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Special Libraries, April 1940

Special Libraries Association

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Special Libraries

Official Journal of the Special Libraries Association

April 1940

★ PARTIAL LIST OF ORGANIZATIONS IN WHICH SPECIAL LIBRARIES ARE OPERATING ★

ADVERTISING AGENCIES AERONAUTICAL MANUFACTURERS AGRICULTURAL COLLEGES ARCHITECTS' OFFICES ART MUSEUMS AUTOMOBILE MANUFACTURERS BAKING COMPANIES BANKS BOTANIC GARDENS BROADCASTING SYSTEMS CAMERA CLUBS CEMENT MANUFACTURERS CHAIN STORES CHAMBERS OF COMMERCE CHARITY ORGANIZATIONS CHEMICAL COMPANIES CHURCHES CLUBS CONSUMER RESEARCH AGENCIES DAIRY LEAGUES DENTAL SCHOOLS DEPARTMENT STORES ELECTRIC LIGHT COMPANIES ELECTRICAL MANUFACTURERS FOOD DISTRIBUTORS FOREST SERVICES FOUNDATIONS FRATERNAL ORGANIZATIONS FRUIT COMPANIES FUND-RAISERS GAS COMPANIES GLASS MANUFACTURERS GROCERY CHAINS HEALTH OFFICES HISTORICAL SOCIETIES HOSPITALS HOTELS INDUSTRIAL ENGINEERS INDUSTRIAL RESEARCH LABORATORIES INSTRUMENT COMPANIES INSURANCE COMPANIES INVESTMENT COUNSELORS INVESTMENT TRUSTS LABOR BUREAUS LAUNDRIES LAW FIRMS LUMBER DEALERS MAIL ORDER HOUSES MANAGEMENT ENGINEERS MARKETING CONSULTANTS MEDICAL ASSOCIATIONS MERCHANTISERS MICROFILM MANUFACTURERS MINING COMPANIES MILK DISTRIBUTORS MOTION PICTURE COMPANIES MUNITIONS MANUFACTURERS MUSEUMS OF SCIENCE MUSIC INSTITUTES NEWSPAPERS OFFICE EQUIPMENT MANUFACTURERS PAINT MANUFACTURERS PAPER MANUFACTURERS PATENT DEPARTMENTS PETROLEUM REFINERIES PHARMACEUTICAL MANUFACTURERS PLAYGROUNDS PRINTERS PRISONS PUBLIC RELATIONS COUNSELORS PUBLIC ROADS BUREAUS PUBLISHERS REAL ESTATE BOARDS REFRIGERATOR MANUFACTURERS RELIEF ORGANIZATIONS RESEARCH FOUNDATIONS SAFETY ASSOCIATIONS SECURITY DEALERS SEED GROWERS STORAGE BATTERY COMPANIES SUGAR REFINERIES SYNTHETICS MANUFACTURERS TAX FOUNDATIONS TAXPAYERS' ASSOCIATIONS TEA COMPANIES TECHNOLOGICAL INSTITUTES TELEPHONE AND TELEGRAPH COMPANIES TEXTILE MANUFACTURERS TRADE ASSOCIATIONS TRANSIT COMPANIES UNIONS U. S. GOVERNMENT DEPARTMENTS WAR COLLEGES WAREHOUSES WEATHER BUREAUS WORLD'S FAIRS Y.M.C.A. ZINC COMPANIES

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A Glimpse Into SLA'S Future

Publicity, Cooperation and Professionalism

By ALMA C. MITCHILL, President

IT IS ONLY after a member begins to think nationally, to participate in the national affairs of SLA, that he comprehends the enormous amount of work involved in carrying on the various activities of the Association. It may not be until, through being a Chapter President or Group or Committee Chairman, he becomes a part of the Advisory Council, that he fully realizes the many developments under way within the Association. Innumerable times, newcomers have said to me after their first Council meeting, "I had no idea of the scope of SLA work. Being permitted to look behind the scenes has given me an entirely different outlook about the Association."

It is this different outlook I wish to present to you. Forget your one locality and come with me through the looking glass into the future. In this world of tomorrow, we will view the Chapters first — as they represent the national in the community. They take as their slogan, "Make this community library conscious." They plan meetings of which at least half advertise the value of library service to the business and professional man. This is done by having program speakers who emphasize the relationship between the special library and the business or professional world. Men well known in the arts and sciences tell how their libraries have been of help, incidents are cited and the meeting is thrown open for general discussion; the librarians demonstrate by means of publications, charts and graphs, the value of library service. To this meeting are invited executives who either have no libraries or whose libraries are not as yet fully functioning. For the industrial com-

munity with a steady flow of new business, the Chapter's Publicity Committee prepares an attractive brochure telling the story of library service, illustrated with photographs, statistics and definite incidents; stress is placed on the fact that the library is the money-saving department of the organization. This Chapter of the future also practices radio broadcasting. At least once a month the library story is on the air. Scripts tell of a day's work in the library of the XYZ Company, or, as was done at the Baltimore Convention, a skit dramatizes the calming of executives' ruffled dispositions by a librarian's efficiency, as compared to pre-librarian chaos. In newspapers stories of Chapter meetings appear regularly, also illustrated feature articles on various special libraries of the region.

As for the Groups and Committees of the future — the Groups have realized, in this SLA utopia, a mission much larger than that of the Chapters. In fact, their scope is unlimited. Whereas the work of the Chapter is either municipal or regional, the Group's activities are nation-wide. With the Groups representing practically all the well known professions and industries, there is a wide field for publicity in the technical press and trade journals. These Groups of the future publish many articles on types of libraries and library work in various fields. Members speak at meetings of other organizations and participate in the others' committee work. These sister professional organizations then turn automatically to SLA as the authoritative source for bibliographies which they then publish in their pro-

fessional journals; for abstracts of articles; for authoritative advice in indexing and classification.

SLA Committees are formed as problems arise in administration, in organization, in expansion. Such Committees as those on Government Documents, Indexes to Sources of Statistical Information, Microfilming and Documentation, and Trade Associations have become authorities in their specialized spheres. The Professional Standards Committee's precepts regarding training and education are followed throughout the business and professional world when employing librarians. Employers automatically turn to the Employment Committee for librarians when in need of one to organize a library. The Methods Committee's *Manual* is in constant use by all librarians when new shortcuts and quick-fire publicity are required to promote their efficiency. One of the busiest of Committees is the Publication. It is through this Committee that the many manuals and services necessary to assist the librarian in her daily task are edited and published: the *Trade Association Manual*, the *Insurance Manual*, the *Science-Technology Manual*. The already existing (1940) service manuals: *Union List of Scientific Periodicals in the Chemical Libraries of the Chemistry Section of the Science-Technology*

Group, *The Trade Catalog Collection* by Granville Meixell, *The Handbook of Commercial and Financial Services* compiled by the Financial Group, *Directories for the Business Man* compiled by Laura A. Eales of the Public Business Librarians Group, *The Selected List of Current Foreign Financial Sources* compiled by Eleanor S. Cavanaugh for the Financial Group, are spurs to future publications. Compilations and texts are constantly being published — whenever a little cloud appears upon the horizon of the business and professional world heralding the approach of a storm of requests.

This is what I picture can be accomplished by the Special Libraries Association. How? The first move in this direction must always be made by each one of us individually. We must think professionally; by so doing, we will build our Association into one of the foremost professional organizations in the country. We, as members of such an association, will have high professional standing individually. A special librarian should be considered a junior executive; he should be asked to sit in on committees, be consulted on educational plans, take part in the employee relations programs. This is already being done, I know, in some organizations. The practice can become more prevalent. Is that not worth striving for?



Talk About Bibles

A roving reporter devoted his column in *The New York Times* on April 12, 1940, to the American Bible Society Library. "The gracious ladies . . . seemed to command a startling fund of statistics. They knew, for example, that 1,040,000,000 volumes of Scripture have been turned out since printing was invented; that the Scriptures have been printed, to date, in 1,039 languages and dialects." The columnist, interviewing Margaret Hills, Librarian, quoted some of the amusing errors which have crept into translations, and told of weird dialects used — often "the missionaries had to make up written languages before they could start translation." He told of the Society's distribution of

Moon System Bibles and Braille Bibles for the blind.

Some book, play and poem titles taken from the Bible are: "My Son, My Son!", "Eyeless in Gaza", "Days of Our Years", "The Little Foxes".

Several of Miss Hills' reference questions were quoted: "What kind of Bible has the Lord's Prayer in it?" . . . "Would you tell me where I can find in the Bible the verse that says: 'Three wise men of Gotham went to sea in a bowl?'" Miss Hills told this woman the quotation was from *Mother Goose*. There was a moment of heavy silence. "Oh, my!" the woman said. She put up the receiver."

Schedule of SLA Convention

Claypool Hotel, Indianapolis, June 3-6

MRS. IRENE M. STRIEBY, Chairman

OVER SIXTY special librarians in Indianapolis, Bloomington, South Bend, Ft. Wayne and Whiting are actively engaged in making plans for the SLA 1940 Convention to be held at the Claypool Hotel, Indianapolis, June 3-6. Many individuals and Chapters are coöperating with the Indiana Group in publicity and program plans. A national hospitality committee has been appointed in the hope that each newcomer will meet fellow Group members promptly.

GENERAL SESSIONS

Delegates will be welcomed at the first general session on Tuesday by Floyd I. McMurray, State Superintendent of Public Instruction; following whom, Mary Louise Alexander, Director of the Bibliographical Planning Committee of Philadelphia, will keynote the Convention with an address on "Undeveloped Resources for Special Librarians," based on her recent experiences with professional coöperation. To develop the theme more fully, an invitation to speak has been extended to a prominent research worker to point the way to a greater appreciation of the need for information sources of South and Latin American countries and to suggest how those needs may be met.

The second general session on Tuesday evening at the World War Memorial will take the form of a series of parallel discussions, lasting five minutes each, on topics having to do with organization, personnel and training, publications, technical processes, activities and progress of both the American Library Association and the Special Libraries Association, all for the purpose of discovering how there might be

closer coöperation between the two associations. Carl H. Milam, Secretary of ALA, and Eleanor S. Cavanaugh, Librarian of Standard Statistics Company and faculty member of Columbia University, will lead the group of participants. The meeting will then be open to the audience for questions and discussion.

BANQUET

The annual banquet on Wednesday evening will be dedicated to the celebration of the 500th anniversary of printing. The speaker will be Douglas C. McMurtree, author and typographer, Head of the American Imprints Inventory and authority on the history of printing. His talk is entitled, "The Significance of Gutenberg's Invention." On this same occasion, a tribute will be paid to the past editors of *SPECIAL LIBRARIES*, and a reception for them will follow the banquet.

ADMINISTRATION MEETINGS

Monday is "Association Day"; an endeavor has been made to schedule committee meetings, the meetings of Chapter officers with the Chapter liaison officer, the Group liaison officer with the Group chairmen, the Executive Board meeting and the Advisory Council meeting. Aside from informal luncheons, only two Group meetings have been planned. Visits to special libraries in the city have also been scheduled, to end with an inspection tour of the Indiana State Library.

GROUP SESSIONS

Group sessions will be held concurrently or jointly with other groups on Tuesday

afternoon and Wednesday. Within the ten larger groups there will be some section meetings and round tables; the law and public utility librarians are sections making plans for informal luncheons.

The commercial, financial, insurance and public business librarians will invite Indiana business executives to their joint meeting on Tuesday afternoon. Tentative acceptances have been received from business executives familiar with the value of a library both as to research and to management. A third subject to be discussed is "The Special Librarian, What She Is, What She Can Do, Where to Find Her, How Much to Pay Her."

These same groups, together with the college and university departmental librarians, will meet jointly on Wednesday afternoon for a symposium. Fifteen participants representing libraries in university schools of commerce and government libraries, as well as other types of business libraries, will discuss principles underlying business reference service, methods in using supplementary contacts and relating development to community services. F. Sterling Wilson of the U. S. Bureau of Foreign and Domestic Commerce will discuss the government angles of the subjects.

Mr. E. J. Crane, Editor of *Chemical Abstracts*, will be guest speaker at the meeting of the Science-Technology Group on Tuesday afternoon, following a luncheon in the Palm Room. He will discuss methods of abstracting scientific literature. Professor M. G. Mellon of Purdue University will discuss assignments of subject headings to patents. The chemistry section of the Group will meet at the Lilly Research Laboratories on Wednesday morning for a discussion of current problems and a review of the numerous coöperative projects underway.

The Newspaper Group has a full schedule of breakfast and luncheon meetings, visits to newspaper libraries and discussions of Group projects. "War and the Newspaper Library" is the subject for one meeting;

subject headings for clippings, war photographs, books on the war, maps and atlases and "Time's Library in War Time" will be discussed by a group of five librarians from metropolitan areas. Speakers for other meetings have been chosen, and the subjects are fully planned. They include microfilm developments, "Information, Please" and the employment problem.

The Social Science, together with the Biological Sciences Group, will meet jointly at the Indiana University Medical Center on Wednesday. At luncheon, the speakers will be Emma Puschner, Head of the American Legion Child Welfare work, and Joseph Rounds, formerly with the International Labour Office. The afternoon session will be devoted to consideration of present library resources for information on national health legislation. Dean Gatch will welcome the Group and Dr. Thurman B. Rice, author, lecturer, and faculty member, will be one of the speakers. Tea will be served at the Nurses' Home following the meeting. After luncheon, Tuesday noon, the Social Science Group will devote its time to a problems clinic opened by a discussion on "Technique in Political Libraries."

With the exception of the Newspaper Group, all business meetings will be held Thursday noon, followed by a trip around the city at 3:30. The Insurance Group has chosen the auditorium of the American Central Life Insurance Company as the location for its last session. George W. Lillard, Hartford College of Law, will speak on the "Development and Aim of the Insurance Library." Harry V. Wade, Vice President of the American United Life Insurance Company, will also speak. The Biological Sciences Group, composed of librarians with many and varied subject interests, will have four speakers on Thursday: Dr. Bernice Geiger of Indiana University will speak on "Nutrition Research," F. C. Gutermuth, Educational Director of the Indiana State Department of Conservation, will talk on "Recent

Progress in Conservation," and Dr. William D. Inlow, President of the Indiana Association of the History of Medicine, Shelbyville, Indiana, will tell of his experience in organizing a hospital library.

The Museum Group will meet jointly with University and College Departmental Librarians Group at the John Herron Art Institute, Tuesday afternoon. Sarah St. John, Editor of the *Art Index*, will talk about "Periodical Indexes and How They Are Made"; Albert E. Bailey, Central Y.M.C.A. College, Chicago, and former head of the Butler University Art Department, will also speak. Following this meeting, there will be a tea for the entire Convention at the Art Institute. Wednesday morning, the Museum Group will divide into small groups to discuss *Fine Arts and Architecture*, leader, Marion Rawls, Burnham Library of Architecture, Art Institute, Chicago, topic, "Analyzing Books and Magazines"; *Music*, leader, Ethel Lyman, School of Music, Indiana University, topic, "Music Libraries' Problems and Their Solutions"; and *Natural History and Historical Society* libraries.

Monday noon, Dr. William M. Randall, Editor of the *Library Quarterly* and author of *The College Library*, will address the University and College Librarians.

EXHIBITS

Exhibits featuring the work of the Association libraries have become a distinct feature of SLA conventions. This year, the Methods Committee has devoted its work to locating both new and old techniques in carrying on library research and routine. The search was opened successfully at the New York Chapter January Job Show, but Los Angeles has promised to share the spotlight by sending a complete research project done for a current moving picture film. These exhibits attracted much favorable comment at the Baltimore Conference.

In response to requests for a discussion of binding problems for music, maps, rare books and other special items, a round

table has been planned for Monday evening. Before the leader takes charge, the Library Binding Institute's film, "Long Live the Book," will be shown. Several members have been asked to participate in the discussion and to illustrate their talks.

CONFERENCE METHOD

The conference method for solving common problems was discussed at length in the March issue of *SPECIAL LIBRARIES*, by Josephine B. Hollingsworth. In that article, she described plans for a series of discussion groups to be held from 8:00 to 10:00 A.M. each morning, on public relations, methods, standards and personnel problems in the special library field. Groups will be limited to twenty-five; advance registration is necessary and a small fee will be charged for the course.

CONVENTION PUBLICITY

Three radio broadcasts are being planned for convention week; announcements of subjects and time will appear in Indianapolis papers. Unusual attention is being paid to sending publicity notices to professional and trade journals, feature articles to local newspapers as well as news to be sent out during convention week. "Conventionalites" will be edited and distributed daily during the four-day session.

With meetings scheduled for every hour of the day, it is difficult to plan for special affairs. Open house and tea at the Indiana State Library are planned for Monday afternoon, while a fiesta on the Claypool roof is on the program for Monday evening. Details are being withheld, but it is assumed that everything will be done in the South American manner, even to a skit for introducing the officers. A buffet supper will be served. On Tuesday afternoon a tea at the John Herron Art Institute is planned for all who attend the Convention. With the possibility of various small Group parties before the banquet and the reception afterwards, the entertainment schedule is filled.

Patent Searching, with Special Reference to Chemical Patents

By MILES O. PRICE

Law Librarian, Columbia University in the City of New York

THE POINT OF VIEW of the research chemist is in many ways very different from that of the patent department which does the searching. It is necessary to understand the patent point of view before intelligent searching can be done.

Considered as a part of chemical literature, patents furnish research material not found elsewhere. Often the inventor does not publish his results in any other form of chemical literature.

Aside from the literature phase of the question, research chemists should understand something of patent law so as to understand their own jobs better — what is required of them. They should know what is meant by infringement and how to avoid it; what is and what is not invention and why, and so be able to coöperate intelligently with the patent attorney.

They will understand why, as an aid to proof, they should keep adequate records of conception and reduction to practice. They will understand why, often, what is worthless for research purposes may be valuable to a patent attorney — such, for instance, as much of the material in chemical trade journals, written up by roving reporters who are untrained technically but who often see and note for publication matters of public use and reduction to practice which are invaluable to the attorney as anticipatory references, though worthless scientifically.

THE LAW OF PATENTS

The patent law was written by lawyers, who are scientists of quite a different type than chemists and with radically different criteria of proof. The patent attorney has to take the chemist's more or less theoretical results and translate them into technical expression so as to convince a judge. Essentially, a patent is a contract between the inventor and the people of the United States, by the terms of which the

inventor, in return for a disclosure of his invention such that a person skilled in the art can manufacture it, is granted a monopoly of the invention "to make, use, and vend" it for the term of seventeen years. The patent attorney must keep in mind three requisites of patentability: invention, utility and novelty.

REQUISITES OF PATENTABILITY

What invention is, is a complicated question of law and fact. The searcher is not concerned with it, but the chemist should understand it. However, there are a number of special rules which the searcher must keep in mind concerning chemical inventions. (Though some countries do not give patents on chemical inventions for processes and compositions of matter, the United States does.) These rules have grown up because the courts hold that chemistry is still such an experimental science that each statement must be backed up by a sufficiency of experimental data not called for in other arts, and reasoning by analogy is severely restricted. The courts hold that, while in a mechanical movement the introduction of added factors will lead to a predictable result, the same is not true in chemistry, where the introduction of an added chemical may produce totally unexpected and unpredictable results. This is why broad claims in chemical inventions are limited to those by experiment — which is why your patent attorney so frequently insists that you carry out additional experiments which seem to you silly or needless. The best discussion in short space, of the special rules concerning chemical inventions is that by Dr. Joseph Rossman in 17 *Journal of the Patent Office Society*.

The second requisite of patentability is utility. The courts are very liberal in their requirements. Of course, if a mechanism or compound has no value for any purpose, no patent will

issue, no matter how ingenious it may be. About the only time utility is involved in a search is when a reference has been cited which you know is inoperative or does not possess utility, and you want to find a statement supporting your own position.

The third requisite, novelty, is the one with which the patent libraries and searchers are chiefly concerned, since their chief function is to determine the state of the prior art, either generally for a given subject, or, usually, specifically as regards a given patent.

STATUTE REGARDING NOVELTY

The statute governing novelty states that any person who has invented or discovered any new and useful art . . . not known as used by others in this country, before his invention or discovery thereof, and not patented or described in any printed publication in this or any foreign country, before his invention or discovery thereof or more than two years (one year after August 4, 1940) prior to his application, and not in public use or on sale in this country for more than two years prior to his application, unless the same is proved to have been abandoned . . . may secure a patent.

A patent application is anticipated if the subject thereof was known or used by others in this country prior to the conception of the invention; or if it was shown or described in a patent or in a publication in this or any foreign country prior to the conception date of the invention; or if shown or described in a patent or in a publication in this or any other country more than two years prior to the filing date of the inventor's U. S. application; or if the invention was in public use in this country more than two years prior to his U. S. application date.

What a patent searcher is looking for is a reference — be it a patent or other printed publication — which describes a given invention adequately and satisfies certain definite requirements as to time.

To be entitled to a patent, an invention must be new and original or no valid patent can be granted; but since a patent is an important property right, it will not be denied or invalidated except on pretty good evidence. It is very difficult to break a searcher into the patent attorney's point of view as to just what this evidence is, so that he will come up with a really usable reference.

REQUISITES OF SATISFACTORY REFERENCES

It is self-evident that to be a reference, a description in a patent or publication must not be vague, or subject to inferences only, but must hit it squarely on the head. The description should be as complete and definite as though it were to be used as part of the specification of the application. There must be no gaps in it, except such as would be supplied by any person skilled in the art — and this at the time of the application. Later knowledge, not available at the time of the descriptive matter relied upon, may not be brought in to amplify and interpret the disclosure. It is not enough to prove that a method or apparatus described in an earlier specification or description can be made to produce this or that result by reading into it whatever is necessary to make an anticipation. Whatever is to be used or inferred must be found within the four corners of the publication itself, construed as of the date of publication and not in the light of later knowledge.

On the other hand, the mere fact that a patent has been held invalid does not necessarily prevent it from being used as a reference against a subsequent invention, for the invalidity may have been on other grounds. Descriptions of laboratory experiments which never matured into commercial or practical methods, or abandoned experiments cannot anticipate an invention. Since chemistry is such an experimental science, a reference which could be made pat only by using analogy, is usually bad. Most of the recent technical literature is bad, from the patent searcher's point of view, because it fails to answer the questions of "what, why, when, where, how, and how much."

I shall not discuss prior use, which involves delving into junk yards and automobile graveyards and the like, to prove that the apparatus or process in question had been used before the date of conception of your patent. That is something with which the searcher rarely has anything to do, though when he does the search may be worldwide. It is said that Ford and others searched all the junk yards, automobile graveyards, and even combed swamps and sections, formerly bodies of water, which had been filled in with old cars, in an endeavor to find an old Packard automobile which everyone knew carried a rim which was involved in an infringement suit. In this connection it may be seen that it is important for chemists to keep samples of

the products they manufacture and sell and make in their laboratories, in order to have them available as proof in the future.

Having surmounted the barrier of adequate description, the searcher is confronted by the equally difficult one of time. The time element in searching is exactly as important as the descriptive, and should be thoroughly understood by the searcher. Time may be an absolute statutory bar to an application; or it may be a bar which may be sworn back of or disposed of in interference proceedings.

If a reference, otherwise satisfactory, shows a description in a printed publication or a patent in any country more than two years prior to the applicant's filing date, that is an absolute bar and he is not permitted to swear back of it. Similarly, two years' public use; but in this case, public use must be established in the United States, as such use in a foreign country, if unknown to the inventor, will not bar him. Also, if the inventor's foreign application, filed more than a year prior to his American application, first matures into a patent, no valid American patent may be granted.

Bars which may be surmounted sometimes by "swearing back," or may throw a patent into interference, are those which show use in this country less than two years prior to the applicant's filing date, or which show a patent or publication in this or any other country less than two years prior to such date. If the invention is described in the publication or patent used as an anticipatory reference, but is not claimed, then the inventor may swear back under Rule 75; but if the patent cited claims the same invention as the one you are searching, then the case goes to interference. In either case it is up to the searcher to find a still earlier reference if he can. There is no limit to how far back a reference may go.

All this requires some consideration of what is meant by conception and reduction to practice.

COVERAGE AND DATES

Prima facie, the application date is the date of conception and constructive reduction to practice, but as I have said, under certain circumstances the applicant has the opportunity to establish an earlier date. This he must do by legal evidence. Conception in patent law is not that moment when the inventor has the bright idea that a certain invention would be pretty

nice, and that it ought to work more or less in such and such a way. It must have reached the stage where the inventor concretely thinks out how his invention will be constructed and will operate. That date, to get by the Patent Office and courts, must be proved by some form of legal evidence, other than the mere word of the inventor. The invention must be disclosed to others, and it is vital that they understand it so clearly that they know how it operates and can impart this information to others. In the famous interference over the Bell and Gray telephone patents, what gave Bell the victory over Gray, was the fact that Bell had so explained his invention to others that they knew how it worked, and Gray had not.

IMPORTANCE OF WORK RECORDS

Adequate records in your daily work are a necessity. Professor Hazeltine won his neutrodyne radio circuit patent case on the strength of a single line of mathematical formula in a dated shop note book. Two years ago Professor Ralph McKee, recently retired as head of the Chemical Engineering Department at Columbia, showed me a notation on a card, carefully dated and witnessed, which had just won him an important patent suit, as establishing his date of conception. There is so much false swearing and the like in these suits that the Patent Office and the courts eagerly grasp any real tangible evidence they can get hold of. Professor McKee says of his own routine in these matters:

"As to laboratory records it is worth while signing and dating and having witnessed a record in the laboratory note book once each week. This is routine. Anything that seems particularly important and is essentially new should at once be signed, dated, and the signature witnessed. The witness should by preference be a young man or woman rather than one past fifty, also by preference he should be a college graduate. The reason is that colleges keep track of the location of their graduates and twenty years later you will be able to locate the witness if needed. There is no point in having a notary witness the signature.

"The wiser man puts down his thoughts in his laboratory note book as well as his figures. In other words, if a thought comes to him as to a possibility of a new way of doing something, that should be recorded in as much detail as he can then think out. He may not get an oppor-

tunity to try this out for six months or a year, but if this record of thought has been made it will serve as a record of conception and his reduction to practice if taking place six months or a year later by reason of carrying out an experiment, will be sufficiently close to the time of conception to permit his using the earliest date as his date of invention. In other words, by waiting six months or a year he has not been neglectful to the extent of abandoning the idea and so it is still his.

"Personally I find it worth while to write out a 'patent memorandum' — when I have thought of some new method of accomplishing a result. This patent memorandum gives:

- a. A description of the nearest prior art.
- b. An indication of the need for a better process.
- c. A rough outline as to the principles on which the new process is to operate.
- d. An example of how I think it should be carried out, and this last can be written up as if the experiment had actually been carried out.
- e. It should cover the new items, i.e., what the claims for the new process would carry.

"It is then signed by myself in the presence of someone else, and they then certify 'I have read and understand the above and witness the signature of the inventor.' The point of this type of witness is that it cannot later be claimed with much chance of success that the disclosure was inadequate, because at the time this party 'read and understood the above.'"

To this Mr. A. W. Deller, chemical engineer, prominent patent attorney, and author of important texts in patent law, adds the following: "I agree with you that it is very important for chemists to keep records. This is so important that you should caution them to keep their records in bound books, all of the entries of which should be in chronological order, preferably in the handwriting of the person making the experiments. The chemist should sign his full name and should fill in the entire date in his own handwriting. Abbreviations, etc., should be avoided. The same thing is true with respect to witnesses. They should sign and date the book in their own handwriting. If an important invention has been made, it is advisable to have a notary public notarize the entry in the laboratory record book itself. . . . The original entry

in the laboratory record book should be signed, witnessed and notarized."

H. A. Toulmin, Jr., has written an invaluable eighty-page book on the subject of invention records. The best discussion of reduction to practice I have seen is by Rivise and Caesar, in *21 JPOS*. It should be read by all inventors.

I believe that the library of the patent department, and not the research department, should organize patent searches. This is to avoid waste of time. The library is constantly doing this sort of thing. It is more likely to organize the search so as to cover all desired aspects the first time over instead of having to go back when new aspects are to be considered, and covering the same ground again. Then one reading of the material searched will give all the information required. Otherwise, too frequently it is like the kindhearted man who cut his dog's tail off an inch at a time because he didn't want to hurt him so badly by cutting it all off at once.

TYPES OF SEARCHES

Generally speaking, there are five kinds of searches, though they may overlap: general art searches, validity, infringement, novelty, and index.

An art search covers all the information available in a given field and usually it is made to determine whether a specific invention is new or not. A complete search would cover all the published material in the world. As this is not possible, something short of that has to suffice, according to the willingness of the company to spend the money.

Validity searches are similar to general art searches, but are confined to references designed to invalidate a given patent. They are thus very full, and cover not only the claims in the patent involved, but the disclosure in the specification as well, differing in this respect from infringement searches.

An infringement search, as the name indicates, seeks to determine whether the claims of a particular patent have been infringed by another patent or by use. Strictly, an infringement search is limited to United States patents in force — that is, not farther back than seventeen years. An infringement search should properly go back and include the expired patents, in the light of which any existing patents must be construed. Frequently the expired patents show that any existing patents must be rather limited in scope.

From the standpoint of an infringement search there is no occasion for investigating foreign patents or the periodical literature.

Validity and infringement searches are the elite of the search field, and require the highest type of searcher.

The commonest kind of search is the preliminary or novelty search, made to determine whether an invention is patentable, and to obtain the readily available patents and publications pertinent thereto. It should be made prior to application for a patent, because more often than not the searcher will find references which knock out the application, and thus save the expense of drawing one up and prosecuting it unsuccessfully. While a preliminary or novelty search is essentially an abbreviated validity search, for practical purposes it is commonly limited to the classified United States patents, and so has to be made in Washington, where the only classified sets are kept.

An index search is made to determine what patents are granted to a given inventor. In the United States, where all patents have to be taken out in the name of the original inventor even though assigned to somebody else, this is laborious but not difficult. Since there is no cumulative index of United States patentees, it is necessary to go through the annual indexes one by one.

PROCEDURE IN SEARCHING

Getting started on a search is often difficult, but since searches do not take place in a vacuum there is a fairly regular routine to be followed. Say that we have a specific patent to be investigated:

Before proceeding to undertake a search of the prior art pertinent to the subject matter of a patent, the history of the application upon which the patent matured should be carefully studied. The oath of the application should be examined to ascertain if foreign applications have been filed. If they have, a search should be made to locate these patents, as they may have a definite bearing upon the validity of the claims of the corresponding United States patents. The file wrapper of the patent should of course be gone through as it contains the original application and all correspondence between the Patent Office and the inventor's attorney leading to the grant of the patent. So it is not only valuable for construing the background and history of the particular patent; but the prior

patents and publications referred to in the file wrapper represent the result of one or more searches made by the examiner in connection with that particular invention; and it frequently happens that by looking up a number of file wrappers and obtaining the references, material is discovered which might otherwise be overlooked.

The claims of the patent should be carefully analyzed and broken down into component parts. It is quite desirable to figure out the equivalents of the elements of the claims. In making any search, other than the briefest of novelty searches, make a broad survey of the particular subject matter — either from a dictionary such as Thorpe's or Ullmann's, or from a standard textbook on the subject. By being advised on the main developments in the particular line of work, it is much easier during the subsequent searching, whether of patents or literature, quickly to appraise and classify the various disclosures encountered. An investigator, of course, cannot be expected to know the history of all the arts, but it is expected that upon being called upon to investigate an art and write an opinion upon the probable validity of the claims of a patent, he will, as far as possible, review the history of the particular art he is interested in.

The search proper will ordinarily start with U. S. patents. Often this is the only material searched. In making an art search in the patented literature and even when making a novelty search, attempt to find a patent disclosing the central idea involved, even if it does not disclose any of the details under consideration. Once having found such a patent, it is much easier to build up the subsequent developments around it. Try to find an unexpired patent disclosing the invention under consideration. Find, if possible, a patent containing claims which would obviously be infringed if your company were to go ahead with its development.

A printed specification is composed of the disclosure, usually called the specification or spec; the claims; and, in proper case, the drawing. Models, except in perpetual motion applications, are rarely required any more. I wish to emphasize the difference between the specification and the claims, as the searcher must always bear that in mind. The specification contains the disclosure of how the invention works, in sufficient detail so that a person skilled in the art

may manufacture it. But in his disclosure the inventor may and usually does cover a great deal of background material that he is not claiming as his invention. The claims themselves are what cover the invention, and are the measure of protection afforded by the patent granted. But one should not gather from this that the specification is unimportant; one of the most fruitful causes of patent litigation has been the weakness of patents, resulting from failure to file sufficiently detailed original specifications containing adequately explained examples of how the invention has been reduced to practice. This is especially true in chemical patents.

PATENT OFFICE CLASSIFICATION

The patent searcher now goes through all pertinent U. S. patents and compares them with the application or patent with which he is concerned. To aid him in finding references, patents are arranged in the Patent Office in classified order, there being some 320 classes and 33,000 subclasses. The classification satisfies nobody, but is helpful nevertheless. Roughly, inventions are classified according to structure rather than function, and it may be said that in chemistry the classification is more likely to follow commercial practice than any theoretical class recognized by the literature. Obviously, the searcher must be familiar with the classification; this is possible only after considerable experience and effort. For example, Chemistry, Fermentation, has 146 subclasses having to do with a chemical change caused by an enzyme functioning catalytically. Chemistry, Carbon Compounds, has 708 subclasses, recently expanded from 173. Even with all these subclasses the classification is neither exact nor reliable. For example, patents describing cyanide compounds may be found in many other classes, and it takes a great deal of imagination to discover all the possible places. In the Office itself this situation is taken care of to some extent by copious cross-referencing by which device patents from other subclasses may be found also in the main subclass.

The index should be searched for the most likely titles of classes. Then the class definition should be read to see if it is pertinent, working down to subclasses more specifically in point. Always hunt for the least common denominator. References found in file wrappers may be looked up in a numerical checklist to find the appropriate class and subclass. Or, if you know

that a particular inventor has a patent in your subject matter, you may look his name up in the name index of inventors, get the number desired, and then check for the classification, where you will find other similar patents. If searching in the Patent Office itself, it is often wise to consult the Classification Division, or your fellow searchers with more experience. Don't be afraid of exposing your ignorance.

Many librarians think it possible to make a classified search by means of the manual subject index of patents. This is not true, if for no other reason than that the index is made up of catchword titles to the patents, which are often devised by the inventor's attorney deliberately to mislead searchers in the assignment records who are endeavoring to find out if a certain application has been filed.

Plant libraries may save an enormous amount of time for their research chemists by subscribing for all patents issued in any appropriate class or subclass, and this is the usual method for keeping track of them when the Patent Office itself is not available. If the subject matter of your plant falls pretty squarely within a limited number of subclasses, it is possible to make a rather adequate U. S. patent search in this way, though many of the earlier patents are now unavailable. Care should be taken by the librarian to maintain an accurate checklist of patents included in each subclass, as they have a habit of wandering away. Another means of checking up on patents as they appear, is to go over each issue of the O. G. [Official Gazette] and examine the abridgments therein, ordering the specifications desired. American abstracts, while not good or complete, are better than nothing. No patent attorney would trust them, but they are useful, as any kind of abstract or abridgment is, to indicate whether the complete patent should be examined.

Many books and periodicals now abstract patents and one duty of the librarian is to determine which of these to acquire for his own library. A good beginning can be made by going through the very extensive list compiled by Elsa von Hohenhoff for *17 and 18 JPOS* and now reprinted in book form. It lists, separately, periodicals which list and abstract patents; and books and compilations, both in English and foreign languages. Some 230 such periodicals are listed and over three hundred books and compilations, including many issued by government

departments. The lists are annotated and chemistry is better represented in them than any other subject. The most ambitious of books containing or indexing patents is Worden's gigantic work in five volumes, indexing all American chemical patents issued from 1915 to 1924, inclusive, some 22,882 patents. An outstanding example of such an index for a special subject is Marchionna's *Latex and Rubber Derivatives and Their Industrial Applications*, 2 v., 1937, which brings up to date his 1933 work. This supplement alone contains 1,700 pages for the four and a half years covered. Another kind of publication important to searching in a special field is Grutzner's *Patentsammlungen*, covering patents on alloys.

A PATENT SPECIFICATION AS A REFERENCE

The searcher of American patents must bear in mind that a patent specification, if the date makes it available at all, may be available either as a patent, or as a printed publication, or both. If used as a patent reference, it may be effective in three ways. If the patent is relied upon as a prior patent, as in infringement searches, then it is effective as of the date of issue, not the filing date. This is also the effective date when the patent is relied upon as a printed publication. But when priority of invention is the issue, that is, that the inventor was not really the first and original inventor, the effective date of the patent is the filing date, which is often several years before the issue date. This is also true where the defense relied upon is prior knowledge on the part of the inventor. Thus, it is seen that a patent may have three effective dates: the issue date, the application date, and the conception date.

Another important fact to bear in mind in using American patents as references is that except in infringement searches they are references for what the specification discloses, even if for some reason or other they are invalid as patents. You are then using them just as you would an article in *Chem. and Met.* [Chemical and Metallurgical Engineering], and not as a patent at all. This is irrespective of what is claimed except that the claims may be resorted to in explanation of any obscurity in the disclosure.

FOREIGN PATENTS

Foreign patents are a bugbear to most searchers, but should not be, though there are many intricacies to be mastered. The best way to do this is to get hold of Belknap Severance's *Man-*

ual of Foreign Patents, which is invaluable, as is Arthur Worischek's introduction on foreign patent searching.

As anticipation, the foreign patent is just as effective as an American patent, with the difference as to dates that in order to invalidate the American patent its granting date must antedate the American invention — that is the conception or application date — and not merely the issue date. This is because the applicant for an American patent is given a constructive reduction to practice as of his filing date; the applicant for a foreign patent is not, as reduction to practice must have taken place in the United States. The fact that an invention is patented in a foreign country does not prevent the issuance of an American patent. The statutory bar here arises, if the inventor first files a foreign application and subsequently files a corresponding U. S. application more than a year after filing in the foreign country. Then the U. S. patent must issue before the foreign patent. This is a point which causes much anxious searching of foreign patent journals for issue dates of patents. It is customary to hold back as far as possible the issue of the foreign patent in such cases until the issue of the American patent. Under the Convention the inventor has advantage of his foreign filing date when he later files in the United States.

A foreign patent is effective as a patent from its granting date, whether ever printed or not. In such cases the grant must be kept track of through the various official patent journals, which may be subscribed for just as any other periodical. Though there is much debate as to whether a foreign patent as prior art is to be judged by any higher standards as to disclosure than similar American art, the answer seems to be that theoretically it is not, but that practically the courts tend to hold their value as references pretty strictly to the claims, except in French patents which have no claims. This is especially true of British provisional patents, which are a sort of preliminary announcement to give the inventor a filing date, and are full of happy prophecies of what the completed invention will comprise. The provisional cannot be used as a reference unless the complete accepted specification contains substantially the same disclosure. As the court said in *Westinghouse Air Brake Co. v. Great Northern Railway Co.*, 88 Fed. 285: "The prophetic suggestions in English

patents of what can be done, when no one has ever tested by actual and hard experience and under the stress of competition the truth of these suggestions, or the practical difficulties in the way of their accomplishment, or even whether the suggestions are feasible, do not carry conviction of the truth of these frequent and vague statements."

It will be noted that some foreign specifications, as the British again, are printed and made public before the grant of the patent — which in fact may never be granted. So foreign patents in such circumstances are references as printed publications earlier than they are as patents. The searcher must know when the specification was actually published, which is why specs should always be stamped with the receipt date in your library. The sealing, or grant date, of an English patent, is about five weeks after acceptance, if at all, and is noted only in the *Official Journal*.

LITERATURE SEARCH

The most difficult field of search is the literature, books, periodicals, learned society publications, trade journals, trade catalogues, and the like. In no field of invention are these so important as in chemistry, and in none is the literature so well indexed. In order to constitute a printed publication, the work must be printed and it must have been published, which may be effected by a sale or rendering even one copy available to the public. Printed works are prior art as of the date of publication, which is *prima facie* that on the title page. However, it may be necessary to prove the actual publication date, and often the earliest you are able to prove is the date of receipt in your own library. To anticipate a patent, the date must be earlier than the date of conception of the invention or at least two years earlier than the application date.

Books and periodicals are *prima facie* publications; trade catalogues are not, but usually there is no difficulty in getting them accepted. A typewritten manuscript is not a printed publication, but a drawing probably is. One thing which is not a printed publication and cannot be cited, is a paper read before a scientific or other body. If it is later printed, it takes effect as a publication only as of the printed date. The reason for this is the uncertainty of oral testimony as opposed to printed. All chemists engaged in patent work should be required to

read the case of *Corona Cord Tire Co. v. Davan Chemical Corporation*, 276 U. S. 358, which is almost a textbook, by Chief Justice Taft on the subject of papers read before scientific societies, conception, reduction to practice, swearing back, etc.

Printed papers and contributions to scientific journals are not as useful for search purposes as they were twenty years ago, for the reason that practically all research chemists not connected with schools (and some of the schools, for that matter) are subject to censorship by their employer before publication. There is always the danger that publication, followed by delay in completing the application, may be regarded as dedication to the public or abandonment of the invention. It should always be remembered that any statements by the inventor in a published paper, relative to inoperativeness, lack of reduction to practice, infringement of other patents, etc., may be used against the author in later litigation. In view of all the above, it should be noted, as it usually is not, that the discussions in the proceedings and transactions of scientific and engineering societies are, frequently, of far greater importance than the papers themselves, being impromptu and uncensored.

Periodical publications, however, are probably the best source of references to the prior art, aside from patents themselves. Often material will be found in them which will not be found elsewhere; usually also it appears first in a periodical, even if later published in book form. The searcher must therefore know his periodicals and his indexes and have plenty of patience and imagination in going through them. Trade catalogues, in the chemical art, are chiefly useful as showing prior use, especially of apparatus. Even when they themselves do not give sufficient data, they often give clues which the patent department may use in tracing a product or apparatus through the manufacturer. Thomas' Register may be used as an index to trade catalogues.

In the chemical field, *Chemical Abstracts* and other abstract journals frequently provide the quickest and easiest way of getting what is readily available, including both patents and literature; but the abstract journals are not very reliable in many fields of chemical research because of the difficulty of indexing patents so that they will be discovered under the appropriate index subject headings; and because the abstracts

are frequently very brief and unsatisfactory. Furthermore, Chem Abstracts goes back only to 1907. This is why the patent library, if possible, should do its own abstracting. Nevertheless, probably Chem Abstracts is used *more generally* than any other tool of the searcher. Do not confine your search to *out and out* chemical literature, however. Learned society publications are often very good, and are usually uncensored. Such publications as the *Comptes Rendus* of the French Academy, and the *Transactions* of the Royal Society of London, are good. Remember, that the Patent Office and the courts do not give you much latitude in making the literature fit your exact situation — you have to find something almost exactly in point before it will be accepted, though always you should let the patent attorney be the final judge in your own searches. Before starting a literature search, put down the various synonyms and phrases under which the subject might be listed in Chem Abstracts, and then look for each of these subjects before leaving the index of a particular year or decennium. For example, look under Glucinum as well as Beryllium.

JUDGING COMPLETENESS OF A SEARCH

In considering the question of completeness of a search, due account must be taken of the amount of money your employer is willing to spend, and of the specific subject matter involved. I know of one search, in the automobile art, said to have cost half a million dollars, and in searching, certainly the office and the courts are on the side with the heaviest artillery. Some attorneys, given sufficient time and money, will undertake to break almost any patent extant. As to subject matter, most of the time a specific development has had its origin and development in a particular country or countries, from which it follows that the patent literature of these countries should be early considered, as well as their periodical literature and proceedings of the respective scientific societies.

Thus, to take the case of hydrogenation of coal — which was developed by Bergius in Germany — it is of course obvious that the German patents and literature must be considered. Also, since a process of this type would be of particular interest to countries deficient in petroleum deposits, e.g., England, France, and Italy, there would be reason to expect that a problem of this type would have received con-

siderable attention in these countries, and consequently, a survey should be made of patents and literature of such countries. Summarizing this point broadly, it is obvious that a search into the question of hydrogenation of coal which did not consider the literature of the countries listed would be incomplete. It would also seem to be the obvious thing to investigate in this connection the U. S. patents and literature, since any problem relating to the production of mineral oils will, of necessity, be of interest in this country, if only from a scientific standpoint.

In searching for anticipatory material, it is fatal when covering the U. S., German and Dutch patents, to stop the search around the period when the patent was granted. Prosecution in these countries very frequently extends over long periods of time, and, while the effective date of a patent may be far too late to serve as an anticipation, under our U. S. laws, an early filing date may, nevertheless, be extremely helpful in that it may be possible to locate a corresponding patent in a country such as Belgium, or France, where the patent is, as a rule, promptly granted as a mere matter of course, without examination except as to form, and where the effective date of such patents may be early enough for the purpose at hand. An early filing date may also serve as a lead to the literature, by way of Chem Abstracts, which may develop a sufficiently early publication considerably ahead of the effective date of the patent itself.

I am not going to try to tell you how to search the chemical literature. You know more about that than I do, and besides there are several most excellent books on the subject, including a very late one by Professor Soule of Michigan, entitled *Library Guide for the Chemist*. This contains two excellent chapters on patent work in chemistry.

IMPORTANCE OF SEARCHER'S RECORDS

It seems elementary that the searcher should keep records of his search so that if any question comes up it will be known exactly what was and was not covered. An investigation of several patent departments fails to reveal any uniformity in this respect; the most elaborate system seen is that of the Mellon Institute, which has seven forms of various colors for various purposes, printed on 5 x 8 looseleaf sheets. In an ordinary search, note should always be made of

classes, subclasses, shoes (in Patent Office searches), periods, volumes (in foreign patents in the Patent Office) covered in each search. By entering the classes covered, collectively, on separate sheets, it is possible to get a prompt indication of the ground covered, without having to hunt through dozens or even hundreds of sheets of notes. Records of art searches, covering everything in a specific field for all periods and all publications, should be especially carefully made and preserved so that future searches can begin with the data gathered at that time. The patent library should be the central repository of this material, which should be copiously subject-indexed for future reference to this and allied fields.

Above all, remember that you or somebody else is going to use this material later, when it is all cold. Therefore, don't try to save time by abbreviating too much, or you will have to go back to your original references and do the work all over again.

The above suggestions as to searching technique may seem difficult; patent searching is difficult, and the successful searcher must combine the detective with the galley slave, and have extensive experience. That is why we have patent department libraries which are organized for this sort of thing. They have the technique down pat, and save the research man endless drudgery and frequent disappointment.

PATENT LIBRARIES

I have been asked to say something about the ideal patent library. There isn't any. If there were one, it would contain all the patent specifications, official patent journals, technical and scientific literature in the world, perfectly indexed and at all times available. The best place to search patents is in the Patent Office, as no other library has an extensive collection of classified patents. For technical literature, however, the New York Public, Engineering Societies, or John Crerar, to mention only a few, are decidedly better. The Patent Office is also the only place to see file wrappers, though they may be copied at considerable expense if desired, as they frequently are.

Plant department libraries have to compromise somewhere, but if you have a good librarian and an appreciative organization back of him, you can have a very fine service indeed, which will save the organization a great deal of

money and time. I have in mind one patent department whose librarian has a graduate degree in chemistry and has taught the subject in a college. He is a registered patent attorney. He reads French and German readily. In 17 years he has brought his library up from a staff of one to a staff of 32. He subscribes to and abstracts all U. S. patents of interest in his field, and some 400 current periodicals, to say nothing of numerous books and bulletins. Through weekly bulletins to his organization he makes readily accessible to its members practically every bit of worthwhile material in their fields, laid on their desks in the form of separate patent and literature abstract bulletins. It is possible to make even a validity search in his library on better terms than in the Patent Office, if the subject is squarely within his field. Such a library of course is invaluable. It takes time, money and above all, intelligence, to build one up, but any organization can make a start and approximate these results within a reasonable time.

The library is a service department, serving both the research men and the patent department. The function of a good patent department library is to gather, classify, catalogue, and otherwise make available such material as is useful to the research and patent departments. This will include selected patents, books, periodicals, trade catalogues, etc. Such a library will abstract patents and periodicals, and file these abstracts according to a classification fitted to the needs of the organization. These abstracts should be made both from the point of view of the patent man and of the research man, and a good abstracter, I am told, is born and not made. He must have innate ability to abstract and condense, and strange as it may seem, the best patent librarian I know says that he is more interested in this ability than in technical training, because so many Ph.D.'s are diffuse and can't learn to condense. Command of English is only second in importance, and an abstracter must not be bored by details. Abstracts are, of course, not the final end of a search at best, but only an elaborate index to direct the searcher toward the complete material.

The patent library should translate on request, so that the organization won't have to go outside for a general translator unfamiliar with the viewpoint of the department. It seems to be the consensus among those dealing with translators that one who was born to the English

language and has learned the language to be translated from is a better translator usually than the foreigner who has learned English. This is because of the English idioms. I remember my chief translator in the Patent Office when I first went there, a learned German physicist, who one day brought me a translation to approve, containing the expression "a worm in a shirt of water." Conversely, an American translating the expression "hydraulic ram" from English into German used what he thought were good German expressions, but which really meant "water sheep."

The patent library should search if qualified, though there is a great deal of debate about this. Chemists are individualists, and would rather make their own decisions. Sidney Cadwell, whom many of you know personally and by reputation, was my classmate in college. An experienced research man and director of research, he has told me that his idea of library service was to have the librarian go through all the literature, select it, abstract it, and synthesize the results for him. Few scientists would go this far, most of them believing that the librarian should at most make a judicious selection of material, and lay that, without critical comments, before them for their own decision. But if a librarian is worth having at all, he should be capable of making a search and finding references. If he hasn't the ability when you employ him, he can develop it.

THE LIBRARIAN

The librarian should be acquainted with other libraries and librarians, since in this way he can multiply and magnify his own literature resources. For example, there is a great volume called the Union List of Serials which lists all libraries holding practically every known periodical, and gives their specific holdings. From this the plant librarian can find what library in his vicinity has certain needed material, and borrow it.

The librarian should understand his plant's products, and how they are made, or he can't understand his job. He should know at least German, as half his searches will be in that language. He should know French as well. In my opinion he should have library training, but I won't argue that, as it is now too late. But I will say this, that library training is no esoteric thing to be afraid of — it is merely the crystal-

lized expression of standard practice as discovered by painful experience in thousands of libraries over many years. It should teach how to get the job done the best and simplest way, with the least lost motion. And there is no law against a librarian's knowing chemistry.

LIBRARY SOURCE MATERIAL

As for material in a patent library, most of it has already been described, but I should say a word for material of purely scientific interest, as it is so necessary for the proper background. There should be critical tables, fundamental texts in pure and applied science, specialized texts within the field of the plant, recipe books, formularies, etc.

There are many good books on patent law. The standard is Walker, Deller edition, in four volumes, which is now, without any harm to it, really more Deller than Walker. For chemists there are such books as Rossman, *The Law of Patents for Chemists*, which should be read before and in connection with Thomas, *The Law of Chemical Patents*. Deller also has a good one for the chemist and metallurgist. Stringham's books are excellent; however, all but his *Outline of Patent Law* are intended for the expert practitioner. No patent man or research chemist working with patents should fail to read the *Journal of the Patent Office Society*, now in its 21st volume. Here is the best discussion of your problems to be found anywhere. For the past ten years, especially, it has been a professional magazine of high order.

AUTHOR'S NOTE. — *This is not a publication, but merely the informal report of a talk given before an audience of chemists and librarians. It is, therefore, not in condition for formal publication. Citations are not complete. The author, in writing this paper, has drawn upon his own seven years' experience as Chief of that Division of the United States Patent Office comprising the Scientific Library, Public Search Room, and Record Room. He has also refreshed his memory through correspondence with numerous friends and former colleagues, and is especially beholden to Raphael Touvoev, Ivan Tashof, Arthur Worischek, Frank E. Barrows, A. W. Deller, and Emerson. Stringham, patent attorneys; to Professor Ralph M. McKeo, former Head of the Department of Chemical Engineering, of Columbia University; and to D. F. Brown, Patent Librarian of the Standard Oil Development Company.*

An Art School Library

By GLADYS R. HASKIN

Librarian, The Cleveland School of Art, Cleveland, Ohio

AN ARTSCHOOL LIBRARY is a cross between a museum and a college library. Our similarity to that of a museum is the part of our book collection which contains all outstanding art books — except some of the more expensive titles of which we have a goodly number; in our lantern slide collection; and in our photographs and posters. The remainder of our book collection includes titles on psychology, history of education, a wide variety of classics in English literature and translations of French, German and other classics, travel books, histories, short story collections and fiction. The last two groups mentioned are used by the illustration students for class work and are unillustrated editions.

Our similarity to a college library also continues in our student problems, the circulation of material, book reserves, and class use of material. Class material means from twenty-five to thirty illustrations on a given subject, say Gothic ornament, which cover the subject quite generally; this material must be put in frames or celluloid cases, depending on its value, for classroom use.

The remainder of our material also might belong to a museum. At present, it is being supervised by the library. It consists of original etchings and drawings, Japanese stencils, mounted birds and butterflies, shells, historic and modern textiles and embroideries, Indian pottery and baskets, a human skull, drapery for portrait backgrounds and last, but far from least, some sixty-five costumes ranging from copies of ancient Egyptian costumes to original 1890 gowns, wraps, etc., and some European peasant costumes.

To make all this varied material easily and quickly available to the greatest number of instructors and students, we have had photographs printed on 3 x 5 cards, the photo occupying not more than a third of the card, the rest of the space being used for information about the object photographed. The classification number and the location of the object, when it is not housed in the library, is on the photograph, as well as all other available information. This makes it possible for the teacher to consult our photographic index, write down the classification number of the objects he wishes to use and have the library assistant very quickly assemble them for him.

Other aids are our numerous indexes which have been made with our very special needs in mind. We have our own picture index: we list any subject that is called for, as it is found or when the picture is mounted. We have indexed all our books for colored illustrations of portraits, noting whether the figure is $\frac{3}{4}$ or full length, whether it is a man, woman, negro, or any other special feature. A few other indexes, to mention them briefly, are murals in color, nudes in color, stage settings, and costumes for various plays and ballets.

A perfect classification for pictures is exceedingly difficult to find; the problem is a complicated one. Our teachers have worked out a classification for us; it is quite satisfactory for our need and extremely simple. Art being the fundamental to us, we use 1 for architecture, 2 for painting, 3 for sculpture, 4 for illustration, 5 for technique, 7 miscellaneous, 8 design and interior decoration, 9 historic ornament,

10 portraits. Following our first number, where desirable, the Dewey country number is used, for example, 1a-1 American architecture, 2a-1 American painting, 3a-1 American sculpture. There are many changes that could be made to make this more logical in its subdivision, but it has filled our needs very well thus far. We have found also that 8 x 10 and 11 x 14-inch mounts will take care of practically all pictures we wish to mount. So we use "a" for the large size and "b" for the small, making U. S. Architecture large "1a-1" and small "1b-1," etc. So much for the classification of our more than 33,500 mounted pictures and photographs, which occupy vertical files in a special room used only for that purpose.

As to our classification for books, we use Dewey with considerable expansion under most subjects. All books are classified, including fiction. The biographies of artists are classed in the 700's. Our illustrated editions, which include a wide variety from French children's picture books to Doré and Vierge, are shelved alphabetically under the illustrator.

Whereas most libraries buy bound books in preference to folios of loose plates, our practice is just the reverse. Frequently we purchase two copies in order that we may mount them without loss of material. This adds greatly to the number and quality of illustrations available for a whole class.

Another library activity is arranging school gallery exhibitions of library material. One of our most interesting and effective exhibits was a poster exhibition which

included posters from 1894 to date, the inclusive years being very well represented and the various countries also. We were indebted to the Cleveland Public Library and the Cleveland Museum of Art for some posters to fill in the gaps. We are now planning a caricature and cartoon exhibition and have enlisted the aid of the Head of the Illustration Department to borrow cartoons from local cartoonists. This is a new departure for the library, but an interesting one, and naturally will create a great deal of interest.

Libraries truly indicate continuous and gradual changes that are taking place. Increasing demands on us for industrial designs and commercial art show one of these trends. To answer these requests we wrote to some of the larger manufacturers of plastics, glass, copper, chromium and other metals, for their advertising material. The most impressive reply, at least in size, was a lot of nine large sample books of wallpapers. The still-life department was very grateful for those, not wanted by the design teachers, for still-life backgrounds.

This year our work took on still a different angle. We were in need of all the illustrative material available for murals other than those painted on canvas or directly on the wall, such as glass, mosaic, enamel. We searched all magazine indexes, wrote various companies and theatres where we knew these murals had been installed and gradually assembled a representative collection. While collecting material for these latest trends, we await with interest our next problem.



Gladys R. Haskin is not without honor in her own country, for she is a graduate of the Cleveland School of Art of which she is now Librarian. She is also a graduate of Western Reserve Library School. She pursued special studies abroad in 1923 and 1926. Prior to directing the Art School Library, she was Assistant in the Fine Arts Department of the Cleveland Public Library.

The Clipping File in an Art Library

By OLIVE B. LE BOUTILLIER

Librarian, Art Association of Montreal, Montreal, Canada

EACH CLIPPING FILE differs in some important respect from every other clipping file. Because information, especially information on modern art topics and on living artists, is not always available in books, a clipping file is of great importance to an art library.

Our file in the Library of the Art Association of Montreal, although commenced only a few years ago, now contains a large collection of pictures, miscellaneous information and loose material.

Sources of this reference matter are the thousands of periodicals, illustrated catalogues, bulletins and newspapers which we either purchase or receive as gifts from our members and friends. After steady clipping and systematic arranging, the file supplements our collection of art books and forms a sort of loose-leaf dictionary capable of continuous expansion.

One section of our file is devoted entirely to the works of artists and sculptors. These are divided into the various schools: American, Canadian, British, Dutch, French, and so on. We find that the legal size folders for this vertical file are most satisfactory. Each artist has his own folder, or folders, as the case may be, with his name and dates plainly typed on a coloured label pasted on the tab. These folders are arranged alphabetically. A versatile artist may have three or more folders, for example: one for his landscapes, another for his portraits, still another for his interiors, and so on. This same listing applies to the sculptors.

One may find in an artist's folder: a picture of the artist, with biographical notes and printed matter such as press

comments; catalogues of his exhibitions; records of sales of his pictures; reproductions of his works clipped from various sources. These reproductions are mounted on stiff, buff-coloured paper, with all available information, including the publication source and date, typed on the reverse side. These pictures may be borrowed for study. They also form a useful collection for small exhibitions shown in the display cases in the Library in connection with current lectures of the Association.

Pictures on ceramics, glass, silver, furniture, and the like, are all mounted, labelled, and filed in a similar manner. It is surprising how useful this material has proved.

There is also the "Miscellaneous File" which contains all sorts of information. This has proved a haven for all the odds and ends. This file is strictly alphabetical. Taking a quick glance through the many folders, one notices such titles as: Boxes, Brass-Rubbings, Caricatures, Christmas Cards, Costume, Fans, Heraldry, Ironwork, Masks, Medals, Needlework, Patchwork Quilts, Royalty, Rugs, Sundials, Tapestry, Theatre, Totem Poles.

To clip or not to clip, is often the question. It is safer to clip too much rather than too little. In answering the unexpectedly queer requests, the clipping file more than justifies itself. To cite one instance: A letter from a woman living in a small town in Ontario asked if we could locate a picture entitled "Portrait of a Lady" by Raeburn. The picture was a portrait of the woman's grandmother — Lady L—. It had been in the possession of her brother

who had been living in Scotland. After the brother's death some years ago, the portrait had been sold. This was rather a puzzling question. We looked through all our books on Raeburn, feeling certain that we could locate it, but without success. We then turned to the file and in the Raeburn folder marked "Portraits of Women," we found a small clipping from a local newspaper, with the caption "Recent Sales in London." Included in this list was "Raeburn . . . Portrait of a Lady . . . sold at Sotheby's for 1,500 gn." It was just a chance that this might be the portrait. We immediately sent her the

clipping, advising her to write to Sotheby's in London. Sometime later, we received a letter from her telling us that she had written to London as advised, that the picture was indeed the portrait of her grandmother, and it was now in the possession of the Honourable Charles G— in London. This illustrates how one of the "to clip or not to clip" items came to the rescue.

A clipping file becomes more valuable with each year. Its importance cannot be overemphasized, for only through a medium of this kind can so much miscellaneous information be accumulated.

Transportation Rates for the SLA Convention

BETWEEN INDIANAPOLIS AND	RAILROAD FARES				PULLMAN CHARGES
	One Way		Round Trip (60-Day Limit)		One Way *
	Unrestricted	Coach	Unrestricted	Coach	Lower
Albany	\$22.90	\$15.30	\$42.00	\$22.90	\$5.80
Baltimore	20.10	13.40	37.30	20.10	5.25
Boston	28.95	19.30	52.15	28.95	7.10
Chicago	5.55	3.70	10.95	7.10	2.65
Cincinnati	3.30	2.20	6.55	4.20	2.10
Cleveland	8.55	5.70	16.65	10.30	2.65
Detroit	8.05	5.40	15.70	9.70	2.65
Hartford	26.75	17.85	47.15	26.00	6.30
Los Angeles	68.55	43.20	100.50	72.10	17.85
Milwaukee	8.10	5.40	14.80	10.20	2.65
Montreal	27.30	18.60	50.35	28.25	6.30
New York	24.35	16.25	44.35	24.35	6.30
Peoria	6.35	4.25	12.45	7.65	2.10
Philadelphia	21.65	14.45	40.00	21.65	5.80
Pittsburgh	11.15	7.45	21.45	12.65	3.15
St. Louis	7.45	5.05	14.60	8.95	2.65
San Francisco	68.55	43.20	100.50	72.10	17.85
Washington	20.10	13.40	37.30	20.10	5.25

BETWEEN INDIANAPOLIS AND	VIA AIR TWA		VIA BUS GREYHOUND	BETWEEN INDIANAPOLIS AND	VIA AIR TWA		VIA BUS GREYHOUND
	One Way	Round Trip	One Way †		One Way	Round Trip	One Way †
Albany			\$10.80	Montreal	\$58.80	\$105.83	\$17.40
Baltimore	\$33.10	\$59.55	9.50	New York	40.55	72.98	11.50
Boston	52.50	94.50	13.75	Peoria			3.50
Chicago	10.50	18.90	2.80	Philadelphia	35.75	64.34	10.25
Cincinnati	5.50	9.90	1.75	(Camden Airport)			
Cleveland	17.55	31.58	4.25	Pittsburgh	19.55	35.18	5.25
Detroit	23.75	42.74	3.95	St. Louis	23.45	42.20	3.55
Hartford	47.45	85.40	12.65	San Francisco	109.40	196.92	33.70
Los Angeles	109.40	196.92	33.70	Washington	30.75	55.35	9.50
Milwaukee	14.65	25.55	4.00				

*Round-trip charge is double the one-way charge.

†Round-trip fares are double the one-way fares minus 10%.

New York City Department of Health

Periodicals and Serials Published 1866-1939

By ESTELLE BRODMAN

Reference Assistant, Columbia University Medical Library, New York City

(*A Supplementary Note*)

IN THE ORIGINAL article in *SPECIAL LIBRARIES*, February 1940, a short history of the Department of Health was appended in order to show the ramifications of the Department and to indicate how difficult a task the collection of these documents is. Since January 1, 1938, New York City has been working under a new charter, which made numerous changes in the set-up of the City's departments. The Department of Health changed the name of the Bureau of Vital Statistics to the Bureau of Records; the Bureau of Child Hygiene was merged with the Bureau of District Health Administration. This Bureau of District Health Administration is Health Com-

missioner John L. Rice's greatest contribution to the City Health Department's work, for it was his program which set up the thirty new health centers scattered throughout the city. . . . The original article omitted all the publications of these divisions, since most were in mimeographed form.

As stated in the introductory text, it is planned to keep the cumulative list up-to-date and to then enter all additions and corrections brought to our attention.

New publications of the Department of Health are to be found in the *Municipal Reference Library Notes*, edited by Rebecca B. Rankin and published by The New York Public Library.

Public Health Division

By REBECCA B. RANKIN

Librarian, Municipal Reference Library, New York City

IN THE ANNUAL REPORT of the New York City Department of Health for 1938, Commissioner John L. Rice takes occasion to thank the Public Health Division of the Municipal Reference Library and calls attention to its "efficient and valuable services." The work of the Public Health Division is briefly described. We should like to repeat here in *SPECIAL LIBRARIES* some of the important items about the Public Health Division.

Many decades ago, the Health Department gathered together its own publica-

tions and some books on public health. In 1916, an agreement was made with the Municipal Reference Library to take charge of the Health Department's small library and develop it into a splendid working collection. Sara L. Halliday became Librarian in September 1916; she has been instrumental in its development from a miscellaneous small collection into a fully catalogued, well indexed library of six thousand volumes, many thousand pamphlets and a subscription list of seventy-five medical periodicals.

The Public Health Division has always served primarily the officials and employees of the Health Department, but it is also open to the public and has coöperated heartily with other special libraries, particularly the New York Academy of Medicine and the medical college libraries in the City.

Miss Halliday was the first Chairman of the Medical Group of the New York Special Libraries Association which was established in 1920, and she has continued her active interest and membership in SLA through all the years.

As the Health Department of the City has moved often, the Library, too, has had many homes. It now has an attractive reading room and adequate shelving in the Department's new building at 125 Worth Street, where it is advantageously placed to serve the Department of Hospitals and the Chief Medical Examiner's staff as well as the Health Department and all interested citizens.

The Municipal Reference Library carries out the same policies in its branch, Public Health Division, as in its own library. The first objective is a complete collection, kept up-to-date constantly, of the publications of the City of New York. The *Municipal Reference Library Notes* publishes a "Monthly List of New York City Publications" and included, of course, are those of the Department of Health. Therefore, from 1915 to 1940, every special librarian has had access to a check-list of every periodical and serial published by the Department of Health and all other city departments.

We may state with pride that the Public Health Division has, with a very few minor exceptions, a complete collection of the New York City Department of Health's publications from 1866 to March 15, 1940. These documents may be consulted at 125

Worth Street, New York City. The *Municipal Reference Library Notes* may be used month by month to check to see if your publications are up to date.

The Public Health Division specializes on all phases of public health. We select the best books published in this field (see *Municipal Reference Library Notes*, December 1939, for a title list of acquisitions during the year 1939). The main subjects are public health, personal hygiene, hospitals, sanitation, child care, nursing, food, drugs, preventable diseases, and health statistics. The Library is equally careful to secure the health reports and literature of all cities over one hundred thousand population — and likewise such state legislation as affects city health activities. The Library is altogether a very well balanced collection on public health designed to serve the Department of Health itself. As a means of informing the departmental staffs of new additions to the Library, a mimeographed sheet "Have You Read" is issued each week. Any special librarian who desires it may have her name put on our mailing list.

The best practices of special library technique have been followed successfully for many years in the Public Health Division; their seventy-five periodicals are routed regularly each week and circulated 5,644 times in a year; all important articles are indexed by subject and cards therefor inserted in the catalogue; newspapers are clipped and the clippings filed by subject to supplement information available in books, pamphlets and periodicals. No effort is spared which will keep this the most complete library on public health. It is the only one of its kind in New York City. It has been recently copied by Los Angeles when that city established its Municipal Reference Library.



What is the good of reading unless you know what books to read? Bibliographies ought to lie about in every educated household. — H. G. Wells.

ASSOCIATION NEWS

Executive Board Action

The Executive Board of Special Libraries Association met in New York City on March 1, 1940 and, with the Advisory Council, on March 2, 1940.

The Chairman of the ALA and SLA Joint Committee on Survey for the Special Library Field was reported to be Herman H. Henkle of Boston.

The Board discussed a suggestion made by Matthew A. McKavitt, Librarian of the United States Department of Justice, Washington, D. C., that the Special Libraries Association sponsor a Special Library School. The Board expressed its favor of such a project but felt unable to sponsor such a school at this time.

Notation was made of a letter from Milton E. Lord, Director of the Boston Public Library and a member of the Boston Chapter of SLA, inviting the Association to consider Boston and/or Swampscott as the meeting place for the 1941 SLA Convention.

The Board voted the following:

To cooperate with the American Library Association, through representation on a Joint Committee on Relations Between National Associations, for the furtherance of relations between national library associations.

To accept, with regret, the resignation of Mrs. Virginia Meredith as Editor of *SPECIAL LIBRARIES*. Mrs. Meredith's resignation will take effect at the end of the 1939-40 administrative year.

Regarding Publications

To reduce the price immediately of the 1935 *Special Libraries Directory of the United States and Canada* to \$1.50 for paper-bound copies and to \$2.50 for buckram-bound copies.

To discontinue publication of the *Pro-*

ceedings as a separate volume supplementary to *SPECIAL LIBRARIES* and to publish the "Proceedings" as the July-August issue of *SPECIAL LIBRARIES*.

Secretary's Report

The report of the national Secretary included mention of some interesting publicity. For the February edition of the *Social Science Group Membership Bulletin*, the Secretary wrote a column and a half, "Calling Headquarters." To one of the major networks, material was supplied for use by an afternoon commentator. To Picture Facts Associates, Headquarters has been furnishing help in the preparation of a forthcoming edition on "Libraries" which will be part of the series of "Picture Fact Books" published by Harper. Photographic illustrations of special libraries and of special librarians at work are needed. *Anyone having such photographs available — especially glossy prints — is urged to forward them immediately to Headquarters.* A selection of such action and background pictures will be used with the proper permission and release for each picture. Later, these will form a valuable collection at Headquarters.

Nominating Committee Report

THE NOMINATING COMMITTEE submits the following list of candidates as officers of Special Libraries Association for the year 1940-1941:

President — Laura A. Woodward, Librarian, Central Research Library, Maryland Casualty Company, Baltimore, Maryland

First Vice President — Mrs. Irene M. Strieby, Librarian, The Lilly Research Laboratories, Eli Lilly and Company, Indianapolis, Indiana

Second Vice President — Josephine B. Hollingsworth, Department Librarian, Municipal Reference Library, Los Angeles, California

Treasurer — Josephine I. Greenwood, Librarian, Consolidated Edison Company of New York, Inc., New York, New York

Director for Three Years — Harry C. Bauer, Technical Librarian, Tennessee Valley Authority, Knoxville, Tennessee

MILDRED B. POTTER
CHARLOTTE NOYES TAYLOR
RUTH VON ROESCHLAUB
EDWIN T. COMAN, JR.
LUCILE L. KECK, *Chairman*

NOTE. — The Directors whose terms have not expired are Howard L. Stebbins, who retires in 1941, and Ross C. Cibella, who retires in 1942.

As last retiring President, Alma C. Mitchill continues to be a member of the Executive Board.

Notice of Annual Meeting

AS REQUIRED by By-Law VIII, Section 1, notice is hereby given that the annual business meeting of Special Libraries Association will be held Thursday, June 6, 1940, in the Claypool Hotel, Indianapolis, Indiana, in connection with the annual convention of the Association.

ALMA C. MITCHILL, *President*
ELIZABETH LOIS CLARKE, *Secretary*

Chapter News

Boston members visited Harvard University's new School of Public Administration in February, under the guidance of Elmer M. Grieder, Assistant Librarian. Professor Morris B. Lambie, Professor of Government at Harvard, spoke on "Library Revenues and Local Finance."

Guest speaker at the March meeting in Connecticut was Mary P. McLean, Librarian of the American Bankers Association, New York City, who spoke on "A Financial Library and How It Operates."

"Subject Heading Techniques" were discussed by Illinois members at their February meeting.

Michigan members, in February, were told about the microfilming of literary masterpieces in European libraries by Eugene Power, owner of University Microfilm, Ann Arbor.

A winter vacation was enjoyed vicariously by Milwaukee Chapter members when they journeyed via motion pictures, on the Caribbean cruise of their President, Elizabeth Gerhardt, *Milwaukee Sentinel* Librarian. Pictures of other vacation trips were added to the travelogue.

"The History of Printing" was reviewed at Montreal's March meeting, by Arthur T. Metcalfe of Metcalfe, Robinson Press.

Within three months the New Jersey Chapter has been participating in three joint meetings with other professionals: February, with the North Jersey section of the American Chemical Society; March, with Library School students of the New Jersey College for Women; April, with the New Jersey Library Association. At the March meeting, five librarians in different fields discussed their respective libraries and the possibilities and requirements for jobs therein. On Saturday, April 20, the Chapter had charge of an afternoon session of the Library Association's fiftieth anniversary convention at the Hotel Dennis in Atlantic City.

A member of the Philadelphia Council, Arthur B. Berthold, is to give a paper on "Documentation from the American Point of View" at the 1940 ALA Conference in Cincinnati, at which Conference, the International Federation of Documentation is to be represented. Mr. Berthold is Chairman of the SLC's committee which has been compiling a bibliographical checklist of official Philadelphia documents.

Members of San Francisco Bay Region Chapter learned at their February meeting about "Sources of Industrial Relations Material" from Elizabeth Breid, Librarian of the Division of Industrial Relations at the Graduate School of Business at Stanford University. At the January meeting, there was a discussion of five different kinds of annual reports: the essay form, giving statistics and a progress report; the report on growth, use, and amount of work done in the library; the story of the year's activities, with minimum statistics and maximum examples of service; the graph or chart form, showing circulation of material; and the report answering specific questions asked by the report committee of the public schools system.

In line with Southern California's study-of-government program, the members, in February, were told of the "Promotion of Foreign Trade by the Government" by Clarence H. Matson, Manager of the Foreign Commerce and Shipping Department of the Los Angeles Chamber of Commerce; in March, they heard an explanation of the "Activities of the Government in the Field of Labor." On April 17, the Chapter joined the California Library Association in Long Beach for a meeting on "Public Relations." Future projects of the Chapter include a series of radio broadcasts and raffles to raise funds.

News Briefs

Professional Organizations

Membership in the MUSIC LIBRARY ASSOCIATION is open to all librarians, teachers and institutions interested in the organization and development of collections of music. It was organized in 1931, is national in scope, with regional chapters. It is not affiliated with any other organization; it has held some meetings at ALA annual conferences. The annual dues are \$2.00 a year; the Association's *Notes* are sent to members three times a year. Application for membership should be sent to Gladys E. Chamberlain, Secretary-Treasurer, Music Library Association, 121 East 58th Street, New York City.

The MLA is to publish this year a handbook and code for cataloguing music, and a code for cataloguing and filing phonograph records. It has already published two subject heading lists: one for musical composition, the other for musical literature -- both of which are used by the Library of Congress. One of its committees has printed analytics for important serials; papers on training for music librarianship have been published in the *ALA Bulletin* and in the *Library Journal*. Barbara Duncan, whose article about the Sibley Music Library appeared in the February 1940 issue of *SPECIAL LIBRARIES*, is a member of the Executive Board of MLA.

The Association also initiated a project which resulted in the preparation by the Oberlaender Trust, of a catalogue of European musical manuscripts owned in the United States; this is in anticipation of the establishment of a microfilm archive of such manuscripts, and for the copying of manuscripts and other rare material in European music libraries.

The New York Chapter of the WOMEN'S NATIONAL BOOK ASSOCIATION invited members of SLA as special guests to its March meeting. The Book Association's membership is made up of women who earn their livelihood working with books. The speakers on March 25 were Joseph Gollomb, author of *What's Democracy to You?*, *Arms of Spies*, and other books; and Alma Jacobus, *Librarian for Time, Life, Fortune*. Alice E. Klutas, a former President of the Association and Editor of *The Bookwoman*, told a bit of the history of the Women's National Book Association.

Summer School Announcement

Application blanks for attendance during the summer quarter at the University of Denver School of Librarianship must be filed before May 15, 1940, at the School, 1511 Cleveland Place, Denver, Colorado. The University *Bulletin* dated January 20, 1940, describes the curriculum, prerequisites, degree requirements, expenses, etc. Credentials for the Autumn Quarter should be filed by July 15. The summer work is open only to those experienced librarians or to others

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The University of Denver opened its School of Librarianship in September 1931. The School gives training not available in any other college or university in the Rocky Mountain region.

Law and Music Collections

Wesleyan University's Olin Library (Middletown, Connecticut) has acquired over two thousand volumes, many of them rare, on international law. They include an unusually broad representation of the statute laws of practically every country in the world.

The Library has also been given two bound collections of sheet music containing many hundred pieces of our American "General Grant period."

Automobile Collection

About eighty tons of books were moved from New York City to Detroit when the Automobile Manufacturers Association transferred its quarters to the New Center Building in Detroit recently. According to the Librarian, William L. Powlison, the Library is considered to be the outstanding automobile collection in the world. More than 450,000 copies of United States patents and 4,500 copies of French unpublished patents are especially valuable, since they are said to be the only set of each kind in the country.

Newspaper Library Exchanges

Library exchanges, which gather books from individuals and distribute them to schools and other organizations, have been established by the Tampa *Tribune* and the Nashville *Banner*. These papers are following the plan worked out and operated by the Birmingham *News-Age-Herald*.

Publications

"Selective List of Periodicals and News Letters, with other notes on documentation and films," is the *War Documentation Service Bulletin Three*. It may be obtained, without charge to cooperating libraries, 15¢ to others, from the W.D.S., 1300 Locust Street, Philadelphia. Items which will best serve the smaller libraries are starred. The notes include news items of the activity of various emergency organizations and sources of war material, also a list of available war films.

One hundred copies of *Principles of the New York Standard Fire Insurance Policy*, by A. J. Goldin, have been allocated for free distribution to business libraries requesting a copy of Insurance Publishers, 500 Walnut Street, Philadelphia. The book is used in many courses in fire insurance.

The Columbia University Library's guide to *An Exhibition Commemorating the Five Hundredth Anniversary of the Invention of Printing* is a brochure which makes interesting reading as a summary of the history

of printing, even without the exhibition cases at hand.

Merit Rating in Industry is the first of a series of bulletins which are to be published intermittently by Northwestern University, College of Business Administration, Bureau of Business Research. The series will be known as Northwestern University Publications. They will be based upon research conducted in the Colleges of Liberal Arts, Business Administration, and Engineering. This first bulletin may be obtained, without charge, from the Bureau, 360 Huntington Avenue, Boston, Massachusetts. Much of the discussion in the bulletin is based upon the results of a questionnaire survey addressed to the industrial firms listed in Thomas' *Register of Manufacturers*. Methods, procedure, justification of ratings, and a recommended rating system are argued. Several sample forms are given.

Crime Control, State Laws, 1935-1938, Inclusive is a recent publication of the Library of Congress State Law Index. It is State Law Digest No. 3, and is obtainable for 10c from the Government Printing Office. This seventy-seven-page pamphlet discusses state and local action in combating organized crime, in crime prevention and in reform. It is indexed.

Bibliographies and References Lists

Reciprocal Trade: a Current Bibliography (1940), which supplements the third edition issued in 1937, has been prepared in the Library of the United States Tariff Commission. It is well indexed.

Indexed Bibliography of the Tennessee Valley Authority has been compiled by Harry C. Bauer, Technical Librarian. It lists periodical references published during the last six months of 1939. It has both author and subject indexes.

The Problem of the Older Worker is a selected list of references in government publications, state reports, books, pamphlets and periodicals. It has been prepared by the United States Information Service, Division of the Office of Government Reports, 1405 G Street, N. W., Washington, D. C. It is dated February 26, 1940.

Sources of Information on Legislation 1937-1938 has been issued by the Library of Congress, Legislative Reference Service, State Law Index. It is a supplementary list of published material reporting legislative enactments of 1937 and 1938, received in the Library of Congress since publication of *State Law Index*, Special Report No. 1, and prior to January 1, 1940. Some entries are listed under states; the bulk of entries are under alphabetically arranged subject headings. The list is obtainable, free, only from the State Law Index.

Special Report No. 1 is obtainable for 10¢, from the Government Printing Office.

Democracy in America, Brief Reference List No. 17, February 27, 1940, has been compiled by M. Alice Matthews, Librarian, Carnegie Endowment for International Peace. Books, pamphlets and magazine articles are listed; publisher, paging, price are given.

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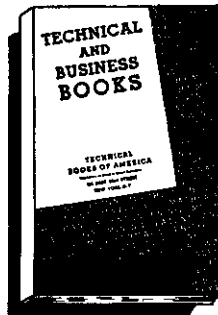
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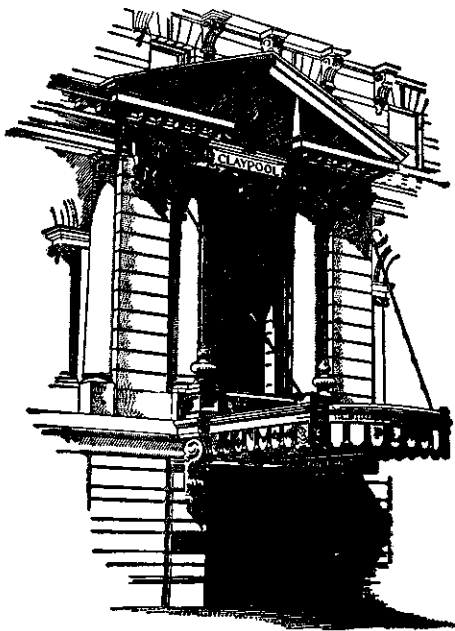
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The list may be obtained from the Library, 700 Jackson Place, Washington, D. C.

The Public Contracts (Walsh-Healey) Act: Selected References has been compiled in the U. S. Department of Labor Library, Washington, D. C. The partially annotated entries are listed in subject groupings: Text of the Act and Regulations; Legislative History (Congressional hearings and reports); General Discussion (Government publications and magazine articles); Administration (discussion in magazine articles); List of Public Contracts Board Hearings; Wage Determinations; Amendments Proposed to Act in 75th and 76th Congresses; Child Labor Provisions.

Hospital Book Guide, Volume One, Number One, has been published, dated January 1940. It is a list of evaluative reviews of adult fiction and non-fiction suitable for various types of mentally or physically ill patients. Included, also, are reviews of books for children, followed by the approximate age of the child for whom each title is printed.

The "Guide" is scheduled to appear quarterly. It is sponsored jointly by the AHA and the ALA. It succeeds the *Hospital Book List* published from 1936 through 1939 by the Library Committee of the American Hospital Association. The subscription rate is \$1.00 per year; single copies, 35¢. All communications should be addressed to the American Library Association, 520 North Michigan Avenue, Chicago.

Publicity

Anniversary Celebration

Papers all over the country carried stories of the 75th anniversary celebration of the Detroit Public Library. Grace A. England was Chairman of the Publicity Committee.

The celebration was held on March 25th. During the afternoon, Open House was held in the Main Library. Exhibits showed books in the collection of the original library of 1865; displays of pictures illustrating the growth of Detroit; songs, plays, costumes and art of 1865; early children's books. The Library began with 5,000 books, a table, a lamp and a few chairs, in a room of the old High School building. Now the institution has a million volumes, twenty-two branch libraries, a Bookmobile, and a downtown Library building designed by Cass Gilbert.

SLA and American Legion

The *Indianapolis Sunday Star*, on March 3rd, ran four columns about Mrs. Verna Grimm and her American Legion Library. The story announced Mrs. Grimm's appointment as head of the Entertainment Committee for the 32nd annual convention of SLA, and gave a long description of her library and its activity, a biography, and pictures of her and her staff.

Court Librarian and History

Jessie M. Aldrich, Librarian for the United States District Court of the Southern District of New York, has retired after thirty-five years as a Federal librarian.

The *New York Herald Tribune* of March 3rd recounts a colorful history of Miss Aldrich's activities: "One of her first tasks in government service . . . was with the Bureau of Chemistry in connection with Dr. Harvey Wiley's test, preliminary to the passage of the Pure Food Law of 1906. She watched with him and took his notes on the 'poison squad' of twenty young men who were given food containing the then highly controversial benzoate of soda, for comparison with twenty others of similar physical condition, eating foods free from the preservative.

"A subsequent assignment to the Biological Survey brought the young woman in touch with the work of locating the parasite which caused spinal meningitis. It was eventually believed to have been found on fleas infesting prairie dogs. Miss Aldrich remembers the death of one of the experimenters, a victim of his scientific zeal. The bubonic plague was stopped before it gained a foothold in this country through the work of these biologists.

"For sheer drama, Miss Aldrich recalls no assignment comparable to the one which came to her in 1910 when, as clerk-stenographer to the secretary of the commission appointed to investigate the title of the United States to lands in the District of Columbia, she found herself called upon to restore documents dating back to the acquisition of government property in 1790. Titles were cloudy, part of the land having been held under squatters' rights and part purchased from the Indians for strings of beads. The signatures of George Washington, Charles Carroll of Carrollton and Daniel Burns appeared frequently on the conveyances.

"Thousands of old deeds had been stored untouched in cupboards of wood for over 100 years. Disintegration had progressed to an almost hopeless degree. Miss Aldrich was instructed in Library of Congress methods of restoration, using an indestructible paste made under a special formula which the government has kept secret. The documents were mounted on fine book muslin and then upon strips of linen paper ready for the bindery.

"In connection with this work, she studied old boundaries shown on antiquated maps of the District of Columbia and running chains of title in the office of the Recorder of Deeds. Lengthy arithmetical computations on a machine attached to her typewriter were included in her work.

"Because of the impermanency of her status under civil service as a resident of the District of Columbia (during the first eight years, her appointments were limited to periods of three months), Miss Aldrich decided, in 1913, to return to New York, her native state, and regain her legal residence. She came here at the request of the United States Attorney for work in connection with the Havemeyer sugar case. . . ."

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Edited by R. Anschuetz and F. Reindel

Vol. I: Chemistry of the Aliphatic Series.

3rd English ed.

1934. 790 pages. \$10.00

Vol. II: Alicyclic Compounds—Natural Products

3rd English edition. Newly translated and revised under the editorship of T. W. J. Taylor, Oxford, and A. T. Millidge.

1939. 656 pages. \$15.00

Vol. III: Aromatic Compounds—Free Radicals. Ready 1941

Vol. IV: Heterocyclic Compounds—ready Spring 1941

Organic Chemistry

By Paul Karrer, *University of Zurich*
Translated from the 6th German edition by
A. J. Mee.

1938. 900 pages. \$11.00

Biological Oxidation

By C. Oppenheimer and K. G. Stern
Yale University

1939. 327 pages. \$8.25

Ephraim's Inorganic Chemistry

By P. C. L. Thorne and A. M. Ward
3rd English edition, revised and enlarged.

1939. 911 pages. 98 ill. \$8.00

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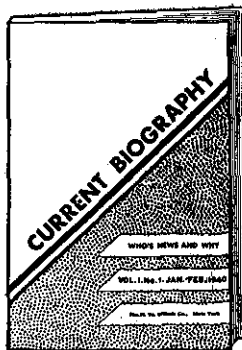
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