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SPECIAL LIBRARIES

"PUTTING KNOWLEDGE TO WORK"

VOLUME 25

APRIL, 1934

NUMBER 4

THE PHILADELPHIA COUNCIL

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SPECIAL LIBRARIES

FLORENCE BRADLEY, *Editor*

APRIL, 1934

Volume 25

+ + +

Number 4

The Special Libraries of Philadelphia

Edited by GERTRUDE W. MAXWELL

Librarian, The Electric Storage Battery Company

EACH city and each community presents its own problems, and reflects its individuality in the character of its institutions, in spite of the fact that we — as a people — are becoming more and more standardized on the surface. Philadelphia, we feel, has a unique situation that is clearly brought out when a survey is made of the special library field. The nation's third largest city, with its wealth of tradition containing some of the best of America's background, has a great deal to offer in source material, and the atmosphere of solidity and conservatism, which is imparted by some of its institutions to the most modern exponents of its cultural and business life, is a characteristic that is typically Philadelphia's own.

In these days of constantly changing values, with the discovery that much of our existing superstructure lacks a firm foundation, the continued maintenance of some of these old libraries on special subjects started with such high ideals so many years ago, has an added charm and is a real heritage of the modern city in which we now live.

This past is utilized as shown by the fact that the business and industrial libraries depend greatly upon their material, and the institutional librarians with their realization of present-day needs of business, industry and professions, have cooperated in a very splendid manner with the "Special Libraries Council" since its inception in 1917 by making their treasures live, and representatives from all of the libraries given below are in the Council. It is impossible to do justice to each of them, so a survey is the only thing we can give. For this, we have called on collaborators to furnish the following material about the old ones as well as the new:

I

SOME OF THE BACKGROUND

The LIBRARY COMPANY OF PHILADELPHIA (founded by Benjamin Franklin) and the RIDGWAY BRANCH OF THE LIBRARY COMPANY. Mr. Austin Gray, Librarian, states: "The present aims are to produce a complete up-to-date catalogue of all the collections of the Library Company. Pending the raising of funds for this purpose, our efforts are being directed

toward cataloging the Americana and ultimately arranging it altogether in one room as a separate collection. This includes maps, surveys, manuscripts as well as books. When this has been done, the collection — one of the best in the country — will at last be more available for research.

"A secondary aim of the Library Company is to contradict, by fact and operation, the absurd

and untruthful statements which have passed current for fifty years in newspapers and books about Philadelphia on the subject of Dr. Rush's will. The persistent promulgation of these stories has greatly hampered the usefulness of the Ridgway Library. This branch is rich in play-bills, bound newspapers and in works on geology."

It was an interesting story that Mr. Gray told us one evening when we had a meeting at this Branch, of how the growth was made from the small library for scholars and recluses, planned for in the original will, developing through the will's "attack of codicils," as he so aptly phrased it, and still further enlarged in the final carrying out by the executors. It became a most imposing and impressive looking building, far larger than its administrative headquarters.

THE AMERICAN PHILOSOPHICAL SOCIETY HELD AT PHILADELPHIA FOR PROMOTING USEFUL KNOWLEDGE. Laura E. Hanson, Librarian, contributes: "Franklin in his Autobiography said in the year 1727 . . . 'I united the majority of well-informed persons of my acquaintance into a club which we called the Junto, the object of which was to improve our understanding. We met every Friday evening.' The American Philosophical Society is the direct outgrowth of that Junto, and it claims the honor of being the oldest scientific society in America. It still holds its Friday evening meetings, and a three days' annual meeting is held in April at which leaders in science and letters read and discuss papers on their various subjects. These papers are afterwards published in its Proceedings or Transactions. The Society has published one volume a year of its Proceedings since 1839 and its Transactions irregularly since 1769. The first volume of Transactions described the transit of Venus.

"As its name denotes, its aim has always been to promote useful knowledge, and its library of nearly 80,000 volumes is rich in the history of science. Indeed the Society's own Minutes, practically complete since 1750, afford material for a history of science in America which cannot be found elsewhere. Scholars and research workers find in this library a wealth of manuscript material as well as the rare and out of print book. The library maintains a system of exchange with the learned societies and universities throughout the world. The library is open to the public for reference and lends books on the inter-library loan plan.

"Through all its history the Society has elected to membership leaders of science and of letters both American and foreign and its rolls contain the names of representative men down to our own day.

"It is of interest to note that the Historical Society of Pennsylvania had its birth in the Historical Committee of this Society. The Franklin Institute with its practical application of the sciences forms a most valuable complement to the American Philosophical Society's theoretical side of the pure sciences."

The HISTORICAL SOCIETY OF PENNSYLVANIA was formed on December 2, 1824 for the purpose of "elucidating the history of the State." Mr. Ernest Spofford is Librarian. For many years the Society had no headquarters of its own. The first regular meeting place was the apartments of the Phrenological Society in Carpenters' Court. The Philosophical Society furnished shelter for a time, then the Athenaeum. The Society also occupied a building on the grounds of the Pennsylvania Hospital and finally removed to 13th and Locust Streets. In 1902 this latter building was made fireproof and today houses all the activities of the Society.

Among the collections of special import are those of Charlemagne Tower's Colonial Laws, the Cassel books in German, William S. Baker's Washingtonia, the Kennedy drawings of ancient houses and the Dreer autographs. The contribution of Simon Gratz has been the most notable in the history of the Society, and amounts to some 58,000 items. Here can be found the original manuscripts of Proud's History of Pennsylvania, Watson's Annals of Philadelphia, Christopher Marshall's Diary and Pastorius' Laws of Germantown. No society in America is richer in original papers.

THE FRANKLIN INSTITUTE OF THE STATE OF PENNSYLVANIA

Alfred Riegling, librarian, who writes the following, celebrated the fiftieth anniversary last year of his services with his own institution. He has been the Chairman of the Special Libraries Council of Philadelphia for the past three years.

The Franklin Institute was founded on February 5, 1824 by two young men with much ambition and more determination. A Committee on the Library was appointed and the collection of books began at once. It was not, however, until 1830 that it was possible to open the reading room and library in the building which had been built four years before. Since that time the collection has grown steadily and four months ago 105,000 volumes and 30,000 pamphlets, as well as photographs, maps, charts, original drawings and historic prints, were transferred to the new library quarters in the Benjamin Franklin Memorial.

All phases of applied science and the useful arts, except medicine, are represented in this century-

old institution. The department of electricity, chemistry and physics are especially strong, and there are special collections on sugar, windmills, naval architecture and shipbuilding. Complete files of many of the scientific and engineering

periodicals and society publications are available for reference. The reports of the patent offices of many countries are also accessible, the whole appealing especially to engineers, chemists, patent attorneys and others in the learned professions.

II

COMMERCIAL, INDUSTRIAL AND SOCIAL LIBRARIES

By CHARLOTTE NOYES TAYLOR, Librarian, Experimental Station, E. I. duPont de Nemours and Company, Wilmington, Delaware

Franklin's saying "read much — but not many books" may be good advice for philosophers who have more time for meditation but not for special librarians who must act quickly, and that wise old man would be astonished at the amount of printed matter in the libraries existing here at this time.

The needs of students and teachers are well cared for by the collections at the various educational institutions in the city, and in the outlying districts by the libraries of Swarthmore, Haverford, Bryn Mawr and Villanova. One library for students, however, in Philadelphia, which should have particular mention in this section is the LIPPINCOTT LIBRARY of the Wharton School of Finance and Commerce of the University of Pennsylvania, because of its broad range of commercial subjects which include accounting, commerce, economics, finance (money, banking and credit), geography, industries, insurance, law, statistics and others. A Methodology Collection has been worked up also as a distinctive feature for research, and, in this group, sources are stressed such as indexes, directories of all kinds, and general reference publications. Economic planning and New Deal literature has been developed strongly within the past few months. While designed primarily for the use of the faculty and students, the Library renders a great deal of outside service to business men in the city, and daily answers many interesting and varied questions. Dorothy Bemis, Librarian, reports also that the alumni are using the Library increasingly, indicating that they realize the need for such facilities, and that the value is further evidenced by the effort of some of them to institute the organization of libraries in their own businesses.

For those who wish to investigate problems of city management, there is a library at the BUREAU OF MUNICIPAL RESEARCH, which comprises in its assets a very complete collection of informational material from governmental research agencies and administration surveys; for public health workers there is a collection at the office of the PHILADELPHIA HEALTH

COUNCIL AND TUBERCULOSIS COMMITTEE. Those who need other commercial information will find many publications on foreign trade, economic geography, the history of manufactures and commercial statistics at the PHILADELPHIA COMMERCIAL MUSEUM. Additional financial interests are represented by the libraries of the FEDERAL RESERVE BANK, GIRARD TRUST COMPANY, and F. P. RISTINE AND COMPANY, BROKERS. A general collection on science and technology is available for consultation at the Wagner Free Institute of Science, and there are many company libraries devoted to the different branches of these subjects.

The subject of Franklin's experiment with the key and string is well represented. The generation of electricity for power and light is the specialty of the Philadelphia Electric Company which maintains an imposing card file of abstracts. Electrical technology and electrochemistry are among the special interests of The Electric Storage Battery Company, along with lead, rubber, wood and other materials used in the manufacture of their batteries. The library of the United Gas Improvement Company, established to serve the gas industry, has grown with the company's interests to include electricity also; in fact the whole field of engineering is covered in its weekly bulletin of abstracts. Electric railways and power plants are important to the PHILADELPHIA RAPID TRANSIT COMPANY LIBRARY, which is interested also in transportation means in general, including buses, cabs and aircraft. They publish a *Daily News Bulletin* which abstracts items of interest to the transportation industry from the leading United States newspapers.

Other companies have found it to their advantage to maintain libraries. The leather and lubrication field is the distinctive feature of the E. F. HOUGHTON COMPANY. A classified collection of material on accident prevention, fire protection and prevention, and industrial welfare, is a valued possession of the INDEPENDENCE BUREAU. Those indispensable industrial aids — trade directories and blue books — are filed by

the R. L. POLK COMPANY. The SHARP AND DOHME LIBRARY, devoted to biochemical, biological and pharmaceutical subjects, has a file of more than 22,000 clippings. The ATLANTIC REFINING COMPANY'S LIBRARY handles the technical information of the Process Division and has a subject index of literature references on petroleum refining. In other cities in the vicinity of Philadelphia there are also well-established industrial libraries. In Camden, New Jersey, the VICTOR TALKING MACHINE DIVISION OF THE R. C. A has a collection of literature on sound, especially the musical variety, and on musical celebrities. In Wilmington, Delaware, the DUPONT COMPANY and the HERCULES POWDER COMPANY have several well-equipped libraries to serve their varied interests, covering both business subjects and pure and applied science with especial emphasis on chemistry.

The newspaper group is well represented in

Philadelphia. The PUBLIC LEDGER'S Library was built up by the late Joseph Kwapil into a treasure house of information and model of methodical arrangement. The collections of the PHILADELPHIA INQUIRER and the EVENING BULLETIN do not suffer by comparison. In addition to serving their editorial staffs and art departments, they answer many questions for harassed librarians seeking information too recent to have reached even the magazine article stage.

A complete mention of all of the libraries would sound like a catalog, and a number of the ones given deserve a separate article. However, as an industrial city, Philadelphia has many more possibilities for the future development of special libraries both technical and commercial, and the Council is alive to the necessity of educating the heads of other business organizations to a realization of the service that can be rendered by the establishment of their own libraries with persons alert to their needs.

III

PROFESSIONAL LIBRARIES

By ADA STORM CAPWELL, Librarian, Philadelphia College of Pharmacy and Science

The professions themselves, perhaps, are responsible for the fact that their libraries have been largely taken for granted. In many of the libraries, particularly those connected with the medical schools, the service does not extend beyond that given to the student bodies, association and staff members. Such a limited field makes "advertising" unnecessary.

In using the term "professional," reference is made especially to medicine, pharmacy, and its related sciences, and law. Philadelphia is unusually fortunate in its libraries of this type. From the University of Pennsylvania to Temple University, representing the oldest and the newest in terms of years, the medical colleges of Philadelphia all have splendid libraries.

HAHNEMANN MEDICAL COLLEGE Library started in 1867 with a few hundred books, but now has 26,000 volumes. They are used by members, students and faculty, but are not for general circulation. Hahnemann is very justly proud of a fine Paracelsus Library. It is the best and largest in America and one of the largest in the world.

The JEFFERSON MEDICAL COLLEGE LIBRARY has had a rapid growth. Beginning in 1898 with current material, the collection now numbers over 29,000 volumes. Students, staff members, and faculty have access to the books and they have an exchange system with the Medical Association.

A new medical library to be watched with interest is that of the County Medical Society, which has just been catalogued and can already boast of 3,000 books and 5,000 journals.

These libraries, all doing a splendid work within their own circles, are not for the use of the general public. It is, therefore, with much interest that we come to the COLLEGE OF PHYSICIANS. The College was modeled upon the lines of the Royal College of Physicians of London. Its purpose is to advance the Science of Medicine. It has never been a teaching institution in the ordinary sense of the term. The Library was established in 1788 and has grown in size and importance until now it has a prominent position among the great medical libraries of the world. It contains approximately 170,000 volumes with more than 200 medical incunabula. When mounting the grand stairway, one is impressed, even before entering the library itself, with a fine sense of dignity. With the members of the staff one feels the spirit of coöperation and helpfulness. This is extended not only to members and friends of the College but to visitors as well, for the Library is free and open to anyone interested or in need of the material on its shelves.

A library of a slightly different type but closely related to the medical library is the one devoted to the pharmaceutical needs. Here the service is extremely varied because of the many allied sci-

ences We find pharmacy, chemistry, medicine, biology, pharmacognosy, and numerous others all interwoven and overlapping.

The PHILADELPHIA COLLEGE OF PHARMACY AND SCIENCE possesses one of the largest and most complete collections of books on pharmacy and related sciences in the country. Founded in 1821 with a mere handful of books, it now contains between 15,000 and 20,000 volumes Small in number when comparing years of growth with other professions, but large when comparing pharmaceutical libraries It is also free to the public. Visitors are not only welcomed but encouraged to come and make use of the books. There is an effort made to inculcate in the minds of the student body a spirit of helpfulness,

and this is extended to all who desire to come to the College Library for assistance in any of the branches that come within the field of the pharmaceutical library.

A professional library should be active and alive, a real haven for the man in search of information. Someone has said, "To the layman in search of knowledge there is something very fascinating about a library." That could have been meant for the professional library, for to those of us who serve there, it is the most fascinating of all. We would like to emblazon above our door: Enter, here are your friends; all that we have we freely give. Drink deeply of our Fountain of Knowledge and go hence, refreshed and strengthened for your brief ramble in the World of Books.

IV

LIBRARIES OF THE FINE ARTS

By DEBORAH MORRIS, Librarian, School of Fine Arts, University of Pennsylvania

A statement is asked as to what our libraries in the field of fine arts have done. The best one can do honestly is to write about those things we have wished and tried to do. Certainly it would not be honest to claim for this group any credit for the classification bibliography which is being brought forward by one member. Nor can Philadelphia claim any share in the remarkable achievements of the S. L. A. Museum Group.

For some years past, one library has been attempting what, compared with larger projects now under consideration, seems somewhat like an amateurish union catalog. Scattered through its own book catalog are cards for books not contained in its collection, but which can be found in the collection of various other libraries in the Philadelphia area. Each of these supplementary cards shows, above the call number, the name of the library to which that call number applies.

The same library, many years before the life-saving "Art Index" came into being, had, in card form, its own art index. This old index, which is still thumbed as much as the new one, lists illustrations (articles are included in the book catalog)

under geographical location; architect, painter, sculptor, and subject heading such as theatre; fountain; garden; mural decoration; etc. Each card contains six references for the same building, painting, etc.; giving for each reference the book, volume, and page, with a brief description of the illustrations.

With sufficient staff or funds these two puny offerings could have been counted as noble contributions instead of feeble attempts. As it is, incomplete though they are — their incessant use proves their worth.

Another art library is now, with the aid of C. W. A. workers, compiling a list of the art books contained in other local libraries with which to supplement its book catalog.

There is in the Philadelphia area a vast amount of library material on the fine arts, and probably the Union Catalog now being planned for this area will reveal to each library some local treasure of which it is now unaware — but there exists among these libraries at present, a fair knowledge of each other's collections, and a free interchange of courtesies.

V

RELIGIOUS LIBRARIES

By DR. FRANK GRANT LEWIS, Librarian, Crozer Theological Seminary, Bucknell Library

The religious libraries of the Philadelphia area, particularly those identified with the Special Libraries Council, have been concerned, both in general administration and in personnel, with the largest library service at all practicable, both in the usual methods of responding to the wishes of readers interested in the field of religion and in the organized forms of library activities for which

Philadelphia libraries have undertaken a relatively large part.

Such cooperation was shown, for example, in the preparation of the volume entitled a List of Serials in the Principal Libraries of Philadelphia and Its Vicinity, and its Supplement, which were published in 1908 and in 1910. From the beginning of the pioneer work on the part of the Special

Libraries Council of Philadelphia and Vicinity in preparing a Union card catalog of holdings of the libraries of Philadelphia and the surrounding area and in the issue of its Directory in 1923 and 1926 with supplements later, the religious libraries of the entire community cooperated on the same basis and with the same interest exhibited by libraries of other types. When the plans were being formed for the Union List of Serials in the Libraries of the United States and Canada, two libraries, namely, that of the AMERICAN BAPTIST HISTORICAL SOCIETY and that of CROZER THEOLOGICAL SEMINARY, entered into this ambitious project and have con-

tinued to share in the work of maintaining this indispensable tool for service in the entire field. At the present time, as the Union Library Catalog of the Metropolitan Area of Philadelphia is being organized as an outgrowth of the movement begun in 1931 under the leadership particularly of the University of Pennsylvania Library, to secure eventually a card catalog which will show each title in all of the libraries of this entire district with the location of each title, the religious libraries, in common with those in other fields of life and thought, were identified with the beginning of this movement and are undertaking to carry their part of this large responsibility.

VI

DEPARTMENTAL COLLECTIONS

The special libraries contained in the collections of the FREE LIBRARY OF PHILADELPHIA and the LIBRARY OF THE UNIVERSITY OF PENNSYLVANIA are among the much used resources, and the following information is furnished by Franklin H. Price, Acting Librarian of the former, and C. S. Thompson, Librarian of the latter:

THE FREE LIBRARY OF PHILADELPHIA

"Collections numbering more than a million items are at all times available to the special libraries of Philadelphia and vicinity. Of these more than 100,000 volumes are available for home use, of which 26,000 are on open shelves where they may be freely consulted.

"Among the outstanding special collections may be mentioned, The Hampton L. Carson collections, illustrative of the Growth of the Common Law; The John Ashhurst collection of Title Pages and Printer's Marks, The Edwin A. Fleisher Music Collection; The Rawle Law Library of Philadelphia; The John Frederick Lewis Collection of Portraits, and a collection of more than 600,000 public documents, including all documents distributed to public libraries by the United States Government, all available documents issued by cities, and a selection of documents issued by foreign countries and provinces as well as a complete set of the publications of the League of Nations.

"Some other collections are art, architecture, archeology, biography, chess, Confederate imprints, costume, engraving and printing, fine arts, illustrations, Italian books, Judaica and Hebraica; maps, atlases and guide books, pamphlets (100,000 arranged by subject) and pictures (25,000 arranged by subject).

"There is a special Music Department, containing music, biographies, opera scores, librettos, miniature scores, etc., together with more than 15,000 Victor records on the appreciation of music and sound proof piano and victrola rooms.

"The Newspaper Department contains 53 newspapers published in Philadelphia, 100 of the principal newspapers of the United States and 3,400 bound volumes of Philadelphia newspapers.

"The Reference Department, in addition to the usual reference works, has directories of 422 of the principal American cities together with current telephone books of cities of the United States with over 100,000 population.

"The Library has a depository Catalog consisting of an alphabetical author list of the books in the Library of Congress.

"Photostats of the material are available from the equipment in the Library building."

UNIVERSITY OF PENNSYLVANIA
LIBRARY

"The Library of the University, which ranks ninth in size among American university libraries, contains in all, approximately 775,000 volumes, exclusive of about 90,000 in the Biddle Law Library. All of these are available in the central library building, with the exception of the Penniman Library of the School of Education, the Lippincott Library of the Wharton School, and several department libraries.

"The general Library is notable not only by reason of size but for many special collections for advanced work. Especially noteworthy among these are the Henry Charles Lea Library of Medieval History, and the Horace Howard Furness Memorial Library of Shakespeareana, both of which provide exceptional opportunity for advanced research in these fields, supplementing the resources of the main library. Among other collec-

tions which have given the University high rank are the Francis C Macauley Collection of Dante, Petrarch and Tasso, and the Rennert Collection of early American drama and early American fiction have few equals elsewhere. Mention should be made also of the Curtis Collection of Franklin Imprints, which is one of the most complete collections of books printed by Benjamin Franklin. For historical research the Library is rich in its collections of American and English governmental publications, and the chief collections of official source material of England, France and Germany.

"The Library is exceptionally well equipped for bibliographical research in its collection of trade bibliographies covering the publications of practically all countries, and the printed catalogues of the British Museum and the most important French and German libraries. There is also a collection almost unrivaled in this country of the printed catalogues of manuscripts in the principal English and continental libraries.

"The Library is accessible to everyone for reference purposes. The privilege of borrowing is extended to all who are connected in some way with the University."

VII

LIBRARY TRAINING FACILITIES

"In preparing this section, the question naturally arises," says Mrs. Anne W. Howland, director of DREXEL LIBRARY SCHOOL, "how successful are library schools in training for special library work? The question may be best answered perhaps, by stating the objectives of a basic one year course in librarianship, such as that offered by Drexel.

"First, to give the students a knowledge of the fundamentals in library service, which are applicable to all types of library work, and thus to lay the foundation for specialization through further study. Second, to enable students to choose the type of work best suited to their abilities, by giving them a survey and introductory knowledge of the various fields of library service.

"The curriculum offered in this basic one year course is the result of study and experimentation to meet changing conditions in library work and to fulfil the standards established by the American Library Association Board of Education for Librarianship.

"The best test of how well the curriculum is able to meet modern requirements in the field is the performance of its graduates in actual service.

The Drexel Library School has at present a number of its graduates holding successful positions in special libraries, which would seem to indicate that a basic course in librarianship offers a satisfactory foundation for specialized work.

"A sampling of the alumni, engaged in such work, hold key positions in some of the following types of libraries: Army and Navy Libraries, Libraries of Public Documents, Educational Libraries, Legislative and Municipal Libraries, Scientific Libraries, Medical Libraries, and Divinity School Libraries, as well as others."

TEMPLE UNIVERSITY LIBRARY SCHOOL, under the direction of Miss Bessie Graham, offers a three summers' training course in library work for the school library, the children's library, the smaller library. The library course which covers cataloging, classification, reference work, bibliography, book selection and library methods with practical laboratory work, strives to give also, though in a series of vacation periods, a knowledge of the fundamentals in library service. Graduates from this school have secured positions in medical, business, financial, religious, school, suburban and private libraries.

To the Memory of Joseph F. Kwapil

TRIBUTES to the memory of the late Joseph Francis Kwapil, for nearly twenty years librarian of the *Public Ledger*, were paid on the evening of February 3rd by his former friends and associates at a meeting of the Special Libraries Council of Philadelphia, held in the auditorium of the Franklin Institute, Twentieth Street and the Parkway.

The program for the meeting was arranged by the Newspaper Group of the Special Libraries Council. Speakers told how Mr. Kwapil had made the *Public Ledger* library one of the model newspaper libraries in the country, and had been largely responsible for developing the old newspaper "morgues" frequently set off in some small musty room, into modern, efficient reference libraries.

Letters and telegrams received from all sections of the country paid tribute to Mr. Kwapil's unselfish interest in the development of other newspaper libraries, and his helping of young librarians.

"Mr. Kwapil was the only man in the library profession that I know who would tell any secret of the profession," Franklin G. Price, acting librarian of the Free Library of Philadelphia, said. "The *Public Ledger* library as developed by him is one of the greatest of newspaper libraries and has been a model for thousands."

Institut International de Documentation

By F. DONKER DUYVIS

Secretary of the International Committee for Decimal Classification

IT IS with special pleasure that I respond to the request to write a short communication on the work of the "International Committee on Decimal Classification" for a journal of the country to which we owe the very foundation of our work.

In his fruitful life Dr. Melvil Dewey built the fundamentals of modern encyclopedism. By virtue of his intelligent brains he created an intellectual tool which should be developed to master the tremendous and incoherent stream of communicated human thoughts. By virtue of his generous character he proved that any ideal may be realized if it is supported by the tenacity of unselfish action without talking.

The classification scheme of Melvil Dewey, which was originally intended to unify the classification of books in libraries, was elaborated between 1895 and 1905 by the International Institute of Bibliography, in order that it might serve for more minute classification, especially for articles in periodicals. The 1905 edition of the *I. I. B.* contained 36,000 subdivisions. Gradually the classification had still wider applications, such as the classification of correspondence and administrative files, the classification of patent specifications etc. *E.g.* in Holland 300 municipalities have classed their correspondence files according to the *D. C.* These various applications called for still further development, and the second complete edition of the International Institute (which bears now the name of International Institute of Documentation *I. I. D.*) comprises over 60,000 main divisions.

By a special system of combining classification-numbers and by the aid of auxiliary tables, the number of possibilities of minute classification with the present scheme, is far greater than 60,000. Mathematically there are 3, 6 billions (million million) of simple combinations of numbers possible. Nevertheless, we want still further to develop the system, in order to be able to give a definite order place to every product of human activity or thought, and the next edition, a German one, of which the first leaves have just gone to the printer, will cover over 70,000 main divisions, if not more, since our German friends are earnestly engaged in making this edition as complete as possible.

The work of expanding the classification is controlled by a board called the "International Committee on Decimal Classification," which

consists of representatives of national sections of the *I. I. D.* and some specialized international associations. Anybody, even an outsider, may present to a secretary of a national section of the *I. I. D.* a proposal for an expansion or correction of the classification. The proposal is first discussed with the national secretariate and, as the case may be, with a "special secretary," who is a specialized worker in the scientific branch concerned, and is then sent to the international secretariate, where it may be criticized again. Thereupon the international secretary distributes the proposals to the other national secretaries, who again consult specialists in their various countries. In this way criticism of the proposal from a specialized as well as from an encyclopedic point of view is guaranteed. If there is no opposition the proposal is considered accepted after a certain period. About every month the secretariate of the committee distributes a note with a series of extensions to the sections. The extensions adopted in the course of the years 1930/1932 have been collected and issued in two loose-leaf volumes under the title "Supplementa et Correctiones classificationis decimalis." New leaves of extensions may be intercalated in these loose-leaf volumes.

I need not say that the work of expansion requires much care. An international standardized scheme has all the advantages and disadvantages of any other standard. It is a compromise between many different aspects and, *ipso facto*, shows an element of conservatism. A standard which is modified every moment is no longer a standard. Very often a newcomer wishes to modify a part of the classification according to his personal taste and does not understand that if we yielded to every such desire the classification would soon become a chaotic muddle and lose practically all its value as a tool for interchanging classified bibliographical and other data.

Nevertheless, it is inevitable that at some point modifications become necessary. We have already considered making fundamental changes in the classification and have even drafted complete schemes of revision. One of these schemes was brought before a forum in the "Reports of the 12th Conference of the *I. I. D.* 1933." However a sudden and complete modification would be against all principles of standardization and should be avoided.

If we reject revolution, we have to follow the path of evolution. Thus our main purpose in drafting "ideal schemes" is to have a well determined aim for the *evolutionary* development of the decimal classification. The question may be put now as to how modification by evolution may be possible. The U. D. C. (Universal Decimal Classification) has come to a point where not only groups of subjects but the most detailed elements of those subjects are classed by it. A minute classification is rendered possible for chemical compounds, of machines as well as of their constructive parts, of functions and properties of processes as well as of the separate steps of which they consist. The detailed subdivisions of such a classification are so subtle that a special method is necessary to accomplish evolution and to lead the revision in such a way that no confusion in existing files will occur.

To that effect we have established the fundamental rule that no new significance may be assigned to a number which would clash with the existing one. It is allowable to broaden the significance of an existing number in order to introduce under it material of a wider scope. Also it is allowable to limit the definition of a class number in order to cut out a part of the material classed under it and to bring that material under another heading. However, it is not allowable to change completely the meaning of a section of the scheme of classification. If at a certain moment it appears that the existing table of a detailed classification of a certain subject is quite unworkable, this table is put out of service and a new table is built up on a "free" number. Those who still wish to use the old table may do so, because the numbers concerned are not occupied by new classes. The old table is left to "starve" and after a series of years the time will come when practically nobody uses it any more. Then it will have "died" and the old numbers may again be used for other purposes.

An example may illustrate this "starvation" process of modification. In the first manual of decimal classification the number 665 means "illuminating industries." It was subdivided as follows:

- 665.1 Candles, torches
- 665.2 Animal oils
- 665.3 Vegetable oils
- 665.4 Mineral oils. Paraffine, ozokerite, asphaltum
- 665.5 Petroleum. Kerosene
- 665.6 Lamps
- 665.7 Illuminating gas from coal
- 665.8 Special gases. Acetylene etc.
- 665.9 Uses of gases

First, the number 665 has been broadened to include *Oils, fats, waxes and illuminating gas* and has been subdivided into two series *665.1/5 Oils, fats and waxes* and *665.7/8 Illuminating gases*. The table under 665.6, which was quite out of date, has been put out of service. In the same way a chapter under electrical engineering 621.328 devoted to electrical illumination has been put out of service and a new chapter on illuminating engineering has been developed under the free number 628.9, and a chapter on lamp manufacture together with the manufacture of burners and cognate apparatus has been developed under 683.8. The meaning of the number 665.1 now includes "oils, fats and waxes in general" The derivatives of oils and fats are to be found there; and also the fatty acids, stearin and the candles made out of it, so that candles, which were classed there 30 years ago are still to be found under 665.1, the only difference being that they have now been put under a subdivision of that number.

The number 665.2 which was originally devoted to animal oils for lighting purposes has now been enlarged to *animal oils, fats and waxes in general*. The numbers 665.3/5 are enlarged in an analogical way. The result is a table which meets modern requirements without clashing with the original Dewey table and still allows the old material to be classed there.

Still it is not very satisfactory to have illuminating gas classified so close to oils and fats and under the same main number. With a view to improving that the way has already been prepared for a future modification. At present the table of 665.7/8 for illuminating gas and special industrial gases is still workable. As soon as it is proved out of date, we shall develop a new table for those gases under the numbers 662.77 and 662.78. Both those numbers are being kept free for that purpose. They are subdivisions of the chapter 662.7 on artificial fuels, coal distillation etc. This means that in the future on one hand the number 665 will be restricted to oils, fats and waxes and on the other hand all material on fuel distillation will be concentrated under 662.7. This example shows that the editors of U. D. C. have not only to concentrate their attention on the present development of the classification, but also to foresee and construct in a more or less speculative way the future form of decimal classification.

To render the starvation system as efficient as possible it is necessary to have free numbers at our disposal. In the early editions of the decimal classification most of the main numbers were occupied in order to get as short classification numbers as possible. Our present policy is to free

main numbers in order to reserve them for future expansion. If we free a main number we have of course to subdivide another number further in order to class the material, which was formerly to be found under that main number. *E.g.* originally the first ten divisions of 58 *Botany* were all occupied. At present we have concentrated systematic botany under 582 and thus put out of service 583/589. Under 57 *Biology* the material originally classed under 573 has been combined with 572 and the material of 574 has been brought together with 576 so that 573/574 are now in a state of starvation and after some years may be used for building up new chapters on biology.

In the chapter 53 *Physics* the 1905 edition showed that 95 of the 100 first divisions were occupied. In the new edition of the U. D. C. only 78 of them are occupied. This shows that the objection so often made against the decimal classification that it will be "entangled" by its own expansions is fundamentally wrong and that on the contrary we gain more liberty of movement (It may be observed that of the first million divisions only about 5% are occupied)

Although the starvation system described is applied mainly to minor subdivisions it may also be considered for recasting main divisions. It may even be necessary in the future to attack the hundred or even the 10 main numbers of the decimal classification.

In fact we have started to render possible the putting out of service one of the 10 main numbers viz. the number 4 *Philology*. The objection has often been made that 4 *Philology* and 8 *Literature* are completely separated. Now we have introduced under 8 a so-called "common subdivision" 8.07 which may be used for philology and is to be subdivided like the present number 41 *General philology*. This means that the users of the "common subdivision" 8.07, according to the rules of the U. D. C., will class together the philology and literature of every language:

8	Literature and Philology
8.07	General philology
8.074	General phonetics

82	English language and philology
82.07	English philology
82.074	English phonetics
84.074	French phonetics etc.

Of course the displacement of the main chapter 4 would be an important change and we shall have to await the future to discover whether there will be many users adopting the facultative version. If this appears to be the case, we shall have to consider whether it will be possible to declare the present facultative version the official one and render the present official scheme facultative. If the users will adopt this course the next step will then be to put out of service completely the present chapter 4 and the aim to obtain a free main number would be attained. This number might be used after another couple of years of starvation. If users will not cooperate to render free chapter 4 we shall have to consider another way of gaining an "opening" in the first series of divisions. Only in an extreme case would we make a sudden modification, but I do not think this extreme case will occur in the next decade. For the time being the classification is quite satisfactory so that for the present needs there is no reason whatsoever to make fundamental modifications.

We have, however, to look into the future. It is obvious that important evolutionary modifications require not only a few years but a considerable number of years. It is the duty of the editors of U. D. C. to develop the process of evolution with the greatest care and to follow nevertheless the wheels of time. This means that even now the preliminary measures must be taken. Just as the hour hand of a clock moves slowly, continuously and invisibly, our committee must work to develop the classification that it may meet both the requirements of standardization and of gradual modernization. The work on decimal classification — simple as it looks at first sight — is a work that is never ended. Those who collaborate in it can only build a part of the monument and prepare the material for the next generation, trying in that way to follow the splendid example given them by Melvil Dewey.

"READING must be taught and learned as a technique, as an art, as a working method of self education, as a way of life. I don't mean a vague rapture for the "booky folk" and literary teas. I mean a robust respect for knowledge, an adventurous and tough minded attitude toward ideas, a willingness to grow and experiment and think for one's self, a civilized and thoroughly liberal determination never to stop learning." — From *Can College Graduates Read*, by M. Lincoln Schuster, Publishers' Weekly, Feb. 24, 1934.

PRESIDENT'S PAGE

HAVING a number of the magazine devoted to a local Chapter allows me to choose as my text the importance of each local to the national Association. I firmly believe that the progress of the special libraries movement and the success of S. L. A. depends entirely on the activity and cooperation of local Chapters. If a Chapter is inactive or if it devotes itself almost entirely to its own local affairs, with programs more entertaining than professional, then the projects initiated by the national have little chance of accomplishment.

I have been much interested recently to learn of the internal problems of two important national associations, quite similar to ours in interest and organization. Each of these is older than S. L. A. and has a far larger income yet neither has solved the problem of coordinating its chapters. The leaders in S. L. A. who evolved our present system of chapter affiliation and dues, planned very wisely. We can take real pride in the efficient machinery they set up. But unfortunately this machinery does not work with equal success in all directions. I am not referring to the routine matters of membership, collection of dues, etc., which are excellently handled, but to the participation in common problems. For instance, it has been our great desire in the last two years to have members in every Chapter represented on each of our national committees. In that way all local members could always be in touch with the progress of S. L. A. projects and be able to profit from them and enjoy their development. Each year the officers of local Chapters are asked to recommend people from their membership for appointment to the various national committees, but too many never do. Also S. L. A. could initiate many more undertakings of value to the profession if its income were increased by each local producing a proportionate number of institutional and active members. Or they could do their share in supporting the magazine by securing advertising.

Many Chapters are, of course, doing a splendid job. It is fine that Chapters are beginning to issue local bulletins. These have the great advantage of forming a contact with associate members who do not receive SPECIAL LIBRARIES and are, therefore, not informed on developments in their profession. Boston, Cleveland, New York, Pittsburgh and San Francisco are now issuing such bulletins. Boston and Pittsburgh have had displays of S. L. A. publications. The Philadelphia Chapter has secured advertising for us, as witness this number of the Magazine. San Francisco has worked up a very interesting trade association

project, described elsewhere in this issue. Pittsburgh and San Francisco are working on union lists of the periodicals in libraries in their territories. All of these things are fine and are greatly appreciated.

Feeling that there should be a closer and more formal link between the national and locals, the Executive Board has this year appointed a liaison officer, Ruth Savord, who is ready to help Chapters in any way they will allow her. Miss Savord has instituted a bulletin which goes to local presidents and secretaries each month. It contains the more intimate shop-talk which does not properly belong in the Magazine and covers current administrative matters. It is greatly hoped that this bulletin is read at local board meetings and shared with the entire membership during the monthly programs. We have urged each chapter to contribute its experiences to the bulletin and have had response from four locals.

I have sometimes heard it said that the national Board must never dictate to its local Chapters, and I want to assure everyone that such has never been the desire or intention of this administration. Our only wish is that more Chapters were more articulate so that national officers might be increasingly helpful and might truly feel that we were all working together to make the most of the broad, interesting opportunities open to special librarians today. Members everywhere have a right to the fullest participation in Association affairs and should be sure that their local officers make this possible.

MARY LOUISE ALEXANDER

C. W. S. and S. L. A.

THE successful employment of C. W. S. funds to an S. L. A. project should have a significance for all our local Chapters. Last November, K. Dorothy Ferguson, representing the San Francisco S. L. A., was invited to attend a State Emergency Relief Administration conference to consider the organization of a Women's Unemployment Relief under the new Civil Works Administration. With her eye for organization and her pioneering spirit, she got to work, promoted a survey of local state Trade Associations under the sponsorship of the School of Librarianship of the University of California. Mrs. Jeannette Cyr Stern was the worker assigned and she has compiled an excellent directory of the associations for Northern California. This has now been issued in mimeographed form to be sold at twenty-five cents a copy, plus postage. Not only are associa-

tions listed by name, but also officers' names are given as well as the scope of the association, territory, membership, meetings, publications, research, business information, statistics, affiliations, and code information. The information about associations was secured by personal interview. The foreword has been written by the Chairman and is indicative of her interest in this important movement.

In addition to the directory, K Dorothy Ferguson is continuing her contact with trade

associations by attempting to develop among this western group the need for research information bureaus. Her interest in and enthusiasm for the movement has caused her to be approached by a group of associations in regard to the possibility of a joint information bureau. Such spontaneous development demonstrates the obvious practicability of such information bureaus. In view of S. L. A.'s Trade Association Project, the outcome of this activity in the west is to be watched with great interest.

Our Trade Association Project

THIS project has been definitely underway since the first of February. For those who may still be unfamiliar with the plan and purpose we would say, briefly, that it is to develop informational services for trade associations. As previously announced, the Carnegie Corporation of New York has given us a money grant of seventy-five hundred dollars in support of the plan. Growth of special library service is, of course, the objective. While the scope of the plan is more or less elastic, it may crystallize itself into at least four definite avenues of approach:

1. To furnish specific information to trade associations to meet their individual needs
2. To advise in reorganizing existing libraries and files of associations and bring them up to date.
3. To organize libraries of information bureaus.
4. To create positions for special librarians by selling the idea of library service.

What the specific needs of the individual associations are we shall try to discover by personal contact, and these requirements will accordingly determine the way in which we can best serve them.

In view of the rôle we are hoping to assume under the New Deal, we decided at the outset to acquaint government and other authorities in the trade association field with our project and to seek their interest and support. So, with that aim in mind, Miss Alexander and I made a preliminary trip to Washington the first week in February. With introductions from former Deputy-Administrator Malcolm Muir, we had the opportunity of outlining our project to persons of importance in the trade association field, such as, Dr. Wilson Compton, C. D. Judkins, Philip Gott, Willard Thorpe, Chief of the Bureau of Foreign and Domestic Commerce, and many other specialists in the N. R. A. and the Department of Commerce. The plan was cordially received and the idea had the enthusiastic endorse-

ment of all those with whom we discussed it. It was gratifying to find such favorable response at every hand.

On February 27th, we called a meeting of about fifteen New York librarians administering association libraries to discuss the project and to advise on the details of the plan. The experiences of this group and their interest made the conference particularly helpful.

The initial work on the project demanded a formulation of foundation plans. A method of procedure has been developed for contacting associations. Bibliographical studies on subjects of interest such as prices, wages, ethical practices, et cetera, have been prepared; information on trade associations' source material is being assembled; studies of individual associations are being developed in preparation for future contacts. The visits to trade associations have been started and already certain informational and advisory service has been rendered. A "library prospectus" is being prepared in response to a definite request for it.

We are constantly trying to centralize and build up information that will be useful for the project — information in regard to personnel as well as to materials. Many of you individually have offered your services to assist us in any way possible, and this is where the interest and cooperation of each of you can help. Are you doing anything in your library for trade associations, either in the way of furnishing definite information in response to requests from the associations or their members; or building up informational sources which might be useful to the associations? If so, is there any way that this work might be shared with our Headquarters? Bibliographies, stories on individual associations, ephemeral material of all kinds can be put to excellent use here. Questions that come to you indicative of the needs of this group would be a guide to us in our contacts. Or, if you know of any qualified

librarians who should like to be considered for new openings in case they develop, let us know about them and advise us of their particular equipment for such jobs as we may discover. This information should be specific, and personal endorsements will enhance the value of the advice. Association "contacts" will serve us well, and directory information is always needed.

We are hearing of interesting things being done by C. W. A. workers in our different chapters. Already we have received a copy of a splendid preliminary trade association directory from

Northern California, prepared as a Civil Works Project, sponsored by the School of Librarianship, University of California for the S. L. A. of San Francisco. Are any of you doing similar things which we should know about?

If Headquarters can be kept in mind as a clearing-house for pertinent trade association material, and if all such helpful hints can be directed to me there — that will be the best kind of cooperation.

DOROTHY BEMIS, *Director,*
Trade Association Project

Tentative Program

HOTEL ROOSEVELT, NEW YORK CITY

June 19-23, 1934

Tuesday, 19th — *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.

N.B. — *Public librarians planning to attend are urged to suggest further topics.*

Afternoon — Visits to William H. Rademaeker Company, book binders. Tea in garden of Newark Museum as guests of Miss Beatrice Winser 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.*

GROUP MEETINGS

Wednesday, 20th—10:00 A.M.

FINANCIAL GROUP

Mr. Robert Bruère, Chairman Cotton Textile National Industrial Relations Board. "Some Social Implications of the National Recovery Act."

Mr. Fred V. Burt, Analysis Dep't, Bankers Trust Company. Subject to be announced.

SCIENCE-TECHNOLOGY

Theme: The Technical Library from the User's Point of View.

Mr. Arthur Worischek, Patent Attorney, General Motors Corp. "How to Make the Library of Most Value to a Patent Department."

Speaker to be announced. "How to Make the Library of Most Value to a Research Department."

Luncheon — Get together — no business.

CIVIC-SOCIAL

Informal luncheon, 1 o'clock.

MUSEUM

One and only session to be held with S. L. A. Two speakers to be announced later. Round Table Discussion.

NEWSPAPER

Breakfast meeting, 9 o'clock.

Luncheon at noon, *New York Times*, Visit to *Times* Library.

FIRST GENERAL SESSION

2:00 P.M.

"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.

Other speakers to be announced.

6:30 P.M.

Annual Banquet — Mayor Fiorella La Guardia, Guest of Honor.

GROUP MEETINGS

Thursday, 21st—10:00 A.M.

COMMERCIAL

1. "Significant Effects of the New Deal on Business" — Prof. Antoine S. Friedrich, Dept. of Economics, New York University.
2. "Business Literature, Pre- and Post-New Deal" — Mr. H. A. Haring, Contributing Editor, *Advertising and Selling and Distribution and Warehousing*.
3. "The Librarian's Psychological Approach to the Job" — Speaker to be announced later.

CIVIC-SOCIAL

Informal breakfast conference, 8:30 o'clock.

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

Second speaker to be announced later.

Tea at 4 o'clock.

FINANCIAL

2:00 P.M. "Evaluation of Foreign Sources" — Mr. George Eder, Manager Foreign Dept., Standard Statistics Co., Inc.

"Sources Valuable in an Investment Library" — Speaker to be announced.

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

"Discussion of Mimeographed Publications of Federal Government" — Elsie Rackstraw, Ln., Federal Reserve Board.

* Members of S. L. A. wishing to join this Group are asked to fill out the Questionnaire which may be had by writing to Mr. D. F. Brown. The resulting answers will give not only a record of organization but will simplify the Group discussions of such questions as Methods, Budgeting, Patents, Directories, and Bibliographies.

* SCIENCE-TECHNOLOGY

10:00 A.M. Informal Section and Committee meetings. Full announcements later.

2:00 P.M. Group discussion — Technical Library symposium. Chairman — Delbert F. Brown, Ln., Standard Oil Development Company of New Jersey.

Five minute discussions of topics to be announced later.

NEWSPAPER

9:00 A.M. Breakfast Meeting.

10:00 A.M. Address: Mr. Wilbur Forrest, Executive Assistant to President, N. Y. *Herald Tribune*.

Reports of Committees.

12:30 P.M. Luncheon at midtown restaurant; visits to N. Y. *Herald Tribune* and N. Y. *Daily News* libraries.

4:00 P.M. "Television and Newspaper Libraries." "Radio Newscasting and Newspaper Libraries."

INSURANCE

12:30 P.M. Luncheon at the Metropolitan Life Insurance Company.

Informal discussions of: How to fill outside requests for general insurance information with free material; the Book Review Bulletin; Appraisals of new books; Methods of economizing on time-consuming jobs; Library statistics which can be discontinued; Figures kept and used for annual reports.

2:00 P.M. Speakers: Mr. J. M. Holcombe, Manager, Life Insurance Sales Research Bureau of Hartford, Conn.; Mr. Edward R. Hardy, Secretary, Insurance Institute of America.

ENTERTAINMENT PROGRAM

The Association will be guests of the New York Public Library, 5-6 o'clock. A Thursday Evening visit will be arranged for an N. B. C. Broadcast, with a tour of the new National Broadcasting Studios.

SECOND GENERAL SESSION

Friday 22nd — 10.00 A.M.

GENERAL BUSINESS SESSION WITH ELECTION OF OFFICERS

GROUP MEETINGS

SCIENCE-TECHNOLOGY

2:00 P.M. Reports: Section Chairmen — Chemistry, Petroleum, Public Utilities, Rubber. Reports: Committees — Book Reviews. Election of Officers. Plans for the Future.

COMMERCIAL

2:00 P.M. Committee Reports: Subject Headings, Book Reviews, and others. Nominating Committee. Election of Officers. Group discussion on "Clipping."

CIVIC-SOCIAL

12:30 P.M. Luncheon Meeting. "Municipal Housing" — Mr. Langdon W. Post, Tenement House Commissioner of New York.
2:30 P.M. Panel — "Planning" Leader — Katherine McNamara, Ln., School of Landscape Architecture and City Planning, Harvard University.
Among the speakers will be Paul Studensky, Associate Professor, New York Uni-

versity, and Wayne D. Heydecker, Secretary, Westchester County Planning Commission.

Election of Officers.

FINANCIAL

12:30 P.M. Luncheon Meeting. Entertainment — "N. Y. Financial Librarians." Unfinished Business. Election of Officers.

INSURANCE

2:00 P.M. Election of Officers. Report on the handling of early insurance documents. Report of the insurance subject headings committee.

NEWSPAPER

9.00 A.M. Breakfast Meeting.
12.00 NOON. Luncheon downtown restaurant. Visits to libraries of *American* and *Journal*; *Post*; *Sun* and *World-Telegram*.
4.00 P.M. Group Meeting. Election of Officers.

ENTERTAINMENT PROGRAM

Friday Evening — Leave Roosevelt Hotel at 5 p.m. by motor, drive through Westchester to Westchester Country Club. Dinner on the terrace. Music and dancing.

Saturday, 23rd — Morning

Beach party and/or trip around Manhattan Island

Visiting Day

TUESDAY, June 19th, has been designated as Visiting Day for those out-of-town librarians who may arrive a day before the Convention opens.

Alma C. Mitchill, in charge of arrangements for visits to: Business Branch of the Newark Public Library; Newark Board of Education; New Jersey Bell Telephone; Public Service Corporation of New Jersey; Calco Chemical Company, Bound Brook; Merck & Company, Rahway; Standard Oil of New Jersey, Elizabeth; and Worden Laboratory and Library at Milburn. Anyone wishing to visit any of the above libraries will *please notify* Miss Mitchill, Ln., Public Service Corporation of New Jersey, Newark, N. J.

Marguerite Burnett, in charge of arrangements for New York City visits on Tuesday and on Saturday morning to: 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. 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.

SNIPS and SNIPES

New York
April, 1934

Dear Ursa.

Thanks for your note asking me about the Convention. There's nothing — much — I'd rather talk about. It really sounds swell even at this early date. I know you're coming, inveterate convention-goer that you are, and I hope that you're bringing all the boys and gals. I can guarantee an interesting time.

Have you ever been in New York in June? It's a lovely month, spring hasn't quite deserted us, but summer is at hand. Things are still going on, the theatres are running, everyone you ever knew at school or college is in town for at least a day. You spend your time writing *bon voyage* notes and taking ex-schoolmates to luncheon and feeling like that old song, "Always the bridesmaid, never the bride." Of course, if I'd only drawn a horse in the sweepstakes. . . . Well, that's another and an ancient story.

I stopped in at the Roosevelt today. You know we're having the Convention there. It's a top-hole place, not too big and what's grand, I think, lots of nooks and *coigns* where you can meet your friends for a pleasant "jawr." And tell it not in Gath, but if — mind I say *if* — you should like a quiet cocktail or a bit of a snifter, there's a ducky bar that'll make you feel wicked while being eminently respectable. Rubinoff is playing there, but don't let that keep you away; you don't *have* to listen. Another nice thing: the hotel's just around the corner from everything you want to see. The Ritz is across the street, the Waldorf up two blocks on Park, you can shy a shoe brush at the Chrysler from your window and Al Smith's Empire State, and the Rockefeller Center are only a few blocks away.

You can get a much more orderly account of what's going to happen from SPECIAL LIBRARIES than from my letter, but you'll have to read between the dry lines of the program to get the feeling of how important it's going to be. If you're like me, rather befuddled by all the N.R.A. talk, all the "planning" talk, all the "changes in our social order" talk, you'll come to get the old beano set straight. When my great-niece asks me, "What did you do in the New Deal, Great-aunt Snip?" I'd like to be able to suggest, at least vaguely, that I knew what it was all about.

Eleanor Cavanaugh — and is Ole Marse a-workin'!! — has some celebrity up her sleeve that she won't tell me about yet. But those that are already announced sound like the berries: Mayor LaGuardia; Cyril James; Robert Brùère. Mr. Brùère has been for years fact-finding such

seemingly remotely connected subjects as the Dress and Waist Industry, Japan and China. If I've a chance I'm going to read his "New Nationalism," written in 1919. Stuart Rice, the sociologist, is speaking, too. (He graduated from the Puyallup High School — I wonder if *he* thinks that's funny.) He's had a variety of experience and was the Special Investigator of Social Statistics for President Hoover's Research Committee on Social Trends. The Newspaper Group has bagged Wilbur Forrest, who used to be with the *Herald Tribune* — dear Ursa, don't say Trib-une': Old Horace Greeley keeps turning over in his grave every time he hears his beloved paper called Trib-une'. As I was saying — Wilbur Forrest, who has the Cross of the Legion of Honor and who seems to have covered as many wars and uprisings as Richard Harding Davis. Every Group chairman has been on her toes to get interesting speakers. The trouble'll be to get to *all* the meetings you want to go to and, not as is sometimes the case, to find which you can stay away from with perfect safety.

As for the lighter side of the Convention, there'll be enough for even your giddy soul. A banquet — the "No chicken for dinner" revolt is growing and gathering strength each day. Then the dinner at the Westchester Country Club (which you may remember used to be the Westchester Biltmore) preceded and followed by a drive through the most beautiful country 'round about here; a chance to see the new N.B.C. radio building, plus a broadcast, and finally a boat ride around Manhattan or a beach party according to fancy.

If you can make it on Tuesday, do come ahead of time. We're going to do Newark that day, visit various libraries and end up with a tea at the Newark Museum. Have I told you enough? Of course I've left gaps but I can't tell you everything. I don't want to be too enthusiastic, since I'm on the Home Team — I had my handwriting read the other day, and modesty popped out of every line — but shoot the *works* and come. You'll have a good time.

Faithfully yours,

SNIPS AND SNIPES

P.S. Marse Cavanaugh is a-rarin' an pitchin' because only 1,000 answers to the questionnaire have come in for the new National Directory. I tell her some librarians just don't like to see their names in print. But she says — no, they'll blame her when they get to the Convention and begin looking themselves up. So, if you didn't get your questionnaire — send to Headquarters, *tout de suite, promptement, sans délai!*

EVENTS and PUBLICATIONS

Editor: Margaret Bonnell

An unusual point of view by a physician on business affairs was presented by Dr. Alvan L. Barach in *Mental Hygiene* for January, under the title "Why Don't We Spend?" Dr. Barach believes that the motive force behind the doctrine of thrift was a sense of guilt about spending on the part of people economically able to do so, in the face of the sufferings of those who are out of work, and urges a spirit of psychological inflation to help the government in its attempt to break the vicious circle of economic deflation. This may be helped on, he thinks, by substituting for thrift advertising, which emphasizes the dire effects of not saving, publicity which will reveal the beneficent effects of purchasing in creating employment, and will expose the fallacy of virtue obtained by giving up relative luxuries.

* * *

"The Tugwell-Copeland Bill: a Bibliography on the Food and Drugs Act," compiled by Dorothy Culver, research assistant, is available from the Bureau of Public Administration, University of California.

* * *

Italy America Monthly is a new magazine under the joint editorship of the Italy America Society and the Casa Italiana of Columbia University.

* * *

The annual report of Dr. George H. Locke, Librarian of the Toronto Public Library, speaks of a new campaign which the library is entering upon to make known the resources of its "down town" branch. Under the title of "Business Books for Ambitious Business Men" have been gathered the latest and best in technical and industrial literature.

* * *

The American Public Welfare Association, Chicago, has prepared "Poor Relief Laws: a Digest of Existing State Legislation" as an aid to statutory revision. Price, 25 cents.

* * *

Annotations and full contents add much to the usefulness of the very attractive "Catalog of Harper Books on Economic and Business Subjects" which has been prepared by Mr. Ordway Tead. A supply of them left on the reading table in one business library was gone inside of an hour — it is that kind of a publisher's list!

The Crowell News Letter is another publisher's list which invites the eye as well as the mind.

The Round Table Meeting on Special Library Methods and Manners at the 42nd Annual Conference of the Indiana Library Association under the leadership of Miss Ethel Cleland of the Indianapolis Business Branch brought out fifty or more people.

Discussions included special collections on local material, music, and art, work at the Teachers' Special Library and the American Legion Headquarters Library of Indianapolis; and the need for understanding cooperation between business men and the library because the stamp of approval of business men is needed to secure adequate tax levies.

* * *

The Agricultural Tariff Series of monographs dealing with the most important agricultural duties in the United States and their effects on prices, producers and consumers, are published by the Tariff Research Committee, Madison, Wisconsin. The directors of the enterprise are Professors John R. Commons, Benjamin H. Hibbard and Walter A. Morton of the University of Wisconsin with the aid of the Rawleigh Foundation.

Three titles have appeared to date — *The Tariff on Sugar*, *The Tariff on Dairy Products*, and *The Tariff on Barley, Oats and Corn*. They are available at 50 cents each.

* * *

"What Your Work Relief Dollars Bought for You," a report of the 18 towns that comprise Westchester County Public Welfare District for their Emergency Work Bureau, is the only report of its kind which actually contributes data and methods on provision of work relief in an emergency. The report of 112 pages is a most attractive one because the actual accomplishments are visualized for the reader in photographs. Charts also make the description more graphic. Every conceivable question which might be asked about the work and how it was organized is answered succinctly.

The Director of the Bureau, Mr. Wayne D. Heydecker, an experienced public administrator, is to be a speaker at the Civic-Social Group meeting on June 22.

* * *

The first Civil Works service project to be undertaken under the auspices of special libraries is a "Preliminary Directory of Trade Associations for Northern California" compiled by Jeannette

Stern for the S. L. A. of San Francisco. K. Dorothy Ferguson was chairman of the project, which has gathered much data about the statistical information available through the organizations listed, as an aid to those interested in the study of trade associations which has been made possible by the Carnegie grant to S. L. A., and as a guide to source material for research in business and industry. Scope, name of permanent executive, publications and research and information facilities are among the points brought out for each association. Copies of the directory are available from Miss Ferguson, Bank of America, San Francisco, for 25 cents plus postage (to cover cost of mimeographing).

* * *

The Federal Emergency Relief Administration, Washington, D. C., has an active library staff. Ellen Commons is the Research Librarian, and Adelaide Hasse is compiling a number of good bibliographies on current problems. One that recently came to our attention is "Social Recovery Plan — Shifting of Industry and Population Groups."

The Farm Credit Administration is likewise absorbing a number of librarians into its organization but they are occupied in the General Files Section.

* * *

A selected and annotated bibliography of the literature of street traffic control and related subjects, 1920-1933, has been prepared and published by the Albert Russel Erskine Bureau for Street Traffic Research at Harvard University, under a grant from the Rockefeller Foundation, and is available at the price of \$1.00.

That this bibliography was prepared under the directorship of Dr. Miller McClintock is guarantee of its quality. In the introduction Dr. McClintock refers to the assistance of the Librarian, Joseph Wright, whose name appears with his on the title page: "He adds to his knowledge of the literature of traffic control a broad knowledge of the literature of local government and administration. Such value as may be possessed by this bibliography must be attributed largely to Mr. Wright's ability and energy."

* * *

An extremely interesting exhibit collection, describing with sample cards methods of caring for sales catalogues in libraries of the Museum Group, was collected by Nell G. Sill, librarian of the Cleveland Museum of Art. Having gone the rounds of museum libraries it has now been forwarded to S. L. A. Headquarters for use of others interested.

The Metropolitan Life Insurance Company made a study of the costs of treatment for sickness and injury among the families of its field force. The results are available in a pamphlet entitled "The Cost of Medical Care," to be had upon request from 1 Madison Avenue, New York City.

* * *

Faculty status for librarians is ably presented by Paul Allen, Reference Librarian at Dartmouth College, in *School and Society* for February 24th, in an article entitled "In the Liberal Arts College — The Reference Librarian, a Professor?" He proposes that the number of reference librarians in a college library be increased so that each might be responsible for a good background in his field and for the extent of the library's collections in it, and might function in a manner similar to consultants at the Library of Congress or the research librarians at the University of Pennsylvania and Cornell.

* * *

Librarians and students have long recognized that one of the most valuable sources of information on India is the annual report on the moral and material progress of British India prepared by the Government of India for the British Parliament. It deals in detail with such subjects as Politics and Administration, Defence, the Indian overseas, Agriculture and Industry, Communications, Commerce, Finance, and Health and Education.

The latest report in the series, "India in 1931-32," has just been published and may be obtained from the British Library of Information, price 50 cents postpaid. Though much reduced in size by the decision to confine it to events falling within the year dealt with, it will nevertheless continue to be an essential reference book.

A copy of "India in 1929-30" will be sent "express collect" (or by mail on receipt of the cost of mailing) to any library or individual requesting it. Because of the historical method of treatment adopted in this and previous reports, the book has a much greater reference value than the title would suggest; the chapter on Finance, for example, devotes 12 pages to an introductory résumé before passing on to the year under consideration.

* * *

Since material on Persia is not readily available, the new *Bulletin de la Banque Nationale de Perse*, in Teheran, Persia, promises to be of great value. It contains trade statistics, foreign exchange quotations, and comments on banking, currency and the economic situation in Persia.

"Jewish Migration as a Part of World Migration Movements" is the first monograph of a series to be known as the Jewish Library of Facts, published by the Jewish Statistical Bureau, 125 East 85th Street, New York City. The writer examines the policies that have been adopted since the war by the various countries of immigration as well as those of emigration. The monograph deals in addition with international cooperation in the matter of migration; the actual organization of migration movements; change of domicile; immigrant labor; and the volume and direction of migration movements. Statistical tables are appended, dealing with world migration movements by principal countries, and with Jewish migration, by countries 1920-1929. The latter table is followed by two detailed tables, one dealing with Jewish immigration to the United States and the other with Jewish immigration to Palestine.

The Bureau also publishes a weekly *Digest of Events of Jewish Interest*, a news service which includes some statistics from time to time. Subscription to the Bureau's publications includes a consulting service and costs \$10 a year.

* * *

The New York Public Library has a new bibliography — "The World Depression 1929" — a list of books and pamphlets in the Library's own collection, compiled by William W. Shirley, of the Economics Division and a member of S. L. A.

* * *

Social Research is a new international quarterly of political and social science published by the New School for Social Research. The first issue is wholly the product of the Graduate Faculty of Political and Social Science which comprises European scholars who have been severed from

their usual activities by political revolution. A Panic-Proof Industrial Structure, The Pressure for Monetary Depreciation, New Aspects of Unemployment in Germany, and The Salaried Employee in Modern Society, are titles of articles in this first issue. Subscriptions, \$2.50 a year, from 66 West 12th Street, New York City.

* * *

When questions come to your library about what it costs to go to college, they can be answered from the *College Blue Book*, the third edition of which was published in 1933. Besides fees and resources other data such as entrance and graduation requirements and dates when catalogs are issued, are given for colleges and technical and professional schools in each state and for the universities of the world. The volume costs \$4.75 and may be obtained from H. W. Hurt, Hollywood-by-the-Sea, Florida.

* * *

Modern Problems Series, published by the American Education Press, 580 Fifth Avenue, New York City, includes pamphlets on Recent Economic Changes and Their Meaning, by Harold F. Clark; Challenge of Leisure, by George B. Cutten; The Banks and You, by H. Parker Willis; Meeting Risks: the Story of Insurance, by Ralph H. Blanshard. Price 15 cents each.

* * *

With the January 1934 issue *The Brewers Technical Review* presents the first enlarged issue of the brewing, malting and refrigeration sections of the *Siebel Technical Review*. It contains articles on technical, engineering, and management problems of the industry.

This magazine among others will be available currently for reading and review at Headquarters.

Nominating Committee Report

The Nominating Committee submits the following list of candidates as officers for the year 1934-1935:

President	Ruth Savord	New York
1st Vice-President	Dorothy Bemis	Philadelphia
2nd Vice-President	Marion Mead	Chicago
Treasurer	Laura A. Woodward	Baltimore
Director for 3 years	Jolan M. Fertig	Pittsburgh
Director for 2 years	Ford M. Pettit	Detroit
Remaining Directors	Herbert O. Brigham	Providence
	Mary Louise Alexander	New York

Committee: GERTRUDE W. MAXWELL
KATHARINE MAYNARD

EDITH L. MATSON
ANGUS FLETCHER
LOUISE DORN, *Chairman*.

Tead, Ordway. Personnel administration. McGraw-Hill, 1933. 3rd revised ed. 519 pp. \$4.00.

This thoroughly revised edition discusses all phases of personnel practices and managerial policies. Bibliographies follow each chapter. A distinguishing feature of this book is that it has included collective bargaining in labor.

Recommended for its vigorous and effective style and for the combination of factual material and argument for things as they should be, and criticized for the brief treatment given wage plans, rating and turnover.

American Economic Review, June 1933 p. 314. 225 words

+ *Personnel Journal*, August 1933 p. 131. 500 words.

Thornton, F. W. Financial examinations. American Institute Publishing Company, 1933. 274 pp. \$2.00.

An outline of procedure to be followed in making an audit. Discusses also the profit-and-loss account. Will be of practical value to practicing accountants and internal auditors. The appendix consists of "verification of Financial Statements" published by the Federal Reserve Board in 1929, of which this is an amplification. Reviewers recommend this for its clear-cut, direct style and consider it a work of outstanding merit and one which will be of great value to the profession.

Accounting Review, December 1933 p. 365. 400 words

+ *Journal of Accountancy*, December 1933. p. 473. 300 words

+ *N. A. C. A. Bulletin*, November 15, 1933. p. 380. 250 words.

Warren, G. F. Prices. Wiley, 1933. 386 pp. \$3.90.

An explanation of the workings of the price system. The theory advanced is that "prices are not based on the supply and demand of the one article in consideration. Rather, the price of wheat, for instance, is determined by the supply and demand of wheat and the supply and demand of gold." Bibliographies follow many of the chapters and there is an abundance of charts and tables giving gold production and stocks, price index numbers, etc. over a period of years.

Recommended for the rugged style and vigor with which it attacks the deficiencies of a monetary system based upon some one commodity such as gold and for the clarity of exposition. Criticized for the failure to give an adequate analysis of the factors which cause the collapse of the gold standard.

+ *Accounting Review*, December 1933. p. 365. 1300 words.

+ *American Economic Review*, December 1933. p. 747. 1075 words.

Booklist, April 1933. 29.230

+ *Business Week*, May 31, 1933. p. 21. 25 words

Credit and Financial Management, December 1933 p. 28. 700 words

Industrial Arts, June 1933 p. iv. 50 words.

Management Review, August 1933 p. 252. 525 words.

Monthly Bulletin Associated Leather Goods Manufacturers, December 1933 p. 30. 600 words.

+ *Saturday Review of Literature*, April 22, 1933. 9. 550

Springfield Republican, April 16, 1933 p. 7e. 100 words.

Times (London) Literary Supplement, May 11, 1933. p. 332. 180 words

Whitaker, A. C. Foreign exchange. Appleton, 1933. 2nd edition. 466 pp. \$5.00.

This second edition of a standard work presenting the fundamental background of foreign exchange, has been completely revised and enlarged. There are new sections on methods of quoting rates, gold-bar standard, central bank methods, silver and paper exchanges, effects of shifting exchanges on imports and exports and other developments in foreign exchange.

It is fundamentally a textbook and will be valuable not only to the general student of economics, the specialized student of finance but to the general reader as well. Highly recommended and spoken of as unsurpassed as a manual on foreign exchange.

+ *Accounting Review*, June 1933. p. 166. 1600 words

+ *Bankers Magazine*, February 1933. p. 185. 115 words

+ *Barron's*, February 20, 1933. p. 19. 180 words

Credit & Financial Management, June 1933 p. 32. 450 words.

Industrial Arts, February 1933. p. iii. 70 words.

Wilson, G. L. Transportation crisis. Sears Publishing Company, 1933. 335 pp. \$2.50.

Analyzes all types of transportation early in 1933, with the purpose of showing the need for adjustment of services, charges and practices in order to save the system from ruin. The author offers specific suggestions as to how this can be accomplished. Contains a wealth of historical and statistical data. No critical comment given.

Accounting Review, December 1933 p. 364. 650 words

Barron's, June 5, 1933. p. 12. 150 words

Business Week, August 26, 1933. p. 19. 50 words

Industrial Arts, June 1933. p. iii. 85 words.

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Wingate, J. W. Retail merchandise control.
Prentice-Hall, 1933. 478 pp. \$5.00.

Deals with the mechanics and details of making merchandise plans, computing open-to-buys, initial markups, and unit buying plans. Contains many tables and forms and each chapter is followed by a bibliography. Will be especially valuable to retailers and of great help to students as well. Spoken of as the first comprehensive work in its field. Reviewers say that beginners will have no difficulty in following the line of reasoning because it is logically arranged and in proper sequence.

American Accountant, October 1933. p. 317. 385 words.
Industrial Arts, October 1933. p. iv. 100 words.
+ *Journal of Retailing*, October 1933. p. 93. 250 words.
Management Review, November 1933. p. 351. 100 words.

Winkler, Max. Foreign bonds: an autopsy.
Roland Swain, 1933. 536 pp. \$3.50.

An authoritative study of foreign investments showing the causes of default, the reasons for the collapse of credit, experiences of debtor nations, and protective measures. The table and summary of defaults of foreign nations, together with the defaults of individual states in this country is of particular value. Favorably spoken of as an excellent study, illuminating, most informative and unsparring in the biting truth of its criticism.

American Bankers Association Journal, February 1934.
p. 85. 170 words.
Barron's, November 20, 1933. p. 15. 210 words.
+ *Business Week*, December 9, 1933. p. 19. 30 words.
+ *Commerce & Finance*, November 29, 1933. p. 1027. 375 words.
+ *Management Review*, January 1934. p. 32. 275 words.

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