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SPECIAL LIBRARIES

Official Journal of the Special Libraries Association

VOLUME 35 October 1944 NUMBER 8

Development of Libraries in the Philippines
Solomon V. Arnaldo

Business Demands on the General Library in the Postwar World
James E. Bryan

Business Demands as Met by Organized Business Library Service
Rose L. Vormelker

Microfilm Copying as an Extension of Library Service
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DEVELOPMENT OF LIBRARIES IN THE PHILIPPINES[1]

By SOLOMON V. ARNALDO

Chief of Research and Reference, Commonwealth of the Philippines

THE battle of Bataan and Corregidor affords us a perspective from which we can view a particular aspect of American democracy in the Philippines for the last four decades. When Japan began the treacherous attack on Pearl Harbor on December 7, 1941, and blitzkrieged a way in Southeast Asia and the Pacific, all the peoples of the invaded countries such as the Netherlands East Indies, Burma, Thailand, Malaya, succumbed in quick succession to the might of the enemy—all except the people of the Philippines. As one man the Filipinos rose, 112,000 of them from the Philippine Army and the Philippine Scouts, and, side by side with 19,000 American soldiers, fought to the death the transgressors of their land. When, after five months of heroic battle against overwhelming odds, the last shot from Corregidor was fired, 3,000 American and 21,000 Filipino soldiers lay dead.

The world wondered immediately at this extraordinary story of loyalty and courage of the Filipinos, and it still is wondering even after the revelation came that when the Filipinos fought the invader, they fought not only for the American flag and their American benefactors, but also, more significantly, for their country, for their liberty and for democracy. They had a stake they legitimately called their own, and when that was endangered they fought without counting the cost in the jungles and foxholes of Bataan. Even now in occupied Philippines, the Filipino guerrillas are still resisting the enemy in formidable numbers and in many a thrilling way.

Democracy! Strange word perhaps for an Oriental people. But the truth is, despite the restrictive policy of four centuries of Spanish imperial rule, the forces of liberalism had found their way in the minds of the Filipino masses. As a matter of fact, the Philippine Revolution of 1896 was a revolution brought about by the common people.

The Spanish-American and the subsequent Philippine-American wars lasted some four and a half years. Within less than a month after the Battle of Manila Bay, on May 1, 1898, the United States had already started opening schools to educate and train the people in democracy and self-government. Curiously enough the first school was opened on Corregidor, the same rock where some forty years later the gallant men of General MacArthur, both Americans and Filipinos, made their last-ditch stand against the Japanese. By the third year of the war, in 1900, there was established by the United States the first public library in its modern sense in the Philippines. A little later, on August 23, 1901, came the first boat load of teachers and librarians on the United States Army transport, the *Thomas*. These were the men and women who accelerated the progress of our

[1] Paper presented at a meeting of the Washington, D. C., Chapter, Special Libraries Association, at the Auditorium of the National Archives Building.

people towards democracy and self-government and who began their work even while the war was still going on. They were the forces that finally ended the Philippine-American conflict and turned it into the unique experiment that it is in the relationship between the two peoples, culminating in the present Commonwealth of the Philippines established in 1935 and scheduled to become independent by July 4, 1946. They were the pioneers that four decades afterwards made possible in part the epic of Bataan and Corregidor.

THE PUBLIC LIBRARY

The schools are undoubtedly the greatest contribution of the United States in the development of education and democracy in the Philippines. Second to these I would rank the institution of the public library as we conceive it today. The library, with its modern ideals of service to the people, was unheard of in the Philippines until the Americans came, for the public library is distinctly an American institution.

Characteristically American, too, was the beginning of the library movement in the Philippines. The first of its kind organized in the Philippines was the American Circulating Library, established in 1900 by the American Circulating Library Association of Manila. It was designed originally as a memorial to the officers and men of the military and naval forces of the United States who had lost their lives in the service of their country in the Philippines in the Spanish-American and Philippine-American wars. While primarily for United States soldiers and sailors stationed in the Philippines, its free use was extended to all residents of Manila. Starting with 1,000 volumes, donated by the women of the Red Cross Society of California, its collection increased to 10,000 the next year. It was in this second year that the Library was offered by its Board of Trustees and Executive Board to the Military Government of the Philippines, then headed by General MacArthur's father, General Arthur MacArthur. By Act No. 96, approved March 6, 1901, the donation was accepted, and the American Circulating Library became a Philippine Government library operated for the public at large. It is significant to note here that it is this library which, augmented by the collection from the old Museo Biblioteca de Filipinas, formed the nucleus of the present National Library of the Philippines.

EARLY PHILIPPINE RECORDS

It should not be understood, however, that libraries, or Government libraries for that matter, were unknown in the Philippines before the Americans came. Long before Magellan began his circumnavigation of the world, reaching the Philippines on March 16, 1521, the Filipinos had already an advanced culture of their own. They had a system of writing, using syllabaries of Indian origin. They produced manuscripts even centuries before the discovery of America by Columbus in 1492. A few of these records still exist in preserved bamboos and parchment. The first written Philippine code of laws known to us, for example, was written by Calantiao (or Kalantiao), Chief of Panay, in 1433, or almost a century before the Spaniards came to the Philippines.

A Jesuit chronicler, Father Pedro Chirino, who was in the Philippines before Jamestown was settled in 1607, wrote that there were books and book-educated Filipinos at the time and that almost all the men and women read and wrote with ease. It is, therefore, not only possible but probable that some Filipinos kept collections of some of these manuscripts even in a limited way. Most of

these records were undoubtedly lost to us because of natural causes such as the humid tropical climate, fire, rains and storms, earthquakes, wars, insects and *anay* (termites). A great number of them were also destroyed deliberately by human hands from an excess of missionary zeal during the Spanish regime, it being believed that these writings were inimical to the Christian faith. Professor H. Otley Beyer, ranking anthropologist in the Philippines, was once quoted as saying: "One Spanish priest in southern Luzon (Balayan, Batangas) boasted of having destroyed more than three hundred scrolls written in the native character."

CONVENT LIBRARIES

With the coming of the Spaniards in the sixteenth century, however, the Philippines boasted of real libraries of valuable collections, mostly from Spain and Mexico. Before the end of the century there were four large convent libraries established by religious orders, namely, the Augustinians who came in 1565, the Franciscans who followed in 1577, the Dominicans and the Jesuits, both of whom arrived in 1581. This would mean, historically, that libraries were already flourishing in the Philippines before Sir Walter Raleigh made several attempts to start colonies between 1583 and 1587 on the coast of what is now North Carolina. The fifth convent library was organized at the beginning of the seventeenth century with the coming of the Recollects in 1606.

These convent libraries became the repository of much of the literature of the time. Because of their nature, however, the majority of their collections were on the subject of religion and included catechisms, rituals, expositions of Christian belief, the life of Christ, lives of saints and martyrs, prayers, sermons, confessionals, manuals, tracts and other devotional literature. Significantly enough they contained also a great number of linguistic works—dictionaries, vocabularies, grammars and translations in the native languages of religious works. The missionaries had to understand the language of the people, even preach to them in the dialect, as spiritual fathers of their parishioners. Thus a number of Philippine incunabula, some of them dictionaries and vocabularies, were known to have existed in these libraries. The Dominican convent, for example, formerly possessed the first edition of Father Francisco de San Joseph's *Arte y Reglas de la Lengua Tagala,* printed in 1610 by Thomás Pinpin, the Prince of Filipino printers, in what is now believed to be Abucay, Bataan. Only the second edition, printed in 1752, was found there some years ago. In January 1942, you will remember, Abucay played an important part in the Battle of Bataan as the eastern end of the bloody first line of defense which extended to Moron in the west. Pinpin himself was a "natural de Bataan."

The largest and best known of these convent libraries is that owned by the Dominicans who also administer two famous institutions, the Colegio de San Juan de Letran and the University of Santo Tomás. The campus of the University of Santo Tomás is at present one of the internment camps of American prisoners of war in the Philippines. Besides over 10,000 volumes, the Dominicans also possess rare and valuable manuscripts and documents on Philippine history and culture in the archives of Santo Tomás University. Part of the precious collection was in the Colegio de San Juan de Letran and the adjacent Santo Domingo Church, but as both of these were bombed without provocation by the Japa-

nese in December 1941, together with other nearby colleges and convents, it is doubtful that any portion of it has been saved. The value of these collections increases with the knowledge that for many years since the founding in 1620 or 1625 of the Santo Tomás press, the oldest under the American flag before this war, the Dominican convent library has been the repository, even in a very incomplete way, of some of the products of this press. It should be noted in this connection that the most important period of Philippine incunabula is between 1593, the date of the earliest known book printed from engraved wooden blocks in the Philippines, and 1640. It was during this period that Thomás Pinpin and his immediate successors were most active in their profession. The printing press with movable types was known to have been used in the Philippines as early as 1602.

OTHER SPECIAL LIBRARIES

These convent libraries were special libraries in the modern sense, since only the Fathers and their students could use them. A government library did not come into existence until 1885, when the Spanish Government established the Biblioteca Militar. This was exclusively for the Army, however. Two years later, the Royal Decree of 1887 authorized a Museo Biblioteca de Filipinas, which opened on October 24, 1891, patterned after the Museo Biblioteca de Ultramar in Madrid. More a historical library for the preservation of material on Philippine history and culture, it was far from our present-day idea of the public library designed mainly as an agency for extending reading facilities to the people and disseminating knowledge, instead of merely preserving it. In 1905 its collection was made an adjunct of the American Circulating Library. And by the library consolidation Acts of 1909 and 1916 (Acts No. 1935 and 2572), the American Circulating Library, the remaining collection of the Museo Biblioteca de Filipinas, and all other government libraries were consolidated to form the Philippine Library and Museum. In 1928, however, by Act No. 3477, the National Museum became independent and the library's name was changed simply to National Library.

A year before the Japanese invasion, the National Library had 15 branches in the provinces and four in Manila, besides the Supreme Court Library and 50 traveling libraries. It had a combined collection of about 400,000 volumes and 1,500,000 readers. Supplementing its research facilities were two large libraries of recognized importance: the Scientific Library (329,502 volumes) considered one of the best of its kind in the whole Far East and comparable with some of the major ones in the United States, and the University of the Philippines Library (185,488 volumes). In the early part of the present war, the campus of this University was reported to be the internment camp for Chinese prisoners of war. It is of interest to note also that one of the reported first acts of the Japanese military upon occupying Manila on January 2, 1942, was to burn part of the collection of this Library. This burning clearly proved that *books are weapons* powerful enough in peace and in war for the enemy to deny them to an invaded people.

Sharing the fate of part of the collection of the University of the Philippines Library and those of the Colegio de San Juan de Letran and the Santo Domingo Church was the Library and Morgue of the D-M-H-M Publications, a string of newspapers published by Colonel Carlos P. Romulo, the last man off Bataan and the author of the current best sellers, *I Saw the Fall of the Philippines* and *Mother America*. The D-M-H-M build-

ing was blasted and razed to the ground in the bombings of December 1941. This Library contained bound volumes of the past issues of *El Debate, Mabuhay, The Philippines Herald* and *Monday Mail,* complete sets of which are rare. The rotary presses, linotypes, rotogravure, the Ludlows and all other machinery were later retrieved from the ruins and carted away as scrap iron by the Japanese.

Further library facilities in the Philippines at the time of the Japanese invasion were to be found in some 6,000 public school libraries all over the provinces with a combined collection of some 4,000,000 volumes and a total of some 2,000,000 readers. These figures, of course, exclude those for private schools, colleges and universities.

LIBRARY ASSOCIATIONS

Active in promoting library service and progress were such organizations as the Philippine Library Association, organized in 1923 and recognized as a member of the International Federation of Library Associations in 1929; the School, College and University Library Association, organized a few years before the present war; the Philippine Bibliographic Society, organized about 1934; and the Library Club of the University of the Philippines, organized sometime during or a few years after the first world war. The Philippine Library Association had issued the *Publications* and a *Bulletin,* while the Library Club's official organ was *The Library Mirror.* Formal training in library science leading to a bachelor's degree was offered by the Department of Library Science, University of the Philippines. In a limited way, library training courses were also given at the Philippine Normal School, Far Eastern University, Philippine Women's University and one or two other private universities.

POSTWAR LIBRARIES

It is evident that because of the Japanese occupation and the consequent forced isolation of the Philippines from Europe and the Americas for the duration, library service in the Philippines would imperatively need a blueprint for the postwar period. More and better libraries will have to be established in the City of Manila and in all the 49 provinces of the Philippines, with an estimated combined population of some 18,000,000, and their facilities extended to the remotest barrio. This would mean not only adequate buildings but also selected collections and trained librarians. The important libraries of Manila, the center of cultural, scientific and technical research, would have to be replenished with so much literature denied them for the duration of this war. Their technical staffs, too, would need strengthening by some system of exchange of students and personnel or faculty with similar institutions in the United States.

With the coming of independence for the Philippines in the postwar period, one thinks of those Filipinos and Americans who gave their all in Bataan and Corregidor. One thinks, too, of the great experiment of the United States in the Philippines in the pattern of relationship which should be a universal guiding principle between a strong nation and a small one—a relationship that has not been heretofore tried in the rest of the world, a relationship that at the critical moment inspired and produced the epic of Bataan and Corregidor. A monument in stone or an inscription on parchment, is too mute and passive a memorial to give eloquence to the tribute due the heroes of the Battle of the Philippines or the idea for which they lived and died, comrades in peace and in arms. If the few Americans who

(Continued on page 429)

BUSINESS DEMANDS ON THE GENERAL LIBRARY IN THE POSTWAR WORLD[1]

By JAMES E. BRYAN

Assistant Librarian, The Public Library, Newark, New Jersey

IT may seem out of place to be discussing postwar plans while our boys are fighting in France. We must remember, however, that what they are chiefly fighting and dying for is the freedom to hold the kind of job they want in a world which will permit and encourage that choice. It is quite apparent that they are farther ahead in winning the war than we are in planning and preparing a postwar world. The planning and preparation for such a postwar world is an appropriate and essential job not only for American business, but also for American libraries. There is a great sphere for mutual cooperation between business and the library and the time for planning is rapidly running out.

PICTURES OF THE POSTWAR WORLD

The word "postwar" is used to conjure up all sorts of pictures in people's minds. Some are pleasant pictures of the boys home again, plenty of now rationed things to eat, a new car every year. Some are unpleasant descriptions of severe unemployment for an extended period of time, millions of maladjusted people re-entering civilian life and great dislocations in our political, economic and social life.

It is very likely that those who look on the completely bright side will be somewhat disappointed, as will those who can see only the dark side. In some respects the postwar world will be different from what we now know; in some respects it will be the same. These similarities and differences will in great measure determine what demands will come to the public library from business.

Unfortunately we cannot jump directly to a day, or a month, or a year after V Day. The day after V Day will not be much different from the day before for most Americans, except perhaps for a general let-down feeling mixed with a genuine sense of satisfaction for the excellent job done by our armed forces. From the standpoint of the everyday activities of Americans there may be little noticeable change from the War period. While great events stand out in newspaper headlines and in history, those of us who are on hand when these events occur find that they come about only through a gradual merging of forces, and are followed by a gradual flow of events toward a peacetime program of living for us all.

BUSINESS AND COMMUNITY PLANS

Our situation on V Day will depend greatly on what plans business and the community have made and make now, how these plans are integrated, and whether or not they are put into effect. In other words, the postwar needs which libraries must meet cannot be fully anticipated or met until we work our minds through the maze of events and forces, past the cessation of hostilities.

For the sake of a brief discussion, we shall have to over-simplify many features which are pertinent. The situation which we now face requires that certain things

1 Paper presented before the Public Business Librarians group at the Thirty-sixth Annual Convention of Special Libraries Association held in Philadelphia, Pa., June 20, 1944.

happen, and that certain steps be taken so that we can move into the postwar world with a minimum of difficulty. They are:

1. The planning stage for business, the community and the nation.
2. The integration or working together of these plans on all levels, and
3. Putting the plans into effect and making them work.

This is a big program which places a major responsibility on business, since it must provide the jobs necessary for a stable and free country. This is the core of a composite of problems; the one first essential for a stable postwar world. A big responsibility also lies with the public library as an institution providing research facilities and information, as an agency which helps to provide the individual with the printed tools to help him gain and hold a job, and also as an educational institution which helps to form the public opinion necessary to bring about any such program as this.

You are all familiar with the kinds of planning that are going on in most communities by business and industry. There is also planning on the national level. We are particularly interested in the planning on the local level because libraries are playing a part and should do more in that field.

PLANNING IN NEWARK, N. J.

Let me use Newark as an example, not only because I am familiar with it, but because I feel that it is doing a far better than average job. From the business and industrial viewpoint the Committee for Economic Development is canvassing all local industry and trade to determine how many jobs will be available after the war, with the idea that a probable aggregate of postwar jobs will be made known.

The Central Planning Board, a public organization, is likewise canvassing all city agencies to see what their postwar building needs will be. These needs are translated into money costs, and into a certain number of jobs of definite duration.

Both the Committee for Economic Development and the Central Planning Board have and are now using the general and special business collections of the Newark Public Library with considerable satisfaction. In return the Library has been put in touch with information and trends that have enabled it to be of more service to our community. Many helpful suggestions as to materials and service have also come to the Library. When completed, the business and industry plan and the public plan will be laid side by side. When unemployment reaches a certain point the city will be in a position to see just what sort of project in terms of city needs, as well as in terms of jobs, can be thrown in.

Actually the city is hoping to keep postwar capital expenditures to a minimum, so that the tax rate can be kept down. It is hoped that business and industry can supply the jobs. A preliminary report, which may be too optimistic, indicates that there will probably be no great unemployment after the war in Newark, at least for several years.

PLACE OF LIBRARY IN PICTURE

Now how does the library fit into this picture, which is not only immediate, but will, no doubt, merge into the postwar picture? A few ways are here suggested:

1. All libraries whether or not they have special sections for business, must have adequate materials on all phases of planning, and the techniques of planning.
2. Libraries should approach business with this direct question: What are your plans when cutbacks and reconversion come? How many jobs do you expect to have? What sort of training will be needed to prepare persons to fill those jobs? If the

answer isn't complete, or is in the negative, business must be told the role which the library can play in helping them to plan. This is nothing for the library to be passive about. Jobs will be the one thing which make this country tick in the postwar period ,and the jobs available in each community must be known. As late as it is for planning, many businesses have as yet done nothing about it. This is especially true for many of the smaller businesses. The more even the planning is, and the greater the number of businesses that make their findings known, the more complete and effective the knowledge will be when the time comes to put these plans into effect.

3. Typical of necessary community cooperation is the relationship between the public library and the Committee for Economic Development. The Committee is operating in more than 1,700 communities in the United States. Its purposes are, through a single organization, to call attention to problems of postwar employment and to promote business planning. Each community section of the C. E. D. has a research committee charged with gaining the greatest possible knowledge of each individual city which will bear on employment problems. Libraries have much of the information needed and should make their resources known to the local C. E .D. organization. Here is an opportunity for real service that should not be overlooked by any library.
4. Finally, all of the planning in the country will be of little use, whether public or private, unless it is put into effect. Here the public library as an opinion forming agency can play a real part. Public opinion can respond to pressures if they are well conceived and brought to bear by such agencies as the press, the radio, moving pictures and the library.

There are numerous instances of a lag in planning on all levels which indicate that there must be continued effort brought to bear on this problem. Some of these instances which may be called "straws in the wind" are:

1. On the national level a lag of nearly six months is noted between the announcement of the Baruch report and that recently made by James F. Byrnes, Director of War Mobilization. Legislation is still needed to pave the way for a smooth reconversion process.
2. The contract termination at the Brewster Aircraft and other plants had serious local repercussions and indicated a lack of preparedness in this respect.
3. The Business Library in Newark has noted several requests for information recently which pointed to a recent awakening by local firms to the fact that they were behind in their postwar plans.

The public library has at this time a unique opportunity to call attention to its great store of information. It can also bring its weight to bear, as an opinion forming agency, to the needs of urgent action to the end that we are well prepared with jobs when reconversion and demobilization come.

Let us now try to project ourselves into the period following an end to hostilities and see what kind of a program public libraries will have to offer business, and what the general atmosphere surrounding this program will be.

First of all there will be what may be termed the Battle for the American Mind, which will face all educators. There is no intention to discuss the pros and cons of many political, social or economic topics, but rather the battle to get people to think on serious matters at all. There is great likelihood that nervous and psychological tensions pent up through worry over the men at the fighting fronts, through long hours of work, through the monotony of repetitive occupations at overtime hours will bring about a natural period of relaxation from constructive thought and action. Unfortuntely our problems will not wait for a "time-out" period. Attention must not wane at that point, or it will be tremendously difficult for public intelligence to catch up with events.

Library service to business cannot be purely a business service, but must be an educational service as well. It will not be solely in terms of what demands business will make of public libraries, but it will also be in terms of what the community and country will expect of business. Information service to business must also be seen as part of an overall pattern of the educational program to the community by the public library as a whole. Specialization must be reconciled with the general aims of the service.

Then, too, education is an active ingredient in American life, not an inert function which is held available in case it may be discovered by chance. Large public funds are not appropriated just to provide an educational and informational service to be on hand if needed. Rather are funds provided to develop an active instrument for the development of community intelligence, to make one segment of life and thought known to other segments, and to serve as a balance wheel in community growth and action.

Each city and town in our country differs in make-up, thought, background and opportunities for employment. The political, social and economic complexions of different communities vary widely. Programs should and must differ in their content and approach to postwar problems and service. Newark, for instance, is unusual in that more than 50 per cent of its useful occupations are in manufacturing against a national average of slightly less than 25 per cent. The next large group of jobs in Newark is the clerical group due to a concentration of insurance companies. These are just examples of why a program for the library in Newark will differ in some respects from that of other cities. These differences can make great opportunities for library use and effectiveness if they are correctly understood.

It is here suggested that public libraries serving business, as all of them do to some degree, recanvass their thinking, their aims and programs. Some of the possibilities which might help to serve as a framework for a program for service to business follow:

1. A re-examination of the materials concerning broad economic and social policies in order that specific issues and problems are placed in proper perspective. It is not sufficient that effects be noted and described, the understanding of causes is equally important. The comprehension of a thoughtful book like Lewis Mumford's *Condition of Man* may perhaps be of greater usefulness at this time than a thorough understanding of some phase of cost accounting or time and motion study. A recent feature review of Mumford's *Condition of Man* in the *Personnel Journal* for September 1944 by Charles S. Slocombe points out the value of this book for those in personnel work. Let business collections then take an active interest in general books which point out through adequate background and understanding in just what direction society is moving. We must consider then the possibility of more actively promoting such books in our business collections.
2. Related to the foregoing point, it would seem wise to recanvass the relationship between special collections and the overall educational program of the library, between the business branch and the central building. There must be some general overall supervision of educational policy, so that the approach to postwar problems will be integrated and have some semblance of unity. In some ways the library can be compared to the university with its general curriculum and its special departments. Carnegie Institute of Technology, for instance, gives a course called "Social Relations" the purpose of which is to give engineering students some idea of the social effect of the work that he is going to do. Specialization and general progress must move hand in hand in order that serious lags in public thinking are avoided.

As an example of what is meant, Newark is planning exhibits at the Central Library and Business Library calling attention to the Central Planning Board's reports. Our forthcoming issue of *Business Literature* will also be given over to these reports. Appropriate means to tie-in these exhibits with general and special collections are being taken. In libraries, like other organizations, the right hand must know what the left is doing, and the activities of special functions must be in tune with the educational program as a whole.

3. Business and industry are beginning to show an increased interest in problems of community welfare. The writer has recently sat beside a recreational director of a large aircraft concern, and a social worker from a well known steel company who were both representing their firms in important community activities. There is an opportunity here for each library to make a special effort to collect and present to industry and business basic information about its community.
4. The Union-Management relationship is a two-way problem. Both organizations are concerned vitally with production which means jobs. Here is a field for active library interest, for it lends itself to an educational approach. Libraries are constantly giving the same materials to union and management representatives. Each party must learn to see the viewpoint of the other and approach their differences with tolerance and understanding. There must be cooperation between these two interests if our community life is to be one of harmony. It is not meant to imply here that all differences will disappear, or that there will be little room left for bargaining, as such will not be the case. Nevertheless, library service to business must prepare to present one side to the other. There is considerable literature in the field of union-management problems. Its promotion by libraries will be very helpful in easing tensions in community life.
5. Much has been said in recent years of the application of informal group techniques to library service, and many public libraries have been using group methods in central buildings and branches. Business is well organized in groups, and this offers a good point of beginning for such a program. Trade associations and business clubs are continually offering institutes and educational programs of their own, and there are many opportunities for printed materials to be a desirable adjunct for such programs. While suitable space is often lacking, library rooms can usually be arranged for small groups without too much difficulty. Even now an informal series of courses on contract termination, reconversion, federal tax policy, the techniques of planning and other topics of immediate interest would be very helpful in bridging the gap to complete peace-time activity with a minimum of difficulty and would be a distinct public service.
6. Between every request for service and each service rendered there is a librarian. He or she is professional in attitude and competent. Most demands on libraries are met well. Yet libraries are often ineffective as educational institutions. There are many reasons for this: Lack of sufficient funds, inadequate space and other practical difficulties. The most important reason, however, is the librarian; for it is through good personnel that any organization achieves the success for which it is striving. The staffs of agencies serving business must have the vision and understanding of the part which the printed word must play in the democratic process. Librarians must also have the "know-how" to implement this vision and understanding with an actual day-to-day program. Education is an active agent in the community and must be a continuing process through life. It has a high purpose and requires a forceful active role on the part of librarians.

Library service to business will have many responsibilities in the postwar world. How effective it can be will depend largely on whether it will help in creating jobs, aid in the resolving of industrial tensions, assume an overall community outlook and proceed with its program in a forceful and active way.

BUSINESS DEMANDS AS MET BY ORGANIZED BUSINESS LIBRARY SERVICE[1]

By ROSE L. VORMELKER

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"KNOW HOW" is a current slogan of the business world. Advertisers are urged to write "know how" copy. Industrialists are looking for workers in all fields who "know how." Teachers try to teach "know how."

Man "learns how" but one way—through experience, his own or someone else's. It is in that "someone else's" experience that librarians have endless opportunity for service. It cannot be doubted that the answers to many of the problems facing us in the postwar world are to be found in the records of experience which are in print or about to be printed and which librarians must not fail to make readily and easily available. All thinking people are aware that in the first few months after the war tremendous readjustments will take place. How we, as a nation, conduct ourselves in that period will determine whether the war was fought in vain.

Dr. Anton de Haas, in his recent address before a local Harvard Club on Foreign Trade after the war, said he saw nothing ahead but a third world war in about 25 years which would be the direct result of failure in general to adequately develop foreign trade. He based his thesis on the assumption that this country probably will not be persuaded to eliminate its tariff; that foreign countries will not be *able* to pay American prices; that these countries will be equally isolationist and nationalistic in their desire to become economically independent and so not interested in buying from this country; and that we, having learned to grow our own sources of supply for such commodities as tung oil and rubber, normally constituting a large proportion of our own imports, will have little or no need for these products from other countries. He made his point so thoroughly that in the question period which followed, a distinguished looking man arose and said, "The learned doctor has given us an overall picture of the future which clearly shows there is no future, so may I ask if he can give us an equally adequate formula for painless suicide." Well, even though that was 10 per cent jest there are many folks who feel just that way.

The other day an officer in one of the training camps wrote for some bibliographical material on postwar planning. Said he: "As Director of the Morale Services Division I am planning to send out to the various installations of the Command from time to time factual materials on this subject. There seems to be a terrific amount of pessimism among young men today relative to the future and postwar opportunities, and I am anxious to assemble some good materials which will be helpful in combating that pessimism."

The Committee for Economic Develop-

[1] Paper presented before the Public Business Librarians Group at the Thirty-sixth Annual Convention of Special Libraries Association held in Philadelphia, Pa., June 20, 1944.

ment is urging business to take steps now to assure "a high level of employment" after the war. Labor unions are saying their goal is "full employment" after the war. These phrases *"high level of employment"* and *"full employment"* are frequently quoted with no thorough understanding of what will be required in the way of *vision* and *sacrifice* if they are to be attained.

Congress has just passed the new G. I. Bill of Rights in the hope of cushioning economic shock for returning servicemen. All this planning on the part of industry, labor and government involves business and business problems. They are matters of employment, wages, prices, new products, market research, taxation, monetary standards, foreign trade, sources of supply and demand—all definite grist for the business library's mill.

Is there any doubt that the challenge of these problems will be any less than was the challenge of converting our peacetime economy into a war economy? It may not be so dramatic but it will most assuredly be more difficult.

Now where do business librarians stand in this picture? Business men, labor leaders and others are saying repeatedly: "There has been no time when the need for organized business information service through libraries was greater." They say, "Keep before the people 'know how' copy. Let them see what leads a country to and through disastrous inflation; what the principle of balance of power can do to an economic system; why it is necessary to create and maintain an atmosphere where men may buy and sell to their mutual advantage; that not economic independence but economic interdependence will help maintain a lasting peace. And even though knowing these statements will not be accepted by everyone, knowing even that we may face a third world war, these are the ideas which eventually must be understood if the human race is to survive."

Harold Whitehead in one of his Lowell Lectures once said "All the world over and at all times there have been practical men absorbed in 'irreducible and stubborn facts'; all the world over and at all times there have been men of philosophic temperament who have been absorbed in the weaving of general principles. It is this union of passionate interest in the detailed facts with equal devotion to abstract generalization which forms the novelty in our present society." Obviously the business librarian's job is to present the "irreducible and stubborn facts."

After World War I we heard a great deal about Master Planning and Master Planning Departments were set up in industrial and other organizations. Now, in similar fashion, we talk about Postwar Planning and install Postwar Planning Departments. There is no profound magic in these words—master planning or postwar planning. They mean but one thing, *planning ahead* which has been sound economic policy for a long time.

Answers to questions from postwar planners depend upon the same types of information sources as did the answers to questions from those engaged in mobilization of industrial resources for war production, and before that, in battling a depression. By that I mean trade and geographical directories; statistical reports; legislative, regulatory, economic and statistical services; releases and documents from Government agencies, trade associations, labor organizations, research bureaus; periodicals and books covering the standard fields of business, namely market and business research, labor-management relations, finance, taxation, and the functional processes of business itself, organizations and management, pur-

chasing, salesmanship and sales management, credit, accounting and cost studies, office management and procedures, public relations, etc.

But that is like giving the words of a song and not the music. For although the types of information sources remain more or less constant, the subject emphasis shifts with changing needs.

At the outbreak of the war in Europe our business librarians were called upon for data on government contracts, on conversion to war production, on developing personnel supervisors over night, on finding new sources of supplies, and on antique systems of shorthand. The most obvious shift in subject demand for the immediate future will undoubtedly be in the field of distribution, market analysis, new products, new uses for old products, small businesses and related fields. Here are a few specific questions asked recently in our Bureau which illustrates this trend:

Relative postwar prospects of the machine tools and the agricultural machinery industries. Has a chance of job in each and wants security for the future.

Market analysis of Hutchison vs. Wichita, Kansas, for a person wanting to start a beauty parlor.

Recommended books on starting a small retail business, including organization, sales principles, partnership setup, accounting—all from practical standpoint—to send to a Lieutenant in the Army Ordnance, now overseas, and wishing to establish a small business with his brother after the war.

Cost accounting system and bonus system for enameling industry—for the Latin American branch planned by an enamel manufacturing company.

History of industrial investment in China before the war and outlook for postwar situation.

Amount of home canning done in peacetime years as compared with wartime.

Industrial electric power rates in Vicksburg, Mississippi, for a prospective plant.

Turnover and inventory statistics and principles for line allied to steel—in connection with market study to improve distribution of products by a steel manufacturing company.

All of these topics have a literature or source data which an organized business library service must put to work.

Now how can this be done?

First of all, the librarian must know sources of information, obtain them or have access to them with a minimum of red tape and delay. This requires alertness and an ever watchful eye and ear.

Second: These sources of information must be called to the attention of "customers" and potential "customers." There are endless opportunities and methods for doing this. Good live annotated bulletins, notices in papers, direct mail, articles in trade and labor journals, active cooperation with business and labor groups, working with universities and college professors and classes, engaging in community activities, placing exhibits in strategic spots, attending meetings of groups discussing business problems and, in many cases, even becoming members of such organizations. Cooperation is much more natural when offered by a member rather than an outsider, although there are ample opportunities for the latter. We have experimented with various types of bulletins and have found that *subject* bulletins are of far greater use than the more usual "List of new books" type so frequently a library's only publication.

Third: When necessary the book must be opened and the facts interpreted. It is not enough to hand out to a reader an index if there is any doubt that he does not understand how it was compiled and just what it represents in terms of his specific problem.

Fourth: The librarian must have an adequate public relations policy adequately carried out. It is not enough

to have a machine, it must be put to work and that is possible only if its existence and possibilities of its use are made known.

Fifth, or perhaps first: The business librarian must know what is going on in the business world. He must feast on some of his own supplies. It was shocking to see Marion Manley's analysis of the number of librarians who were either unaware of or indifferent to the noble effort initiated by the Committtee for Economic Development to rouse business to help itself in order to save itself. By and large the men who make up the Committee for Economic Development committees would seldom think of approaching the library for help. The library must go to them.

Now having gone on record as to what the perfect business librarian can and should do, is the picture complete or the job finished? Not at all! It is just begun.

The second half of the story must come from the business and labor groups themselves in urging an organized business service in their local libraries. One of the great advantages of our democracy is that we get what we want when we pay for it. Organizing a business service in libraries requires special techniques in procedures, a staff of business information specialists, a budget appropriation adequate to meet the business needs of the community—not a niggardly sum, and a harmonious atmosphere for work.

These are conditions which executives and workers in any community can help bring about, or at least expedite. So if there is anyone from a city which does not provide a business information service in its library, won't he make it a point to find out why, to study some of the cities which do have such service and see if a little prodding on his part won't bring in returns which, in dollars and cents value to him, will be worth much more than can be guessed.

To the librarians who have, so far, been hampered in developing such service, may I urge that they lose no time in presenting a brief to their superior officers showing the need for the service and what it would mean (1) as help to business and industry in their postwar problems which in turn will hasten the readjustment we face after this war and (2) as recognition to the library from a significant group in their communities—the substantial citizens who work whether with their hands or their heads.

The time is now if it ever was. The men are coming back at the rate of 100,000 a month we are told. Let them not find us simply *talking* about postwar planning but find that we have done something about it and are ready for them. Let us face the future with a vision of the *possibilities* and not have our thinking chained to the *probabilities*.

Out of the war, which now affects most of the world's people, will come an era filled with opportunity for everybody who can stop looking backward, face about and go forward.

HENRY FORD.

MICROFILM COPYING AS AN EXTENSION OF LIBRARY SERVICE

By ATHERTON SEIDELL

Secretary of the Executive Committee of the Friends of the Army Medical Library, Washington, D. C.

WHERE to draw the line between private and public libraries is as difficult to decide as how to determine the limit of the service which libraries should render. The tendency has always been to extend this limit as far as possible since it is recognized, especially in America, that what a library possesses matters little if provision is not made for its full use.

The question of a charge to anyone seldom arises, where the service rendered by libraries is concerned. Libraries are not operated as business enterprises. Their resources have ever been freely placed at the disposal of everyone. Highly trained persons are engaged in maintaining and augmenting the collections and in giving information and even making bibliographic searches for those who need such assistance.

The question as to what generous library service costs is almost never raised. Budgets include the cost of acquisitions, equipment and salaries, but the number of persons served or the extent of aid to each one is seldom taken into account. This is because libraries are recognized as public institutions, maintained for the general welfare, and the good they accomplish is of a character that cannot be measured. It is usually considered to be worth all that it costs.

Towards this end, librarians are given a free hand to improve and extend the service they render. They consult together in their organizations and are generally seeking means to render their resources more widely available to those capable of using them for the advancement of learning. Among the innovations of recent years is the highly organized system of interlibrary loans which has now become firmly established. Authority for this service has never been questioned, and the cost has been absorbed as one of the regular library operating expenses. It is, however, one of the most annoying and troublesome of the duties which librarians are called upon to perform, but in spite of this, its value is generally recognized to be sufficient to justify its acceptance as a legitimate extension of library service.

MICROFILM COPYING VERSUS INTERLIBRARY LOANS

More recently another means for the widespread and efficient extension of library service has been introduced. This is the system of microfilm copying by which the pages of books are photographed on moving picture film. The cost of this is far less than that of any other method of making single copies of printed matter. It may be mentioned in this connection that permission was gained for the first installation of microfilm copying in a library nearly ten years ago, on the assurance to the Librarian (Miss Barnett of the Library of the U. S. Department of Agriculture) that microfilm copying would replace gradually, the exceedingly

vexatious and far more expensive system of interlibrary loans.

Unfortunately, this has not taken place as rapidly as was expected. The more widespread adoption of microfilm copying has been retarded by the attitude on the part of many librarians that it is a subsidiary function instead of an integral part of library operation. This has been due partly to the necessity of having the experimental trials of microfilm copying conducted on a self-sustaining basis. This period has now long since passed and the final complete acceptance of microfilm copying as a legitimate function of library operation is at hand. Since no part of library operation is ever conducted as a business enterprise, it is very unfortunate that microfilm copying should have been so considered. There is no more justification for charging for limited microfilm copying than there is for charging for any of the other services by which the resources of libraries are placed at the disposal of those capable of using them for the advancement of learning.

One consideration which has caused librarians to hesitate to adopt microfilm copying is the fact that its principal use is in serving those at a distance for whom less obligation is felt than for those at home for whose special benefit the library is maintained. This is an easily comprehensible attitude, especially since librarians usually have all they can do to serve those in their immediate vicinity, and taking on anything else is frequently beyond their strength and their resources.

From the broader point of view, however, it is evident that the published literature is so vast and widely scattered that no library can collect everything that will be needed by the workers in any one locality. Access to collections in other centers is necessary for scholars and scientists to take full advantage of the published records of learning and research. The interchange of the less widely distributed source literature is therefore necessary to the most rapid advances in science. Furthermore, new discoveries, wherever made, react to the advantage of everyone, and the obligation of librarians is to aid not only those in their immediate vicinity, but, as far as it is their power, all others engaged in the advancement of learning. Microfilm copying is the one means by which this can be conveniently and efficiently accomplished.

Another point which has been made against the free performance of microfilm copying for everybody is that it would invite abuse. It is suggested that many individuals would take advantage of this means to collect vast amounts of material for their own personal satisfaction. The reply to this is that special libraries have very little that can be used for any other purpose than the further advancement of the subjects with which their collections are concerned. Furthermore, the persons who have knowledge of the holdings of special libraries, would be only those serious research workers whose sole desire is to contribute something to the problem upon which they are engaged. Any abuse which might result would certainly be an insignificant fraction of the sum total of service rendered and would be a negligible factor in the cost of microfilm copying.

COST OF MICROFILM COPYING

Any increase in library service involves an additional cost, and it is therefore of particular interest to librarians to know what this amounts to in the case of microfilm copying, and especially what relation its cost bears to that of other library services. An analysis recently made in the Army Medical Library showed that the labor hours involved and the qualification of those doing microfilm copying,

was almost exactly the same as that required for the interlibrary loans of an equal number of books. Hence, the substitution of microfilm copying for interlibrary and other loans should not appreciably increase the cost of this particular library service. As compared with other services performed by libraries, the training and skill required for microfilm copying is far less than that for cataloging, reference work, bibliographic searches, etc., which account for the principal cost of library operation.

The efficiency with which a library fulfills the purpose of its existence may be judged roughly on the basis of the relation between total operating expenditure and the statistical frequency with which the various items of its collections are placed at the disposal of someone. It is evident that a reduction of this unit cost of service is an indication of improvement in operating efficiency. The cost of acquisitions and maintenance of the collections is a more or less constant factor of operation, and therefore the only method of lowering the unit cost is to serve a large number of persons. Since the needs of those in the immediate vicinity are being served as completely as possible, the only extension of service which can be made is to those at a distance, and it is exactly this that microfilm copying is particularly designed to accomplish.

An example of the increased diffusion of library resources and thus of improved operating efficiency, which can be attained by microfilm copying on a free basis, is given by the Photoduplication Service of the Army Medical Library. This was inaugurated by Colonel Harold W. Jones, the Librarian, on January 1st, 1943, to meet the emergency needs of the Army Hospitals and medical units of our own and allied forces. It replaced Medicofilm Service which had been operating in the Library for several years on a self-sustaining basis. Within the first year the rate of microfilm copying has reached nearly five times that attained by Medicofilm Service. It is now filling more than 4,000 orders per month which is some four times the number of interlibrary loans made per month outside of Washington, and increases by nearly three times the total number of items from the collection of the Library previously placed monthly at the disposal of readers and borrowers.

The demand for microfilms is continuing to increase and there is little doubt that this service will eventually account for a far greater use of the resources of this Library than could ever have been attained otherwise. It is changing the status of the Army Medical Library from an essentially local to a national, and eventually even to an international institution.

Although it may not be possible for other special libraries to effect such an extension of service as is being attained for the time being, at least, by the Army Medical Library, it is certain that other libraries would be able to improve the service they render in their particular fields by means of microfilm copying. Even for persons in the near proximity to a library, it is far more convenient to have a microfilm copy of an article than to go to a library to read that article and make there such notes for future reference as may be necessary.

The advantages of microfilms for both the user and the library are so great that no librarian can afford to neglect this means of extending and improving the service he renders. The example of the Army Medical Library might well be followed by many other scientific libraries in this and other countries.

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CHAPTER TOWN CRIER—Miss Jean Norcross, Dun & Bradstreet, Inc., 290 Broadway, New York 7, N. Y.

TECHNICAL BOOK REVIEW INDEX—Editorial Committee: Dr. Jolan Fertig (Chairman), Westinghouse Research Laboratories, Westinghouse Electric & Manufacturing Co., East Pittsburgh, Pa.; Miss Edith Portman, Mellon Institute of Industrial Research, 4400 Fifth Ave., Pittsburgh 13, Pa.; Mr. E. H. McClelland, Technology Dept., Carnegie Library of Pittsburgh, 4400 Forbes St., Pittsburgh, Pa.

WILSON BULLETIN, SPECIAL LIBRARIAN PAGE—Miss Margaret Bonnell, Metropolitan Life Insurance Co., 1 Madison Ave., New York 10, N. Y.

EVENTS and PUBLICATIONS

Mr. W. K. Dennis, Librarian of Parks Air College, St. Louis, Mo., has issued a supplement to AN AERONAUTICAL REFERENCE LIBRARY, published by the Special Libraries Association. Copies of the SUPPLEMENT are available from Mr. Dennis for twenty-five cents.

* * *

The Columbia University Libraries have just published LIBRARIAN'S GUIDE TO TITLE-PAGE RUSSIAN AND PRINCIPLES OF TRANSLITERATION WITH AN INTRODUCTION TO RUSSIAN LAW BOOKS (New York, N. Y., Columbia University Libraries, 1944. 47p. $1.50), by Elsie Basset. The initial problem presented by Russian books is the language and its adaptation to an American catalog. To the librarian who is not familiar with Russian, this pamphlet offers a foundation for dealing with title-pages and suggestions for using the dictionaries. Methods of transliteration are summarized, for although the Library of Congress has published its scheme, that by no means covers the possibilities, and other systems merit consideration.

* * *

The Bureau of the Census and the Library of Congress have published an annotated bibliography of GENERAL CENSUSES AND VITAL STATISTICS IN THE AMERICAS. The list will be of value in determining population, size, manpower potential, racial heterogeneity and industrial distribution for the various countries of the Western hemisphere. Copies are for sale by the Superintendents of Documents, Washington, D. C., at 20 cents a copy.

* * *

EMPLOYEE COUNSELING, a Survey of a New Development in Personnel Relations, by Helen Baker, is a 1944 pamphlet published by the Industrial Relations Section, Princeton University, Princeton, New Jersey.

* * *

TRADE ASSOCIATIONS IN LAW AND BUSINESS (New York, N. Y., Central Book Company, 1944. 399p. $5), by Benjamin Kirsch, is an analysis of the strength and weaknesses of the trade association movement. It comments on the leading court decisions, economic and business journals, addresses and reports and points out in what ways judicial findings have delimited actions of business groups in their concerted functions.

The fourth in the American Management Association's series of Research Reports, written under the supervision of Leona Powell, Director of the AMA Information and Research Department, is entitled "How to Establish and Maintain a Personnel Department." Distribution of the report is restricted to company members of the Association until six months after publication, when it will be available to non-members at $2.25.

* * *

A recent report on personnel matters in stores is entitled "Maintaining a Personnel Staff in a War Economy" and is available from the Personnel Group of the National Retail Dry Goods Association, 101 West 31st Street, New York City. Price $1.00 to members, $2.00 to non-members.

* * *

The strange story of money down through the ages is told by J. J. Floherty, in MONEY-GO-ROUND (New York, N. Y., Lippincott, 1944. 189p. $2). Many plates contribute to an appreciation of the legends and to the understanding of the significance of money today.

* * *

With the increasing interest in the Russian language in the United States many people will welcome the new edition of Muller's ENGLISH-RUSSIAN DICTIONARY (New York, N. Y., Dutton, 1944. 776p. $3) and also his RUSSIAN-ENGLISH DICTIONARY (New York, N. Y., Dutton, 1944. 822p. $3).

* * *

The American Library Association has published two new textbooks: INTRODUCTION TO REFERENCE WORK (214p. $3.50), by Margaret Hutchins and Susan Akers, and SIMPLE LIBRARY CATALOGING (197p. $2.25), by Susan Akers.

The LIBRARY IN THE COMMUNITY (Chicago, Ill., Univ. of Chicago Press, 1944. 238p.), by Leon Carnovsky and Lowell Martin, includes the papers presented before the Library Institute at the University of Chicago August 23-28, 1943.

* * *

In *Chemical and Engineering News,* June 10, 1944, pages 946 and 978, there is an article on the Kresge-Hooker Scientific Library, by Neil E. Gordon, Wayne University, Detroit, Michigan.

SAY WHAT YOU MEAN (New York, N. Y., Funk and Wagnalls, 1944. 681p. $3.75), by J. B. Opdycke, is an excellent guide to good diction and good grammar.

* * *

THE TRANSPORTATION PROBLEM (Chicago, Ill., Transportation Association of America, 1944. 31p.), a summary of eight years of research into the economic aspects of transportation, discusses the opportunity for economic progress and the preservation of American private enterprise. A limited number of copies is available for distribution.

* * *

The 1944 edition of the LITERARY MARKET PLACE (New York, N. Y., R. R. Bowker, 1944. 110p. $2) is now available. This directory lists the organizations and people having to do with marketing of literary material, gives their addresses and classifies their particular field of activity.

* * *

The SPANISH-ENGLISH MILITARY LANGUAGE MANUAL (New York, N. Y., Gregg, 1944. $1), by Alpern and Martel, is a pocket-size, completely indexed handbook divided into two sections. Part I is an authoritative reference and conversation manual dealing with the personnel, organization, equipment and activities of service men. Part II deals with everyday situations and is suitable for laymen as well as military men who are interested in acquiring a practical conversational knowledge of Spanish or English.

* * *

A survey and reports covering the major research work done during the last decade on VIRUS DISEASES IN MAN, ANIMAL AND PLANT (New York, N. Y., Philosophical Library, 1944. 332p. $5) has been written by Gustav Seiffert and published upon recommendation of the National Research Council.

PRACTICAL MALARIA CONTROL (New York, N. Y., Philosophical Library, 1944. 91p. $2.50), by Dr. Carl Gunther, is a handbook for field-workers based on the author's many years of experience as Medical Officer in New Guinea.

* * *

A "Medical Society Library in a Public Library," by Mildred R. Crowe, appeared in the *Bulletin* of the Medical Library Association, Vol. 32, No. 2, April 1944.

* * *

The Baltimore and Ohio Railroad Library is described in the June 1944 issue of the *Baltimore and Ohio Magazine*, pages 16 and 46.

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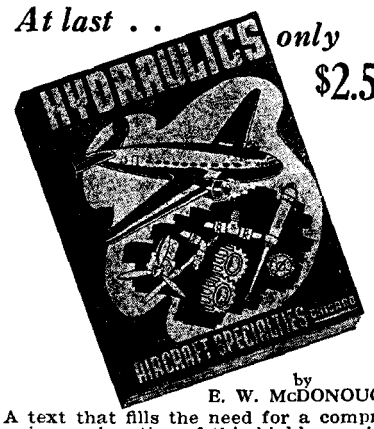

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The Civil Aeronautics Board has undertaken in a STUDY OF AVIATION INSURANCE (Washington, D. C., the Board, 1944. 39p. Mimeo.) to report available data that is of assistance in understanding the functioning of the present aviation insurance market.

* * *

The Economic and Business Foundation, New Wilmington, Pennsylvania, is an independent non-profit organization for the discovery and dissemination of economic and business knowledge. Among other activities, it sponsors forums and publishes proceedings and pamphlet digests, at 35 cents per copy, on timely subjects in the fields of economic and business objectives and policies.

* * *

Pascual Jordan, in PHYSICS OF THE 20TH CENTURY (New York, N. Y., Philosophical Library, 1944. 185p. $4), makes a survey of the growth of physics and a critical analysis of present day theories.

* * *

The June 1944 issue of the *Proceedings* of the American Philosophical Society includes the papers presented before the SYMPOSIUM ON TAXATION AND THE SOCIAL STRUCTURE (Philadelphia, Pa., The Society, 1944. 67p. $1) at the meeting of the Society in February 1944.

* * *

The Brookings Institution, Washington, D. C., announces a new series of studies, "America Faces the Air Age." Volume I: THE GEOGRAPHY OF WORLD AIR TRANSPORT, by J. P. Van Zandt, presents the basic facts which will determine international policy. $1 per volume.

* * *

The National Safety Council Library, Chicago, Illinois, is described by Walter Paine in an article entitled, "Fact-Finding Facilities," published on page 17 of *National Safety News*, June 1944.

* * *

Those interested in the aircraft industry will find COMPOSITE AIRCRAFT MANUFACTURE AND INSPECTION (New York, N. Y., Harper, 1944. 547p. $6), by Leno Michelon, an authoritative handbook and reference manual.

* * *

AIRCRAFT MECHANICS HANDBOOK (Peoria, Ill., Manual Arts Press, 1944. Unpaged. $2.75), edited by Paul VanWinkle, is a smaller but equally well compiled handbook on the same subject.

Bibliographies:

AMERICAN TRADE UNION JOURNALS AND LABOR PAPERS CURRENTLY RECEIVED BY THE DEPARTMENT OF LABOR LIBRARY. (Washington, D. C., U. S. Dept. of Labor Library, March 1, 1944, 41p.)

BIBLIOTHECA HISPANA, REVISTA DE INFORMACION Y ORIENTACION BIBLIOGRAFICAS. (Duque de Medinaceli 4, Madrid, Spain, Instituto Nicolas Antonio, Consejo Superior de Investigaciones Cientificas.) Subscriptions in Spain 75 pesetas; in America 80 pesetas.

CONTINENTAL EUROPEAN SCIENTIFIC SERIALS IN TWIN CITY LIBRARIES. Compiled by Minnesota University Library, J. J. Hill Reference Library and General Mills, Inc. (March 1944, 7p.)

CURRENT LIST OF MEDICAL LITERATURE. Vol. 5, No. 24. (Washington, D. C., Medical Library Association, Inc. and the Friends of the Army Medical Library, Dec. 16, 1943, pp. 881-920.)

CURRENT PEDIATRIC LITERATURE 1942-1943. Edited by H. McCulloch. (St. Louis, Mo., Journal of Pediatrics, 1944. Price? Annotated.)

ELECTRICAL INSULATION 1941-1943. Reference List No. 53. Compiled by R. B. Gordon. (Chicago, Ill., John Crerar Library, 1944, 32p.)

EMPLOYEE ATTITUDES IN WARTIME INDUSTRY. Selected bibliography covering period since 1942. Compiled by Dorothy Alden. (Washington, D. C., Office of Emergency Management Library, 1944, 21p.)

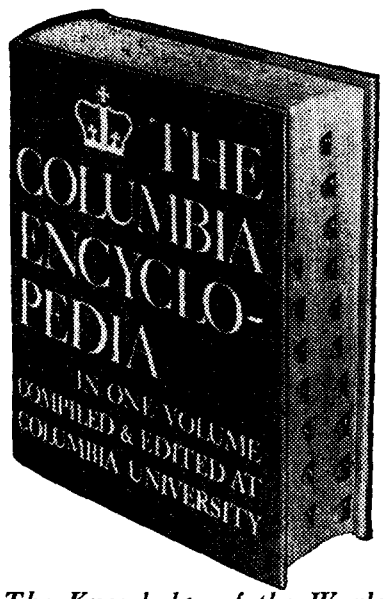
HISTORIES OF SCIENTIFIC AND TECHNICAL SUBJECTS, PART III, SUPPLEMENT TO LIST No. 28. Compiled by Constance A. Strandel. (Chiago, Ill., John Crerar Library, 1944, 13p.)

INDEXED BIBLIOGRAPHY OF THE TENNESSEE VALLEY AUTHORITY, Cumulative Supplement January-December 1943. Compiled by B. L. Fay. (Knoxville, Tenn., T. V. A. Library, 1944, 24p.)

INTERNATIONAL POLICE. Select Bibliographies No. 7. Compiled by Helen L. Scanlon. (Washington, D. C., Carnegie Endowment for International Peace, 1944, 18p.)

LIBRARY LITERATURE 1940-1942. (New York, N. Y., H. W. Wilson, 1944.)

OUTSTANDING RELIGIOUS BOOKS, MAY 1, 1943-MAY 1, 1944. Compiled by Religious Books Committee. (Chicago, Ill., American Library Association, 1944, 7p.)



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OCTOBER FORECASTS OF

Forthcoming Books

(Where the publisher has supplied the price and a brief description of the book, these have been included.)

ADSORPTION, by C. L. Mantell. McGraw-Hill. Price? "Practice, rather than theory, is the keynote of this new approach to the subject of adsorption written from the viewpoint of industrial practice, the designing engineer and the operator of equipment."

CONTROLLERS FOR ELECTRIC MOTORS, by H. D. James and L. E. Markle. McGraw-Hill. Price? "Discusses arc rupturing in the light of our present knowledge and describes the operation of the 'Amplidyne,' 'Rotorol' and 'Regulex' for motor control. Electronic tube control of motors is explained and the latest methods and relays are covered in detail."

EUROPE: AN ATLAS OF HUMAN GEOGRAPHY, by Marthe Rajchman. Morrow. $2. "A book of fascinating, accurate maps and clear, concise text that not only answers countless questions arising from every day's newspaper and radio dispatches from Europe, but also illuminates many of the postwar problems of the continent."

GENTLEMEN TALK OF PEACE, by W. B. Ziff. Duell, Sloan & Pearce. $3. "Discusses the mechanics of peace, postwar international relations of the major powers, the present German economic picture, the acute problems of race and empire,—all challenging problems which must be faced sanely and handled efficiently."

HOW TO TELL PROGRESS FROM REACTION; ROADS TO INDUSTRIAL DEMOCRACY, by Manya Gordon. Dutton. $3. "This book poses these questions: Is government ownership an indispensable feature of industrial democracy, or can wage earners achieve such democracy under the system of private enterprise?"

WORKBOOK IN ELEMENTARY METEOROLOGY, by F. L. Caudle. McGraw-Hill. Price? "This book applies meteorology to aviation and other fields, clearly explains weather instruments and terms and includes such recent advances as methods for reporting cloud ceiling values."

Announcements

Library Service Plus

Individualized and routine library service given to all who come to the Municipal Reference Library of New York, N. Y., has come to be a part of the Library's most important activities. But in these times of war, however, the Municipal Reference Library has gone a step further towards maintaining that high standard of library service for which it is known.

The Municipal Reference Library also keeps in touch with many of the men from the City service who are now in uniform and when they return to their civilian status, they will remember the Library and the service it extended to them during their absence. Requests have always been received from readers when they are away from the city, but service men's requests are new in this Library's history.

Sending printed material to any part of the world from which the request comes certainly involves danger of loss but such a loss is truly insignificant to the satisfaction to be derived by both the men in the service who received the material and the library that has been in a position to render such a service.

A Methods Meeting on Disposal of Discarded Material

Although the meeting to discuss the disposal of unwanted, duplicate or discarded books, periodicals and serials was held a year ago in April by the Cleveland Chapter, S. L. A., the subjects presented are so pertinent to librarians that it does not seem amiss to publish a résumé at this later date. Only lack of space prevented its publication earlier.

The discussion included:

1. Book material.
   a. Appraisal of possible usefulness to other libraries, or sales value.
   b. Textbooks; firms dealing in used textbooks; types of books they would buy.
   c. Popular books; needs of hospitals, sanitariums, etc.; Victory books; sale or exchange to second hand dealers.
   d. Rare books; appraisal methods; how to offer for sale; advertising in such journals as *Publisher's Weekly;* wants of local rare book dealers, as well as those from other cities.

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3. Book sales to the public or to students; book stall at the Public Library; special sales to students; book auctions.
4. Selling for waste paper; preparation needed.
5. Periodicals and serials: Exchange lists; SLA exchanges; Periodicals exchange union of the College and Research Libraries; Cleveland Public Library list and others in district; pros and cons for the special library of limited size; how to be placed on exchange mailing lists; how to prepare an exchange list.
6. Sales possibilities: Policies of various dealers; how to list and offer for sale; local wants of this type of material; student and public sale.
7. A. L. A. Committee on reserves for devastated libraries.
8. Government publications, and their disposal.
9. Gifts to sanitariums, etc.
10. Waste paper.
11. How much time is a library justified in taking for the preparation of such material for sale, exchange, etc., how best to organize such preparation.

After the discussion it was suggested that other chapters or groups might find this subject of value and that SLA might consider the appointment of a national committee to prepare a brief manual on the subject, including in it the practical working suggestions of various groups.

An Appeal to Newspaper Librarians

The Librarian of the New York *Sun*, Mr. Charles Stolberg, has turned over to the Editor an appeal recently received by his paper which should be of interest to the members of the S. L. A. Newspaper Group. A young London newspaper librarian, Mr. Charles Cowen, wishes to find "a pen-friend or friends in the United States" with whom he can exchange ideas. His address is 29 Hanover Gardens, Kennington, London, S. E. 11, England.

Twins!

Twin boys were born to Mrs. Grace Van Nostrand Raschke on September 11, 1944. Before her marriage Mrs. Rascke was on the staff of the Metropolitan Life Insurance Company Library. She is living in New York at present while her husband is in the Navy.

We believe that these are our first S. L. A. twins!

Calling All Members!

If you have any available copies of SPECIAL LIBRARIES which are now out of print and are needed by the S. L. A. Executive Office, 31 East Tenth Street, New York, will you not mail them express collect today to Mrs. Kathleen B. Stebbins, Secretary? The out-of-print issues are: February—December, 1910; all 1911, 1912, 1913, 1914; January—March, June, October, 1915; all 1916, 1917; January—June, 1918; February, 1919; January—November, 1920; September, October, 1921; October, 1926; January, 1927; March, 1931; October, 1932; May–June —September, 1935; October, 1942; January, February, 1943; January, July–August, 1944.

S. L. A. Members Invited to Chemical Exposition

The Chicago Section of the American Chemical Society invites S. L. A. members to attend the National Chemical Exposition to be held at the Coliseum, 1513 S. Wabash Avenue, Chicago, Ill., November 15 to 19, 1944. Librarians serving in the chemical field are especially invited. Tickets may be obtained at the entrance or upon request.

Philippine Libraries

(Continued from page 407)

died in the Philippines in the Spanish-American and Philippine-American wars for the conquest of the Philippines forty years ago, deserved an American Circulating Library as a tribute to their memory, the heroes that by the thousands died from bullets and bombs, malaria and short rations in the foxholes of Bataan and the tunnels of Corregidor, to uphold democracy and freedom in the Philippines and the Far East, are certainly entitled to be memorialized with a library of greater magnitude, dedicated to the upliftment of the masses, to whom they belong, as well as to the noble ideal of relationship between the two peoples which burgeoned out in action so beautifully in the battlefields of Luzon, the Visayas and Mindanao.

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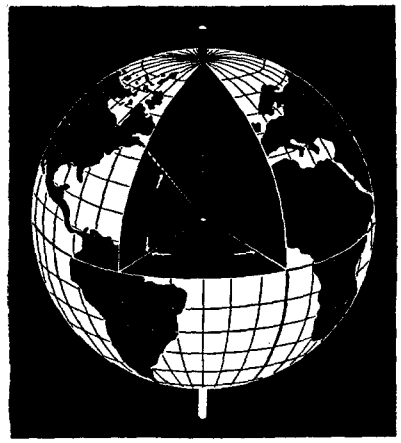

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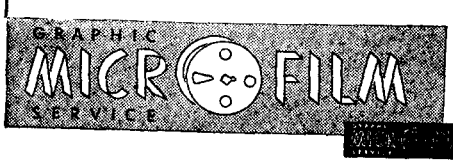

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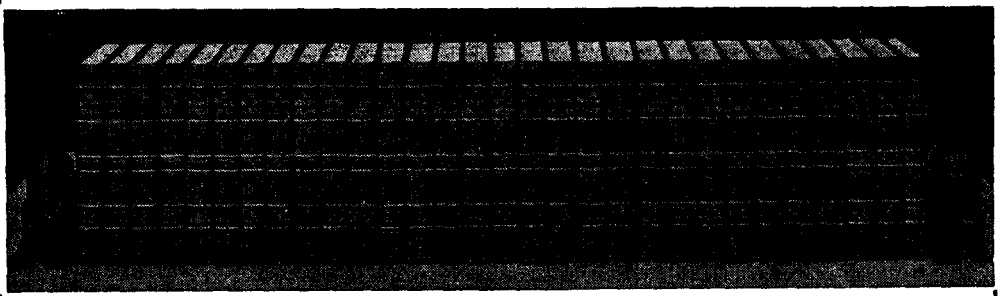

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