of interest to special librarians. The leading article, entitled "Librarians Should Respond to the Changes That Time Brings," discusses the field of the special and public library and the development of the literature of business. The publication also reprints "The Growth of Special Libraries," which appeared as the leading article in the June issue of *SPECIAL LIBRARIES*, and also presents a review of the "Special Libraries Directory."

## OFFICERS

- PRESIDENT—Daniel N. Handy, Libn., Insurance Library Association of Boston, 18 Oliver St., Boston, Mass.  
 1ST VICE-PRESIDENT—W. F. Jacob, Libn., General Electric Co., Schenectady, N. Y.  
 2ND VICE-PRESIDENT—Margaret Reynolds, Libn., First Wisconsin National Bank, Milwaukee, Wis.  
 SECRETARY-TREASURER—Gertrude D. Peterkin, Libn., Legal Dept., American Telephone & Telegraph Co., 195 Broadway, New York City.  
 EXECUTIVE BOARD—John Cotton Dana, Libn., Newark Public Library, Newark, N. J.; Rebecca Rankin, Libn., Municipal Reference Library, New York City.  
 ASSISTANT SECRETARY-TREASURER—Lottie S. Watson, American Telephone and Telegraph Co., 195 Broadway, New York City.

## GROUP OFFICERS

## ADVERTISING—COMMERCIAL—INDUSTRIAL

- Chm.—F. A. Mooney, Libn., Dennison Mfg Co., Framingham, Mass.  
 Sec.—Ethel A. Shields, Libn., Eastman Kodak Co., Rochester, N. Y.

## FINANCIAL

- Chm.—Margaret Reynolds, Libn., First Wisconsin National Bank, Milwaukee, Wis.  
 Vice-Chm.—Alice M. Scheck, Libn., First National Bank, Los Angeles, Cal.  
 Sec.—Eleanor S. Cavanaugh, Standard Statistics Co., New York City.

## INSURANCE

- Chm.—Florence Bradley, Libn., Metropolitan Life Insurance Co., New York City.

## NEWSPAPER

- Chm.—William Alcott, Boston Globe, Boston, Mass.  
 Vice-Chm.—John H. Miller, King Features Syndicate, New York City.  
 Sec.—Agnes J. Petersen, Libn., Milwaukee Journal, Milwaukee, Wis.

## TECHNOLOGY

- Chm.—Francis E. Cady, National Lamp Works, Cleveland, Ohio.  
 Sec.—Rose M. Vormelker, Cleveland Public Library, Cleveland, Ohio.

## LOCAL ASSOCIATIONS

## BOSTON

- Pres.—William Alcott, Boston Globe.  
 Sec.—Alice L. Hopkins, Simmons College Library.

## NEW YORK SPECIAL LIBRARIES ASSOCIATION

- Pres.—Eleanor S. Cavanaugh, Libn., Standard Statistics Co.  
 Sec.—Miss I. M. Campbell, Metropolitan Life Insurance Co.

## SPECIAL LIBRARIES COUNCIL OF PHILADELPHIA AND VICINITY

- Chm.—Louise Keller, Independence Bureau.  
 Sec.—Helen M. Rankin, Free Library of Philadelphia.

## PITTSBURGH SPECIAL LIBRARIES ASSOCIATION

- Pres.—Mrs. Blanche K. S. Wappat, Libn., Carnegie Institute of Technology.  
 Sec.—Jessie Callan, Libn., Bessemer & Lake Erie R.R. Co.

## SPECIAL LIBRARIES ASSOCIATION OF SAN FRANCISCO

- Pres.—K. Dorothy Ferguson, Libn., Bank of Italy.  
 Sec.—Annette Windele, Mercantile Trust Co.

## SPECIAL LIBRARIES ASSOCIATION OF SOUTHERN CALIFORNIA

- Pres.—Byron E. Edwards, Libn., Standard Oil Co., El Segundo, Cal.  
 Sec.—Mildred E. Schaer, Southern California Telephone Co., Los Angeles, Cal.

## SPECIAL LIBRARIES

## Magazine of the Association

EDITOR, Herbert O. Brigham

ASSOCIATE EDITOR, Henry H. Norris

## EDITORIAL STAFF

Ethel Cleland  
R. H. JohnstonRebecca B. Rankin  
Margaret ReynoldsA. A. Slobod  
Margaret Wells

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*INFORMATION BULLETIN No. 2*

# Supplement to Special Libraries

JULY 1925

Foreign Bureaus of Information  
in New York City

Compiled by

**RALPH GOSSAGE**

*Assistant Librarian, Municipal Reference Library, New York City*

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# Supplement to Special Libraries

JULY, 1925

## Foreign Bureaus of Information in New York City

Compiled by Ralph Cossage, Assistant Librarian,  
Municipal Reference Library, New York City

The commercial prominence of New York City demands a larger number of consulate and government agencies than any other American city. The recent formation of information bureaus, official and unofficial, in the interest of a foreign government merits the publication of an accurate list of the agencies which in every case are recommended by the respective consulates. It may be of value to note that the consular offices from forty-four countries have formed a society to promote friendly relations between the consuls.

The consulate or government agency of a foreign power is the primary source, in New York City, of official information concerning that country. Most foreign governments have no official representative in this city other than the consulate with a few exceptions as noted.

The consulate of a foreign country while performing many official duties such as vising passports, signing trade documents and performing all duties necessary to protect its citizens, who are here as travelers or on business, is chiefly engaged in forwarding the national trade and commercial interests of the country which it represents. It does this by gathering trade and commercial data and statistics concerning the locality where it is situated, and in turn furnishing data of similar character concerning the foreign trade market and conditions to our newspapers or to inquirers seeking such information.

Assisting in official capacity certain consulates are the special bureaus mentioned. Their activities and services are treated in accompanying descriptive list. Unofficial bureaus recommended by the consulate are also included. We have not included the many for-

ign chambers of commerce or foreign societies not specifically mentioned by the consulates. For a list of these see: "Chamber of Commerce of the State of New York" "Classified List of Trade and Allied Associations." October 15, 1924.

The list is arranged alphabetically by countries, the official or unofficial bureau, if existing, following the specified consulate. Telephone number subject to change is appended for convenience.

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### Argentina

Consulado General de la Republica ARGENTINA, 17 Battery Place. (Whitehall 1455.) Enrique Hayton, Consul General.

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#### *Unofficial bureaus of information recommended by the Consulate*

Argentine-American Chamber of Commerce, 89 Broad Street. (Broad 0314.) Philip de Ronde, President; Enrique Gil, Managing Secretary; Anne Houstoun Sadler, Secretary. Created to foster Argentine-American trade. Information is supplied on movement of merchandise, shipping, production, population, labor, physical aspects of the country, government, history, development, etc. Agency lists and trade directories, (telephone and business) of ARGENTINE on file. Library open to members. Fees—nominal charge of \$1 for supplying special information to non-members.

ARGENTINE Government Oil Fields, 50 Church Street. (Cortland 3935.) Enrique P. Canepa, Chief Engineer. Located in New York by the ARGENTINE government as a study and purchasing office for materials to be used in the operation of the government oilfields in ARGENTINE. Organization maintains no library, but can furnish information concerning government oilfields.

### Australia

Government of the Commonwealth of AUSTRALIA, Office of the Commissioner, 44 Whitehall Street. (Bowling Green 8899.) J. M. Elder, Commissioner; D. M. Dow, Secretary. *See also* British Library of Information.

### Austria

Österreichisches Generalkonsulat, 24 State Street. (Bowling Green 10449.) Dr. Friedrich Fischerauer, Consul.

### Belgium

Consulat de Belgique, 25 Madison Avenue. (Madison Square 9146.) J. T. Johnston Mali, Consul.

### Bolivia

Consulado General de BOLIVIA, 233 Broadway. (Whitehall 5858.) Ramon Pando, Consul General.

### Brazil

BRAZILIAN Consulate General, 17 State Street. (Bowling Green 4791.) J. C. Muniz, Acting Consul General. Consulate maintains a library of two hundred volumes open to the public.

### Bulgaria

Honorary Consulate General of BULGARIA, 110 East 42nd Street. (Ashland 2543.) Neal Dow Becker, Honorary Consul General

### Canada

CANADIAN Government Trade Commissioner, 44 Whitehall Street. (Bowling Green 9322.) Frederic Hudd, Canadian Government Trade Commissioner. The Commissioner furnishes commercial and general information.

#### *Unofficial bureaus of information recommended by the trade commissioner*

Canadian Pacific Railway, 44th Street and Madison Avenue. (Murray Hill 4000.) Furnishes travel information.

Canadian National Railways, 1270 Broadway. (Pennsylvania 6966.) Supplies *News Letter of Canadian Information* Weekly, issued by the National Resource Branch of Department of the Interior, Canada.

### Chile

Consulado General de CHILE, 280 Broadway. (Worth 3244.) Gustavo Munizaga Varela, Consul General.

### China

Consul General of the Republic of CHINA, 13 Astor Place. (Spring 6636.) Z. L. Chang, Consul.

### Colombia

Consulado General de COLOMBIA, 17 Battery Place. (Whitehall 1793) Gabriel Valencia, Consul General.

#### *Official bureaus of information*

COLOMBIAN Government Information Bureau, 130 West 42nd Street. (Bryant 8553.) Abraham Martinez, Manager; Aureliano Angulo Osio, Secretary. Bureau is forming a library and possesses samples of mineral, agricultural and other products. Supplies information in regard to business conditions, trading concerns, importers and exporters. Publishes *The Columbian Review-Monthly* illustrated magazine.

### Costa Rica

Consulado General de COSTA RICA en Nueva York, 17 Battery Place. (Whitehall 2976.) M. A. Bonilla, Consul.

### Cuba

Republica de CUBA Consulado General en New York, 44 Whitehall Street. (Bowling Green 9588.) Felipe Taboada, Consul.

### Czechoslovakia

CZECHOSLOVAK Consulate General, 31 East 17th Street. (Stuyvesant 3666) Dr. K. Neubert, Acting Consul General.

### Denmark

Consulate General of DENMARK, 16-18 Bridge Street. (Bowling Green 5797.) Georg Bech, Consul General.

### Dominica

Consulado General de la Republica DOMINICANA, 17 Battery Place. (Whitehall 0156.) Rafael Diaz, Consul.

### Ecuador

Consulate General of ECUADOR, 17 Battery Place. (Whitehall 1482) Luis Arteta, Consul.

### Egypt

EGYPTIAN Consulate, 103 Park Avenue. (Ashland 8249.) Ramses Chaffey, Consul.

### Estonia

Eesti Konsulaat, 38 Park Row. (Courtland 2439.) Victor Muht, Consul.

### Finland

Consulate General of FINLAND, 5 State Street. (Bowling Green 9620) K. F. Altio, Consul General.

### France

Consulate General de FRANCE, 9-11 East 40th Street. (Vanderbilt 5912.) Maximé Mongendre, Consul.

*Official bureaus of information other than  
the Consulate*

French Bureau of Information in the United States, 598 Madison Avenue. (Plaza 0027.) Gaston Liebert, Director; R. Drouin, Acting Director. Founded April, 1923, for the purpose of giving out to the American press, and American public, information about France and French affairs. The Bureau will answer verbally or in writing any question on commercial, maritime, financial, colonial, artistic, literary or scientific data which relates to France. Publishes *Facts, Figures and Weekly News*, a weekly information bulletin covering all phases of French activities.

**Germany**

Deutsches Generalkonsulat, 42 Broadway. (Hanover 3480.) Karl Lang, Consul General.

**Great Britain**

BRITISH Consulate General, 44 Whitehall Street (Bowling Green 9680.) Sir Harry G. Armstrong, H.M.S., Consul General.

*Official bureaus of information other  
than the Consulate*

BRITISH Library of Information, 44 Whitehall Street (Bowling Green 7953.) Robert Wilberforce, Director. Maintained to furnish general information concerning GREAT BRITAIN. (Copies of government publications can usually be obtained and *The Monthly Circular* of recent selected publications issued by H.M.S. Stationery Office.) Library has current official publications and twenty-five hundred volumes. See article in current issue of SPECIAL LIBRARIES.

**Greece**

Consulate General of the GREEK Republic, 11 St. Lukes Place. (Spring 7119.) Basil Mammonas, Consul General.

**Guatemala**

Consulado General de GUATEMALA, 82 Beaver Street. (Bowling Green 5458.) Delfino Sanchez Latour, Acting Consul General.

**Haiti**

Consulat-General de la Republique D'HAITI a New York, 123 Liberty Street. (Rector 7773.) Henri Gardère, Acting Consul.

**Holland**

See Netherlands

**Honduras**

Consulate General of HONDURAS, 233 Broadway. (Whitehall 6896.) Monica Zelaya, Consul.

**Hungary**

Magyar Királyi Főkonzulatus, 25 Broadway. (Bowling Green 1647.) Dr. Chas. Winter, Consul General.

**Italy**

R. Consolato Generale d'Italia, 20 East 22nd Street. (Gramercy 1057.) Emilio Axerio, Consul General.

*Unofficial bureaus of information recom-  
mended by the Consulate*

Italian Chamber of Commerce, 99 Hudson Street. (Walker 6270.) Dott. Attilio Gianini, President; Dott. Alberto C. Bonaschi, Secretary. Created to foster and protect trade between United States and Italy. (Founded 1887.) Library contains four hundred and fifty volumes chiefly on commercial and technical subjects. Publishes *Almanac Vade Mecum of the Italian-American Trade*.

Italy America Society, 25 West 43d Street. (Murray Hill 6175.) Paul D. Cravath, President; Henry Burchel, Secretary; Irene Di Robilant, Manager. Formed to create and maintain between the United States and Italy an international friendship based upon mutual understanding of their national ideals and aspirations and of the contribution of each to progress in science, art and literature, and upon co-operative effort to develop international trade. Library contains few books, mostly on current Italian events. Expect to develop an important reference library for students of Italian. Have an important collection of financial pamphlets; also a complete file of the *Bulletins of the Ministry of Public Instruction*. Publishes *News Bulletin of the Italy America Society*, (monthly), *Trade Bulletin of the Italy America Society*, (monthly).

Travel and Tourist Office of the "Enit. (Italian State Railway and State Tourist Department), 281 Fifth Avenue. (Madison Square 9690.) Leon Danley, General Agent. Maintains an information office relative to travel in Italy. No library, but possesses current information concerning Italy.

**Japan**

Consulate General of JAPAN, 165 Broadway. (Cortland 0314.) Hiroshi Saito, Consul.

**Jugoslavia**

See Serbs, Croats and Slovenes.

**Latvia**

Consulate of the Republic of LATVIA, 115 Broad Street. (Bowling Green 9288.) Arthur B. Lule, Consul.

**Liberia**

Consul for LIBERIA, 326 West 19th Street. (Watkins 3587.) Edward G. Merrill, Consul.



### Lithuania

Consulate of LITHUANIA, 38 Park Row. (Cortland 5319.) Julius J. Bielskis, Consul.

### Mexico

Consulado General de MEXICO, 7 Dey Street. (Cortland 5087.) Alberto Masccherenas, Consul. Commercial Department "furnishes all possible information and data of a commercial nature, its purpose being to promote and enlarge the business relations between the two countries."

### Monaco

Consulate General of MONACO, 2 Rector Street. (Whitehall 5080.) Paul Fuller, Consul General.

### Montenegro

See Serbs, Croats and Slovenes, Kingdom of.

### Netherlands

Consulate General of the NETHERLANDS, 44 Beaver Street. (Broad 6557.) W. P. Montyn, Consul General.

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*Unofficial bureaus of information recommended by the Consulate*

Netherlands Chamber of Commerce in New York, Inc., 44 Beaver Street (Broad 5577.) Wm. C. Redfield, President; L. Wiltert Van Hoogland, Secretary; Dr. Neil Van Aken, Publicity Director. Maintained for trade and good understanding between United States of America, Holland and the Netherlands East and West Indies. Can furnish trade and general information.

### Nicaragua

Consulate General of NICARAGUA, 8-10 Bridge Street. (Bowling Green 3573.) Toribio Tijerino, Jr., Consul.

### Norway

Consulate General of NORWAY, 115 Broad Street. (Bowling Green 2862.) Hans Fay, Consul General.

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*Official bureau of information*

Norwegian Government Railway Travel Bureau, 342 Madison Avenue. (Vanderbilt 4092) Mr. Ben Blessum, Manager.

### Panama

Consulate General of PANAMA, 24 State Street. (Bowling Green 9219.) Enrique Gcenzier, Consul General.

### Paraguay

Consulado General Del PARAGUAY Nueva York, 36 West 44th Street. (Vanderbilt 4140.) Wm. Wallace White, Consul General.

### Peru

Consul General Del PERU Nueva York, 42 Broadway. (Hanover 3092.) Eduardo Higginson, Consul General.

### Philippines

PHILIPPINE Government Commercial Agency, 37 Broadway. (Whitehall 0413.) Leon M. Gonzales, Manager. Formed as a trade promoting institution. The bureau gives information on industrial and agricultural potentialities of the Philippines, data for market analysis and for imports. Travel information, even planning itineraries if desired. Sample room for commercial products. Publishes *Live News from the Philippines*, a monthly bulletin furnishing current information on the economic developments in the country.

### Poland

Consulate General of POLAND, 953 Third Avenue. (Plaza 9460.) Dr. S. Gruszka, Acting Consul General

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*Unofficial bureaus of information recommended by the Consulate*

American Polish Chamber of Commerce, 953 Third Avenue (Plaza 7490.)

### Portugal

Consulate General of PORTUGAL, 17 Battery Place (Bowling Green 2044.) Jorge da Silveira Duarte, Consul.

### Roumania

Royal Consulate General of ROUMANIA, 1834 Broadway. (Columbus 6786.) T. Tileston Wells, Consul General.

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*Official bureau of information*

The Society of Friends of ROUMANIA, 36 West 44th Street. (Murray Hill 1327.) William Nelson Cromwell, President; John Foster Dulles, Secretary General. Formed to furnish information concerning Roumania. Library contains mainly books in Roumanian language. The society is now collecting data concerning Roumania.

### Russia

Consulate General for the Czar of RUSSIA, 249 West 34th Street. (Longacre 6613.) M. Oristinoff, Consul. Note—Consulate is not officially recognized by the United States and does not furnish information concerning Russia. The SOVIET government likewise has no official consulate in New York.

### Santo Domingo

See Dominica

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### Serbs, Croats and Slovenes

Consulate General of the Kingdom of the SERBS, CROATS and SLOVENES, 443 West 22nd Street (Chelsea 4829.) Dr. Pavle Karovitch, Consul General.

### Siam

SIAMESE Consulate, 56 Wall Street. (Hanover 4260.) Charles W. Atwater, Consul.

### Spain

Consulate General of SPAIN in the United States of America, 709 Sixth Avenue, (Pennsylvania 2815.) Alejandro Berea, Consul General.

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*Official bureaus of information other than the Consulate*

Spanish Official Chamber of Commerce, 105 West 40th Street. Eduardo Lopez, President; Leopoldo Armand, Secretary General. Gives commercial information to American exporters, also to importers from Spain who desire to export their goods to this country.

### Sweden

Royal Consulate General of SWEDEN, Grand Central Terminal, 70 East 45th Street (Vanderbilt 4949.) Olof Herman Lamm, Consul General.

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*Unofficial bureaus of information recommended by the Consulate*

American-Swedish News Exchange, 52 Vanderbilt Avenue. (Vanderbilt 9078.) Dr. Borje H. Brilioth, Director. Main activity is to deliver news matter about Sweden to the American press and news about America to Swedish newspapers. To promote a mu-

tual friendly understanding based on authentic information. Possesses a moderate-sized reference library. Will furnish information on anything relating to Sweden. Publishes *Trade Letter*.

### Switzerland

Consulate of SWITZERLAND, 104 Fifth Avenue. (Chelsea 7935.) Louis H. Junod, Consul.

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*Official bureaus of information other than the Consulate*

Swiss Federal Railroads, 241 Fifth Avenue. (Madison Square 6368.) Frederick Dossenbach, Manager. Information bureau has been established for the purpose of affording free and expert advice regarding travel, education and residence in Switzerland. Booklets on all the principal resorts and points of interest to the traveler are available.

### Turkey

*See* Spain. This Consulate cares for Turkish affairs in America.

### Uruguay

Consulado General Del URUGUAY, 17 Battery Place. (Whitehall 1228.) Jose Richling, Consul General.

### Venezuela

Consulado General de los Estados Unidos de VENEZUELA Nueva York, 80 South Street. (John 6142.) Pedro Rafael Rincones, Consul General.

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*Official bureaus of information other than the Consulate*

The Agencia Commercial de VENEZUELA, 2 Stone Street. Cesar A. Davila, Director.