


11-1-1938

Special Libraries, November 1938

Special Libraries Association

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Recommended Citation

Special Libraries Association, "Special Libraries, November 1938" (1938). *Special Libraries, 1938*. Book 9.
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Special Libraries

"Putting Knowledge to Work"



S.L.A. Takes Action for Professional Training	<i>Rose Boots</i>	271
How to Create Library Interest and Develop Use in a Widespread Organization	<i>Jed H. Taylor</i>	274
The Rushing Stream of Print		276
Groups and S.L.A.	<i>Adeline Macrum</i>	282
Officers and Advisory Council		283
Cooperation — The Basis of S.L.A.'s Publication Program	<i>Alma C. Mitchill</i>	284
A Distinguished Contribution		286
Board Meeting Notes		286
A Membership Campaign; A Standards Committee; S.L.A. Provides Information on Special Library Field.		
A New Special Library Project.	<i>Chloe Morse</i>	289
From the Editor's Point of View		291
Planning for a Successor		
Letters to the Editor.		292
More Light on Our Educational Problem — <i>Ruth H. Hooker</i> ; A Correction — <i>Harriet E. Howe</i> ; A Note of Approbation — <i>Mary Jane Henderson</i> ; Requirements versus Salaries — <i>M. Margaret Kehl</i> ; A Strong Protest — <i>Mary Louise Alexander</i> ; A Word About Mass Distribution — <i>Dorothy S. Manks</i> ; Publications Available — <i>Lowise McNeal</i> .		
News Notes		294

Indexed in Industrial Arts Index and Public Affairs Information Service

NOVEMBER 1938

SPECIAL LIBRARIES

MARIAN C. MANLEY, *Editor*

Vol. 29, No. 9

November, 1938

S.L.A. Takes Action for Professional Training

By Rose Boots, Chairman

Special Libraries Association Student Loan Fund Committee

THROUGHOUT the past few years we have been conscious of a widespread revival of interest in professional education which has resulted in a demand for more training. As the practice of librarianship becomes more highly specialized, the demand for training for special library service grows proportionately. It has been stimulating to witness the numerous articles which have appeared in *SPECIAL LIBRARIES* on the subject. Noteworthy contributions along these lines were the studies "Training for 'Specials': the Status of the Library Schools," by J. H. Shera (November, 1937), "Problems Involved in Considering Adequate Library School Courses for Special Librarians," by Linda H. Morley, Eileen E. Lever and others (May-June, 1938), "Seminar Courses for Special Librarians Already in the Field," by Agnes Camilla Hansen of Pratt Institute (July-August, 1938), "Training for Special Librarianship," by Ruth Savord (September, 1938), "What Training for the Special Librarian?", by Harriet E. Howe (September, 1938), "Training and the Subject Division Librarian," by Julia Ruth Armstrong (September, 1938) and "Training of the Special Librarian and the Present Curriculum of the Accredited Library Schools," by Linda H. Morley (September, 1938).

The Board of Education for Librarianship of the A.L.A. has also studied the problem and the results of their investigations and findings are reported in the annual reports of the board appearing

in the Bulletins of the American Library Association. "To clarify its thinking on the need for specialization in training, the board invited committees representing important groups of special librarians to joint meetings during the New York conference (1937) — the Committee on Training and Recruiting of the S.L.A., the Executive Board of the American Association of Law Libraries, the A.L.A. Hospital Libraries Committee, and officers of the Music Library Association.¹ These four groups met with the board for informal discussion of the question, 'How can library schools best meet the demand for training for law, hospital, music, or other special librarians?' respectively for each group."¹ The results of these conferences were published in the A.L.A. Bulletin, August, 1937.² Throughout these articles there is evidence that the present curriculum in library schools does not meet the requirements of special librarians and that there is still much to be done in the way of careful study and analysis of existing conditions and possibilities before the problem can be solved with any degree of finality.

Constructive consideration of many of the problems has been given by members of the A.L.A. and S.L.A. groups most closely in touch with such activities, as

¹ Thirteenth Annual Report of the Board of Education for Librarianship, Bulletin of the American Library Association, vol. 31, no. 9, Sept. 1937.

² "Significant Conferences on Library Training," by Charles H. Compton, Bulletin of the American Library Association, vol. 31, no. 8, Aug. 1937.

well as by the library schools themselves. Results of this interest were shown by the S.L.A. session in Pittsburgh, June, 1938, on "How S.L.A. Meets Personnel Problems," which was devoted largely to "Present and Future in Relation to a Trained Personnel" and the Professional Training Section session of the A.L.A. at Kansas City, June, 1938, at which Ruth Savord and Linda H. Morley were among the speakers.

The Training and Recruiting Committee of S.L.A. has devoted considerable time and attention to the problem of professional training through study of the data already assembled and through plans for collecting additional data on other phases of the problem. Various members of the committee have taken an active interest in the development of professional training in the Chapters. The Illinois Chapter, which has given much time to the consideration of training problems, devoted a meeting last year to the subject "Training for Special Librarians." In Montreal the Chapter has given special help to McGill University in carrying on special library training. The New York Chapter promoted consideration of seminar courses at Pratt Institute, fostered a course in cataloging under Chapter auspices and brought to the attention of the members courses especially adapted to their needs. The Southern California Chapter surveyed the needs and desires for educational courses and recommended eight-line lines of action. Educational opportunities already available were brought to the attention of the members. The Boston and New Jersey Chapters have each experimented with a series of lectures about phases of special library administration. "Special Library Problems"³ by Margaret G. Smith contains data related to the New Jersey course.

³Special Libraries Association, N. J. Chapter, 1936, 17 p. 50f

Indicative of substantial progress in professional education are the changes which have taken place in the library schools throughout the country during the last few years. They are entering new fields of training to satisfy long insistent requests for specialized courses or to supplement their general curricula. It is likely that more courses for special librarians will be developed and that S.L.A. will be in a position to help those special librarians who have come into the profession from other occupations.

One inducement for members to take advantage of the new opportunities arising from these changes has already been acted upon by the Association. At the meeting of the Executive Board and advisory council in Pittsburgh on June 7, 1938 it was voted that the Special Libraries Association establish a Student Loan Fund. Following are the provisions of the new fund:

There shall be a Student Loan Fund, to be called the Special Libraries Association Student Loan Fund, to provide financial assistance to those members who wish to carry on professional study in an accredited library school. Appropriations to this Fund shall be made by the Executive Board, as funds permit, by the different Chapters, and by donations, bequests and grants. A separate account shall be set up and maintained for this Fund. In order that the money may be readily available for loan it shall be deposited in a Savings Bank.

There shall be a Student Loan Fund Committee, consisting of five members, three of whom shall be appointed by the President with the approval of the Executive Board and two of whom shall be the Chairmen of the Employment and the Training and Recruiting Committees respectively. The remaining three members (after an initial period in which one of the members shall hold office for one year, one for two, and one for three years) shall serve for terms of three years, one being appointed annually. The latter three members shall be persons who are familiar with the problems of education for librarianship and who preferably are not associated with library schools.

Applicants for assistance from the Fund must have been members of the Special Libraries

Association for at least one year prior to the date of application and such applicants must maintain their membership throughout the duration of the loan. Applicants shall bear the endorsement of the local Chapter president unless the member be from a section without chapter development. Preference shall be given to persons employed in a special library or persons with satisfactory experience in a special library who wish to further their education in librarianship or carry on the first year of study in an accredited library school, who show promise of accomplishment, and who are judged capable of making specific contributions to the library profession. Each applicant must file with the Committee a statement of provisional admission to the accredited library school that he proposes to attend.

Applications shall be received by the Committee until three months before the beginning of an academic session, preferably by March 1, June 1 and November 1 (fixed by the dates of meetings of the Executive Board and Advisory Council). Not later than one month before the beginning of an academic session the Committee shall report to the Executive Board upon the eligibility of all candidates and recommend the amount of loans to be granted. Unsuccessful application in one year will not preclude consideration in another year.

The amount of the loan shall be determined by the Committee. A single grant shall not exceed \$500. If the total amount of the loan is repaid within a year of the date of the completion of the course, no interest will be charged. If payment is extended beyond a year, interest will be charged on the balance at the rate of three per cent per annum.

This interest shall accrue to the account of the Student Loan Fund. Loans shall be secured by a promissory note signed by the applicant and two witnesses and collateral in the form of a life insurance policy shall be required.

Study shall not be restricted to a particular institution.

This is an excellent beginning toward the encouragement of professional improvement, but it is only a beginning. We want to give every member an opportunity to participate in this fund, which will be a vital factor in bringing more trained librarians into our field and in raising our professional standing. All Chapters and unaffiliated members now

have an opportunity to cooperate in a professional activity and to profit by its successful development. Contributions great or small will be appreciated and may be sent to the Special Libraries Association Student Loan Fund, 345 Hudson Street, New York City. A permanent record will be kept of the contributors to the fund. There will be no closing date for donations, but we want to raise a substantial sum before June, 1939, so that funds may be available to lend to members desiring to begin their training next fall.

Those members who are affiliated with Chapters will all have an opportunity to rally to the support of this worthy project if the plans of the committee materialize. We have asked each Chapter to join in the campaign to raise money this year through benefit parties held simultaneously in the various Chapters, following the idea of the President's Birthday Ball, to encourage competition. We have not yet had enough replies to our proposal to tell what the outcome of this idea will be, but we feel confident that a feasible plan can be carried to conclusion.

Let us all support this occasion for professional response, individually and collectively! A great many professional organizations and associations have provisions for financial assistance for the education of their members, why not S.L.A.?

Any questions concerning the Special Libraries Association Student Loan Fund will be answered by members of the Student Loan Fund Committee, as follows: Margaret Bonnell, Chairman of the Employment Committee; Marian C. Manley, Chairman of the Training and Recruiting Committee; Marion Rawls (Illinois) and Anita M. Crellin (San Francisco Bay Region); Rose Boots (New York), Chairman.

How To Create Library Interest and Develop Use in a Widespread Organization

By Jed H. Taylor

IN ONE year, starting from scratch, a reference service by mail, centered in New York City, won the hearty commendation of over 100 educational advisers in as many CCC camps scattered throughout New York, New Jersey, and Delaware. Elsewhere in this number, the report of that demonstration, "A Library Service for the Civilian Conservation Corps," is reviewed.

We had to gain affirmative votes for library service as the clinching argument in presenting to the CCC educational authorities a plan for a library division within their set-up, now under consideration. Educators can be as skeptical as most business men are about the value of library skills. As a former business man, having worked for six years as a claim adjuster, underwriter, and salesman, it seemed to me that a description of some of the ideas contributing to our success may be found helpful by other special librarians who have to serve scattered groups.

The first steps in arousing interest were: a preliminary notice in the advisers' monthly "house organ"; a general article in the next issue of the monthly describing our services; an editorial comment in the same boosting the Library Service; form letters to all advisers and camp commanders inviting them to use the Service; and, at an early conference, a speech describing our activities immediately following a pep-talk by their chief executive boosting the Library Service. In addition, free and inexpensive materials were exhibited, and orders for material and requests for information were taken down.

PERSONAL CONTACTS

The value of the librarian to the CCC

was in direct ratio to the extent that he became, in action, an educational adviser applying library skills to the promotion of their common objective, the CCC Educational Program. The rendering of services of practical value required a practical knowledge of the problems of the camp advisers, which could be acquired best by personal contacts. Therefore, to supplement a knowledge of conditions gained by reading about the CCC, every effort was made to meet the advisers and discuss with them their problems, not the least of these being friendly, man-to-man talks — over a cup of coffee.

Aside from occasional visits to headquarters by advisers, group conferences afforded the opportunity to learn about various features of the advisers' work and to get their "cloak-room" opinions which revealed factors not brought out in speeches. Both gave us clues to subjects on which more or better materials were needed; materials that we could furnish of which they were unaware. By meeting the advisers, names became personalities so that, in writing them later, the librarian and staff could reply more suitably to their requests.

But a sounder estimate of a man's abilities and of his needs can be formed by seeing him on the job. Hence, as many camps as possible were visited by the librarian to see what the advisers were doing and not doing, to see the conditions under which they worked. By reason of these visits we were able to gauge more accurately their requirements. And no camp was visited whose adviser did not need data which we could procure but which he did not know was available.

New advisers were routed through the library before taking on assignments in the field. They were introduced to the staff, were told what we were doing, and to some degree, were shown how we did it to point out to them the many sources which were being tapped for their benefit. Such new men need a helping hand more than the others. In the words of one, "It is a mighty consoling feeling for a new adviser to know there is someone to whom he can turn for help. . . ."

The man in the field is prone to feel a little lonely and neglected. As we were at headquarters but without the awe-inspiring authority to promote or demote, we learned from him, once his confidence had been gained, of conditions of which his executives were unaware or incompletely informed. Therefore, we were in the advantageous position of being able to interpret the point-of-view of the one to the other, and, at the same time, create goodwill for the Library Service. But in doing this, we, of course, had to be careful not to become gossipmongers; not to betray confidences.

For example, we learned that many advisers felt that they were going "stale"; that other fields had both ideas and inspiration to offer them. We convinced their chief executive of this fact and furnished the solution. From a carefully selected list of twelve annotated titles sent to all advisers, they were asked to choose three books, which we promised to send them on loan at the rate of one a month. All they had to do was to check their choices, tear off the stubs, fill in their addresses, and mail the stubs to us. One hundred and twenty-four responded voluntarily. Each received three books at a total book cost of only \$265.70.

MAKING OTHERS WORK FOR YOU

To insure the intrinsic worth and usability of materials, we supplemented our knowledge with the opinions of outside

specialists, and particularly, with the opinions of the advisers. Certainly, for usability, they were the best judges. Opinions were solicited from men whom we knew to be competent. General memoranda, prepared for all camps, were tested by use in the camps or by advisers' opinions or by both. We were thus able to do a better job for the advisers by getting them to work for us — for their own benefit.

We asked them to estimate the relative worth of material and information which had been furnished at their request. These requests revealed an interest in such diverse subjects as aviation and rug-making. The probable value of materials we thought would be useful was verified in the same manner. Two examples are cited: the auto number (cost 20¢) of a consumer's report for auto mechanics classes and drawing reprints (free) from a museum bulletin for camp papers and drawing classes were tested and found useful by advisers.

The last two examples, both of which were chosen for a use for which they were not originally intended, indicate the wide range of sources of free and inexpensive materials that were uncovered. Only by knowledge of camp activities, alertness in tracking down clues, and the strict delegation of all routine duties to clerks, were we able to sift large quantities of unrelated literature to find the small quantity which was usable.

CORRESPONDENCE METHODS

Naturally, most of our day to day contacts with advisers were by mail. These included forms for requesting information and replying thereto, personal letters, form letters, general memoranda, and, in our "house organ," articles, reviews, notes, and an annotated list of the best articles in the current numbers of the magazines on the CCC subscription list.

A judicious use of forms is necessary

in serving a large group because it saves the time of both sender and receiver. It was found that a few words on these forms after the signature, written deliberately as a postscript, helped to keep alive friendly contacts. Of course, personal letters were used as much as possible.

We advertised various lists or items we thought of value both by form letter and through the pages of our "house organ." This method was followed instead of mailing broadcast such lists or items, as advisers would be induced to read our notices in order to learn if the data offered was of use to them. The form letter was answered by filling in and tearing off the stub at the bottom or by its return with a notation on the back by the adviser.

The returns gave us a check on the demand for our offerings and provided us with subject lists of users, valuable as an aid in estimating the probable demand for other materials. Returns from form letters were much greater than from notices appearing in the "house organ." The latter was an effective agent only for general articles on our activities and reviews of books or other literature where no follow-up was intended. The list of best magazine articles probably would have received more attention as a separate.

For the most part, these correspondence methods represent ways to transmit information in some bibliographical form. A bibliography should give or lead *directly* to the information the user wants. In other words, it should fulfill — and no more — the purpose for which it is drawn. This standard we tried to meet, day by day, by bearing in mind the following criteria: (1) exhaust all sources which may yield infor-

mation on the subject; (2) evaluate for elimination and relative value of items retained; (3) indicate contents tersely; and (4) ascertain availability in the light of the purpose for which the bibliography is compiled.

PERSONAL REQUESTS

Finally, we considered it a legitimate part of our service to answer personal questions of advisers and other camp personnel because we felt that such work made for more satisfied employees and more friends for the Library Service. These requests were usually for information to help solve personal problems or to develop avocational interests. As an instance of the former, the addresses of certain religious schools in Montreal, Canada, were obtained, and, of the latter, we furnished technical reviews of the book, *Mathematics for the Million*, which afterwards was ordered through us.

Even if these men were near public libraries, sometimes they could get better service from us. For example, an adviser near Camden, N. J., and Philadelphia, Pa., was able to get from us more information on aerial photography than from the public libraries of those two cities.

In summary, from our experience we are led to the conclusion that whatever success we had as a special library depended largely upon our ability to establish cordial relationships with the men we served. Because of that fact, we were able to gain a really practical knowledge of their problems, thereby enabling us to use library skills effectively in helping them solve those problems.

The Rushing Stream of Print

PAMPHLET after pamphlet comes by the Editor's desk. Out of the number, various groupings have particular interest to special librarians. In the field of

library techniques several important publications have appeared on the handling of new and ephemeral material. A valuable series published by the Ameri-

can Library Association covering this type of material is that containing "Public Documents, 1937," the fifth, dealing with public documents. This issue includes exhaustive consideration of federal, state and general problems, with special contributions by Jerome K. Wilcox, Mrs. Lucile L. Keck and others; of municipal and foreign documents with articles by Josephine B. Hollingsworth, Mrs. Ione E. Dority, Angus P. Fletcher and others; and gives notes on archives and libraries, dwelling on the development of public archival work and the essentials in its continuance, and including talks by Dr. B. H. Paltsits, Dorsey W. Hyde, Jr., and others. Allied to this is the discussion of "Microphotography for Libraries," published by the American Library Association.

A volume that should be noted by special librarians dealing with assembling of material is "The Cataloguers and Classifiers Yearbook of the A.L.A." for 1938, which includes a discussion of cataloging problems needing attention, by Henry Black. An important bulletin on the relation of the library to the development of public forums is brought out by the United States Department of the Interior under the title, "The Printed Page and the Public Platform." It gives a long discussion of the relation of the library agencies to the work, as well as an excellent annotated bibliography on the subject of forums and libraries. An interesting guide to the use of library collections is a handbook issued by the Enoch Pratt Free Library. This has a good discussion of the card catalog and ways of finding the best books on a subject. The handbook is excellent for those not familiar with library arrangement and is also full of suggestions for the expert librarian. A discussion of library service to a widespread organization is contained in the pamphlet by Jed H. Taylor published

by the American Association for Adult Education.

Classification has been getting much attention, with "A Classification for Medical Literature" by Eileen R. Cunningham, and a revision of the "Classification for Works on Pure and Applied Science in the Science Museum Library," a discussion of library classification in the cataloging of geographical material by S. Whittemore Boggs, and a note on classification of "State and National Planning Literature," in a reprint from the Harvard University Department of Regional Planning. Three helpful discussions of similar topics are "Practical Bibliography Making" by Martha Conner, revised by Marion V. Higgins; "Books Numbers," by Bertha R. Barden; and a discussion of the treatment of public documents in ancient times, by Arthur B. Berthold.

The bibliographical group is full of interesting items. The John Crerar Library has issued its exhaustive list of current periodicals as of March 1938. A 1937 bulletin of the Department of the Interior on "Public Affairs Pamphlets," provides an annotated list by publishers of the many pamphlets on current affairs now brought out by numerous groups. In connection with the Golden Gate National Exposition, special attention is being paid to the part the countries and peoples of the Pacific area played in the past and are playing today in the world's organization. As a record of this, a bibliography, "Our Debt to the Pacific" has been assembled for use in high schools and junior colleges. It covers all phases of development and has stimulating introductions to the different topics.

Commonwealth College Library continues to do good bibliographical work on subjects on which little formal material is available. An illustration of this type is the bibliography on "The Rev-

olutionary Approach to the Negro Question in America," compiled by Marvin Sanford. The Committee on Professional Training of the Engineers' Council for Professional Development has brought out a number of selected bibliographies on engineering subjects closely subdivided and with excellent annotations. Practically all phases of engineering training are considered.

"The Consumers' Bookshelf," published by the Consumers Division of the United States Department of Agriculture, is a comprehensive, annotated list on the different consumer problems, including, as well as its references to several hundred items, a number of references to other bibliographies on the subject.

The literature of coöperation has been carefully reviewed in a selected bibliography compiled by H. A. Izant, librarian of the Coöperative Reference Library of London. The Bureau of Public Administration of the University of California continues to do outstanding work in the bibliographical field—two fine illustrations being a bibliography on "Training for Public Service," and one on "Land Utilization," this last with an extensive supplement. All of these are compiled by the research assistant, Dorothy Campbell Culver. Mary Alice Matthews, librarian of the Carnegie Endowment for International Peace, is another who carries on continual bibliographical activities, making the results freely available to those who need help along the lines of her work. The Bureau of Railway Economics has brought out two extensive and useful current lists, "Consolidation of Railroads in Great Britain," and "Government Ownership of Railways: a list of publications, 1930-1937." Both the National Safety Council and the technical library of the Tennessee Valley Authority have done good work with mimeographed lists on their sub-

jects. Much current and interesting historical material is presented in a bibliography, "The Periodical Press of London, 1800-1830."

A wealth of pamphlet material is available on legislative problems and on problems connected with labor. The League of Women Shoppers is producing a provocative series, of which two examples are "Consider the Laundry Workers," and "L is for Labor: a glossary of labor terms." Other interesting pamphlets on this line are "Labor on New Fronts," issued by the Public Affairs Pamphlets; "Snapshots of Workers Education Here and Abroad," prepared by the Affiliated Schools for Workers, Inc.; and "Problems of Collective Bargaining," one of the studies in business administration of the School of Business, University of Chicago. Two interesting pamphlets in connection with legislation are the summary of Current Ideas in 1938 State Legislatures," brought out by the Library of Congress, and the consideration of "Problems Created by Premature Sub-Division of Urban Lands in Selected Metropolitan Districts."

Noteworthy work done in the preparation of condensed consideration of economic problems is shown by the many titles brought out by the Public Affairs Committee, Inc., covering such topics as "Credit for Consumers," "Income and Economic Progress," "Steel: Problems of a Great Industry," etc. Another stimulating source of pamphlet material on economics is the American Institute for Economic Research, which has brought out such titles as "Current Economic Delusions and Their Probable Future Effects," "Investment Trusts and Funds from the Investor's Point of View," and "Inflation's Timing." Other economic problems discussed in pamphlet form are tax systems and changing economic markets.

Two important documents to consider

in relation to the preservation of records for ephemeral material are the pamphlets brought out by the Business Historical Society, Inc., on the "Preservation of Business Records," showing why and how they should be preserved, what material should be selected, and when systematic methods should be undertaken. The "Summary Report of National Bureau of Standards Research on Preservation of Records" is another study on the physical effects of storage, ventilation, light and temperature in this connection.

The government departments continue to bring out exhaustive lists and studies in mimeographed form. Excellent examples are "Accident statistics of the Federal Government," brought out by the Central Statistical Board, "Public Welfare Organization in the United States: a synopsis of opinion," compiled by Adelaide R. Hasse of the research library of the Works Progress Administration, and a check list of statistical agencies and officials concerned with the management of our national resources, compiled by the National Resources Committee.

The National Occupational Conference has good short pamphlets on various occupations covering such widespread activities as that of a barber, insurance salesman, motion picture actor, teaching, air-conditioning engineer, and others. They give excellent abstracts and appraisals of the various books and articles available on these occupations. Other intriguing pamphlets in any number of fields continue to pour from the presses. Titles of a number follow:

- Adler, Sigmund. See National Occupational Conference.
 Affiliated Schools for Workers, Inc., 302 E. 35th Street, New York, N. Y. Snapshots of workers' education here and abroad. 1937. 36 p. (Affiliated Schools Scrapbook, Vol. 1, No. 3 and 4.) 35¢.
 American Association for Adult Education, 60 East 42nd Street, New York. Library service for the

- Civilian Conservation Corps. Taylor, J. H. 1937. 22 p. Limited distribution.
 American Institute for Economic Research, 1200 Massachusetts Avenue, Cambridge, Mass. Current economic delusions. Harwood, E. C. 1938. 112 p. \$1.00.
 Inflation's timing. Ferguson, D. G. and Lester, A. H. 1938. 64 p. \$1.00.
 Investment trusts and funds from the investor's point of view. Harwood, E. C. and Blair, R. L. 1938. 104 p. \$1.00.
 American Library Association, 520 North Michigan Avenue, Chicago, Ill. Book numbers: a manual for students with a basic code of rules. Barden, B. R., comp. 1937. 31 p. 45¢.
 Catalogers' and classifiers' yearbook, No. 7. 1938. 91 p. \$1.25.
 Microphotography for libraries. Raney, M. L., ed. 1937. 89 p. \$2.00.
 Public documents. Wilcox, J. K., ed. 1937. 305 p. \$3.25.
 Association of American Geographers. National Archives, Washington, D. C. Library classification and cataloging of geographic material. Boggs, S. W., comp. (Reprinted from the Annals of the Assoc. of American Geographers, Vol. 27, June 1937, No. 2, 49-93.) Limited free distribution.
 Association of American Railroads, Bureau of Railway Economics Library, Washington, D. C. Consolidation of railroads in Great Britain—a list of references; chronologically arranged. 1938. 30 p. Price on application.
 Government ownership of railways—a list of publications, 1930-1937. 1938. 111 p. Price on application.
 Baker, Helen. See Princeton University.
 Baltimore Life Underwriters' Association, 204 N. Liberty Street, Room 514, Baltimore, Md. Special report, educational committee, including bibliography of insurance library books. 1938. 50 p. Price on application.
 Barden, B. R. See American Library Association.
 Bauer, H. C. See U. S. Tennessee Valley Authority.
 Berthold, Arthur B. Philadelphia Union Catalogue. 1620 Locust Street, Philadelphia, Pa. On the systematization of documents in ancient times. The author, Philadelphia, Pa. 1938. 15 p. Price on application.
 Blair, R. L. See American Institute for Economic Research.
 Boggs, S. W. See Association of American Geographers.
 Boston University, College of Business Administration, 525 Boylston Street, Boston, Mass. New England community statistical abstracts: industrial development data for 110 New England communities. Wells, R. G. and Perkins, J. S. 1937. \$2.50.
 Brooks, R. R. See Public Affairs Committee.
 Budd, Ruth. See Columbia University.
 Business Historical Society, Inc., Baker Library, Soldiers Field, Boston, Mass. The preservation of business records. (Reprint.) Bulletin of the Business Historical Society, Oct. 1937. 46 p. Free.
 Carnegie Endowment for International Peace Library, Washington, D. C. Anglo-American alliance. Matthews, M. A., comp. 1938. 5 p. (Brief Reference List No. 12.) Price on application.
 League of American nations. Matthews, M. A., comp. 1938. 3 p. (Brief Reference List No. 11.) Price on application.

- Peace forces of today. Matthews, M. A., comp. 1938. 54 p. (Reading list No. 27.) Price on application.
- Chancellor, John. See U. S. Department of the Interior.
- Colean, M. L. See Public Affairs Committee.
- Colm, Gerhard. See New School for Social Research.
- Columbia University, Bureau of Publications, Teachers College, New York, N. Y. Books on home and family life. Budd, Ruth, comp. 1937. 24 p. Price on application.
- Comey, A. C. See Harvard University Press.
- Commonwealth College Library, Mena, Ark. Bibliography on the revolutionary approach to the Negro question in America. Sanford, Marvin, comp. 1937. 16 p. 15¢.
- Conner, Martha. See H. W. Wilson Company.
- Cornick, P. H. See New York State Division of State Planning.
- Crerar, John, Library, 86 East Randolph Street, Chicago, Ill. List of current periodicals, 4th ed. 1938. 91 p. 50¢.
- Cullom and Ghertner Company, 309 Fifth Avenue, N., Nashville, Tenn. Classification for medical literature. Cunningham, E. R., comp. 1937. 104 p. \$2.00.
- Culver, D. C. See University of California.
- Cunningham, E. R. See Cullom & Ghertner.
- Department of the Pacific Area, Golden Gate International Exposition, San Francisco, Calif. Our debt to the Pacific a bibliography for high schools and junior colleges. 1938. 30 p. (Pacific House Bibliography No. 1.) 5¢.
- Duddy, E. A. See University of Chicago Press.
- Engineers' Council for Professional Development, Committee on Professional Training, 29 West 39th Street, New York, N. Y. Selected bibliography of engineering subjects. 5 sections. 1937. 10¢ each.
- Enoch Pratt Free Library, Baltimore, Md. Handbook for the use of library collections. 1938. 67 p. Limited distribution.
- Reorganization of a large public library: ten-year report of the Enoch Pratt Free Library, 1926-1935. 1937. 167 p. Limited distribution.
- Two-year report of the Enoch Pratt Free Library: Baltimore's public library, 1936-1937. 1938. 125 p. Limited distribution.
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- McNamara, Marie. See National Occupational Conference.
- Matthews, M. A. See Carnegie Endowment for International Peace Library.
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Groups and S.L.A.

By Adeline Macrum, National Group Liaison Officer

LAST month under this caption Miss Mitchill announced the creation of the post of National Group Liaison Officer. This month in turn I make my bow, extend cordial greetings, and tell in a few words something of my plans.

The first thing that strikes me on beginning work is the lack of background historical data. Miss Burnett mentioned this in her article on Groups in the March, 1938, issue of *SPECIAL LIBRARIES*. Other officers have commented on it frequently. My first task, therefore, is to compile a history. In going over the records I find gaps which I am sure many of the charter groupists can fill from memory or from old correspondence tucked away in a trunk somewhere. Will you send me any interesting facts you recall about the early days in any group? And also, will you look through your files and forward old letters, reports, or bulletins that should become a part of our group archives?

With the Editor's indulgence I hope to publish from time to time in these pages, first the story of how the various groups were organized; and later, perhaps there may be a monthly column on existing and proposed projects.

Group work is an extremely important aspect of Special Libraries activity. It is the link that binds us together across the continent. United by ties of common in-

terests and inherently similar work, we collaborate on projects whose successful completion marks a step in the advance of library science. Even in apparent failure all is not lost, for the joint effort brings its own reward in new friendships and increased personal knowledge.

Although from 1909, when our association began, to 1923 there was apparently no recognition of groups as national entities, in point of fact the early committees were really largely groups. The S.L.A. constitution as published in *SPECIAL LIBRARIES*, vol. 1, no. 1, January 1910, p. 8, lists the following standing committees: agricultural libraries, commercial associations, insurance libraries, legislative and municipal reference libraries, public utility libraries, sociological libraries, technology libraries. The three other committees named were on membership, publications and publicity.

Groups were active in chapter affairs long before 1923, particularly in larger centers like New York. In that year, however, under the presidency of Miss Rebecca B. Rankin, group meetings were called at the fourteenth annual convention held in Atlantic City. The following (as yet unorganized) groups answered the call: sociological, technology, advertising-commercial-industrial, civics, medical, newspaper, insurance, and financial. The

names may vary a little from their current ones, but I think we recognize almost all.

How your particular group was organ-

ized and what group activity means to you as a special librarian will be told in future numbers of SPECIAL LIBRARIES.

Special Libraries Association

1938-1939

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Special Libraries—Marian C. Manley, Business Branch of the Newark Public Library, 34 Commerce Street, Newark, New Jersey
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Technical Book Review Index—Granville Melzell, Applied Science Library, Columbia University, Broadway and 116th Street, New York

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Coöperation — The Basis of S.L.A.'s Publication Program

From the very beginning S.L.A.'s publication program has contributed extensively to the welfare of both its members and the busy executive. For members it has provided tools and indexes: for the busy executive, it has shown the important place the special library plays in the world of affairs.

Coöperation is the word behind the publication program for without it S.L.A. would never have been able to have advanced as it has in the past twenty-nine years. Coöperation has been the very life-blood of our existence functioning through the valiant efforts of those members who compiled our special publications and whose names comprise an honor roll of which the Association can be justly proud. For an historical sketch of S.L.A.'s publications from 1910-1937 I refer you to Elizabeth Wray's article which appeared in *SPECIAL LIBRARIES* in November 1931 and to Dorsey Hyde's article in the April 1937 issue. Then there is also the coöperation of those members and others who in purchasing the publications stimulate their sale so that it has been possible to sell them at a low price and at the same time cover their cost. The Chapters have been particularly coöperative in this respect as many maintain a permanent exhibit of S.L.A.'s publications and display it at their monthly meetings.

I have chosen twelve publications for which there is a constant demand as an example of this spirit of coöperation abounding in our midst. We might call these publications our "best sellers." They cover in content both Special Tools and Special Library Activities. Following this resumé is a table giving trend in sales. For further information I would

call your attention to the Report of the Publication Committee in the July-August 1935 issue of *SPECIAL LIBRARIES*.

Notes on Publications

HANDBOOK OF COMMERCIAL AND FINANCIAL SERVICES. The edition published in 1931 was a second edition, the first one having been compiled in 1924 under the title "Commercial Information Services Handbook." This Handbook has been one of the most serviceable tools of the Association and the new edition to be issued shortly is eagerly awaited not only by our own members but by users of previous editions.

STATISTICS OF COMMODITIES. Published in 1931 as a result of a suggestion by W. P. Cutter, this was one of our least expensive tools to produce and file but one of continued demand.

CREATION AND DEVELOPMENT OF AN INSURANCE LIBRARY. Published in 1932 through the coöperation of the Insurance Group this publication is the nearest approach to a special library manual as yet available. It has shown a continued steady sale in spite of the fact it is now six years old.

TRADE CATALOG COLLECTION: A MANUAL WITH SOURCE LISTS. Compiled in 1934 to meet the need for a publication that would show a technique of handling such problems, it gives methods as well as sources.

SPECIAL LIBRARIES DIRECTORY OF THE UNITED STATES AND CANADA. Published first in 1910, revised in 1921, 1925 and 1935. An enormous amount of work went into its compilation and publication, but it has brought continued sales and prestige to the Association.

THE SPECIAL LIBRARY IN BUSINESS. Compiled by the Publications Committee in 1936 from the series of articles on administration of a special library, written by Miss Eaton, Miss Alexander, Miss Cavanaugh, Miss Bemis, Miss Wray and others, and published in *SPECIAL LIBRARIES* under the editorship of Miss Savord. This pamphlet has proved particularly popular with business houses and others seeking to understand the functions of a special library.

SOCIAL WELFARE: A LIST OF SUBJECT HEADINGS IN SOCIAL WORK AND PUBLIC WELFARE. Published in 1937, to meet a definite need among a

specific group of research workers. Although its market was limited this publication has had a strong sale in its particular field and is recognized as an excellent tool.

GUIDES TO BUSINESS FACTS AND FIGURES. This publication was first compiled in 1933 and proved so popular that a second edition was issued in 1937.

BUSINESS PROFITS AND THE USE OF PUBLISHED INFORMATION. A combination of reprints from **SPECIAL LIBRARIES** covering the papers presented at the symposium on this subject at the 1937 convention. Like "The Special Library in Business," it has found a decided field among business executives.

DIRECTORIES FOR THE BUSINESS MAN. Although specialized in scope, this Directory can expect a reasonably large market because of its value for all types of business.

SELECT LIST OF CURRENT FOREIGN FINANCIAL SOURCES. Like "Social Welfare: a list of subject headings in social work and public welfare," this is a list that has its greatest value for S.L.A. in the prestige it can give through providing important and otherwise unavailable information in a special field. The market for this list is limited, but where the need for such a tool exists, it is a publication of major importance.

S.L.A. PROCEEDINGS. Like the "Creation and development of an insurance library," "Special library in business," "Business profits and the use of published information," our Proceedings serve not only as an important professional reference source for our own members, but also as an indication of the scope of special library work to businessmen and other librarians.

Statistics on Publications Most in Demand

Special Libraries Association — November 1, 1938

Item	Publication Date	List Price	Printing Cost	Total Amount of Sales to Nov. 1, 1938	No. Sold in First Three Months	Average Sales July-Sept. 1938	Total Sold to Nov. 1, 1938
Handbook of Commercial and Financial Sources	Jan. 1931	\$2.00*	\$649.50	\$1,335.25	241	1/4	893
Statistics on Commodities	June 1931	1.00	68.00	454.00	42	1/3	454
Creation and Development of an Insurance Library	Mar. 1932	1.00	258.50	361.00	132	1	361
Trade Catalog Collection	June 1934	1.00	72.52	165.00	14	1	165
Special Libraries Directory of the U. S. and Canada	Mar. 1935	5.00*	1,387.54	3,129.64	371	3	686
Special Library in Business	May 1936	.50	141.49	223.00	77	3	446
Social Welfare: A List of Subject Headings in Social Work and Public Welfare	May 1937	1.00	269.30	211.00	36	4	211
Guides to Business Facts and Figures	Dec. 1937	1.50	510.25	540.00	123	21	360
Business Profits and the Use of Published Information	Feb. 1938	.50	46.00	57.00	39	8	114
Directories for the Business Man	Apr. 1938	1.00	195.00	192.00	32	20	192
Selected List of Current Foreign Financial Services	June 1938	2.00	205.00	92.00	17	8	46
Proceedings—30th Annual Conference, S.L.A.	July 1938	2.00*	1,299.35	978.00	614	204	833

* Discount to Members.

In conclusion I would call your attention to the "Publication Policy" of the Association adopted by the Executive Board at its meeting October 10, 1931, and printed in **SPECIAL LIBRARIES** November 1931. Copies of this policy may be obtained from Headquarters. By following this policy and discussing

with the members of the Publications Committee of which Elizabeth Wray is Chairman, new projects for publication, we will continue the splendid coöperation as evidenced in the past and through which we shall be able to issue ever more representative publications in the future.

ALMA C. MITCHILL, *President*

A Distinguished Contribution

ONCE again Eleanor Cavanaugh has put her invaluable resources and her own expert knowledge at the service of students in S.L.A.'s latest publication, "Selected List of Current Foreign Financial Sources." This is an excellent example of the Association's ability to publish something that is of definite service in a field in which little work has been done. It is a fine illustration of our slogan, "Putting Knowledge to Work."

Logical arrangement, careful compilation and illuminating annotations distinguish the bibliography. It demonstrates the amazing amount of information on foreign economic conditions that is available at small cost. While only a limited number of libraries may be in need of all the data contained in the list, any library — public, technical, sociological, newspaper or in any other group — on many occasions will find this key to possible information a valuable timesaver and short cut to expert service.

Except for the general group at the beginning, the list is arranged by countries and shows the periodicals, bank letters, government publications and special reports that contain current economic data. For Argentina, for example, there are listed four monthly publications, two annuals, two weeklies, one quarterly and one daily. Of these, one is brought out by a state department, two by commercial firms, four are bank letters and three are regular

periodicals. Seven publications are free, one is \$30, one \$11 and for one the subscription is \$6. They all cover the financial and economic conditions of Argentina to varying extents.

Besides the list of sources by countries, the pamphlet includes an important checklist of yearbooks of foreign countries, again with comprehensive annotations. Here as in the balance of the list, the careful work reflects credit on our publication list. The prestige acquired by S.L.A. through issuing such a compilation is well illustrated by this quotation from the review in *Aslib Information* for September 1938. In part this reads: "So few attempts have been made to publish classified analyses of current world statistics that one welcomes this courageous effort to sort out some of the material produced by fifty-two or more countries. Irregularity of quotation and duplication of figures, to say nothing of constantly changing bases, makes work in this sphere particularly laborious, and only those who have made comparative studies over so short a period as a few years or months realize the need for a handy sketch-map of the area covered, in which sense this little book succeeds in filling a gap and offers some useful hints on the kind of information to be found, but without giving quite enough detail. . . . But the pioneer ploughs a hard furrow, and this publication makes a good beginning of it." M. C. M.

Board Meeting Notes

THE Executive Board and Advisory Council of S.L.A. met in executive session Saturday, November 5, 1938, at 9:30 in the Standard Statistics Building, New York. The complete Board of 10 was present at this meeting, as were

22 members of the Advisory Council.

The President reported on the activities of the past three months and stated that her administration would be one of experiment and the development of these experiments would be in accordance with

the response given them by the members at large.

In the Editor's report the fact was brought out that the number of unsolicited articles contributed to *SPECIAL LIBRARIES* was growing at gratifying rate and that the interest of the membership as a whole was doing much to make fine material available for the columns. Since the published *Proceedings* had taken care of a great deal of material that might normally have appeared in the magazine much more space was available for new and vital contributions. The Editor presented her resignation to take effect in June 1939 expressing the great pleasure and stimulus the office had given her. (See page 291.)

Miss Portman, Editor of the *Associate Members Bulletin*, spoke of her desire to make that publication of greater service to the members. The point was made that it seemed the best medium for the personal news of the members, and chapter and group officers were urged to secure more contributions of this nature. Members of the Advisory Council were reminded that the *Associate Members Bulletin* was sent immediately to all institutional and associate members, and was available to active members on request. Because of the fact that much of the personal news of members would be confined to its pages, requests of this kind seemed advisable.

Miss Hatch, as chairman of the recently organized Committee on Business Library Promotion, asked for suggestions and help in the development of the work. It seemed to be a type of activity that requires widespread geographical distribution of committee members so that they could report on the possibilities for library development in their general vicinity. The committee will serve as a source of information for business firms asking help in organizing libraries; it will serve as a stimulus in studying the possibilities in this field; it will be one agency to whom the chairman of the *ad hoc* organization, Business In-

formation Study Committee, may refer business executives who have mentioned specific interest in this problem. All in all, the committee will head up activities and interest of this type.

Apropos of the subjects covered in connection with the Employment Committee, announcement has been made of the proposed Standards Committee. (See page 288.)

The Board is impressed with the special attention needed for membership at the moment. (See page 288.)

Miss Garland, as Methods Committee chairman, discussed the need for closer coöperation with chapters and expressed the definite intention of providing for *SPECIAL LIBRARIES* in the near future with short paragraphs on methods similar to the "We Do This" page formerly prepared by Margaret Reynolds, librarian of the First Wisconsin National Bank.

In connection with the Student Loan Fund, Miss Boots, the chairman, reported on the favorable reception given the suggestion for a social evening for all chapters to be held simultaneously, the proceeds to be devoted to the Student Loan Fund. The need for constructive work to build up this fund was brought out. (See page 271.) Miss Boots' report was supplemented by the announcement that the New Jersey Chapter had pledged \$100 for the Student Loan Fund, to be paid in June 1939.

Some time was devoted to the problem of groups and the Group Liaison Officer, Adeline Macrum, spoke of the interest that was created by any opportunity to discuss group problems. Several points in connection with the management of groups have come up for discussion and advice is needed on such details as budgets, group records, program organization, etc.

Many of the reports by group chairmen showed an active interest in the preparation of manuals in different special library fields, a realization of the necessity for

group communication through the channel of bulletins, an active interest in classification and subject heading projects, and a feeling that the groups formed an important agency in establishing S.L.A. as an agent for "Putting Knowledge to Work."

The chapters reported constructive work under way in connection with their activities. Many of the presidents who came with questions found that their questions were answered in the course of the various discussions. All of the group and chapter officers find the opportunity to be present at these intensive discussions of Association business illuminating and helpful.

A Membership Campaign

THE increasing contacts of S.L.A. show that there is a constantly expanding field for membership development that will afford greater coöperation in our motto, "Putting Knowledge to Work." Our groups, our chapters and our committees have only tapped the surface of the many interested bodies that could work together in promoting organized use of information provided the existence of an agency to this end were brought to their attention. For that reason the Executive Board voted that an intensive membership campaign should be carried on in December 1938 and January, February and March 1939.

With the constantly increasing need for coöperative use of information, and the vast amount of research that is going on in all parts of the country, such a membership campaign means a forward step in making S.L.A. fulfill its great potentialities for constructive professional action.

Under the direction of the membership chairman, Virginia McEachern, librarian of the F. E. Compton Company, this campaign will be carried on simultaneously in all the chapters. The members at large and those members who are particularly inter-

ested in the subject activities of groups are expected to promote this widespread coöperation to as great a degree as possible.

As an illustration of the way in which membership in the S.L.A. can prove an avenue to further sources of information and help in the solution of such problems for these four months only, certain S.L.A. publications will be given to new members. For institutional members the gift will be a copy of the Directory, a copy of the 1938 *Proceedings*, and an opportunity to select two other publications out of a special publication list. For new active members the gift will be a copy of the Directory. This opportunity for more intensive knowledge of the Association's resources is also open to those members who wish to change their status from active to institutional, or from associate to active or institutional memberships.

This campaign to expand our contact the Executive Board feels, will result in stronger membership with a greater diversification of interests, a wider geographic range, and with a more informed knowledge of the opportunities and benefits to be derived through this professional coöperation.

A Standards Committee

THE question of special library standards has been a moot point for some time. Because of the increasing interest in the subject the Executive Board deemed the time ripe for appointing a Committee on Standards. The functions of this committee can not be defined too closely as the whole question is in a state of flux. The mere consideration of the appointment of such a committee brings out many possible problems for its consideration. What do we mean by standards? What phases of our work could be standardized? How might the committee's work relate to qualifications set in Civil Service examinations? Do questions in connection with training

salaries and professional ethics relate to the work of this committee? What are possible problems for immediate study? These and many other questions were brought up at the meeting, November 5th. The Board felt that the Association as a whole could well devote some thought to the problem. Suggestions for possible development should be sent to the President.

S.L.A. Provides Information on Special Library Field

SINCE 1934, articles on "The Special Library Profession and What It Offers" have appeared in *SPECIAL LIBRARIES*. They have covered fifteen different phases of this activity, ranging from museum, newspaper and chemical libraries, to those in federal departments and special libraries in universities and colleges. The series was completed in 1938 and since reprints are available, it is to be published in one bound volume under the title, "The Special Library Profession and What It Offers." The Executive Board approved the immediate binding of this volume, so by the middle of November copies should be ready for distribution.

Because of the fact that this was a publication that would be of marked value to those seeking vocational opportunities, and because the actual material had already ap-

peared in *SPECIAL LIBRARIES* from September 1934 to July 1938, it was voted that the price should be the modest one of \$1.00. This puts the publication within reach of anyone. For the first time, public and college libraries will be able to have on their shelves something that gives the wide range of opportunity in our comparatively new profession.

Members of the Association who have felt that many people had an inadequate understanding of what was meant by the term, "special librarians" will wish to bring this new publication to the attention of the public librarians and the vocational advisers in their various communities. For this reason it is of particular interest to college vocational advisers.

In line with the Executive Board's desire to cooperate with library schools and vocational bureaus in providing information on the preparation needed for special library work and the opportunities therein, a small brochure prepared from the article, "The Special Library Profession and What It Offers," appearing in the July-August 1938 issue of *SPECIAL LIBRARIES* is to be reprinted in response to the many demands for publications of this type. Individual copies may be obtained free from Headquarters. Bulk orders will be filled at cost price. Copies will be available for chapter publicity work.

A New Special Library Project

By Chloe Morse

President, Chloe Morse, Inc.

RUTH SAVORD recently remarked that in four of the fields suitable for special library development, there are, in 25,000 United States business concerns and trade and professional associations, only 500 well-organized special libraries. Rebecca Rankin concluded her "When Business Uses the Library" by mention-

ing that to 500,000 large U. S. business corporations there exist only 700 well-organized libraries.

Of these myriad possibilities for special library development, Chloe Morse, Inc., is interested now only in manufacturing and publishing concerns and in trade and professional associations. In these fields,

the firm is interested primarily in organizations not yet prepared to spend more than a few hundred dollars a year on their information facilities.

A professionally trained and experienced special librarian costs, according to S.L.A. standards, from \$1,800 a year up, depending upon the size and complexity of the organization she serves. Many concerns and associations unaware as yet of the potential value to them of a professionally organized and administered special library, want to improve their information facilities and yet do not incline to burden their budgets with an additional annual appropriation of \$1,800 and add to their staff a woman whose salary ideas will expand after she is established.

In many concerns, collections of pamphlets, periodicals and government publications grow in the files of several departments — Sales; Advertising; Marketing; Labor Relations. Secretaries, or assistants to department heads, and sometimes file clerks are responsible for arranging them and for finding them when wanted. If the something wanted proves elusive, the young woman in charge may wish she knew a better way to key this complicated material, or her boss may think: "This needs better organizing!"

Here's where a special advisory service comes in. On a fee basis, a non-recurring expense item, we are prepared to analyze the information needs of the company or association, to work out a suitable subject classification, to train an exceptionally intelligent employee of the company to key the material and see that before it goes into the files it reaches the persons who can use it. To annual salary overhead, this will add probably, at least for an interval, only an appropriate increase for the employee already on the books.

I say "for an interval" because I bear in mind the typical history of such embryonic information centers — *they grow* as their contribution to the work of the com-

pany becomes increasingly obvious, they are given more space, more staff, more budget. This has been admirably demonstrated by many now prominent special librarians.

It is here that the professionally trained and experienced special librarian might have her innings. When the business organization has become so sold on the importance to its desirable functioning, of its library, that it is willing to spend on this department not hundreds, but thousands a year, the qualified librarian may make her entrance. It is true that the employee already operating the library may so efficiently capitalize on her assets that the need for a graduate librarian will not arise. She has or will have, if she is alert, the advantage of acquaintance with her company's subject field, special interests and objectives. She may, if she is sufficiently energetic and determined, grasp the opportunity offered by such a course for untrained business librarians as that now being given at Columbia. She will, during the period of the company's subscription to the supervisory service, be given guidance in meeting her problems. Her organization will be encouraged at the very outset to take out Institutional membership in S.L.A. and thus she will be privileged to avail herself of inestimable advantages — contact with librarians and libraries in parallel fields; lectures; literature; group meetings designed to help in the solution of such problems as hers.

She may come out on top, but such energy, drive, initiative, stamina as she will need in order to make up for her lack of a full library training, are exceptional. A few of our prominent special librarians have accomplished this feat. Such accomplishment is, we all realize, not the rule.

In early spring the gardener plants in his hotbed frame the seeds of flowers which until they have become seedlings sturdy enough for transplanting to out-

door beds, need special warmth, special soil, special protection from wind and driving rain and sleet.

This project of an advisory service aims to cherish and encourage to grow, seedlings too fragile to plant immediately outdoors. These seedlings are known as "information files." Call them "libraries," and arid winds from startled executive quarters may wither them. Demand for them expensive nutriment, and they may be left to starve. Declare that they can grow only in spacious quarters with modern equipment and they won't be given a chance to grow at all. But make shift with a hot frame, just a couple of old windows, laid on top of some boards framing a bit of fertilized earth, give them intangibilities that don't frighten budget-keepers — thought and tender consideration and pretty soon they'll be strong enough to join the other flowers of the field and thrive independently.

The supervisory service aims to raise special libraries where now only scattered files grow. It expects to increase substan-

tially S.L.A. memberships, to sell the special library idea to a few scores of those scores of thousands of American business concerns and trade and professional associations which have now, according to Miss Savord, Miss Rankin and others who know, only a small percentage of well-organized special libraries.

It is not our intention to undersell qualified special librarians. It is our intention to cultivate a flock of miniature libraries, all of which we hope will give to special librarians new opportunities.

Our efforts should indubitably result in the establishing of many new libraries in organizations which would not consider taking the step on any more expensive basis. It is a fair presumption that many of these new libraries will assume an importance to their organizations which will in due course encourage and require their employment of trained librarians.

We feel that our successful efforts should and will result in enlarging the field for professionally trained special librarians.

From the Editor's Point of View

Planning for a Successor

IN THE ordinary course of events on June 22, 1939, the present incumbent will have completed five enlivening years as Editor of SPECIAL LIBRARIES. These have been years of constructive effort by the officers and members of the Association, and her part in interpreting and promoting these efforts to the membership as a whole, through the medium of the magazine, has meant much in the development of her own professional life. The responsibility of editing a professional journal of increasing quality has been lightened by the widespread coöperation given by the members, the expert service given by the printers, the Rumford Press, the liberal and farsighted

policies of the Executive Boards of these five years, and above all, by the approval and support given to such constructive professional activities by the Librarian and Board of Trustees of the Newark Public Library. The actual handling of detail was made possible through the whole-hearted interest and assistance of the members of the Business Branch Staff.

But while this record of five years does not quite equal that established by Herbert Brigham, it does represent a considerable part of the Association's existence and it is perhaps long enough for one individual to direct a major activity of the Association, or for her employing

organization, no matter how broad its professional interests, to make such continuous work possible. So it appears to the present Editor. Her full appreciation of the pleasure and opportunity for stimulating professional activity involved in this office, makes it seem proper to withdraw and leave the way open for new blood, fresh points of view and other types of leadership. Because of her strong faith in the possibilities for constructive leadership in the Association, and her equally firm belief that a long incumbency in any office may develop static rather than dynamic qualities, a five year term seems, for her at least, a well rounded period. Because careful consideration of this point leads to these conclusions, her resignation to take effect June 1939 was presented to the President in July 1938, and to the Executive Board at the meeting November 3.

But why present a resignation so long in advance of the act? That is where the Association as a whole enters in. One of the marked signs of professional progress in the Association has been the increasing interest in the management and growth

of its professional journal. Through the pages of the magazine, through correspondence with the Editor, through discussion at meetings and in various other ways, this interest has been evidenced. While comments and suggestions vary greatly in the degree of understanding and close observation displayed, such widespread interest is a great asset in the constructive growth of the Association. It is because of this that this topic, "Planning for a Successor," has been introduced.

Since the problems involved are many in making the work possible or attractive to those well equipped for this office, the Editor plans to show, in successive issues, with more detail than has been heretofore available, the various lines of activity that must be carried in this stimulating professional work. Through careful study of such description and related material, the members as a whole will have adequate preparation to appreciate and support the Executive Board's constructive approach to the task.

M. C. M.

Letters to the Editor

More Light on our Educational Problem

I ENJOYED immensely the papers on training for special librarianship in the September SPECIAL LIBRARIES. In all suggested systems for training librarians there are so many years or credits of academic work *and* a year or some addition of library training. To me, this seems fundamentally the wrong method of attack. In practical work all phases are interrelated and I think the training would be more effective were it intermingled with the academic training.

My idea is that the A.B. degree could be given with a major in library science with an additional major (or two minors) in the subject or subjects of greatest interest to the student. After the fundamentals of library training were given in the first or possibly the first two years of undergraduate work, the remaining should be given in the form of seminars, so that individual and specialized training can take the place of "mass production."

In these seminars the instructor should act as consultant with the student hunting out the material related to the other courses he is engaged in. For example, he should catalogue and classify all the books he uses during the semester in all his other courses — both text and reference books. He should be required to survey the field of new books in the various related fields and select the ones he considers best. He should have assignments *in* the reference books in the fields he is studying. He should be required to study the periodical literature and pamphlets and to know their probable contents and sources. He should be taught the art of abstracting. He should know all bibliographic-aids in the fields he is studying. And last, but by no means least, he should be required to set up and organize an imaginary library of his chosen subject.

Perhaps I am wrong, but I believe that there are sufficient specialized libraries (with more coming into being all the time) that a person of

high intellectual ability will be able to find or make a place for himself, in his chosen field.

RUTH H. HOOKER, *Librarian,*
Naval Research Laboratory.

A Correction

THERE is a typographical error in my article published in *SPECIAL LIBRARIES* for September 1938. It is in the chart on page 213. Under *Neither* the Science-Technology figure should be 6 instead of 20. When we caught this mistake, I wrote to Miss Akers about it but evidently it was not called to your attention before publishing. I am writing to you about it now in case you wish to make the correction.

HARRIET E. HOWE, *Director,*
School of Librarianship, University of Denver.

A Note of Approbation

I WAS very much impressed with this month's crop of "Letters to the Editor," especially the letter from Mrs. Sullivan, who told El Paso Rotary Club about special libraries. Special librarians are in her debt for that address, and the professional spirit she has shown is of the kind that ought to return dividends to the whole profession.

Miss Brace reports new items from the "Business Information Service" of the Bureau of Foreign and Domestic Commerce. May I add a note of commendation here for this service? It gives a business librarian the use of other eyes and ears — and we all seem to need an extra supply of those. Mr. Behar's letter certainly has "fighting words," but sometimes we can profit by them.

MARY JANE HENDERSON, *Investment Librarian,*
Sun Life Assurance Company of Canada.

Requirements versus Salaries

THE October issue of *SPECIAL LIBRARIES* is most worth while. Miss Vormelker's article not only is a splendid contribution to our own field, but was especially apt to represent us abroad. We should be proud of such a research paper. On the other side, Mr. Whitford's article should be read again and again, for I'm afraid we all need it. Witness Mr. Behar's complaint!

In connection with Miss Towner's squib on the frightful salaries offered for library civil service positions in return for college, library school and experience, I wish we might add the equally absurd request for a skilled translator. I'm a little weary of the ads seeking a librarian with knowledge of French, German and possibly Spanish —

and usually needed by a highly technical business — offering the inducement of \$25 per.

Shouldn't we try to convince the business man that the librarian really has plenty to do running a library as it should be run, without having to translate, as well as abstract. Not as a regular thing, surely! Why should we be expected to usurp the translator's job, even if one does have a ready knowledge of several languages? It's a distinct field, and the technical terminology is not usually provided in college.

I've heard it suggested that the Special Libraries Association might even set up a translating bureau for just such a purpose, charging a nominal fee. It's worth considering, if we can make the job of librarian a little better understood and not so much abused.

M. MARGARET KEHL

Letters like those above help in discovering the subjects and articles that are most interesting to our readers. Letters such as the following are stimulating treatments of a controversial subject. Help of this kind is always appreciated. — ED.

A Strong Protest!

I WISH to go on record against the practice of printing the Convention Proceedings separately.

First, the expense seems to me entirely unjustified in view of S.L.A.'s financial position.

Secondly, too little of the material presented at any annual convention is worth recording in full. If really vital contributions are made, they should appear in the official magazine so that the whole profession can share them. The best convention papers strengthen the magazine greatly and lend more prestige to it than does much of the shop-talk that is printed, in my opinion.

The news of groups and committees can easily be condensed and high-spotted. Actually, I got a much greater sense of accomplishment from Miss Portman's summary of Group activities that filled only about one column in the October Associate Members' Bulletin than I could from the whole proceedings. With no index and no summary, it is impossible to get the meat out of that document and few people would care to read it from cover to cover.

No one has any legal responsibility to return unsolicited material that is sent them. The time and money required to get copies back or collect for them adds much unnecessary work at Headquarters.

I hope very much that this experiment will not be repeated.

MARY LOUISE ALEXANDER

A Word About Mass Distribution

THE new way of publishing and distributing the Proceedings of the annual meeting seems to me to have elements of weakness, for both the sales method and the President's action establish precedents which could, in the wrong hands, do serious harm to the Association.

There are people who dislike the method of distribution in itself. To be frank, I think it brings us down to the level of cheap hosiery and the bargains-by-mail business. We do not need sales stunts to market our publications, and I dislike either being forced to buy or being put in an embarrassing position. If the publication is what I want, of course I will buy it. If not, there seems no reason why it should be thrust upon me.

In the April issue of *SPECIAL LIBRARIES* it says that the Executive Board voted separate publication of the Proceedings in response to a "strong request." Does this mean concerted petition from a large number of members, or persuasiveness by an eloquent small group? And what were the arguments presented? The magazine has been an apparently successful publishing medium for so long that it would be interesting to know what prompted the change.*

In some ways separate Proceedings are less satisfactory than the old method. This is espe-

* Reference to p. 117 of the April issue, to "Letters to the Editor" in the December 1937 and January 1938 issues and to p. 54 in the February 1938 issue will throw light on this point. Ed.

cially true of chapters such as Boston. Here there are several institutions with large library staffs, and the consequent high percentage of non-executive positions gives a large affiliate-membership. These members do not all need personal copies (that's not my prejudice, they say so themselves) and an official file or two in the institution would be enough. Besides, nowadays a dollar is a dollar, and there are plenty of uses for them.

Of course, one phase of the problem is the relative costs of separate issue and inclusion in *SPECIAL LIBRARIES*. On that I am not qualified to judge I do know, however, that I enjoy the old way better, and I am much more likely to read and save what comes in the magazine a little at a time than I am to go through the massive and always-drab Proceedings make-up.

DOROTHY S. MANES, *Librarian*
Massachusetts Horticultural Society.

Publications Available

FREE copies of the following bulletins of the Kansas Emergency Relief Committee may be obtained from the Kansas State Board of Social Welfare, 801 Harrison Street, or from the Kansas State Library, Topeka, Kansas: Public welfare service in Kansas, 10 year report, 1924-1933; annual reports for 1934, 1935, 1936 (4 volumes issued as Bulletins No. 127, 289, 355, and 380).

LOUISE MCNEAL, *Librarian*,
State Library, Topeka, Kansas.

News Notes

Chapter and Group News. . . . The second issue of the Financial Group Bulletin appeared in July 1938 and included a summary of the Group's census survey. This covers treatment of informational sources, classification, allocation of work, and the treatment of subject and corporation files. One merit of the report is that the summary of replies is in each case followed by questions for consideration. This stimulating treatment of a survey is worthy of attention. . . . The Chemical Section of the Science-Technology Group has been prompt in issuing its bulletin with news of the Convention and Chapter meetings, held and to come. . . . The Pittsburgh Chapter was one of the first to get

under way with a most successful informal picnic held September 10th near Wexford. This was followed by the first regular meeting on October 21 at the Allegheny General Hospital when Dr. C. W. W. Elkin spoke on "Medical Men in Art and Literature." Pittsburgh is setting a standard for the other Chapters by having its meetings for the entire season already scheduled and planned. . . . The New Jersey Chapter had as the theme of its first meeting September 30, "Means for Progress: Can the School of Business, the Business Library and the Business World Cooperate Effectively?" The program was held in cooperation with the faculty of the School of Business Administration of the

University of Newark, and the speakers were Albert Haring, associate professor of economics, Lehigh University; Dean Esterly of the School of Business Administration of the University of Newark; and Dorothy Bemis, librarian of the Lippincott Library of the Wharton School, University of Pennsylvania. The theme of the second meeting held November 3 was "Industry and Research, Their Relation to the Future," with talks by S. D. Kirkpatrick, editor of *Chemical and Metallurgical Engineering*, Professor Robert Widop, Director of Industrial Relations, Newark College of Engineering, and Dr. Joan Fertig, librarian, Westinghouse Research Laboratories.

The Southern California Chapter started its season with a meeting at the California Fruit Growers Exchange on October 18. Mr. Don Thomas, managing director of the All Year Club of Southern California, talked on "Little Known Facts About Southern California," and informal discussion about the state's opportunities, especially in the citrus fruit industry, followed. Southern California is another chapter leading in efficient organization, since its program for meetings is also announced for the season. . . . The Boston Chapter has had two meetings of varied interest—the first was held at the Harvard Museum of Comparative Zoology, with a talk on its fascinating library history by Mr. Schevill, the librarian. The second, October 24, was at the *Boston Globe*, with interesting talks on newspaper problems by William Alcott, the librarian, and William E. Jones, the day editor of the *Boston Globe*. The talks were followed by a film, "How A Newspaper Artist Fulfills an Assignment." . . . The Special Libraries Council of Philadelphia and Vicinity announced its first meeting in a trim printed bulletin of attractive style and stimulating content. The meeting was held at Temple University, Sullivan Memorial Library, with Dr. J. Perian Danton, librarian,

speaking on the new Department of Microphotography and Paul Vanderbilt, librarian of the Philadelphia Museum of Art, discussing the value of microphotography in the special library.

As the New York Chapter is large, it finds the problem of arranging intimate social and professional meetings a serious one. This year the schedule calls for few chapter meetings and greater concentration on group meetings. As a constructive preliminary to such a program, the first Chapter meeting, held November 4, was on "Group Discussion." Mr. Ralph de Someri Childs of Columbia University gave a stimulating talk on how to draw out contributions and to acquire practice in the management of a discussion group. . . . The Cincinnati Chapter gave a tea for the Ohio Library Association for the meeting in Cincinnati the third week in October. . . . The special library group in Indiana had a place on the program of the Indiana Library Association at its annual conference at Bloomington, October 12-14. Mrs. Irene Strieby, librarian of the Eli Lilly Laboratories, served as chairman of the meeting and Nora A. Shreve, librarian of the Lincoln National Life Insurance Company, as secretary. Speakers included Mrs. Lucile L. Keck, librarian, Joint Reference Library, Chicago; Professor C. W. Barker, acting director, Indiana University School of Business Administration; Mrs. Isabella Brokaw Wallace, librarian, Chemical Research Library, Standard Oil Company of Indiana; and Helen Rogers, librarian of the Indiana Department of Welfare. Mrs. Verna B. Grimm, librarian, American Legion National Headquarters, acted as hostess at a luncheon meeting of Indiana special librarians. . . . The Montreal Chapter is devoting particular attention to professional problems brought up for consideration by chapter members and assigned for study to elected members. The topics are "Effective Magazine Routing," "Sources of Information," "Promo-

tion of Library Service," "Library Administration," "Library Centralization." At the first meeting, October 19, Mrs. Hermann Stockwell and Mary Jane Henderson, investment librarian, Sun Life Assurance Company of Canada, presented their findings on "Promotion of Library Service."

The joint meeting of the Illinois and Milwaukee Chapters suggested by President Jacob last year was held on October 17, at the Abbott Laboratories, North Chicago, Illinois, about forty miles north of Chicago and sixty miles south of Milwaukee. The Abbott Laboratories invited the entire group to be their guests at a delicious dinner.

The meeting was arranged by Miss Edith Joannes, Librarian of the Abbott Laboratories, and Dr. Ernest H. Volweiler, Vice-President and Director of Research. Miss Joannes invited also medical librarians of the Chicago area and public librarians in the vicinity. Sixty-five members of the Illinois Chapter and twenty members of the Milwaukee group were present. In all, over a hundred persons attended, despite a "pea-soup" fog.

Dr. Volweiler gave an understanding talk on "Functions of the Library in a Research Laboratory." Miss Joannes gave a splendid idea of the work of a librarian in the field of scientific research in her talk "A Fifty-Year-Old Special Library."

Meetings of Various Societies. . . . The New England Library Associations held a joint meeting at Manchester, Vermont. One item on their program was a Special Libraries Round Table, presided over by Mrs. Mary W. Dietrichson, librarian, Kirstein Business Branch, Boston Public Library. Speakers from the Boston Chapter included Herman H. Henkle, director, Simmons College School of Library Science, and Marion G. Eaton, librarian of the Federal Reserve Bank. . . . Marian C. Manley represented the A.L.A. Third Activities Committee at the same confer-

ence where she presided at a luncheon at which Clarence E. Sherman, librarian of the Providence Public Library, and Flora B. Luddington, Librarian, Mount Holyoke College, discussed the problem of reorganization for the American Library Association. . . . The Medical Library Association held its 40th annual meeting in Boston, and on the second day of the conference the members attended an all day Institute for Medical Libraries at the Harvard Medical School. Herman H. Henkle, director, Simmons College School of Library Science, conducted the meetings, the topic of which was Medical Literature. The morning session featured "Guide to Medical Literature: a Symposium"; the afternoon session: "Medical Literature of the Past." James F. Ballard, director, Boston Medical Library, was again elected to the presidency of the Association.

Rebecca B. Rankin, librarian, New York Municipal Reference Library, was a representative of the Special Libraries Association at the Fall meeting of the New York Library Association, held at Lake Mohonk, New York. In addition to acting as representative, Miss Rankin was one of the speakers on Tuesday, September 27. Her subject was "Reference Work in a Municipal Reference Library." On Friday, September 30, she presided over a session which discussed "How Does the Public Library Help the City Officials?"

With Josephine B. Hollingsworth, department librarian, Los Angeles Municipal Reference Library, acting as Chairman, Southern California Chapter members of S.L.A. coöperated with the Southern District of the California Library Association in preparing a series of bibliographies for the Tenth Annual Institute of Government held on the campus of the University of Southern California, June 13-17, 1938. A librarian was present at each session throughout the week. The bibliography was explained to the audience and the bibliographer asked to have brought to his atten-

tion omissions of note or obsolete items.

The North Carolina Law Library Association held its fall meeting at Chapel Hill, North Carolina, October 4, 1938 in the Law Library of the University of North Carolina Law School. It was decided to increase the scope of the Association to include all law librarians of South Carolina who might care to join, and the name of the Association was changed to Carolina Law Library Association, with the hope that in the future the Association will grow to include the law libraries of all the Southeastern states.

Mr. William R. Roalfe, Librarian of Duke Law School, gave an inspiring address on the Association of American Law Libraries and what it means to the law librarians throughout the country. Mr. Carl M. White, the newly elected librarian of the University of North Carolina, spoke to the group on the need of keeping step with things professionally. Members of the faculty of the University of North Carolina Law School were invited to be present for these addresses.

Here and There in Print. . . . Arthur B. Berthold, of the Union Library Catalogue of the Philadelphia Metropolitan Area, is the author of an interesting pamphlet, "On the Systematization of Documents in Ancient Times." . . . "An Interpretation of Research Librarianship" by Herman H. Henkle, director of Simmons College School of Library Science, appeared in *School and Society* for April 10, 1938. . . . William R. Roalfe, librarian of Duke University Law Library, wrote on the relation of the library to legal education in *The Law Library Journal* for July 1938. . . . The volume, "What of the Blind?", edited by Helga Lende, librarian of the American Foundation for the Blind, includes a chapter on special libraries for work with the blind by the editor. . . . Henry Black, librarian of Commonwealth College, is issuing a semi-monthly mimeographed list, "Significant

Articles in the Labor Press," sent without charge to libraries and interested individuals. . . . Phoebe Frank Hayes of the Joint Reference Library, Chicago, has compiled a selective bibliography on crop and market reports of 344 entries covering books, periodical articles, fragmentary information, and documentary material. Many of the entries are annotated and the bibliography as a whole appeared in Bulletin 187 of the Wisconsin Departments of Agriculture and Markets. . . . Howard L. Stebbins, librarian of the Social Law Library, Boston, showed his usual meticulous care in the checklist of the *Massachusetts Law Quarterly*, Volume 1-22, printed in the July 1938 *Law Library Journal*. From his own library has appeared the "Bulletin of Principal Accessions from July 1, 1937 to July 1, 1938." . . . The *Eastern Underwriter* during the winter of 1937 and spring of 1938 ran a series of articles on insurance libraries. . . . The "Annual Bibliography of Rubber Literature" for 1937 compiled by Dr. D. E. Cable, technical librarian of U. S. Rubber Products, Inc., Passaic, N. J., has just made its appearance. . . . In *Mechanical Engineering* for July 1938 Dr. Harrison W. Craver discusses "The Rôle of the Engineering Library." . . . A volume of poems "Better Late Than Never" by Henry E. Bliss, head of Departmental Libraries, College of the City of New York, has been published by G. P. Putnam's Sons.

Canadian Insurance in September 1938 carried an article on "The Library of the Insurance Institute of Montreal" by Beatrice M. Howell, the librarian.

Special Library Training From Different Aspects. . . . A course in librarianship to be given by Jerome W. Wilcox, assistant librarian, University of California, is announced for the University of California Extension Division. It will be on American public documents. . . . The Library School of Columbia University is sponsoring a course in the problems of the

special librarian, under the direction of Eleanor Cavanaugh, librarian of Standard Statistics, Inc. This course is open only to those holding the position of special librarian. It is based on the actual problems found in special libraries. . . . The New Jersey College for Women is offering a course in abstracting, indexing and similar material, under Chloe Morse and to be given in Newark. . . . The Simmons College catalog lists a new course, "Library Service in Special Libraries." . . . A course in library research with William T. O'Rourke, librarian of the Brockton Public Library, as instructor, will be given under the auspices of the Massachusetts Department of Education. The lessons will be pointed primarily towards the needs of teachers, students, general users of libraries, and librarians. There will be lectures and discussions on books, libraries, the card catalogue, classification, call numbers, shelf arrangement of books, general reference books, pamphlets and clippings, and bibliography making and use. . . . The Southern California Chapter has appointed a committee on In-service Training under the chairmanship of Gladys A. Coryell, Reference Department, University of California, to work out a program of this kind.

Radio News. . . . The Montreal Chapter has given a series of broadcasts in which two speakers take two aspects of one subject. A recent one covered the social value of life insurance and the importance of life insurance libraries, with Beatrice Howell, assistant librarian, Insurance Institute of Montreal, and John Kidman, news librarian, *The Gazette*. Earlier ones covered banking and libraries, and the press and libraries. . . . Besides these recent broadcasts, speakers have been active in other sections. Rebecca Rankin, librarian, Municipal Reference Library, New York, put on two discussions over WNYC in June. In one Margaret Kehl of the Municipal Reference Library dramatized

the part of the special librarian at her day's work, and in the other Dorothy Avery, librarian of the New York Telephone Company General Library, Ruth von Roeschlaub, librarian of the Central-Hanover Bank, and Rebecca Rankin, librarian of the Municipal Reference Library, carried on a three-cornered conversation on work of this kind. Besides these broadcasts there have been the broadcasts in connection with the Montreal, New York and Pittsburgh Chapters, and those given by the California chapters.

News From Many Corners. . . . E. Louise Williams, librarian of the Medical and Public Health Library of the Mississippi Board of Health, writes that her institution has been the fortunate recipient of a gift of over 1200 volumes from Dr. W. A. Evans, a pioneer in health education procedures. The Mississippi State Board of Health Library was started about two years ago with 500 volumes and is rendering a valuable service to the medical, public health and allied professions of the state. . . . The Exhibit Department of the Baltimore Public Library used the basis of the cartoons, "Odd Experiences in the Life of a Business Man" as features for one of their special exhibit windows. . . . In the spring, the Los Angeles Council of Social Agencies held an exhibit of health educational material and the Los Angeles Chapter sponsored an exhibit of books, pamphlets and magazines for this.

Doctor Joseph L. Wheeler has been retained as consultant by the Babson Institute in connection with the construction of the new \$150,000 library on which work is expected to begin this spring. This will be one of the most expansive developments of the special library idea to date. Detailed plans which will embody the most advanced concepts of functional library design will be announced shortly.

The Business Branch of the Providence Public Library is still wondering at the good fortune that dictated its removal to a

new location shortly before the hurricane. The former location was completely submerged.

S.L.A.'s publications and special library problems are not limited in usefulness to the western hemisphere. Ford M. Pettit, director of reference work, *The Detroit News*, has had a letter from Owen Kriekenbeek, librarian, *Times of Ceylon*, Colombo, Ceylon, asking for information on the Newspaper Group of the S.L.A., as the writer realized the value such an organization would be to him in his work. . . . M. Sato, librarian, Hitati Engineering Works, Sukegawa, Ibareki-Ken, Japan, has written Dr. Jolan Fertig asking questions about the set-up of the Westinghouse Research Laboratory and is keenly interested in the *Technical Book Review Index*.

New Projects. . . . Public Administration Clearing House is sponsoring a project for the preparation of a library classification system for public administration collections, which will be, in a measure, a revision of the Anderson-Glidden classification published in 1928. Mrs. Glidden has been engaged to make the revision. In order to obtain continuing criticism an advisory committee has been appointed which consists of: Professor William Anderson, Department of Political Science, University of Minnesota; Mr. Leo E. LeMontagne, Classifier in Charge, Social Sciences, Library of Congress; Mr. Charles S. Ascher, Secretary, Committee on Public Administration of the Social Science Research Council; Miss Margaret Mann, Dewey Classification Committee of the Lake Placid Educational Foundation; Mr. Arnold H. Trotier, Chairman, A.L.A., Committee on Cataloging and Classification; Miss Mary Elizabeth Furbeck, Chairman, Classification Committee, Special Libraries Association. It is expected the scheme will be completed by next summer. Mrs. Glidden will welcome suggestions, and classification plans for con-

sultation in subjects pertinent to governmental and public administration libraries. She may be reached at 440 Broad Avenue, Leonia, New Jersey.

About Members. . . . Granville Meixell was again official delegate for the Special Libraries Association at the Aslib conference and the following International Federation for Documentation at Oxford, where she summarized the papers by Linda H. Morley on "Specialized Directories Compiled in the United States of America," and by Rose L. Vormelker on "American Practices in Information Services." . . . The Directors of the Newport Historical Society have announced the appointment of Herbert Olin Brigham as librarian and recording secretary. . . . Marguerite Burnett, librarian, Federal Reserve Bank, talked on "The Librarian in Business" before the Mount Holyoke College Club in New York City. . . . Ruth von Roeschlaub resigned as librarian of the Central-Hanover Bank and Trust Company to take charge of the legal files of the Federal Reserve Bank of New York. . . . Rose Boots, President of the New York Chapter, is serving as delegate for the Special Libraries Association on the World's Fair Career Tours Committee of the American Woman's Association. . . . Betty Joy Cole, librarian of the Calco Chemical Company, was mentioned in the June 1938 issue of *Mademoiselle* in an article describing women in the chemical field. . . . Reference assistants in the Los Angeles and the Newark libraries benefited by an exchange this year when for two months Mary E. Hunt of the Newark Business Branch acted as reference assistant in the Science and Industry Division of the Los Angeles Public Library and Mrs. Margaret Blum of that department acted as reference assistant at the Business Branch. . . . Marjorie Utt resigned her position as librarian of the State Medical Library, Los Angeles Division, on August

1, to attend the University of California School of Librarianship preparatory to obtaining her M.A. degree. . . . Dorothy Litchfield and Mary A. Bennett, both of the University of Pennsylvania, have moved to New York and are now connected with Columbia University Library. . . . Dorothy Wiesner, formerly statistician at the Family Society, Philadelphia, has resigned to accept a similar post with the National Organization for Public Health Nursing, 50 West 50th Street, New York City. . . . Ida J. Draeger, formerly of the Lippincott Library of the University of Pennsylvania, is now Librarian of the Women's Medical College of Pennsylvania. . . . Cora Emery has taken up editorial duties in the Information Service of Arthur D. Little, Inc., while Hope Rockwell has transferred from the company's Patent Department to the position of librarian formerly held by Miss Emery.

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