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SPECIAL LIBRARIES

"PUTTING KNOWLEDGE TO WORK"

VOLUME 25

MAY-JUNE, 1934

NUMBER 5

CONVENTION NUMBER

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SPECIAL LIBRARIES

FLORENCE BRADLEY, *Editor*

MAY-JUNE, 1934

Volume 25

+ + +

Number 5

Which Special Libraries to Visit in New York?

By REBECCA RANKIN and MARGUERITE BURNETT

HOW to make the minutes count and yet not exhaust our members beyond endurance will be the end and aim of the New York local chapter and of our national Headquarters, during the week of June 19th. We could well write a book and give it for title, "So You're Going to New York," and it would suggest enough things to carry through many weeks of program instead of a few days. But the length of our Manhattan requires miles of vexatious subways and many hours lost on wrong express trains, therefore, as all activities for the week must begin and end with our hotel, let us list only a few libraries within the Roosevelt radius, so to speak.

Starting directly from the north door at the 46th Street entrance, we may cross the street to 383 Madison Avenue where is located *Batten, Barton, Durstine and Osborn*. Happily this first visit is to the library where our president, Mary Louise Alexander, presides over a collection which is representative of the best advertising library in the country; your interest should turn especially to its information files, an important tool which makes its work distinctive. Here Miss Frankenstein or Miss Ebbesen will do the honors during Convention week in the absence of Miss Alexander. Almost directly opposite at 366 Madison Avenue we may visit the library of the *National Automobile Chamber of Commerce*, which is best known for its collection of patents, both American and Foreign, on anything connected with the automobile trade. W. L. Powlison is librarian.

From here we can walk a few blocks to Rockefeller Center on 49th Street and Fifth Avenue. Entranced by the very first glimpse of the plaza, with its shops and flowers, it is with difficulty that we must rush on ignoring murals and modernistic effects, to take an elevator to the 55th floor of the R.C.A. Building. Here are the offices of the *General Education Board* and the *Rockefeller Foundation*. Their library of 6,000 volumes and a large number of pamphlets on medical education and tropical diseases, college education and Negro education is in charge of Nelle Barmore, librarian. In the same building on the sixth floor is located the General Library and the Legal Library of the *National Broadcasting Company*. But more particularly, the Music Library will astonish you by the size of its sheet music collection. The use to which the music is put and the speed with which it circulates to broadcasting rooms, as well as the methods they use in preserving and in filing the loose sheets of music will fascinate the average librarian. Across the street in the R.K.O. Building on the

twentieth floor is the Library of the *Industrial Relations Counselors* where the librarians, Linda Morley and Adelaide Kight, give a unique type of individualized book and research service to a staff of experts in this field. For a demonstration of what can be done in merging four libraries to form the *National Health Library*, stop and see Ethel Wigmore, who has probably done more to analyze costs of library service than any other special librarian.

The newspaper librarian finds his main interests in this one section of the City — near 42nd Street. The *New York Times*, *New York Herald Tribune*, the *Daily News*, *American Weekly*, as well as *Time-Fortune*, and the Newspaper Room of the New York Public Library are within easy walking distance — from 41st to 45th Streets. Their library methods need no introduction.

The *Council on Foreign Relations* at 45 East 65th Street deserves attention because of its atmosphere. From the moment of mounting the fine stairway you feel you are entering a gentleman's private library. Complete sets of League of Nations treaty series, and other valuable books on international relations are here classified by an interesting adaptation of the D. C. by the librarian, Ruth Savord.

Standard Brands, Inc., a little south at 595 Madison Avenue near 57th Street, deserves a visit if for nothing else than to see the up-to-date file on N. R. A. devised by Florence Grant. Who is not struggling with suitable subject-headings for such new governmental and business developments? Next, the *British Library of Information*, just below 42nd Street at 270 Madison Avenue, is of interest for its documents of that one country — the emphasis being on its information service, as Mr. Angus Fletcher will assure you. Nearby at 247 Park Avenue, Mary E. Jameson will demonstrate the current use of statistical information which the *National Industrial Conference Board* is always in the process of securing and compiling.

23rd Street Section

In the Twenty-third Street area there are three well-known libraries — the *Metropolitan Life Insurance Co.* where our Florence Bradley, editor, presides as librarian of that large collection of books and pamphlets on life insurance — pensions, public health and personnel management — or just good reading. Judge for yourself whether a special library may not also serve as a dispenser of fiction and popular literature as does any public library. *Russell Sage Foundation* has long boasted of the best library in the social sciences; here in attractive quarters Mrs. Bertha Hulseman and her able staff will surprise you with the comprehensiveness of its collection, all instantly available. The *Roosevelt House Library*, 28 East 30th Street, is unique because devoted to one man, Theodore Roosevelt. Methods of filing photographs, and indexing of specific items call for special admiration.

14th Street Section

At this point in our library journey, we may go west toward the Hudson River, finding 345 Hudson Street where on the 15th floor our program chairman, Eleanor Cavanaugh, has gathered together an astounding mass of financial and statistical information. Yes, here are phalanxes of corporation files. The library of *Standard Statistics Company* really forms the heart of that statistics-gathering organization, and the true significance of its success is to be found in its up-to-the-minute pace of work. In Miss Wray's Central Files Department, two floors above, you can witness

how successfully a librarian has used her methods to devise a central file; note among other things quick methods for sorting correspondence, color systems for labelling, etc. And don't forget that our S. L. A. Headquarters office is on the 16th floor where the new secretary, Elizabeth L. Clarke, will delight in showing off our office records, still a small but efficient organization.

A few more blocks north we come to the *Bell Telephone Laboratories Library* at 463 West Street, where Miss Smith would welcome us, and a little south to 60 Hudson Street is located Miss Shearer's *Western Union Telegraph Company Library*. Both are technical, the first specializing on the manufacturing end of telephone business and the latter on the executive side of telegraph.

City Hall Section

At 195 Broadway the libraries of the American Telephone and Telegraph Co may be considered as representative of the best types of special libraries in a large corporation. Its General Library, on the 24th floor, in charge of Mary Cox, is devoted to economies, statistics, and business; in the Legal Library on the 25th floor, Gertrude Peterkin follows closely all cases relating to public utilities — you should study their indexing methods — while the Development and Research Library on the 20th floor relates to engineering, and is a smaller collection. The *Western Electric Co.* has a general business library in the same building on the 6th floor. The Directory Library on the 3rd floor is intensely interesting, from which the librarian may secure ideas for the proper care and use of telephone directories.

The three most used civic libraries are close to City Hall. The *Municipal Reference Library*, 2230 Municipal Building, which serves the city officials, is the most comprehensive in scope. Its collection of 60,000 volumes housed on the 22nd floor restricts itself to the subjects of municipal government and New York City. A classification prepared especially for city documents is exemplified here; and a large collection of maps specially indexed may arouse your particular interest. The *Merchants' Association Library*, in the Woolworth Building, never fails to show the business man's emphasis on city, state, or Federal legislation. The *Citizens Union*, 177 William Street, in its library always has information on the political side of civic problems; its personnel file of officials and office seekers is unique.

The *New York County Lawyers Association* houses its library quite ideally in its new building at 14 Vesey Street. It can boast of a splendid law collection enjoyed only by its members. *Simmons-Boardman Pub. Co.*, at 30 Church Street, may be taken as a representative special library for a publishing house, its subjects being technical. You can see here how the Library of Congress classification is suitable for a special library.

Wall Street Section

Our journey into the far-famed Wall Street section may well begin with the headquarters of many of its most famous leaders, the *Chamber of Commerce of the State of New York*, at 65 Liberty Street. No ordinary Chamber of Commerce this, with its Great Hall filled with oil portraits of its prominent members, which have included three generations of Vanderbilts and Astors and five generations of Dodges; its marble stairway and iron grill-work doors; and finally its small but perfectly appointed library, over which Elsa Loeber presides so efficiently. This is probably the

oldest special library in the city, being established in 1832. One block south, at 135 Cedar Street, is the library of the *American Institute of Accountants*, where Helen Johnstone patiently continues that immense undertaking, "Accountants Index, a Bibliography of Accounting Literature." Proceeding further south we may drop in for a call on Hazel Dobson, who, from her small niche at *New York University*, Wall Street Division, serves the impatient hordes that pour out of brokers' offices, banks and business houses at five o'clock to attend evening courses in their respective fields.

Passing regretfully by the charming and unexpected patch of greenness, in Trinity Churchyard, we cross Broadway to the beautiful new building of the *Irving Trust Company*, at 1 Wall Street. While still gazing at the extraordinary mosaics of the entrance hall, one is conveyed suddenly upward in the latest type of elevator to the library, in charge of Lyda Broomhall. No gaudy mosaics here, but an atmosphere of quiet efficient service. Look especially at the library's very complete file on the bank's history, giving details of its kaleidoscopic mergings and particularly of the bank careers of all its officers, kept up to date as promotions occur. Further east and across the street is the *Bankers Trust Company*, of which Dorothy Watson, chairman of the New York Financial Group, is librarian. Their extensive corporation files will be of special interest.

Next we cross Nassau Street to enter the impressive new building of the *Chase National Bank*, where Margaret Cochrane is librarian. Ask to see her well arranged and indexed collection of N. R. A. and other New Deal material. Further along Nassau Street, at 31, we drop in a minute to see Jeanie Bulmer of the *Guaranty Company* and inspect her rapid-fire system of mounting, circulating and binding clippings. Cornerwise from here is the *Federal Reserve Bank*, where one must brave guards armed with revolvers and sawed-off shotguns in order to break through to the cordial welcome of Marguerite Burnett and her staff.

Returning to Wall Street, we hurry by the dignified J. P. Morgan building on the corner to 11 Broad Street, where Mabel Crowe will be found, librarian of the *Equitable Trust* branch of the Chase. Next door at 15 Broad are the two legal libraries of *Crawath, De Gersdorff, Swaine & Wood*, and *Milbank, Tweed, Hope & Webb*, and also the attractive accounting library of *Haskins & Sells*, of which Elizabeth Baxter is librarian.

Turning further east along Exchange Place, we come to the striking turretted building of the Farmers Loan and Trust Company, where the *National City Bank* library is located. Here Mary Hayes has in her charge one of the largest financial libraries in the city and one that is exceptionally well organized. Proceeding almost to the East River at 160 Front Street, we find the *New Jersey Zinc Company*, of which our well-known member, Katherine C. Ashman, is librarian.

Then we should complete the downtown circle by returning north via William Street to No. 100, where Mabel B. Swerig serves the *Insurance Society of New York* and many earnest students in insurance in an old, well established library.

* * * * *

We cannot make our itinerary cover all the 309 libraries described in the "Special Libraries Directory of the New York Metropolitan District," but the foregoing outline may give our members a glimpse of the inner workings of a few libraries that will illustrate the kinds of organization and administration which can be seen in all of them. To make these descriptions complete, we would have to write pages about

the many special libraries which make up the *New York Public Library* and the *Library of Columbia University*. This latter would require a trip Uptown, which would include also the two medical libraries of which New York is so proud — the *Academy of Medicine* and the library of the *Rockefeller Institute*. But this imaginary tour must not attempt Uptown flights, unless the Hospitality Committee puts an aeroplane at our disposal, as well it might.

PRESIDENT'S PAGE

IT IS with mixed feelings that I write this, my last President's Page. Against the relief of having a little time to myself there is a full realization that I shall miss the stimulation that has come with the responsibilities and direction of S. L. A. Balancing the wish that my administration might have seen a little less stormy weather, is the pride in S. L. A. that it proved so seaworthy. It was only fine team work that allowed us to come through the worst of the depression with an increased membership, with a sound financial base and with many important things accomplished.

We can all take great satisfaction in the grant received from the Carnegie Corporation, and I have considered it a privilege to help develop the trade association library project. From the contacts I have made on this and other S. L. A. activities, I am sure that the business and professional world is becoming increasingly conscious of the value of special library service. I am convinced that the opportunities for us as an Association and as individuals are limited only by our own abilities, energy and desires.

Our national Groups and Committees are closing an active and profitable year. I am sure the same is true of Local Chapters, although our information concerning them is rather meager. One of the major problems facing the Association today is how to bring about closer cooperation

between the national and its Chapters in working for the good of our profession. I feel very strongly that special librarians everywhere would benefit enormously if each one took a larger part in Association affairs. Our Headquarters office is a busy, extremely efficient machine these days; with more adequate help than we have been able to afford for some time, our records are in fine shape and the business of the Association is being excellently handled. We owe a special debt of thanks to the editor of this Magazine. With the great handicap of a drastically reduced budget, we have succeeded in keeping *SPECIAL LIBRARIES* a vital, professional tool. The recent fine increase in advertising revenue should make it possible for us to afford a better Magazine in the future.

I wish to express my personal gratitude as well as that of the Executive Board to the people who have helped so much. We hand the reins over to a new administration with the conviction that they will do far bigger and better things. There is infinitely more that S. L. A. can do than we have yet had a chance to attempt, and it is this challenge of the future and the opportunities which unfold that inspire so many of us to keep hard at work. I hope that I may have been able to contribute some small part because of the pleasure and privilege it has been to try.

MARY LOUISE ALEXANDER



Unless a proper method of recording information is adopted at the start, difficulty will be experienced later in using the data. The investigator may become lost in a maze of unsorted information. Certain principles of handling material tend to reduce nervous strain and lost motion. — From "Manual on Research and Reports," Amos Tuck School of Administration and Finance.

1909—Special Libraries Association—1934

Twenty-sixth Annual Conference

Hotel Roosevelt, New York City

June 19-23, 1934

Tuesday, June 19th — Newark Day

Morning — Informal Conference of public libraries doing special business work. Business Branch of Newark Public Library, 10 o'clock.

Discussion

Magazines to be retained with depleted budgets. Length of time to keep files of business magazines

Best magazines in special fields

Use of special reference tools with an opportunity to go over the special collection indexed in our S. L. A. "Guides to Business Facts and Figures," demonstrating its use as a telephone reference collection.

Relative merits of business services

Afternoon — Visits: To William H. Rademacker Company, book binders. Tea in garden of Newark Museum as guests of Miss Beatrice Winsor and her staff. *N.B.* — *Notify Alma Mitchell, Ln., Public Service Corp'n of New Jersey, if you are planning to visit libraries in Newark and vicinity, so that the Committee may make the necessary arrangements.*

The following libraries in New York City will also be open to visiting librarians. Batten, Barton, Durstine and Osborn; Metropolitan Life Insurance Company; Municipal Reference Library; Council on Foreign Relations; Industrial Relations Counselors; Standard Statistics Company, Inc; Federal Reserve Bank of New York; and the H. W. Wilson Company (librarians invited to lunch here). The Committee on Local Arrangements will be glad to make arrangements for visits to any other library in the city, but please notify Miss Burnett, Federal Reserve Bank of New York, as to specific library or type of library you would like to visit.

8 00 P.M. — Meeting Advisory Council, Hotel Roosevelt

MUSEUM GROUP

4.00 P.M. — Tea in the garden of the Newark Museum will be of special interest to Museum librarians: Exhibit of official publications of the National Museums and Galleries of Great Britain, lent by the British Government through British Library of Information

Wednesday — June 20th

CIVIC-SOCIAL

12:00 M. — Luncheon, The Parkside, 18 Gramercy Park.

"Social, Civic and Industrial Publications to the Fore" — Shelby M. Harrison, Director, Russell Sage Foundation.

COMMERCIAL

12:30 P.M. — Informal luncheon, Colonial Room, Roosevelt Hotel.

FINANCIAL GROUP

10:00 A.M. — Blue Room.

1. "Some Social Implications of the National Recovery Act" — Robert Bruère, Chairman of the Cotton Textile National Relations Board.
2. "Our Mathematical Indiscretion" — Mr. Fred V. Burt, Analysis Dept., Bankers Trust Company, New York City.

INSURANCE

12:30 P.M. — Informal luncheon. (No business.)

MUSEUM

10:00 A.M. — At Library of the Museum of New York, Fifth Avenue and 103rd Street

"Research Work and the Library" — Mr. Hardinge Scholle, Director, Museum of the City of New York

"Among Ourselves" — Mr. Richard F. Bach, Director of Industrial Relations, Metropolitan Museum of Art, New York.

Round Table Discussion:

Picture Collection — Introduced by Miss Susan Hutchinson, Librarian, Brooklyn Museum.

Reference Work Problems — Introduced by Mr. Paul Vanderbilt, Librarian, Pennsylvania Museum of Art, Philadelphia.

Following the meeting, luncheon at the Metropolitan Museum of Art

NEWSPAPER

9.00 A.M. — Breakfast Meeting, Colonial Room.

12:00 M. — Luncheon at New York Times and visit to Times Library.

Wednesday—June 20th

SCIENCE-TECHNOLOGY

10:00 A.M. — Room E and F

The Technical Library from the User's Point of View

"Expanding Science and the Librarian's Predicament" — John Mills, Director of

Publications, Bell Telephone Laboratories, New York City.

"How to Make the Library of Most Value to a Patent Department" — Arthur Worischeck, Patent Attorney, General Motors Corporation, Washington, D. C.

FIRST GENERAL SESSION

2:00 P.M. — Ball Room

"Address of Welcome" — Hon. Morton Baum, Member of the Board of Aldermen of the City of New York.

"Monetary Policies and National Planning" — Prof. F. Cyril James, Professor of Finance, Wharton School of Commerce and Finance.

"Modern Research and its Interpretation" — Dr. Louis I. Dublin, Metropolitan Life Insurance Co.

"Trade Associations of the Future" — Miss Irene L. Blunt, The National Federation of Textiles, Inc.

ANNUAL BANQUET

6:30 P.M. — Ball Room

The Honorable Fiorella La Guardia, Mayor of New York City, Guest of Honor.

Mr. Bruce Barton, Speaker of the Evening.

Thursday—June 21st

COMMERCIAL

10:00 A.M. — Small Banquet Room.

"Significant Effects of the New Deal on Business" — Prof. Antoine S. Friedrich, Department of Economics, New York University.

"Business Literature, Pre- and Post-New Deal" — Mr. H. A. Haring, Contributing Editor, *Advertising and Selling and Distribution and Warehousing*.

"The Librarian's Psychological Approach to the Job" — Dr. Henry C. Link, The Psychological Corporation.

CIVIC-SOCIAL

8:30 A.M. — Breakfast Meeting, Colonial Dining Room.

10:00 A.M. — Room C.

"Trends in Local Government as Related to Federal and State Governments" — Mr. Howard P. Jones, Editor, *National Municipal Review*.

"Labor and the Recovery Program" — Elinore Morehouse Herrick, Vice-Chairman, New York Regional Labor Board.

Business — Election of Officers.

4:00 P.M. — Tea at Council on Foreign Relations, 45 East 65th Street.

FINANCIAL

2:00 P.M. — Blue Room

Sources of Statistical Information

"Evaluation of Foreign Sources" — Mr. George Eder, Manager Foreign Securities Division, Standard Statistics Co., Inc.

"Fashions in Money" — Miss Sheehan, Economist, Lazard Freres

"Statistical Planning in the Federal Government" — Mr. Stuart Rice.

Discussion of mimeographed publications of the Federal Government — Elsie Rackstraw, Librarian, Federal Reserve Board. Business.

INSURANCE

2:00 P.M. — Annuities and Group Annuities. Mr. R. A. Hohaus, Metropolitan Life Insurance Co.

Round table discussion

Report of Subject Headings Committee — Mildred Pressman.

Report of the Editor of Insurance Book Reviews — Abbie G. Glover.

Appraisal of new books; Requests for free material from schools.

Thursday—June 21st

MUSEUM

4:00 P.M. — An invitation has been extended to the convention to visit the Museum of Science and Industry, 220 East 42nd Street. *Tea will be served.* This will be a splendid opportunity for all to see this interesting museum.

NEWSPAPER

9:00 A.M. — Breakfast Meeting, Colonial Dining Room. Reports of Committees.
 11:00 A.M. — Room E.
 "Radio vs. Newspaper" — Mr. James W. Barrett, Editor, Press Radio Bureau.
 1:00 P.M. — Luncheon at midtown restaurant; with address by Mr. Wilbur Forrest, Executive Assistant to President, New York *Herald Tribune*, "An Editor's Opinion of Ancient and Modern Newspaper Libraries"; visits to libraries of *Herald Tribune* and *Daily News*.
 4:30 P.M. — Room B.
 "Television and Newspaper Libraries" — Mr. John Mills, Director of Publications for the Bell Telephone Laboratories.

RELIGIOUS GROUP

6:30 P.M. — Dinner Meeting, at Alice Foote McDougall, 37 West 43rd Street
 "Reading Tastes as Encountered in a Religious Book Store" — Miss Mabel Steele, head of the Union Theological Seminary Book Service. Dr. Helen Davis, Associate Chief Consultant for the recent survey of the Y. M. and Y. W. C. A. foreign work, will take us behind the scenes of an international survey.

SCIENCE-TECHNOLOGY

9:00 A.M. — Colonial Dining Room.
 Breakfast. Public Utility Section.
 9:00 A.M. — Room D.
 Informal Meeting. Chemistry Section.
 2:00 P.M. — Room D.
 Round table discussion. Chairman: Delbert F. Brown, Librarian, Standard Oil Development Co., Elizabeth, New Jersey.
 The talks and the discussions will cover such topics as:
 Position of the Library within the organization: Purpose, functions, and the attitude of other departments toward the Library.
 Library methods: Indexing; use and care of special types of materials such as pamphlets, technical reports; reference sources
 Cooperation with and the relationship between public and special libraries: Service to be expected.

ENTERTAINMENT

4:00 to 6:00 P.M. — Tea at New York Public Library.
 S. L. A. members are invited to be guests of New York Public Library to see special collections such as the Economics Division, or the arrangement of clippings of the Picture Collection. Tea will be served in the Cafeteria.
 7:00 P.M. — Dinner Meeting. Columbia University School of Library Science Alumni of the "Special Libraries" class. (Register at the S. L. A. Information Desk, Hotel Roosevelt, by 1:00 P.M., Thursday.)
 9:00 P.M. — Tour of new National Broadcasting Company Studios.

Friday—June 22nd

SECOND GENERAL SESSION

10:00 A.M. — Ball Room
 President's address — Mary Louise Alexander.
 Report of Secretary — Elizabeth Lois Clarke
 Report of Treasurer — Laura Woodward
 Report of Editor — Florence Bradley.
 Reports of Local Chapters, Groups, and Committees
 Report on Trade Association Project — Dorothy Bemis.
 Unfinished Business.
 Election of Officers.

Friday—June 22nd

CIVIC-SOCIAL

12:30 P.M. — Luncheon Meeting, Small Banquet Room.

"Municipal Housing" — Mr. Langdon W. Post, Tenement House Commissioner of New York City.

2:30 P.M. — Small Banquet Room.

Panel: "Planning" — Leader: Katherine McNamara, Librarian, School of Landscape Architecture and City Planning, Harvard University.

Speakers: Paul Studensky, Associate Professor, New York University; Wayne D. Heydecker, Secretary, Westchester County Planning Commission; Robert Whitten, Consultant, New York State Planning Board; Charles W. Eliot, National Planning Board.

COMMERCIAL

2:00 P.M. — Room E.

Committee Reports:
Subject Heading and Classification
Book Review.
Group Discussion on "Clipping."
Election of Officers.

DEPARTMENTAL LIBRARIES

12:30 P.M. — Luncheon Meeting. Informal Round Table discussion of departmental libraries in large universities, Mr. James Thayer Gerould, Librarian of Princeton University Library, presiding.

FINANCIAL

12:30 P.M. — Luncheon Meeting, Room D.
Committee Reports.

Book Review.
Unfinished Business.
Election of Officers.

INSURANCE

2:00 P.M. — Room C.

Report of Life Office Management Association questionnaire. Informal Discussion of the Company Librarian — Helen L. Washburn, Socony-Vacuum Corp.

Librarian's Place in Successful Handling of Company Personnel — Dr. Marion A. Bills, Aetna Life Insurance Co.

Round table discussion. Budgets and costs; Practical methods of economizing on time-consuming jobs; Library statistics which can be discontinued; Figures kept and used for annual reports.

Election of Officers.

NEWSPAPER

9:00 A.M. — Breakfast Meeting, Colonial Dining Room.

12:00 M — Luncheon at downtown sea food restaurant.

Visits to *American, Journal, Post, Sun* and *World-Telegram* libraries.

4:00 P.M. — Room D.

General Business.
Election of Officers.

SCIENCE-TECHNOLOGY

12:30 P.M. — Luncheon. Rubber Section.

2:00 P.M. — Room B.

Reports from all Sections and Committees
Election of Officers.
Plans for the Future.

ENTERTAINMENT

5:00 P.M. — *Westchester Country Club Dinner.*

Leave Roosevelt Hotel by motor, drive through Westchester to Westchester Country Club at Rye, New York. Dinner on the Terrace. Music and dancing.

Saturday—June 23rd

Visits to special libraries in New York City.
Beach party and/or boat trip around Manhattan Island.

Convention Committees

Dinner

Nell E Barmore, Chairman
Aina Ebbesen
Ruth Savord
Eleanor Cavanaugh

Hospitality

Blanche Davenport, Boston
Janie Henderson, Montreal
Alta Clafin, Cleveland
Ruth Savord, New York
Florence Bradley, New York
Sue Wuchter, Chicago

Local Arrangements

Marguerite Burnett, Chairman

Margaret Bonnell
Marie Walker

Newark Day

Alma Mitchill, Chairman
Joseph McGlynn
Katherine Van Dyne
Margaret Smith

Publicity

Alma Jacobus, Chairman
Florence Wagner

Travel

Joseph McGlynn, Newark
Gertrude Peterkin, New York

Railroad Rates to New York City

June 20th-23rd

WE NOW can tell you just how little it will cost you to come to the Convention.

<i>From</i>	<i>Round Trip Fare</i>	<i>Round Trip Lower Berth</i>
Washington.....	\$16.28	\$7.50
Cleveland.....	41.10 (1)	11.26
Detroit	49.64 (2)	12.76
Pittsburgh	31.64 (3)	9.00
Chicago.....	65.40 (4)	18.00
Boston.....	13.80	7.50
Montreal.....	26.30	7.50
San Francisco.....	124.40 (5)	46.00
Los Angeles.....	124.40	46.00

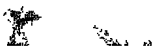
- (1) 30-day ticket good only on Tuesdays and Saturdays, \$31.65.
- (2) 30-day ticket good only on Tuesdays and Saturdays, \$37.25.
- (3) 16-day ticket, leaving June 8th only, \$16.80.
- (4) 30-day ticket good only on Tuesdays and Saturdays, \$49.05.
- (5) Good for 45 days. Tourist and Coach Season tickets are considerably less.

The local railroad representatives have been advised to get in touch with chapters in the various centers to offer any advice which is needed. When you get to the Roosevelt, the Travel Committee has a map which will point out the places of greatest interest in the city.

JOSEPH MCGLYNN
GERTRUDE D. PETERKIN
Travel Committee

Latest News Flash

Special to Special Libraries — Mr. Bruce Barton, just off the boat from a 'round the world trip, has accepted our invitation as guest speaker at the Banquet. Author and advertising man par excellence, his acceptance gives the final touch to a week replete with stimulating events.



SCHEDULE OF MEETINGS

	BREAKFAST CONFERENCES	MORNING	LUNCHEON CONFERENCES	AFTERNOON	EVENING
Tuesday June 19		Newark Day Conference of Public Li- brarians — 10:00 A.M.		Newark Day Tea in Museum Garden	Advisory Council — 8:00 P.M.
Wednesday June 20	Newspaper	Financial Museum Science-Technology	Civic-Social Commercial Insurance Museum Newspaper	First General Session	Annual Banquet — 6:30 P.M.
Thursday June 21	Civic-Social Newspaper Science-Technology	Commercial Civic-Social Newspaper Science-Technology	Newspaper	Civic-Social — Tea Financial Insurance Museum — Tea Newspaper Science-Technology Tea — N. Y. Public Li- brary — 4.00-6:00 P.M.	Religious Group Din- ner — 6:30 P.M. Tour N.B.C. Studios — 9:00 P.M.
Friday June 22	Newspaper	Second General Session — Business	Civic-Social Financial Science-Technology	Commercial Civic-Social Insurance Newspaper Science-Technology	Westchester Country Club — leave Roosevelt at 5:00 P.M.

Our Speakers – and Why

Mayor Fiorello H. LaGuardia leads our list of honored guests. He has a vibrant personality, and his energy and fighting force for good government will be apparent to all of us who hear him at the banquet on Wednesday evening, June 20th. Mayor LaGuardia's life has been a picturesque one. He entered the diplomatic service of the United States at the age of twenty. Later he studied law as well as human nature and politics, and became a deputy attorney general of New York State in 1916, at the same time announcing his candidacy for the U. S. Congress. Of course, he won and was a representative from New York intermittently for many years until the last election.

Within five months he has demonstrated his ability for executive reorganization, his knowledge of choosing capable departmental commissioners to carry forward his constructive measures, his willingness to fight for definite objectives, his political astuteness in legislative battles, and his great energy is used as well to inform all citizens of his honest purposes. As librarians we know Mayor LaGuardia has a keen regard for facts. He likewise realizes the value of a special library from which to secure his information. He never speaks until he is fully acquainted with his subject. Then he speaks with force and assuredness and vigor.

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James W. Barrett went from his college paper to the staff of the Denver (Colorado) *Republican*. As city editor of the New York *World* and, after its demise, of the *American*, he was responsible for two major beats—the disappearance of Judge Crater and the finding of Mayor Walker's associate, Russell Sherwood. He was chosen by the Publishers' National Radio Committee to be editor of its new Press Radio Bureau, which began functioning March 1.

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Dr. Marion A. Bills, Assistant Secretary, Aetna Life Insurance. Dr. Bills was formerly associated with the Carnegie Institute of Technology and has made numerous studies for the American Management Association and the *Journal of Personnel Research*.

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Robert Bruère, author and lecturer. Now chairman of the Cotton Textile National Industrial Relations Board; formerly director of Bureau of Industrial Research; recently associate editor of the *Survey*, and research secretary of J. C. Penney Foundation. He is a member of the

Fact-Finding Commission to Japan and China of the Institute of Religious and Social Research; also author of "The New Nationalism"; "The Coming of Coal" and "The Man with a Thousand Partners"

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Dr. Louis I. Dublin, third vice-president and statistician of Metropolitan Life Insurance Co. Interpreter of statistical values of public health in popular magazines and technical journals, and author of "Health and Wealth," "To Be, or Not To Be," and "Money Value of Man." Past president of American Statistical Association and American Public Health Association.

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George Jackson Eder, economist. At present manager of Foreign Securities Division, Standard Statistics Co., Inc., he was formerly with a private banking firm in Colombia, and, from 1920 to 1923, assistant manager of Foreign Department of Battery Park National Bank, with Inter-American High Commission, Washington, D. C.; Chief of Latin American Section, U. S. Department of Commerce.

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Wilbur Studley Forrest is the executive assistant to the President of the New York *Herald Tribune*. He began reporting for the Peoria (Illinois) *Journal* and joined the United Press in 1910. From 1915 to 1919 he covered the World War and the American troops' stay on the Rhine, and after that his "by line" preceded news from Mexico, Haiti, the American scene at Washington, and China and Japan. Who's Who, while recording other honors, fails to include his membership in the famous Razzberry Club at Coblenz, a light-hearted assemblage celebrated wherever good newspaper "eggs" get together

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Prof. Antoine A. Friedrich is a member of the Department of Economics of New York University. He was for some months connected with the Division of Research and Planning of the National Recovery Administration in Washington. He is co-author of "Economic Behavior" and "The Modern Economic World."

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Mr. Harry A. Haring is the author of "Warehousing," "New Business for Warehouses," "Corporations Doing Business in Other States," and "The Slabsides Book of John Burroughs," and of numerous articles in business and trade papers. Mr. Haring is a retired manufacturer who

was formerly treasurer of Western Reserve University, and who helped found the Library School of that institution.

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Shelby M. Harrison, a name so familiar to all in the fields of social work and welfare, is associated with the Russell Sage Foundation where he has been Director of Surveys and Exhibits since 1912. He is a well-known lecturer in schools of social work, he is fully versed in all current literature and of such publications he will give us his expert opinion. This is indeed a treat for the Civic-Social Group

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Mr. R. A. Hohaus, Assistant Actuary, Metropolitan Life Insurance Company is the actuary in charge of the Metropolitan Group Annuities Division. The American Library Association's Retirement Plan is in this division and the relation of it to old age pensions and individual annuities from an actuary's viewpoint should be of value to insurance librarians.

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Mrs. Elinore M. Herrick has come prominently before the public in her capacity as vice-chairman of the Regional Labor Board of the N.R.A. for New York City. As an active member of the Consumers' League she has known for years the problems of labor and those of the consumer. In recent months she has been called on to help settle strikes and to arbitrate labor disputes. Of these she will tell us, in her fascinating way, a human story.

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Wayne D. Heydecker, on the staff of the *American City* magazine, later an active researcher with the Regional Plan of New York, and more recently an ardent worker in the promotion of city planning in Westchester County where he served as secretary of its Commission, can convince anyone of the importance of county planning. Be sure to hear him at this Panel.

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F. Cyril James, formerly of Barclays Bank, Ltd., London, is now Assistant Professor of Finance, University of Pennsylvania. He is a practical student of European affairs, contributing numerous articles to magazines in addition to such recent books as "England Today" and "The Road to Revival."

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Howard P. Jones, editor of the *National Municipal Review*, which is the official organ of the National Municipal League and the Proportional Representation League and of the Governmental Research Association. He is in the thick of

developments in public administration, is alive to the possibilities in this growing field of civic affairs, and can talk with spirit and enthusiasm about them

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Dr. Henry C. Link has been connected with two large manufacturing concerns as industrial psychologist, has been advertising and sales manager of two well-known department stores, and is now on the staff of the Psychological Corporation in New York. He has lectured at several colleges and universities, and is the author of "The New Psychology of Selling and Advertising," and of magazine articles on applied psychology.

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Katharine McNamara, librarian of Harvard University School of Landscape Architecture, will lead a panel discussion on the subject of "Planning." She is well versed in this subject, is a constant contributor to magazines of city planning, and is a pleasing speaker.

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John Mills has been Director of Publications for the Bell Telephone Laboratories since 1925. Besides inventing several methods for wire and radio telephony, he has published numerous books, of which "Signals and Speech in Electrical Communication," published by Harcourt, Brace, is the most recent.

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Langdon W. Post is one of the outstanding appointees of Mayor LaGuardia. He serves as Tenement House Commissioner for the great City of New York, and is responsible for the splendid reform which has culminated in the establishment of a Municipal Housing Authority, of which he is likewise chairman. The objectives of slum clearance and low-cost housing of the Authority constitute a pioneering program. Commissioner Post, a Harvard man, still in his thirties, has had newspaper experience and served as a State Assemblyman for four terms, where he was active for several good causes. He learned the art of effective public speaking and he is intensely interested in his housing programs.

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Mr. Stuart Rice, who is now with the Government, was formerly professor of sociology in Dartmouth and later professor of sociology and statistics in the University of Pennsylvania. He has also been connected with Social Science Research Council, and on the President's Research Committee on Social Trends. Besides many magazine articles, he is author of several books on American politics and was editor of

"Statistics in Social Studies" and "Methods in Social Science."

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Dr. Paul Studenski, Associate Professor of Economics, has interested himself in public administration for many years. His researches in planning, his participation in discussions at many conferences, make him an informed and easy speaker.

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Robert Whitten, well known as a city planning consultant who has laid out many a plan, is now connected with the New York State Planning Commission. He speaks from a thorough knowl-

edge. He started his professional life as a special librarian, and was one of the active members of our Association in its early days. At that time he was librarian and organized the splendid collection of the Public Service Commission of the State of New York.

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Miss Helen L. Washburn is General Assistant to the Personnel Manager, Socony-Vacuum Corporation. We know her joint study with C. R. Dooley of the Employment and Adjustment of the Older Worker which was published by the American Management Association. She is also responsible for the preparation of Socony-Vacuum's "Procedure for Job Analysis."

"Snips and Snipes" Knocks About Town

"There is a city so tall that even the sky above her seems to have lifted — a cautious remove, inconceivably far. There is a city so proud, so mad, so beautiful and young . . ."

Dear Ursula:

I know you'll want to do some sightseeing when you get here, and I've jotted down the names of a few places that might interest you. They're all near enough for you to get to on foot from the Roosevelt and all neatly arranged in the area bounded by Fifth Avenue and Lexington on the west and east and by 34th and 59th Streets on the south and north. Of course if you get too weary there's always the Madison Avenue car — dear relic of a by-gone day. Below 42nd Street it dives into a tunnel built in 1833 through which ran the first horse car line in the world. Marvelous things have happened in that tunnel, someone, who'd better be nameless, went into it pure white and came out polka-dotted a bright red — German measles!

The Roosevelt bailiwick is an historic bit of New York. The Murray farm (whence Murray Hill) extended from 34th Street to 42nd Street; the old manor house in which Mrs. Murray entertained the British officers so beguilingly that Washington and Putnam had time to rally their troops — do you remember "Dearest Enemy"? — stood at Park Avenue and 37th Street. The land between 47th and 51st was occupied by the Elgin Botanical Gardens founded in 1801, and Columbia College moved to Madison Avenue and 49th Street in 1857.

All the glory of Fifth Avenue as a residential street has gone, but once residences of famous New Yorkers lined both sides of it. I don't know whether or not A. T. Stewart, the first merchant prince, started the fashion, but at any rate his two-million-dollar Italian marble palace stood on 34th Street and Fifth Avenue, across from

Altman's. Poor Stewart! Ghouls robbed his grave in the churchyard of St. Mark's in the Bowery and his old bones were carried about for more than two years before they were delivered, ignominiously wrapped in a gunny sack, to his wife for twenty thousand dollars. Now in all the distance from 34th Street to 59th Street, there are only three residences — the Wendell house at 39th; the Vanderbilt house at 51st and Helen Gould Shepard's brown stone front at 47th. However, thirty-one hotels in our neighborhood take care of many times Ward McAllister's 400.

You must give at least a passing glance to our churches. Thirteen of them we have. St. Thomas' on Fifth and 53rd Street, St. Patrick's, both Gothic, and the Byzantine St. Bartholomew's on Park Avenue and 51st are the most noteworthy, though my Presbyterian soul hopes you won't miss the old Brick at Fifth and 37th, or the Collegiate Church of St. Nicholas, which has a bell in its steeple cast in Amsterdam in 1728.

Can you stand a little more history? I just must remind you that on opposite corners of 44th and Fifth Avenue stood old Delmonico's and Sherry's. All the thrills of the gay New York of the early 1900's are in those two names. Next door to Delmonico's was Canfield's, the most famous gambling house in the country. Canfield got along nicely until, so the story goes, a member of the Vanderbilt family lost a hundred thousand dollars in one night's play. There are so many other places whose history I'd like to tell you — the Croton Reservoir, built in 1842, where the New York Public Library now stands; or Barnum's Crystal Palace, in back of it, which housed our first World's Fair.

While you're batting about you might like to drop into some of the famous bookstores that are so plentiful in our town: Scribner's, 597 Fifth Avenue; Dutton's, 681 Fifth Avenue; Putnam's, 2 West 45th Street will have almost all the books you ask for. So will Brentano's at 1 West 47th Street. If you're there, go down into the basement and see their collection of current magazines. It rivals the one you told me about that *Time-Fortune* maintained at the Century of Progress. Again, there are "shops" that specialize. If you're slightly unbalanced as I am about the theatre, go to the Drama Bookshop at 48 West 52nd. The English Bookshop at 55 East 55th Street goes in for first editions, fine prints and tea. La Librairie Française has the largest and best collection of French books in the city. Westermann, 13 West 46th, has invited us to call and will show us his treasures. If you want to see rare books and autographs, try Drake's at 40th Street and Fifth, and Madigan's at 2 East 54th Street.

While we're on the subject of books — there are some rare private libraries you should see. First and foremost is the J. Pierpont Morgan Library at Madison and 36th — a beautiful white marble building. Admittance is by special introduction only. The Grolier Library, 47 East 60th Street, has a splendid collection of books. The Mercantile Library, near Madison on East 47th Street, is just a stone's throw from the Roosevelt. It's one of the oldest membership libraries in the city. The Mechanics and Tradesmen's Library, 20 West 44th Street, has one of the finest collections of biographies and travel books it has been my fortune to borrow from.

Whatever else you don't do, you will see the Empire State Building, the Chrysler Building and the group of buildings at Rockefeller Center which are described elsewhere in this issue. You won't remember it, but the Empire State is 102 stories and 1,250 feet high, the Chrysler 77 stories and 1,046 feet high. Watch the Empire State any time of day — not night, mind you. It's one of the most beautiful things in the world. Even if you don't like it, the changing lights on its silver surfaces do things to you.

I suppose you'll be lunching and dining at the Roosevelt, but if you have the yen to "dine in many languages," here's your chance. You can eat American, American Southern, American Creole, English, French, German, Swedish, Italian, Greek, Hawaiian, Hindu, Japanese, Mexican and Chinese food without stepping far outside the Roosevelt rectangle I've limited myself to. Ask Nelle Barmore for a copy of "Neighborhood Information," prepared by H. B. van Wesp of the Rockefeller Foundation. It

has a marvelous list of eating places and the compiler, with unusual consideration, gives prices.

You may not want to sightsee, but do walk about, especially after six o'clock in the afternoon. There's a peculiar glow then that's almost a glory in the sky and the streets reflect it. The hurry of the day is over and the gaiety of the night hasn't commenced. You'll get a feeling of *leisureliness* that comes only at that time in New York. Walk up Fifth Avenue to Central Park and see the fresh greenness that is so startling in the midst of tall buildings. If you want to spend a delightful hour get into a hansom or a victoria and drive through the park. I hope the swan boats will be out on the pond. For five cents you can get a ride that will thrill you as your first carousal did. On your way back look at the St. Gauden's statue of Sherman mounted, led by Victory afoot. One day a weary Southern Lady who had been taken from one sight to another was brought there by her enthusiastic host. The Southern Lady looked at the statue in cold disapproval and said, "Just like Sherman, letting the lady walk!"

As always,

SNIPS AND SNIPES

AND THEN, THERE'S ROCKEFELLER CENTER.

Yes, Miss, that's where you are going on the National Broadcasting Company tour, for Radio City is part of the Center — but there are other things to see. If you can arrange it, the best time to see it first is at night, for it looks so fine with the flood lights on the Plaza and the big building. The big gold statue in the middle of the sunken Plaza is of Prometheus bringing fire to mankind — and it is by Paul Manship — even if a lady there last week did say it looked like an ad for a wedding ring concern. Yes, Miss, the big building is the R.C.A. building, seventy stories high. It's the one that has the Cert murals, showing something about man's mastery of the material universe. The best view of them is from the balcony on the north side. They were painted in Paris. On the south side are the Brangwyn ones telling about mankind's conquest of the physical world. They were done in England. No, Miss, you can't see the Diego Rivera one, for it's been taken down, but the figures over the Plaza entrance are nice. The guide says that the central figure is Genius, which interprets to the human race the laws and cosmic forces of the universe. The ones on the side are Light and Sound, the principal means of interpretation. Then the million-piece

mosaic panel over the Sixth Avenue entrance interests lots of people. Its called *Enlightenment*. Barry Faulkner, an American, designed it. The middle figure is *Thought*, and you can read the names under the others. Maybe you'd like to go up on the roof — so let's take the elevator at the southwest corner of the bank marked 53-65, for it travels fourteen hundred feet a minute. The others just make twelve hundred. If the pressure hurts your ears, just swallow a time or two and that will ease it. Yes, Miss, the view is pretty grand either night or day. You can see about fifty miles, and tea or coffee is included in the price of the ticket you get on the main floor. The little building you will see on the corner of Fifth Avenue and Fiftieth Street — one of the two with a roof garden — is the British Empire Building. Yes, Miss, you can get Yardley's soaps there, and Dunhill's clothes and tobacco. Be sure to see the Jannewein sculptures over the front door showing the industries of the British Empire. The companion building next door is La Maison Française, and that's where Henri Charpentier's restaurant is — the best crêpes suzettes in town — and cocktails are served from four to six-thirty. Right across the street there is St. Patrick's. You should step in for a few minutes and sit and rest in its cool shadows. The church behind that is St. Bartholomew's, with the General Electric building for background. The brown one two blocks down Fifth Avenue is St. Nicholas, and the gray one two blocks up is St. Thomas. The Museum of Modern Art is right across the street, at 11 West 53rd Street, where you must not miss the Bliss collection of modern French painting. It is free except on Mondays and Fridays. And the Grand Central Galleries Annex is just across

the street from St. Patrick's. That bridge you can see way up the Hudson is the George Washington. Yes, Miss, the docks for the big ships are right close. They will seem almost under you from the roof. Maybe you would like to go over one of them. The Italian liner, the *Rex*, will be in about the twenty-second and the *Aquitania*, the twenty-third. They are free for inspection, and sometimes it's possible to get lunch on board. And then, here below us, are both the theaters, the Music Hall and the Center Theater. The Music Hall is the biggest theater in the world. It has a grand mural over the stairway, and a beautiful proscenium arch, and the ceiling is recessed so as to minimize the size. There are three nice plaques on the outside representing the Theater, and Dance and Song. Over at the Center Theater, in the Ladies' Lounge, Maurice Heaton's mural of Amelia Earhart's flight is worth the price of admission. No, Miss, I don't know what pictures are going to be at either house, but this time it is the theaters you want to see, not the pictures. The R.K.O. building next door to the Music Hall has the Boardman Robinson mural showing the destruction of civilization unless man's material progress is paralleled by the development of his spiritual frontiers. That's over my head, but it's what the guide says. Then you know there're all kinds of shops, dresses, shoes, hats, florists, Persian and Indian art — even a post office down in the basement. Yes, Miss, you can wander around by yourself and find most of the things, or you can get a guide at the "Ask Mr. Foster" headquarters on the main floor. That costs a dollar, and the tour lasts about an hour. No, Miss, I don't work there, and I don't get anything for telling about it. You see, I just like the darn place.

EVENTS and PUBLICATIONS

Editor: Margaret Bonnell

"LIBRARY LITERATURE, 1921-1932," a contribution by the Junior Members Round Table of A. L. A., is the first comprehensive bibliography in all fields of librarianship for this period and a real tool for all librarians who are helping to forward professional interests. A nice distinction has been made by the compilers between special collections and special libraries. The material on special libraries has not all been placed under this one heading and its sub-divisions. We could wish it might have been. The term business libraries is utilized and fully half of the special library material is included

thereunder. Other specific types of libraries, as prison libraries or health libraries, also are used as headings — and the entries are not duplicated under Special Libraries. In other cases we find an article entered under Music Libraries and also under the name of the individual company's name but not under Special Libraries.

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Statistics on agriculture included in the Fifteenth Census were first printed in the form of state bulletins which were afterwards assembled and reprinted in the final bound volumes. A limited number of copies of these bulletins are

still available for sale by the Superintendent of Documents at nominal prices ranging from 5 to 40 cents. A price list and order-blank may be secured from the Census Bureau in Washington.

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C. T. Anderson & Co., 651 West 120th St., Chicago, is the manufacturer of string tie binders, Markilo celluloid envelopes for newspapers, maps, etc., an adhesive hinge tape, celluloid adhesive tape, and other aids for the librarian which help reduce bindery expense.

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Mrs. Grace Child Bevan, librarian of the Phoenix Mutual Life Insurance Co. of Hartford, Conn. contributes a Library-Leaf of new additions to the library, to a loose-leaf educational manual for the company's salesmen.

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An "Economic History of the South," by Emroy R. Hawks, surveys the economic history and development of the Southern states from Colonial days down to our times and the New Deal. The background is supplied by the first chapter which considers the topography, soils, climate, mineral and timber resources, and water power of the southern area. The author then discusses the colonial and pre-Civil War South as to population, finance, industry and agriculture. He discusses, too, the economic causes and effects of the war, then the economic progress of the South after 1880. His final chapter deals with present economic problems. The book contains numerous charts and statistical tables supplementing the textual facts. Footnotes refer to sources and there are critical bibliographical notes after each chapter. A good general index is given.

Other volumes in this new series of State histories being published by Prentice-Hall are a "History of West Virginia," by C. H. Ambler, and a "History of Ohio," by E. H. Rosebloom and F. P. Weisenburger.

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The Grosvenor Library (Dr. Augustus Shearer, librarian) has been an institutional member of S. L. A. for ten years. A recent issue of its Bulletin contains an interesting account of the growing years of this famous Buffalo library, which celebrated its 75th anniversary on April 11th; also a list of editions of the "Star Spangled Banner" published before 1861, which are to be found in the library.

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"Municipal Electric Plant Managers, Their Selection, Training, Salaries and Tenure" is a

recent publication of one of our institutional members, Public Administration Service, Chicago. The publication, which may be purchased for 60 cents, includes a list of municipally owned plants in the United States.

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The National Emergency Council issues a "Daily Revised Manual of Emergency Recovery Agencies and Facilities" which is a complete and convenient source of information about the entire emergency organization. May be bought from Superintendent of Documents for \$1.50.

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An important addition to economic literature has appeared as Senate Document number 124 of the 73d Congress—"National Income, 1929-32." It was prepared by the Bureau of Foreign and Domestic Commerce and the National Bureau of Economic Research, and includes detailed statistics of income paid out and produced, by industrial divisions.

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The Proceedings of the Tenth Annual Conference of the Association of Special Libraries and Information Bureaux include papers on Efficiency with Economy in Chemical Abstracting; Classification of Subject Titles for Engineering Periodicals; Recent Developments in Equipment for Special Libraries. The Proceedings may be obtained for 5 shillings from the office of the Association, 16 Russell Square, London, W. C. 1

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"A Handbook of NRA" published by Federal Codes, Inc., 32 Union Square, N. Y., has gone into its second edition. It is an analysis and compilation of the National Industrial Recovery Act and related statutes, federal and state, and of all executive orders, regulations, agreements, administrative rulings and judicial decisions relative thereto; together with a comparative presentation of typical provisions of the several codes of fair competition, the texts of the principal codes and summaries of all minor codes. The various state statutes, now twelve in number, designed to supplement the N.I.R.A., are given in full.

A semi-monthly supplement service keeps the volume up-to-date, and additional codes and proposed codes are furnished at a nominal charge.

The Introduction contains an extensive discussion of the constitutionality of the act, and of the enforceability, from a legal standpoint, of the typical code provisions. It also discusses the meaning of the much-debated Sec. 7 (a) of the Act. In the 125-page section entitled "Code Provisions Analysed and Compared," illustrative

code provisions are brought together under six main heads—labor, production, marketing and sales, prices, terms and discounts, relations with competitors and administration. Each of these heads is further subdivided, a total of ninety classifications of code provisions being presented. Under some of the heads the editor, in lieu of reproducing code provisions, has presented an illuminating summary. The section as a whole gives the reader a picture of the codes not otherwise obtainable except through laborious study and analysis of the hundreds of approved codes.

The volume bound in cloth costs \$6.50; with semi-monthly supplements to the end of 1934, \$10 00.

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Many conflicting statements of the rights of employees under Section 7 (a) of the National Industrial Recovery Act have been made. In numerous cases employees have been confused as to what their rights are under the Act and whether they are required to conform to any particular method of dealing with their employers. So many requests have come to the National Industrial Conference Board for a simple, concise statement on the subject which could be given to inquiring employees in order to clarify their thinking that such a statement was prepared and published in the February 28, 1934 issue of the Conference Board Service Letter.

Reprints can be obtained at cost from the Conference Board, 247 Park Avenue, New York City

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The relationship of the courts to the provisions of the N I R A which apply to labor are analyzed in a booklet by Emanuel Stein, Carl Raushenbush, and Lois MacDonal of New York University and published by F. S. Crofts & Co. The booklet also gives the story of previous efforts to establish legislative provision similar to labor sections of the N.I.R.A. The title is "Labor and the New Deal," and it costs 50 cents.

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In "Total Obligations Incurred from Public Funds for Unemployment Relief from January 1933 through February 1934" is clearly arranged by State and month the extent of our dole. May be obtained from Federal Emergency Relief Administration, Washington, D C.

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"The Municipal Year Book 1934" is the first edition of a Year Book for American cities—the only publication of its kind in the United States with up-to-date information and constructive

opinion on the trends in municipal government. The first section contains five comprehensive articles covering the fields of major interest in 1933 and twenty articles by leading authorities giving a résumé of the significant events and developments in 1933 in the different fields of municipal activity.

The second major section of the Year Book contains data on the form of government in over 600 cities. The directory of city officials includes the names of mayors, city managers, and fifteen department heads in 310 cities of over thirty thousand and in over three hundred council-manager cities of less than thirty thousand.

The third major section of the Year Book contains a selected list of the more important books, pamphlets, and reports published in 1933 or early 1934 in each of the fields of municipal activity. This section also contains a list of the more important periodicals in the municipal field. Financial data for cities of over 30,000 population and for over 200 cities of less than 30,000 population for the fiscal year ending in 1933 have been obtained by questionnaire. In view of the fact that the latest publication of these data by the U. S. Census Bureau was for 1930, this section of the volume should be important to special libraries.

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"Real Property Inventory," preliminary releases by the U. S. Commerce Department, forming a nation-wide inventory of the conditions of the houses of the nation was conducted by the government with the intention of finding out what building was needed and could be started as an aid to revive the lagging building industry. More than 60 representative cities show hitherto unavailable statistics on residential conditions, with emphasis on sanitation, heating, rentals, vacancy, etc.

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The new building for the Library of the International Institute of Agriculture at Rome, to house one of the largest collections of agriculture in the world, has now been completed. It has been constructed with the funds supplied by the Italian Royal Commission for the administration of estates in the use of the Institute and is planned according to modern principles of library service. On the 6th of March the Commission handed over the new building for the use of the Institute.

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"International Economic Recovery" is the title of a pamphlet in the Day and Hour series published by the University of Minnesota, by

H. G. Moulton, author of "Financial Organization of Society," and president of Brookings Institution. After sketching the development of a world economic system over the past century, Dr. Moulton discusses international interdependence and finally four primary lines along which business recovery may be promoted by international coöperation — revision of commercial treaties, restoration of the gold standard, settlement of the war debt problem, and reduction in military expenditures. Price of these pamphlets is 25 cents each.

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This is the most important time in the history of the life insurance business for the inauguration of research, in the opinion of the Life Insurance Sales Research Bureau of Hartford, Conn., expressed in its recent report on "Progress Through Research." The Bureau believes that conditions are changing so rapidly that no agency department can hope for progress which depends on past experience and the age-old formula of trial and error. The value of research to other lines of business can be duplicated in the life insurance business.

"Recent Books on Recovery" is the subject of another of the lists of books on special subjects which appear regularly in *Publisher's Weekly*. This one is in the issues of March 31st and April 7th.

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"An Introduction to Medical Economics" is the title of a pamphlet recently published by the American Medical Association. In a strict technical sense medical economics is a hitherto almost untouched field. This outline is intended to furnish the foundation of general principles and a guide to methods of approach to the many problems of medical relations in the economic field.

Another report of this Association is on "Medical Relations under Workmen's Compensation." This study aims to trace the part played by the medical profession in the evolution of compensation systems and to appraise its present position. The choice of physician, character of service rendered under various conditions, amount and forms of payment, different methods of organizing the medical service, and reactions on the medical profession of such a comprehensive system of medical care as that involved in compensation.

STO-A-WAY BINDING

The Pacific Library Binding Company, 770 East Washington Blvd., Los Angeles, California, offers this type of "storage" binding for little-used periodicals. The actual binding is to be done by the *customer's own* book binder, under patent license *Sto-a-way Binding* has had one year's test, and has proven satisfactory to present users. A forty percent saving in cost is claimed

Sto-a-way Binding is *not* offered as "something just as good." It does *not* supersede regular library binding. It is intended for binding the tied-up material in every library, that goes unbound because of the too great cost of *usual binding*

A *sample volume* of the *Sto-a-way Binding* can be obtained by sending 50 cents in stamps, if at the same time you mention the name and address of your own binder. Your binder will then be informed as to how he can do future *Sto-a-way Binding* for you.

The same company publishes *PACIFIC BINDERY TALK*, a small monthly, ten issues per year, containing articles of general interest to librarians. Subscription one dollar per year; sample copy will be mailed for ten cents in stamps

Both of these booklets are available from the American Medical Association at 535 North Dearborn St., Chicago

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A map library, which will contain more than 400,000 maps when completed, is being established at the University of Chicago. The project, under the direction of Dr. Wellington D. Jones, professor of geography at the university, has as its nucleus the 50,000 maps already on file in the map division of the University library and will include a collection of master topographic maps, large-scale city maps, various types of maps containing special data and historical maps.

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Foreign Affairs, 45 East 65th St., New York City, announces publication of a complete analytical index to the first ten volumes of *Foreign Affairs*, superseding the five-year index published in 1928, at \$2.50 a copy; 18,000 references are arranged by author, title, and subject.

* * *

"Tests of the Fire Resistance and Strength of Walls of Concrete Masonry Units" is the title of a 215-page bulletin of the Portland Cement Association.

"Public Administration Libraries: A Manual of Practice" will be available in time for the Convention on June 20th. Copies may be purchased at that time, or ordered from the Public Administration Service, 850 East 58 St., Chicago, price \$1.00. It is a book of 72 pages, consisting of six chapters and two appendices—describing Types of Public Administration Libraries, Acquisition of Material, Care of the Collection, Aids to Research, Standard of Service, Budgeting for the Library. The sales and distribution of the new Manual will rest entirely in the hands of the Public Administration Service, to whom we are indebted. Their continued cooperation through Mr. Charles Ascher has sustained the Group in its second publishing effort.

As it is prepared by librarians, it is very practical. It will be particularly helpful to those persons in charge of a small collection of books who have had no library training. A great aid in selection of books, in knowing the best materials for supplies, for suggestions, short-cuts and new methods, every librarian in the governmental libraries needs this new Manual. Miss Ely, Mrs. Keck, Miss Rankin, Miss Skelhorne, Miss Hager, and Miss Gruner are the authors, and to their perseverance S. L. A. is indebted for its second Group Manual. — R. B. R.

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Business Book Review Digest

Compiled by the Staff of the Business Branch of the Public Library, Newark, N. J.

Alford, L. P., ed. Cost and production handbook.
Ronald, 1934. 1543 p. \$7.50.

Practical working information for everyone engaged in manufacturing, both in office and shop, in one reference volume. The material has been contributed by eighty specialists and presents the methods and policies of representative companies. It is the first major work unifying the two viewpoints of cost and production. Describes cost-accounting methods to control costs and production-control methods to reduce costs.

Favorably spoken of as direct, factual and informative, of real value to production executives, general accountants, company officials and cost engineers.

- + *Barron's*, February 5, 1934. p. 13. 350 words.
- + *System*, March 1934. p. 141. 300 words.
- Textile World*, March 1934. p. 106. 175 words.

Aspley, J. C. Steps to the order. Dartnell, 1934.
136 p. \$1.00.

Summarizes the sales methods of representative selling organizations as taken from their sales manuals and outlines the actual mechanics of order-getting. It does not attempt to cover all phases of selling. The most worthwhile part of the book, in the opinion of one reviewer, is the seven chapters beginning with Chapter III, containing pointers on sales technique, each of these chapters dealing with one. Although intended as a textbook for the man preparing to sell, the experienced salesman should find it of interest and value.

- Domestic Commerce*, January 30, 1934. p. 35. 50 words.
- + *Electric Refrigeration News*, February 21, 1934. p. 13. 600 words.
- Industrial Arts Index*, February 1934. p. III. 60 words.
- Management Rev.*, April 1934. p. 127. 75 words.

Bradford, F. A. Money and banking. Longmans Green, 1934. 942 p. \$3.75.

Two standard works revised and combined in one volume. Contains an excellent history of banking up to early 1933. Each chapter is followed by bibliographical notes. Highly recommended not only for the choice and arrangement of material but for the freedom from technical methods and terminology. The discussions are brought up-to-date.

- + *Barron's*, March 19, 1934. p. 6. 85 words.
- + *Journal of Accountancy*, March 1934. p. 226. 500 words.
- Mid-Western Banker*, March 1934. p. 11. 120 words.

Branch, M. S. Women and wealth. Univ. Chicago Press, 1934. 153 p. \$2.00.

A study of American women as taxpayers, as owners of property, as gainfully occupied workers, and as buyers and managers of family income. The facts gathered are presented in more than sixty statistical tables. Reviewers recommend this book because the important conclusions drawn from the material are carefully and adequately based, dependable and up-to-date, and feel that it will be of great value to students of social and economic affairs and of interest to investment bankers, manufac-

- + Favorable review.
- + Favorable review with some adverse comment.

turers and retailers of consumer goods and advertising men.

- Industrial Arts Index*, February 1934. p. IV. 75 words.
- + *New York Times Book Rev.* March 25, 1934. p. 12. 450 words.
- News Bulletin*, University Chicago, March 3, 1934. 110 words.

Chapman, J. M. Concentration of banking.
Columbia Univ. Press, 1934. 388 p. \$5.00.

Traces the history of branch banking from the early years of American banking up to the more recent branch banking movement. The author presents arguments for and against in an impartial manner, and reaches the conclusion that the development of branch banking would greatly improve the banking structure of the U. S. Favorably spoken of for its clear, lucid style and impartiality, and recommended as a complete and thorough study of the subject, of value to bankers and students of banking, as well as the general reader.

- + *American Bankers Ass'n J.*, March 1934. p. 78. 475 words.
- Bankers Magazine*, March 1934. p. 349. 100 words.
- + *Barron's*, April 2, 1934. p. 9. 200 words.
- Business Week*, March 10, 1934. p. 25. 45 words.
- Commerce and Finance*, March 28, 1934. p. 294. 50 words.

Dearing, L. C. A. B. C. of the N. R. A. Brookings Institute, 1934. 185 p. \$1.50.

Presents the background and provisions of the National Industrial Recovery Act, its legal and economic implications, and the activities of the Administration, which include code-making, administration and enforcement of codes. The President's special message of May 17, 1933, complete text of the Act, the President's policies, re-employment agreement and sample codes are contained in the appendices.

This book will be of especial interest to executives who are facing problems of working under codes and to general readers as well. No critical comment given.

- Barron's*, March 19, 1934. p. 6. 100 words.
- Monthly Bulletin*, Ass'n Leather Goods Manufacturers, March 1934. p. 26. 450 words.
- + *System*, April 1934. p. 190. 25 words.

Economics of the recovery program. Whittlesey House, 1934. 188 p. \$1.50.

"A guide to the main ideas underlying the policy of recovery and the main arguments about it," written by seven Harvard economists. Some reviewers state that the authors are critical of the New Deal, but many others speak favorably of it as an extremely important, timely, impartial, non-partisan appraisal of current economic policies, of value to those who are trying to learn about both sides of the question. Constructive in that it demands those sponsoring these policies prove the soundness of their own course of action.

-Adverse criticism.

The chapter on depressions has been developed too sketchily, and the chapter on prices, while excellent, is rather heavy for the average reader, in the opinion of some reviewers.

- + *Accounting Review*, March 1934. p. 94. 1,100 words.
- + *American Bankers Ass'n J.*, March 1934. p. 77. 400 words.
- Barron's*, February 5, 1934. p. 13. 500 words
- + *Coal Age*, April 1934. p. 143. 300 words.
- + *Commerce and Finance*, January 10, 1934 p. 61. 215 words.
- + *Food Industries*, March 1934. p. 125. 150 words
- Industrial Arts Index*, January 1934. p. III. 65 words.
- + *Management Review*, February 1934. p. 61. 735 words.

Edie, L. D. Dollars. Yale Univ. Press, 1934. 293 p. \$2.50.

A discussion of present monetary policies and their consequences which will help to simplify for many people questions which they have found confusing, whether or not they accept the conclusions offered them. The author is of the opinion that the United States should return to a new gold standard in which bi-metallism should play no part. Highly recommended by all reviewers as ranking among the very best of discussions on this subject. Written in a clear, vigorous style, in language easily understood by the layman. One reviewer states that "the difference between Dr. Kemmerer and Dr. Edie is fundamentally one of approach. Kemmerer recognizes the ills of the world but defends the gold standard, whereas Edie, acknowledging our ills, realizes that the

public will demand changes and is, through his book, attempting to guide opinion in the proper channel "

- + *Bankers Magazine*, March 1934. p. 347. 150 words.
- + *Barron's*, March 12, 1934. p. 7. 400 words.
- + *Credit and Financial Management*, April 1934 p. 28. 350 words.
- + *Management Review*, April 1934. p. 126. 325 words.
- + *New York Times Book Review*, February 25, 1934 p. 5. 1,400 words.
- + *System*, March 1934 p. 140. 30 words.

Gilman, Stephen. Analyzing financial statements. Ronald, 1934. 462 p. \$4.00.

Shows how to analyze financial statements, the tools for analysis and how to use them "to get at what is happening in business" The form of this revised edition remains the same but the content is entirely new. Considerable thought has been devoted to a discussion of ratios. Favorably spoken of as a valuable textbook, both for the experienced credit executive and those of less experience

- Barron's*, February 26, 1934. p. 11. 125 words
- + *Credit and Financial Management*, March 1934. p. 30. 375 words
- N. A. C. A. Bulletin*, February 15, 1934. p. 901. 375 words.
- + *System*, March 1934. p. 142. 30 words.

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Kemmerer, E. W. *Kemmerer on money.* Winston, 1934. 197 p. \$1.50.

"An elementary discussion of the important facts and underlying principles of the money problems now confronting the American people." The author aims to simplify and clarify these problems rather than cover the subject exhaustively. The discussions cover the gold standard, present paper standard, gold-purchase and silver-purchase policies, inflation and deflation, greenbacks, the silver question, the commodity dollar and the collapse of the German mark.

Recommended and spoken of as forceful, timely and understandable and may be studied with profit by the trained economist as well as by the general reader. "Kemmerer on Money" is the background for the play now in progress, "Dollars" is a synopsis of the play's motivation. Both are excellent in their own way.

- + *American Bankers Ass'n J.*, March 1934 p. 77. 850 words
- + *Barron's*, January 29, 1934 p. 13. 200 words.
- + *Commerce and Finance*, February 7, 1934 p. 128. 225 words.
- Credit and Financial Management*, April 1934. p. 28. 400 words.
- Dun and Bradstreet Monthly Rev.*, March 1934. p. 30. 180 words
- Mid-Western Banker*, March 1934. p. 10. 175 words
- + *New York Herald Tribune*, January 28, 1934. p. 6. 800 words.

Lyon, L. S. *Economics of free deals.* Brookings Institute, 1934. 219 p. \$1.50.

A study of free deals both from their managerial and economic aspects. Discusses types and extent of use,

costs involved, etc., and the various viewpoints and interests of manufacturers and distributors concerning this trade practice. Includes suggestions for cede-making under the N. R. A. No critical comment given. Spoken of as the most comprehensive study of this subject yet made

- + *Commerce and Finance*, February 28, 1934. p. 207. 90 words
- Domestic Commerce*, February 10, 1934 p. 46. 100 words.
- News Bulletin*, University Chicago, March 3, 1934. 100 words

Malburn, W. P. *What happened to our banks.* Bobbs-Merrill, 1934. 205 p. \$1.50.

The author shows how a violation of the first principles of commercial banking has resulted in five major financial crises in this country. Includes an interpretation of the Banking Act of 1933 and recent banking developments. Written for the layman. No critical comments given

- Barron's*, February 26, 1934. p. 11. 150 words.
- Commerce and Finance*, March 28, 1934. p. 294. 50 words
- Industrial Arts Index*, February 1934 p. III. 50 words

Sprague, O. M. W. *Recovery and common sense.* Houghton, Mifflin, 1934. 96 p. \$1.00.

A critical analysis of the monetary policies of the Administration, together with the author's own ideas of economic reform, devaluation and stabilization of the dollar

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No critical comment given. One reviewer states that this is written in a slightly more popular style and has a more general appeal than the series of articles on the subject which appeared in the *New York Times*.

Barron's, March 12, 1934, p. 7. 85 words.
Industrial Arts Index, February 1934, p. IV. 60 words.
Management Review, April 1934, p. 128. 330 words
 + *Mid-Western Banker*, March 1934, p. 10. 175 words.

Twentieth Century Fund. Stock market control.
 Appleton-Century, 1934. 209 p. \$2.00.

A summary of the findings of the Security Markets Survey Staff of the Twentieth Century Fund. Explains the organization and operation of security markets and makes a general comparison of our markets with European stock exchanges, discussing the special characteristics of the exchanges in Berlin, London and Paris. Offers a constructive program for regulation and control. The chapter devoted to sources of information and advisory services should be of especial interest. No critical comment given. Spoken of as an up-to-date authoritative presentation which will do much to clarify the controversial questions involved.

American Bankers Ass'n J., April 1934, p. 78. 315 words.
Bankers Magazine, March 1934, p. 347. 75 words.
Barron's, March 19, 1934, p. 6. 300 words.
Business Week, March 10, 1934, p. 25. 18 words.

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