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Official Organ of the Special Libraries Association

# Special Libraries

*"Putting Knowledge to Work"*

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*Indexed in Industrial Arts Index and Public Affairs Information Service*

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# SPECIAL LIBRARIES

MARIAN C. MANLEY, *Editor*

Vol. 28, No. 5

May-June, 1937

## Training for "Specials": A Prologue to Revision

By *J. H. Shera, Bibliographer*

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MODERN librarianship, to be thoroughly bromidic, like ancient Gaul, is divided into three major parts. These spheres of professional activity, to carry the platitude to the limit, have been denominated, public librarianship, college and university librarianship, and the third which for its particular province has taken a heterogeneous group of severely limited and highly departmentalized fields of bibliothecal endeavor has become known, one is tempted to suspect, for want of a more specific name, "special librarianship."

Insistence upon the obvious fact of this tri-partite classification would be unnecessary at this time were it not for the established conviction of those charged with the formal training of the library novitiate that beneath these three areas there lies a substantial sub-stratum of basic library techniques common to all, which, when once mastered, automatically gives the student the authority to practice in any division his fancy might dictate. Miss Fair has admirably stated the case for the traditional view in:

"The library schools realize the folly of offering preparation, for a narrowly limited type of service — premature specialization. It is no more sensible to study library service to municipal officials without knowing general library tools and service than it is to try to learn algebra without having studied arithmetic, or organic chemistry before having studied the general principles of chemistry."<sup>1</sup>

<sup>1</sup> Fair, Ethel M.: Behind the tools of industry. *SPECIAL LIBRARIES*, v. 28, no. 2 (February 1937), p. 43.

But this is only superficially true, and the analogy with mathematics and chemistry, since we have yet to prove librarianship a science, dare not be pressed too far. It is not to be urged that these major divisions exist as absolute water-tight compartments, individual "capsules" as Miss Fair suggests, but careful analysis will reveal that the practice of special librarians does have astonishingly little in common with its counterparts in the public and educational fields. Ernest J. Reece, in his recently published monograph on the curriculum in library schools, has more nearly approached a progressive viewpoint when, in speaking of the functions of the special librarian he points out that:

"The tools and stock of such a librarian call for peculiar methods in acquiring, housing, arranging, and utilizing; his clientele expects service based upon anticipation of demands and upon advance preparation for them, and submission of findings in whatever rooms best suit his purposes; his technique includes all possible devices for gathering facts. . . . It is unreasonable to suppose that adequate service can be rendered in such situations by persons not versed in the subjects concerned and in the methods of searching applicable to them, however adept they may be in manipulating manuals, handbooks, encyclopedias, and indexes. If in these circumstances a librarian is to be more than a caretaker and a purveyor, he must assemble material which he cannot know, uncover data he cannot recognize, and organize facts he cannot interpret, except he is himself something of an expert in the field."<sup>2</sup>

<sup>2</sup> Reece, E. J.: The curriculum in library schools. New York. Columbia univ. press, 1936. p. 8

This is indeed a forthright and courageous beginning, well founded in demonstrable fact, and the reader follows it with the eager expectation of an unequivocal declaration that in the field of the special library the subject matter dealt with is more fundamental than the library techniques employed. But Mr. Reece slips quietly back into the fold of the traditional when he erects the outline of his basic curriculum, and admits training for "specials" only as a variation, extension, or supplement.

A brief retrospective glance over the historical development of training for library service may be valuable in obtaining a sympathetic understanding of the tenacity with which library training has adhered to a traditional pattern. Here, as in most other aspects of library development, the outstanding fact is the complete domination of the public library, its needs, its problems, and its point of view. The first library school, although for a brief period at the beginning under the aegis of a college, was very soon moved to a state library, while the three schools next to arise were parts of institutes. Of the others which came into being up to 1926, five, including some of the strongest, were attached to public libraries, and one to a state library commission. Evidently it was the public librarians themselves who first felt the need of trained workers, hence the creation of classes and schools under their own immediate direction was a logical, if not inevitable step. Subsequently, however, affiliation with institutions of higher learning became almost necessary until today virtually all accredited schools enjoy some form of college or university connection.

Thus, though the problems of public librarianship still dominate to a large degree the basic curriculum, college and university library problems are receiving more and more thought and attention.

Special librarianship, however, still struggling to cast aside the vestigia of its infancy, is yet but most inadequately represented in professional training, inadequate certainly in proportion to its growth in recent decades. So does this very youth of the special library profession explain but not excuse its neglect by those charged with training for library service. This despite the fact that it is not difficult to discern a definite trend toward sentiment for increased specialization in library work, to realize that the ever expanding frontiers of human knowledge will make specialization inevitable, nor particularly fantastic to foresee a time when at least the largest of the great public libraries will slough off their collections of current fiction and become entirely reference-research centers manned by specialists in subject fields.

As a definite step toward the focussing of greater attention upon the training needed by those entering special library work, the S. L. A. Committee on Training and Recruiting, under the able leadership of Mrs. Margaret G. Smith, set to work in the fall of 1936 to determine, via the always questionable questionnaire, the reaction of seven hundred special librarians to their past training and possible future needs. The results of this survey are as yet far from complete, and, it must be admitted, there is at present no valid test for the representativity of the sample. Nevertheless, it can be safely conceded that sufficient data are available to indicate in general the emergence of fundamental trends and opinions the existence of which many have long suspected. Returns have been received from a sufficiently wide variety of library-types to render unwarranted any fear that future replies would indicate distortion in the present sample.<sup>1</sup>

<sup>1</sup> See also: S. L. A. Committee on training and recruiting. Training desired by special librarians. Prepared by Mrs. Margaret G. Smith. *SPECIAL LIBRARIES*. v. 28, no. 1 (January 1937), p. 16-22.

Of the hundred "cases" under examination almost half (48 per cent) had received some library school training varying all the way from two years in library school, and aspirations for the doctorate in library service, to night school classes taken "because my boss thought I should have library training also." The remainder worked out their bibliographic salvations in divers ways, some having learned the tricks of the trade while employed in public libraries, while not a few developed their own particular techniques as they went along.

One fact, however, stands out from these questionnaires with startling uniformity. Of all the case histories before us, only two mention specifically the library school as a definite guiding force in encouraging their entrance into special library work. In a very few others such influence may be implicit in the statements, but if present it was not of sufficient strength to merit special mention. In the vast remainder one discovers that special librarians enter their chosen profession much as the average individual enters matrimony — by caprice, propinquity, or the vagaries of circumstance. What induced you to enter special library work?

"First job offered."

"A vacancy occurred in the library at the time I was out of employment."

"Library work by choice; *special* library work more or less by chance."

"Entered, not without misgivings — from another position in the company at the death of the librarian."

"Accidental — was 'just looking for a job.'"

So we find the words "luck," "chance," "accident," repeated again and again until one individual has the candor to cry out that "It was thrust upon me."

Surprisingly enough, however, despite this element of chance, special librarians are not dissatisfied with their vocational lot. Not one individual expresses real

antipathy for the work she is doing. Twenty-seven per cent openly confess to complete satisfaction, while only one-third think it necessary to state possible alternatives.

"Perfectly satisfied."

"Desired no change."

"My present work is still my preference."

and

"An ideal position in which I am quite satisfied, thank you!"

These are typical. Even she who was "thrust" into a special library has no regrets. Newspaper librarians would appear to be an especially happy lot, witness: "Newspaper library work, and I love it," or "Newspaper (work) which is my only choice." There is apparently little desire to revert to general service in the public library field. One or two express rather mildly that reference work in a large public system might be interesting, but more typical are the emphatic assertions.

"Public library work, unless in a large departmentalized library, is rather depressing to someone who is trained for, and interested in a special field."

"Other specialized work intrigues me, but never, oh never, public!"

Such feelings may owe their origin to the sense of superiority which, it must be confessed, the specialist frequently holds toward his less highly specialized colleagues — a fundamental antagonism between the esoteric and the popular. Again it is reflected in one librarian's laconic peroration: "Once a special librarian, always a special librarian at heart." It would indeed be illuminating to place beside these answers a similar sample from workers in the public field. Would the same degree of satisfaction be manifest? Merely to ask the question is to express the doubt.

It is in that section of the questionnaire, however, dealing with the modi-

fications or additional training desired, given the mythical "second chance," that the answers are most candid, revealing, and least complimentary to present library schools. It is not surprising that one-third feel the need for additional specialization, especially is this true in the technical and engineering fields. But, only one-fifth desire formal training in library technique though more than half of them have never had it. Many who have not attended library school fail to regret the omission. While there are those who have taken the course who consider it of doubtful value:

"Quite frankly," says one, "I have found that very little of my library school training has been of practical use to me."

As is to be expected, there are many to champion the importance of subject specialization, but only one to maintain:

"I do not agree with you when you said in one of your recent letters or reports that the most important thing was subject knowledge of your particular field. I think the most important thing is to have a broad general foundation for library work and to be able to adapt that knowledge to the specific kind of library in which you are."

Yet even he can conceive of instances where the subject may be predominantly necessary. Typical of the opposition:

"I have studied the curriculum of the library course of a number of colleges. All of them seem inadequate. They all taught the principles and methods of library science and nothing more. A great deal of what they taught seemed useless, to me at any rate. There is a great deal that it is nice for a librarian to know, but that is all."

or

"Under no circumstances would I have given any of my college training for all the library science that was ever offered. If any university graduate could fail to get the essentials out of library science training as I have contacted it in a few months of personal effort, something is wrong with that individual."

One library school graduate touches upon the over-emphasis of public library prob-

lems, as discussed earlier in the present paper:

"I would emphasize that library school training, on the whole does little to prepare students for special library work. I would recommend more attention to the problems of special libraries and less to those of public libraries, for the student will be confronted with the former much sooner than the latter. There is, as a rule, a longer term to be served as apprentice in public library work and therefore more preparation to meet the problems in that field."

Even when one discounts the obvious enthusiasm of these critics for their chosen occupations, there is still much to the point in their objections that library school faculties will do well seriously to heed.

One might proceed with an elaborate and detailed cross-classification and analysis of the data before us, but it is to be questioned whether such would be of significance or value. More important are they as a series of case histories from which it is thoroughly permissible to draw certain broad and basic generalizations.

From what we have seen, then, it is quite possible to project a composite picture of the typical special librarian: That capricious circumstance has been the decisive factor in directing her into the profession is almost a certainty. "She" is, of course, used advisedly, for her sex is not a matter of question. It is about an even chance that she has attended library school, but if she has she is not too enthusiastic over the training she has received, and if she has not her regrets are not too keen. She is rather thoroughly convinced of the basic importance of subject specialization, and justly proud of graduate study accomplished in her particular field. Were she to relive the apprentice period of her professional life, there would be more intensive study in this same direction with emphasis upon subject rather than method. There would be increased at-

tention, too, to the mastery of foreign languages, French and German as a matter of course, and, especially if she be interested in engineering subjects, Russian and even Japanese. Finally, she would be happy in her work to a degree above the average, and look with no envious eye toward her contemporaries in less highly specialized branches of the service.

The implications of such a composite portrait for future developments in training for special librarianship are not difficult to discern. With the results of this questionnaire so plainly before us, the inadequacy of present-day library training for the purpose of the special librarian needs not to be labored. The verdict of many of those who have undergone the curricular "mill" is too distinct to admit of misconstruction by even the most ardent supporter of the present system. That the traditional library training comes off so badly at the hands of these devoted "specials" suggests that no half-hearted remedial measures will solve the basic problems involved.

It may well be that special librarians, in urging the extension of the library school curriculum to cover training for special library work have been doing an excellent job of barking up the wrong scholastic tree. It is far from impossible that more efficacious results would be obtained from urging the introduction of courses in library training into the graduate schools dealing with engineering, social science, economics, and the like. Thus training for special librarianship would develop, not as a variation or extension of the library school's basic curriculum, but rather as an addition of an abbreviated library school program to other graduate work.

In the light of such a possible development, it is well to examine, in passing, library training as it exists today, and let such an examination be completely

devoid of any pre-conceived notions formulated by habitual thought and sanctified by the passage of time. Apart from the courses in cataloging, classification, reference, and subject bibliography, what can the library school have to offer the special library novice that would particularly benefit him in his future profession? Yet anyone will admit that even our present systems of classification, and our rules in cataloging are grossly inadequate for special library purposes without drastic and far reaching alterations to meet particular needs. As to training in reference and subject bibliography, where else could they be taught better than in the departments of graduate study directly concerned? It is not to be argued that general library training is without value for special librarians — this is not the point. But a year's study in library school is not to be taken lightly from the standpoints of time, labor, or expense. The real issue is whether the effort involved could be expended to better advantage in subject preparation to which has been added a skeletal course in basic library techniques adapted for the particular type of work in question. Neither is it charged that library schools are entirely inflexible, static, and free from change. Reece, for example, suggests as a logical next step the trial of a new curriculum that would put study of the place of libraries and the implications of library work first both in sequence and importance.<sup>1</sup> Such a departure would be significant for the public librarian, but it holds slight promise indeed for the training of "specials." The innovations that they need must be far more radical than this.

The words of those who have replied to the questionnaire speak too distinctly to be misunderstood. Here are no weasel words, no ambiguity. The criticisms that are raised and the suggestions that are

<sup>1</sup> Reece, *op. cit.*, p. 119.

offered are well-considered, valid, and to the point. Confronted by this basic data the burden of proof *now* rests with those who would defend library training as it

exists today. They can no longer evade the issue by beating a hasty retreat into the once-secure fastness of their stony citadel — the basic curriculum.

## Why and What Are Special Librarians?<sup>1</sup>

By Margaret G. Smith, Chairman

Committee on Training and Recruiting

**R**ETURNS from the questionnaire sent by the Committee have been tabulated for the following general tables. These are indicative of certain situations but are only indicative. The various groups must be subjected to further analysis and the relative desire for more library science or subject matter weighed in the light of the positions' demands and the librarians' previous training. Combinations of library school training and public library experience or each group separately should be considered and their respective value for different types of position estimated. The expressed needs of the college graduate without library training or experience vary according to the type of library. Intensive analysis, based if possible on additional replies, should provide a clue to the preparation found from actual experience to be desirable for different types of libraries.

TABLE I

*Special librarians obtained their positions for these reasons:*

Entered through public library or general library school training . . . . .	37%
Previous training in subject matter brought opportunity . . . . .	33%
Positions offered by firm already employing librarian in another capacity . . . . .	12%
Prepared for it in college and post graduate work . . . . .	8%
Best opportunity available when position was needed . . . . .	7%
As change from unsatisfactory vocation . . . . .	3%

<sup>1</sup> Percentages based on replies from 236 libraries.

TABLE II

*The special librarian's educational preparation varies as follows:*

College degree with post graduate library courses . . . . .	41%
College degree only . . . . .	24%
Informal education . . . . .	9%
High school education only . . . . .	6%
Informal education plus miscellaneous library training . . . . .	6%
College and library school degree combined . . . . .	5%
College and public library training course . . . . .	5%
College and post graduate work in subject matter . . . . .	4%

TABLE III

*The special librarian's desire for training in subject matter or library science varies as follows:*

Types of library positions:	More subject matter		More library science	
	%	%	%	%
Business and Financial . . . . .	13	7	8	7
Social Sciences . . . . .	7	6	4	7
Science-Technology . . . . .	10	11	14	6
	30	24	26	20

These tables show that library training and training in subject matter have been equally advantageous in securing special library positions. They also show that the majority of special librarians are college graduates first, and later add library courses to their earlier training. Interest in subject matter ranks high. Particularly in the fields of business and of finance is there an acute desire for additional subject matter in preference to methods of library technique.



## Microphotography for the Special Library

By *Vernon D. Tate*

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Washington, D. C.

(Continued)

EVERY library regards a certain portion of its material as rare. The archival depository is prone to consider ancient manuscripts as rare. The scientific library may regard manuscripts or carbon copies of a paper or research study in the same way. The law of supply and demand operates in library circles as it does everywhere else. Rarity usually spells cost. Some original materials are beyond price, for they are simply unobtainable. Many of our older libraries possess material of this nature, but what of the younger collections which were not in existence when these materials were procurable? Microfilming allows facsimile reproductions to be made more cheaply than by any other known method. An outstanding application of this factor was the monumental "Project A" of the Library of Congress for the collection of materials for the history of the United States in the principal archives of Europe and Mexico. Over a million reproductions were obtained. They represent one of the first large-scale microfilming operations to be completed. "Project A," using adapted or converted microfilm copying cameras, deserves a prominent place in the history of microcopying. More recently a commercial firm has undertaken to copy all books printed in the English language before 1550 and to distribute them by subscription to libraries at a cost of approximately one-half cent a page.

Closely allied to the use of microcopying for the acquisition of rare materials is that of microcopying for record. The bank check copying system developed by the Recordak Corporation, designed

to record any check presented for payment, is well known. It has been extended to department stores for recording statements and other data. Similar equipment also reproduces newspapers. A microfilm correctly made and stored is the cheapest insurance policy for rare documents that it is possible to obtain. The Bank of England, recognized as one of the stalwart champions of conservatism, has decided to microcopy its records for safekeeping. These are examples of the many applications of this process to records that will be seen in the coming decade.

Another phase of photographic activity which is sometimes overlooked is the restoration of records. It is possible by full-scale photography, and more recently by microfilming, to restore damaged documents — even those that have been partially destroyed by fire, immersed in water, or deteriorated by time or chemicals. We are witnessing the spectacle of great floods sweeping down from our denuded hillsides upon the cities of the lowlands. Manufacturing plants maintain many of their records in the form of drawings, blueprints, etc. These would suffer great damage if immersed in water, and such was actually the case in the Pittsburgh flood of 1936. Photography was employed to salvage some of these records.

It is only a short step from the photographic restoration of damaged papers to the examination of questioned documents or forgeries, but this fascinating subject is too intricate in its details and too specialized to be considered here beyond a bare mention.

Microfilming may become an auxiliary to the printing industry. Our present civilization has fostered the growth of specialized interests. The statement is frequently made that we must all become specialists in one thing or another, whether it be science, industry, or something else. In many branches of science specialization has reached a high peak, and thus a relatively few individuals working in the same field may group themselves together into a society. Many research papers are produced and much information can be made available to a small interested circle. It is very expensive, however, to establish and maintain a magazine devoted to a highly specialized subject as its circulation is restricted, and such magazines are forever in financial straits. A movement has therefore been sponsored, principally by Dr. Watson Davis and his associates in Science Service, to the end that professional journals will print abstracts of articles and that those persons who are interested may write to a central point and obtain a microfilm of the complete article, with all its illustrations, charts, tables, diagrams, etc. at a very low price. Thus the dissemination of information is attained and the research student may secure his documentation economically.

An outgrowth of the interest of Science Service and of its experience with Bibliofilm and with the design of apparatus prepared for that service, has been the consideration of plans for a Documentation Institute or, more properly, a Microfilm Documentation Institute. Quoting from a plan given limited circulation by Dr. Watson Davis:

There is need for a broad, energetic and intellectually-motivated development of all phases of documentation, particularly microphotographic duplication and its ramifications, in the fields of physical, natural, social and historical sciences and the general sphere of libraries and information services.

It is therefore proposed that there be organized and supported the Documentation Institute, a non-profit institution, capable of serving scholars of the world, through societies, institutions, libraries, etc., or otherwise by facilitating and applying various techniques of documentation.

The functions of the Institute would be roughly four in number. First would be the development and operation of inter-library loan systems on film, modeled somewhat after the previously-mentioned organization at the library of the Department of Agriculture. The second phase of activity would be an auxiliary publication service to secure prompt and complete reproduction and circulation of articles, manuscripts, books, records, photographs, etc. which cannot now be published. It would serve primarily as a means of disseminating information and secondarily as a recording device whereby materials might be placed on film for preservation and a file of photographic archives built up. In the third place, the vast problem of card cataloging and bibliographical technique would be thoroughly investigated. Over a period of years an inclusive abstract bibliographical file on microfilm, supplementing the Union Card Catalog, could be brought together. Experiments in consultation by machine may make it possible at a future time to produce a subject bibliography semi-automatically on demand. The fourth function would be that of sponsoring research and the development of devices for microfilming, either by the Institute itself or by private organizations.

The importance of a basic organization cannot be overestimated. Unified effort can produce far more tangible results than decentralized activity. If it is possible to organize work of this nature, I believe that all interested parties will find themselves possessed of a highly valuable and efficient tool.

It may be profitable at this point to review very briefly the physical aspects of library photographic equipment. In the general sense of the word, photographs for record can be produced on any one of literally hundreds of makes of cameras. Hence, we may exclude from our discussion the photograph as it is commonly understood. Direct paper reversed copies, on the other hand, are limited to the products of three organizations. The Photostat Corporation, one of the best known, produces a variety of machines, ranging from the small junior to the large automatic machine. The Rectigraph Corporation, which has recently merged with the Haloid Corporation, produces a similar line of equipment, including small, hand, and automatic machines. The third organization is more specialized. Remington-Rand has marketed the Dexigraph primarily for card recording. This company has small and large machines specially adapted for this work, and its automatic equipment is well designed and exceedingly fast. Neither the Photostat nor the Rectigraph Corporations offers a rental service, preferring to sell their apparatus and paper to libraries, business firms, or concerns engaged in direct paper duplication. Remington-Rand, on the other hand, prefers to rent its equipment, and in many cases will quote a price on a complete job. There is no need to mention the amount or kinds of work done on the Photostat or Rectigraph machines. Similarly, since its introduction the Dexigraph has been widely employed by libraries, banks, department stores, insurance companies, and many other organizations to make direct paper copies.

Microfilming equipment is not so well understood perhaps for the reasons that it is new and that so many experimental or special-purpose machines exist. The equipment includes specialized cameras,

developing, processing mechanisms, and equipment for utilization. The cameras may be subdivided into three general groups: First, the large-scale, high-speed, copying cameras adapted for mass production; second, the portable or semi-portable automatic machines; and third, the small, low-capacity, or adapted cameras which, although not specifically designed for microcopying, may be fitted with accessories and used for that purpose.

The high-speed automatic, or semi-automatic, mass-production cameras include such machines as the Recordak newspaper copying machine; the Commercial Recordak; the Eastman bound-volume copying camera; the Draeger copying camera (as developed by the Biblio-Film Service and by Dr. R. H. Draeger); the special cameras built by Mr. V. E. Pratt of the International Filmbook Corporation to be used for high reduction of books on film and for other purposes; the Kennedy, the Kerrins, and the Filmograph cameras for use primarily in copying legal documents; the adapted motion-picture camera used by Edwards Brothers; the Bell & Howell titling cameras; the animation cameras; and several others. They are, in general, automatic or semi-automatic in operation, and are capable of reproducing records in great quantities. They usually employ the higher ratios of reduction and are movable but not readily portable. Examples of work which have been done on these cameras include the filming of the *New York Times* by the Recordak Newspaper Corporation; the reproduction of the N.R.A. and the A.A.A. records and the Veterans' Administration card index by the Commercial Recordak; the reproduction of English books before 1550 by the Edwards Brothers' camera; the reproduction of books on film for distribution by the International Filmbook Corporation; the reproduction of legal documents (including deeds, rec-

ords, etc.) by the Kennedy, the Kerrins, and the Filmograph cameras; and the many splendid products of the titling and animation cameras.

In the field of the portable, semi-automatic, microcopying camera the Folmer Graflex Photorecord at the present time is preëminent. This camera, which has been developed over a period of some three years, uses 35- or 70-millimeter film, or 70-millimeter paper, and is adaptable for books, manuscripts, card files, and newspapers in limited quantities. It has been designed as a universal camera. At the present time it appears to be a very suitable machine for use by medium- and small-sized libraries, research institutions, certain commercial houses, and by the individual scholar.

The smaller cameras include the Leica, the Contax, the Ludwig, the Ansco Memo (now obsolete), the Cinescopie, the Retina, and the Argus. With the exception of the Ludwig, these are scenic miniature cameras adaptable by means of special supplementary lenses and standards for a limited quantity of microcopying. Their use has been very widespread. In fact, many librarians are prone to speak of Leica copies as synonymous with microfilms much in the same manner that direct paper copies are frequently called photostats. Their use is restricted, however, and in the future they no doubt will be relegated to the individual who wishes a scenic camera which can do a small amount of copying.

Processing equipment is exceedingly diverse and ranges from a simple short-length developing, fixing, and drying device to complex, high-speed processing machines wherein the film is automatically developed, fixed, washed, and dried. The details of these procedures are technical and cannot be considered at this time.

The question of utilization has been, until very recently, the stumbling block in the path of the widespread use of microfilm. Cameras and processing equipment have been available, but until recently the only methods of reading microfilms have been by enlargement on paper, by visual examination, or by wall projection in a darkened room. The latest recruit to these three well-known methods has been the reading machine. This development, more than any other, has contributed to the use of microfilm.

In summary, the four reading methods may be considered briefly: Projection printing on paper is merely the re-creation and enlargement of a positive image on sensitized paper. By this method, the reader is presented with a facsimile copy somewhat like the direct paper copy. Its advantages are obvious. Its disadvantages are the cost of sensitized paper and the addition of one extra mechanical step to the process. Visual examination, the second means, is satisfactory only for small quantities of film taken at a fairly low ratio of reduction; the higher ratios of reduction usually cannot be read by a hand magnifier or a compound reading glass. A binocular, low-power microscope, if available, however, may serve very well. Its use has been confined to persons desiring limited consultation of low-ratio reduction copies. Wall projection presents certain advantages and certain disadvantages. In the first place, the image, when greatly enlarged, may be read quite easily on a wall or screen, and notes may be taken. The entire system is somewhat inconvenient to use, however, because of the need for a darkened room, the inherent difficulties of projector manipulation, and other reasons. The reading machine, however, is designed to reproduce microfilm copy at high or low ratios of reduction so that it can be read in an ordinary lighted room. It is, in effect, a self-con-

tained projector, a film-carrying mechanism, and a viewing screen. Several commercial models are now in existence. The International Filmbook Corporation has recently placed on the market two Optigraphs, one a translucent- and the other an opaque-screen model; the Recordak Corporation has produced a similar series of translucent- and opaque-screen reading machines, but is at the present time concentrating on the opaque screen; E. Leitz, Inc. offers an adaptation of its enlarger which permits the consultation of film on a so-called reading desk. It should be noted, however, that the Leitz equipment cannot be used satisfactorily in an ordinary lighted room but requires semi-darkness, somewhat in the manner of the wall-type projector. A fourth machine, designed by Dr. Draeger for the Biblio-Film Service, is a small, translucent-screen reading machine, designed primarily to project low- and medium-ratio reduction copies. It is being manufactured by the Bausch & Lomb Optical Company and will be available, it is hoped, some time during the present summer.

One of the grave questions which has faced those interested in microfilming is the problem of film permanence. The

National Bureau of Standards has investigated acetate, or non-inflammable, film as used for microcopying and has determined conclusively by its tests that correctly made and processed acetate microfilm copies are as permanent as letter-press printing on rag-stock paper. The results of these investigations are available from the Superintendent of Documents in Washington at a cost of five cents, in a pamphlet entitled "Research Paper RP-942, Care of filmstrips and motion-picture film in libraries," which will be a part of volume 17 of the *National Bureau of Standards Journal of Research*. The storage of microcopies has also been considered. It was determined conclusively that under no circumstances should nitrate film be employed for microfilming or for storage. The fire and explosion danger precludes any such application. Acetate film, while it may be stored on an ordinary library shelf, would be more permanent if stored in a specially designed container so constructed that the relative humidity is maintained at about 50 percent. For ordinary storage purposes a room temperature of 70° is satisfactory.

A new tool has been forged, tempered, and tried. Its use remains in your hands.

## S. L. A. Looks at Itself

*By Marian C. Manley, Branch Librarian*

Business Branch of the Newark Public Library

THE program for the 1937 convention devotes one general session to the theme, "Looking at Ourselves." Because S. L. A. has reason to look at itself with some pride in its achievements, in this issue of the magazine we are reviewing past history as a prelude to self-examination in the present. S. L. A. has always kept a fresh, progressive point of view.

Its activities have been approached with the zest and initiative that are a part of youthful enterprise. The Association has expanded rapidly of late. Many of the present members are unfamiliar with important episodes in its twenty-five years of busy and constructive life. Since the Association, like others, has come through a period of retrenchment but is now

embarking on one of renewed activity, it is wise to consider those episodes and trends in the Association's life that have been of marked importance.

*Landmarks of the past*

S. L. A.'s activities have grouped themselves about some crucial years. At these times S. L. A. has had moments of stress and self-searching, but it has always gone forward with renewed life and vigor. Some of the presidents who have contributed outstanding service and stimulated us to develop constructive programs are: John Cotton Dana, the first president, who saw the opportunity for the development of a progressive association; Dorsey Hyde, Jr., who established contacts with other associations and promoted a publication program; Rebecca Rankin, who started us on intensive consideration of our financial problems; Daniel Handy, who took an association that had suffered a severe operation and restored it to successful life; Francis Cady, who had the vision and courage to establish for the Association a system of self-supporting management; and Mary Louise Alexander, who helped to get the Association on a sound financial footing in a central location.

Perhaps the first milestone in S. L. A.'s career to show its development as a united national association was the attempt to adjust the relation of local chapters with the national association by combining in a financial arrangement suggested in Miss Rankin's interesting memorandum of September 1924.<sup>1</sup> This did a great deal for constructive progress. Her feeling had been strong that the Association's ability to move forward would come from the united efforts of all its members in a national whole. She was convinced that the Association could only progress as each of its members

<sup>1</sup> Miss Rankin's proposals, Sept. 1924, p. 165-168.

worked for its unity and shared in its responsibilities. Her theory was that the Association must not develop an inner circle to guide its activities, but instead, through its many committees and the expanding interests of every member, should share the responsibilities that make for definite progress.<sup>2</sup>

The next important landmark in S. L. A.'s development lay in the reorganization following the Saratoga Convention of 1924 when once and for all, the question whether S. L. A. should give up its independent existence and become a part of A. L. A. was settled. That this question, which has now only an academic interest, should have been a burning topic, may be surprising to our many members whose contacts with A. L. A. are not close. The records of this convention<sup>3</sup> and the succeeding convention at Swampscott<sup>4</sup> are interesting, indeed stirring reading, and show how our Association meets the test of a momentous decision. Daniel Handy, elected president at this time, did yeoman service in developing a forward-looking policy for S. L. A. Although his greatest help came from the efforts of Herbert Brigham, the newly appointed editor of *SPECIAL LIBRARIES*, all of S. L. A.'s members rallied to its stimulating activities.

It was during Mr. Handy's administration that the necessity for a better financial foundation was realized and institutional dues of \$15.00 and active dues of \$5.00 were put into effect. This sound financial plan put the Association on such a substantial basis that during Francis Cady's succeeding presidency, the Association faced the important problem of a paid secretary. The records of these decisions<sup>5</sup> and of the president's addresses of

<sup>2</sup> President's Page, Rebecca B. Rankin, December 1922, p. 192.

<sup>3</sup> Fifteenth Annual Conference, Saratoga Springs, June 30-July 5, 1924. September 1924, p. 155-170.

<sup>4</sup> Swampscott Convention, July-October 1925, p. 220-338.

<sup>5</sup> (Reasons for institutional dues), Francis E. Cady, November 1926, p. 308.

Daniel Handy<sup>1</sup> and Francis Cady<sup>2</sup> are illuminating reading for us of the present day. They help us to see what S. L. A. has done, what S. L. A. can do under pressure, and what a valuable heritage is ours, — a heritage of self-sacrificing, enthusiastic, inspired progress.

Once more in 1930 the Association made an important change when it was deemed more practical to have headquarters closer to a majority of the members, and the transfer to New York was made. That we should have come through the depression with a growing membership, with our magazine still extant in spite of its lean years, and with a modestly increasing reserve fund is due in large part to the constructive financial policies put into effect by Mary Louise Alexander during her term of office.

#### *Special Libraries — early features*

In the early days of S. L. A., attention was centered on bibliographic work, since special libraries were just getting under way and as certain types of literature were difficult to discover, bibliographies were important tools. The magazine itself devoted much space to these exhaustive lists, two famous ones being "A Checklist of References on City Planning," May 1912; and "Select List of References on Scientific Management and Efficiency," May 1913. One of the people who did most to develop SPECIAL LIBRARIES as a bibliographical tool was Dr. John A. Lapp, its editor from 1909 to 1917. He was the man most largely responsible for making SPECIAL LIBRARIES possible. He was also the first person to make use of the slogan, "Putting Knowledge to Work." Among other active workers at that time was Richard H. Johnston, whose constant thought for

<sup>1</sup> President's Address, Annual Conference, Atlantic City, Daniel N. Handy, November 1926, p. 309-312

<sup>2</sup> President's Annual Address, Francis E. Cady, July-August 1927, p. 185-189. President's Page — Progress, Francis E. Cady, September 1927, p. 231.

the welfare of S. L. A. was of great value in its early development. With the development, under S. L. A. auspices, of Public Affairs Information Service, Industrial Arts Index, and other bibliographic services, SPECIAL LIBRARIES has devoted less and less space in the magazine to such lists, but instead has become an important professional publication with articles relating to library techniques or broad research problems.

The big change in SPECIAL LIBRARIES' editorial policies and its development as a major professional journal came when Herbert Brigham assumed the editorship in 1924. With the great increase in revenues, due to his energetic development of advertising, and with the constructive editorial policies he displayed, the magazine was well started on its present path.

#### *How S. L. A. developed as an organization*

Possibly the fact that the growth of the Association has been a matter of vital concern to all its members is due to its fortunate plan of organization, a plan that in itself developed from the trial and error method. Soon after the Association was organized, its members realized interest in special libraries with resulting useful professional cooperation could be promoted by intensive work throughout the year in geographic sections. The predecessors of our chapters were called "responsibility districts" and were discussed constructively by Daniel Handy in an early issue of SPECIAL LIBRARIES.<sup>3</sup> As S. L. A. grew, "responsibility districts" gave way to special library associations in different cities, such as Boston, New York, Philadelphia and others. These associations were not part of the national Association until Rebecca Rankin presented a program for financing the Association that would link these local

<sup>3</sup> Responsibility Districts, D. N. Handy and Guy E. Marion December 1912, p. 194-196.

chapters more closely to the national organization and provide a sounder financial foundation all the way around. S. L. A. has shown through its relation with the chapters alone, an ability to experiment more than once in an endeavor to find a successful system that is adequate and valuable for all chapter and association development. The current status of chapter financing is the result of experiment and appears to be as essentially sound as our present relations with A. L. A., another matter where development has been possible over a period of years.

In the early days the Association consisted mainly of legislative, scientific and technical librarians, with business in a decided minority. As libraries increased and business, museum and newspaper librarians became more numerous, it was recognized that the Association as a whole must represent all the interests of its members broadly so as to be effective in its policy of "Putting Knowledge to Work." Possibly the great satisfaction that is found in the Association development arises from its three-way contacts: through the local chapters, through the groups of special interests, and through the national committees devoted to broad general activities or policies of value to local chapters, groups and the national organization alike. In local chapters members have an opportunity to establish contacts with librarians representing many other types of interests than their own. The local chapter becomes in effect the key to a variety of sources of information, so that the chemical librarian may have friendly contacts and turn for advice and help to the librarian in social science, newspaper, or museum work, for those special demands that are outside his province and yet are met on enough occasions to require consideration in a plan for adequate library service. The national groups, on

the other hand, provide for intensive consideration of problems common to many members. It is through the groups that members establish nation-wide contacts of great value. Their labors contribute to the development of many specialized publications. On the other hand, the committees on membership, training and recruiting, employment, publications, classification, deal with problems of national importance common to all members of the S. L. A., regardless of special interest or geographic location. Active work by members at different times in one or another of these various capacities means an informed membership. It is because there are so many capacities in which the individual can contribute to the welfare of the Association that the Association continues to progress as it does.

#### *S. L. A. membership support*

S. L. A. has always been conspicuous for the zeal and enthusiasm of its members. It has truly expressed professional cooperation in that all its members have contributed a reasonable proportion of their funds as dues, — funds that, with development in advertising and in publication sales, have provided a revenue growing with the Association, meeting its needs, and the product of the efforts of every member of S. L. A. The expenditure of these funds has been a matter of careful thought, — showing a mixture of conservative and far-sighted policies. Anchors to windward in the way of a reserve fund, have been established. At the same time, S. L. A. has taken on publishing enterprises that have shown a progressive professional spirit.<sup>1</sup>

It is obvious from the record that S. L. A. has the power of stimulating growth among its members and of attracting to itself people with fresh, in-

<sup>1</sup> Can S. L. A. Operate a Self-Supporting Program of Publication? Dorsey W. Hyde, Jr. April 1937, p. 107-110.



dependent and constructive views, who are able to devote their zeal to the Association's welfare. The Association's great asset from its inception has been a tremendous interest and enthusiasm, and its members have had reason to experience the satisfaction that comes from a

good job well done. Perhaps this ardor is due to the fact that the enterprise of its members has gone into its work, that its members have known of its progress every step of the way, and have contributed from their own energy and their own funds to the welfare of the Association.

## In Memoriam

Alice F. Fitzgerald

Those who had the pleasure of meeting Mrs. Alice F. Fitzgerald, librarian of the National Life Insurance Company, either at conventions or at her library had reason to enjoy her sympathetic interest and understanding. Her appreciation of others' work and her enthusiasm for S. L. A. and its activities were a delight. The help that she gave the members of the Insurance Group and others of S. L. A. who knew her must have resembled the help she gave to her associates in the National Life Insurance Company, from the expressions of esteem that were paid at her death February 22, just a week short of her 40th anniversary with the company.

Mrs. Fitzgerald had been a school teacher and was for a while assistant principal of the Lancaster (Vt.) High School. Later she studied stenography

and went into a general insurance agency. She had the unusual distinction of having been secretary for four presidents of the National Life Insurance Company. In 1923 she assumed charge of the newly established company library, where her knowledge of insurance, gained from her experience with the different company departments, stood her in good stead in developing an insurance library classification.

Her keen interest in the Insurance Group of which she served as secretary and acting chairman, was an unflinching encouragement to its officers.

Mrs. Fitzgerald was representative of those who have come into the special libraries profession from the field of business and have brought valuable experience to the aid of special library development.

## Extra Curricular

**T**HAT'S what a good share of your Special Libraries Convention activities can be. Remember to have your \$2.00 registration fee in your pocket and you'll be all set.

In the first place, you'll be in the greatest city in the United States. If you don't believe it, take a look through "New York Advancing," edited by Rebecca Rankin, Librarian of New York's Municipal Reference Library. Incidentally, you'll see she's down on the program to welcome you all to New York, in the first

general session on Thursday morning.

Just to show your bosses that going to a Special Libraries Association Convention will help you to be more efficient executives, tell them all the professional technical problems up for discussion — library service to branch offices; library forms; subject headings for vertical files, contact with clientele; personnel; budgets; purchasing; company archives; government documents; disseminating information. There are rumors of a Commerce Exhibit, too.

And plenty of chances for you to ask questions about your own particular problems!

You're part of the convention, too, you know. No convention is just the speakers on the program. It's the people you meet and talk to, in between things. And if you're anxious to move from west to east, or vice versa, there isn't a better chance to let people know who you are and see how well you would fit into their expanding projects.

And are there going to be opportunities for meeting all the members! The New York and New Jersey tea will give us all a chance to get together for a little festivity early in the Convention. The reception prior to the Banquet is another chance to look at ourselves, this time in festive attire.

And the Banquet — Florence Bradley, Chairman of the Banquet Committee, triumphantly announces that Frederic G. Melcher, Editor of *Publishers' Weekly* and President, R. R. Bowker Company, has promised to be Master of Ceremonies, which in itself means a good time for all. Our Speaker: Martha Gellhorn is much more than the author of a best-seller. She thrilled a packed auditorium last fall at the Book Fair, when she had a great deal to say as the result of writing "The Trouble I've Seen," which was without any doubt the result of the trouble she had taken to understand W.P.A., individuals on relief, and the whole unemployment problem. Now she is abroad — but will be in New York in time for our banquet to tell us what she has been seeing these last few months in Spain, in France — in all Europe. The Banquet price is going to be \$3.00, with flowers, dancing, speakers and oh, yes,

something to eat! The members of the Committee are more than busy — Elizabeth Wray, with many able assistants, will arrange about seating, so get in your Banquet reservations early in order to be well placed. Another Committee member, Zeliaette Troy, has promised lots of flowers — roses, no less! — if the weather is just right up the Hudson, where the Boyce Thompson Institute has its acres of gardens.

Then consider Columbia Day — that wider vision ought to give you inspiration. All the treasures of the campus libraries, spread before your eyes. Columbia University is even furnishing us the busses to take us from the hotel to the Harkness Academic Theatre in South Hall (the new library building) where Dr. C. C. Williamson, Director of Libraries and Dean of the School of Library Service, will make us welcome and Dr. Benjamin H. Beckhart, Associate Professor of Banking, will address us. Guides to any of the special collections, or "just around the campus" will be at our disposal, and afterwards luncheon at the delightful Faculty Club.

BUT if it's those extra curricular activities that you're looking forward to, look at the PROGRAM!

Time to visit your pet New York special library — or one you've never had a chance to see before; to be entertained at tea or luncheon by group admirers, to see New York by night from the top of Radio City; to go to the theatre or to Playland, to visit the latest-to-open collection of pictures by great artists, the Frick Art Museum; to enjoy the sight-seeing boat trip around Manhattan, and to eat breakfast de luxe Sunday morning on Fifth Avenue, New York.



SCHEDULE OF MEETINGS

	BREAKFAST CONFERENCES	MORNING	LUNCHEON CONFERENCES	AFTERNOON	EVENING
Wednesday June 16	Insurance Newspaper Social Science	Executive Board and Ad- visory Council N. Y. Cataloging Group Public Business Librarians Science-Technology University and College Librarians	Insurance Museum Newspaper Science-Technology	Museum Joint Session: Insurance Science-Technology Financial and Public Busi- ness Librarians Tea 4:30 P.M.	Insurance Joint Session: Commerce, Finan- cial and Social Science Groups Science-Technology Rockefeller Center, 10:00 P.M. Religious Group
Thursday June 17	Financial Insurance Newspaper Social Science	General Session	Commerce Museum Insurance Newspaper Science-Technology	General Session Insurance Group — Tea 4:30 P.M.	Reception — 7:00 P.M. Annual Banquet — 7:30 P.M.
Friday June 18	Commerce Insurance Newspaper University and College Departmental Libra- rians Social Science	General Session	Financial Insurance Chemistry Section: Science-Technology Group Social Science	Newspaper General Session Financial Group — Tea 4:30 P.M.	Playland — 6.30 P.M. Theatre — 8:30 P.M.
Saturday June 19		Columbia University	Faculty Club — Columbia University	Boat Trip Around Manhattan Island	
Sunday June 20			12 Noon Number One Fifth Ave- nue, and Empire State Building	Frick Art Museum	

May-June, 1937

SPECIAL LIBRARIES

# 1909—Special Libraries Association—1937

## *Twenty-ninth Annual Conference*

Hotel Roosevelt—New York City

JUNE 16-19, 1937

### WEDNESDAY, JUNE 16, 1937

#### 8:30 a.m.

INSURANCE GROUP — Informal breakfast conference. (Hotel dining room.)

NEWSPAPER GROUP — Breakfast meeting. Welcome: Mr. David Rogers, Director of Reference, *New York Herald Tribune*. (Room A.)

SOCIAL SCIENCE GROUP — Informal contact breakfast (Hotel dining room.)

#### 9:30 a.m.

NEWSPAPER GROUP — "Move Toward Research in the Newspaper Library," Miss Agnes Petersen, Librarian, *Milwaukee Journal* (Room A.)

#### 10:00 a.m.

EXECUTIVE BOARD AND ADVISORY COUNCIL. (Blue Room.)

SCIENCE TECHNOLOGY GROUP — Business meeting to which Biological Sciences Group is invited. "Report of Documentation Project," Mr. Ross Ciballa, Chairman. Leader of discussion: Mrs. R. McG. Lane. "The Quest for Beauty in the Library," Miss Florence Wall, F.A.I.C.; "An Engineering Library," Miss Lucy O. Lewton, Librarian, International Nickel Company. (Room F.)

NEW YORK CATALOGING GROUP — "The Philosophy of a Maker of Special Classifications," Miss Julia Pettee, Head Cataloger, Union Theological Seminary. "Is Traditional Cataloging Technique Adequate for Special Libraries?"—Group discussion led by Miss Susan Grey Akers, Director, School of Library Science, The University of North Carolina. (Room E.)

PUBLIC BUSINESS LIBRARIANS. (Room C.)

UNIVERSITY AND COLLEGE LIBRARIANS — Progress report on the Departmental Library Survey, by Mr. Walter Haus-

dorfer, Librarian, School of Business Library, Columbia University. Address: "Administrative Problems in the Libraries of a Metropolitan University," by Mr. Paul North Rice, Director of Libraries, New York University. (Room B.)

#### 12:00 m.

INSURANCE GROUP — Luncheon Conference. "Service to Branch Offices and Field Readers." (Room A.)

MUSEUM GROUP — Luncheon at the Metropolitan Museum of Art.

SCIENCE TECHNOLOGY GROUP — Communications Section. (Hotel dining room.)

#### 1:00 p.m.

NEWSPAPER GROUP — Group to be luncheon guests of the *New York Times* in the Times Building. Address by a member of the Times Editorial Staff, followed by a visit through the plant.

*The New York Herald Tribune* and *Daily News* may be visited during the afternoon.

#### 2:00 p.m.

JOINT SESSION — Public Business Librarians, Insurance, Science-Technology, and Financial Groups. *Printed Information and Its Business Use*. "Does Business Get What It Needs?", Mr. Earl Whitehorne, Assistant Vice President, McGraw-Hill Publishing Company. "What Printed Information 500 Business Men Use and What It Costs Them", Miss Marian C. Manley, Business Branch Librarian, Newark; Chairman, Business Information Study Committee. "Books and Business," by Mr. Paul Cherington, of the firm of Cherington & Roper, distribution consultants. "Certain Aspects of the Executive's Use of Information," by Dr. Frank M. Surface, Director of Sales Re-

search, Standard Oil Company of New Jersey. A Symposium on How the Special Librarian Gets the Information the Executive Uses. "In a Manufacturing Library," by Mr. William F. Jacob, Librarian, Main Library, General Electric Company. "In an Insurance Library," by Miss Geraldine Rammer, Librarian, Hardware Mutual Casualty Company. "In a Financial Library," by Mrs. Josephine Tichenor, Librarian, Edward B. Smith and Company. (Ball Room.)

**MUSEUM GROUP** — Meeting at the Metropolitan Museum of Art. Speakers: Mr. Hardinge Scholle, Director of the Museum. Mr. William Clifford, Librarian.

#### 4:30 p.m.

**NEW YORK AND NEW JERSEY CHAPTERS TEA** — Those attending the convention for first time, and all officers will be guests. For other members there will be a small charge. (Assembly Foyer.)

#### 6:00 p.m.

**RELIGIOUS GROUP** — Dinner. Place to be announced.

**SCIENCE-TECHNOLOGY AND BIOLOGICAL SCIENCES GROUP** — Joint Meeting. "Scope and Value of Organic Chemistry," Dr. Martin Meyer, Professor of Organic Chemistry, Brooklyn College. "My Library Needs and How I Have Met Them," Mr. Waldemar B. Kaempfert, Science Editor, *New York Times*. "Bibliotherapy," Dr. Edward Allen, Bloomingdale Hospital, White Plains, New York. "Leonardo da Vinci," Dr. John F. Fulton, Sterling Professor of Physiology, Yale University. Dinner meeting, New York Academy of Medicine Building, 2 East 103rd Street.

#### 8:00 p.m.

**INSURANCE GROUP** — Round Table — "Classification and Subject Headings for Insurance Libraries." Leader: Miss Laura Woodward, Librarian, Maryland Casualty Insurance Company. "Library Forms in Use." Leader: Miss Mabel Swerig, Librarian, Insurance Society of New York. (Room A.)

**JOINT SESSION** — Commerce, Financial and Social Science Groups. Speakers: Mr. Glenn Bowers, Executive Director, New York State Placement and Unemployment. "Social Insurance," Dr. Willard Thorpe, Director of Economic Research, Dun & Bradstreet, Inc. "Important Business Development of the Immediate Future." Dr. Marcus Nadler, Professor of Finance, New York University and Research Director of International Institute of Finance, "The Trend of Interest Rates." (Ball Room.)

#### 10:00 p.m.

After the Joint Meeting, a visit to the Observation Roof (70 stories high) of Rockefeller Center has been planned.

### THURSDAY, JUNE 17, 1937

#### 8:30 a.m.

**FINANCIAL GROUP** — Breakfast Conference. Report on Subject Heading List by Miss Marguerite Burnett, Librarian, Federal Reserve Bank of New York. (Room A.)

**INSURANCE GROUP** — Projects for 1937-38. (Hotel dining room.)

**NEWSPAPER GROUP** — Breakfast Conference. (Dining room of Roosevelt.)

**SOCIAL SCIENCE GROUP** — Breakfast Conference. (Hotel dining room.)

#### 9:30 a.m.

**NEWSPAPER GROUP** — Address. Mr. James Craig, Editorial Writer, *New York Sun*. (Room E.)

#### 10:00 a.m.

**FIRST GENERAL SESSION** — Welcome to delegates from Miss Rebecca Rankin, Librarian, Municipal Reference Library; Response, Mr. William Jacob, Librarian, General Electric Company. President's address by Mr. Howard L. Stebbins, Social Law Library, Boston. (Ball Room.)

Symposium — "Ourselves" — "Chapters," Mrs. Joan Fertig, Librarian, Research Laboratories, Westinghouse Electric and Manufacturing Company. "Groups," Miss Marguerite Burnett, Librarian, Federal Reserve Bank of New York. "Committees," Mrs. Lucile Keck,

Librarian, Joint Reference Library. "Summing Up," Miss Mary Louise Alexander, Library Research Department, Batten, Barton, Durstine & Osborn. Discussion.

**12:00 m.**

COMMERCE GROUP — Luncheon. Speaker to be announced. (Hotel dining room.)

MUSEUM GROUP — Luncheon Conference at the American Museum of Natural History.

Miss Hazel Gay, Librarian of the American Museum of Natural History, and her Staff, will be informally "At Home" in the library on Thursday and Friday afternoons and will welcome members of the Museum Group who may like to stop by for staff tea at 3:30.

**12:30 p.m.**

INSURANCE GROUP — Business Meeting and Election of Officers, 1937-1938. (Room A.)

CHAPTER SECRETARIES AND TREASURERS — Luncheon. (Hotel dining room)

**1:00 p.m.**

NEWSPAPER GROUP — Group to be guests of the *New York World-Telegram*, at the Hotel Roosevelt. Speakers: Mr. George Britt, Editorial writer, *World-Telegram*, and Mrs. Dorothy Dunbar Bromley, Columnist, *World-Telegram*.

SCIENCE-TECHNOLOGY GROUP — Luncheon Communications Section. (Room C.)

**2:00 p.m.**

SECOND GENERAL SESSION — Symposium — "How to Run a Library." "Administration," Mrs. Marie Simon Goff, Librarian, E. I. du Pont de Nemours. "Contact With Clientele," Miss Caroline Lutz, Librarian, Research Division, General Motors Corporation. "Personnel," Miss Florence Bradley, Librarian, Metropolitan Life Insurance Company. "Finances, Budgets, Purchasing," Miss Josephine I. Greenwood, Librarian, Consolidated Edison Company of New York. Leader of Discussion: Miss Eleanor S. Cavanaugh, Librarian, Standard Statistics Company, Inc. (Ball Room.)

**4:30 p.m.**

INSURANCE GROUP — Tea. Guests of Mr. L. A. Mack, President, *Weekly Underwriter*.

**7:00 p.m.**

RECEPTION. (Blue Room.)

**7:30 p.m.**

Annual dinner and dance. (Ball Room.) Frederic G. Melcher, Editor *Publishers' Weekly*, Master of Ceremonies. Speaker: Miss Martha Ellis Gellhorn, "More Trouble I've Seen."

**FRIDAY, JUNE 18, 1937****8:30 a.m.**

COMMERCE GROUP — Business Meeting and Election of Officers. (Hotel dining room.)

INSURANCE GROUP — Round Table. "Care of Company Archives and Historical Items." Leader: Miss Florence Bradley, Metropolitan Life Insurance Company. (Room A.)

NEWSPAPER GROUP — Breakfast Conference. "The Newspaper Guild and the Librarian." Leader: Mr. William Alcott, Librarian, *Boston Globe*. (Room E.)

SOCIAL SCIENCE GROUP — Breakfast Conference. Business meeting and election of officers.

UNIVERSITY AND COLLEGE DEPARTMENTAL LIBRARIANS GROUP — Business Meeting and Election of Officers. (Room F.)

**10:00 a.m.**

THIRD GENERAL SESSION — Annual Business Meeting. Informal reports of Officers, Committees, Groups and Chapters, with comment and discussion. Fifth Annual Gavel Award for increase in Chapter Membership. Unfinished Business. New Business. Report of Committee on Constitution and By-Laws. Vote on proposed amendments. Report of Committee on Resolutions. Report of Nominating Committee. Election of Officers. (Ball Room.)

**12:00 m.**

FINANCIAL GROUP — Business Meeting and Election of Officers. (Blue Bowl Restaurant.)

**INSURANCE GROUP** — Round Table. "Publicity and Development of Contacts."  
Leader: Miss Geraldine Rammer, Librarian, Hardware Mutual Casualty Company. (Room A.)

**SCIENCE-TECHNOLOGY GROUP** — Chemistry Section. Luncheon. (Room C.)

**12:30 p.m.**

**SOCIAL SCIENCE GROUP** — Luncheon (Place to be announced later). "Recent Government Publications Emphasizing the Newer Activities of the Department of Labor," Miss Laura Thompson, Librarian of the U. S. Department of Labor. Discussion: "Bibliographical Aspects of Census Data," Miss Adelaide R. Hasse, leader. Report and discussion of Social Science Committee projects of a "Census Subject Index" and "List of Social Science Periodicals."

**1:00 p.m.**

**NEWSPAPER GROUP** — Business Meeting and Election of Officers. (Room E.) Visit New York Police Department to see method of classifying criminals.

**2:00 p.m.**

**FOURTH GENERAL SESSION** — "Special Library Service": "Information Files," Miss Katharine D. Frankenstein, Assistant Librarian, Batten, Barton, Durstine & Osborn. "Reference and Research," Miss Alta B. Claffin, Librarian, Federal Reserve Bank of Cleveland. "Government Documents," Mr. Jerome Wilcox, Chief of the Acquisition Division, Duke University. "Disseminating Information," Miss Alma C. Mitchill, Librarian, Public Service Corporation of New Jersey. Leader of Discussion: Miss Ruth Savord, Librarian, Council on Foreign Relations, Inc. (Ball Room.)

**4:30 p.m.**

**FINANCIAL GROUP** — Tea. Guests of the National Industrial Conference Board.

**6:30 p.m.**

Dinner at Playland, Rye, New York. Busses leave Roosevelt Hotel at 6:30 P.M. sharp.

**8:30 p.m.**

Theatre. Delegates not going to Playland and preferring theatre, will get in touch with local chapter president for details about ticket reservations.

**SATURDAY, JUNE 19, 1937****9:00 a.m.**

**COLUMBIA DAY** — Busses leave Roosevelt Hotel 9 A.M. (Courtesy of Columbia University.) Members will assemble in the Harkness Academic Theatre, South Hall (new library building), 114th Street between Broadway and Amsterdam, where guides will be provided for tour of building and directions will be given to those members who wish to visit other libraries on campus. All the University Libraries will be open to visitors during the morning.

**12:00 m.**

Luncheon at the Men's Faculty Club, 117th Street and Morningside Drive. Welcome to members by Dr. C. C. Williamson, Director of Libraries and Dean of the School of Library Service, Columbia University. Address. Dr. Benjamin H. Beckhart, Associate Professor of Banking, Columbia University, "The Banking System and Economic Planning."

**2:30 p.m.**

Boat trip around Manhattan Island. Boats leave at 2:30 P.M. from Battery, go up East River, through Harlem River, and down Hudson River to Battery, arriving at 5:30 P.M.

**SUNDAY, JUNE 20, 1937****12:00 m.**

Breakfast — Those delegates remaining over Sunday may have breakfast at the Number One Fifth Avenue Sidewalk Café (Greenwich Village), or take the Empire State Observation Tour and have breakfast there.

**3:30 p.m.**

Trip to Frick Art Museum.

## Our Speakers—and Why

**Edward Bartlett Allen** of White Plains, N. Y., has been for several years Senior Assistant Resident Physician at the Westchester Division of the New York Hospital, where he has made use of books in the treatment of patients. This phase of his work, of special interest to librarians, will be taken up in Dr. Allen's talk on bibliotherapy. Dr. Allen has contributed some of the results of his studies of disorders of personality to such journals as *Endocrinology* and *The American Journal of Psychiatry*.

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**Dr. Benjamin Haggott Beckhart** was graduated from Princeton in 1919 and received his M.A. and Ph.D. degrees from Columbia University in 1920 and 1925 respectively. He is now Associate Professor of Banking, Columbia University. From 1929–1931 he was economic editor of the National Encyclopedia and from 1927–1936 educational supervisor, New York Chapter, American Institute of Banking. Dr. Beckhart is the author of *The Discount policy of the Federal Reserve System, 1924*; *The Banking system of Canada, 1929*; *Foreign banking systems (in collaboration), 1929*; *The New York money market (in collaboration), 1932*, and numerous articles which have appeared in newspapers, periodicals and scientific magazines. In 1931 he was awarded the Cutting Fellowship, Columbia University.

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**Glenn A. Bowers**, executive director, New York State Division of Placement and Unemployment Insurance was appointed executive director of the Division of Placement and Unemployment Insurance in the New York State Department of Labor, in July, 1935. He has had more than twenty years experience in industrial relations, business organization, personnel management and social insur-

ance programs. From 1922–1931, as Director of Research for Industrial Relations Counselors, Inc., Mr. Bowers directed a research program which included studies of unemployment benefits and insurance in the United States and other countries. He made a first-hand study of unemployment insurance systems in Germany, Switzerland, Italy, France, and England, in 1929. As consultant, he worked out problems of retirement pensions, group insurance and employee benefits in several large corporations. As president of the Industrial Reserves Corporation, he assisted with the installation of a large number of company plans in Wisconsin in compliance with the Wisconsin Unemployment Compensation Act.

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**George Britt**, former reporter in New York, Washington, Chicago, and other cities, is at present an editorial writer on the staff of the *New York World-Telegram*. He is the author of a biography of Frank A. Munsey, "Forty Years — Forty Million."

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**Dorothy Dunbar Bromley**, editor of *Harpers*, comes from Ottawa, Illinois. She has written several books, is a contributor to several magazines, and edits a column in the *New York World-Telegram*.

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**Paul Cherington** needs no introduction to special librarians. As a marketing expert and author of such books as "College Education for Business," "The Consumer Looks at Advertising," "People's Wants and How to Satisfy Them," the editor of "Population and Its Distribution," as professor of marketing at the Harvard Graduate School of Business Administration, and at Stanford University, and as director of research for



the J. Walter Thompson Company, lecturer, and chairman of innumerable committees on distribution and marketing problems, he is a well known expert in the art of applying information to business problems.

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**James Edward Craig**, a native Missourian, began newspaper work in 1907, continuing in various capacities. At present he is an editorial writer on the *New York Sun*, and is considered a speaker of note.

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**Dr. John Farquhar Fulton** studied at University of Minnesota, Harvard and Oxford University. Since 1930, Dr. Fulton has been Sterling professor of physiology at Yale. In his writings Dr. Fulton has not confined himself to medicine; he has prepared a bibliography of the Hon. Robert Boyle, and a bibliography of Girolamo Fracastoro's poem, "Syphilis." He edited "Selected Readings of the History of Physiology" and he has contributed to medical journals here and abroad.

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**Waldemar B. Kaempfert**, science editor of the *New York Times* since 1931, has edited various scientific publications since the beginning of the 20th century. For 16 years he was managing editor of *Scientific America*, and from 1916 to 1921, edited *Popular Science Monthly*. He was science and engineering editor for the *New York Times* from 1927 to 1928, and for the following three years served as director of the Chicago Museum of Science and Industry, returning to the *New York Times* in 1931. He has written various publications on mechanical engineering, meteorology, invention, and social effects of engineering and invention.

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**Dr. Martin Meyer**, consulting chemist in New York, was graduated from the

College of the City of New York in 1918 and received his M.A. and Ph.D. from Columbia in 1920 and 1921. He has written publications on physical chemistry, chemical education and the philosophy of science. From 1919 to 1921 he was an instructor at the College of the City of New York, and was professor of chemistry at Antioch College for the following year, returning to the College of the City of New York for four more years as assistant professor there. At present he is professor of chemistry at Brooklyn College.

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**Paul North Rice** was selected in 1935 by Chancellor Chase of New York University for the newly created position of Director of Libraries of the University, the appointment to become effective February 1, 1936. Mr. Rice has been librarian of the Dayton Public Library since July 1, 1927. He was graduated from Wesleyan University at Middletown, Conn., and the New York State Library School. After two years as reference assistant at the Ohio State University Library, Mr. Rice joined the staff of the New York Public Library and rose from reference assistant at the information desk to chief of the preparation division, a post he held from 1920 to 1927. Mr. Rice was president of the Ohio Library Association in 1930-1931. In 1934 he was chairman of the American Library Association Activities Committee which made an exhaustive report of all the activities of the National Association.

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**Dr. Frank M. Surface** is known for his work as special agent of the Bureau of Census, as the editor of the "Survey of Current Business," a special agent in the Bureau of Foreign and Domestic Commerce in charge of a survey of world trade in agricultural products, as assistant director in charge of Domestic Com-

merce for the Bureau of Foreign and Domestic Commerce from 1926 to 1933, as acting professor of marketing at the Graduate School of Business, Stanford University, and director of sales research for the Standard Oil Company of New Jersey since 1933. Dr. Surface has been keenly interested in the various departments of the government that supply the information of vital importance to special librarians.

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**Willard Long Thorp** was graduated from Amherst in 1920, received his master's degree from the University of Michigan in 1921, and his Ph.D. from Columbia in 1924. Marietta (Ohio) College gave him his LL.D. in 1935. He was on the research staff of the National Bureau of Economic Research for ten years, and later chief statistician for the New York State Board of Housing, director of the U. S. Bureau of Foreign and Domestic Commerce, 1933-34. He served as chairman of the Advisory Council of the National Industrial Recovery Administration. In 1935 he left the employ of the government to act as Director of Economic Research for Dun and Bradstreet, Inc. He is the author of "The Integration of Industrial Operation," "Business Annals," and "Economic Institutions" and is a contributor to "Recent Economic Changes."

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**Florence E. Wall**, a former teacher of sciences, with additional experience in chemical industry, bibliographical research, and editorial work, has spent 12 years in research, trade education and technical publicity on cosmetics and their practical application in professional cosmeology. She is the author of three textbooks and over 200 published articles, and has made a hobby of collecting old and rare books on her specialty. Out of

this experience, she will discuss what she considers to be representative publications in this field, so that librarians, when confronted by teachers, students, and researches, may have the key to at least some of the best and most reliable reference literature on cosmetics and related subjects.

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**Earl Whitehorne**, assistant vice president and director of public relations of the McGraw-Hill Publishing Company, has been active in commercial and manufacturing fields as well as in editorial capacities with *Electrical Merchandising*, *Electrical World* and *Radio Retailing*. He has participated in the work of the Business Information Study Committee since its inception.

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#### Driving Your Car into New York

##### (1) *From Boston and Beyond*

The Boston Post Road (U. S. 1) brings you into upper New York. Turn south off Fordham Road (U. S. 1) into Grand Concourse (U. S. 22 and U. S. 100) and follow it down Fifth Avenue to 45th Street and the Roosevelt.

##### (2) *From Albany and Upper New York State*

U. S. 9W (on the east shore of the Hudson) and U. S. 9 (on the west shore) lead directly into New York City. When using U. S. 9W, cross river over George Washington Bridge. Continue on 9W and 9 down Riverside Drive (now called 9A) and along the Elevated Highway down to 59th Street. Turn east and travel crosstown to Fifth or Madison Avenue, then south to 45th Street. The Roosevelt is located on 45th Street and Madison Avenue.

##### (3) *From Philadelphia, Washington and Points West*

All roads to New York converge on the Pulaski Skyway which leads into the Holland Vehicular Tunnel. After leaving the tunnel continue along Canal Street, turn north into West Broadway and continue uptown to 45th Street on Fifth Avenue from Washington Square. The Roosevelt is located on 45th Street, one block east of Fifth Avenue.

## Our Professional Neighbors

THE greatest population density of Special Libraries Association lies in and around New York. Certainly most of us do not find a journey to the metropolis unduly tedious or time-consuming. Hence the selection of New York as convention city was entirely logical, even though we met there so lately as 1934.

New York contains a large body of public librarians and others interested in the more general phases of professional work. It is to be expected then that American Library Association should occasionally look upon our largest city as a suitable meeting place.

That both A. L. A. and S. L. A. fixed on the year 1937 for their respective New York conventions is not entirely a matter of chance. Fully eighteen months ago certain officers of the two associations were in conference, looking toward a joint meeting of some sort in the near future. A. L. A. took into consideration our current policy of meeting only in cities in which we have chapters. We on our part recognized the desirability of occasional contact with the broader phases of library work.

With the American Library Association and its many sections will be meeting during the week of June 21st to 26th the American Association of Law Libraries, the National Association of State Libraries, the League of Library Commissions, the Music Library Association and others. Your Executive Board considered that our own crowded program superimposed upon this would leave our members no time to attend other meetings and that for all practical purposes the two conventions might as well be on opposite coasts.

So that is why the decision was made to hold our own sessions from Wednesday, June 16th, through Saturday, June 19th. During this time we shall concentrate on

our particular problems and intensively consider our own affairs. It is to be hoped that a substantial number of our out-of-town members will stay into the following week, and that many New Yorkers will be among those present. A substantial number of S. L. A. members belong also to the parent association, and practically every one can find something of interest in its program.

The high spot of the A. L. A. week from our point of view will be the meeting of Tuesday morning, June 22nd, which will be a joint session of A. L. A. and S. L. A. Frederic G. Melcher, Editor of the *Publishers' Weekly*, will preside. The meeting will be mostly an informal give-and-take discussion between Mr. Melcher, Mr. Milton J. Ferguson, Director of the Brooklyn Public Library, and our own Ruth Savord, Librarian of the Council on Foreign Relations. I will not venture to predict what range the conversation will take, for the participants have a decided flair for saying the unexpected. But I do not hesitate to promise the audience a real treat.

Special Libraries Association intends to make the June convention an opportunity for self-examination. The program chairman wrote me months ago, "We will have one person talk on groups; another on committees; another on chapter activities; and a fourth person sum up the whole thing and give a picture of where we are going, where we want to go and where we probably will go, the idea being that if there are any criticisms of anything that the Association may be doing it can be brought out at this meeting, or the good things emphasized and the whole Association program knit together by a good inspirational picture with opportunity for comments from the floor."

May I use the last paragraph of my last President's Page in urging our mem-

bers to go even beyond this, and to realize that we are part of a very far flung profession, that we are travelling side by side with associations with which we have

much in common, and that these broadening contacts are of direct inspiration to him who receives and to him who gives?

HOWARD L. STEBBINS, *President.*

## Over the Editor's Desk

*Exhibits.* . . . A collection of printed material regarding activities of the Association, together with display copies of SPECIAL LIBRARIES, the *Technical Book Review Index*, and various publications, will be exhibited during the International Exposition in Paris, opening in May.

. . . American libraries are coming in for special attention at an exhibit to be held in the Newark Public Library during the Conventions. This exhibit will feature the present development of American libraries, showing work that is being done throughout the country. Dioramas will high-spot the history of American public library development and there will be exhibits giving the history of the American Library Association and other library associations, including a case on the Special Libraries Association.

*S. L. A.'s Contribution to A. L. A.* . . . S. L. A. members are contributing their bit to the A. L. A. program, starting off with a joint session of S. L. A. and A. L. A. on Tuesday, June 22, at 10 A.M. The first feature of the program will be a discussion of the two associations with Ruth Savord, Council of Foreign Relations, Inc., representing S. L. A., and Milton J. Ferguson, Public Library, Brooklyn, representing A. L. A., while Frederic G. Melcher, editor of *Publishers' Weekly*, will act as interlocutor. Amy Winslow, Vice-President of A. L. A., is to preside at the third general session June 25th.

The chairman of the Business and Technology Section is Oscar E. Norman, Peoples' Gas Light and Coke Company Library, Chicago. Among the speakers for the Friday evening session of that

section will be Marian C. Manley, Business Branch, Newark Public Library, on "What Business Men Do in Seeking Information," and Granville Meixell, Applied Science Library, Columbia University, on "Indexes and Statistical Source Tools Useful to Public Libraries."

At the Lending Section, June 25, Harold F. Brigham, Free Public Library, Louisville, Ky., will speak on "The Administrator's Problem in Finding the Right Person for the Right Job." The Public Documents Committee, under the chairmanship of Jerome K. Wilcox, Duke University Library, will discuss "Federal, State and General Problems," with Mrs. Lucile L. Keck, Joint Reference Library, Chicago, and S. L. A.'s nominee for first vice-president, discussing the work and publications of the organizations operating the Joint Reference Library. At the meeting of this same group Friday, June 25th, Miss Josephine Hollingsworth, Municipal Reference Department, Los Angeles Public Library, will present a paper on "Municipal Document Indexes, Guides and Problems of the Pacific Coast States." Mrs. Ione E. Dority, Bureau of Government Library, University of Michigan, will talk on "Municipal Documents of Michigan since 1930," and Angus P. Fletcher, director, British Library of Information, will discuss "Popular Names of the 20th Century British Government Reports"

The Religious Book Section also draws from S. L. A. membership, with O. Gerald Lawson, librarian Drew University Library, Madison, N. J., as chairman,

and Miss Hollis W. Hering, Missionary Research Library, New York City, talking on "Some Important Religious Books of the Year." Besides these professional contributions from S. L. A.'s members, President Wyer of the A. L. A. has appointed as A. L. A. delegates to the S. L. A. convention Marian C. Manley, Business Branch, Newark Public Library, and Harriette L. Greene, librarian of A. L. A.

*Library Training Here and There. . .* Through the coöperation of the Committee on Recruiting and Training, Mr. Charles F. Woods of the Riverside Library Service School, Riverside, California has arranged for five lectures on special libraries, to be given in summer session by Frances D. Williams, librarian of the Security First National Bank of Los Angeles.

*Here and There in Print. . .* Mary Louise Alexander, Manager, Research Department, Batten, Barton, Durstine and Osborn had an interesting article, "Facts for Business Men," in the *Executives Service Bulletin* for April 1937. . . . Carrie Maude Jones, librarian of the National Association of Real Estate Boards, reviewed "Basic Standards of Appraisal Practice and Procedure" in the April 1937 issue of the *Journal of the American Institute of Real Estate Appraisers*. In *Publishers Weekly* for April 3, 1937, was a note about a luncheon conference of publishers of business and technical books held under the auspices of the National Association of Book Publishers. Ordway Tead of Harpers presided at this conference which was addressed by Marian C. Manley, Chairman of the Business Information Study Committee, on some data valuable to publishers gathered by this Committee.

Apropos of the naming of one of the three new city ferry boats, *The New York Woman* for April 21, 1937, had a note on Rebecca Rankin and her ability

at digging out information for city officials.

The *Hartford Times* for April 6th had a story interesting to S. L. A. members. "Ad Written by Librarian Wins Cash Prize of \$50. Alice M. Watts, librarian for the Ætna Life Insurance Company," won the \$50 cash prize offered for the best ad written during the second period of the Hartford Times-Zain \$15,000 Ad-Writing Contest. Her prize-winning ad was written for the Capitol National Bank and Trust Company.

*Heard Here and There. . .* At a recent meeting of the Commerce Group of the New York Chapter, Rose Vormelker's use of Government publications in the Business Information Bureau of the Cleveland Public Library was held up to the emulation of all business librarians by Dr. Vergil Reed, Assistant Director of the Bureau of the Census. Dr. Reed described in glowing terms a "piece of real research" conducted by Miss Vormelker in keeping detailed records of one day's use of the publications of the Census Bureau in her library, and her methods of promoting the use by business men of Government documents. K. Dorothy Ferguson, librarian of the Bank of America, San Francisco, writes: "In June I am going down to Los Angeles to the 'Schools of Government' run by the University of Southern California. They have an Institute for Librarians. The Southern California Chapter of the Special Libraries Association is sponsoring a daily section on "Sources of Statistical Data" and I am to talk on the Financial Statistics. . . . It's an interesting experiment and one I think that we would like to follow up here."

*Engagements and Weddings. . .* Reatha Heeden, librarian of the Retail Credit Company, is to be married on June 4th and instead of spending the middle of June attending S. L. A. conventions as she has for several years, she

will be off on a honeymoon. . . . Dorothy Humphreys, librarian of Montreal Board of Trade, who had so much to do with getting S. L. A. to Montreal, is also announcing her engagement, and rumor has it that she will be married soon. . . . Louise M. Alcott, who shares her father's ardent interest in S. L. A., is another of our active members who is turning to matrimony. She has announced her engagement to Henry D. Addison. Word has been received that Miss Jane B. Bickford, of the Kirstein Business Branch in Boston, is now Mrs. Jane B. Poehler. . . . Miss Olive Kellams, librarian of the Engineering Department of Westinghouse Lamps Works, Bloomfield, is now Mrs. Frank W. Laurenson.

*What People Have Been Doing.* . . . During April Miss Emma G. Quigley of the Los Angeles Railway Corporation visited libraries in New York, Boston and Washington, making a survey of developments before initiating library service for her company. . . . The Chairman of the National Museum Group, Mrs. Leila Forbes Clark, librarian of the National Museum, Washington, D. C., spent two days in New York in April visiting museums in the New York metropolitan area. . . . Mr. Angus S. Fletcher, director of the British Library of Information, New York, is making a tour of Colorado, New Mexico, California, Washington, and other western states. He has been nominated for the presidency of the New York Library Club as successor to Mary Louise Alexander. . . . Linda H. Morley, librarian of the Industrial Relations Counselors, has been elected to the Council of the American Women's Association. . . . Dorsey Hyde has been elected president of the Middle Eastern Library Association. . . . Leo Etkorn, librarian of the Paterson, N. J., Public Library and an active member of the S. L. A., has been elected president of the New Jersey Library Association. . . . Dr. Clinton

R. Padelford is now serving as director of the Distinguished Service Foundation of Optometry. . . . Miss Margaret Kinyon, formerly with the Merced County Library, California, is now librarian of the Twining Chemical Laboratories, Fresno, California. . . . Mary K. Armstrong has succeeded Dorothea Vance Hall as librarian of the General Statistical Department of the Gulf Refining Company. . . . William Tucker of the CCC Library, San Francisco, has been transferred to North Bend, Washington, where he will be in charge of active educational work at a CCC camp. . . . Miss Marian Fitts, a Wellesley and Simmons graduate, who has been a cataloger at the Vermont State Library, has succeeded Mrs. Alice Fitzgerald as librarian of the National Life Insurance Company. . . . Miss Jeanette Randolph is now librarian of the Institute of Pacific Relations, New York, succeeding Miss Ruth Earnshaw. . . . Miss Jessie Matson, recently of the Newark Public Library, has been appointed librarian of the New York Orthopaedic Dispensary. Alma Mitchill took a four days' vacation to see the gardens of Virginia. . . . Among the fortunate members of S. L. A. who are going abroad this year are Peter Morgan of the Confederation Life Association, Toronto, Jerome Smith, librarian and Assistant Director of the Museum of the City of New York, and Jessica Fredricks of the San Francisco Public Library. . . . Miss Lucas, librarian of the Fogg Art Museum, Cambridge, has started on a five months' stay in Italy, France and England.

*S. L. A. and the Arts.* . . . Eleanor Fair of the Metropolitan Life Insurance Company Library, is one of S. L. A.'s members who paints. Her work was hung in the recent exhibit by resident New York City artists in the temporary galleries of the Municipal Art Committee. . . . Mr. Henry Evelyn Bliss, asso-

ciate librarian of the College of the City of New York, has published through G. P. Putnam's Sons a volume of selected poems, "Better Late Than Never."

*What the Chapters Have Been Doing . . .*

The annual meeting of the Connecticut Chapter was held in connection with the spring meeting of the Connecticut Library Association at Naugatuck on May 5th. The program covered treatment of exchanges and acquisitions, and "The Picture Collection." . . . The San Francisco Bay Region Chapter held its April meeting on April 22nd with the chief topic, "Library Service to Adult Groups." . . . On May 22nd the Southern California and San Francisco Bay Region Chapters will hold their annual joint meeting in connection with the California Library Association convention. The meeting is to be at Yosemite and will feature library relations within the organization. Margery Quigley, of the Montclair, N. J., Public Library, and an institutional member of S. L. A., is to talk at this meeting on "The Private Life of the Librarian" and "Stylizing a Library."

"Trade Associations" was the topic of the Cleveland Chapter meeting on April 6th. Rose Vormelker talked about "S. L. A. and Trade Associations," while Clayton Grandy, secretary of the Brick Manufacturers Association Executives, spoke on "Information Needs of Trade Associations." This is a subject of acute interest to all special librarians and people dealing with information problems.

The Pittsburgh Chapter held its meeting April 17th at the library of the Gulf Research and Development Company, Harmarville. Preceding the regular meeting Miss Fern Metzger talked about her library, and then the members were given an opportunity to see the laboratories. . . . The May meeting of the University and College Departmental Librarians Group of the Pittsburgh Chapter

was held at the Waynesburg College, where Stella Vetter, of Duquesne University, led a discussion on "Pamphlets — A Problem in the College Library."

. . . The Illinois Chapter held its April meeting at the McCormick Memorial. Mr. George B. Utley and Mrs. Pierce Butler talked on the "Ayer Collection of Americana." . . . The April meeting of the Boston Chapter was held at the Harvard Observatory, where Cecilia Payn Gaposchkin spoke on "A Special Library Written on Gelatine and Glass."

The New York Chapter had a particularly interesting program for its April meeting. Ruth Savord talked on the value of budgets in special libraries, while Eleanor Cavanaugh discussed personnel problems and spoke briefly on the salary angle. Hazel Ohman gave an outline of the convention and its activities.

The May meeting of the New Jersey Chapter was held at the Newark Museum, May 6th, with the topic "Some Library Phases of Museum Work." The speakers were E. Marie Becker, librarian of the Monmouth County Historical Society, who spoke on "The Historical Society Library and the Layman," and Margaret E. White, Registrar of the Newark Museum, who discussed "How the Library Serves the Museum."

The Science-Technology-Biology Group of the New Jersey Chapter held a meeting on April 22nd with a documentation project as the chief subject of discussion. This ties in with the development of the American Documentation Institute in Washington.

Southern California Chapter held its April meeting on April 21st at the California Institute of Technology. Philip Fogg, registrar of the Institute, gave a talk on the giant mirror for the Mt. Palomar telescope which is being prepared at the Institute. . . . The two California chapters have paid special

attention to association activities in their bulletins, the San Francisco Bay Region running a series of notes on groups of S. L. A., while the Southern California Chapter runs a series of descriptions of local libraries.

*S. L. A. Publications.* . . . The Social-Science Group has finished a list of

subject headings and the pamphlet will be off the press soon. As a list of this kind has been needed for some time, its compilers deserve a vote of thanks. Other interesting rumors of publications are in the wind as well as some intriguing whispers about publicity of one kind or another.

## Publications of Special Interest

Bates, E. S., and Williams, Alan. *American hurly-burly*. McBride, N. Y. 1937. 339 p. \$2.50.

The dramatic highlights of last year's parade of events given in caustic yet encouraging comment. A fine, selective treatment with emphasis on social progress. An excellent review of a momentous year.

Benbow, John. *Manuscript and proof*. Oxford Univ. Press, N. Y. 1937. 118 p. \$1.50.

All the things an author needs to know about the preparation of manuscript for the printer, told clearly and concisely. Illustrations of pages with printers' marks and glossary included. A compact and useful volume.

Brophy, Loire. *If women must work*. Appleton-Century, N. Y. 1936. 153 p. \$1.75.

One of the best of the analyses of a woman's relation to a job. Vivid, sane, practical, and stimulating. Each aspect of the problem considered from a logical and modern point of view. From personal appearance to mental development, marriage or "that tired feeling," her comment is to the point. Good annotated list of trade journals included.

Duddy, E. A., and Freeman, M. J. *Written communication in business*. American Book Co., N. Y. 1936. 527 p. \$3.50.

A well arranged textbook for graduate students analyzing the various types of written communication. The problems to be solved, the materials for use and the methods of procedure are considered from a broad standpoint. Excellent reading references follow each chapter.

Dunn, C. E. *Natural color processes*. American Photo. Pub. Co., Boston. 1936. 194 p. \$2.00.

A detailed technical study with notes on formulas and brief bibliography.

Filene, E. A. *Next steps forward in retailing*. Harper, N. Y. 1937. 309 p. \$4.00.

A far sighted merchant discusses the needs for a definite labor policy, gives the latest developments contributing toward a cooperative policy in all departments and in everything shows a practical and stimulating attitude with particularly strong views on satisfying employee regulations.

Gaus, J. M., White, L. D. and Dimock, M. E. *Frontiers of public administration*. Univ. of Chicago Press, N. Y. 1936. 146 p. \$2.00.

Another of the stimulating discussions of this subject that have come from the constructive group working in the Department of Political Science at the University of Chicago. These papers on the scope, principles and responsibility of public administration help to focus attention on a growing field. Brief bibliography included.

Healy, William and Browner, A. F. *New light on delinquency and its treatment*. Yale Univ. Press, New Haven. 1936. 226 p. \$2.00.

A careful study of environment and factors leading to juvenile delinquency in Boston, New Haven, and Detroit. In many cases comparisons are made with non-delinquent members of the same family. The basic affect of home and of physical conditions receive full attention.

Hepner, H. W. *Finding yourself in your work*. Appleton-Century, N. Y. 1937. 297 p. \$2.75.

An easy-to-read, common sense analysis of problems involved in fitting the personality to the job. Good discussion of barriers, adjustments and evasions pointed by applicable illustrations and clever sketches. Several varieties of tests included, one an inventory of likes and dislikes and their relation to vocations. A practical book.

Herring, E. P. *Federal commissioners*. Harvard Univ. Press, Cambridge. 1936. 147 p. \$1.50.

A thoughtful study of their careers and qualifications, showing the relation of presidential appointments, senatorial confirmations, political affiliations and their recorded qualifications to appointments and reappointments. Much data on their background and affiliations given. Bibliography included. A helpful book, well done.

Hopkins, H. L. *Spending to save*. Norton, N. Y. 1936. 197 p. \$1.50.

A graphic picture of the methods by which the idea of federal relief was fought before 1932 and developed after that date with a record of its achievements and a penetrating analysis of its future needs as they relate to all classes. Compelling and illuminating.





Hopkins, M. A. *Planning your life*. Doubleday Doran, N. Y. 1937. 176 p. \$1.90.

One of the many self-help books but with its appeal rather limited to those under thirty. Gives innumerable check lists and guides for remodeling one's character and personality. Rather simple and direct and with much fundamental common sense.

Howe, F. C. *Denmark—the coöperative way*. Coward, McCann, N. Y. 1936. 277 p. \$2.50.

At the beginning of the coöperative movement, the author visited Denmark and as a result brought out a book long since out-of-print. The present acute interest in the subject has produced a much revised and amplified study showing the result of these activities in Denmark; a development greeted with enthusiasm by this authority on municipal government.

Ireland, N. O. *Pamphlet file in school, college and public libraries*. Faxon, Boston. 1937. 110 p. \$1.50.

A simple treatment suitable for small institutions. The author seems to have only limited knowledge of the pioneer developments in pamphlet treatment for libraries, but her book has a certain compact presentation of the obvious steps that will be helpful for the inexperienced. A list of subject headings is included.

Johnson, J. T. C. *Scientific interests in the old south*. Appleton-Century, N. Y. 1936. 217 p. \$2.50.

An entertaining collection of material in which the long-suffering south is cleared from the fantasy of a life without intellect but instead is shown to have well developed scientific interests before the Civil War. Freely documented and written with crispness.

Keller, F. J. and Viteles, M. S. *Vocational guidance throughout the world*. Norton, N. Y. 1937. 575 p. \$4.00.

A careful description of the work done in Russia, Germany, Great Britain, etc. Many fine photographs included as well as educational tests. No separate bibliography but many foot notes.

McKenny, Margaret and Seymour, E. L. D. *Your city garden*. Appleton-Century, N. Y. 1937. 215 p. \$2.50.

A practical but delightful book illustrated by half tones of many city gardens and including specific garden making and planting instructions. Good notes on the plants, shrubs and vines most suitable for city gardens. Description of various garden associations included.

Meriam, Lewis. *Public service and special training*. Univ. of Chicago Press, Chicago. 1936. 83 p. \$1.00.

A fascinating little book in which experience is given its full recognition in preparation for federal service administration. Illuminating discussion of filing and its problems, and the values of library service are included. A sound and liberal consideration of the problems of federal service.

Nash, C. E. *Trailer ahoy!* Intelligencer Printing Co., Lancaster, Pa. 1937. 261 p. \$1.50.

Trailer life with notes on the kind of trailers available, state regulations in their connections and other matters. Includes chapter on National Parks. Many lovely photographic illustrations.

Reid, E. G. *Life and convictions of William Sydney Thayer, physician*. Oxford Univ. Press, N. Y. 1936. 243 p. \$2.50.

A fine biography written with full appreciation of the subject's exceptional ability but relating his development to medical progress with particular relation to Johns Hopkins. Illuminating notes on the Russian mission and his work with the American Expeditionary Forces. Chronology included.

Shafer, H. B. *American medical profession, 1783 to 1850*. Columbia Univ. Press, N. Y. 1936. 271 p. \$3.25.

A well arranged, comprehensive study of medical progress including problems of education, equipment, professional relations and scales of fees. A survey of the existing literature is given. Good bibliography of primary sources included.

Shellow, S. M. *How to develop your personality*. Harper, N. Y. 1937. 308 p. \$1.00.

Another of the many self-help books and one of the better ones. Well arranged, clear and fairly simple. Gives annotated lists of supplementary reading after each chapter. Includes a good many practical tests for self analysis.

Shores, Louis. *Basic reference books*. American Library Assoc., Chicago. 1937. 406 p. \$4.00.

The preliminary edition of an invaluable guide to a major field of library service. The methods and materials for reference work are discussed in clear and stimulating fashion. Sound professional techniques are illustrated, comparisons of specific reference volumes are given, and important features of each noted with such guides for selection provided as to give the individual worker a standard for procedure. An important aid for the teacher in reference work and a boon to the field worker in search of stimulation and development.

Sloan, H. S. *Today's economics*. Prentice-Hall, N. Y. 1936. 352 p. \$1.68.

A textbook that has an interesting development of projects and discussion of basic economic features supplemented by bibliographies for each chapter. Many illustrations, photographs, charts and tables. Effective use of newspaper items to bring out special topics.

Stearns, H. E. *America: a re-appraisal*. Hillman-Curl, Inc., N. Y. 1937. 319 p. \$3.00.

A delightful book by one who was a leader in the "intellectual revival" before the War and whose talent and seasoned observation has been matured by a dozen years. The appreciation of American growth in gateway tolerance, and resilience, and the progress in art and living is based on acute and comprehensive observation.

Thoron, Ward, etc. *Letters of Mrs. Henry Adams*. Little, Brown & Co., Boston. 1936. 587 p. \$5.00.

A picture of Washington society after the Civil War in letters full of reference to political and literary leaders. European visits are recorded with entertaining comment. Interesting chiefly as a supplement to the writings of an exceptional man and because of notes on a liberal group in a limited period.

Watson, S. N. *Those Paris years*. Revell, N. Y. 1936. 346 p. \$3.00.

A delightful book with its spontaneous style and happy recollections of the last half century in New Jersey and the middle west followed by a record of crowded hours in Paris during the World War. An unusual picture of a busy rector's life.

Weissman, R. L. *New Federal Reserve system*. Harper, N. Y. 1936. 301 p. \$3.00.

A survey of its development with special stress on changing policies of recent years. Written in a clear, interesting manner for the layman. Particularly good account of the Division of Research and Statistics. Includes a chronology of chief events 1919-1935, and selected list of references.

Wells, Evelyn. *Fremont Older*. Appleton-Century, N. Y. 1936. 407 p. \$3.00.

A vivid record of the battles and triumphs of a leading editor whose work and whose personality were major contributions in San Francisco's growth of the last half century. Because of its relation to crucial events, such a story is an important contribution.

Wheelwright, W. B. *Printing papers*. Univ. of Chicago Press, Chicago. 1936. 133 p. \$2.00.

The history of paper making, its fibrous, chemical and mineral constituents, the machines in use, notes on testing paper, illustrations of all phases of its development, all in all a comprehensive, yet clear and compact study of an all-important factor in contemporary civilization. Chronology included.

White, W. A. *What it's all about*. Macmillan, N. Y. 1936. 146 p. \$1.25.

A campaign document still well worth reading for its moderate and philosophical tone and indication of certain points of view.

Wattenberg, W. A. *On the educational front*. Columbia Univ. Press, N. Y. 1936. 218 p. \$2.75.

A study of the organization and activities of the professional associations of New York and Chicago. The effects of personalities, prejudices and pressure groups are considered. The type of meeting and chief activity of various groups are noted in detail as are the relations of groups to each other. A quite interesting study of the human element in an organization aspect. Bibliography included.

Wilson, H. F. *Hill country of northern New England*. Columbia Univ. Press, N. Y. 1936. 455 p. \$4.25.

An interesting and well documented record of the transition in New England from an age of self-sufficiency through the period of abandonment and retrenchment back to at least the beginnings of a sustaining tourist and dairy industry based on a more developed community life. Includes an extensive bibliography and many maps and statistical tables.

Winthrop, Alden. *Are you a stockholder?* Covici-Friede, N. Y. 1937. 320 p. \$2.50.

A snappy and pertinent discussion of annual reports to stockholders of corporations. The lack of accurate reporting, the accounting systems that fail to bring out depreciations in investments are all brought out in this stimulating discussion. Each chapter well documented.

Weyganett, Cornelius. *Blue hills*. Holt, N. Y. 1936. 434 p. \$3.50.

Delightful sketches of the hills, valleys, growing things and bird life of the Delaware and Susquehanna River valleys. The Scotch-Irish settlers and the Pennsylvania-Dutch and many of their customs are described with sympathetic appreciation. A delightful contribution to the literature of locality.

Willis, H. P. *Theory and practice of central banking*. Harper, N. Y. 1936. 480 p. \$5.00.

The outstanding authority on banking in this country completes in this volume his three-point study of the Federal Reserve System. Clear, well arranged and comprehensive study. Includes rather limited bibliography but refers to more comprehensive one.

Worsley, Frank and Griffith, Glyn. *Romance of Lloyds'*. Hillman-Curl, N. Y. 1936. 292 p. \$3.00.

Entertaining and enlightening account of the development of a great institution. The history and present day practices are described with much illuminating anecdote. Many illustrations from old prints and modern scenes.

Wyman, Phillips. *Magazine circulation: an outline of methods and meanings*. McCall Co., N. Y. 1936. 197 p.

An interesting analysis of the problems involved in developing magazine circulation including news-stand ramifications, combination subscription, boy sales and many other angles. Gives a good deal on costs and some accounting angles. Includes charts of magazine circulation growth, photographs of shipping details, forms for renewal, etc. Well arranged and interesting.

Yeats, W. B. *Dramatis personae*. Macmillan, N. Y. 1936. 200 p. \$2.50.

Recollections of the development of the Irish dramatic movement and the Abbey Theatre and their relation to the Nationalist propaganda. Miscellaneous notes on Lady Gregory, Synge and George Moore. Scattered in style. Not indexed.

## Letters to the Editor

### Explanation

**T**HE use of the English language is tricky. This well-known fact is once more demonstrated by recent correspondence in SPECIAL LIBRARIES involving the Central Statistical Board and "Miss Hasse's Indexes." None of my published indexes concerned that august body but I have prepared an index to the building operation statistics of the Bureau of Labor Statistics. This is unpublished. It was privately submitted to the Central Statistical Board and received the written O.K. of the Board. Anyone interested can have a copy of this O.K. So it appears that while everybody's statement in this matter, Miss Brace and Miss Joy, was correct, each was wrong.

ADELAIDE R. HASSE, *Research Consultant,*  
Works Progress Administration.

### Color-banding

**I**N READING Mrs. Smith's interesting article on "Solving the Problems of a Pamphlet Collection," I note that she charges the Newark Public Library, on page 79, as evolving an "elaborate" color-band system to take care of this problem.

I would like to correct this statement of Mrs. Smith's since the impression is given that the color-banding process is a complicated and time-consuming one. Let me say that it takes no more work to color-band a book than to number a book on its back.

BEATRICE WINNER, *Librarian,*  
Newark Public Library.

### The Aslib Conference

**T**HE welcome accorded to Special Libraries Association in Montreal in June had in part prepared me for the gracious hospitality of ASLIB and its members.

The differences between an S. L. A. Conference with its many group meetings, its entertainments, its banquet, and the ASLIB Conference with its three daily general sessions, broken by recesses for coffee and conversation, its luncheons and dinners shared in the Great Hall, were not only interesting but instructive. Are we in S. L. A. becoming too specialized? Could not the Business and Science-Technology groups profit by meeting together? Is the breakdown of Science-Technology into increasing subdivisions really profitable? There was great advantage too, I felt, in the ASLIB custom of preprinting the papers to be presented at the conference.

I was privileged to present the various papers in the symposium, "Library Instruction for University and Research Students in America," and if S. L. A. was not represented as fully as we could have wished in the contributions to that symposium, was it not because our Association and the work of its members are known to our friends in Great Britain only in our publications, and many papers presented at S. L. A. conferences are printed in mimeograph for a small group and lost to the Association as a whole and to our friends?

Both S. L. A. and ASLIB are forward-looking and have much to give one to the other.

GRANVILLE MEIXELL.

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*Newspaper* — M. Ruth Ellis, Curtis Publishing Company, John Goetz, *The New York Evening Post*; Mae E. Nyquist, *New York Herald Tribune*; Maurice Symonds, News Syndicate Company.

*Religious* — Mrs. Hugh M. Foster, Union Theological Seminary, Anna E. Jones, Missionary Research Library; Elizabeth W. Lott, Methodist Episcopal Church Board of Foreign Missions.

*Science-Technology* — Helen Cruger, Bell Telephone Laboratories, Inc.; Mabel Duthey, Burroughs Wellcome and Company, Mrs. Florence Fuller, American Standards Association, Frances Sprague, National Broadcasting Company, Inc., Jean K. Taylor, Queens Borough Public Library.

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**FLEXI-FILE** File expansion is the operating principle of FLEXI-FILE. As it has no prop-like follower block, it eliminates paper compression, which results in a 10% filing increase. Easy accessibility is afforded to papers anywhere in the file. Folders stand stiffly, snapping files into rigid attention, ready for immediate finding, reference, and return.

**CERTI-FILE** CERTI-FILE is more than a good file. CERTI-FILE bears a Safe Manufacturers' National Association label certifying that this type of file has withstood fire on all sides for 30 minutes without damage to paper contents. Drawers have a capacity of 23½ inches of clear filing space. Structural strength and durable construction insure dependable operation and long life. Ball-bearing rollers in cradle type suspension insure easy operation. Costs little more than ordinary good cabinets.

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