


3-1-1940

Special Libraries, March 1940

Special Libraries Association

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Special Libraries Association, "Special Libraries, March 1940" (1940). *Special Libraries, 1940*. Book 3.
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Special Libraries

Official Journal of the Special Libraries Association

MARCH

1940



Printed in two sections

Section I

PROCEEDINGS

of the

**SPECIAL LIBRARIES
ASSOCIATION**

Thirty-First Annual Conference

MAY 23-27, 1939

BALTIMORE

for the

**BUSINESS EXECUTIVE, PROFESSIONAL
ADMINISTRATOR, SPECIAL LIBRARIAN**

Containing

Discussions on trade agreements, car loading statistics, banking, legislation, occupational diseases, patent searches, life conservation, social security, unemployment compensation, professional training, etc.

Symposiums on cataloging, classification schemes, indexing, subject headings, source lists, periodical routing, reference service, book budgets, standards, etc.

Reports on work in agricultural, medical, museum, newspaper, advertising, banking, insurance, manufacturing, industrial, and welfare fields, and universities and colleges.

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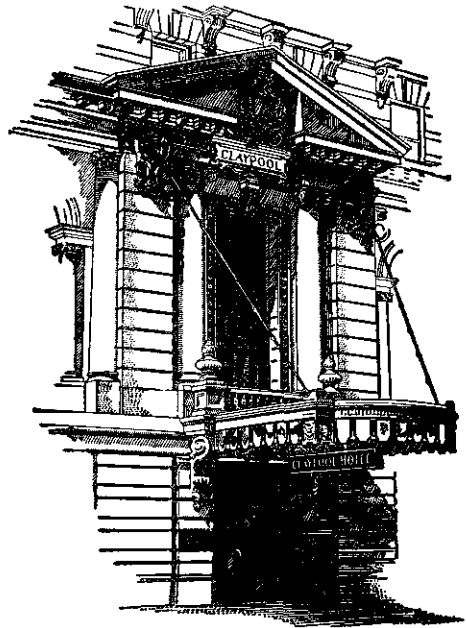
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Hotel

INDIANAPOLIS

SPECIAL LIBRARIES

Established 1910

Volume 31

MARCH 1940

Number 3

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Indexed in Industrial Arts Index and Public Affairs Information Service

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SPECIAL LIBRARIES published monthly September to April, with bi-monthly issues May to August, by The Special Libraries Association, Publication Office, 10 Ferry Street, Concord, N. H. Editorial and Advertising Offices at 31 East Tenth Street, New York, N. Y. Address all correspondence to 31 East Tenth Street, New York, N. Y. Subscription price: \$5.00 a year; foreign \$5.50; single copies, 50 cents. *Entered as second-class matter at the Post Office at Concord, N. H., under the act of March 3, 1879*

BUSINESS AND THE PUBLIC LIBRARY **STEPS IN SUCCESSFUL COOPERATION**

Edited by MARIAN C. MANLEY

We are pleased to devote this space to congratulating Special Libraries Association on the publication of this book and calling the attention of our readers to it. It merits the widest circulation and study throughout the library world. Wherever good books are valued this manual should be valued.

— Ordway Tead, Editor, Economic Books, Harper & Brothers

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SPECIAL LIBRARIES

Vol. 31, No. 3

"Putting Knowledge to Work"

March, 1940

~ The articles which appear in SPECIAL LIBRARIES express the views of the authors, and do not necessarily represent the opinion or the policy of the editorial staff and publisher ~

Conference Leadership Method at the S.L.A. Convention

THE conference leadership method is a proven technique for small groups to discuss common problems under skilled guidance. It has as its objective the mobilization of all the knowledge of those present for the solution of a problem as yet unsolved, but capable of worthwhile discussion by all present. It is successful when the conference members have some practical knowledge of the subject under consideration and some responsibility for the carrying out of the action recommended.

With a subject of common interest, the group is purposely kept small in size to permit and insure general participation. There is little value in assembling a number of people specially chosen for their knowledge of the subject under consideration and then to allow the meeting to become too large for them to have an opportunity to contribute their ideas. Even a small group, with a well-chosen topic for discussion, cannot succeed unless the leader has skill in guiding and directing. A well-trained and experienced leader uses many devices to achieve general and balanced discussion. He places his conference members so they all face him and each other and all

can be heard easily. He keeps the discussion leisurely but not lagging, lively but not acrid, exploring but not permanently detoured and allows ample time to sum up the points brought out and to state the conclusions reached. By the conference method, all problems are presented in the form of questions. These are usually placed on a blackboard. As each factor is suggested, it in turn is listed on the board so that all may readily follow the development of the thought. While remaining in the background as much as possible, the leader stimulates wide participation by frequent questions addressed to the group generally rather than to individuals, restraining those who are inclined to talk too much and drawing out those who are timid in presenting their ideas. When a conference has been well conducted, the conclusions reached are the outcome of the experience and judgment of all the group rather than the preconceived beliefs of any one member who might have been able, under different circumstances, to dominate the thought of the others.

Would you like to see this method tried at Indianapolis? We would have

there an ideal assemblage, of special librarians with similar fundamental experiences though with different subject and geographical viewpoints. By dividing into small groups under skillful leadership, we would have a chance to effect truly a genuine exchange of ideas.

As an example of the workings of the method, let us suppose that a group wished to discuss public relations as related to special librarians. On three successive days, the subject could be considered in relation to the individual library, to the local chapter and to the national association. A typical discussion for the first day might well be somewhat like this:

Mrs. Irene M. Strieby, our national Convention Chairman, has asked that I serve as Personal Conference Chairman for the 1940 Convention. If you would like to see this method substituted for the customary man-to-man interview, please write me and give me your suggestions as to general problems and individual questions which you would like to have considered.

It has been proposed that advance registration be required, and that a fee of \$2.00 to \$3.00 be charged to cover incidental costs. Each section would be limited to twenty-five members and as many sections formed as the registrations indicated would be needed. Tentative

BLACKBOARD PRESENTATION

HOW CAN A SUCCESSFUL PUBLIC RELATIONS PROGRAM BE DEVELOPED IN A SPECIAL LIBRARY?

Media	Methods
<ol style="list-style-type: none"> 1. Contacts over the desk 2. Contacts over the telephone 3. Interoffice relations 4. Through information supplied 5. Reputation of library in community 	<ol style="list-style-type: none"> 1. Friendliness and good service 2. Interest and efficiency 3. Must be businesslike and reasonable 4. Must be given promptly and accurately 5. Obtained through effective publicity and interlibrary coöperation
<ol style="list-style-type: none"> 6. Prestige of librarian and staff professionally 	<ol style="list-style-type: none"> 6. By maintaining personnel standards and participation in professional activities
<ol style="list-style-type: none"> 7. Participation in company employee activities 	<ol style="list-style-type: none"> 7. By holding office and serving on committees, etc.

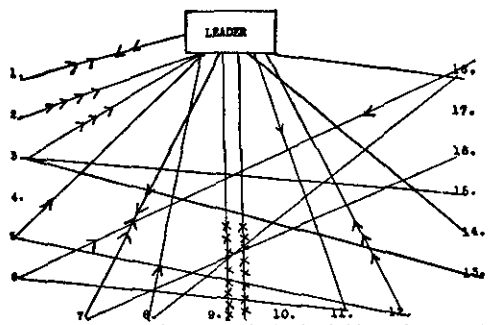
FIGURE 1

While the blackboard presentation might look like Figure 1, the chart of the actual discussion resulting in these listings might look like Figure 2.

As the chart indicates, in addition to answering the leader directly, members of the conference may discuss the matter with other members and cross discussion develop. This is wholesome and often serves to clarify the issues, but side discussions should not be encouraged as they tend to decentralize and retard the progress of the group's main conference.

section topics already suggested are (1) Public relations, (2) Methods, (3) Personnel and standards, and (4) Running a chapter.

Each section would be provided with a secretary and a technical adviser in addition to the conference leader; it is hoped that a report of the discussion might be made available later. Whether or not you plan to attend the convention, please send me any questions you may have, as well as suggestions for leaders, technical advisers and efficient secre-



x indicates overhead questions by leader (addressed to group)
 A indicates direct question by leader and or comment by member

FIGURE 2.

taries. It is felt that skill in leadership is more important than knowledge of subject matter, so the leaders will be assisted by technical advisers. If librarians with skill in conference leading can be obtained, the ideal situation will be attained. The assistance of all S.L.A. members is much desired.

JOSEPHINE B. HOLLINGSWORTH,
 Librarian
 Municipal Reference Library
 Los Angeles, California

S.L.A. Convention Notes

PRE-CONVENTION TRIP

See SPECIAL LIBRARIES, February 1940, p. 42, for announcement.

Spring Mill, Indiana, is a restored pioneer village. Its history began with the establishment of a log gristmill, immediately after the War of 1812. The village itself is a museum filled with furniture and household implements of the pioneer villagers. At Spring Mill State Park are the Donaldson and Twin Caves, in whose subterranean waters were discovered blind fish, evidences of pre-historic occupancy, and the remains of a very early powder mill. All of Southern Indiana is scenic, historic and delightful, and Spring Mill lies within some of the State's most spectacular scenery.

TRANSPORTATION

Railroad fares, because of revision in March, will be announced in the April issue of SPECIAL LIBRARIES.

Indianapolis taxi fares are exceedingly low.

CLAYPOOL HOTEL, HEADQUARTERS

Rates — All rooms with bath

Single	\$3.00	\$3.50	\$4.00
Double rooms	\$4.50	\$5.00	\$5.50
Twin bedded rooms	\$5.00	\$5.50	\$6.00
	\$6.50	\$7.00	

Both the Riley and Chateau rooms are air conditioned, as are the public dining rooms. The Atrium Room, Tavern, Coffee Shop, as well as the outdoor Pompeian Loggia, offer meals to fit each pocket-book. There are half a dozen restaurants within two blocks of the Claypool, where one can eat for twenty-five and fifty cents.

EXHIBITS

S.L.A. will sponsor commercial exhibits on the Mezzanine Floor of the Claypool Hotel during the Convention. Rate for space is \$3.00 per running foot. The booth space is six feet in length. The Convention Chairman should be notified of organizations who are interested in exhibiting.

Library Methods and Inquiries

METHODS

Pamphlets Cataloged by L.C. System

Our pamphlet material, of which we have a great deal, is cataloged, as are all our books, by the Library of Congress system. We file pamphlets in vertical files with guide cards to indicate the classification numbers and the labels at the top rather than at the bottom of the pamphlet for better visibility. A special subject file is also maintained with the guide cards arranged alphabetically by subjects of current interest in the office. Material from our classified file is temporarily grouped here for quicker service. Pamphlets, which would be scattered throughout the whole classification system, are thus placed, for a time, under one head — such as all material on industrial research, or academic salaries.

CALLIE HULL, *Librarian*
National Research Council
Washington, D. C.

Organizations' Rosters

One of the most constant requests which we receive is for new officers of scientific and technical societies. We have found a card with columns for the president, secretary, meeting, and source of information very useful in this respect. It gives a continuous history of the society's officers for several years, and the sources often lead to more complete information on the society. This card is also used to record data on international congresses which constitute a separate file.

CALLIE HULL, *Librarian*
National Research Council
Washington, D. C.

INQUIRIES

1. Q. Do most special libraries use broad subject headings with subdivisions (i.e., Advertising — Media — Radio), or specific ones (Radio advertising)?
- A. We use specific headings, but with more subdivisions than are used in general libraries. Portions of the section on FIRE (which in our library is understood to mean FOREST FIRES) will illustrate some of these subdivisions.

Fire damage (general)
— Appraisal
— Forage
— Human life
— Insects
— Recreation
— Reproduction
— Timber
— Watersheds
— Wild life

This method of subdivision is used for other subjects as the need arises.

2. Q. What techniques are used to reduce work in establishing new headings, i.e., leaving old material under old headings with reference to new heading for material of later date.
- A. We use an electric eraser to remove the old headings. New headings are then typed in. It takes more time, but it saves time and confusion for the users of the catalogue. And it is much neater!

ANNIE M. AVAKIAN, *Librarian*
California Forest and
Range Experiment Station
United States Forest Service
Berkeley, California

So You May See Methods

A Letter to Methods Committee Chairmen

THE exhibits at the convention this year are going to be devoted to "Methods." We need to work fast to assemble these exhibits, inasmuch as they must all be in Indianapolis by May 15th.

Here is a plan, proven successful, for

gathering material. It is the plan used by the New York Chapter at their January "Job Show."

The Show was worked up quickly — in less than three weeks' time — and had the enthusiastic support of the members.

It was held in connection with a dinner meeting of the Chapter; a separate room was given over to the exhibits. Member libraries supplied samples of forms, examples of indexing, means for inexpensively mending and labeling books, methods of filing and indexing newspaper clippings and examples of excellent bibliographies, and other exciting things.

The Chapter aimed to keep the exhibits anonymous because they were voted upon for awards. Each item was labeled carefully with the number of the exhibitor. The exhibits were arranged on tables and hung on the walls of the large room where members could easily see them. Each person attending the Show voted for the exhibit he thought best and prizes were distributed at dinner. Books, donated by various companies, were awarded to those exhibitors receiving "honorable mention." The three exhibits receiving the largest number of votes were awarded cash prizes.

Selection from this Show has been made of the exhibits which will be suitable for the Convention; these will be re-

mounted to fit the Convention bulletin boards and shipped to Indianapolis.

Such a "Job Show" can better be developed within a very short time. It undoubtedly captures the imagination of the members. A Chapter's Methods Representative can arrange for the exhibits and direct and manage the show. Voting can indicate what exhibits should be selected for Indianapolis. After such selection has been made, the Methods Representative should get in touch with the National Methods Chairman for directions as to re-mounting and shipment to the Methods Chairman, who will arrange for the direct shipment to Indianapolis before *May 15th!*

Since your programs of Chapter meetings have already been set for the year, they may not easily permit such a Show at one of your regular meetings. However, it could be held in connection with a Chapter Methods Tea, or at a special Chapter meeting. We shall all be interested in seeing your results.

Marie Lugscheider, *Chairman,*
Methods Committee

Theatre Collection Harvard College

By

Lillian A. Hall, *Curator*

LIKE Rome, the Theatre Collection at Harvard was not built in a day. This, the largest and richest special library of its kind in the world, had its origin some thirty-six years ago in a modest library of dramatic tracts bequeathed to Harvard by John Drew, the actor. Presently, word got around among the graduates that contributions to this nucleus would be welcome. Slowly at first, but with gathering momentum, donations increased the embryonic collection.

In 1915, the Theatre Collection came

of age with the accession of the Robert Gould Shaw library. For several years, Mr. Shaw, one of the foremost collectors of dramatic memorabilia in the country, had been watching this development at Harvard with growing interest. At length, he offered to donate his entire library, liberally endowed. The college authorities, accepting the gift, provided spacious quarters for this now important special library on the top floor of the new Widener Memorial building.

Two years later, another great private library joined the Theatre Collection.

This was the bequest of Evert Jansen Wendell, who for many years had been Mr. Shaw's most formidable competitor in the field of dramatic collecting. In richness, the Wendell material closely rivalled the Shaw collection and in actual size, somewhat exceeded it. More than three hundred packing cases were required to transport this bequest from New York City to Cambridge.

Meanwhile, from various sources, a steady influx of new books, autograph letters, manuscripts, prints, playbills, photographs, paintings and rare dramatic curios adds constantly to the collection.

New trends in the drama, notably the recent Little Theatre Movement, and the development of motion pictures and radio as important media of dramatic expression, have imposed new responsibilities on the Collection. For this is not a dead repository for things of the past, but a living and growing institution, aiming to keep abreast of the times and to reflect every important new development in the field of dramatic entertainment.

Contemporary criticism, together with programs and photographs of current productions, are carefully preserved. The Hollywood producers have been generous in providing moving picture stills. Friends of the Collection, many of them members of the profession, send programs and clippings from various parts of the country. The leading networks have donated scripts of broadcast dramas. And of special interest, is a growing collection of voice recordings of distinguished British and American actors and actresses, usually of selected speeches from their leading rôles.

This contemporary material will increase in value and interest with the years. Yet its present usefulness is well attested by daily requests for information. Biographers, historians, dramatic critics, writers of books and articles on every phase of the drama, call on the

Theatre Collection for factual and illustrative material. And students find here an inexhaustible store of subjects for themes and theses.

Among important publications, to which the Theatre Collection has materially contributed, may be mentioned Professor George C. D. Odell's *Annals of the New York Stage*, Professor Ernest Bradlee Watson's *Sheridan to Robertson*, Professor Arthur Colby Sprague's *Beaumont and Fletcher on the Restoration Stage*, Professor Hazelton Spencer's *Shakespeare Improved*, Professor Robert Gale Noyes' *Ben Jonson on the English Stage*, and many others. At the present time, its facilities are serving the editors of an edition of the letters of David Garrick and the author of a new and greatly expanded edition of Genest's *Some Account of the English Stage*.

The library of the Theatre Collection comprises upwards of five thousand volumes on stage history, theatrical biography, opera, ballet, playwriting, stagecraft, and other special and technical aspects of the stage. Included, are many rare theatrical tracts of the seventeenth and eighteenth centuries, and a unique collection of books on magic. It has been deemed advisable, except in special instances, to transfer all printed plays to the vast collection in the literature division of the college library proper.

Careful thought has been devoted to the arrangement of the various classes of material to insure accessibility. The playbills, which number approximately a million, occupy several sections of the stacks, and are filed geographically by cities and towns. Some forty thousand engraved dramatic prints and upwards of two hundred thousand photographs are filed alphabetically by subjects and stored in conveniently sized boxes and cabinets. News clippings are filed in envelopes in cabinets, alphabetically under the names of persons, titles of

plays, and miscellaneous headings, with generous cross references. All prints, playbills and autograph letters inserted in extra-illustrated books have been indexed in a separate card file.

Simplicity is the keynote, to facilitate handling the daily flood of requests for information — a routine sometimes enlivened by amusing incidents. For example, the perennial freshman request to see a few original manuscripts of Shakespeare. Or the enthusiast who asks for a chronological list of all the plays produced in America. Or the lady who recently inquired for the names of six

sisters who appeared together on the stage. After admitting that offhand we could not recall such a family, we promised to search our files. "Oh, don't bother," said she, "I never actually heard that there were six sisters on the stage at one time. But wouldn't it make a dandy question for 'Information Please'!"

All visitors, regardless of university connections, are invited to inspect or make use of the Theatre Collection. And, needless to state, contributions of dramatic material, however modest, are welcome.

History in Santa Fe

By Hester Jones

Curator, State Museum
Santa Fe, New Mexico

THE Museum Library in the old Governors' Palace in Santa Fe is interesting not only for its content but also for the special functions it performs in this peculiar but vital little culture center. Although New Mexico is one of the two youngest states, Santa Fe is older and has been a capital longer than any other capital in the country. Shortly after Columbus discovered America, expeditions of Spaniards began coming North from Mexico looking for wealth such as Cortez had found there. Zealous missionaries were also eager to reach the aboriginal tribes in the New World with their message of Christian faith. Santa Fe was founded in 1610, and the Governors' Palace, then known as "El Palacio Real," was built at that time.

The Palace is a fitting location for the Museum Library, because the Library contains the historic records of this ancient city, as well as many books on the colorful history and ethnological studies of the early race of Indian tribes who inhabited this region for centuries before the coming of the white man, and

whose descendants still occupy their age-old pueblos and perform tribal ceremonies today. Any visitor becoming curious about the meaning of these rites can refer to books on the subject here.

The Library was built in 1931 as an annex or wing attached to the Old Palace. It is designed in the same Spanish Colonial style; its ceiling is of huge pine logs which project to form a portal facing the patio of the old building. The only decoration is the hand-carved woodwork around the windows and doors and at the top of the pillars. The walls are of white plaster over adobe (mud) brick, typical of Santa Fe architecture.

The Museum Library is a reference library for graduate students, for creative writers and for the interested public, who want accurate information about New Mexico's past and the Southwest in general. The Library's scope is limited mainly to archaeology, ethnology, art, and history of this region. A trained li-

brarian and two trained assistants make up the staff which serves both this reference library and the New Mexico State Extension Service, which is housed by the Museum. Through the facilities of the latter, books are sent all over the state into the many communities that have no other library service. The combined purposes of the Library make it an intensely important institution. It draws upon the rich culture which has accumulated in the picturesque capital city, and spreads this culture all through the state where cultural needs are crying.

The reference books were accumulated during many years before the Library as such was established. The New Mexico Historical Society, whose books are included, was founded in 1857. Its library was started very early and includes valuable papers and records of the state history, and also an almost complete file of the earliest newspapers published in Santa Fe and many from other towns. These have been bound and indexed, and date back to 1848. The State Museum was organized in 1909 and began building up a scientific library particularly relating to archaeology and ethnology. Both of these organizations started regular publications of their own, thus assembling more data specifically on this region. The Museum has charge of the Spanish Archives of New Mexico which date back to the earliest Spanish history, into the seventeenth century. These extremely valuable documents tell the story of this earliest European colony in the United States, and they have been indexed and photographed and many of them have been translated.

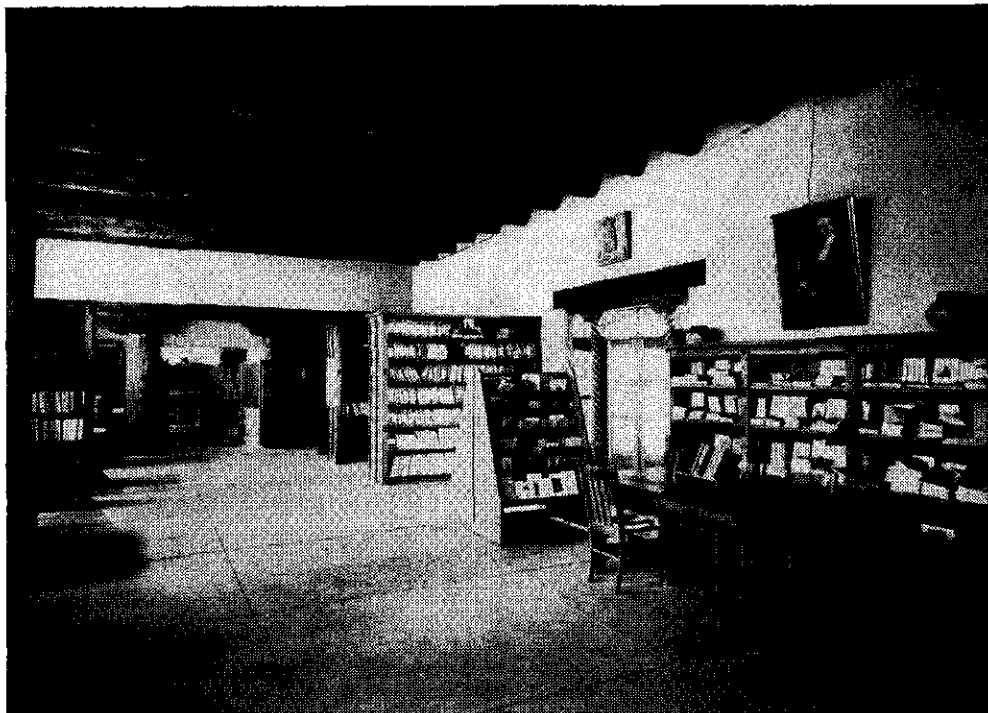
Special collections included in the Library are the complete New Mexico legislative records, dating back to the Kearny Code of the first American legislative acts in New Mexico, in 1846. The records were printed on an old local press. There is also the Twitchell Art Library, the Underwood Library of

Poetry, the Churchill Memorial Library, the Springer Set of Territorial Statutes and Land Claim Reports. There is a complete duplicate set of the Bureau of American Ethnology reports and bulletins, complete bound volumes of *Art and Archaeology*, of the *American Anthropologist*, and similar scientific publications; including bound sets of state historical quarterlies of the southwest.

The manuscript material has been growing, and now includes the distinguished Benjamin Read Collection, the Blackmore Papers, and letters of officials and important families. Here are the service records of all the New Mexico World War veterans, records of the Indian wars, and many pertaining to the Civil War in New Mexico. It is here that families obtain records through which to receive pensions for war service. The file of early New Mexico maps and photographs has become very valuable.

Besides the regular daily readers, the Library is used by Indian students from the government Indian school, Spanish-American artists who wish to study old design, priests from the Archbishop's library, graduate students working on theses, workers for the "American Guide Book"; also such well-known writers as Willa Cather, the late Mary Austin, Erna Fergusson, Harvey Fergusson, Ruth Underhill, Ruth Barker Alexander, Alice Corbin, Paul Horgan, and Haniel Long; also artists of the local art colony.

The Library itself was established in 1930, under the direction of Mrs. Rupert Asplund, assisted by Miss Helen Dorman who is now the head Librarian. The greatly needed extension service started with no fund for books. Books were obtained through private donations of books and money. At the beginning, emphasis was placed on juvenile books and helps for teachers. Two hundred non-fiction modern books, especially on the Southwest, were obtained. A Library bulletin was started. It must be realized



that the majority of towns in New Mexico would be classed as rural communities. Santa Fe, itself, has a claimed population of only 17,000. The state is really poor, and the building of this service into its present circulation of thousands of books has been a vital accomplishment. The Cuarto Centennial celebration to be held this year in honor of the coming of Coronado in 1540 will stimulate and finance many additional publications on this region enriching the present store.

The Museum is introducing a children's department in the near future. This will include a children's reference library which will emphasize the Indians of our state in relation to the history of all races, showing the connection between Indians, white people, and other races. This library will also include other books of general cultural interest to children.

The Museum Library has been dedicated to Don Gaspar Perez de Villagr , Spanish Conquistador with O ate, the founder of New Mexico, in 1598. Villagr 

wrote the account of this expedition in the form of an epic poem. He was New Mexico's first man of letters. A large portrait of him by Gerald Cassidy is hung in the Library. Carved in the pine lintel over the door, beneath the coat of arms of O ate, is a quotation from Villagr : "Yguales Las Palabres Con Las Obras" (Let the Words Be Equal to the Deeds).

Before concentrating on history in New Mexico, Hester Jones learned to know other parts of the country. She was born in Wausau, Wisconsin. After one year at Milwaukee-Downer College, she went to Vassar College, from which she graduated. In New York City, she was employed by the International Magazine Company and by the Butterick Company. After two years with the Indian Detours in Santa Fe, New Mexico, she became Curator of the Historical Society of New Mexico. She is also Curator of History for the Museum of New Mexico. Her position with the Historical Society places her as the first point of contact for all visitors; upon her guidance depends much of their subsequent understanding of the history and locality.

Advertising for Employment

A SUGGESTION made to the President of Special Libraries Association that SPECIAL LIBRARIES publish in its advertisement columns, notices of positions open and of qualifications of both members and non-members, was considered by the National Employment Committee. The Committee's Chairman, Margaret Bonnell of the Metropolitan Life Insurance Company, 1 Madison Avenue, New York City, made the following report:

Although as Miss Rankin reminded us, the possibility of SPECIAL LIBRARIES being used as a means of publicity for employment has been considered several times before during the existence of our employment work, at which times we found it better not to attempt advertisements, the entire Committee was heartily in favor of surveying the field again, since perhaps conditions had changed or our ideals had shifted.

After discussion by members of the Committee who were present, and consideration of opinions of other members received in writing, the majority of opinion among the Committee was that it would be unwise and misleading, for several reasons, of which the strongest probably is that our Employment organization can select from Association records, candidates who will be more representative of the best-qualified workers available for a specified opening than employers can pick up by chance from a few notices in an advertisement column. Several members voiced apprehension that such a column would be filled with persons' evaluations of their own qualifications, and probably be a record of the least employable people in the Association; and on the other hand would open up employers who need

an assistant to an avalanche of letters from people not qualified for the job at all.

Other specific points which were brought out are:

(1) It is a question how many employers (other than librarians who already know about our employment activities) read SPECIAL LIBRARIES and would see the advertisements. In this connection, Miss Rankin recalled SPECIAL LIBRARIES for November 1935 (p. 276) as the type of publicity the Employment Committee tried. While well received by the membership, as far as she knew it brought no response from employers.

(2) Openings which come to our attention are few and far between and seldom can wait for an issue of the magazine.

(3) Qualified candidates already employed would not be inclined to use such a public approach to a new position.

(4) Preparatory to this meeting, a member of the Committee had investigated for us the experience of *Industrial & Engineering Chemistry* and learned from them that their Employment Information Department had proved very costly — in fact had had to be completely underwritten for the first two or three years.

Of course there is no reason why individuals who wish to advertise in the magazine their qualifications for special library work should not do so, at the magazine's regular advertising rates.

SPECIAL LIBRARIES, November 1939, page 314, listed the Employment Chairmen of Chapters. There has been one change in the list. The Chairman for the Milwaukee Chapter is Ruth Shapiro, Milwaukee Public Library.

ONE of the most stimulating S.L.A. bulletins is the November issue of the *Chapter Town Crier*, edited by Josephine B. Hollingsworth. Grouped under the general heading of Public Relations as Chapter Activity are eight short and very inspiring papers. The articles and their writers are as follows: "Promoting Public Relations Through Contacts within the Organization," by Florence Bradley, New York City; "Making Friends with Other Professional Workers," by Marian C. Manley, Newark; "Dramatizing our Service Through Exhibits," by Emma G. Quigley, Los Angeles; "Selling Service to the Business Man," by Margaret Hatch, San Francisco; "How

to Win Space and Influence Editors," by Louise Gambill, Memphis; "Invading the Trade Journals," by Caroline I. Ferris, Philadelphia; "How a Chapter Might Use Radio Effectively," by Rebecca B. Rankin, New York City; and "Prestige of Special Librarians in Film and Fiction," by Helen Gladys Percy, Los Angeles.

If you have not seen a copy, borrow one from your chapter president or secretary. You will get a refreshing lift to new S.L.A. enthusiasm and ambition. There are a score of questions and problems which deserve the consideration of every S.L.A. member, and you will enjoy the avenues of thought which they open up.

Nutrition Literature

By Grace C. Kimball, Ph.D.

Laboratory of Animal Nutrition, Cornell University, Ithaca, N. Y.

ANY attempt to discuss the literature which is essential for the nutritionist will intrude into the realm of several other of the basic sciences. This is inevitable in any borderland science; and it must be understood that the literature in these other fields is presented here only as it is pertinent to the nutrition worker. The evaluations are not those which would be made by one who is working solely in one of these other sciences, and much has been omitted which would be very necessary for such a person. No attempt is made here to cover the literature of applied nutrition, dietetics, but only that literature necessary for the laboratory worker can be discussed.

For a good summary of the very early work in pure nutrition, Voit's book *Physiologie des allgemeinen Stoffwechsels und der Ernährung*, 1881, is quite complete. At the other extreme *The Newer Knowledge of Nutrition*, published by McCollum in 1939, is indispensable for the most recent work in the field. It is very extensive, well supplied with references, and essentially a research book. Another very complete survey is the United States Department of Agriculture publication, *Food and Life* (1939). It includes material on food and animals, as well as fundamental nutrition.

There are older standard works, such as Lusk, *Science of Nutrition*. He approaches the subject chiefly from the physiological side, stressing the effect of various foodstuffs and other nutritional factors on the metabolism of the body. Armsby and Moulton, *The Animal as a Converter of Matter and Energy*, also emphasize what happens within the animal, and then go on to evaluate these changes from the engineer's standpoint of efficiency.

Vitamins

There have been many books written on that phase of nutrition which has received so much publicity, the vitamins. One of the older standard reference works in the field is Funk, *The Vitamins*. For a summary of the most recent work, the symposium published by the American Medical Association in 1939, and also entitled *The Vitamins*, is most complete. Thirty investigators bring together the current research concerning the chemical nature, physiological action, clinical effects, methods of assay, and the body's requirements, for each of the better known vitamins; and there is a short summary of some of the lesser known ones.

Nutrition Periodicals

The most important journal for the nutritionist is the *Journal of Nutrition*, which carries most of the basic work in the field. The *Journal of the American Medical Association* also publishes a good deal of material on the clinical aspects of nutrition; and the *Proceedings of the Society for Experimental Biology and Medicine* includes work in nutrition and physiology. Aside from these there are, of course, many articles of interest to the nutritionist widely scattered throughout other journals. The most important means of following such articles is *Chemical Abstracts*, which covers nutrition and physiology, as well as pure biochemistry in the section by that name. There is also a section on foods. A more specialized abstract service is supplied by *Nutrition Abstracts and Reviews*. It covers a wide range: technique, chemical composition of foodstuffs, physiology of nutrition, and human diet in relation to health and disease. There is also a review article in

each number, book reviews, and departmental reports. A good general index to scattered work in nutrition, or in the related biological fields to be discussed later, is, of course, the *Quarterly Cumulative Index Medicus*.

Foods

Aside from the literature in pure nutrition, there are books which are important for the worker whose primary interest is foods. Sherman's *Food Products* presents the industrial processes by which various classes of foods are prepared for the consumer, in an effort to evaluate the economic value of these foods. He also considers the fundamental nutritional factors in foods, their functional rôle in the body, and some of the broader aspects of food control work. The journal, *Food Research* is important for the laboratory investigation of foods, and *Food Industries* covers the technical and commercial side of the subject. To follow other articles in this general field the English index is valuable, *Index to the Literature of Food Investigation*.

Literature for the Public

Since nutrition is a field in which people are more or less their own doctors, much has been written with the purpose of bringing fundamental nutrition principles to the attention of the general public. A few of these books should be included in a review of this kind, especially since some of them are scientific enough to serve as texts for college students in introductory nutrition classes. Such a text is Rose's *Foundations of Nutrition*. She starts with a consideration of metabolism, and the factors affecting the metabolic needs of children and adults. Then she discusses building materials and regulators of the body, various classes of nutriments, and finally, practical dietary plans for various ages and conditions.

Nutrition and Physical Fitness, by Bogert, is another book which is written

in language not too technical for the layman. It covers the fundamentals of nutrition and dietetics, and also those aspects of physiology, chemistry, and medicine which are involved in problems of nutrition. *Food, Nutrition, and Health* by McCollum and Becker does not present as much scientific material, nor is it so extensive as the first two. It is a combination of the principles of nutrition and common sense, with the emphasis on man's living habits.

Animal Nutrition

For the worker in animal nutrition there are two standard volumes. Maynard's *Animal Nutrition* sets forth the general principles of nutrition, and their special application to scientific work with domestic animals. There is material on balance studies, and other problems peculiar to animals. It is essentially a book for the laboratory worker. On the other hand, Morrison, *Feeds and Feeding*, is a practical book for the feed expert and the stockman. He, too, reviews the principles of nutrition and follows these with extensive sections concerning the practical problems of raising and feeding each of the common domestic animals. There are also many tables of technical data on feed values. Much of the current research work with farm animals appears in the *Experiment Station Record*.

Some work has been done with rather small specialized groups of animals. The person who is working with dogs, either experimentally or in breeding kennels, will find a small pamphlet by McCay quite useful, *The Nutritional Requirements of Dogs*. He has brought together the scattered literature on the subject, including composition tables for the common feed ingredients, and an extensive bibliography. The small amount of work which is being done on insect nutrition usually appears in *Physiological Zoölogy*. There are two sources for the work with fish, *Transactions of the American Fisher-*

ies Society, and the *Conservation Reports*, such as those of New York State.

Biochemistry

Nutrition work would be almost impossible without chemical analysis. For this reason the nutritionist must have a thorough grounding in the principles of biochemistry, and one or two of the standard texts in this subject must be at hand for constant reference. One might mention Bodansky, *Physiological Chemistry*, which includes a fair amount of physiology, and Gortner, *Biochemistry*, which is chiefly useful for colloid chemistry. There is also the new *Biochemistry* by Schmidt and Allen, which includes laboratory techniques. In addition to the usual methods they have collected a number of those which are important for work with endocrines, enzymes, and vitamins, which are ordinarily difficult to find because they are scattered throughout the literature.

For the interpretation of any analysis run on the body fluids or excreta, *Quantitative Clinical Chemistry*, Vol. 1, *Interpretations*, by Peters and Van Slyke, is very valuable. They present extensive background material concerning the metabolism and function of the chemical substances in the body, and collect a great deal of data in regard to normal and physiological variations, as well as the changes in diseased conditions.

The second volume, *Methods*, of this work by Peters and Van Slyke, offers a wide variety of analytical methods for each of the body substances. Hawk and Bergeim, *Practical Physiological Chemistry*, is much more concise, including physiology, methods, and interpretation of results all in one volume. It is not so much of a research book as Peters and Van Slyke.

Food Analysis

For the analysis of foods the *Methods of Analysis* of the Association of Official

Agricultural Chemists contains standard methods which are used uniformly throughout the country. The standard methods for vitamin assays may be found in the *Pharmacopoeia of the United States of America*.

The literature on the chemistry and analysis of primary food substances is so extensive that only one or two books can be mentioned for each. For the protein specialist there is the monograph by Mitchell and Hamilton, *Biochemistry of the Amino Acids*. It covers their physical and chemical properties, analyses, absorption, physiological significance, catabolism, and some of the biological and medical problems involving protein metabolism. A more recent book in the field is *The Chemistry of the Amino Acids and Proteins*, edited by Schmidt. It is a symposium that covers chemical properties, synthesis, analysis, biological significance, colloidal and electro-chemistry, dipolar structure, and solubility.

In the field of the carbohydrates, there are *The Carbohydrates*, by Armstrong and Armstrong, a book for the research chemist, and *A Comprehensive Survey of Starch Chemistry*, by Walton, a book for the chemist in industrial, technical, or food work.

Among the books on fats, Jamieson's *Vegetable Fats and Oils* is of wide general use. And Maclean's *Lecithin and Allied Substances; the Lipins* is also good. The industrial and technical material is covered in Lewkowitsch, *Chemical Technology and Analysis of Oils, Fats, and Waxes*. This is in three volumes and includes tables of botanical and zoölogical names, but it is rather old. A slightly newer and much more compact work is that of Hilditch, *The Industrial Chemistry of the Fats and Waxes*.

For the determination of vitamins and small amounts of minerals, spectroscopy is a useful tool for the chemist. A very recent book in the field is Brode, *Chemical Spectroscopy*. The November number of

the *Journal of Applied Physics* for 1939 was devoted entirely to this subject.

Periodicals in Biochemistry

There are so many journals of interest to the chemist in nutrition that it is impossible to cover the field in a review such as this. Only some of those of general importance can be mentioned. The specialist has to follow his own.

The most important summary is the *Annual Review of Biochemistry*. This is a symposium covering the year's advances in many different fields, each written by a recognized worker in that field. The important periodicals in biochemistry include the *Journal of Biological Chemistry*, published in this country, the *Biochemical Journal*, for the English work, and two German journals, *Biochemische Zeitschrift*, and *Hoppe-Seyler's Zeitschrift für physiologische Chemie*. The French *Comptes Rendus de la Société de Biologie* contains analytical methods and papers in physiology which are of interest to the nutritionist. The new journal, *Growth*, carries a good deal of work on individual amino acids as growth factors. Any attempt to follow the great amount of chemical literature requires the use of *Chemical Abstracts*, and many of the other publications of the American Chemical Society would be useful for the analyst.

Physiology

Another field which must be accessible to the nutritionist is physiology, for he must know what the physiologist finds in regard to the processes of digestion, absorption, synthesis, and excretion. The rôle of enzymes, and the function of the blood, play an important part in the understanding of nutrition. The physiologist's study of *respiration* is basic for the nutritionist's work in metabolism, and the study of hormones also throws light on this field. For these reasons, the nutrition worker should have available

one or two of the standard texts in physiology. The more recent of these are Best and Taylor, *The Physiological Basis of Medical Science*, and Wiggers, *Physiology in Health and Disease*. For the person working in animal nutrition, Dukes, *Physiology of Domestic Animals*, or Marshall and Halnan, *Physiology of Farm Animals*, might prove more useful than the medical physiologies.

Ageing is a fairly new and important field in which the interests of physiology and nutrition overlap. The symposium edited by Cowdry, *Problems of Ageing*, considers fully both of these aspects of the subject, as well as the psychological, cultural, medical, and statistical questions connected with it.

The nutritionist can keep abreast of current work in physiology with the aid of the *Annual Review of Physiology*, an excellent symposium; *Physiological Reviews*; and *The American Journal of Physiology*.

Pathology

The experimenter in nutrition is constantly meeting diseased conditions resulting from faulty diets or vitamin deficiencies in his animals. In order to understand these disease processes he should have some one of the standard texts in pathology. To mention only one, MacCallum's *Textbook of Pathology* contains very adequate discussions, references to the literature, excellent illustrations, and sections covering recent work on the pathological manifestations of vitamin deficiencies and endocrine disturbances. The symptoms of mineral poisoning are also of interest in nutrition. If one studies the diseased tissues microscopically, a text in histology is also useful. Cowdry's *Textbook of Histology* approaches the subject from the standpoint of physiology, which would probably be more pertinent for the nutrition worker than one of the other texts which stresses embryology or structure.

Problems to be Solved

One difficulty with the literature for the nutritionist is in finding critical reviews of analytical methods. Much time is wasted looking for the one best suited for a particular problem. Another difficulty is in finding dietary work for specific animal groups. Information on the diet of the furbearing animal would be very helpful for the commercial fur farm. And dietary work on wild animals in captivity would solve some of the problems of the zoo manager.

As for the future, one should watch the literature on radioactive atoms, the so-called tagged atom. Certain elements have been made radioactive by the use of the cyclotron, and then synthesized into organic substances which can be assimilated by the body. The path of the foodstuff can be followed and its ultimate fate determined, by detecting this radioactivity. Several fundamental problems in nutrition may be solved by this tool.

The literature regarding several new and little-understood vitamins should produce some interesting material; and one should also watch for the determinations of the needs of adults for certain vitamins and minerals. That work has been done almost exclusively on young growing animals or on children, and very little is known about the adult.

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Dr. Grace C. Kimball was born in Rochester, New York, just long enough ago to remember the Armistice Day Parade in 1919. She received her early training in that city, and was graduated from the University of Rochester in 1932. For a year or two after that, she worked in the Monroe County Health Department as a bacteriologist, and in 1933-34 matriculated at Cornell University as a candidate for the degree of Doctor of Philosophy. At Cornell, her thesis was on the subject of the effects of mitogenetic radiation on the growth of cells. This esoteric subject, first discovered by the Russian Gurvitsch, has only a very few research workers engaged on it, so that scientific arguments about data, methods, etc., take as long as the mails to Russia, Italy, South Africa and other far-away places. This leads to a true scientific detachment in their discussions.

At present, Dr. Kimball is pathologist, on a Rockefeller Foundation grant, at the Nutrition Laboratory in Cornell.

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Technology and Business Departments of Public Libraries in the United States

Due to the large number of requests for this list which we had formerly announced as available for reference only at Headquarters, it is being published herewith. Offprints will now be available for 15¢ per copy (plus 1¢ sales tax in the New York Metropolitan Area), from Headquarters: S.L.A., 31 East Tenth Street, New York City.

THIS compilation was made from the following sources: The *1939 American Library Directory*; the *1939 A.L.A. Handbook*; the *1937 Membership List of the S.L.A.*; and special correspondence. A few technology or business department heads do not belong to either the A.L.A. or the S.L.A., and some departments are not listed in the *American Library Directory*. It is therefore very possible that one or more libraries maintaining technology or business departments have been left out unintentionally.

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Special Collections

Survey in New Jersey

Plans are underway for the publication of the "Survey of Special Collections in New Jersey Libraries," compiled by the Junior Members Round Table of the New Jersey Library Association. The "Survey" locates and briefly describes 450 special collections, covering about 250 different subjects. It gives a bird's eye view of library resources in the state and provides a key to these specialized materials. Much of the material listed is outstanding in value and many collections were completely unknown before the "Survey" was made. The collections are listed alphabetically by subject and the publication will be indexed by place, library, institutional and individual owners. In addition to collections in college, public and special libraries, a number of exceptional privately owned collections have been listed in the "Survey" and will be available to properly qualified persons.

It is expected that The H. W. Wilson Company will handle the publication. Advance orders for the "Survey of Special Collections in New Jersey Libraries," at a projected price of \$1.25, may be placed with The H. W. Wilson Company.

Directory in Sciences

The Biological Sciences Group reports that a large number of answers to its questionnaires on special collections and services have already been received. To those who have not yet answered, the Chairman broadcasts a special appeal to send the sheets along promptly. If no questionnaire has been received by any library interested in being included in the final Directory, will the librarian write to Miss Grace Van Nostrand, Metropolitan Life Insurance Co., 1 Madison Avenue, New York City.

Publications and Publicity

Index, and Cumulation of Rules and Regulations Under New York City Code

With the adoption of the new Charter of the City of New York under Section 885, and the Administrative Code, Section 982-8.0, a and b, in 1938, it became necessary for the various city departments to file their rules and regulations with the City Clerk and for *The City Record* to publish them.

Shortly after the beginning of 1938, these miscellaneous rules began to appear in *The City Record*. Occasionally they were at the back of the issue in the small type section, as, for instance, amendments to Traffic Regulations or Sanitary Code amendments; but more often they were grouped under the Law Department, at the front. These might include a Department of Markets, License Department and Fire Department entry or a single department's rule on one specific subject. Sometimes the rules of a department were printed separately, such as those pertaining to the sales tax or solid fuel.

The Municipal Reference Library was immediately faced with the necessity of making these rules readily available, no matter what their form. Some are catalogued and others as carefully indexed. Each regulation must be known and indexed by subject as well as department. If a request comes for regulations on alley ball games, for instance, our index quickly shows it to be in *The City Record* of August 6, 1938, page 5490, and later in the October 6, 1939 issue, page 6265. The card also shows it to be under the Department of Licenses. Over one hundred of these subject cards were made during 1938 and 1939. For the convenience of other libraries, the subject list was compiled and mimeographed and distributed to those desiring such an index.

Most welcome, therefore, is a volume which the Corporation Counsel of the City of New York has now published — *First Annual Compilation of the Rules and Regulations of New York City Agencies* (Room 1743, Municipal Building — \$1.00). It includes all rules filed with the City Clerk from January 1, 1938 to November 1, 1939. Anyone using the Administrative Code and Charter with its Supplement, must consider this book as a legal necessity.

Caution is advised, however, for the rules are only those filed with the City Clerk. That means that there are many existing regulations not yet in print, and others not included here. An outstanding example of the latter is the extensive regulations of the Health Department. Depart-

mental rules are not included. On the other hand, the classifications and rules of the Municipal Civil Service Commission, which have been out of print for years, are in the new compilation.

The document lacks an index, though its contents is full. When the item to be located has been treated separately such as "Public Dance Halls," it is not hard to locate, but in the case of the civil service rules, traffic regulations, and Park Department rules, analytics are needed. The contents are arranged by departments with the regulation listed under each.

It is splendid to have all the sales tax regulations, the World's Fair Sanitary Code, the Civil Service, Park Department, and Traffic rules in one place — and better still that the public can buy them in one volume. The Department of Licenses' many regulations for licensees and the important Department of Markets' rules are equally valuable. Water rates, pavement charges, and other fees are available.

If the Corporation Counsel intends to cumulate these rules from time to time, it will certainly merit an adequate index, but for the present it serves its purpose adequately — for legal evidence.

The index by subject which the Municipal Reference Library compiled from necessity in the interim of twenty-three months before this Annual Compilation of Rules was available is still most useful, really supplementing the official document.

S.L.A. Publicity

Josephine Hollingsworth, second Vice President and Chapter Liaison Officer of S.L.A., contributed an article on "Special Libraries Association and Special Librarians" to the first issue of the new publication, *Bulletin of the California Library Association*. Reprints of her article can be had by writing to Avis Bryson, 818 Merchants Exchange Building, San Francisco, Cal.

An A.L.A. Quarterly

College and Research is the title of the new quarterly journal being published by the American Library Association and the Association of College and Reference Libraries. Editor of the journal is Dr. A. F. Kuhlman, Chairman of the A.C.R.L. Publications Committee and Director of the Joint University Libraries, Nashville, Tenn. Further information may be obtained from the American Library Association, 520 North Michigan avenue, Chicago, Ill.

Classification Scheme

The Union Theological Seminary in the City of New York has published a revised and enlarged edition (793 pages) of its Library's classification system as prepared by Julia Pettee, Chief Cataloguer. In the preface to this edition, Dr. William Walker Rockwell, Librarian, says of the system, "After some experiments it was decided to adopt a notation consisting of two letters and one or two figures. This combines the advantages of an expansive base for the main topics and the convenience of a decimal notation which may be used mnemonically for subtopics. . . . Libraries with comparatively small collections may wish to condense the scheme. This can be done readily. . . . The Union scheme covers in outline all departments of knowledge; and in so far as it does, it is a general scheme; but the arrangement of the classes is from the point of view of theology, and, as far as logic permits, designs to keep in convenient proximity groups used together. . . ."

In 1909, Miss Pettee was invited to reclassify the Union Theological Seminary Library. Drawing upon her experience in reorganizing the Library of the Rochester Theological Seminary, and on work with the plan developed by the Hartford Theological Seminary, Miss Pettee "spent fifteen years from 1909 on, in perfecting the tentative form of the Union Seminary classification. She tested it in practice by applying it to more than half of the departments of the library. Provided with an adequate index it was issued in one hundred mimeographed copies in 1924. . . . For several years this edition has been out of print." This enlarged edition may be obtained from the Union Theological Seminary, Broadway and 120th Street, New York City, for \$15.00 post paid.

It is a useful auxiliary in expanding Dewey or the Library of Congress Classifications.

Union List

A subject index to the resources of special libraries in Southern California has been published, in mimeographed form, by Mrs. Norma Olin Ireland. Over 300 subjects have been included, as found in the collections of 111 special libraries. The list, generally, indexes the specialties of the libraries.

Bibliographies

Raw Materials Bibliography lists 635 general references to selected raw materials and basic economic resources. The listing is alphabetical by author with an eleven page topical index. "As an aid in tracing the activities of Congress affecting raw materials, a list of Congressional bills dealing mainly with strategic, essential, or critical ma-

terials, introduced between 1930 and the present time, is appended. In cases where the bills finally became law, that fact is indicated." Also, "reference is made to related bills and to hearings and reports." This listing is made chronologically by Congresses.

For services in the preparation of this bibliography, acknowledgement is made to Cornelia Notz, Librarian of the U. S. Tariff Commission, and her staff.

Special Libraries' Publicity

Contributions to the new Special Libraries page of the *Wilson Library Bulletin* should be addressed to Mary Esther Newsome, Librarian, Suffolk University, Boston, Mass.

Mickey's Library

The Librarian of the Walt Disney Library, Mrs. Helen Ludwig-Hennessy, was pictured with the account of the growth of the library in the *Wilson Library Bulletin* for December, 1939. Janet Martin wrote the article, "Librarian to Walt Disney."

Newspaper Publicity

Lenore Greene, Librarian of the Los Angeles Museum, was featured in an article on the library collection and its special features in the *Los Angeles Times* on December 31.

Beatrice Winser's accomplishments, as Director of the Newark (New Jersey) Museum and as Librarian, were told in a story about her on the women's page of the *New York Herald Tribune*, December 24, 1939. "Under her direction the library reached its peak of activity when in 1932, 2,786,788 books were borrowed for home use. . . . She established the Junior Museum. . . . She also has continued to foster the movement to bring together art and industry. . . . When in 1933 unemployment combined with shortened working hours brought an unusual influx of visitors to the institution, Miss Winser organized them into hobby groups. . . . This Adult Workshop . . . while it has been temporarily discontinued, out of it have developed such activities as the Nature Club, which conducts field trips and holds discussions in scientific fields; a series of musical programs, and the Sunday afternoon program on art and science." A biography of Miss Winser and her photograph are included in this article.

Tax Survey

Rosina Mohaupt, Research Librarian of the Detroit Bureau of Governmental Research, was given national publicity for her survey of taxation in 270 municipalities, released December 14 by the National Municipal League.

Chapter News

Members of the **Albany** Chapter and their friends heard two lectures on Leonardo da Vinci at the January meeting held in the library of the Division of Laboratories and Research of the New York State Department of Health. Mrs. Maureen Cobb Mabbott spoke on Leonardo, the **Artist**, and Miss Enid May Hawkins on Leonardo, the **Scientist**. Each talk was illustrated with lantern slides.

These presentations on the work of Leonardo da Vinci were based upon the Lieb Memorial Collection of Vinciana in the Stevens Institute of Technology, Hoboken, New Jersey, under the care of Miss Hawkins, Librarian. Mrs. Mabbott has prepared and published a Catalogue of these materials and the following quotation taken from her Introduction suggests its rare character:

"The unusually complete collection of editions of Leonardo's work, listed in Part One, is not only the largest in this country, but includes all the facsimiles that have been published to date. One comes to feel that Leonardo's greatest contribution to humanity was not the Mona Lisa, not any particular drawing, painting or manuscript. What, above all things, he gave to the world was a method and an attitude. He was his own masterpiece. That masterpiece may be studied fully and at one's leisure in the Lieb Memorial Rooms."

Books and prints illustrating Leonardo's mechanical inventions, his anatomical drawings, and his paintings were on display in the library.

Two other exhibits of interest at this meeting were photographs and publications of the Division of Laboratories and Research illustrating its growth and accomplishments, and a series of medals and plaques with selected references on the history of bacteriology as represented in the works of van Leeuwenhoek, Pasteur, Koch, Theobald Smith and others.

The meeting had been preceded by a dinner in the staff dining room of the Laboratory.

Boston Chapter's January meeting heard two speakers on the collecting of ephemeral material: Professor Norman Scott Brien Gras, Isidor Straus Professor of Business History at Harvard Graduate School of Business Administration, and Keyes De Witt Metcalf, Director of Harvard University Library; also an address by President Alma C. Mitchell.

Baltimore Chapter announces new officers who will serve from January 1940 through June 1941, because of a change in the fiscal and operating

year. Their constitution was amended to provide that the fiscal year of the Chapter run from July through June, effective in 1940.

The new slate is headed by Mrs. Esther S. Horine, Bureau of Public Health Information, President; Adelaide R. Hasse, Research Consultant with the Federal Works Administration, Washington, D. C., Vice President; John R. Spellissy, Director and Librarian of Loyola College, Secretary and Treasurer; F. Stirling Wilson, Editor of *Domestic Commerce*, Department of Commerce, Washington, D. C., Board Member; Margaret Coonan, Assistant Librarian of the Library Company of the Baltimore Bar, Board Member.

The **Washington Activities Group of the Baltimore Chapter** was established this year to bring to the notice of the Chapter for transmission to its members or to headquarters, information of usable data in Washington. The Group is planning a bulletin on research facilities and another on the State Department's new Division of Inter-American Cultural Relations.

Meetings of the Chapter will alternate between the home city and Washington to allow of greater benefits from the government study program. At the January meeting, Dr. Clinton I. Winslow, Professor of Political Science at Goucher College, spoke on the history and service of the Citizens' League.

The **Connecticut** Chapter's January membership meeting had as guest speakers Mrs. Virginia H. Meredith, Librarian of the National Association of Manufacturers and Editor of *SPECIAL LIBRARIES*, whose talk was titled "And So They Got a Librarian," and Rosamond Cruikshank, Technical Branch of the Hartford Public Library, who described "Starting a Technology Department." At the February meeting, Elizabeth Tracy of the New Haven Public Library led a round table discussion on pamphlets and clippings.

At the January meeting of **Cleveland** Chapter, J. W. Banden Bosch, Statistician, and Clifford Gildersleeve, Industrial Commissioner, spoke on Cleveland's development and industrial opportunities.

Illinois Chapter arranged its December meeting to coincide with the dates of the A.L.A. Midwinter Conference in Chicago. The guest speaker, Halsey W. Wilson of H. W. Wilson

Company, New York City, was the magnet of interest for all librarians special and general, with his talk on "The Vertical File Service Inside Out." Mrs. Margaret Sagers, Librarian of the *Chicago Daily Times*, was in charge of the January meeting devoted to the current S.L.A. membership drive.

A joint meeting in February of New Jersey Chapter of S.L.A. and the North Jersey Section of the American Chemical Society was addressed by four speakers: Watson Davis, American Documentation Institute of Washington, D. C., "The Mobilization of Scientific Knowledge"; Miles O. Price, Law Librarian of Columbia University, New York City, "The Technique of a Patent Search and the Patent Department Library's Part in it"; Elizabeth J. Cole, President of New Jersey Chapter, "Industry's Need for Regional Library Facilities"; and Roger McDonough, New Brunswick Free Public Library, "Methods of Filing and of Indexing Laboratory Reports."

Library methods, techniques, ways and means were on exhibit at the January Job Show assembled by the New York Chapter. Fifty member libraries contributed.

Awards for the displays receiving the greatest number of votes in a poll of over 250 visitors, were presented by Alma C. Mitchell, national S.L.A. President, at a dinner meeting following the exhibit.

First prize of \$10.00 went to the Union Theological Seminary Library which displayed several medieval illuminated manuscripts and books, including a Latin Bible of the 13th century, a Book of the Hours in Latin written by a French scribe of the 15th century, and a copy of the ninth edition of the Bible in German printed in the year 1483.

Second prize of \$5.00 was awarded to the Library of Batten, Barton, Durstine & Osborn, Inc., which showed some unusual examples of the work of an advertising library. Third prize of \$3.00 was given to the Joseph Conrad Library of the Seamen's Church Institute of New York.

Honorable mention awards, three of which were offered through the courtesy of Mr. H. W. Wilson, President of The H. W. Wilson Co., and a fourth award offered through Laura Bankhead as Librarian of the Grolier Society, went to: Cooper Union General Library, Curtis Publishing Company Library, Central Hanover Bank and Trust Company Library, and the Queens Borough Public Library.

Participants in Pittsburgh Chapter's February discussion of Library Ethics were Miriam Grosh,

McCartney Library, Geneva College, who spoke on "Personnel Relations"; Rosemary Hanlon, Mine Safety Appliances Company Library, "Relations with Other Libraries"; and Hazel C. Anderson, Tuberculosis League of Pittsburgh, "Relation of the Librarian to the Profession." Edith Portman was chairman of the discussion.

The deadline for the Pittsburgh Union List, third edition, is April first.

Southern Californians' In-Service Training Class has been sponsoring a series of nine lectures during February and March on a "Survey of Special Library Reference Methods and Tools." Member librarians will discuss and demonstrate their special methods and tools as the class visits the various libraries.

Emma G. Quigley, Chapter President, informed Los Angeles clubwomen about "Southern California Chapter of Special Libraries," when she was guest columnist in November for Margaret Stimson, club editor of the *Los Angeles Examiner*. There's an idea for other chapter publicists to build on — persuade your favorite columnist to go on vacation while you handle his or her column to extol and explain Special Libraries Association.

News Briefs

Would You Like Part Time in Honolulu?

Marion Morse, Librarian of the Honolulu Academy of Arts, Honolulu, Hawaii, and an active member of S.L.A., would like to exchange jobs with some librarian on the Atlantic coast. She would like the exchange to begin in the fall of this year and last for six or nine months. The exchange would have to be with someone trained in art reference work. Those interested should address Miss Morse, 900 South Beretania Street, Honolulu, Hawaii; cable address, Honart.

Education Notice

Simmons College School of Library Science is again opening its course in "Organization and Administration of Special Libraries" to a small number of qualified librarians. Ruth S. Leonard is directing the course which runs from February 1 to May 24.

Free "Penny-Postals"

Postal cards, having a sketch of the Claypool Hotel on the face, are available free from Headquarters. Request them from Special Libraries Association, 31 East Tenth Street, New York City.

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A national campaign for additional endowment for the Yale Law School Library has been started. It began with the offer of several hundred thousand dollars from an alumnus of the class of '91. The total amount raised is to be used for the purchase of books. Its Librarian is Professor Frederick C. Hicks. A press report announcing the campaign quotes the opinion that "In increasing numbers librarians as well as lawyers in search of scholarly works come to the Yale Law Library to study the unique classification scheme which resulted from many years of effort on the part of Professor Hicks and his associates. It is unique in that the main sections dealing with the descriptions of classes and the schedule of classifications are supplemented by a third section dealing with practice."

Importations and Foreign Subscriptions

Those wishing information concerning the importation of foreign books and periodicals may request to receive "statements" as issued, of the Joint Committee on Foreign Importations. Dr. H. M. Lydenberg, Chairman of the Committee, may be addressed at the New York Public Library, 42nd Street and Fifth Avenue, New York City. Dr. Donald E. Cable, the special representative of S.L.A. on the Committee, will be glad to answer questions addressed to him at the United States Rubber Company, General Development Division, Passaic, New Jersey.

Life of a Binding

"If you operate a company library, how long a book will last is important. How many times would you guess a new book in the original binding could be borrowed before it falls apart?"

"The Public Library of the City of Boston has figures on 400 new books. Copies were borrowed an average of six times before rebinding.

"How long does a book circulate after rebinding? The Boston Library says: Forty or more times to outside borrowers. The New York Public Library says: As often as 160 times; depending on whether it's taken home, and in what section of the city it's used. Both binderies agree that a book often holds together even after 40 to 160 readings; but pages are so dirty and featheredged no one would touch them. . . ." — *Dun's Review*, January 1940.

Library for Employees?

Permile Patter, the house organ of Aluminum Industries, Inc., of Cincinnati, Ohio, in its January issue, urges the company's employees to use the Public Library. "Read a book or two about your own work — or — acquire some knowledge about the job next higher up."

Work of Women

A collection of writings of feminine authors has been donated to the Deering Library at Northwestern University in Evanston, Illinois. Dr. Theodore W. Koch, the Librarian, prepared the catalogue to this collection; it lists over 2,000 volumes published in thirty-seven countries. The collection represents the outstanding works of the writers. It was begun seven years ago, and has been assembled by Mrs. Grace Thompson Seton, who is Chairman of Letters of the National Council of Women, and also Vice Convener of Letters for the International Council of Women.

Independent Stores Study

A surplus stock of *Group Selling by 100,000 Retailers*, published in 1936 and then priced at \$3.75, has made it possible to offer copies to members of S.L.A. at a cost of only 50 cents to cover postage and other minimum handling charges. The book is a 212 page study of voluntary and coöperative groups of grocery stores. It is still the latest treatise available on the group selling movement.

Copies may be obtained from the American Institute of Food Distribution, Inc., 420 Lexington Avenue, New York City, for 50 cents paid in advance.

Speaker on City Code and Index

At a recent meeting of the Newspaper Group of the New York Chapter, Reuben A. Lazarus, Assistant to the President of the Council, (N. Y. C.) and Counsel to the Board of Statutory Consolidation, was the guest of honor. Mr. Lazarus described some of the problems encountered by the Board of Statutory Consolidation in the preparation of the New York City Administrative Code which became effective on January 1, 1938. He described the novel system of indexing which he himself devised, as especially adequate for handling the tremendous and varied mass of legal matter which needed codifying.

Personal

Frances E. Walsh, Librarian of the Bankers Trust Company, New York City, passed away on January 11, 1940. Miss Walsh had been with the Bank since 1929; Librarian, since 1936.

The recent death of Mrs. Betsey Foye Veasey, head of the Branches Department of the Los Angeles Public Library, ended thirty years of service to the city.

Next Generation

Eugene Hart, Librarian of the Los Angeles County Library, received his best Christmas present, a baby daughter, just one day late.

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Lecturers

Rose L. Vormelker, head of the Business Information Bureau of the Cleveland Public Library, delivered two lectures at the School of Library Science of the University of Toronto in January.

Robert R. Bruce, Research Director at Metro-Goldwyn-Mayer Studios, spoke on Motion Picture Research at the December meeting of the Pacific Coast Historical Association.

New Positions and Changes

Mrs. Jacquelin D. Sykes is the new Librarian of Arthur D. Little, Inc., at Cambridge, Mass.

A new special library in San Francisco is that of the Golden State Co., Ltd. Elise Hoffman, Librarian, is acquiring material on milk, and related subjects, and equipping a laboratory.

Dr. Leland D. Baldwin, author of *The Delectable Country*, a current best seller, is the acting Librarian of the University of Pittsburgh. The former Librarian, J. Howard Dice, who died in December, will be remembered for his hospitality to the College and Reference Section during the 1938 S.L.A. convention.

Oscar E. Norman, Librarian of the Peoples Gas Light and Coke Company of Chicago, is retiring after nineteen years with the Company. He is the author of the *Romance of the Gas Industry* and other articles on the industry.

Margaret M. Miller, Librarian of the Standard Oil Company of California, is welcoming visitors in her new offices at 265 Bush Street, San Francisco. The Company's Research and Development Library at Richmond was also moved to new offices, in the recently completed Research and Development Building.

Howard L. Stebbins, Librarian of the Social Law Library of Boston, has moved to new quarters on the twelfth floor of the new Court House.

Alberta E. Fish became Librarian of the California State Relief Administration when the offices were moved from San Francisco to Los Angeles. Mrs. Blanche Dalton was the Librarian at San Francisco.

John Richmond Russell will become Librarian of the University of Rochester on April 1. Mr. Russell is the present head of the cataloguing division of the National Archives at Washington. He has been with the National Archives during the past five years. Prior to that time, he had been on the staffs of the New York Public Library and of the University of Michigan. Also, he spent one year in Europe as Fellow in librarianship of the General Education Board.

Rosemary Jacquith has resigned as Librarian at the General Petroleum Corporation in Los Angeles, and has been succeeded by Richard W. Johnson.

Committee Member

Edwin T. Coman, Jr., Librarian of the Graduate School of Business, San Francisco, was named Chairman of the California Library Association's Special Committee on the Distribution of California State Documents. He is a member of the national S.L.A. Nominating Committee.

Engaged

Eliza Crannell, Librarian, Gulf Research and Development Corporation (Pittsburgh), to Winton Brown.

Katherine Magill, Research Librarian for the Pittsburgh Plate Glass Company, Creighton, Pennsylvania, to Dr. Stuart E. Whitcomb of Jenkintown, Pennsylvania. Dr. Whitcomb is instructor in physics at Georgia School of Technology in Atlanta.

Married

Elizabeth Galbreath, Assistant Librarian, Research Laboratories of the Aluminum Company of America (Pittsburgh), to James Thompson, in December 1939.

Carol Ruben, formerly Assistant Librarian of the San Francisco News, to Richard Pearce, in November 1939.

Ralph A. Ulveling, Associate Librarian of the Detroit Public Library, to Elizabeth Baer, in December 1939.

Elizabeth Osborn, Legal Librarian for Aetna Life Affiliated Companies, to Foster E. Sturtevant, in January 1940.

Mrs. Marion Spater Jones, Librarian of the New Britain (Connecticut) Institute, to Edward Arnold Magg, in January 1940. After a wedding trip to Havana, Mr. & Mrs. Magg are living in New Britain, where Mr. Magg is practicing law.

Vacations in Winter

Elizabeth Gerhardt, Librarian, Milwaukee *Sentinel*, missed many February blizzards by cruising through Caribbean waters for two weeks, and visiting in New Orleans.

Jean Fundenburg, of Pittsburgh Chapter, enjoyed Florida weather during her leave of absence.

Mrs. Jolan M. Fertig, Librarian, Research Laboratories of the Westinghouse Electric and Manufacturing Company, Pittsburgh, spent a month in Florida.

Magazine Author

Margery Quigley, Librarian of the Montclair (New Jersey) Public Library and lecturer in Library Publicity at Columbia University, showers praises on modern librarians. Her "Books, Books, Books" appeared in the January issue of *Mademoiselle*.

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- (5) "Ergebnisse der Enzymforschung" by Nord & Weidenhagen: Vols. 1-8
- (6) "Der Chemie Ingenieur" by Eucken & Jacob: set
- (7) "Journal of Farm Economics": set

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(Stockholm Economic Studies No. 9.)

Crum, W. L. Corporate Size and Earning Power \$4.00
Based upon the *factual* evidence from corporation tax returns filed over a six-year period.

Fernandez del Castillo, G. La Propiedad y la Expropiacion en El Derecho Mexicano Actual \$1.40

Handbuch der schweizerischen Volkswirtschaft, 2 vols. \$21.12
A scientific work of great magnitude, carried up to the summer 1939.

Haushofer, K. Deutsche Kulturpolitik im indopazifischen Raum \$2.34

The author is one of the foremost exponents of German expansion politics.

International Trade Statistics 1938.
Published by the Economic Intelligence Service of the League of Nations (1939) \$4.00

Neill, H. B. Forty-eight Million Horses \$2.50
Everyone knows about electricity but few have any conception of what electricity is doing today.

Renou, P. La Devaluation du Franc Suisse. Ses Causes — ses effets — son enseignement. Preface du Dr. E. Ackermann \$1.75

Roll, E. A History of Economic Thought \$3.00
Written from the English viewpoint. The author is professor at the University of Hull.

Schumpeter, J. A. Business Cycles. A theoretical, historical and statistical Analysis of the Capitalist Process. 2 vols. \$10.00
In this distinctive book the author presents a fresh analysis of the causes and the mechanism of business cycles in the past 150 years.

Thurnwald, R. Koloniale Gestaltung. Methoden und Probleme \$2.94
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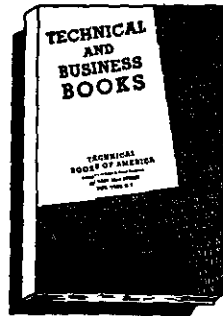
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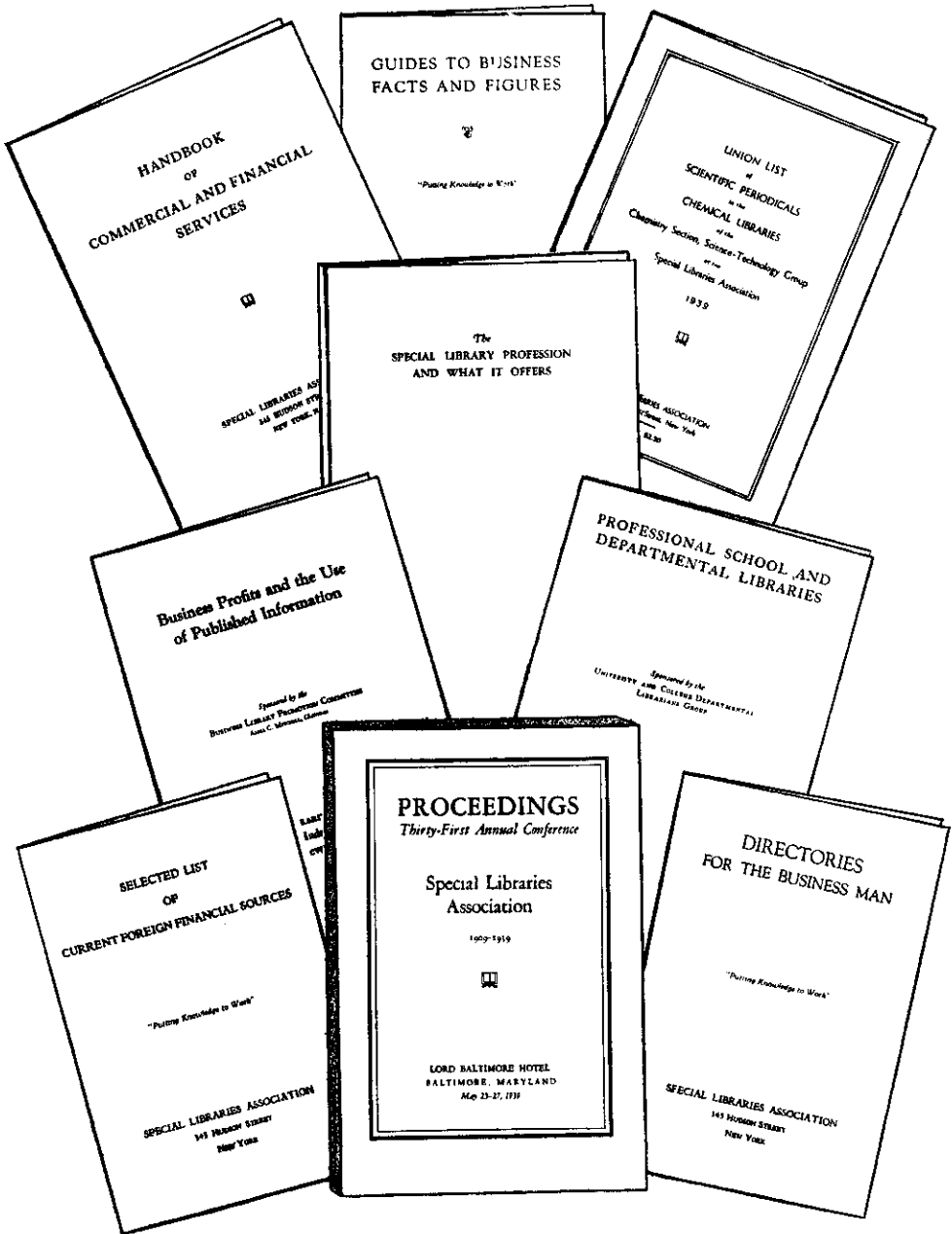
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