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## Special Libraries, April 1919

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# Special Libraries

Vol. 10

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No. 3

## The Library and Commercial Art

BY DR. ARTHUR E. BOSWICK

*Librarian, St. Louis Public Library, St. Louis, Mo.*

The marriage of art and commerce is one of the most difficult unions ever attempted. Each looks upon the other with a feeling akin to contempt. To say that a painter is "a commercial artist" is usually enough to put him outside the pale of fellowship with his brethren who cultivate "art for art's sake." The barons of commerce reciprocate by regarding all artists as "poor devils" and their efforts as "high-brow," until death and posthumous fame have put them into the collectible class. This mutual feeling is one of the phases of our national lack of art appreciation. It acts as both cause and effect. We instinctively think of art as something to hang on a wall or to put up in a public park. When we are told that anything is "artistic" we look for something a little queer, or plastered over with ornament. We cannot understand that there should be "art" in everything about us, and that all this means is that it should be so proportioned, formed and colored as to be pleasing to the eye and expressive of its use, in our daily lives, as well as adapted to that use.

From the broadest viewpoint there is little art that is not "commercial" to some extent. The finest works of pure art have been executed on commission for a fee. The painter who can paint a picture without letting his thoughts dwell for a moment or two on what he is likely to get for it would be more (or less) than human. The term "commercial artist," however, is usually applied to a designer connected with the regular output of some industrial plant—a manufactory of carpets or wall paper, or furniture, or to an illustrator who makes pictures for advertisements.

Most artists will acknowledge that the designing of carpets or furniture is compatible with the practice of one of the highest forms of art. The fact that ordinary designs are rarely pleasing is due to the fact that the manufacturers are unwilling to employ good designers or hurry them too much when they have them. Few, however,

are willing to concede any possible art value to publicity matter. They are surely wrong. Much of this matter involves design or illustration; some of it, such as the poster, has little else. That so much of our public advertising is now pleasing to the eye, whereas fifty years ago it was all in the despicable class, is due to a slow trend of public opinion toward considering art as necessary and valuable in this branch of commerce.

Here is where the Public Library can be, and often is, of service. The requirements are not great. The primary and absolutely necessary condition is the presence on the library staff of at least one assistant who has had some training in art and has not acquired the anti-commercial viewpoint—who realizes that a cigarette poster or the cover of a box of gelatin may be beautiful and fit, as well as the decoration on a millionaire's wall or the structure of a park fountain. This condition, once realized, will create all the others—the formation of the necessary collections (largely free or at little cost), to aid commercial artists and the establishment of cordial relations with these artists, with the offer of the library as a subsidiary studio and an office of consultation.

In the St. Louis Public Library we have been fortunate enough to fulfill the first condition in having Miss Mary Powell as the head of our Art Department, and all the other things have been added unto us. We have been very successful, it seems to me, in assembling material that commercial artists find useful, and in assisting them to use it in such a way as to foster a closer connection in our city between art and industry.

The importance of interested attendance cannot be overestimated. Here is the point of contact between the art collection and those who are to use it. Interest cannot thrive in the presence of indifference, and we insist that the staff of our art room shall be interested in the particular things that

it tries to do, of which this service to commercial art is one.

Publicity is an essential in this task, as in all others. To gain it, we make special use of exhibitions, changing them frequently to avoid stagnation. Miss Powell tells me that every exhibit in our art room (and we have upwards of 30 annually) has increased the use of books on its subject. In these exhibits, however, a still more important effect is the new thought awakened. Two comments reported recently by Miss Powell illustrate this. A man who sells rubber-goods, and who uses our room for suggestions in advertising, told her that our exhibitions had made a great change in his store. His clerks now often came, he said, during the noon hour to see our exhibits, and as a result they kept the store cleaner and in better order. They bought good prints and put them up over their desks. One clerk had even carried this new interest into his home and had communicated it to his sister. Together they were gradually acquiring good pottery, furniture, and pictures, in place of "the gingerbreadstuff," as he put it, that they no longer liked. The other comment was made by a man of considerable art interest who does publicity work for a bank, who said to Miss Powell: "You have no idea of the value of seeing things interesting and colorful, in doing work."

Some of our most fundamental work here is in connection with the schools, whose whole course in design we regard as a step toward that vocational guidance which will select children of artistic ability and train them for advanced industrial art courses from which they may go directly into industrial-art trades. This requires interest and effort but will ultimately develop in our country an industrial-art of our own.

For instance, to assist in drawing-instruction in the schools. We have material at hand on the following subjects:

1. For paper-cutting and work in the primary grades we use simple outline drawings and silhouettes of animals, birds, trees, and figures in action, taken chiefly from book covers and book illustrations. We have also a book on paper work, published in Vienna, too complicated for direct work with the children, but full of suggestions for teachers.

2. For pose composition, perspectives, and color studies, our large file of the work of contemporary illustrators is helpful. Since one of the sources of the illustration file is worn-out books, we often have pictures of the same theme by different illustrators; for example, "The Pied Piper," "Mother Goose," "Robinson Crusoe," and many subjects from fairy stories. Illustrations of stories familiar to the children are desirable and easily obtained.

3. For design, there is much material for those who can spare the time for sketching and tracing in the Library. But there is, also, a large collection of design pictures that circulates very freely and applies to all problems in the course. The development of design-units from plants and other motifs is clearly shown, and there are many examples of space-filling from these forms. All design pictures suggest new motifs and combinations.

Our textile collection also offers many new ideas for designs and for the treatment of their applications. This is made up of actual pieces of goods mounted on cardboard, showing designs, weaves and color combinations from Japan, Persia, Armenia, Turkey, Greece, and other foreign countries. In addition we have books on embroidery and similar subjects containing simple, clear diagrams of stitches that may be used in applying design to actual textiles. All color drawings are also helpful.

From the school to the shop or the business office is not a far cry where library artwork is concerned. To satisfy the demand of the commercial artist and to create a knowledge and appreciation of the worth of artistic advertising, both in the general public and in the business man, is now a large part of our work.

Often the resources of the Library are severely taxed to fill the requirements of the makers of advertisements, whose needs are more varied and difficult to satisfy than those of any other class of users. Some idea of this may be given by mentioning some of the topics in which they are interested: "How to draw for reproduction"; "Designs and suggestions for advertising booklets"; "Posters"; "Pictures of symbolic figures, such as 'Music,' 'The Dance,' 'Commerce,' 'Victory,' and the like." The Art Department collects and files all material of this sort. Its nature is further shown by quoting a few of the actual requests upon which material has been supplied: "A picture of a woman playing a harp"; "A picture of a man on horseback trying to pick up something from the ground"; "A photographic reproduction of a field of Easter lilies"; "A picture of a man-of-war, showing the top view of the deck"; "Children going to school, including a view of the school-house"; and "An interior of a country store about forty years ago."

Pictures of birds and animals in specified positions are often wanted; for instance, one person will desire to see the "front face" of a goat, another will want the "side view" of a swan. Some one wishes a picture of a "turkey coming toward you with its tail spread out," and some one else, "a peacock, in color, walking away from you." Others will want pictures of a "foot-print of a goose," "the skeleton of a chicken," "a

chicken in the act of coming out of its shell," and "a duck just as it has been shot."

Pictures of people playing tennis, rowing, boating, motoring, and doing all the other things that people do, are asked for over and over again. All these must be supplied quickly. When the specified compositions are not forthcoming, material for composite pictures is nearly always available. Anything and everything that may be needed to furnish pictures and suggestions for the very definite purposes of commercial artists is conserved for the very definite purposes of commercial artists is conserved and made ready for use by careful indexing, clipping, and subject filing, with numerous cross references. The selection is determined almost entirely by the use, and probable demand must be foreseen as accurately as possible.

Illustrations from magazines are a great help in this kind of work. They are filed as examples of process work, such as pen-and-ink sketches, wash drawings, wood-cuts, and color-printing, but they are also used to furnish ideas for color schemes and compositions. From the magazines are also clipped advertisements of merit. These are arbitrarily selected, but an attempt is made to include all advertisements signed by contemporary commercial artists and illustrators, in order to preserve a fair standard. Otho Cushing, Rose O'Neill, Jessie Wilcox Smith, Charles Winter, Louis Fancher, Edward Penfield, Garth Jones, Olive Rush, Frank Reynolds, Coles Phillips and Franklin Booth are some of the names that add interest and distinction to the collection.

Picture postcards form a part of the material for the use "Ad. men" and many pictures too small for other purposes, are pasted on post-card mounts and filed with this collection. Some of the subjects are birds, animals, costume, insects, types of houses, types of people, Indians, industries, vehicles and watercraft. The collection of poster stamps is also cared for in this way and filed in sets.

We made no attempt at first to classify advertisements and posters by subjects, but this is now being done, and within a few months those who wish to see advertisements for automobiles, beer toothpaste, furniture textiles, silverware, or whatever else they may want, may consult them easily without going through a mass of unrelated material.

Besides clippings, there is a great deal of printed publicity that comes through the mail unsolicited, and a tremendous amount that may be had for the asking. Any firm that issues a good catalog of any artistic value whatever, will see the advantage of placing it in the collection of an art library. Good posters and street-car advertisements are asked for whenever their artistic appeal is strong. Reproductions of posters are kept

also and offer many useful suggestions. An interesting collection of letterheads and business cards has recently been collected from advertising firms all over the country, and book covers and booklets are gathered in from many sources. There is an advantage in having on hand at all times the best possible examples of contemporary design in graphic arts, line-drawing, color-work, examples of printing and page designs, and in making these accessible to the general public as well as to specialists.

As soon as practicable, it is our intention to collect wherever possible statistics of the cost of production of good advertising. This information will be attached to the examples at hand so that the business man may know definitely that the cost of good artistic advertising is no greater than that of poor examples, and that the returns are larger.

The material benefit of the use of our collection by commercial artists is often reported to us, and frequently the completed drawing or poster is brought in to show us how the ideas obtained here have been worked out. Sometimes, when the designs have been accepted, a sample of the completed product is presented to us for our collection.

A large amount of material was given to us recently from a convention exhibit of the Associated Advertising Clubs of the World, through the interest of local advertising men who know the work that we are doing and its benefit to the community.

In our regular schedule of exhibitions are included each year a number of displays of great benefit to the student and the practical artist. The object of this is to show our own users what is being done by commercial artists elsewhere and to awaken new interest in the field of artistic advertising.

Some of the exhibits of this nature that we have held in the Art Room are: Modern German posters lent by the Newark Museum Association; The making of a book; photographs and plates showing processes, lent by Charles Scribner's Sons; Poster designs submitted in a competition by the students of the St. Louis School of Fine Arts; Commercial art by artists of the Ad. Club of St. Louis; Posters by Edward Penfield, Will Bradley and others, from the Library collection; Posters entered in competition for a design to advertise the 250th anniversary celebration of Newark; and artistic posters and a step by step exhibit of printed publicity, lent by the Newark Museum Association. That there is a real result in seeing what is good was recently demonstrated by the excellence of design and execution shown in a competition by St. Louis Artists for a St. Louis Art League

War Poster. An exhibition of the competing posters was held in the Art Department and was immensely superior to a similar competition for St. Louis artists held two years ago.

The whole collection of advertising art is used for the most part by commercial artists and by the advertising departments of business firms, so that they may direct the commercial artist in their employ. It is used also, although not so often, by the business men in whose interest the adver-

tisements are made, besides individuals, the representatives of about fifteen commercial art firms in St. Louis.

One of the most hopeful and significant uses of the collection is in art instruction in the Public High Schools. This means that by education the public will eventually see more artistic advertising and therefore will begin to demand that which is good, so that advertisements will have to show both beauty and orderliness to attract attention and bring business.

## Picket Lines of Progress

BY DR. JOHN A. LAPP

American statesmen and business men are facing a new era. Far-reaching changes have taken place and still greater ones are in progress and still others in prospect. Governmental problems of first magnitude must be solved in a new way; economic forces and reactions must be studied; social evolutions and revolutions must be observed; new markets must be obtained and old ones retained; financial adjustments on a stupendous scale must be made; Peoples must be studied and understood; and public welfare must be promoted in ways almost unknown at present. There never was a time in all the world's history when everything was in a state of flux equal to the present. There never were such vast and complicated questions and never such a need for prompt and intelligent decisions. There never was a time either when so much misinformation passes current, and authentic information was so much in need. An utterly bewildering mass of information, real and fictitious, beats about the brain of the men who are guiding affairs.

The way in which we organize the world data of the present will decide the part the nation is to play in the future and data will determine the power with which they will meet world competition. We should recognize the fact and teach it that the day of the rule of thumb is past and that the business of the future will be based upon exact information instead of guesswork and bull-headed luck.

What has been the status of things in the past? Has knowledge played its proper part in practical affairs? These questions must be answered in the negative. Knowledge and information have not been made to function for practical results. There has been plenty of knowledge but it has run off much like water off a duck's back. It has not soaked in. It has not become a working partner with men in practical matters. Here and there are exceptions. A few business

houses maintain bureaus of information or special libraries whose function is to make knowledge work by organizing it for use. A few legislative reference bureaus have sought to sell the idea of organizing public data for the legislatures. Some municipal reference libraries have tried to make knowledge work for the cities and business branches of public libraries have sought to be of service to business. But on the whole, the surface has barely been scratched. Few laws are enacted in the full light of important data; few municipal measures have been adopted after careful examination of all experience; the federal authorities have been conducting tremendous undertakings with scrambled information; and business has been notoriously without the scientific guidance of broad knowledge and experience.

Governments have gathered vast stores of books and printed materials but have not successfully organized them for use. Business has in the main not even gathered the books and the printed data for use. It is a fair assumption that every few senators and representatives could tell the names of a half dozen current books on economic or social affairs and the average business man's aversion for books has been notable, not to say notorious. Politicians and business men call the bookish man theoretical but the observations of the writer, backed by the experience of many other men, are that the most theoretical people in the world are the so-called practical men who scarcely read at all and never read more deeply than the Saturday Evening Post.

The facts here stated are more or less typical of the people as a whole. Very few people read anything at all except certain selected parts of the newspapers and particularly the patent medicines advertisements. Practically all people are content to receive their information second-hand. It is doubtful if more than one person in ten could look up a simple fact in the World Almanac,

let alone use more difficult reference books or indexes. The simplest facts are gathered from others who in turn get the facts from the man who is supposed to know—and generally doesn't know or knows imperfectly. A prominent business man of California when charged recently with a misstatement of facts in an important report, offered the excuse that "the man who told me said it was so." So and so told me, is a pretty unsafe way to be guided and in business and public affairs it is, of course, absolutely foolish. Yet such is the mental dullness of many people that they determine important public questions on no better basis of fact, and in business in lieu of thought based upon information, reliance has been generally placed upon the rule of thumb.

It is, of course, true that some business can be run by that method and be successful or at least successful enough to avoid bankruptcy. A small bank needs not more than three or four reference tools as an absolute necessity to do business; many manufacturers, jobbers and storekeepers need not necessarily refer constantly to books. Every business, however small or automatic, would profit, of course, if the managers kept abreast of the times but they will not necessarily fail without doing so. Large businesses cannot be permanently successful on that basis. While we were exploiting raw materials and human resources, success was possible, albeit that success was at the expense of society. Now that we have no great raw material resources left to exploit and are not permitted to exploit human beings we are confronted with stern competition. Every man who really manages a business must be a student of economics, politics and business. Not all men will be that, but those who shape policies must be.

Right here enters the special library or bureau of information. It enters as an economic necessity. Assuming the business man's necessity for exact information we are confronted with the question, how is it possible for a busy man to keep up to the minute? The amount of published material is so vast that actually the whole time of a man would be taken in reading and sifting the literature for the things he ought to know. He would have no time for action. He would learn what ought to be done but would have no time to do it.

The special library solves the problem. It does the sifting and organizing. It collects the literature of the world and the data needed for a given concern. This is done in advance of the need and the material is organized against the time when the demand comes. It establishes communications from the library to the men who need information and opens transit routes along which the latest books, pamphlets, articles or facts on given subjects flow systematically to the man

on the job in the office or shop. Over these transit routes goes information which may tell of new devices, new systems, new markets, new or proposed laws, new labor measures and a thousand things of interest and value. It passes in condensed form before the men who are responsible for policies and action as well as before men engaged in practical work. Time is saved for all and whatever the world has to offer is given the opportunity to function in the work. Back along the channels come requests for information, material, and books on given problems. The men on the job seeking to solve problems seek the experience of others. The library, if it is alert, has anticipated the inquiry and has some material organized. If it is a new question the literature is searched through the special library tools of trade, the indexes, reference books and directories. Obscure problems are chased into the intricacies of reference material. Generally something can be brought back for the inquiring man. Through the larger reservoirs of printed material, the city library, state library or library of congress most questions can have an answer.

It should not be assumed, however, that the special library corresponds to the reference library because some reference work is done. The special library fails, in its functioning, if in many cases, it must make researches after the thing is needed. The special library should study the business it serves, know every function and anticipate the needs. The special library should be out in front in the skirmish line of business. Its job is to anticipate the probable line of battle, the lines of advance and the lines of retreat. It should be to business what the intelligence service is to the army.

The U. S. Shipping Bureau, Washington, D. C., has issued the report of Chairman Edward N. Hurley on his European mission. The report entitled *World Shipping Data* contains statistics of merchant shipping in important maritime nations. Several pages are devoted to a discussion of the labor situation in shipyards and to the outlook for our merchant marine.

The National Industrial Conference Board, 15 Beacon street, Boston, Mass., has issued for the use of business men a review of the best publications of 1918 relating to industrial and labor problems. A similar review covering important publications of 1917 was issued last year. Both are available on application to the Board.

The Bulletin of the Public Affairs Information Service (964 University avenue, New York City) for Feb. 15, 1919, is devoted to a digest of the messages of governors to their respective legislatures meeting in 1919.

## Libraries and the United States Boys' Working Reserve

BY GEORGE A. DEVENEAU

### *U. S. Boys' Working Reserve*

In 1918 England with her man-power at its lowest ebb in a century raised the largest crop of cereals produced since 1862. She accomplished this splendid achievement thru the use of boys and women on the farms. Canada also organized in 1917 her young men below military age in a great "Soldiers of the Soil Army."

In May, 1917, the U. S. Boys' Working Reserve was organized by the U. S. Department of Labor with the assistance of the National and State Councils of Defense. Thru the Reserve in 1917 one hundred thousand boys were enrolled and placed on the farms of America. During 1918 the Reserve organization was completed in all the states of the Union and over two hundred thousand boys were enrolled and placed on farms. About thirty thousand of these boys received agricultural training preliminary to being sent to the farm. This training was given in the schools thru the use of the Farm Craft Lessons written especially for the Reserve by members of the faculty of the University of Illinois. At Pennsylvania State College and other state agricultural colleges and schools, central farm training camps were conducted during the spring and early summer. In these camps the boys were given an intensive training in farm practice for a period varying from ten days to four weeks. Strict military discipline was maintained in the camps.

The Boys' Working Reserve in 1919 hopes to enroll, place and supervise five hundred thousand boys in agriculture and in industry. The effort is being made to provide all boys without previous farm experience with preliminary agricultural training, and thru the able co-operation of the Y. M. C. A. and other welfare agencies, provide for organized supervision and welfare work among all Reserve boys.

While the Boys' Working Reserve was organized as a war measure, it has already demonstrated to the boys and their parents, to educators, social workers and to the farmers themselves, its great permanent value. By directing city and town school boys into agriculture and industry during their summer vacations, much good is accomplished. The experience of the city boy on the farm does him much good. It develops him physically; teaches him the satisfaction of wholesome work; affords him an opportunity for contact with growing plants and animals, and in this way

arouses his appreciation of nature and the wonders of the country. The boy soon learns that the farmer is no "rube" and the mutual respect that grows up in this way will do much to break down the harmful prejudices which exist between dwellers in the city and in the country.

The educational value of this supervised farm work is evidenced by the fact that the schools of Chicago, Detroit, Omaha and Minneapolis are giving school credit for this work. Most significant of all, however, is the discovery many of the boys make of the possibilities of agriculture as a life profession. Nearly thirty Reserve boys registered this fall for the Agricultural Course at Purdue University.

The Industrial Unit of the Reserve is now being organized in close co-operation with the Junior Placement Section of the U. S. Employment Service. Thru this Unit an effort will be made to reach the boys who have left school to go into the shops and factories and induce them to continue their education thru attendance at night or part-time school, or by following a definite course of reading.

The Boys' Working Reserve needs and seeks the co-operation of every librarian. This co-operation will be of mutual benefit. The librarians are asked to serve as Intelligence Officers for the Reserve in supplying information regarding the Reserve to parents and boys who have been referred to the libraries. The librarians will in this way reach and minister to many prospective boy patrons. By acting as enrolling officers for the Reserve the librarians bring into the library many young men who are not accustomed to use the library. In order to fulfill the requirements of membership in the Reserve, these boys are expected to read the Farm Craft Lessons and the agricultural books recommended in the Lessons. Several copies of the Lessons have already been sent free to all public libraries. The twenty-seven books recommended in the Lessons represent the best agricultural books available. They should be in every library and should be made easily accessible to all boys of Reserve age. Boy Power, the official monthly bulletin of the Boys' Working Reserve, a copy of the striking new Reserve poster, and a limited number of copies of the attractive Booklet of Information, are being sent to all public libraries on the A. L. A. revised mailing list.

The boys who go to the farms in the

spring and summer are greatly in need of good books and periodicals, and the librarians and the State Library Commissions should make every effort to provide these boys with good literature.

The U. S. Boys' Working Reserve has attempted to meet a definite need by directing our most precious national asset—our growing boys—during their vacation period into productive labor under wholesome environments and with adequate supervision. The break that has existed between the boy's

school and work life is being bridged by this supervised work on the farms and in the factories because it involves actual work as well as theoretical education for the boy.

The responsibility of making permanent the benefits of the Reserve is that of every institution and individual concerning itself with the development of our future citizens. Some librarians have already shown their appreciation of the significance of this work and their ability to assist the Reserve, and we hope that many others will help in 1919.

## Breaking Into Business

BY I. MARIE RANDALL

*Librarian, Walkover Shoe Company*

It may be of interest especially to those of us who are working with business libraries to know how one librarian "breaks into" a new business. The first thing is to learn as much as possible about the concern itself—the organization, special departments, methods of manufacture and distribution. The product may be munitions, shoes, or soaps; whatever it is, one needs to become familiar with the processes from raw material to finished product. This is not always easy, particularly in a very large business and it is the larger commercial houses at present which are employing librarians.

So I have found it helpful to begin work in one department where I can come quickly in contact with department heads and their various lines of work. The filing department is a rather good example as it deals directly and constantly with all other departments. In fact, this department is under my charge at present while I am becoming familiar with the big shoe manufacturing plant for which I hope to organize a successful library. Trips thru the factories are useful in grasping the manufacturing end and problems of raw material and machinery.

Nearly every business house has a certain number of trade journals, magazines, and special publications dealing with its particular line of work which circulate more or less haphazardly among the men of the organization. These are the business librarian's best tools. There are few books which can keep up with the rapid evolution of modern business. New ideas, new methods, new markets, are constantly appearing and the trade journals are practically the only means of reaching this up-to-the-minute information. As soon as the material is at

hand it must go to the man who is most in need of it. This is usually the head of a department or a particular official, therefore the librarian must know just what line of work each one is interested in, what sort of information is needed to help him with his particular problems, to recognize this information when it appears, and get it to him as quickly as possible. That sounds rather formidable, but in a surprisingly short time a well-trained librarian can acquire a startling and varied amount of information about a business and its personnel.

As the librarian becomes more familiar with the work, the trade catalogues can be put under her charge. The purchasing department will probably object very strenuously, but it soon gets used to it. Then pamphlets and miscellaneous publications of all sorts gravitate in her direction—if anyone has something he doesn't know what to do with he sends it up to the librarian. Books on employment methods, office management, shop practice and salesmanship—subjects of general interest—may stay sufficiently up to date to warrant their purchase. But the librarian must depend principally upon trade journals, pamphlets, and clippings for her technical material. Of course, there is always a foundation of a few general reference books which every business needs and uses constantly. It is so simple for the stenographer to spell "Schenectady" if she can reach the librarian over the telephone.

A successful business librarian must be constantly alive and growing as a successful business is alive and growing. One must be quick to absorb information from any source and apply it before it becomes obsolete. Just at present I am absorbing shoes!



## The Marshall Field & Company Employes' Library

BY MARY M. FARLEY

*Librarian, Marshall Field & Co., Chicago*

The Library is maintained by Marshall Field and Company for the purpose of furnishing the employes with the best reading along general and special lines, of collecting and circulating material of interest to the sections, and of doing the reference work for the house. It contains about 5,000 volumes, fiction and non-fiction, as well as many reference books, and a large number of periodicals including trade journals and most of the better class of popular magazines. These are circulated freely among the employes. The Library is a station of the Chicago Public Library, and as such has on deposit from there a collection of books, all or part of which may be returned at any time, and others called for according to popular demand. Each morning a trunk is sent to the main library with special requests, and each afternoon it is returned with the material desired. Books purchased by the house are to a large extent publications of special interest to the business in its various phases.

The activities of the Library fall mostly along three lines. There are the welfare, the educational, and the reference sides. To the first end, the Library contains the best fiction and books on subjects of interest to those who wish to read for pleasure and for general information, such as history, travel, and literature. Then, too, there is a section given over to juvenile books for the young boys and girls, and for parents who wish to take home reading for their children. Inspirational books, also, are much in demand.

By the circulation of the non-fiction, the Library assists in the educational work done in the store. A special effort is made to keep collections of books bearing on merchandise and selling as complete as possible. These consist of material recommended by the many section managers and men in the sections who are anxious to have the salespeople know as much as possible about the goods they are handling. In this connection, publications on the following subjects are frequently called for: advertising, art, business, business English and correspondence, furniture, interior decorating, leather, pottery, salesmanship, scientific management, textiles, and so on through the long line of subjects dealing with the vari-

ous phases of merchandising. The art books are used constantly by artists who design rugs, furniture, jewelry, and articles made in the factories connected with the store. Material on leather is used by employes in the classes organized by the shoe section to teach the salespeople the essential facts about leather. There is a steady call for books on the English language including in particular those on business correspondence. Lists of books on special subjects available in the Library are made out and distributed; this as an aid to the more ambitious employes who wish to pursue courses of reading along specified lines. Again, articles in current publications which might interest the various sections are marked and circulated, and a weekly bulletin listing important articles in some of the business magazines is mailed out to the section heads.

Reference work is an important factor in the daily routine of the Employes' Library. A few examples will best illustrate the variety of requests called for. One section wants a certain article in a back number of the *Dry Goods Economist*; another, some good illustrations of Italian art designs; still another want some material on goatskin. A man in the picture gallery wants to know the important facts about a certain artist whose pictures are being displayed; some one else, the story of the original of a bronze statue in her section; another, something on batik work. Again, some one wants a list of references on post war conditions, or statistics showing the amount of money spent in the United States per capita on women's clothing during the last year. One section wants a history of handkerchiefs; another, some facts about Chinese rugs. A man in one of the offices wishes a city map showing the ward boundaries, another, to know what the powers of the Federal Reserve Commission are. If the information sought is not available on the shelves, material in the larger libraries of the city is consulted.

At present the Library occupies a pleasant room on the tenth floor of the retail building. Plans are being made, however, for new quarters, larger and more fully equipped. Preparations are also under way for the establishment of a branch in the wholesale building.

THE MARSHALL FIELD & COMPANY EMPLOYEES' LIBRARY



## The John Crerar Library and the Business Libraries of Chicago

BY EDWARD D. TWEDELL

*Assistant Librarian, John Crerar Library*

That the business library field is somewhat developed in Chicago is shown by the Handbook issued by the Chicago Library Club in 1918. There are over 110 libraries in the city, 25 of which are connected with business houses. This does not include almost as many similar libraries, connected with associations and societies, but essentially business libraries. The John Crerar Library and the Chicago Public Library, with their large collections, serve as two large sources of information. The John Crerar being a reference library, its books are not for circulation, hence are always at hand, as is very often not the case in a circulating library when the special book containing the exact information needed by a business house, is out.

It may be well to give just a few words in regard to the scope of the Crerar. On January 1st, 1919, it had on its shelves nearly 400,000 volumes and over 155,000 pamphlets. It receives currently over 4,000 periodicals and over 13,000 continuations. The fields covered are pure and applied science and sociology, the exact topics most likely to be needed by a business library. Under 38 (commerce and communication) of the Dewey classification there are nearly 7,000 volumes and under 65 (trade and transportation) about 2,500 volumes.

The total annual accessions are about 15,000 volumes. The Library, being well endowed, can care for its material in a thorough and systematic manner.

It is situated in the heart of the business district of Chicago. From actual statistics it has been shown that 57 per cent of the readers come directly from their offices to the Library, and of these 41 per cent of the total have offices in the loop. Thirty per cent gave their occupations as business men and twenty-six per cent as technologists. These facts led the Board of Directors to invest a considerable fund in a down-town site, rather than locate on a free site a short distance outside of the loop.

A large reference library such as The John Crerar can be of great service to the business library in many ways, most of which are quite obvious.

1. To serve as a storehouse for bulky sets of periodicals and society transactions. The business library must have the current ma-

terial, and frequently they want what has not been written. However, sometimes the older material is much needed. They cannot store hundreds of volumes for this casual query. Finding that we preserved the *Iron Age*, a local concern disposed of a large number of volumes which were occupying valuable space. *Patent Office Gazette* is frequently very useful but the sets in the public libraries are sufficient.

2. By purchasing expensive textbooks. With its larger field of service it is necessary for The John Crerar Library to purchase practically all titles in its field. The business library has the use of all of the material, both for reference and as a guide for purchasing for their own libraries. A manufacturer of an electrical product desired to ship to Melbourne, Australia, certain finished articles ready to attach. It was necessary to know the voltage furnished to the Melbourne householder in order that the wiring would carry the current. The question was easily answered but from a handbook probably never before needed by this firm.

3. Statistical material. Present day conditions have increased the demand for information in regard to our allies and other foreign countries; statistics of imports, exports, food prices, production, etc., are among the daily questions not easily answered. The business house that desired prices of building materials, grains, etc., during a considerable period could not be expected to preserve all the trade journals that had to be searched to find these figures. We have the *British Blue Book* back to 1876, as well as numerous official publications of foreign governments. United States and State documents are used very frequently. As aid in determining whether the stream flow of a small river was sufficient to warrant the erection of a hydro-electric plant at a certain point, many different documents, reports, articles, etc., were consulted and the fragments of information pieced together with a successful result. The books consulted would have made a small library.

The motor boat "Concrete" given to the Navy by a local firm, was sent on a recruiting trip under its own power, from Pittsburgh to Chicago. A business librarian was given the task of locating its course and giving the probable depths of water at all

points from start to finish. The search was successful, but necessitated consulting many United States and local reports that could be found only in a large library.

4. Card indexes and other bibliographical publications which for the greater part of the time would be of little use to the business librarian are available for and aid in producing the much desired answer for the unusual query.

5. The cameragraph for reproducing material without the necessity of proofreading is available. Several pages of tabulated statistics can be easily, accurately and cheaply reproduced in this manner.

6. A collection of about 6000 trade catalogues is a valuable addition. The business house has many such publications but with the different departments they are not always at hand. Our collection is well catalogued and arranged.

7. The collection of directories of United States and foreign cities and directories of various trades are frequently used by the business librarian.

It is always satisfying to find the book

you need on the shelves of the library, but there are also times when it is most necessary to take the book out for consultation. We are attempting to meet this need by permitting certain business libraries to take books out for a few hours on the signed request of the librarian. The safe custody and return of the loans are guaranteed by a responsible officer of the company. All loans must meet the approval of the Reference Librarian, so that no injustice is done to the general reader.

The cordial relations existing between the business libraries and The John Crerar Library serve in a measure to make The John Crerar Library a clearing house of information for the business libraries, both as to methods and positions.

The business libraries are a great help to the reference staff of The John Crerar Library, by their special knowledge of new publications, by furnishing us with publications difficult to obtain, and by their expert information on their specialties. The relations between these libraries are mutually beneficial and without doubt will grow even more so, with the development of new libraries.

## The Wilson & Co., Reference Library

BY MYRTLE HAUGHT

*Librarian, Wilson & Co., Chicago*

The Library of Wilson & Co., Chicago, Illinois, is a specialized type of the business library. It was organized and is maintained for the use of the Company employes, to assist them in not only meeting problems which come up in their departments; but to enable them to become more familiar with the various phases of the packing industry, thereby preparing themselves for promotion to higher positions, which the many plants and branches of the company, not only in the United States, but in foreign countries, are offering to efficient men and women.

The Library contains reference works, technical volumes, books and periodicals on general business and management subjects; even books on economics, philosophy, and psychology, particularly those having some bearing on business, are on its shelves. The engineers have at hand the books they need. Executives find in the management books many ready-to-use plans and analyses of their problems. And all of these books serve the valuable secondary purpose of

helping the minor employes to become better acquainted with business, and eventually fitting them for the "higher position."

A distinctive feature of the Wilson Library is that the material being collected consists largely of pamphlets, clippings, trade journals, reports, etc., which includes bulletins and circulars from the U. S. Department of Agriculture, Washington, D. C., and the various State Agricultural Experiment Stations. These bulletins and circulars have all been indexed and the entire library is classified under the Standard Dewey Decimal System.

Besides the file of ephemeral material, a large number of trade journals, magazines, etc., are received regularly, and all clippings, articles, etc., of interest to any special person or department are sent out promptly. Magazines and trade journals are read and page numbers on which articles of special interest to the executives and heads of departments appear are shown opposite their names on a circulation slip which is attached to the periodical.

This Copy of

is the property of

WILSON & CO LIBRARY

It is to be read by all whose names appear on this slip, and "passed on" promptly in the order indicated

Numbers of pages on which appear articles having a direct bearing on your respective departments have been shown opposite your name and should be noted carefully

Please do not "clip" magazines. Should there be items on which you desire clippings made and filed, such memoranda should be made on separate sheets and "lipped in" the proper places in magazines, and will be given attention upon return of magazine to Library

Some valuable articles appearing in magazines are rendered useless, account indiscriminate clipping of magazines by various departments.

After noting, please return to Librarian.

Date .....

(Copy of slip which is attached to all magazines placed in circulation.)

The last service is of special assistance to the busy executive, as it eliminates the necessity, on his part, of turning through many magazines to find articles bearing on his particular branch of the business.

There are also up-to-date reference books that will give one information on the agriculture and live stock situation in general. In fact, the Wilson Library covers a very broad field of information and not only serves the employes of the Chicago Office of the Company, where the Library is located, but its service is extended to all of the Company's plants and branches.

Another unique feature of the system is that all the Company's Branch Offices forward to the Library clippings of particular interest to the industry which appear in their local papers and these clippings are also circulated to departments interested and finally returned to the Library for filing.

**STATEMENT OF THE OWNERSHIP, MANAGEMENT, CIRCULATION, ETC., REQUIRED BY THE ACT OF CONGRESS OF AUGUST 24, 1912,**

Of Special Libraries, published monthly at Boston, Mass., for April 1, 1910.

State of Massachusetts, County of Suffolk, ss.

Before me, a Justice of the Peace in and for the State and county aforesaid, personally appeared J. H. Friedel, who, having been duly sworn according to law, deposes and says that he is the Editor of Special Libraries, and that the following is, to the best of his knowledge and belief, a true statement of the ownership, management (and if a daily paper, the circulation), etc., of the aforesaid publication for the date shown in the above caption, required by the Act of August 24, 1912, embodied in section 443, Postal Laws and Regulations, printed on the reverse of this form, to wit:

1 That the names and addresses of the publisher, editor, managing editor, and business managers are:

Publisher, Special Libraries Association, Wilmington, Del.

Editor, J. H. Friedel, Boston, Mass.

Managing Editor, none.

Business Managers, none.

2. That the owners are: (Give names and addresses of individual owners, or, if a corporation, give its name and the names and addresses of stockholders owning or holding 1 per cent or more of the total amount of stock.)

Special Libraries Association, Wilmington, Del. Guy E. Marion, President, New York, N. Y.; Caroline E. Williams, Sec'y-Treas., Wilmington, Del.

3 That the known bondholders, mortgagees, and other security holders owning or holding 1 per cent or more of total amount of bonds, mortgages, or other securities are: (If there are none, so state.) None.

4 That the two paragraphs next above, giving the names of the owners, stockholders, and security holders, if any, contain not only the list of stockholders and security holders as they appear upon the books of the company but also, in cases where the stockholders or security holder appears upon the books of the company as trustee or in any other fiduciary relation, the name of the person or corporation for whom such trustee is acting, is given; also that the said two paragraphs contain statements embracing affiant's full knowledge and belief as to the circumstances and conditions under which stockholders and security holders who do not appear upon the books of the company as trustees, hold stock and securities in a capacity other than that of a bona fide owner; and this affiant has no reason to believe that any other person, association, or corporation has any interest direct or indirect in the said stock, bonds, or other securities than as so stated by him.

5 That the average number of copies of each issue of this publication sold or distributed, through the mails or otherwise, to paid subscribers during the six months preceding the date shown above is .....

(This information is required from daily publications only.)

J. H. FRIEDEL.

Sworn to and subscribed before me this first day of April, 1910.

[Seal] PRESCOTT CHAMBERLAIN.

(My commission expires Jan. 20, 1920)

Form 3526.—Ed 1910.

Note.—This statement must be made in duplicate and both copies delivered by the publisher to the postmaster, who shall send one copy to the Third Assistant Postmaster General (Division Classification), Washington, D. C., and retain the other in the files of the post office. The publisher must publish a copy of this statement in the second issue printed next after its filing.

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## EDITORIALS

### The Asbury Park Convention

The annual convention of the Special Libraries Association will be held at Asbury Park the last week in June. Announcement of the program, travel rates and routes, and other pertinent information will be contained in the May issue. In addition to the usual presentation and discussion of papers, a number of prominent men are expected to address the convention on matters of interest to all librarians. The effort will be to make this meeting better than ever. Many important questions are to come up for consideration.

A plan for increasing the functions and utility of the Special Libraries Association has been presented to the Executive Committee, which has indorsed the spirit of the recommendations. It is understood that the President of the Association will present this plan to the convention for its consideration. A series of interesting exhibits is being arranged. A pleasant and profitable time will be assured.

### Breaking Into Chemistry

At the annual meeting of the American Chemical Society a whole morning's session was devoted to the special library. Several hundred busy men of affairs coming together from all parts of the country for their annual meeting at Buffalo thought this topic sufficiently important to be given a central place on their program. The session was well attended and it was generally agreed that this had been one of the most profitable gains from the convention. It is likely that at future conventions of the Association special libraries will come up for further discussion.

This event is of unusual significance. For the first time in the history of American librarianship, a scientific society of the first order has given the special library an important place on its program. For years progressive manufacturing chemists, like E. I. du Pont de Nemours & Co., Arthur D. Little, Inc., The Barrett Manufacturing Co., and others have had libraries in connection with their plants and have found that they have not only aided in their chemical research, have assisted their staff members from executive to office boy, but have helped in the improvement of the industry generally.

Time was when an industrialist having discovered something of service kept it securely to himself. But a new spirit has come over industry. Businessmen, watchful as they are of the success of their particular plants, have learned what we librarians have not yet in all these years learned completely, that success is not dependent only on personal ability and plant efficiency but as much on the success of one's competitors. Manufacturers of toothpastes, rubber over-shoes, and clothing, for example, have learned that the sale of their respective products depends as much on a consciousness of the value of personal cleanliness and personal health in the community as on the merits of their particular product. They have learned that there is such a thing as co-operative competition and that its cultivation pays, not only in dividends but in the enhancement of the industry and in a resultant gain to the nation. Devices, to be sure, are still patented, but principles are not and cannot be. The increasing num-

ber of conventions among business men is but proof of the recognition of the value of and readiness to meet for an interchange of ideas. This meeting of the American Chemical Society is thus not only a tribute to the special library in chemistry and the few in this field who have proved its value, but also a tribute to a valuable spirit in American industry.

#### An Index to Special Libraries

The last index to *Special Libraries* covered the first six volumes. The editor has thought it advisable not to issue an index to volume 9 covering the year 1918 but rather to have a new index prepared to cover all the volumes through the present, from the first through the tenth. This index of volumes 1-10 will be ready in January, 1920, and will be issued at that time. Thereafter an annual index to each successive volume will be issued with the title page until January, 1930, when another cumulative index covering volumes 11-20 will be prepared.

#### Selection of Agricultural Books

One of the principal ways in which public libraries can help to promote an intelligent interest in agriculture is to provide a good selection of authoritative books on agriculture as well as the bulletins of Federal and State institutions on agricultural subjects that can be obtained for the asking. It is necessary to exercise care in selecting agricultural literature that is appropriate in subject, appropriate to the region and appropriate in style and method of treatment. In cases of doubt about the reliability of agricultural books the experts in the agricultural colleges, experiment stations and the U. S. Department of Agriculture should be consulted for it must be borne in mind that these books recommend practices which may mean profit or loss to the one who follows them. As an aid in the selection of a small collection of authoritative up-to-date agricultural books the list by Mr. William H. Hepburn which appears in this number will be helpful.

#### A Financial Number

In few directions has the development of the special library been more wide and perhaps more intensive than in the field of finance. The banking and bond houses early recognized its value as a means of training employees for more important work as well as of serving as an information center on industrial as well as financial conditions. Few mechanisms in economics are so sensitive as finance, few so interrelated and involved. The special library in the financial institution has tried to measure up to its responsibility and opportunity; how it has

succeeded, what it has done, what bankers and leaders in financial enterprise think of it, what are its methods, filing systems classifications and types as well as other significant features will be dealt with fully in the June issue. It will be informative, inspirational, the story of a type of special library that has made good. No one should be without a copy. Tell your friends and others interested.

*Library News*, the semi-monthly bulletin of the Engineer School Library, Washington Barracks, D. C. (Mr. Henry E. Haferkorn, librarian) contains a Reference List on Machine-Shop Practice, including Machine Design, Machine-Shop Tools and Equipment, and Mechanical Movements.

Two bibliographies, one on *Carbonyl Chloride (Phosgene) and its Derivatives* and the other on *Gases Used in Warfare*, prepared by Dr. D. D. Berolzheimer, Assistant Technical Editor of the Chemical Catalogue Company, New York City, and reprinted from the *Journal of Industrial and Engineering Chemistry* are available on application to the author.

On Jan. 21, 1919, Mr. Thomas E. Wilson, president of the packing house of Wilson & Co., of Chicago, Ill., delivered an address on *Livestock and its Relation to the Packing Industry*, before the farmers and livestock producers of Missouri at the Missouri State University. Copies may be had by addressing the company or Miss Myrtle Haught, the company librarian.

Beginning with the first week of April the *Journal of Electricity* will begin the printing of a series of articles on *The Business Library* by Miss Louise B. Krause, librarian for H. M. Byllesby & Co., Chicago. Miss Krause has recently completed a four weeks' lecture course on the subject at the Riverside Library Service School, Riverside, Cal

The Bureau of Railway Economics, Washington, D. C. (R. H. Johnston, Librarian) has prepared a twenty-five page typewritten bibliography of *Abstracts, Digests and Charts of the Various Plans Proposed for Future Control and Operation of the Railroads of the United States of America*. The Bureau has also issued a *List of Publications Pertaining to Government Ownership of Railways* as a supplement to its Bulletin No. 62 and covers the period between January, 1917, and March, 1918.

The April quarterly Bulletin of the General Theological Library (53 Mt. Vernon St., Boston, Mass.) contains a special reading list on *Books of Devotion*.

### THE INTERNATIONAL BUYERS' CLUB LIBRARY

Have you heard of a library maintained by a building for the use of its tenants? Wise businessmen are seeing the value of business library service and are putting it to many uses. The Bush Terminal Sales Building which is inaugurating a new idea in department and general store merchandising, has a library for the use of tenants and buyers who know what they want and want it quickly. Here is what Miss Rose Cameron has to say about it in *The Bush Magazine*:

"The International Buyers' Club has a library, placed at the disposal of its members, which should prove of great advantage in readily furnishing all kinds of information, useful and interesting, to the buyer.

"It begins with a fine costume library which contains works by the best authors on the subject of Fashion even as far back as prehistoric times. There are the general and particular works on each nation at all periods, which give not only the dress but a good deal on accessories. There are also twenty years of bound volumes of magazines such as *Vogue*, *L'Art de la Mode*, *Harper's Bazaar*, etc.

"One fine work on French costume is *La Yalene des Modes et Costume Francais*, —in hand coloring on hand-made paper. They are *Electorate* in design and much may be learned from their gorgeous color combinations. One of the strongest influences felt now is the Directorate, of which we hear a great deal both from Paris and here. This work is very helpful in defining this special period.

"There has also been a strong influence toward Victorian Styles this season and last Summer which showed itself principally in hat shapes such as small sailor; also in small patterned dress fabrics and in cape wraps.

"We may expect a strong revival of some unusual period in contra-distinction to the severe military styles which the war brought us and the revival of the *Moyen Age* some years ago showed a great dearth of information among those most particularly concerned.

"The Library hopes to supply this want and act as a source of information and an educational influence in coloring and design.

"There is also a Business Library on the subjects of the day; the latest works on things industrial, labor questions, advertising and selling, foreign and domestic trade, statistics, etc.

"The Trade directories and books of reference, such as *Bentley Code*, *Commerce and Navigation*, are only a few of the sources of information in the Library.

"Another feature is a daily service on questions of the day including Daily Com-

merce Reports. This keeps the Library up to-date in its general information.

"For those interested in *Infants' Wear* there are the best works on the care and feeding of children, it having been concluded that a knowledge of children adds to competent buying for their comfort.

"Another feature will be a comprehensive file containing detailed information of all commodities offered by the manufacturers in the building, of which file more will be said later.

"There is a librarian in charge who may be relied upon for all information on questions of help to both buyer and tenant."

**The special library is proving its usefulness every day. Its service is its own best publicity.**

Ten years ago when the Special Libraries Association was founded, the business library was mentioned only timidly, and was conceived mainly as a tool of value to few beside the executive. Today it is being adopted into industry for the same reason that the welfare worker, the employment manager, the efficiency engineer, the scientific laboratory have been adopted. It stands for the scientific spirit in industry. It stands for betterment, for education, for morale, for contentment. Its uses are its best reason for being.

J. H. FRIEDEL.

### A HOTEL REFERENCE LIBRARY

Announcement is made by *The Hotel Monthly* of the establishment by Mr. Joseph Huckins, Jr., of the Lee-Huckins Hotel, Oklahoma City, and the Huckins chain of hotels in Arkansas, Texas and Oklahoma, of a Reference Library for the use of heads of departments and for other employees. Says Mr. Huckins:

"I believe our employees can become more efficient if they have ready opportunity to 'find out' about things through a reference library maintained by the hotel. People learn best by finding out, and this library gives them the opportunity."

Here again is an interesting extension of the special library in industry. Men hunger for nothing so much as for information. The man who knows becomes a skilled workman; the man who does not know and has no desire to learn, remains an unskilled laborer. The special library is conceived then by the progressive employer as an agency for the voluntary improvement by the workmen of their work and ultimately of their condition. "Knowledge is power" and the special library is proving in business that the man who knows is the man who succeeds. It is invading every field of industrial activity and the progress of events indicates a bright future for the movement and for the Special Libraries Association.



An amusing sidelight on this hotel library appears in the plan to bind all books in binding, so far as possible, of uniform size. Even reference books no larger than those in the popular vest-pocket series are to be rebound to match in size the larger books. Mr. Huckins states that he thinks this should be done "even if there is no change in the binding of the books but pasted in a large binding. Am sure, I for one, would be much more pleased than to send down a little vest-pocket book and expect to have it returned to me without a fight and a foot race—whereas a large book would not be misplaced in the drawer of the baker, steward, chef or whoever might chance to have it. The small ones would be put in some coat pocket and carried around and then left at home and finally lost as far as we are concerned."

J. H. FRIEDEL.

#### THE CARE OF NEWLY BOUND BOOKS

Books bought from publishers or dealers have had weeks, months and sometimes years of seasoning while held in a flat, compressed position. Such books should be opened with care by gently bending back the covers.

But whenever books, periodicals, etc., are sent to the bindery and returned soon after binding, they should be kept either under a light weight or put in a bookcase where they will be under slight pressure from both sides until thoroughly dry. The process of binding causes more or less dampness, which disappears rather slowly. When newly-bound books are allowed to stand around, the covers dry on the outside first, although still damp on the inside. In this way the covers are liable to curl. No amount of later pressure can remedy this. Treat your newly-bound material with care and the life of the binding will be increased.

E. D. G.

The Ohio Health and Old Age Insurance Commission, whose investigations John A. Lapp directed, has issued a summary of its findings, entitled *Health, Health Insurance and Old Age Pensions*. Copies of this and of the complete report may be had by addressing the commission at Columbus, Ohio.

The Jan.-March issue of the *Bulletin of Bibliography* contains the annual index to reference lists prepared by libraries in 1918

The Guaranty Trust Company of New York (140 Broadway) has issued a compact manual of the provisions of the Revenue Act of 1918. It is complete and well indexed.

#### THE AMERICAN CHEMICAL SOCIETY DISCUSSES THE SPECIAL LIBRARY

That the technical man is becoming more and more dependent on the library and is gradually realizing the need for special collections close at hand, is clearly evidenced by a growing interest in the organization and maintenance of industrial libraries. At the annual meeting of the American Chemical Society held in Buffalo, April 7-11, 1919, a morning session was devoted to a symposium on library service in industrial laboratories. This is the first time in the history of American scientific societies that a significant place on the program of an annual meeting has been devoted to a discussion of the library. The following papers were presented and discussed:

1. The Public Library in the Service of the Chemist. Elwood H. McClelland, Technology Librarian, Carnegie Library of Pittsburgh.
2. Axioms in the Use and Abuse of Special Libraries. Helen R. Hosmer, formerly of General Electric Co. Now with Dr. Geo. W. Crile Laboratory.
3. Methods Employed in the Industrial Library of Eastman Kodak Company. Gertrude Reissman.
4. Relation of the Library to Industrial Laboratories. W. P. Cutter, The Chemical Catalog Co., Inc.
5. Functions of the Industrial Library—that of Arthur D. Little, Inc., a Type. E. D. Greenman.
6. Functions of a Research Library in the Dyestuffs Industry. Julian F. Smith, National Aniline & Chemical Co., Inc.
7. Interior Publicity as an Aid to the Laboratory. S. M. Masse, National Carbon Co., Inc.
8. Long Distance Library Service of the New Jersey Zinc Co. L. A. Tafel.
9. Features of the Library of Stone & Webster. G. W. Lee.
10. Work of the Library of The Solvay Process Co. W. L. Neill.
11. Special Library Service in The Barrett Company. E. C. Buck.
12. F. L. Gallup. "Library Service in the Chemical Department and Chemical Department Laboratories of the E. I. du Pont de Nemours & Company."

The Newark, N. J., Free Public Library has prepared a series of vocational book lists, thirty-eight in all, from advertising and bee-keeping through watchmaking and welding. The lists while intended specifically for returning soldiers and sailors are equally helpful to anyone interested in trades and occupations. Copies can be secured by addressing Mr. John Cotton Dana, the Librarian.

## THE PAMPHLET LIBRARY

[Pamphlets and clippings are a continued source of bewilderment to the beginner in special library work, and frequently appear as perplexing problems to the skilled librarian. It is for this reason that we have deemed it wise to reprint here from "The Library and Museum Therein" of the Newark Free Public Library an article by John Cotton Dana. Mr. Dana is well-known to most librarians. He was a founder of the Special Libraries Association and at one time its President. His opinions are always worth thoughtful consideration and respectful attention. Particularly interesting is Mr. Dana's color-band method of filing pamphlets, telephone books and similar material, highly important yet only of temporary value since quickly replaced by later, or more complete matter. Inquiries by the Editor in various kinds of libraries indicate that the color-band method of filing and classifying has been used with invariable success.—THE EDITOR ]

Libraries long ago learned how to manage books. Pamphlets are still waiting to be managed.

A book stands up with its fellows on the shelf, is protected from harm by its stiff sides, looks like a long-lived thing and is plainly quite well worth being so treated that it can be easily found if ever wanted. And so, if its contents are useful or entertaining, it is so marked that it stays in its proper place, and index cards about it are written and put in their proper places in a catalogue; and there it is, safe and snug like an article in a huge encyclopedia—which is what a library is.

But this matter of fixing books for the shelf and indexing them in the catalogue costs a great deal—15 to 50 cents for every one. And if this work is to be done to a pamphlet, the pamphlet must be first made into a book by giving it stiff sides—binding it—and that costs from 15 to 30 cents. To give the usual book treatment to a pamphlet thus costs from 30 to 50 cents. To be sure, some pamphlets have very valuable contents, so valuable, and so immediately useful, that it is plainly wise to give them regular book treatment and make them a part of the great encyclopedia. But thousands of them are not very valuable, and yet are of such a nature that they should be kept. How can they be so kept that they can be found when wanted, and yet so kept that the keeping costs very little? The answer has not been found. The answer when found must be broad enough to cover also the question, "How shall we keep cheaply, and yet in a manner to make easily found, pamphlets which are very valuable for a

short time after they appear, but in a few months become mere rubbish, being useless because of changed conditions?"

It is true that many books have this same short-lived career of usefulness; and it is also true that one of the weak spots in library technique is its failure so to arrange all its records that the short-lived books can be easily found when dead and easily thrown away. But this weakness in book management is not part of the present question.

We are about to answer these pamphlet-keeping questions in this way:

If time and income permit we shall put on each of, say, 50,000 pamphlets, across their backs, several slips of colored paper. These slips will mean, according to a fixed scheme, a series of numbers, these numbers being the same as those we use in so marking books that they stand on the shelves in the order of several thousand different groups or classes. These slips, moreover, will be so placed that a child, of fair intelligence and good color sense, can arrange the pamphlets by them in the very order of the several thousand classes to which they each and all belong. Thus placed in rows on the shelves the pamphlets will be a closely classified library, all pamphlets on like subjects coming together, and this library will be exactly like, in its order and general character, the library of 240,000 books we already have.

But this plan will not do two things that our book plan does: It will not answer the question, "Have you any pamphlet by a given man?" or the question, "In any of the pamphlets grouped under one subject, say, 'Oysters,' is there any especially good information about another sought-for subject,

Furthermore, this plan will not tell us whether in the whole 50,000 pamphlets there is anything about Oysters unless we go and look at the pamphlets themselves.

In a word, the plan puts pamphlets in classes according to their several more important contents; but it does not furnish a "catalogue" of them.

So we shall write on cards the names of the authors of such of the pamphlets as our judgment tells us may be worth so noting, and below the names we shall write the class numbers given to the pamphlets the author wrote. Also we shall write on

cards the names of certain subjects found in pamphlets that deal chiefly with the other subjects under which they are classified; and below the subjects we shall write the names of the authors of those double-subject pamphlets and the numbers which indicate what classes the pamphlets by those authors are respectively put into.

These cards, all so marked as to indicate clearly that they refer to pamphlets and not to books, we shall place in their proper alphabetic order in the card catalogue of books.

Then, to make sure that short-lived pamphlets shall not remain on the shelves very long after their few months of usefulness are ended, we shall put on their backs other strips, of such colors and in such positions as to make plain the fact that on a certain future date they are to be thrown away. Every few months a person with a good eye for color will be given a dummy pamphlet, marked as are all the pamphlets which are now ripe for distribution. With this dummy as a guide, she will take out of the pamphlet library all items which are marked as is the dummy.

By this method thus outlined we hope to create a library of 50,000 items, each item a book except for the fact that it is not bound; a library paralleling and supplementing the book library; a library in which each item is sufficiently open to discovery for all ordinary purposes; a library costing per pamphlet-book less than ten per cent. of the cost of each item in the book-library; a library added to daily by the pamphlets which come to the library in a great stream of thousands per year; a library which makes new pamphlets almost immediately accessible and useful by putting them into good library conditions; a library which admits new pamphlets at once to its ranks without the delays—often very long—due to the binding and cataloging of the old method; and a library which is almost automatically relieved of the presence of items which have passed their days of usefulness.

JOHN COTTON DANA.

#### LIST OF AGRICULTURAL LIBRARIES IN THE UNITED STATES

(Concluded from March issue)

##### Miscellaneous Libraries

Massachusetts Horticultural Society, Boston. Mr. Wm. P. Rich, Librarian. 22,000 volumes.

Massachusetts State Board of Agriculture, Boston. Miss Harriet E. Robinson, Librarian. 600 volumes.

Mt. Pleasant Farm Library, Grahamsville, N. Y. Mr. James E. Barkley, Librarian. 2,000 volumes, 13,000 pamphlets.

New York State College of Forestry, Syracuse, N. Y. Miss Mildred E. Wood, Librarian.

\*New York State Department of Agriculture, Albany. Miss Lula J. Saxton, Librarian.

U. S. Department of Agriculture, Washington, D. C. Miss Claribel B. Barnett, Librarian. 145,000 volumes.

West Central School of Agriculture, Morris, Minnesota. Miss Mary E. King, Librarian. 2,500 volumes

West Virginia State Department of Agriculture, Charleston. M. A. Stewart, Librarian. 4,000 volumes.

Yale University, School of Forestry, New Haven, Connecticut. Miss Mary A. Ever, Librarian. 6,000 volumes (approximately)

#### Personal Notes

Miss L. E. Conner, former Librarian of the Maryland State Agricultural College, resigned Nov. 1, 1918, to take up office work at George Washington University, Washington, D. C.

Miss Philena A. Dickey, formerly Librarian of the Office of Information, U. S. Food Administration, has accepted the position of Librarian of the Savings Division, U. S. Treasury Department, as the library of the Food Administration has been broken up. The collections were transferred to the Library of Congress and to the U. S. Department of Agriculture Library.

Miss Clara A. Glidden, formerly Assistant Librarian of the Colorado State Agricultural College, has recently resigned to accept a position in the U. S. Department of Agriculture Library.

Miss Mary Brown Humphrey, Pratt 1918, for a number of years connected with the Loutsville Public and High School Libraries, was recently appointed Reference Librarian of the Washington State College.

Miss Mary G. Lacy, Reference Librarian of the U. S. Department of Agriculture Library, has resigned to accept the position of Agricultural Librarian, Iowa State College, Ames

Miss Marie K. Pidgeon, New York State Library School, has recently accepted a position in the Library of the Bureau of Plant Industry, U. S. Department of Agriculture.

Miss Robina Rae, since 1909 Agricultural Librarian of the Iowa State College, Ames, resigned in August 1918 to accept a position with the American Red Cross in Washington. She has recently resigned from the Red Cross to take up work with the American Library Association War Service in the library at Camp Pike, Arkansas.

## Useful Lists for Checking Current Agricultural Literature

The output of literature on subjects relating to agriculture and home economics has greatly increased in the past few years and its sources, at least in the United States, have multiplied. Careful selection from this flood of material is very important since a small collection, well chosen and thoroughly well known, can give larger service and require less care than a large collection acquired more by accident than by intention. As an aid to this selection the following compilation of useful lists for checking current agricultural literature has been made.

### UNITED STATES

**U. S. Dept. of Agriculture, Monthly list of publications.** Issued by the Division of publications, U. S. Dept. of Agriculture, Washington, D. C.

Sent regularly free of charge to all who apply for it. Appears about the middle of the month, listing publications of the U. S. Department of Agriculture that were issued during the preceding month. Directions are given for obtaining each publication listed and prices are indicated for those that are to be purchased of the Superintendent of Documents.

**Monthly catalogue, United States public documents.** Issued by the Superintendent of Documents, Government Printing Office, Washington, D. C.

This catalogue is useful for checking the occasional publications relating to agriculture, rural conditions, food, health, and matters of household interest which are issued by Federal offices not connected with the Department of Agriculture. Some of these are the Public Health Service (Treasury Department), Bureau of Census (Department of Commerce), Bureau of Standards (Department of Commerce), Bureau of Education (Department of the Interior), Children's Bureau (Department of Labor).

**List of station publications received by the Office of Experiment Stations, U. S. Department of Agriculture.**

A mimeographed list of publications of the State agricultural experiment stations issued monthly by the States Relations Service, U. S. Department of Agriculture. It has a limited distribution which in-

cludes, however, all libraries of the State agricultural colleges and experiment stations. Publications are arranged in alphabetical order of the States that publish them.

**List of extension publications of the State agricultural colleges received by the States Relations Service, U. S. Department of Agriculture.**

A mimeographed list, issued monthly. It has a limited distribution to institutions and individuals having official connection with the co-operative extension work of the U. S. Department of Agriculture and the State agricultural colleges.

**Library of Congress, Monthly list of State publications.** For sale by the Superintendent of Documents, Government Printing Office, Washington, D. C. Subscription price 50 cents a year.

The list appears about two months after the close of the period which it covers. It lists State publications received by the Library of Congress, including those of State institutions and societies (when these have official standing), and those of associations of State officials.

Lists are arranged by States, with sub-arrangement by publishing offices or institutions. This arrangement makes it possible to check quickly from month to month the publications of any particular State, while checking for any or all States for any specific subject takes considerable time. This list affords the only means of checking State publications of all classes. Helpful annotations are included.

**The Agricultural Index.** A cumulative index to agricultural periodicals and bulletins. Published by the H. W. Wilson Company, 958-964 University Ave., New York City.

Although books are not indexed, editorial notes in each number include reviews of new agricultural books. Selected bulletins, pamphlets and periodical articles from sources not regularly indexed, are included among the subject entries. A list of these items is given in each number under the title, "Check List of Occasional Literature." By means of this list the checking of this material can be quickly done.

**Phytopathology, official organ of the American Phytopathological Society.** Issued monthly at 2419-21 Greenmount Ave., Baltimore, Md. Subscription price, \$3 00.

Under the caption "Literature on Plant

Diseases" each number contains an alphabetical author list of books, reports, bulletins, periodical articles, both American and foreign, on plant pathology and mycology of interest to pathologists. The first appearance of this list was in *Phytopathology*, Vol. 4, No. 3, and it has included all Pan-American literature on this subject published since January, 1914, and other foreign literature since January, 1917.

**American forestry**, published monthly by the American Forestry Association, Washington, D. C., 1410 H St., N. W. \$2.00 a year.

Under the caption "Current Literature" a monthly classified list is given of books and periodicals (including bulletins and other serials) indexed in the library of the Forest Service, U. S. Department of Agriculture. These cover all branches of forestry, lumbering and wood utilization.

**Journal of Home Economics**, published monthly by the American Home Economics Association, 1211 Cathedral St., Baltimore, Md. Subscription price, \$2.00 a year.

Each number contains book reviews and a bibliography of home economics periodical literature.

**Public Affairs Information Service**. Bulletin. Published monthly with bi-monthly cumulations by the H. W. Wilson Company, 958-964 University Ave., New York City.

This publication is valuable for checking purposes chiefly because it lists a great deal that comes out in pamphlet form, as Special Reports, Governors' Messages and much else of a fugitive nature which is very valuable but often exceedingly difficult to obtain. Especial attention is paid to bibliographies, many of which are only typewritten lists, but may be obtained for the cost of copying.

#### FOREIGN

**Canada**. The *Agricultural Gazette of Canada*. Published monthly by the Department of Agriculture, Ottawa, Canada. A limited number of subscriptions are accepted at \$1.00 a year.

Under the caption "New Publications," notices and reviews are given of most of the official agricultural publications of the provinces and of the Dominion of Canada.

**France**. *Académie d'Agriculture de France*. *Comptes rendus*, 18, Rue de Bellechasse, Paris. 18 fr.

Gives a monthly list of French agricultural publications.

**Great Britain**. Monthly list of Parliamentary publications issued by H. M. Stationery office, London.

Contains items of agricultural interest occasionally with prices and postage.

Monthly list of official publications issued by H. M. Stationery office, London.

Contains notes of all official publications with prices and postage.

**Journal of the Board of Agriculture and Fisheries**, 3 St. James Square, London.

A list entitled "Additions to the Library" appears irregularly but is important

#### INTERNATIONAL

**The Experiment Station Record**. Issued by the States Relations Service, U. S. Dept. of Agriculture. Subscriptions are received by the Supt. of Documents, Washington, D. C., at \$1.00 a volume.

The tables of contents may be used as a check list to publications of the State agricultural experiment stations by libraries which do not receive the list of station publications published monthly by the States Relations Service, or to whom delay, occasioned by the relatively late appearance of the Record, is not a disadvantage. It is also exceedingly useful for checking foreign publications of value to scientific investigators.

**International Review of the Science and Practice of Agriculture**. Published monthly in English, French, German, Spanish and Italian by the Bureau of Agricultural Intelligence and Plant Diseases of the International Institute of Agriculture, Rome, Italy.

Books, periodicals and official publications of various kinds are included in this journal which is useful for checking purposes also.

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The books of tomorrow, Mr. Edison says, will be printed on nickel, not on paper: "Nickel will absorb printer's ink. A sheet of nickel one twenty-thousandth of an inch thick is cheaper, tougher and more flexible than an ordinary sheet of book paper. A nickel book, two inches thick, would contain 40,000 pages. Such a book would weigh only a pound. I can make a pound of nickel sheets for \$1.25. An electric current in operation for a half minute deposits on a prepared base one twenty-thousandth of an inch of nickel, never more, never less."—"Life."

## Select List of Books on Agriculture

COMPILED BY WILLIAM M. HEPBURN

*Librarian, Purdue University, Lafayette, Ind.*

The following list of one hundred and twenty-six titles constitutes a fairly representative collection of authoritative and up-to-date books on the technical phases of agriculture for American readers. It is not put forward as a list of the best books as that involves consideration of varying conditions both regional and educational. It may however be said with safety that every working agricultural library should have these books on its shelves and that any public library with this collection would have available for its patrons reliable information on almost every phase of the business of agriculture.

Each subject in the list is fully covered from the point of view of the college teacher, the college student, the agricultural supervisor in high schools and secondary schools, the county agent, the farmer specialist, the average farmer and the general reader, in so far as the needs of these classes can be met by books as distinguished from reports, bulletins and periodicals. The list does not claim to meet the needs of the research specialist in any given subject.

No doubt there have been omitted many books equally as good as some of those included. No title has been included simply because it was of late date, but of books equally as good the preference was usually given to the one of latest date. The cost of the entire collection should be about \$250.

Acknowledgments are due to members of the faculty of the School of Agriculture of Purdue University, members of the staff of the Library of the United States Department of Agriculture and to experts of the Department whose advice and assistance was sought and cheerfully given.

### SELECT LIST OF BOOKS ON AGRICULTURE

#### Reference Books

Bailey, L. H. <i>Cyclopedia of American Agriculture</i> . 4 vol. 1907-1909, Macmillan .....	\$20.00
Bailey, L. H. <i>The standard cyclopedia of horticulture</i> . 6 vol. 1914-1917, Macmillan .....	36.00
Bailey, L. H. <i>The farm and garden rulebook, a manual of ready rules and reference</i> . Ed. 19. 1917, Macmillan .....	2.00

#### General and Miscellaneous

Bailey, L. H. <i>Principles of agriculture</i> . Ed. 15. 1909, Macmillan....	\$1.25
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King, F. H. <i>Farmers of forty centuries</i> . 1911, Mrs. F. H. King, Madison, Wis. ....	2.50
Sanford, A. H. <i>Story of agriculture in the United States</i> . 1916, Heath	1.00
Waugh, F. A. <i>The agricultural college</i> . 1916, Judd .....	1.10

#### Soils, Crops, Fertilizers, Etc.

Lyon, T. L., Fippin, E. O. and Buckman, H. O. <i>Soils, their properties and management</i> . 1915, Macmillan.	\$1.90
Mosier, J. G. and Gustafson, A. F. <i>Soil physics and management</i> . 1917, Lippincott .....	2.00
Robbins, W. W. <i>Botany of crop plants</i> . 1917, Blakiston.....	2.00
Hilgard, E. W. <i>Soils</i> . 1906, Macmillan .....	4.00
Davis, K. C. <i>Productive plant husbandry</i> . 1917, Lippincott.....	1.75
Montgomery, E. G. <i>Productive farm crops</i> . 1916, Lippincott.....	1.75
Wilson, A. D. and Warburton, C. W. <i>Field crops</i> . 1912, Webb.....	1.50
Morgan, J. O. <i>Field crops for the cotton belt</i> . 1917, Macmillan.....	1.75
Duggar, J. F. <i>Southern field crops</i> . 1911, Macmillan.....	1.75
Carleton, M. A. <i>Small grains</i> . 1916, Macmillan .....	1.75
Hitchcock, A. S. <i>Textbook of grasses</i> . 1914, Macmillan.....	1.50
Montgomery, E. G. <i>The corn crops</i> . 1913, Macmillan.....	1.60
Piper, C. V. <i>Forage plants and their culture</i> . 1914, Macmillan.....	1.75
Pammel, L. H. <i>Weeds of the farm and garden</i> . 1915, Judd.....	1.50
Georgia, A. E. <i>Manual of weeds</i> . 1914, Macmillan.....	2.00
Widtsoe, J. A. <i>Principles of irrigation practice</i> . 1914, Macmillan.....	1.75
Fleming, B. P. <i>Practical irrigation and pumping</i> . 1915, Wiley.....	2.00
Widtsoe, J. A. <i>Dry farming</i> . 1911, Macmillan .....	1.50
Van Slyke, L. L. <i>Fertilizers and crops</i> . 1912, Judd.....	2.50
Wheeler, H. J. <i>Manures and fertilizers</i> . 1913, Macmillan.....	1.60
Halligan, J. E. <i>Soil fertility and fertilizers</i> . 1912, Chem. Pub. Co.....	3.50

#### Agricultural Chemistry and Bacteriology

Fraps, G. S. <i>Principles of agricultural chemistry</i> . 1917, Chem. Pub. Co....	\$4.50
Stoddart, C. W. <i>Chemistry of agri-</i>	

culture for students and farmers. 1915. Lea & Febiger.....	2.00	Lloyd, J. W. Productive vegetable growing. 1918, Lippincott.....	1.75
Tottingham, W. E. and Ince, J. W. Chemistry of farm and home. 1916, Webb .....	1.25	Watts, R. L. Vegetable gardening. 1912, Judd .....	1.75
Richmond, H. D. Dairy chemistry. Ed. 2. 1914, Lippincott.....	4.50	Watts, R. L. Vegetable forcing. 1918, Macmillan .....	2.00
Conn, H. W. Agricultural bacteriology. Ed. 3. 1918, Blakiston.....	2.00	Corbett, L. C. Garden farming. 1913, Ginn .....	2.00
<b>Plant Diseases</b>		Gilbert, A. W., Barrus, M. F., and Dean, D. The potato. 1917, Macmillan .....	1.50
Duggar, B. M. Fungous diseases of plants. 1909, Ginn.....	\$2.00	Rolfs, P. H. Subtropical vegetable gardening. 1916, Macmillan.....	1.50
Harshberger, J. W. Textbook of mycology and plant pathology. 1917, Blakiston .....	3.00	<b>Fruits</b>	
Hesler, L. R. and Whetzel, H. H. Manual of fruit diseases. 1917, Macmillan .....	2.00	Bailey, L. H. Principles of fruit growing. 1915, Macmillan.....	\$1.75
Stevens, F. L. and Hall, J. G. Diseases of economic plants. 1910, Macmillan .....	2.00	Sears, F. C. Productive orcharding. 1914, Lippincott .....	1.50
Rankin, W. H. Manual of tree diseases. 1918, Macmillan.....	2.50	Paddock, W., and Whipple, O. B. Fruit growing in arid regions. 1910, Macmillan .....	1.50
Taubenhaus, J. J. Diseases of truck crops and their control. 1918, Dutton ..	5.00	Bailey, L. H. Pruning manual. Ed. 18. 1916, Macmillan.....	2.00
<b>Insects and Insect Pests</b>		Waugh, F. A. Dwarf fruit trees. 1906 Judd .....	.60
Comstock, J. H. and Anna. Manual for the study of insects. 1909, Comstock .....	\$3.75	Wilkinson, A. E. The apple. 1915, Ginn .....	2.00
Sanderson, E. D. Insect pests of farm, garden and orchard. 1912, Wiley .....	3.00	Gould, H. P. Peach growing. 1918, Macmillan .....	2.00
Washburn, F. L. Injurious insects and useful birds. 1918, Lippincott..	2.00	Waugh, F. A. Plums and plum culture. 1901, Judd.....	1.50
Crosby, C. R. and Leonard, M. D. Manual of vegetable-garden insects. 1918, Macmillan.....	2.50	Card, F. W. Bush fruits. New ed. 1917, Macmillan .....	1.75
Slingerland M. V. and Crosby, C. R. Manual of fruit insects. 1914, Macmillan ..	2.00	Fletcher, S. W. Strawberry growing. 1917, Macmillan.....	1.75
Phillips, E. F. Bee-keeping. 1915, Macmillan .....	2.00	Coit, J. E. Citrus fruits: An account of the citrus fruit industry with special reference to California requirements and practices and similar conditions. 1915, Macmillan...	2.00
<b>Horticulture</b>		Hume, H. H. Citrus fruits and their culture. Ed. 5. 1913, Judd.....	2.50
Goff, E. S. Principles of plant culture. Ed. 8. 1916, Macmillan.....	\$1.25	<b>Home Gardening</b>	
Kains, M. G. Plant propagation, greenhouse and nursery practice. 1916, Judd .....	1.50	Findlay, Hugh. Practical gardening, vegetables and fruits. 1918, Appleton .....	\$2.00
Wright, W. J. Greenhouses, their construction and equipment. 1917, Judd .....	1.60	Rockwell, F. F. Around the year in the garden. 1917, Macmillan.....	1.75
<b>Floriculture</b>		<b>ANIMAL HUSBANDRY</b>	
White, E. A. Principles of floriculture. 1915, Macmillan .....	1.75	<b>Feeding</b>	
Findlay, H. House plants, their care and culture. 1916. Appleton.....	1.50	Armsby, H. P. Nutrition of farm animals. 1917, Macmillan.....	\$2.60
<b>Vegetables</b>		Henry, W. A., and Morrison, F. B. Feeds and feeding. Ed. 16. 1916, Henry-Morrison Co., Madison.....	2.25
Vilmorin-Andrieux & Company. The vegetable garden. English ed. pub. under direction of W. Robinson 1905, Murray, London .....	\$4.50	<b>Farm Animals</b>	
		Plumb, C. S. Types and breeds of farm animals. 1906, Ginn.....	\$2.40
		Coffey, W. C. Productive sheep husbandry. 1914, Lippincott.....	1.50
		Day, G. E. Productive swine husbandry. 1915, Lippincott.....	1.50

- Gay, C. W. Productive horse husbandry. 1916, Lippincott..... 1.50
- Gay, C. W. Principles and practice of judging live stock. 1915, Macmillan..... 1.50
- Potter, E. L. Western live-stock management. 1917, Macmillan..... 1.75
- Dairying and Dairy Products**
- Eckles, C. H. Dairy cattle and milk production. 1911, Macmillan..... \$1.60
- Eckles, C. H. and Warren, G. F. Dairy farming. 1916, Macmillan..... 1.10
- Larson, C. W. and Putney, F. S. Dairy cattle, feeding and management. 1917, Wiley..... 2.50
- Larsen, C. and White, W. Dairy technology. 1913, Wiley..... 1.50
- Stocking, W. A. Manual of milk products. 1917, Macmillan..... 2.00
- Wing, H. H. Milk and its products. Rev. ed. 1913, Macmillan..... 1.50
- Guthrie, E. V. The book of butter. 1918, Macmillan..... 1.75
- Thom, C. and Flisk, W. W. The book of cheese. 1918, Macmillan..... 1.90
- Farrington, E. H. and Woll, F. W. Testing milk and its products. 23d rev. and Enl. Ed. 1916, Mendota Bk. Co., Madison..... 1.25
- MacNutt, J. S. The modern milk problem in sanitation, economics and agriculture. 1917, Macmillan.. 2.00
- Poultry**
- American standard of perfection. 1915, Amer. Poultry Assn., Mansfield, Ohio \$2.00
- Robinson, J. H. Principles and practice of poultry culture. 1912, Ginn.. 2.50
- Lippincott, W. A. Poultry production. Ed. 2. 1916, Lea & Febiger..... 2.00
- Lewis, H. R. Productive poultry husbandry. Ed. 2. 1914, Lippincott.... 2.00
- Pearl, R., Surface, F. M. Curtis, M. R. Diseases of poultry, their etiology, diagnosis, treatment, and prevention. 1915, Macmillan..... 2.00
- Plant and Animal Breeding**
- Babcock, E. B. and Clausen, R. E. Genetics in relation to agriculture. 1918, McGraw..... \$3.50
- Davenport, Eugene. Principles of breeding. 1907, Ginn..... 3.00
- Davenport, Eugene. Domesticated animals and plants. 1910, Ginn..... 1.25
- Bailey, L. H. and Gilbert, A. W. Plant breeding. 1915, Macmillan..... 2.00
- Mumford, F. B. Breeding of animals. 1917, Macmillan..... 1.75
- Walter, H. G. Genetics. 1913, Macmillan..... 1.50
- Diseases of Animals.**
- Sisson, S. Anatomy of the domestic animals. Ed. 2. 1914, Saunders.... \$7.00
- Smith, F. Manual of veterinary physiology. Ed. 4. 1914, Eger..... 6.00
- Craig, R. A. Common diseases of farm animals. 1915, Lippincott.... 1.50
- Winslow, K. Prevention and treatment of diseases of the domestic animals. 1910, W. R. Jenkins Co... 3.50
- U. S. Dept. of Agriculture. Bureau of animal industry. Special report on diseases of the horse. Rev. Ed. 1916, Govt. printing office..... 1.00
- U. S. Dept. of Agriculture. Bureau of animal industry. Special report on diseases of cattle. Rev. Ed. 1916, Govt. printing office..... 1.00
- Farm Mechanics and Engineering.**
- Davidson, J. B. Agricultural engineering. 1913, Webb..... \$1.50
- Ramsower, H. C. Equipment for farm and farmstead. 1917, Ginn... 2.30
- Davidson, J. B., and Chase, L. W. Farm machinery and farm motors. 1908, Judd..... 2.00
- Hirshfeld, C. F., and Ulbricht, T. C. Gas engines for the farm. 1913, Wiley..... 1.50
- Eckblaw, K. J. T. Farm structures. 1914, Macmillan..... 1.75
- Seaton, R. A. Concrete construction for rural communities. Ed. 2. 1918, McGraw..... 2.00
- French, T. E., and Ives, F. W. Agricultural drawing and the design of farm structures. 1915, McGraw... 1.25
- Elliott, C. G. Practical farm drainage, Ed. 2. 1908, Wiley..... 1.40
- Jeffrey, J. A. Textbook of land drainage. 1916, Macmillan..... 1.25
- Gillette, H. P. Handbook of clearing and grubbing, methods and costs. 1917, Clark Bk. Co..... 2.50
- Rural Economics and Sociology.**
- Carver, T. M. Principles of rural economics. 1911, Ginn..... \$1.30
- Hunt, T. F. The young farmer. 1912, Judd..... 1.50
- Warren, G. F. Farm management. 1913, Macmillan..... 1.75
- Powell, G. H. Co-operation in agriculture. 1913, Macmillan..... 1.50
- Weld, L. D. H. Marketing of farm products. 1916, Macmillan..... 1.50
- Galpin, C. J. Rural life. 1918, Century..... 2.50
- Vogt, P. L. Introduction to rural sociology. 1917, Appleton..... 2.50
- Waugh, F. A. Rural improvement. 1914, Judd..... 1.25
- Ogden, H. N. Rural hygiene. 1911, Macmillan..... 1.50
- Forestry.**
- Ferguson, J. A. Farm forestry. 1916, Wiley..... \$1.25
- Moon, F. F., and Brown, N. C. Elements of forestry. 1914, Wiley.... 2.00