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Special Libraries, October 1922

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Special Libraries

ADELAIDE R. HASSE, Editor,
Office of the Assistant Secretary of War
Washington, D. C.

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The Research and Technical Library

FRANCIS E. CADY,
Manager, Research Department, National Lamp Works.

"Arts and sciences, the benefits of which no mind can calculate, depend upon books." Richard Aungervyle (Richard De Bury).

The unparalleled growth in the appreciation of the value of scientific research in the past few years has emphasized the value of the scientific and technical library. The idea of research has expanded to the point where the term has been seen to apply to all investigations which mean progress and development although it must then be modified by the addition of such terms as pure, applied, technical, engineering, etc. But whatever the type of research, it is very seriously handicapped if there is not readily available an adequately equipped research library. The scientist and the engineer, when deeply interested in a problem have for the time being what might be called "single track" minds and any interruptions such as a delay in getting information desired is quite likely to result in a side tracking of the problem which may seriously interfere with its rapid solution. It is not difficult to conceive of the annoyance of a chemist who has reached a certain step in analysis where it is necessary for him to know a certain rare formula, when he finds that the book containing it is not at hand and must be sent for. A quantity of valuable material might be ruined by such a delay. Again a physiologist may be following out a line of reasoning in developing a theoretical explanation of some phenomenon and wishing to look up some verifying experimental data, finds that he must wait for a week until it can be sent for. It is quite conceivable that the interruption would result in such an altered condition of thought during the interval that the fine points of his theory would have escaped him. When the subject is an abstruse one, it is not easy to pick up threads once laid down. And these illustrations could readily be multiplied by concrete cases showing the value and importance in research work of a readily available research library.

It is rather interesting in this connection that the Encyclopedia Britannica in the brief article on "Research" gives as part of a definition, "The act of searching into a matter closely and carefully; inquiry directed to the discovery of truth, and in

particular the trained scientific investigation of principles and facts of any subject based on original and first hand study of authorities or experiment."

It is one of the main purposes of the library to make available for study the work of the "authorities" referred to. Of the various tools used by the investigator in the realm of pure science research, the scientific library stands in importance second to none. Research is a type of work which, because it means advancing into untried territory, necessarily requires a groundwork from which to advance. It is a rarity in these days for anyone to be working on a problem which is so new that it has no immediate connection with work already done. The library contains the records of previous accomplishments and is the storehouse from which the scientist draws the knowledge which enables him to avoid the pitfalls of his predecessors, to take advantage of the latter's successes, and be sure that the ground he proposes to cultivate has not already yielded its harvest.

Another phase of the value of the library to the worker in research is the inspiration which often comes as the result of the perusal of the reports of other investigators. Many an extended research has been started as the result of an idea inspired by the study of some scientific paper. The use of a certain principle described in connection with experimental results quite often suggests its use in a little different field of work. Or an individual who has made a special study of a particular instrument may, after reading about an investigation, see how the same or better results could be obtained by the use of the instrument in which he is interested. As a case in point reference might be made to the thorough study of photometric instruments and methods made by a certain well-known scientist, who, whenever he read a report of an experiment or investigation, endeavored to see whether or not the problem involved could not be solved in a more satisfactory manner by the use of photometry. His success in the field of radiation is well

known. And, in general, the true research worker is always on the lookout for principles and methods used by others, which can be applied in his own work.

There are many ways in which the trained librarian can be of considerable assistance. If the individual undertaking a research on some special subject knows of recent work along similar lines and can give a reference to the librarian, it may be possible for the latter to work back from this reference and gather together a sufficient number of works and articles on the subject to enable the investigator to learn all he may wish to know of what has been done. And if the librarian can go further and prepare a full bibliography to be included in the ultimate paper describing the research, the worker will be saved time and effort and the paper will in general be much more valuable. It has been one of the plans for increasing the usefulness of our library to have the librarian prepare bibliographies of the various subjects on which our staff is working, so that they may be ready in advance and be available for subsequent reference. By a little more attention to what is in the books, as they are being catalogued the librarian in the special library may become sufficiently conversant with their contents to be able to recommend them in cases where they might not otherwise be thought of. Thus I have in mind a work on physiology of the eye which contains quite a bit of information which would be useful to a person who was undertaking an investigation of the effects of intensities of illumination on the efficiency of office or factory work. Again a certain book on "Color" has a lot of technical data useful to the experimental psychologist. Of course a librarian cannot be expected to know and remember all that is in every book in his or her care, but the more that is known the more the possibility of helpful assistance.

A similar and more easily performed service may be given by the librarian who is sufficiently conversant with the researches being carried on, by those who use the library, to recognize by their titles articles correlative to those researches. It is surprising how often two or more workers in different parts of the world will unknowingly carry on simultaneous researches on almost identical subjects. This duplication may not be apparent until one or the other publishes some preliminary results. A prompt recognition and notification by the librarian may save unnecessary expenditure of a great deal of time and material. Furthermore it is of the utmost importance that an investigator keep himself informed of the work of others in the fields correlative or overlapping his own even where no duplication of effort is likely. Recently in reviewing a German scientific journal the writer found an article by a

German physicist on a subject which had been under investigation in our laboratory for over a year, and immediately notified the individual carrying on this work. While the individual would probably in time have come upon this article in the course of his regular reading, he was very glad to know of its existence and promptly took it away for study. As another illustration of this same thing, let me refer to a paper presented at a recent meeting of the American Physical Society, in which was described an instrument used in photometric work. Subsequently the attention of the author of the paper was called to a description of an instrument apparently using the same principle contained in a book which was published over fifteen years ago. He had not seen this book when he prepared his paper, and would have been saved some explanations had his librarian been able to refer him to it. Still another illustration is found in a very recent experience. A well-known scientist who has been interested in a certain field of physics recommended to a research man an extended investigation into the accuracy of a law which had not as far as he knew been rigorously verified for nearly fifteen years. In looking into the matter the research worker found an article published within six months, describing an elaborate study made abroad of the very subject and apparently settling the question. In this case without doubt a large amount of time as well as the cost of special apparatus was saved by the knowledge of this article published in a foreign periodical. Had the scientist been in touch with a librarian watching out for articles in which he is interested, he would undoubtedly have been informed of this foreign work and been saved the embarrassment of showing his ignorance.

While in general, workers in pure science are sufficiently familiar with French and German to be able to read articles written in those languages, in many cases such reading is laborious and time consuming. A librarian sufficiently conversant with either or both languages to be able to make abbreviated translations could render an extremely helpful service in this connection.

Perhaps at this point a word or two might be said regarding the attitude of the *library* staff toward the *laboratory* staff. In a research library conditions are in many respects different from those in an ordinary public or school library. In the first place it is necessary to constantly remind ourselves that the library is for the workers and not the workers for the library. By this is meant that the purpose of the library is service, service to be sure to the greatest number, but service which will mean a saving to the investigator not only in time but also in mental distraction. Hence while rules are necessary in order, as stated above, to give service to the great-

est number, their enforcement should be carried out with the utmost of discretion and a maximum of patience. This quite frequently means "humoring" those who use the library and often as a result considerable additional work for the librarian. But the displacement of some volumes or the cost of a few books lost during the year due to oversight in not leaving slips or carelessness in making them out is insignificant compared to the value of the time lost to the laboratory worker by too much insistence on compliance with the rules. In general it is not good policy to do anything which will seriously interrupt the trend of thought of an individual who is deeply engrossed in some particular work, and if under the circumstances he is abstracted or absent-minded a librarian with a good kindly disposition will by suffering infractions of the rules and the postponement of enforcement to a more propitious time, avoid a lot of friction and perhaps save a considerable amount of time. It is a trait of human character for one to feel that his particular branch of the laboratory activities is as much if not more important than any other and it is not uncommon for the office force or the library force to "lay down the law" to the laboratory staff. But this is not the right attitude and can be corrected if it is always borne in mind that the purpose of both office and library is *service*. Another illustration of this point comes in the arrangement of the books and periodicals on the library shelves. The librarian taught the best practice for regular library work may, in the interest of the service, have to entirely readjust his ideas on this subject to suit the particular needs of the laboratory staff. This involves the question of arrangement according to numbers or according to subjects. It may be that the writer's knowledge of library practice on this point is too limited, but it has been found helpful in the library to keep the books divided according to subject and to put those most used in the most accessible location regardless of their number. This has necessitated a special "location" index to enable one not familiar with the library to find what is needed.

Again in the interest of service, it has been found advantageous to permit borrowers to retain volumes or magazines until these are requested by others. This means that the librarian must call up and find out whether the original user is through with the book or magazine in question, and if not see if it is possible to arrange for its joint use. Such a plan can be employed, of course, only where the demand for books is limited, as it is in a special library. In the case of certain volumes needed by an investigator but little used by others, such volumes are charged to the individual in question and remain in his laboratory. This of course means

considerable work for the librarian at inventory time, but it means also a considerable saving in time to the experimenter.

Nela Research Laboratories had their inception in the spring of 1908, when the Director, now the Director of Research, was invited to organize a laboratory for the study of the sciences on which lighting depends. Starting with a single department devoted to the study and development of the science of light in its relation to illumination, it has grown to include an applied science department in which the more practical side of the subject is being investigated. The library was started immediately after organization and a number of sets of back numbers of the more important journals on physics were acquired as a nucleus to the present equipment of some 4,000 volumes. At the same time subscriptions were placed for 97 scientific and technical periodicals a number which had grown to 117 in 1920 and 162 in 1921 due in the latter case to the addition of a number of journals on biology. In purchasing back numbers it was not considered necessary to go back of about 1870, since most of the valuable experimental work done prior to that date has been repeated with more accuracy. However, where it was not possible to obtain back numbers without purchasing complete sets, this was done, as it was recognized that a complete set is in general much more valuable than a partial one.

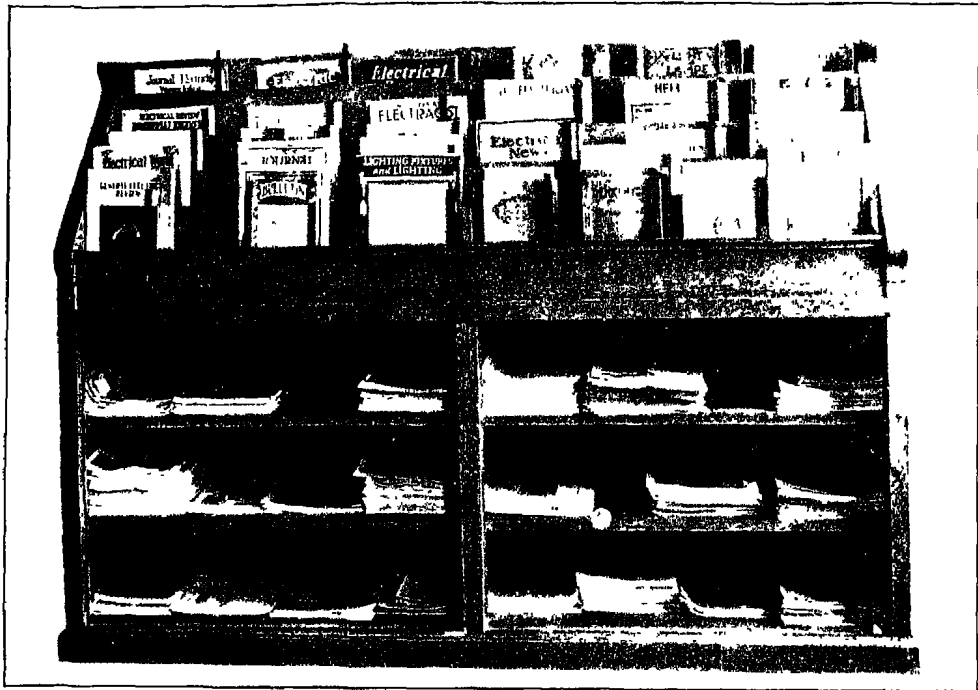
Through his position as chairman of the Progress Committee of the Illuminating Engineering Society, the writer has for some years furnished a service to the Society in the shape of a monthly index of articles bearing on the subject of illuminating engineering. This work is done in connection with the maintenance for the laboratory of a card catalogue of such articles together with those on physics, physiological optics, etc. As is doubtless well known several special libraries furnish service of this character to the employees of their respective companies and even go further and add brief statements as to the contents of the articles. The "Index" referred to above is published in the monthly transactions of the Illuminating Engineering Society and is used by the members as a reference catalogue. A convenient method has been worked out for the marking of the magazines so that the librarian can prepare the material for the index with a minimum of effort.

While our library takes practically all the important journals dealing with the subjects it is interested in, including those in English, French, German and Italian, and has back numbers of many of them, occasionally some one wishes to look up an article in a magazine not subscribed for. In that case an effort is made to obtain it from some other library in the city and if this

is not successful, it is obtained from some out of town library thru exchange privileges. Such requests have emphasized the value of a catalogue of technical and scientific journals available in the city, and a few years ago the librarian of the National Carbon Company published such a list altho in incomplete form. A revision was undertaken by the librarian of this library. It lists all of the journals available and shows for each one in what libraries or library it may be obtained, whether or not it is bound, and how many back volumes are available. It has been found a good time-saver and the preparation of such a list

is problematical as there are always cases where it is important for a department to have certain journals immediately after issue. This can be taken care of in some instances by duplication of subscriptions. And this is almost necessary in the case of a corporation covering as much ground as the National Lamp Works.

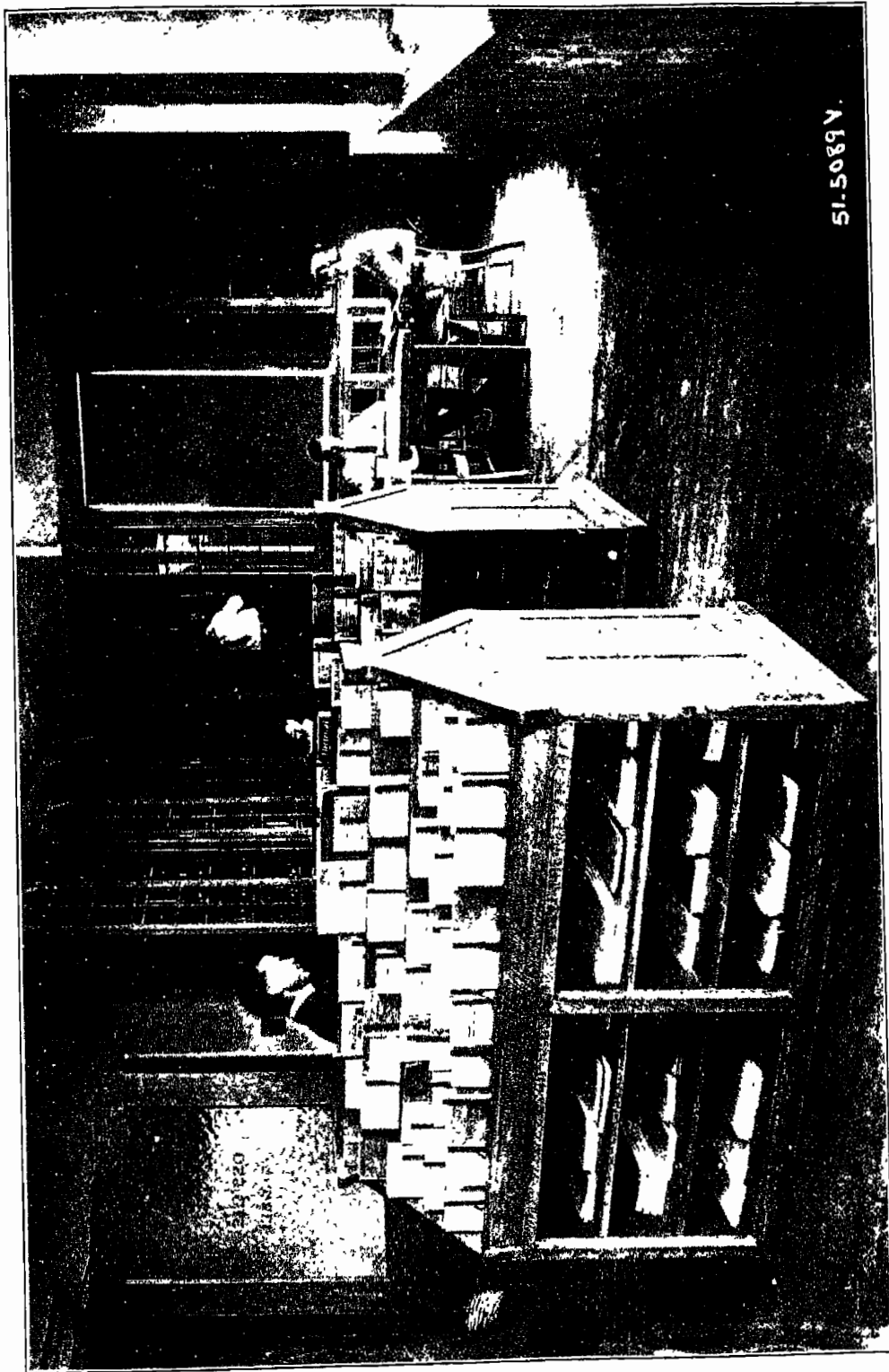
One of the first problems encountered by the librarian was that of suitably displaying the periodicals. The rack originally built for the purpose was found quite unsatisfactory as the magazines with only a few large size pages were always flopping over and giving the rack an untidy appear-



NATIONAL LAMP WORKS PERIODICAL RACKS SHOWING SPECIAL HOLDERS IN USE

in cities which have quite a number of special libraries is a service which is certain to be appreciated. An extension of this idea has been carried out for the National Lamp Works in which there are a few departments such as those of law, publicity, finance, chemistry and engineering where periodicals are subscribed for and kept in the departments. A complete list of such periodicals, whether scientific or not, has been prepared and serves the same purpose as the larger list previously referred to. One of the objects to be attained by the library in the future is the placement of all periodicals in the hands of a single librarian who will see that those especially used by individual departments are kept in those departments but are still part of the library. The extent to which this can be done

ance. After some thought a device was worked out which was incorporated in the new racks installed in the present building. These racks were specially designed with a series of shallow openings above and shelves below. The upper spaces were made to hold three issues of the thicker magazines and the depth of successive spaces was increased so as to allow for short magazines at the bottom and long ones at the top. To prevent falling over a spring clip was designed and a series of these clips were fastened to thin flat boards fitting into any one of the main spaces. By setting these clips at the proper points and by putting blocks under the boards it is possible to adjust any row so that the magazine stands out enough to have its title read, and is supported along one or more edges so

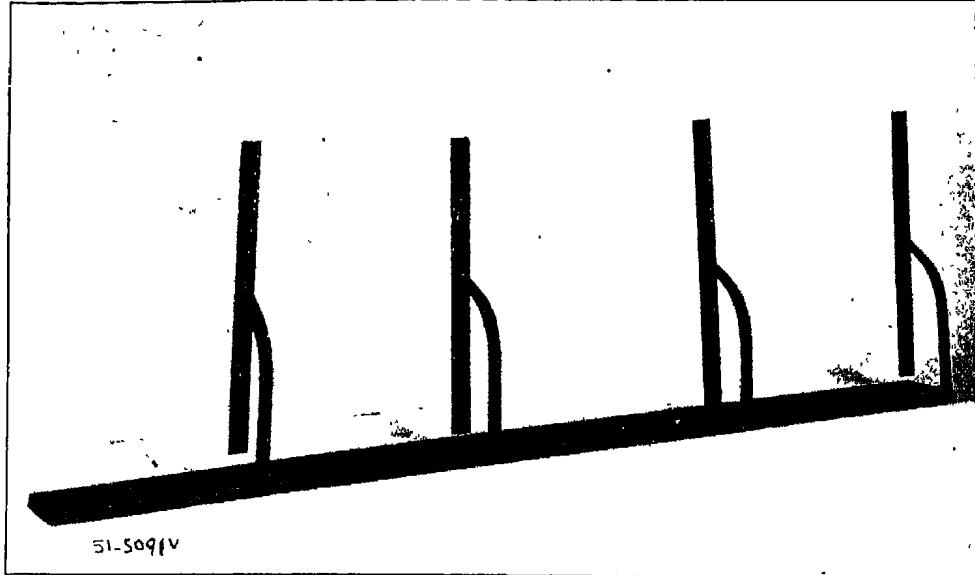


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LIBRARY OF THE NATIONAL LAMP WORKS

that it does not fall down. The shelving space below is provided to take care of a year's numbers of most if not all the journals in the racks. The whole rack is

Laboratories effort has been concentrated on making available those books most likely to be needed by the laboratory workers and the results have been satisfactory in spite



NATIONAL LAMP WORKS LIBRARY "CLOSE-UP" OF PERIODICAL SUPPORTS

mounted on large flat casters and can easily be moved when full of magazines.

In building the library for Neia Research



FRANCIS E. CADY,
MANAGER RESEARCH
DEPARTMENT NATIONAL
LAMP WORKS.—

of the small number of volumes so that it is comparatively rare that a request comes to the librarian for a work not on the shelves. But of course it is hardly possible without an enormous expenditure of money to have a library complete on any subject and so the value of a library exchange policy between special libraries is evident. Here again a familiarity with the catalogues of these other libraries is a helpful asset on the part of the librarian.

Doubtless much of what has been discussed in this paper is familiar to the members of the organization and if too much space has been taken with subjects in this class I can only crave your indulgence due to my lack of more detailed knowledge of your work.



Library and Industry

A. E. WHITE,

Director, Engineering Research, University of Michigan.

The field of library service for our industrial establishments has scarcely been scratched. We have in this great State of Michigan but three plant libraries sufficiently extensive in scope to warrant the use of the term "library."



A. E. WHITE

To many a library is merely a storehouse for the collection of books. From their viewpoint it is not a bureau that can be of service to the present day commercial needs. It appeals to these persons as being a dim gloomy cloister and not a thing vibrant with life and expression. This state of mind is more prevalent than it should be. The responsibility for its having come about is two-fold. There have been those connected with our libraries who have not sensed industry's viewpoint with sufficient quickness to make the library of real dollar and cents value to industry; or who have not sensed this viewpoint with sufficient quickness to arouse in industry the financial support necessary for the building up of a department or departments which can serve industry.

Opposed to that unconscious lethargy on the part of our librarians, is the lack of appreciation on the part of some of our industrial workers to the possibilities of service stored up within the walls of our libraries. We have too many men who claim to be serving industry in the capacity of engineers who have not taken the trouble or the time to find out how to use technical libraries. They prefer to incur thousands of dollars of expense in the manufacture of a given piece of apparatus without ascertaining whether our libraries give any indication that this same thing has been tried before or if the process for which the apparatus is designed has been tried before.

The unwillingness on the part of manufacturers to use libraries because of their ignorance of the service which can be rendered, or because of their unwillingness to spend a small sum for a service which is not built up of wood, concrete or steel is appalling.

Last fall one of our paper manufacturers wished to ascertain the possibilities of a given process. He was informed that at a relatively small expense, something like \$100.00, he would be advised with regard to what had been done in this line as revealed by the literature on the subject.

This work would have entailed an examination of a number of text books, technical encyclopedias and dictionaries and a considerable number of technical periodicals. The manufacturer advised that he would do this work himself as he had complete facilities for conducting this phase of the work. It is very probable, however, that he had no more than one technical encyclopedia or dictionary and probably no more than one or two periodicals. It is also very questionable if he had more than the current issues of these periodicals. A manufacturer of this type can very probably be considered penny wise and pound foolish.

Another manufacturer has large quantities of refuse wood. He sent out a request to ascertain the proper utilization for this wood. It was recommended to him that the first step which should be taken should be a study of the literature to ascertain the various methods employed in the utilization of waste wood and the various degrees of success with which these methods met. This manufacturer's representative advised that he was not in a position to buy brains. The only thing he could buy was equipment. Of course, the natural implication is that there were quite sufficient brains in that particular company for the proper carrying on of the work of the company. That implication is possibly quite correct, yet when carried to its last analysis it is absurd to think that any company should dogmatically refuse to gather the world's experience as set forth in our libraries.

Yet, the business man is not completely to blame for the feeling that our libraries are little better than receiving vaults for the entombing of the useless and dead. Technical service in our libraries is relatively new. This is a service which must be sold. It is a service for which trained personnel is necessary. The development of this personnel takes time and even for one who has had a thorough library training there must be developed within this person the field covered by an industry, which training for the adequate performance of the task at hand may take many months.

We have at the University of Michigan a most excellent technical library. We are hardly in a position at this library to give the type of technical service desired from industry because it has not been possible to build up a personnel familiar with the various industrial angles in the State. It is the constant wish and purpose of our librarian to place at the disposal of industry properly trained library searchers and bibliographers, yet because of lack of funds

and because of lack of financial support or appreciation of a financial character from those firms who could best use this service, it is impossible for him to surround himself with the personnel he would like.

There are few that appreciate the different types of industries and the various ramifications in any industry in a state occupying the industrial importance held by Michigan. There are few that realize the extent of our industries devoted to the production of automobiles, furniture, stoves, salt, sugar, pharmaceutical preparations, foundry and machine shop practice, wood pulp and paper and the hundreds of other industries.

It is almost out of the question to think of maintaining at each of our main libraries a trained personnel for each of these industries, though there may be contained within the walls of that library the data desired. We realize the necessity, therefore, for every large industry to maintain its own library staff, a staff familiar with the general field covered by the industry, in order that this industry may receive the attention and consideration its importance justifies. Even the ramifications in one industry are sufficiently great to tax the ability of our best librarians. It is not necessary for these industrial establishments to themselves maintain a library, though they should maintain one sufficiently extensive to meet their current needs. It is necessary, however, for them to have within their own employ, persons properly qualified in library work so that they may intelligently use not only the facilities which are made available by the industrial establishment by whom they are employed, but also so that they may intelligently use the library facilities in our city, state and university libraries.

These industrial libraries could be of very material assistance to our city, state and university libraries by advising them with reference to the types of editions which they believe would be of most profit and benefit to those the libraries serve. As a matter of fact, the three maintained private industrial libraries in this state are the ones which use with the best discrimination, and use to the greatest extent, our city and university libraries. These three libraries are in almost daily contact with our city and university libraries and I believe the executives in charge of these companies have found that the service their libraries render and receive well repays the costs involved.

It is interesting to note that practically no notice was taken of the 2500 announcements to the industries in the State of Michigan a little over a year ago advising of the library facilities which the University of Michigan has placed at the disposal of industry. This service includes the use of

books, periodicals and at nominal costs the preparation of translations and bibliographies. Michigan is no more backward than other states. This same condition would have held true in any other state. The fundamental trouble is a lack of appreciation of the possibilities of service which this information may render.

Library service, like any other type of service, is one which must be sold. It is a service which to date has not been advertised and we have many business men who believe that without advertising there can be no sales. It involves, however, a different type of advertising than is required for the sale of an automobile. It is doubted if full-page advertisements in the Saturday Evening Post or the Literary Digest would be worth the expense.

It is necessary for us to bring before the consuming public two direct thoughts, one is that in this world of ours there is very little which is fundamentally new, although by the number of patents issued from our patent office we might believe otherwise. For illustration, I was speaking in Pittsburgh sometime ago with reference to alloy steel. I stated that the use of alloy steel had its beginning about 1888, but it did not begin to come into prominence until the automobile came into extensive use. On the conclusion of my talk I was shown a book written about 1848 which recorded experiments that were conducted to ascertain the effects of special elements in steel. Although we think of alloy steel as being a material which has been extensively developed within the past 20 years, yet as a matter of fact, our grandfathers were giving this thing careful consideration preceding the time when the Forty-Niners were engaged in striking gold in California. We must, therefore, sell the idea that the information that has been procured in the past and is recorded in our libraries is of very immediate value to industry when intelligently and properly brought to the attention of those who will be in a position to use the information contained.

Secondly, we must make every effort to utilize our libraries. Until recently it has been almost impossible to procure from our libraries any technical books. Our libraries must sell themselves to the industrial public on the basis of the fact that they carry and contain not only records of work done years preceding, but that they carry and contain the very latest that is in progress.

There has been a most distinct change in our libraries in the past twenty (20) years, a change which has resulted in a broadening of their service and an enlarging of their scope. The creation of children's reading rooms, the education of our school children to the uses of our libraries, the holding of exhibitions of paintings, tap-

estries, types of book bindings, types of printing, and other exhibits of cultural type, the creation of technical service, the preparation of bibliographies for which there is frequent request, and the extension of our library facilities to many of our industrial establishments are all signs that the libraries of today are keenly awake to the issues confronting them.

The process of bringing our industries to

an appreciation of the service at their command must be looked upon as a gradual one. It is a service which cannot be brought to its fullness in a day, but it is one which is daily growing in appreciation and usefulness and will in due time be utilized to the extent now seen in vision by those who appreciate the vastness of the knowledge stored within the walls of our libraries.

Directory Libraries and Special Service

WARD GAVETT,

List Service Department, R. L. Polk & Co., Detroit.

When R. L. Polk and Co. recently joined your Association we had no idea that we would be called upon to make a talk before this meeting, but with the thought that perhaps some of the demand for information of one sort and another which comes to us, might have an interesting point or so for you, I am glad to be here today.

In his talk yesterday Mr. Campbell commented on how lacking we all are in selling our own library service. I plead guilty for my firm, and yet we are doing so much more than is generally known that some of it may be worth mentioning here—and if it's advertising for Polk, I trust you will blame Mr. Hyde, because I told him I was neither an orator nor a librarian and, therefore, could talk on but one subject—my own business—even at the risk of boring you.

We maintain nearly 200 Directory Libraries in various cities, so I shall try to tell you briefly something about the information other business men seek through us and some of the steps which we are taking to place ourself in better position to supply such information.

Joining your Association is one step along this line. For many years we have maintained libraries of city directories and county directories, state directories and gazetteers, trade directories, etc., in various large cities. These directory libraries are also free information bureaus and we receive calls which are nearly as varied as those which come to libraries and to newspapers.

Public Libraries rarely have sufficient funds with which to buy directories of other cities, yet they get many calls for such directories and from time to time it has been suggested to us that we donate such books to Public Libraries.

* See Special Libraries, September, p 99

Directory publishers cannot see their way clear to do this, but they are glad to have their Directory Libraries used as free information bureaus and information covered by this general class of books is such that the public should only expect to find as a general thing in a special library. Of course, most public libraries maintain a file of previous editions of their own city directories. Reference to these older books is frequent and they have an increasing value as they grow older. The first city directory of any of the larger cities was a small book which classes as a rare volume today.

In some cities where directory offices are not permanently maintained it has been the policy of the Polk organization to supply a limited directory library for the use of local business men through the Board of Commerce, and where there is a branch of the public library maintained in the office of the Board of Commerce this works out very nicely. In such cases, of course, the local Boards of Commerce know all about reputable directory publishers and are glad to encourage them, and also their Better Business Bureaus to discourage the fakes and frauds which have preyed upon the public under the guise of directories for many years.

This subject of fake directories is in itself one upon which I could talk for some time, but I can make it short by saying that the Association of National Directory Publishers, which has headquarters in New York, will be glad to advise any special librarian as to the merits of any City or Trade publication they are considering purchasing, and in many cases in the past their advice has saved business people thousands of dollars. This applies to Foreign as well as domestic directories.

Of late we have experienced a large in-

creased demand for facts and figures relating to distribution and markets. It is evident to us that the subjects of territorial analysis, sales quotas and marketing are receiving a great deal more attention than heretofore.

In connection with our mailing list business, from time to time we have issued catalogs containing statistics showing the number of concerns engaged in this or that line of trade and are consequently receiving many calls for more specific and detailed information along this line.

For instance, a large manufacturer of a varied line of food products containing some 57 varieties comes to us from time to time for figures showing the number of grocers, delicatessens, restaurants, hotels, hospitals, public institutions with inmates—in this or that territory. They don't want the names, all they want are the figures.

Through our city directory records and other information we are able to tabulate the information they want.

It does not require any explanation from me as to why they want these figures. You all know that they use them to check up the amount of sales that this or that territory should produce.

Large manufacturers of office equipment came to us a while back for some census statistics, populations of various cities in the country—it is not enough for that firm to have the government census once in ten years, but knowing that we publish the directories for many of these cities and have in our libraries all the latest city directories of other cities, they know we can furnish them more up to-date estimates than the census gives.

Naturally being located here in the center of the automobile activities we have had more or less to do with automobile mailing lists and statistics regarding the distributing of machines throughout the country. One of our subsidiary companies makes a specialty of compiling mailing lists and statistics of this character.

We sold a set of figures for \$600 which showed the total number of automobiles registered in each county in the U. S. Last year we put this information in a book, showing the 1920 population in each county, beside that the number of automobiles. This book sold for \$10. Recently we reduced the price to \$7.50 because the information is older and consequently not so valuable.

The demand for this book at \$10 has not been so great that we are sure we will get it out again in that form, but it is an illustration of how valuable information is regularly put in a book and sold at a very low figure, and of course, when it gets in book form we naturally presume it will be

brought to the attention of people like yourselves who might have call for it, although I am not sure that this has been done with "Automotive Statistics," copy of which I have in my hand. I will see that information about it is sent to each of you and might say in explanation that when the book was published we were not interested in that particular firm.

Leading automobile manufacturers are now interested in statistics which show them the number of new automobiles of each make sold in each of the 3,000 odd counties in the U. S. each month. It is possible to analyze the registration data of many of the states and obtain such a record; in other states it is not possible.

If you were a manufacturer of a big production car, for instance, it would be very interesting to you to know how many Studebakers, Dodges and Fords were being sold each month in this or that county and from comparison of this with you own sales you could readily determine whether you were getting your just and fair share of the business.

Other lines of trade besides automobile are just as much interested in knowing in detail the value of various quotas.

On behalf of the National Association of Office Appliance Manufacturers, which consists of such firms as the Burroughs, Elliott Fisher, Addressograph, International Time Recording Company, Remington Typewriter Company and other similar interests, we are now preparing a business enterprise count of the U. S. by counties.

In order to get a point from which to start it was necessary that we take some 600 different classifications of business which these various manufacturers have been treating in their records and consolidate them into a much smaller group which would have more general application.

This has been done and within the next few months we will supply to a number of these manufacturers detailed analyses of business enterprises of every county in the U. S. This information will, of course, also be for sale to others who want it. Wherever we say there are a certain number of concerns in certain lines of trade in a given territory we will be prepared to back up these figures with the names needed.

This, of course, is supplying a definite back ground for certain of our mailing list work which is fundamental and far reaching. The main fact that I want to place before you today is that one or two concerns alone do not want this information, but that a number of them want it.

At least a dozen or so are now seeking it to our present knowledge, and because of the fact that this information is being produced co-operatively for a number of concerns we have been able to place a very

reasonable price on it. We believe that the National Association of Office Appliance Manufacturers working with us on this proposition is performing a real service for the business interests of the U. S. and Canada.

I have said enough, I believe, to indicate to you how the business of a long established, conservative directory publishing house is being changed and broadened by the demand of modern business for more facts.

To conclude I might summarize in this way:

(1). City Directory Publishers are desirous of working with your Association in making the facts and figures which are contained in city directories more available in the business world.

(2) The demand for facts and figures which will assist in making a more intelligent analysis of sales in various territories is growing rapidly and special libraries

organized to meet the needs of some particular business are finding themselves called upon to help others which are not so well organized.

It is evident that this demand for more knowledge as to where to sell means an opportunity for special librarians and to make their service of real value to busy business men, many of whom are so loaded with details that they lack time and perhaps ability to plan and visualize the future development of their business.

It is my belief that the Special Librarian, even though engaged in technical research work which has to do with manufacturing processes or work in other definite directions, will do well to pay close attention to everything he or she sees and learns about sales and marketing needs, territory analysis, quotas, etc., because sooner or later every one of you is going to find where such knowledge is wanted quickly and in considerable detail.

The Training of the Special Librarian

CLARIBEL R. BARNETT,

Librarian, U. S. Department of Agriculture.

Some months ago in looking over an article in a magazine, I came across the phrase "inharmonious distribution of expenditures." The author of the article explained that it was a term that often would apply to building a house, conducting a business, the purchase of goods, or to personal expenditures. A house that is all "front" at the expense of an honest foundation; the extravagance in one department of a business at the expense and neglect of the other departments, illustrate the author's meaning. As another kind of illustration he cites the familiar fact that governesses in rich families are often beneath cooks in the matter of pay. Perhaps all of us can think of many other illustrations. Probably some of you may be thinking of the salaries of some library janitors as compared with those of librarians. All of the examples which have been given illustrate the inharmonious distribution of expenditures of money. But there is also harmonious and inharmonious distribution of time and effort as well as of money. The positive form of the phrase, namely: "The harmonious distribution of expenditures" may serve fairly well as a peg on which to hang the remarks I have to make on the training of the special librarian.

In the letter which Mr. Friedel wrote outlining what he thought the discussions

this evening should cover, he suggested that Mr. Brigham and I direct our remarks toward answering the question "What has the person to whom the service is rendered the right to expect, and how shall we train to meet that need?" The reason why I took for the subject of my remarks the phrase which I have given, was that it seemed to me to give succinctly one at least of the important answers to Mr. Friedel's question, for has not the person whom the special librarian serves peculiarly the right to expect the harmonious distribution of expenditure of effort, time and money? In general perhaps it is fair to say that the public library is itself an institution while a special library is only a part of an institution. As a part of an institution, it is most important that the special library be in harmony with the institution and that the librarian should be loyal to its interests. The only excuse for the special library's existence is to help to realize the aims of the institution. The librarian ought to know not only what he is doing but why he is doing it. And he ought to see his work in relation to all the other work of the institution or organization. This means that he should have a clear conception of the ideals and policies of the interests which he is serving and that he should identify himself with their purposes. This is essential before he can drive straight to the

point. To go back to our phrase, has not the head of the institution or business a right to expect that the librarian will obtain results with an harmonious distribution of effort, time and money, that he will not spend an undue proportion of his time for the benefit of one department of the business at the expense of other departments, that he will not spend an undue proportion of his resources on equipment at the expense of service. In short has he not a right to expect that the librarian will be fair to all the needs of the institution and see and do things in proper proportion.

Along technical lines the librarian must have a general knowledge of the various branches of library technique. This is taken as a matter of course. But in addition, the librarian should have a general knowledge of the business which his library is serving, a knowledge of the indexes and sources of information pertaining to the business, and a knowledge of the nomenclature and vocabulary of the business. For example in our library the assistant at the loan desk is apparently expected to know that H. B. & K. stands for Humboldt, Bonpland and Kunth, *Genera plantarum*, and that P. Z. S. stands for the Proceedings of the Zoological Society of London, as the requests for these publications and for many others frequently come in from the scientists in this abbreviated form. The special librarian who masters the abbreviations in common use in the business which he is attempting to serve will certainly be able to arrive at results with a greater economy of time and effort. He also needs to a marked degree the critical faculty and the ability to separate the essential and the important from the mass of non-essential and unimportant material. The busy executive and the investigator do not want to be burdened with material not pertinent to the matter which they are investigating. The special librarian who sins in this respect risks his reputation for efficiency. If in addition to the critical faculty, the special librarian has the ability to digest the information which he has collected, his services will be still more valued.

Taking it for granted now that the special librarian has the proper equipment for his work, and that he is carrying it on with harmonious distribution of time, effort and money, there is still something more which it seems to me the institution or business of which he is part, has a right to expect. Every special librarian in carrying on his work is obtaining very valuable experience. Is it not his duty to capitalize this experience by making it available to others? The experience which he gains in his work belongs to the institution or business which he is serving as well as to himself. The way to capitalize his experience to make it available to others is to write it down. There are kinks and wrinkles in every de-

partment of a library. Unless they are written down and unless some one makes it his business to see that they are written down, unless the judgment which the librarian and the assistants get from their experience is formulated into definite policies and methods of procedure and preserved in useable form, every librarian who leaves an institution, business or organization walks out with a lot of experience that belongs to that institution or business as much as to himself. I once read in some magazine article that the making of steel would be advanced many years if the experience of the men who actually tend the furnaces and make the steel could be tabulated and formulated. The article went on to say that "what these men know of steel making they have learned through a slow process covering a lifetime. Uneducated, they are often unable to impart what they know to their understudies or to men who will succeed them in their important work. When they pass from this work, much of what they have acquired goes with them. Not only the individual business but society is the loser."

For these uneducated workers there is an excuse, but for librarians there is none. We all are able to use the English language and to set down what we know. Is it not, therefore, our duty to try to preserve in the institutions which we serve, the results of our experience and also to contribute our findings, in the measure of our ability, to the literature of our profession in order that these findings may have a wider circle of usefulness by helping our professional colleagues to solve similar problems.

I come now to Mr. Friedel's second question. How is the special librarian to get the training for his particular job. Others on the program are to discuss the training for special library work, which is already given in library schools or which should be given. The education which the special librarian needs must, however, be supplemented in other ways. One of the most important ways is of course by reading. By reading it is possible to get at least the historical background of the subjects with which the library deals and to obtain a general knowledge of the subject matter. Another important means of adding to his training is through intercourse with those engaged in the business which he serves. In the case of almost every business there are organizations which hold meetings on their special subjects. If the special librarian identifies himself with these organizations, he is likely to get much helpful information and his interest in his work will also be stimulated through his acquaintance with the personnel of the business, not only of his own particular unit, but also of the other units of which his business is a part. He can also get much help through conversation with the members

of his institution or business if he is always on the lookout for information and is ready to learn from everyone. In addition to the educational effect on the librarian, this interest in the work of the members of the and relationships will sooner or later enable him to be of greater service.

He will probably make mistakes in his work and some of his undertakings may be almost failures. He should study these mistakes and failures for it is possible to

learn from them as well as it is to learn from successes. If he maintains always a receptive attitude of mind, is hospitable to suggestions, new methods and new ideas, makes an honest effort to increase his efficiency in every possible way, keeping in mind always the harmonious distribution of effort, time and money, it seems reasonably sure that he will be successful in giving the service which the person to whom it is rendered has a right to expect.

Certification

At the Detroit Conference the S. L. A. took action, tentatively, on the question of Certification for special libraries (see p 108, September, Special Libraries.) The bibliography, which it was ordered should be printed in Special Libraries, is being prepared.

The following letter was written for pre-

June 26, 1922.

Mr. Richard H. Johnston,
Special Libraries Assn. Convent'on,
Hotel Statler,
Detroit, Mich.

Dear Mr. Johnston:

I find at the last moment that it will be impossible for me to be present at any of the sessions of the Special Libraries Association, and I am, therefore, writing to ask if you will not be good enough to present to the convention, in my behalf, my good wishes for a successful meeting. I believe that Mr. Hyde has during his two years of service at the head of the Association done a great deal to further its interests, to extend its scope and usefulness, and that he deserves the thanks of the entire membership.

There is one matter of some importance which I had hoped to bring up in person at the meeting, because it touches us all and on which I believe an expression from the Association should be sought at the time of the annual meeting. I am writing to you because I know that the matter is also of some interest to you, with a request that you lay it before the meeting.

At the convention in New York two years ago, the question of library certification first came up. You will remember that at that meeting I spoke against certification. Others present, including yourself and Dr. Williamson and Mr. Marion and Miss Carabin, then our President, expressed their views, but the Association itself took no action. I am not aware that any action favorable to certification of special libraries has been taken at any of the conventions subsequently, nor that the matter has been officially referred to the membership. Yet

sentation to the S. L. A., but did not arrive in time to be read. It is now published for the information of members. Certification is a subject of the utmost importance to special libraries affecting them probably more vitally than it does the general library worker. It deserves, therefore, the serious reflection of all special librarians.

I know that it is assumed in some quarters that the S. L. A. is favorable to certification and that it will endorse whatever program is placed before it on this subject. Both to ascertain whether this assumption is correct, and because I feel that the matter is of such importance as to warrant an expression of opinion from every special librarian, I believe that the matter should be placed frankly before the Association for it to decide the policy that its Executive Committee and officers shall in future pursue.

As indicated, I have been opposed to certification from the outset. The more I have talked with those who are favorable to certification and the more I have studied the matter, the more definite has my feeling become that library certification for special libraries would be one of the worst courses upon which we might embark.

The whole special libraries movement is yet in its infancy. Methods and standards are still being developed. We are just beginning to view the movement objectively. We are beginning only now to inquire in a scientific and dispassionate way what the personality, training and objective of the special librarian should be. We have as yet not worked out any method or courses of training for special librarianship. I do not see how we can approve library certification until we have given more study to the whole subject of special librarianship and have put that on a basis of more common agreement about the work than now prevails. To do otherwise would, in my opinion, prove a great setback to the whole movement and I would therefore urge the convention at this time to set up a committee to study the subject from all angles, to consult with special librarians in and

outside of our ranks and to report its recommendations to the next annual meeting, but that for the present it be understood that the Association does not endorse certification.

I do not see how we can agree to certify unless we know what we are going to certify for. I have found it a rule that those who know the least about special library work have the most definite opinions about it. Few as are my opinions about business libraries, which I believe I know intimately, I would be inclined to be cautious in expressing opinions about other classes of special library work. Every point of view should be heard on certification for special librarians and we should determine our

policy only with the sole good of the special libraries movement at heart. For this reason a broad-gauged committee should be selected to report to the conference at a future time and in such a way that the report and views of librarians shall be definitely and clearly available for everyone's understanding.

May I request you to place this letter before the Association? While I am personally opposed to certification I would be loath to ask the Association to go on record in opposition without a full study of the subject and a canvass of the membership.

Sincerely yours,

J. H. FRIEDEL.

NEW SCIENCE ABSTRACTS AND REVIEWS

Australian Science Abstracts is the title of a quarterly publication to be issued by the Australian National Research Council, *The Scientific Australian* of July 15 (p. 70) announces. Mr. A. B. Walkom, of Linnean Hall, Elizabeth Bay, Sydney, N. S. W., has been appointed editor, and will supply further information.

REVIEW OF CHEMICAL LITERATURE.

Marion Sparks' *Chemical Literature and its Use*, ed. 1921, receives a favorable notice in *Chemische Weekblad*, Aug. 12, 1922, p. 334. Miss Sparks is Library Assistant in Chemistry, University of Illinois.

REVIEW OF ASTRONOMICAL LITERATURE.

M. Aug. Collard, Librarian of the Royal Observatory of Belgium, is the author of "L'Astronomie et les Astronomes," Brussels, 1921. 119 pp. The volume is a review of the literature of astronomy since 1880, and continues the *Bibliographie Generale de l'Astronomie* of J. Ch. Houzeau and A. Lancaster

REVIEW OF PALEONTOLOGICAL LITERATURE

Joleaud (M. L.) *Revue de paleontologie animale*. (Rev. General des Sciences, June 15, 1922: 336-345.)

In a similar article by M. Joleaud published in this journal for July 30, 1920, he reviewed the publications on this subject which had appeared in the years 1917, 1918 and 1919. In the present article the author reviews those published in 1920 and 1921. M. Joleaud is *Maitre de Conférences de Paléontologie* at the Sorbonne

REVIEW OF NUTRITIONAL CHEMISTRY LITERATURE.

The third installment of literature (largely continental) on nutritional chemistry, 1919-1921, is found in *Chemiker Zeitung*, Aug. 22, 1922, p. 750-751.

BANK LIBRARIES

On page 137 of this issue there is printed a picture of the bank librarians who were guests at a luncheon given in their honor by the First National Bank of Detroit, on the occasion of the S. L. A. Convention there, the week of June 26, 1922. The dean of American bank librarians, Alice L. Rose,



ALICE L. ROSE

Librarian of the National City Financial Library, is not among those librarians shown in the group. Miss Rose was present during the luncheon, but was unavoidably detained from joining the group for the picture. Miss Rose has, however, kindly consented to supply a photograph so that the pictured news of the 1922 convention of

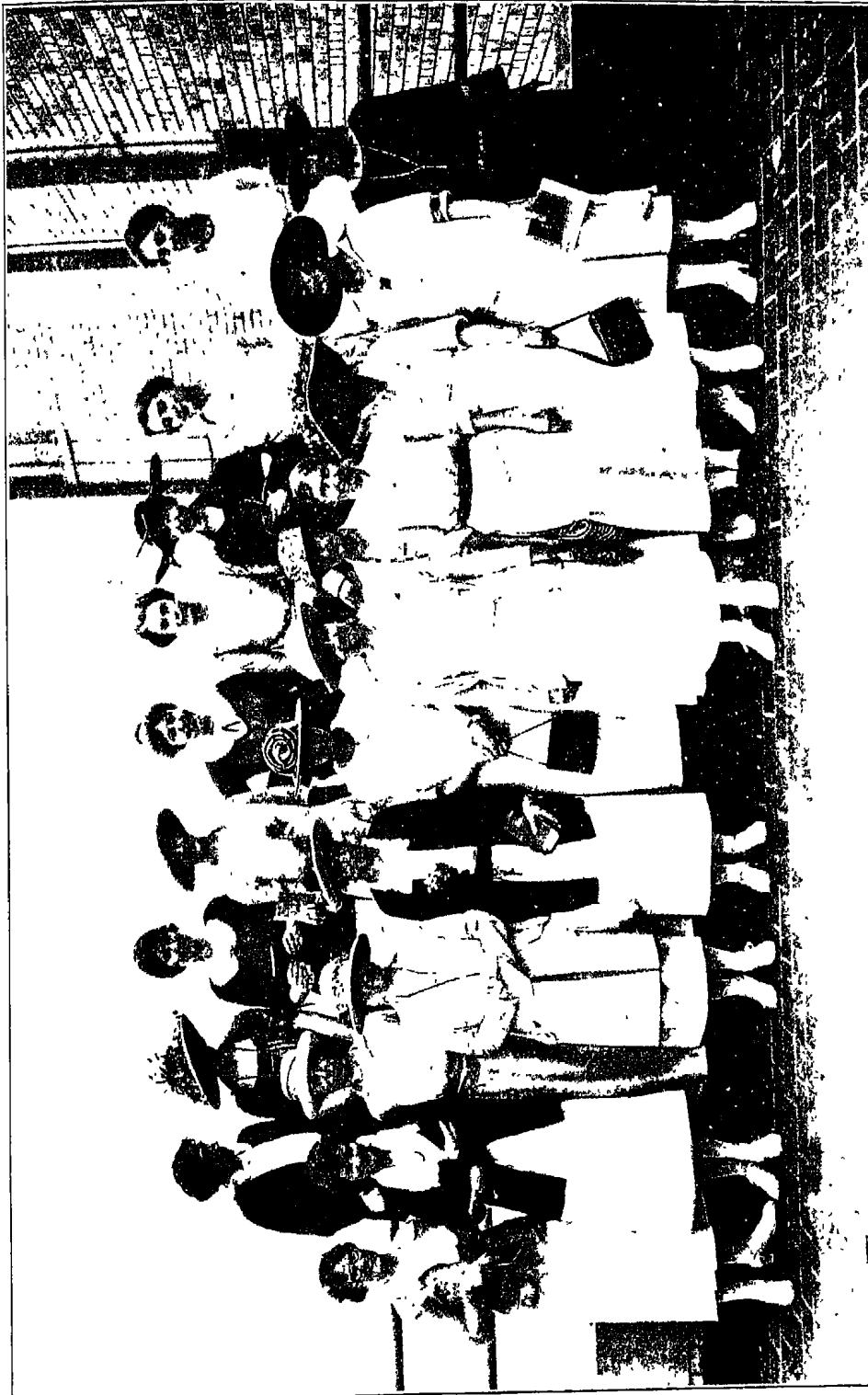
bank librarians is now complete. In the group, and including Miss Rose, fourteen different banks are represented. All told we have a record of twenty-four bank libraries in operation in this country at this time.

The staffs of these libraries are engaged upon some of the most highly specialized work being done in special libraries. Very little of it is other than technical reference and research work. Almost none of it is welfare work.

As soon as this group begins to function cooperatively we may look for some constructive bibliographic work from it, in the way of extension classifications, etc.

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BANK LIBRARIANS ON THE ROOF OF THE FIRST NATIONAL BANK, DETROIT, DURING THE S.F.L.A. CONVENTION, WEEK OF JUNE 26, 1922, see p. 136.
 From left to right: First Natl. Bank, Detroit; Marcella Flynn, First Natl. Bank, Detroit; Elcanor Knapp, First Natl. Bank, Detroit; Ruth Nichols, Federal Reserve Bank, Chicago; Eisle Baechtold, First Natl. Bank, New York; Alta J. Cladon, Fed. Reserve Bank, Cleveland; Sue M. Winchey, Coml. & Coml. Bank, Chicago; M. P. Billingsley, Fed. Reserve Bank, Kansas City; Margaret Reynolds, First Natl. Bank, Milwaukee; Maud E. Carabin, The Detroit Edison Co., Detroit; Christine Halder, Detroit Board of Com., Detroit; Katharine W. Schlotz, Fed. Reserve Bank, Richmond; Elmer Bedford, Natl. Bank of Com. in New York; From left to right - Second Row: Violet Frumby, Coml. Savings Bank, Detroit; Dorothy Bemis, Fed. Reserve Bank, Philadelphia; Katherine Bowens, First Natl. Bank, Detroit; Marguerite Barnhart, Fed. Reserve Bank, New York; Dorothy Scholtz, First Natl. Bank, Detroit; Edna Smegen, First Natl. Bank, Detroit; Edna Humphrey, Fed. Reserve Bank, Dallas; Layonda Gilbert, First Natl. Bank, Detroit; Carols Vandy, First Natl. Bank, Detroit.

(Courtesy First National Bank, Detroit.)

Special Libraries

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EDITORIAL

THE CHIEF OF THESE IS MORE INFORMATION

It is a common occurrence now to read in trade and technical journals expressions equivalent to the caption. Sometimes the S. O. S. for information concerns some specific commodity, sometimes it embraces all industry. An editorial in *Chemical and Metallurgical Engineering* of August 16, confesses to a craving for facts. Facts the scientist must have. They are the anchor from which his imagination soars to realms uncharted. The *Manchester Guardian Commercial* has been running a very good series entitled "Practical Economics" the conclusion of which was printed in the July 6th issue. It is the source of our caption.

"Fortunately, for the future, there is an increasing recognition of the nature of our needs.

The chief of these is more information. We want information that will guide us in choosing the most promising avenues of development and will provide us with means of gauging the extent to which our efforts reveal prospects of future success. Information is also required which enable the general public to form an opinion as to the fairness of the distribution between wages and dividends, and thus form a basis for true industrial harmony.

To obtain this information is the work of all who are connected with industry. Those concerned with financial control have naturally the main responsibility for obtaining the necessary statistics to judge of the position as a whole. Those concerned with political control must insist on the compulsory publication of any information required for statistical purposes or for giving the representatives of labour such facts as the absolute dependence of the lives of the people on industry entitles them to demand * *."

Members are urged to read The President's Page carefully. Here each month, President Rankin will speak to members directly. Each month the S. L. A. will, in effect, meet with you. There will be no withdrawal and an annual get-together, but there will be a continual get-together with an annual culmination. This is the idea. Help it along. It is your Association.

The President's Page

It is my idea that in this space, which has been accorded me in SPECIAL LIBRARIES, I may bring before all the members of our Association certain suggestions for definite plans upon which we may launch our plans partly executed which we may continue to advance this year. If we have a constructive program ahead of us, and a definite goal to reach we may be able to tell where we are going and how far we have progressed each year, and in the coming year continue from that accomplishment, however little it may be.

At the Convention in Detroit I was forcibly impressed by a sense of vitality and enthusiasm among our members. Each meeting showed that the persons there were alive and interested, and eager to show their willingness to attack the every-day problems of their libraries. They were vitally interested in what others of us were doing, and of presenting their own methods or their questionings. There was evident a desire to further our opportunities for service, and on no side did one experience any reticence or declining of responsibility, or an opportunity for increasing the amount of it. An avidity for more opportunity really permeated the atmosphere. This aliveness, this splendid vitality and alertness is one of the happy characteristics of the special librarian which makes it possible for our Association to go ahead with great strides.

Due to the great diversity of kinds of special libraries and the many varied interests to be found in special libraries, I was prepared to find widely divergent opinions among the members. I was agreeably surprised to find a decided unity of purpose among special librarians. In my discussions and conversations with many of you, from those generally considered to be the most radical among us to those of more conservative ideas, the same ideals were undoubtedly the basis for all. First, it is *do* the job, accomplish the object started for; second, do it *quickly*, better and more easily; and thirdly, by unity of purpose and action we can save ourselves a great deal. Here the Special Libraries Association begins to function; when each appreciates how much cooperation and exchange of ideas means then our Association is gaining.

We have the energy and enthusiasm for our job; we are always seeing opportunity everywhere; we have a unity of purpose and an ideal for service. What we need is a program well thought out and planned,

one upon which we can expend our energies to a good end. The accomplishment of such a program, partial of course, should be seen at our next annual convention in 1923; in 1924 more results could be demonstrated and so on year by year.

In order to accomplish much, we need a complete unity in our organization; we want strength in the central body. Our associations as they exist now are not closely enough knit in their activities. The New York Special Libraries Association, the Boston, the Special Libraries Council of Philadelphia and the others are all interested in the same problems, despite the fact that each has developed individually and independently of others, and yet there is not a unity of action among them. We are all special librarians and really a part of the Special Libraries Association and yet in actuality are not the Special Libraries Association. Can we not devise a scheme whereby the national association leads the way, and coordinates the activities of all the local associations? The mechanism should not be stiff or inelastic; there must be allowance for much play in the machinery, reasonable freedom in the local branches or associations, but it should be guided by the national. Work we attempt must be broad enough in interest so that all the membership responds; purely local conditions or problems may be met in an individual way by a local association. But even such a local problem, studied and solved, may give suggestions of methods and results applicable, with revision perhaps, in another local association. We do not want waste and lost motion; our ideal in special libraries is this and yet in the organization of our Association I doubt if we have properly applied it.

Instead of appointing committees for Special Libraries Association of the individuals in its membership who may be interested in the subject, may we not select the chairman of that same committee of the local associations, Boston, Washington, Chicago, etc., to form the national committee? The local executive board is able to know personally and thoroughly those of its members best prepared and fitted to act on a committee. The Executive Board of the National Association cannot know all its members. By appointment by the National the association is very apt to fall into the hands of a few persons who are best known but not necessarily best able to do the work. Then, for example, the publicity committee or the employment com-

mittee, consists of the persons of the local associations who are conducting that work for their locality; all the work of the national should be the sum total of what all the special libraries associations are doing. It should not be something added to or superimposed on what the locals are already doing; in that way we work at cross purposes. Through committees formed in this way we could be always in close touch with what we all are doing.

Practically the initiative is taken by the local associations; the interest begins there, the problem arises and it is studied. The national will really take its cue from the activities of the locals, coordinate all of them and guide or supervise them; it will have a survey of the entire field and should be able to steer a clear course which will arrive at a definite accomplishment for the entire association and the good of all. At

present, our results are at best only in piece meal.

As far as membership in the S. L. A. is concerned I should like to make the relationship closer. When you say you are a member of the S. L. A. I should like it to mean S. L. A., not N. Y. S. L. A. or Boston S. L. A. only, but S. L. A. which applies to any locality wherever you chance to be. We can strengthen ourselves in this way. Outside our ranks there is much confusion between the locals and S. L. A. Need there be? You may belong to S. L. A. no matter where your library is and you may participate in its meetings at its Annual Convention and at any of its local meetings wherever you are or wherever you go. Membership in S. L. A. should involve membership in all its branches. This can be accomplished by one membership due. In just what way may it be designed to do this? Your suggestions will be appreciated.

Association Activities

SPECIAL LIBRARIES ASSOCIATION.

Constitution

The revision of the Constitution is under way. Members are urged to submit suggestions to the President. It is most important, for, upon the provisions of this instrument, will depend, to a large extent, the progress of the S. L. A. in the immediate future. Members are urged to read *The President's Page*. The possibilities for greater coherence with concurrent expansion are outlined there. Only a wisely drawn constitution will enable the S. L. A. to operate according to these plans.

Employment Committee.

Due to a most unfortunate circumstance the report of the Employment Committee, which was to have been read at the Detroit Conference, was delayed from presentation to members with the reports of other standing committees. The report is now available and follows herewith.

To the S. A. L. in Convention Assembled:

Your Employment Committee reports as follows for the year ended June, 1922:

Number of openings registered 14. Number of openings filled 4.

Of those not filled, 2 offered such low salaries that no one would apply for the positions, 5 never replied after names had been sent to them, 1 was so far away no one would go there, and in the other 6 cases we could not find the persons with the proper qualifications at the salaries offered. 37 persons registered.

4 found positions through the S. L. A.

4 found positions otherwise.

There was but one opening for an executive position, one for a semi-executive position, the others were for cataloguers. The greatest problem the Committee has had was not lack of openings but lack of proper qualifications and the low salaries offered, the average being from \$1500 to \$1800. The greatest demand was for college and library school training combined rather than special training. Experience did not seem to make up for these. It seemed as though too much emphasis is being laid on training and not enough on experience.

The two announcements published in *SPECIAL LIBRARIES* brought immediate and very good results.

The Chairman also thanks the various members who have cooperated with her during the year. She urges that anyone thinking of making a change write to her as it is very convenient to keep the applications on file. The information is kept carefully and confidentially.

The work of the Employment Committee should be and could be greatly enlarged but under present conditions this would be very difficult. It would require a great deal of correspondence and clerical labor, which the present Chairman has been unable to do. There is a great deal to be done and could be done if a paid secretary could be employed.

Respectfully submitted,
ESTELLE L. LIEBMANN,
Chairman.

Rochester Special Libraries Association

For some time the special librarians of Rochester have felt the need of some organization which should act as a clearing house for the information which they have been gathering separately. Early in May, a group met in the Business Branch of the Public Library and talked the matter over. It was not at all difficult to persuade those present that such an organization would be of great value to those who belonged to it. The meeting adjourned until the last Friday in May when the group somewhat augmented again met and the officers for 1922-23 were elected and the Constitution read and approved.

The organization is very small but enthusiastic. A typed bulletin is circulated each month during the Fall, Winter and Spring with two or three smaller numbers to appear during the Summer. The officers are: Gladys E. Love, President, and Ethel A. Shields, Secretary and Treasurer.

Cleveland Club of Special Librarians

Twenty-one members and friends of the Cleveland Club of Special Librarians accepted the invitation of the Akron Library Club for a joint meeting in Akron, Tuesday, September 12.

The trip from Cleveland was made in a chartered motor-bus and the two-hour ride was much enjoyed. The party arrived in Akron at 5.30 in the afternoon, and after a brief visit at the Akron Public Library,

went to the Y. W. C. A. nearby, where an excellent dinner was served to the forty-seven Akron and Cleveland people present.

After the dinner, visits were made to the Akron Law Library, the University Library, the Library of the Goodyear Tire and Rubber Company, and the unique little branch of the Akron Public Library. At the last place, a brief account of the history and activities of the Akron Club was given by Miss Josephine A. Cushman, its first president, at the request of the Cleveland visitors. Miss Alta B. Clafin reciprocated with a short account of the Cleveland Club.

Thanks for the success of this joint meeting were due in great measure to Miss Fanny M. Slabaugh, president of the Akron Library Club, and to Miss Herndon, librarian of the Akron Public Library.

The organizations represented were as follows:

From Cleveland,—The Globe Wernicke Company, Western Reserve University Library, Federal Reserve Bank of Cleveland, Cleveland Museum of Art, Cleveland Museum of Natural History, Cleveland Press, Cleveland Clinic, White Motor Company, Wm. Taylor Son & Co., and the Carnegie West Superior, and Hough Branches of the Cleveland Public Library.

From Akron—The Akron Public Library, the Akron Law Library, Akron University Library, the B. F. Goodrich Rubber Company, the Goodyear Tire and Rubber Company, and the Akron School Libraries.

Special Library Field Doings

Hazel Laing, a member of the Class of 1916 of Milwaukee-Downer College and of the Class of 1917 of the Wisconsin Library School, has resigned her position as librarian of the Buhl, Minnesota, Public Library to become a cataloguer under Miss Mary B. Day, librarian of the National Safety Council, Chicago.

Ralph L. Power, late vice-president of Special Libraries Association and author of several books and many articles on special library work, writes at length in the *New York Herald* of September 2, on schools of training for business.

Dr. Frederick L. Hoffman, formerly Vice President and chief statistician of the Prudential Life Insurance Company, has been secured by the Babson Institute, to give his services to lead a small selected group of college graduates in business research. Under Dr. Hoffman's leadership the Babson Institute is prepared to provide research work for each of America's industries.

Guy E. Marion, for many years identified with special library work, has been appointed Assistant Librarian of the Los Angeles Public Library beginning July first. His work will be chiefly in the fields of science, technology, sociology and publicity, where he is already well known. Mr. Marion founded one of the earliest industrial libraries in this country, that of The American Brass Company of Waterbury, Conn. After studying library methods and practice abroad during the summer of 1909 he returned to Boston, where he became Librarian of Arthur D. Little, Inc. During this time he was secretary of the Special Libraries Association. Later his attention was directed to the organization of corporation and business libraries, among them the libraries of the United Drug Company, The Pilgrim Publicity Association of Boston and the Associated Advertising Clubs of the World of New York City. The latter collection was gathered

for the St. Louis National Advertising Convention in 1917 as "The Model Business Library," was also exhibited at the Louisville meeting of the American Library Association and now forms the nucleus of the best advertising reference library in existence. More recently Mr. Marion, as director of the Record Section of the Community Motion Picture Bureau, which distributed all the films to the Allied armies during the war, made the most complete card catalog of motion pictures ever attempted, embracing over 300,000 entries.

Samuel H. Ranck, Librarian, Public Library, Grand Rapids, Mich., delivered the dedication address of the Branch Library Building at Decatur, Ill., on July 21, 1922. Mr. Ranck's address, entitled "The Public Library as a Community Vitalizer," is printed in full in the July issue of *Illinois Libraries*. Mr. Ranck's outlook is wholesome and virile and he draws, in this address, for his illustrations very largely from special library experience. A thorough reading of the address is recommended to all library workers.

Laura A. Thompson, Librarian, U. S. Department of Labor, has a most timely annotated bibliography on "Workers Education" in the June, 1922, number of the *Monthly Labor Review*, pp. 181-198. It is confined to references in the English language, is simply classified, so that it is, altogether, a thoroughly workable tool for the American special librarian. Reprints are available.

Prof. William Warner Bishop, Librarian of the University of Michigan, on May 26, 1922, addressed the annual meeting of the Michigan Chapter of Sigma Xi. The address is a noble defense of bibliography as a hand maiden of research. It is reprinted in full in *Science* of August 25, 1922, pp. 205-216. A copy should be put into the hands of every library school student.

Jessie Callan, during the past year with the Library of the Interstate Commerce Commission, has resigned to undertake the reorganization of the information center of the Bessemer and Lake Erie R. R. in Pittsburgh. Miss Callan is a member of S. L. A. and attended the Detroit conference.

Esther Ann Manion has gone to the National Geographic Society as junior assistant in the library.

The Statistical Section of the U. S. Treasury Department is reorganizing its resources into a working research laboratory.

The *Milwaukee Sentinel Sunday Magazine* of August 20, has a special story on "Financial Advertising Women" of Milwaukee, prominent among whom is the chairman of the S. L. A. Publicity Committee, Margaret Reynolds. Miss Reynolds, by

the way, is also editor of the *First Wisconsin Teller*, house organ of the First Wisconsin National Bank.

The Centurion, in the September *Centurion*, refers to Mr. Charles E. Rush, Librarian of the Indianapolis Public Library, as "the man who perhaps most influences the readers of our town." We were also most pleased to note the Centurion's reference to the fact that in this library the librarian holds weekly conferences with his workers.

The Library of the U. S. Department of Agriculture has recently issued two new numbers, namely, Nos. 2 and 4, in its mimeographed series of Bibliographical Contributions. No. 2 is "A Checklist of publications of the state agricultural experiment stations on the subject of plant pathology, 1876-1920." This list was prepared in the Bureau of Plant Industry Library by Miss Eunice R. Oberly, Librarian, and Miss Jessie M. Allen, Assistant Librarian, being completed by the latter after Miss Oberly's death. It comprises 179 pages and gives a general survey of the work in the various stations on plant pathology as shown in their publications. No. 4 is entitled "Bibliography on the preservation of fruits and vegetables in transit and storage, with annotations." It consists of 78 pages and was prepared by Miss Katharine G. Rice in the library of the Bureau of Markets and Crop Estimates (now the Bureau of Agricultural Economics).

Ruth Canavan, Librarian for Metcalf and Eddy, consulting engineers, Boston, Mass., leads off the September number of *The American City*, with a technical article "The Stand-Pipe that Solved Gloversville's Water Storage Problem." The reviewer has no knowledge of the subject discussed and is therefore prohibited from making any observations upon the construction engineering value of this article. It is, however, such an innovation to see librarians in public capably discussing the subject of their activities as opposed to library method, that we are more than pleased to bow to Ruth Canavan's gallant success.

The Library of the late Bureau of Markets and Crop Estimates, now the Bureau of Agricultural Economics, of the U. S. Department of Agriculture, has issued a mimeographed "Selected List of Publications on the Marketing of Farm Products;" 39 folios. It comprises the second supplement to the bibliography compiled by Mary E. Griffith and issued in April, 1918.

BRASS WORKS LIBRARY

Under the heading "Library Changes" the *Scovill Bulletin*, published monthly in the interest of the employees by the Scovill Foremen's Association of the Scovill Manufacturing Co., publishes the following interesting story by E. H. Davis.

Although the plant Library was officially discontinued, as such, in August, 1921, when its files were turned over to the Statistics Division of the Factory Accounting Department, yet certain parts of its service were essential in character and have been so consistently maintained that, to all practical intents and purposes, the Library may be said to be a continuing institution. As noted in an earlier issue of the Bulletin, the Library service was at once restricted to a basis of inter-departmental service, being confined to purposes of assisting departments in the conduct of their professional work. This made it possible to effect a considerable reduction in working staff and in material expense. Late in May, 1922, a new transfer of the Library material was made, being placed this time under the charge of the Research Office in the third floor of Building 6. Here it is being conducted as before, for general reference by all departments. All material in the Library which is not directly pertinent to its inter-departmental function has been transferred away, being for the most part distributed between the Foremen's Association and the Scovill Girls' Club. This process of simplification is still being continued. In May, 1922, there was a distribution of back numbers of unbound technical magazines to various departments, offices and associations which could benefit from them.

Early in the spring a considerable supply of garden pamphlets was distributed between the Girl's Club and the Foremen's Association. These are valuable reference material, representing the best information published by State and Government Agricultural Bureaus. They cover flower, vegetable and fruit production, storing, canning, and cooking, and also poultry breeding, as well as landscape gardening, etc. Recently, a considerable file of College Catalogues and reports was also sent to the Foremen's Club.

The larger part of the current technical magazines taken by the Library have been bound, so that the already extensive files of such volumes may be kept up to date. Only a single copy of any current magazine is now being received, and this has necessarily limited in some measure the use which can be made of it. There is maintained, nevertheless, a circulating system, whereby these magazines are regularly loaned for a limited period to offices having special interest in them.

A considerable number and variety of miscellaneous periodical matter is received by the Library, either as sample copies or in connection with some general advertising movement. Such magazines are not of permanent value and are for the most part destined only to the waste basket. In recent months the procedure has been to forward these magazines to the reading room of the Foremen's Club, so that they may be

looked over by members who are interested, before passing finally into the discard.

A constantly used part of the Library is its extensive file of trade catalogues. The several thousand pamphlets of this sort, of every form and size and representing an indescribable variety of products, are filed under a system conveniently arranged for immediate reference. This system involves classifying the catalogue by the name of the company issuing it. It is occasionally perplexing to hit the right catalogue when no company name is recalled by the applicant, who wants simply to know about a certain type or description of manufactured product. In such cases, the Library makes a preliminary reference to some such commercial register as the Thomas or Hendricks business directories, where an extensive list of manufacturers is given for practically every kind of manufactured article. In this way names are found for the more important companies making the product in question, and the catalogues are then readily obtained from the Library collection. The continued arrival at the Library of new catalogues presents a constant and interesting problem of cataloging and filing, in order to keep these catalogue sources up to date.

LIFE INSURANCE LIBRARIES

Prudential L. I. Co.

The *Washington Star* of June 25, announces the following:

The Prudential Life Insurance Company has made an unconditional gift of the medical and scientific section of its large library to the United States surgeon general's library. The gift has been approved by Secretary Weeks of the War Department, and Maj. Gen. M. W. Ireland, surgeon general of the Army.

This donation for the use of the public health service of the country marks an important step in the concentration of valuable statistical information for public use, it is declared. The Library includes countless reprints, articles and clippings on medical and related subjects collected by Dr. Frederick L. Hoffman, who has been the Prudential statistician for thirty years or more.

It is said that the collection of books, documents and data is estimated to represent about 90 per cent of the entire public health material for the civilized world, representing between fifty and one hundred thousand volumes and publications, and as far as practicable, the series of official reports is historically complete.

The library is arranged on the subject-index plan, readily accessible, and all possible facilities will be extended by the surgeon general's library to students and others in search of information usually out of reach of the general public.

The books will be transferred gradually

to Washington for reinstallation on the main floor of the surgeon general's library, where a large section is being cleared for the purpose, to be known in the future as the statistical division.

Metropolitan L. I. Co.

The Library of the Metropolitan Life Insurance Company, both the general library and that of the Law Division, cooperating with the Publication Division, held an extremely interesting book sale June 23rd for the benefit of the Veteran's Mountain Camp of the American Legion at Big Tupper Lake, New York.

Practically every department in the Metropolitan had done its share to help establish the camp by giving cake and candy sales, and the Library, not to be outdone, determined to give a book sale, which would be in keeping with their activities and be different enough to attract the interest and patronage of the Metropolitan Home Office, which houses a small town—7,000 people—during the working hours of the day.

Six weeks before the affair, Miss Cox of the General Library and Mr. Northrup of the Law Library made plans for securing the cooperation of prominent publishers. Frederick A. Stokes Company, Doubleday Page, Appleton Company, G. H. Doran Company, Prentice Hall, Inc., G. Schirmer, Inc., Bibliophile Society, Funk & Wagnalls, Manual Arts Press, M. D. Berlitz, Baker & Taylor, and Biddle Press contributed many autographed books. Mr. Arthur H. Gibbs of Brant & Kirpatrick, authors' agents, collected a large number of autographed books which assisted the sale materially.

Booth Tarkington, Gertrude Atherton, Frances Burnett, John Dos Passos, Ring Lardner, Marie Van Vorst, Edgar Lee Masters, Sir Harry Johnston, Owen Johnston, Christopher Morley, Alfred Noyes, F. Scott Fitzgerald, Samuel Merwin, Eden Phillpotts, William Whiting, Edwin Bjorkman, Mary Johnston, Cosmo Hamilton, Samuel Hopkins Adams, Bruce Barton, Arthur Stringer, Sarah Teasdale, John Farrar and Mark Sullivan were authors represented by autographed copies of their work.

Autographed books were auctioned off by Mr. Joseph P. Day, the biggest real estate auctioneer in the country, famous for his million-dollar-a-day sales. Mr. Day's witty patter, which kept the audience laughing, soon drew substantial contributions to the veteran's cause. The Life of George Washington autographed by Woodrow Wilson brought a sale price of \$51. The Cruise of the Kawa by Walter E. Traprock drew the next highest price.

Light fiction for summer reading and magazines were sold to the public at established prices, and when the sale concluded

a substantial contribution was sent to the Veteran's Mountain Camp.

BUSINESS LIBRARIES

A. M. Cheney, of the Publicity Department of the Cleveland Trust Co., writes in the *Cleveland Trust Monthly* for July, on a subject which has many practical bearings for the business library facing the problem of joint operation of library and files.

Eleanor Gilbert's article in *The Office Economist* for July-August, on "The Five Foot Shelf in the Business Office—Making the Business Library Pay Dividends," starts out with a very telling point illustrating the average business man's oblivion to the use he can make of a business library. It is an exceedingly practical article written very evidently by some one in the game.

Ethel Cleland, Librarian Business Branch of the Indianapolis Public Library, has an article in *Class* for August, 1922, "Getting Facts from the Public Library." We quote the editor's note: "Getting the Facts" is often a necessary preliminary to successful advertising and sales work. A recent contributor to *Class* suggested that public libraries have sources of information which should be used to a greater extent for this sort of thing. Miss Cleland is an enthusiast on the subject of service to business men by reference libraries, and offers hints and suggestions in the following that will be worth applying in your own town."

J. H. Friedel, Executive Assistant to the Managing Director of the National Industrial Conference Board, writes in September *Administration* on "The Administration of the Business Library." Mr. Friedel has seen public library service, he has organized special libraries, and for two years was editor of SPECIAL LIBRARIES. In this article Mr. Friedel's chief contribution is his segregation of the various functions of business libraries. It is most desirable that a similar segregation of all special libraries be formulated with as little delay as possible, in order that precious time may not be consumed in repeated discussions.

Mr. Friedel's article furnishes the basis for a classified segregation of the business library. Readers are reminded that art, chemical, engineering, law, music, utility, agricultural, newspaper, medical, insurance, railroad and many others, are all special libraries. Each kind of a special library is capable of being segregated, examined and described according to its individual characteristics, just as Mr. Friedel has done for the business library. As soon as we shall have accomplished some part of this segregation, then we shall be in a position to discuss profitably the constructive service side of our work. Therefore we are much indebted to Mr. Friedel for his article.

TECHNOLOGY LIBRARY.

E. H. McClelland, head of the Technology Department of the Carnegie Library of Pittsburgh, contributes a most valuable article in *Engineering Education*, vol. 12, Nov. 9, 1922, pp. 407-420, "Instruction of Students in the Use of Technical Literature; an unexploited phase of engineering education." Needless to say, Mr. McClelland is thoroughly equipped for his subject, but, more than that, he has the unusual gift to write from the consumer's view point. This article too, should be added to the library school student's required reading.

RUSSIAN LIBRARIES

"The Bureau of Librarians' Association in Petrograd has just learned that some American librarians, moved by sympathy with their Russian brethren in arms, are about to aid them by supplying necessary library appurtenances.

"Returning hearty thanks for this act of kindness, the Bureau cannot conceal from American librarians that any aid will not be sufficient for public libraries of Petrograd without helping the persons employed in them. In consequence of the awful dearthness of food, clothes and especially shoes they are at the present time in the state of the bitterest poverty, in fact, of destitution reduced to the extremity and left to themselves, they are compelled to make appeal to feelings of the professional solidarity of their American colleagues and to entreat them to bring them some support in one way or another, as it will be considered most convenient.

"This assistance will not only get them moral force to remain on their harassing post, but also save many lives.

"Applying itself to humanity of American librarians the Bureau hopes that they will not fail to follow the noble example of American nation holding out to Russia a helping hand and will find a way of relieving their Russian colleagues.

"Packets can be sent by post in the name of President of the Bureau, Mrs. M. K. Lomkovskaja (Petrograd, Sorokovaya, 23 Public Library) or addressed to every library separately, or forwarded per Petrograd Unit of American Relief Administration.

"List of Public Libraries of Petrograd and total amount of their officers is herewith enclosed.

President of the Bureau,
M. Lomkovsky

A. Bolow, M. A.,
V. Luvaghin, Members

Hon. Secretary, S. Zakaroff

"The American Relief Administration of course will be very glad indeed to administer any funds which the American Library Association can raise for the librarians in Russia. The only form of relief that we could give would be the delivery of food packages after careful investigation as to the relative needs.

"We will not only deliver the packages, but will get from the various individuals as well as the Association itself letters of thanks and acknowledgment to the American Library Association."

Librarians, library trustees and others willing to contribute money for this purpose should send drafts, money orders or checks to the A. L. A. headquarters in Chicago. They should be made payable to Edward D. Tweedell, treasurer, who will forward the money to the American Relief Administration.

It may not be without interest to print in this connection an extract from section four of the *Manchester Guardian Commercial* "Reconstruction in Europe," July 6, 1922. In this section Lunacharski, Commissary for Education in the Soviet Republic, has a comprehensive article on the state of education in soviet Russia. He says: "A vast network (when considered absolutely and not in relation to the size of Russia) of kindergarten schools has been created, harboring well over 200,000 children. In the field of post school education a campaign for the extermination of illiteracy has been undertaken, by establishing schools for the adult population, libraries, part-time schools, and by a widespread poster propaganda * * * As many as 100,000 reading huts have been opened in the villages to enable the peasant to read his paper, pamphlets and fiction. Libraries have been put in order and their number has been increased. Petrograd led the movement. Enormous stores of books have been created with the libraries taken from landowners. Altogether the position of the popular libraries in Russia has advanced by leaps and bounds. Poster, pamphlet and theatrical propaganda has been set on foot to exploit the powerful influence of art on the human soul."

RAILWAY ECONOMICS LIBRARY.

So often has SPECIAL LIBRARIES geneflected to the prodigious industry and production of the Library of the Bureau of Railway Economics, that the most recent superproduction of this organization leaves us at a loss for proper recognition. This astonishing piece of work is "A List of References to Literature relating to the Union Pacific System." August 15, 1922. 299 folios. The work of 623 different authors is listed, some of these by five or more contributions, besides a large number of public documents.

MEDICAL LIBRARIES

Dr. Franklin H. Martin, Director-General of the American College of Surgeons, 40 East Erie Street, Chicago, Illinois, in a recent letter, tells of an extensive library service which is being organized to serve the Fellows of the College as well as the surgical profession generally. Dr. Ruth Guilder will be in charge of this new service which will be under the Department of Literary Research of which she is chief. The library was established as the result of the action of the Board of Regents in June, 1921, which provided for the assembling of a large reference library as well as for the development of a special service by means of which the widest usefulness may be obtained. A short description of the undertaking is published in "Surgery, Gynecology and Obstetrics," December, 1921, and further information is contained in the March, 1922, issue of the same periodical.

FORESTRY LIBRARY.

The late Dr. Joseph T. Rothrock, "Father of Pennsylvania Forestry," before his death expressed the wish that his books, photographs and slides be given to the State Department of Forestry. Accordingly the collection is being prepared for such disposition by Dr. Joseph S. Illick, chief of the research division in the Department, and who worked under Dr. Rothrock.

Dr. Rothrock was a frequent contributor to the scientific press, and eighteen articles from his pen are listed in Hasse's Index to the Documents of the State of Pennsylvania, the earliest dated as long ago as 1869.

MUNICIPAL REFERENCE LIBRARIES.

Elizabeth Howard West, State Librarian, Austin, Texas, writes on "Municipal Reference Service for the Small City," in *The American City* for September.

It is a short article and general in its statements, but suggestive of great opportunities for a well-developed municipal reference library.

LIBRARY PUBLICITY

Anna P. Mason, Librarian of the Carondelet Branch of the St. Louis Public Library in "Showing off the Library" (St. Louis Public Library, 1922, 21 pp., illus.) while referring to the St. Louis Public Library, describes the working, in fact, of a great collection of special libraries. Tracing briefly the early history of the library, Mrs. Mason launches into extension children's work, exhibits of the library at household shows, arts and crafts expositions, the American Mining Congress, "Own Your Own Home" Exposition, cooperation with the churches, etc. It is all told simply, humanly, devoid of any trace of patronising sometimes, unfortunately, found in works of this sort. The little pamphlet is an attractive reprint of pp. 77-95 of the library's annual report for 1921-22.

Whether to fire a workman who has grown stale on the job and who is too bigoted to adopt modernized methods, or whether to give him a chance to reorganize himself, is the substance of a story in the *Saturday Evening Post* of September 9. The author, William J. Neidig, makes of the hero of "Hardener's Heat," one of those impossible people, devotees of the creed "it has always been done that way." They are found everywhere, even in the library world, unfortunately. This particular hero is given the choice to find another job or to lay off on half pay and read up in the library on what improvements have been made in his line, which is steel hardening. He is specifically recommended to the 'Crerar Library."

The Library of the First Wisconsin National Bank was represented in the Educational Building at the Wisconsin State

Fair with a poster, which, besides showing two photographic views of the Library and the name of the bank, had the following inscription:

FURNISHERS OF FACTS
FOR
BANKS AND BANKERS

September 22, 1922.

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

Of SPECIAL LIBRARIES, Published monthly, except July and August, at Washington, D. C., for October 1, 1922.

District of Columbia, ss:

Before me, a Notary Public, in and for the District aforesaid, personally appeared Alfred B. Lindsay, who, having been duly sworn according to law, deposes and says that he is the Business Manager of SPECIAL LIBRARIES, and that the following is, to the best of his knowledge and belief, a true statement of the ownership, management, 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, to wit:

1 That the names and addresses of the publisher, editor, managing editor, and business managers are: Publisher, Special Libraries Association, 429 Homer Bldg., Washington, D. C.; Editor, Adelaide R. Hasse, 1731 H St., N. W., Washington, D. C.; Managing Editor, none; Business Manager, Alfred B. Lindsay, 429 Homer Bldg., Washington, D. C.

2. That the owners are: Special Libraries Association, Rebecca B. Rankin, President, Librarian Municipal Reference Library, New York City, N. Y.; Alfred B. Lindsay, Secretary-Treasurer, Assistant Librarian, Bureau of Railway Economics, 429 Homer Bldg., Washington, D. C.

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: 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 stockholder 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 securities 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 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.

ALFRED B. LINDSAY,
Business Manager.

Sworn to and subscribed before me this 22d day of September, 1922, at Washington, D. C.

(Seal.) H. W. SHAW,
Notary Public in and for District of Columbia.