


5-1-1932

## Special Libraries, May-June 1932

Special Libraries Association

Follow this and additional works at: [http://scholarworks.sjsu.edu/sla\\_sl\\_1932](http://scholarworks.sjsu.edu/sla_sl_1932)

 Part of the [Cataloging and Metadata Commons](#), [Collection Development and Management Commons](#), [Information Literacy Commons](#), and the [Scholarly Communication Commons](#)

---

### Recommended Citation

Special Libraries Association, "Special Libraries, May-June 1932" (1932). *Special Libraries, 1932*. Book 5.  
[http://scholarworks.sjsu.edu/sla\\_sl\\_1932/5](http://scholarworks.sjsu.edu/sla_sl_1932/5)

This Book is brought to you for free and open access by the Special Libraries, 1930s at SJSU ScholarWorks. It has been accepted for inclusion in Special Libraries, 1932 by an authorized administrator of SJSU ScholarWorks. For more information, please contact [scholarworks@sjsu.edu](mailto:scholarworks@sjsu.edu).

---

# SPECIAL LIBRARIES

"Putting Knowledge to Work"



LAKE PLACID CLUB

seen across

MIRROR LAKE

S. L. A. 24<sup>TH</sup> ANNUAL CONFERENCE  
LAKE PLACID  
JUNE 13-17, 1932

Volume 23

MAY-JUNE, 1932

Number 5

---

# SPECIAL LIBRARIES

RUTH SAVORD, Editor

---

May-June, 1932

---

Our Founders . . . . .	203
The Special Libraries Association. Personalities and Projects, 1909-1917 — Herbert O. Brigham	204
My Contribution to the Special Library Movement — A Symposium	
John A. Lapp . . . . .	209
Daniel N. Handy . . . . .	211
George W. Lee . . . . .	212
Charles C. Williamson . . . . .	213
George S. Godard . . . . .	214
The Special Library as a Stepping Stone to Other Occupations	
The Ministry — Rev. Kenneth C. Walker . . . . .	214
Public Service — Ethel M. Johnson . . . . .	215
Special Library Work in a Public Library — Samuel H. Ranck . . . . .	217
<b>GROUP ACTIVITIES</b>	
Civic-Social . . . . .	221
Commercial-Technical . . . . .	220
Financial . . . . .	221
Insurance . . . . .	222
Museum . . . . .	223
Newspaper . . . . .	224
<b>CONFERENCE</b>	
Program . . . . .	226
Announcements . . . . .	228
Schedule of Meetings . . . . .	229
Our Speakers . . . . .	230
Travel Information . . . . .	231
<b>DEPARTMENTS</b>	
Personal Notes . . . . .	225
Editorial Page . . . . .	234
President's Page . . . . .	235
Who's Who . . . . .	236
Across the Secretary's Desk . . . . .	237
Digest of Business Book Reviews . . . . .	239
Classification and Indexing . . . . .	242
Events and Publications . . . . .	244
Local Associations . . . . .	247
<b>NOTES</b>	
The World's Struggle with Rubber 1905-1931 . . . . .	219
Obituary — Mrs. Lucy Cullen . . . . .	238
What Reports Do Cities Publish? . . . . .	243

---

**SPECIAL LIBRARIES** is published monthly September to April, bi-monthly May to August by The Special Libraries Association at 10 Ferry Street, Concord, N. H. Subscription Offices 10 Ferry Street, Concord, N. H., or 345 Hudson Street, New York, N. Y. Editorial and Advertising Offices at 345 Hudson Street, New York, N. Y. Subscription price: \$5.00 a year, foreign \$5.50, single copies 50 cents

# SPECIAL LIBRARIES

RUTH SAVORD, Editor

May-June, 1932

Our Founders . . . . .	203
The Special Libraries Association. Personalities and Projects, 1909-1917 — Herbert O. Brigham	204
My Contribution to the Special Library Movement — A Symposium	
John A. Lapp . . . . .	209
Daniel N. Handy . . . . .	211
George W. Lee . . . . .	212
Charles C. Williamson . . . . .	213
George S. Godard . . . . .	214
The Special Library as a Stepping Stone to Other Occupations	
The Ministry — Rev. Kenneth C. Walker . . . . .	214
Public Service — Ethel M. Johnson . . . . .	215
Special Library Work in a Public Library — Samuel H. Ranck . . . . .	217
GROUP ACTIVITIES	
Civic-Social . . . . .	221
Commercial-Technical . . . . .	220
Financial . . . . .	221
Insurance . . . . .	222
Museum . . . . .	223
Newspaper . . . . .	224
CONFERENCE	
Program . . . . .	226
Announcements . . . . .	228
Schedule of Meetings . . . . .	229
Our Speakers . . . . .	230
Travel Information . . . . .	231
DEPARTMENTS	
Personal Notes . . . . .	225
Editorial Page . . . . .	234
President's Page . . . . .	235
Who's Who . . . . .	236
Across the Secretary's Desk . . . . .	237
Digest of Business Book Reviews . . . . .	239
Classification and Indexing . . . . .	242
Events and Publications . . . . .	244
Local Associations . . . . .	247
NOTES	
The World's Struggle with Rubber 1905-1931 . . . . .	219
Obituary — Mrs. Lucy Cullen . . . . .	238
What Reports Do Cities Publish? . . . . .	243

**SPECIAL LIBRARIES** is published monthly September to April, bi-monthly May to August by The Special Libraries Association at 10 Ferry Street, Concord, N. H. Subscription Offices 10 Ferry Street, Concord, N. H., or 345 Hudson Street, New York, N. Y. Editorial and Advertising Offices at 345 Hudson Street, New York, N. Y. Subscription price: \$5.00 a year; foreign \$5.50; single copies 50 cents

## Institutional Members

### California

California Academy of Sciences, San Francisco  
 California State Library, Sacramento  
 Pacific Gas & Electric Co., San Francisco  
 Standard Oil Company of California, San Francisco  
 Technical Book Company, San Francisco

### Connecticut

Hartford Public Library, Business Branch,  
 Hartford  
 Phoenix Mutual Life Insurance Company,  
 Hartford  
 Yale University Library, New Haven

### Delaware

du Pont de Nemours, E. I., Wilmington

### Illinois

Chicago Tribune, Chicago  
 Commonwealth Edison Company, Chicago  
 Elizabeth McCormick Memorial Fund, Chicago  
 Illinois Chamber of Commerce, Chicago  
 Illinois State Library, Springfield  
 Insurance Library of Chicago  
 Middle West Utilities Company, Chicago  
 Museum of Science and Industry, Chicago  
 Peoples Gas Light and Coke Company, Chicago

### Indiana

Lincoln National Life Insurance Co., Fort Wayne

### Iowa

Meredith Publishing Co., Des Moines

### Maryland

Maryland Casualty Co., Baltimore

### Massachusetts

Baker Library—Harvard School of Business  
 Administration, Boston  
 Boston Elevated Railway, Boston  
 Boston Globe, Boston  
 Christian Science Monitor, Boston  
 Edison Electric Illuminating Co., Dorchester  
 Federal Reserve Bank of Boston

First National Bank, Boston  
 Insurance Library Association of Boston  
 Jackson & Moreland, Boston  
 Massachusetts Institute of Technology, Library,  
 Cambridge  
 Massachusetts Mutual Life Insurance Co.,  
 Springfield  
 Massachusetts State Library, Boston  
 Metcalf & Eddy, Boston  
 Social Law Library, Boston

### Michigan

Detroit News, Detroit  
 Detroit Public Library, Detroit  
 General Motors Research Corporation, Detroit  
 University of Detroit, Detroit  
 University of Michigan, Bureau of Government,  
 Ann Arbor

### New Jersey

Montclair Public Library, Business Branch,  
 Montclair  
 New Jersey Bell Telephone Company, Newark  
 Newark Public Library, Business Branch,  
 Newark  
 Public Service Corporation of New Jersey,  
 Newark  
 R C A Radiotron Co., Inc., Harrison  
 Standard Oil Development Co., Elizabeth  
 United States Rubber Company, Passaic  
 Western Electric Co., Kearny

### New York

Alexander Hamilton Institute, New York  
 American Bankers' Association, New York  
 American Electric Railway Association, New  
 York  
 American Geographical Society, New York  
 American Institute of Accountants, New York  
 American Museum of Natural History, New  
 York  
 American Telephone & Telegraph Co., General  
 Library, New York  
 American Telephone & Telegraph Co., Law  
 Library, New York  
 Association of Life Insurance Presidents, New  
 York

## Institutional Members

### New York

Baker & Taylor Co., New York  
 Bankers Trust Co., New York  
 Batten, Barton, Durstine & Osborn, New York  
 Bell Telephone Laboratories, New York  
 British Library of Information, New York  
 Brooklyn Edison Company, Brooklyn  
 Brookmire Economic Service, New York  
 Child Study Association, New York  
 Cleanliness Institute Library, New York  
 Consolidated Gas Co. of New York  
 Doherty, Henry L. & Co., New York  
 Engineering Index Service, New York  
 Federal Reserve Bank of New York  
 Ford, Bacon & Davis, New York  
 General Electric Co., Main Library, Schenectady  
 Goldman Sachs Trading Corp., New York  
 Grant Co., W. T., New York  
 Grosvenor Library, Buffalo  
 Guaranty Company of New York  
 Industrial Relations Counselors, New York  
 Insurance Society of New York, New York  
 International Telephone & Telegraph Co., New York  
 John Price Jones Corporation, New York  
 Lehman Corp., The, New York  
 McGraw-Hill Publishing Company, New York  
 Metropolitan Life Insurance Company, New York  
 Municipal Reference Library, New York  
 National Aniline & Chemical Co., New York  
 National Automobile Chamber of Commerce, New York  
 National City Financial Library, New York  
 National Investors Corporation, New York  
 New Jersey Zinc Company, New York  
 New York Public Library, Circulation Dept., New York  
 New York Telephone Company, New York  
 New York Times, The, New York  
 North American Company, New York  
 Port of New York Authority, The, New York  
 Price Waterhouse & Co., New York  
 Putnam Bookstore, Inc., The, New York  
 Queensborough Public Library, Jamaica  
 Remington Rand, Business Library Division, New York  
 Russell Sage Foundation, New York  
 Sinclair Refining Co., New York  
 Standard Brands, Inc., New York  
 Standard Statistics Company, New York  
 Stechert, G. E. & Co., New York  
 Time, Inc., New York  
 Western Union Telegraph Company, New York  
 White & Kemble, New York  
 Wilson Co., H. W., New York

### Ohio

Federal Reserve Bank, Cleveland  
 Ohio Oil Co., Findlay  
 Procter & Gamble, Cincinnati

### Oklahoma

U. S. Bureau of Mines, Bartlesville

### Pennsylvania

Armstrong Cork Co., Lancaster  
 Delta Library, Wyomissing  
 Franklin Institute, Philadelphia  
 Houghton, E. F. & Co., Philadelphia  
 Jones & Laughlin Steel Company, Pittsburgh  
 Mellon Institute, Pittsburgh  
 New Jersey Zinc Co., Palmerton  
 Pennsylvania Legislative Reference Bureau, Harrisburg  
 Pennsylvania Museum of Art, Philadelphia  
 Philadelphia College of Pharmacy and Science, Philadelphia  
 Philadelphia Company, Pittsburgh  
 Philadelphia Electric Company, Philadelphia  
 Philadelphia Rapid Transit Company, Philadelphia  
 Provident Mutual Life Insurance Co., Philadelphia  
 School of Fine Arts, University of Pennsylvania, Philadelphia  
 Westinghouse Electric Research Library, E. Pittsburgh

### Rhode Island

Rhode Island State Library, Providence

### Washington

Northwestern Mutual Fire Association, Seattle

### Wisconsin

Hardware Mutual Casualty Co., Stevens Point  
 Kimberly-Clark Corp., Kimberly  
 Marshall & Ilsley Bank, Milwaukee  
 Municipal Reference Library, Milwaukee  
 Sentinel-News Company, Milwaukee

### Canada

Hydro-Electric Power Commission of Ontario  
 Toronto  
 Insurance Institute of Montreal, Montreal  
 Royal Bank of Canada, Montreal  
 Sun Life Assurance Co. of Canada, Montreal

---

# SPECIAL LIBRARIES

MAY—JUNE, 1932

Volume 23

+ + +

Number 5

## *Our Founders*

---

→→AS WE APPROACH the completion of our 23rd year as an active factor in the special library field, it seemed fitting to present to our membership what, for want of a better term, we have called a "Founders' Number." To be sure, some of our contributors do not fall within that classification — if we confine it to its literal meaning — but all of them were active in the very early years of the Association and represent varying phases of its work.

As is only consistent with the predominance of the legislative reference library in the early years, four of our contributors — Mr. Brigham, Mr. Godard, Dr. Lapp and Dr. Williamson — represent that phase; three— Mr. Marion,\* Mr. Lee and Rev. Walker — the technical side; Miss Johnson, the social; Mr. Handy, insurance; and Mr. Ranck, the public librarian who was, and continues to be, interested in our activities.

Rev. Walker and Miss Johnson were also chosen because of their change in professions — the Ministry and State Officialdom. It had been hoped that Dr. Whitten, who turned to City Planning, might contribute his experiences from this angle but other commitments prevented. He writes however:

It is very gratifying to me as one who had something to do with the beginnings of the Association to see its steady progress and to note the increasingly fine work that it is accomplishing.

With best wishes for the future progress of SPECIAL LIBRARIES and of the Association and with my congratulations to those who are now carrying on the work. . . .

We hope that these reminiscences may serve as a spur to our present and future membership to aspire toward accomplishment of some of our present projects as these early workers aspired and succeeded.

— EDITOR

\*Unfortunately Mr. Marion's promised article has not arrived.

## The Special Libraries Association

### Personalities and Projects 1909-1917

By HERBERT O. BRIGHAM, Librarian  
Rhode Island State Library, Providence

**I**T IS most fitting that as the quarter-century anniversary of our Association approaches, we should consider its backgrounds and some of the motivations which caused the creation of the Association.

The first allusion to an organization of this type may be found in an address by John Cotton Dana given before the American Library Association at Bretton Woods on July 2, 1909, and printed on page 223 of the "Proceedings" of that Conference. In that address Mr. Dana stated: "Through the courtesy of the officers of the Association I present another matter to your attention for a moment. It concerns business or commercial, civic, board of trade, municipal and legislative reference libraries and departments of public and other libraries which are devoted to these topics. Miss Sears, the Librarian of the Merchants' Association in New York — an association which is engaged largely in work relating to the welfare of the whole city — and Miss Ball, who is the librarian of a branch we have in the center of Newark which we call a business branch, conferred over their work, compared notes and decided that it would be desirable to discover what is being done in similar institutions in other parts of the country. They found that such information is not easy to obtain. It was then suggested that an association be formed, at least a tentative one, of those interested in these special libraries, and that if the association prove to bring good results, to affiliate it with the American Library Association or become merged in it. While it may be wise to undertake to establish such an association, it seemed unwise to attempt to establish it as a department or to make much of it until it has proved itself worthy." Mr. Dana added that circulars had been sent out to forty-five different libraries covering the field which is now represented by the 1,100 libraries in our Association. Mr. Dana, in conclusion, stated: "We cordially invite all of you who may be interested in this movement to spend just a few moments at the close of this session in Room 4." So the birth of the Association may be dated from the late evening of Friday, July 2, 1909.

I recall most vividly the little group which assembled for the first organization meeting. Mr. Dana presided and in that room were gathered the late Dr. Clement W. Andrews of the John Crerar Library; R. R. Bowker of the *Library Journal*; Herbert O. Brigham of the Rhode Island State Library; William P. Cutter, then of the Forbes Library, Northampton; R. H. Johnston of the Bureau of Railway Economics; George W. Lee of Stone & Webster; Samuel H. Ranck of the Grand Rapids Public Library; Miss Anna Sears of the Merchants' Association of New York; Dr. Robert H. Whitten, then Librarian of the Public Service Commission of New York, and a few others. There was an animated discussion on the project and unanimous approval. Officers were chosen, a constitution adopted, and upon the shoulders of Mr. Dana, Dr.



Whitten, Miss Sears, Mr. Lee and the writer fell the burden of forming the new Association.

The *Library Journal* in the succeeding month notes the formation of the Association and in September printed a list of the forty-eight libraries which had evinced an interest in the undertaking. In the group were a dozen public libraries, ten legislative and municipal libraries and the remainder libraries in the industrial and commercial field. In the November issue of the *Library Journal*, Mr. Bowker showed his keen sympathy in the movement by presenting an editorial commenting upon the formation of the Association.

On November 5, 1909, the first regular meeting was held in the assembly room of the Merchants' Association of New York, and if one may judge from the brief account in the *Library Journal* for the following month, the meeting was a success. The attendance was about forty and while there does not seem to be extant a list of these persons, a roster of the speakers presents the names of Dr. Whitten, Mr. Brigham, Mr. Lee, chosen from the officers, and, in addition, Miss Beatrice Carr of Fisk & Robinson, Miss Sarah Ball of the Business Branch, Newark, and Mr. Milo B. Maltbie, a public service commissioner of New York. Dr. Whitten in his address, afterwards printed in the *Library Journal*, discussed the development of special libraries and, I believe, offered one of the first definitions — "an up-to-date working collection with a 'special' librarian in charge; a collection so complete and well organized that it becomes an efficient tool in the daily work of those for whose use it is designed." In conclusion, Dr. Whitten stated: "The use of the office library in business has only just begun. I am confident that we will witness a remarkable development of business libraries." Dr. Whitten's prophecy is well sustained by subsequent results.

The Association was now fairly launched and committees were appointed to conduct its affairs. The need for a bulletin or journal was apparent and in January 1910 appeared the first number of SPECIAL LIBRARIES which in spite of many vicissitudes has continued to the present day. Miss Anna Sears edited the first two numbers, and the magazine records that in March 1910 Mr. Guy E. Marion, then Librarian of the Arthur D. Little Co., Inc., Boston, became Secretary-Treasurer, replacing Miss Sears, who resigned to be married. The Executive Board then placed the magazine in the hands of Mr. John A. Lapp as Managing Editor and Mr. Marion as Business Manager. In their respective capacities, Messrs. Lapp and Marion continued to serve the Association for many years, assisting in directing its policies and carrying the Association through the difficult formative years. The magazine during this period, and in later days, is a reflex of the urge for research and investigation which has always characterized the S. L. A.

The first issue of the journal contains a list of committees, and from this list may be gleaned the active persons in the Association at that time. A Committee on Publication, with the officers of the Association as members, was headed by Mr. Dana, with the writer, Dr. C. W. Andrews, D. N. Handy of the Insurance Library Association of Boston, and Mr. J. L. Wheeler of the Public Library of the District of Columbia as other members. The Publicity Committee was led by Mr. G. W. Lee, with Miss Ball, Mr. Lester of the Legislative Reference Department, New York State Library, and Mr. Stetson of Newton, Massachusetts, as other members.

There were seven other committees relating to group libraries. The Committee on Agricultural Libraries was in charge of Miss M. F. Warner, Plant Industry Bureau, Washington; the Commercial Associations under Mr. F. B. DeBerard, Mer-

chants' Association of New York; the Insurance Libraries under Mr. Handy; the Legislative Reference Libraries under Mr. John A. Lapp, Legislative Reference Librarian, Indiana State Library; Public Utility Libraries under Mr. G. W. Lee; the Sociological Libraries with Mrs. H. P. Bates, New York School of Philanthropy as chairman; and the Technology Libraries, led by Mr. J. L. Wheeler.

At the outset the committees on insurance, legislative and municipal reference, public utilities and technology printed definitions of their duties and it is safe to say that for many years these particular groups dominated the Association. Each chairman of these four groups conducted a portion of the magazine, Mr. Lapp of the Legislative Reference choosing the heading "Public Affairs." Mr. Lapp's investigations, it may be recalled, eventually were made the basis for the successful *Public Affairs Information Service*.

In the journal for April 1910, Mr. Paul T. Foster, then of the *Youth's Companion*, in an article entitled "Editorial Libraries," urged the coöperation of editorial libraries with the Special Libraries Association and indicated the need for an adequate index to American newspapers. Both suggestions bore fruit. Prominent newspapers, such as the *Evening Post* of New York, commended the suggestion regarding a newspaper index, and the H. W. Wilson Company offered their coöperation. It may be safely stated that Mr. Foster's suggestion induced the formation of a Newspaper Group and that the plan for a newspaper index culminated in the undertaking now so successfully maintained by the *New York Times*.

The magazine for April 1910 presented the first Directory of Special Libraries, which contained reference to nearly one hundred special libraries in the entire United States. Among the strongest groups in the classified section were the libraries devoted to Legislative Reference which at that time totalled twenty. It might also be remarked that in this same issue of SPECIAL LIBRARIES appeared the first advertisement inserted by the H. R. Huntting Co. of Springfield.

March 15, 1910, under the leadership of Messrs. Lee, Handy, Marion and Frank O. Stetson of Newton, the Boston Branch was formed. Another meeting was held on April 12, and a third planned for June. This was the beginning of the local associations which are today a successful part of our organization.

In SPECIAL LIBRARIES for June 1910, Mr. Joseph L. Wheeler presented plans for an Artisan's Trades Index. This project, it should be noted, eventually became the *Industrial Arts Index* so successfully maintained by the H. W. Wilson Co. Mr. John A. Lapp also gave a synopsis of the Public Affairs Index which clearly set forth the general scope of the *Public Affairs Information Service*.

The annual meeting at Mackinac brought into our organization Mr. H. H. B. Meyer of the Library of Congress. Mr. Meyer became a warm friend of the Association and offered a plan of coöperation between the Library of Congress and the state libraries and legislative reference departments in the preparation of reference lists. For several years thereafter the Association was indebted to Mr. Meyer for valuable lists printed as a part of the magazine. Among other new participants at Mackinac were Mr. William F. Stevens of Homestead, Pa.; Mr. Ernest Bruncken of the Library of Congress; Mr. Purd B. Wright, well-known public librarian, and Mr. Halsey W. Wilson, always a good friend to the S. L. A.

In response to a demand for sectional meetings, the Executive Board arranged a meeting at Boston in November 1910, and at Chicago in January 1911, which stimulated interest in the Association and its projects.

At the annual meeting held in New York City in September 1911, a newcomer to the Association was F. N. Morton, Librarian of the United Gas Improvement Association of Philadelphia, who afterwards became an officer. His untimely death removed from our ranks a valuable man. Another speaker was Mr. Clinton R. Woodruff of the National Municipal League, who for several years showed a keen interest in our activities.

Plans for a "Municipal Year Book of the United States" were under consideration by a joint committee of the Special Libraries Association, the National Association of State Libraries and the National Municipal League. Mr. Samuel H. Ranck of the Grand Rapids Public Library was chairman of this committee, and its activities resulted in the preparation of a "Municipal Year Book" for the use of librarians and civic leaders.

During this period the *Public Affairs Index* was taking shape and further development of municipal reference libraries was encouraged by the interest of Mr. Horace E. Flack, one of our earliest members, who was cooperating with the National Municipal League in civic problems.

Among the persons who were beginning to show an alert interest in the Association were the late Charles F. D. Belden, at that time State Librarian of Massachusetts; Mr. M. S. Dudgeon, then Secretary of the Wisconsin Free Library Commission; Mr. Clarence B. Lester, then with the New York State Library, who succeeded Mr. Dudgeon at Wisconsin; the late Dr. Clement W. Andrews, always an enthusiastic supporter of the Association, and Mr. Thomas J. Homer of the Social Law Library, Boston.

Through the activities of Mr. George W. Lee, there had been formed in Boston a Co-operative Information Bureau which was maintained for many years as a central clearing house or registration office. The project was supported by the leading libraries in Boston and rendered a valuable service to the community.

In January 1912, Miss Ethel Cleland of the State Library, Indiana, became Assistant Editor of SPECIAL LIBRARIES and for four years was associated with Mr. Lapp in the conduct of the magazine.

In 1912 the Association held its first meeting in Canada, and in the capital city of the Dominion made many new friends for the organization. Among the subjects discussed were the plans, scope and results of special libraries, and the special library as a business asset.

At this Ottawa conference there was a complete shift of officers, with the exception of Mr. Marion, and the following persons were elected: D. N. Handy, President; R. H. Johnston, Vice-President; O. E. Norman, People's Gas Light and Coke Co., Chicago, and Miss Florence Spencer, National City Bank, New York, as Board members.

The Association was beginning to find itself and to think in terms of geography, as well as class grouping. The writer suggested the development of "responsibility districts," and during the summer of 1912 the officers approved the suggestion. Later, responsibility districts were created for fourteen different sections of the United States and Canada. The plan as set forth in the magazine for December 1912 was an ambitious one and while the scheme in its entirety was never completed, the idea undoubtedly had a strong bearing on the development of the local associations which now extend from coast to coast.

A membership list printed in the issue of *SPECIAL LIBRARIES* for January 1913 presented a broad classification of members of the Association. The preponderance of the membership still rested in libraries relating to public affairs. A grouping of special libraries for that period showed ten main divisions, including Associations, Business Libraries, College Libraries, Museums, Public Libraries, State and Municipal Libraries, Utilities and Welfare.

In May 1913, there is recorded the first meeting of the Manhattan District of the Special Libraries Association with Mr. Willis D. Porter of the Official Information Bureau as chairman. This small group representing twenty-six libraries was a striking contrast to the large gatherings which now characterize the New York Chapter.

At Kaaterskill, in 1913, men of prominence came to us from the industrial world, and the broadening character of the Association was evinced by the new names appearing in the roster. Miss Marie Lindholm, assistant to Dr. Whitten, Mr. William Dawson Johnston of Columbia University, Mr. Arthur Lynn Bostwick of St. Louis and Mr. Meyer of the Library of Congress were among the speakers. Messrs. Handy, Johnston and Marion were re-elected and Mr. Dana and Mr. Clarence Lester of Wisconsin became Board members.

Space will not permit a discussion of the two succeeding decades. Mr. R. H. Johnston, Bureau of Railway Economics, assumed the presidency in 1914. Miss Elizabeth V. Dobbins of the American Telephone & Telegraph Co. became Vice-President. Mr. Lester and Miss Marian R. Glenn of the American Bankers Association became members of the Board. Mr. Lapp and Miss Cleland, assisted by Mr. Morton, Mr. Meyer and Mr. Handy, conducted the magazine.

Our first meeting on the west coast was at Berkeley in 1915, at which an interesting program was presented. The roster of members printed at that time shows the striking increase in the so-called "business" library which was extending its influence in the affairs of the Association.

At the annual meeting at Haines Falls, New York, in September 1915, there was another shift in officers and Mr. A. L. Bostwick of the Public Library, St. Louis, became President; Mr. Jesse Cunningham of the University of Missouri replaced Mr. Marion, who had so faithfully served the Association; Mr. D. C. Buell of the Union Pacific Railway at Omaha and Miss Glenn were the Board members. Concluding his work, Mr. Marion presented in *SPECIAL LIBRARIES* a résumé of the Association's activities for the six years. His summary shows the many activities of the Association and its development from an idea in the fertile mind of Mr. Dana to a living organism.

I wish there were sufficient space to present in some detail the various activities of the Association. Mr. Marion, in his article printed in *SPECIAL LIBRARIES* for November 1915, notes the preparation of a chapter on special libraries in the *Manual of Library Economy* by Richard H. Johnston of Washington, the retiring President of the S. L. A. He also alludes to the activities in connection with efficiency and scientific management in cooperation with the Efficiency Society of New York and the City Planning list prepared by Miss Kimball of Harvard in cooperation with the Library of Congress.

New people were coming into the Association, serving on committees, preparing addresses and making other contributions. Some I recall are Miss Ethel M. Johnson of Boston, afterwards Assistant Labor Commissioner of Massachusetts; Mr. Ralph L. Power of Boston University, who, like former Secretary Marion, found his way to the Pacific Coast; Kenneth C. Walker, Technology Librarian at the New Haven

Public Library and later at Pittsburgh; Miss Maud A. Carabin of Detroit, who afterwards became the first woman president of the Association; Mr. C. C. Williamson, at that time Municipal Reference Librarian of New York, who assumed the presidency when Mr. Morton resigned; Mr. L. A. Armistead, Librarian of the Boston Elevated Railroad; Mrs. Rhea King, Retail Credit Co., Atlanta; and Frederick Rex, Municipal Reference Librarian of Chicago.

It is impossible within the scope of this article to enumerate the many other persons who took such an active part in the affairs of the Association. Due to various causes there was a constant shift in the personnel of the Association, as special libraries were in their infancy and there was a strong demand for trained librarians who were frequently recruited from the public library field. Many special librarians assumed executive positions in their own corporations; others, such as Dr. Whitten, undertook new vocations, as city planning, organization research and chamber of commerce activities. I can recall two of our members who subsequently entered the ministry.

The World War produced striking changes in the library world, and, as this period seems to be a turning point in the affairs of the Association, we can close the record of these eight formative years and leave the recording of later events to some other chronicler.

## My Contribution to the Special Library Movement

### A Symposium by Some of Our Founders

The question — What I consider my most distinctive contribution to the Special Library movement — was put to five of our contributors, each of whom has answered it in his own way — much too modestly, we fear.

#### JOHN A. LAPP

Head, Department of Social Science  
Marquette University, Milwaukee

IT IS not easy in retrospect to separate one's own part in a movement from that of his associates who shared the responsibilities and the satisfactions of a new achievement. I do not know what was my most distinctive contribution to the Special Libraries Association, for, when I suggest to myself any particular thing which I did, there comes the memory of the parts played by others in that very respect. Perhaps no one alone was ever responsible for any particular thing. I begin to doubt the one man idea so prevalent in history.

Certain it is that the creation of the Special Libraries Association was the work of a group, each member of which helped in substantial ways but mostly in concert. I would give the credit to John Cotton Dana, Robert H. Whitten, Guy E. Marion,

George W. Lee, D. N. Handy, George S. Godard and Herbert O. Brigham, backed by such sterling supporters as H. H. B. Meyer, W. S. Cutter and C. F. D. Belden. In the background of the movement for specialized libraries stood Charles McCarthy of Wisconsin, but, so far as I know, he took no part in the Special Libraries Association.

My own part began with the first regular meeting held at the Merchants' Association in New York. A small group had resolved at the American Library Association Conference at Bretton Woods in 1909 that a special association should be created and had issued a call for the late fall. The response was gratifying; the first meeting was a decided success, due to the work of Anna Sears of the Merchants' Association, who was destined to be a leader but who left the field shortly afterwards. On my own part I recall a keen interest, but am not aware of any contribution of mine at the first meeting. Perhaps my presence all the way from Indiana served to emphasize the wider possibilities of the plan.

A short time after the New York meeting the first issue of *SPECIAL LIBRARIES* appeared under the guidance of the Executive Committee. I had no part in formulating the plan for the magazine, but gave it an enthusiastic reception. Perhaps it was my enthusiasm which caused the Committee to leave the magazine on my doorstep. At any rate I was duly installed as Editor of *SPECIAL LIBRARIES* with the second issue. It was a doubtful honor, for we then had sixty members at two dollars each. However, the magazine prospered and grew from eight pages to sixteen, and sometimes to a greatly enlarged edition on some special subject. Let me hasten to say, however, that the success was due more to Guy E. Marion, Secretary-Treasurer and promoter extraordinary, than to myself.

For about eight years *SPECIAL LIBRARIES* appeared under my editorship. The magazine included some valuable material for the time. But most of all, in papers and editorials, it held up the true conception of a special library. There was, indeed, very much confusion on this subject and long and heated were the verbal controversies about it. The general librarians both in our ranks and outside could not see that we were any more than specialized reference librarians. We were that, but we claimed, and I think proved, that we were more. We used materials for reference to be sure, but we conceived our function to be to draw off from the sources the kind of information our clients needed. We might hand a client a book to read, but more likely we handed him a digest, and if we could not find a digest we made one. It was a part of our business to ransack everything and distil the needed information either to meet a direct inquiry or in anticipation of one. I believe that the great contribution of *SPECIAL LIBRARIES* in its early days was in keeping our purpose and function clear. It was then that I used the phrase "Put Knowledge to Work," which has been flying at the masthead since.

Our chief battle in the early days was to keep our association from being absorbed in the American Library Association. We had nothing against that Association and, in fact, always held our meetings with it. But we did not believe that the general librarians had any clear idea of the place which the specialized library filled. There were not more than seventy-five real special libraries in the country. A large portion of our own membership was more general than special in outlook, and each year we had to contend for our existence. We succeeded, and the clear-cut specialized movement of today is the result. There are still those who believe that a special library is merely a specialized collection of books, but the great majority know that it is something more than that.

Perhaps I can say with truth that the one contribution for which I was more responsible than anyone else was the creation of the *Public Affairs Information Service*, a child of the Special Libraries Association. We had talked for years of a clearing bureau to enable us to help each other in the municipal and legislative field, and finally at an informal group meeting of the "standbys" I repeated the old slogan: "The way to resumption is to resume." Offering my services if each would contribute twenty-five dollars, we soon had fifty-five contributors. The service in mimeographed form was sent out from the Indiana Bureau of Legislative Information for the first year. Needless to say that it could not have been done without the coöperation of the board in charge of the Bureau.

At the close of the first year the H. W. Wilson Company offered to put its magnificent facilities at our disposal on a coöperative basis and print a cumulative index. My part in the new plan consisted in making the preliminary canvass for coöperators. This was successful, and over sixty institutions joined at one hundred dollars a year. The first numbers were published under my immediate supervision. The *Public Affairs Information Service* in its new form has been successfully carrying on as a coöperative system for seventeen years.

The achievements of the Special Libraries Association with its greatly enlarged membership and resources of recent years may make the early days seem poor and meager. But pioneer days in any movement are days of relatively greater progress. We think we cut down the forest or at least blazed the trail for the march of the idea that knowledge stored up in books should be brought into use, that channels should be opened up and kept clear from the library shelf to the user of knowledge, and that knowledge should be focussed at the point where it is needed and at the time needed.

#### DANIEL N. HANDY, Librarian

*Insurance Library Association of Boston*

THE difficulty one faces who tries to answer the question "What do I regard as my chief contribution to Special Libraries Association?" arises from the fact that if he is frank he will know that real "contributions" are seldom in the power of the lone individual. Whatever is done is done in association with others. If one proposes, another begins. If one begins, still another carries through. And all are helped and encouraged by a multitude of co-laborers whose share in the final accomplishment is as indispensable as that of the author of the project, or of the one who chances to occupy the more conspicuous place of leadership when the work lies finished and approved.

Compared with the work of several whose names will occur to all of us, my own contribution, even when qualified as above, seems small.

However, I shall always regard the two years I served as President, following the Saratoga Convention of 1924, as my best contribution to Special Libraries Association.

The Association's affairs were at low ebb. A handful of faithful workers had become discouraged at the difficulties which beset it. Plans carefully drawn and considerably supported for winding up the Association and transferring its vital parts to the American Library Association were ready for presentation at the Saratoga meeting.

The achievements of the Association up to that time did not seem to me to warrant so pessimistic a view of its future and at a crowded meeting of our members I said so.

Then I returned home to learn some days later that at a subsequent meeting I had been elected President for the ensuing year.

I could only accept the election as a mandate to preserve the Special Libraries Association.

During the two years following — owing wholly to the splendid support that came to me from confident members in every part of the country — we were able to restore confidence, to reanimate, and to place the Association securely on its feet. That was an achievement that one may well be proud to have had some share in!

### GEORGE W. LEE, Former Librarian

Stone & Webster, Boston

“THE Library and the Business Man” was the title of a 64-page pamphlet published by Stone & Webster, under my authorship, “for the 29th Annual Meeting of the American Library Association at Asheville, N. C., 1907.” The introductory note read as follows (which may have been written by somebody else, as it is signed Stone & Webster):

In giving publicity to our library and its working methods, we aim to show what library work can mean to business houses. It is probably true that libraries as a whole are better equipped with statistical and technical literature than is justified by the demand; and we hope that a suggestion of how useful our own library is to us and how widely we appeal to resources without, may tend to promote a more general practice of looking to libraries as business aids. The recognition of their commercial possibilities would, we think, meet with a hearty response from the libraries themselves, and so we, among others, would thus benefit from the availability of larger resources for obtaining answers to questions that are beyond the scope of the necessarily limited equipment of a private business library.

The introduction was dated July 13, and therefore it should be said that the pamphlet was not ready for distribution at Asheville, but instead a printed page giving the table of contents, so that librarians interested in the contents could send for them later on — which many did.

Many a public and many a private librarian would probably testify that this pamphlet had some effect in the starting of various special libraries; for it chronicled much of our experience in library service, showing not only the character of questions asked the library but the variety of information resources availed of, as much without our walls as within. It told of working methods and mentioned many an unsolved problem. Above all, it pointed to the need for a special library handbook which should reduce to handy reference much that had been bought by experience; and to me the wonder is that no such handbook has yet appeared — fine job that awaits the S. L. A. and the coordinated efforts of all the locals. The pamphlet itself contains much suggestion that might to advantage make it the basis of such a handbook.

One thing it did was to discuss various questions, their why and wherefore and the why and wherefore of various means by which they were answered, thus giving a fairly accurate picture of the library at work, its usefulness, its resources, its limitations, and what should be done about it. Much that was pioneer in the way of library service at the time is now taken for granted. The Wilson indexes were in their infancy



and the big manufacturing concerns were not so generally working with research, so that what they produced and what they claimed for their production needed to be challenged. Times have changed, and the character of questions asked today is somewhat different. Incidentally, the pamphlet is out of print, but I rather think it is on file in many a large public library, since it was freely distributed as in the nature of good advertising.

**CHARLES C. WILLIAMSON, Director**

University Libraries, Columbia University

I AM constitutionally unable to reminisce. All my life new activities have seemed to crowd out even the memory of those which have gone before. I suppose I should have kept a diary, but I never had time for that.

I was not one of the Founding Fathers of the S. L. A. and I do not recall when I joined the little group who had got the idea that there was something special about them or their work, though I think it was in 1911 or 1912. At all events, I do recall that I came into the library field as a kind of special librarian, for my first library position was that of Chief of the Economics Division of the New York Public Library. How I got out of teaching into library work is too long a story, but one reason was Dr. Charles McCarthy, with whom I had had some contact and whose truly remarkable work I had observed while I was a student at the University of Wisconsin.

I cannot think of anything at all that I or anybody else could possibly describe as "distinctive." I do not recall that there was anything of special importance about my two terms as President of the S. L. A. As a matter of fact I probably got more self-satisfaction out of organizing and serving as the first President of the New York S. L. A., which I believe was one of the first of the local associations.

Perhaps by ignoring the contributions of my able associates I could claim that there was something worth mentioning in my service as librarian of the New York Municipal Reference Library from October, 1914, to May, 1918. It had been started a few months before I was put in charge, but I have always had the pleasurable feeling of being its creator. Certainly there was one little by-product of that work which gave me no little satisfaction as long as I was responsible for it. I refer to the Municipal Reference Library *Notes* which I started in October, 1914, and which has been continued without interruption until the present time, for many years now under the capable direction of Miss Rankin. Yes, I think there is something distinctive about these sixteen volumes of the *Notes*, though I was responsible for only the first four.

There is another long series of bound volumes on my library shelves in which I had a small share. The *Public Affairs Information Service* as a whole seems to me to be a very real contribution to the special library movement, though I should not claim that my part in it was in any way distinctive. I was not in on it in the beginning, but I think I became a member of its advisory committee during its second year. Some years later, as chairman of the committee, I arranged to have it edited at the New York Public Library, where it could utilize for the benefit of its subscribers the wealth of material pouring into that great institution. Two or three years later the chairmanship and management of the *P. A. I. S.* passed to Rollin A. Sawyer, in whose hands it has greatly prospered.

**GEORGE S. GÓDARD, Librarian**

Connecticut State Library, Hartford

**M**Y contributions to the special library movement fall into two distinct classes: (1) Planning or designing, purchasing and installing specialized equipment; (2) Planning promotion of State laws providing for deposit of records in the State Library.

I was instrumental in securing the appointment of a Special Commission by the Connecticut General Assembly to investigate the necessity for the location of, and planning for, a new State Library and Supreme Court Building. From that time on I was consulted at every stage of the building. I planned, purchased and installed metal stacks, special roller shelving vaults for the Connecticut Archives, special exhibition vault for our historic Colonial Charter of 1662 and our 1818 Constitution. I designed special metal study tables, special standard folding and removable exhibition tables, special form of loose leaf accession and records books, as well as the first 14-inch tray card cabinets. I installed what is believed to be the first photostat placed in a public library.

My services in planning and formulating Connecticut laws permitting the permanent deposit in the State Library of Public Records and official papers not in current use; of Land and Probate Records upon replacement of the same by certified photostat copies, and the supplying to the State Library of stenographers' notes made at the several Committee Hearings of the General Assembly have set the Connecticut State Library in the forefront of such institutions

## The Special Library as a Stepping Stone to Other Occupations

### The Ministry

By **REV. KENNETH C. WALKER**

Arlington Street Church, Boston

**I** PRESUME that the present Editor of *SPECIAL LIBRARIES* had in the back of her mind when assigning this topic to me some such question as this, "What particular aspect of your work in special libraries caused you to move from the library profession into the ministerial profession?" That question can be answered in this wise. During my service in the library profession I came in contact with many prominent business men, scientists and technologists. Contact with their minds was stimulating. This stimulation led to speculation upon the question, "What are the important things in life?" Speculating in that realm quite naturally leads into philosophy and philosophy is a very close relative of theology. It is, therefore, not surprising that my attention was turned toward the field of the ministry. There is the path I pursued from the library profession into the ministry.

One of the stimulants to this change, I think, I can quite definitely trace to the introduction to classification. The subject rather fascinated me. I secured a copy of Cushing's book on Classification early in my career as a librarian. That study opened new possibilities and was instrumental in leading to an attempt at a study of logic.

Logic also leads into philosophy and so I was again heading toward the field of philosophy, not as a profound student, but as an interested searcher.

In stepping out of the library profession into the ministry I do not feel that it has been a case of "either or," but "both and." In other words I do not feel that I have entirely deserted the profession. In the seminary I had an opportunity to put my training and experience into good use. I made a survey of the library and recommended a policy to follow in their new home in Chicago. In fact, a year or two later I was asked to become librarian of the school, instructor in Bibliography and preacher at large.

At the Tuckerman School for training parish assistants I have been instrumental in giving a short course on "The Printed Word, How to Find It and How to Use It."

In my own work as a minister my library training has been invaluable. When one considers that the minister of today in the majority of churches is called upon to function as a pastor, a prophet, a priest, and an executive and that his knowledge must include a study of art, music, psychology, sociology, science, drama, literature, morals, ethics, philosophy and theology one can readily see the great need for being well informed. A background of library training and experience is almost a prerequisite for the efficient minister. I shall continue to use whatever influence I may have in my present profession to keep the two professions in close touch. If the training, experience and enthusiasm of members of the Special Libraries Association spreads over into the religious world we can be reasonably assured of a sounder and more effective religious life in this country. That is not rhetoric; it is the truth. The day has come when workers in the field of organized religion must adopt the efficient and thorough practices of the business man and the scientist and the technologist. May the next issue of *SPECIAL LIBRARIES* Founders' Number record a strong section of specialists in the field of organized religion.

(Kenneth C. Walker graduated from the Pratt Institute School of Library Science in 1914. Two years in the Technology Department of the New Haven Public Library, one at the Carnegie Library of Pittsburgh, three at the New Jersey Zinc Company (with a year out for service in the A. E. F.), with three more at the U. S. Bureau of Mines Experiment Research Library qualifies Rev. Walker to speak as an active special librarian of that time. At New Haven he also reorganized the library of the Southern New England Telephone Company, and at Pittsburgh was instrumental in organizing the local association. Last but not least, he also had a hand in editing *SPECIAL LIBRARIES*! — *Editor*.)

## Public Service

By ETHEL M. JOHNSON

**A**MONG the many attractions of special library work are the contacts afforded with other lines of activity. This gives added interest to the employment and also facilitates vocational changes when desired. I do not know that any study has been made comparing these changes in the special library field with those in the regular library service. It is safe to say, however, that if such a study were made, it would show a much larger proportion of vocational transfers among the special library workers.

In my own case, the transfer was from a special library to the State service — from the position as reference librarian and legislative agent for a private organization to an executive position on a public commission. The transfer was influenced by the fact that the library work in which I was at that time engaged was combined with

legislative work, and was mainly concerned with industrial matters. An account of this work will help to explain the transfer.

In 1910 I graduated from the School of Library Science at Simmons College. Immediately after graduating, I went to the Women's Educational and Industrial Union in Boston to organize a special library on women in industry. I also organized a legislative reference service for the use of the Union and its clientele. I remained with the Union for eight years in charge of the library and assisting with some of the other activities. Through its Research Department, the Union was conducting a number of industrial surveys and publishing a series of studies in the economic relations of women. I helped with some of these studies, assisting with the editorial work.

Membership in the Boston Branch of the Special Libraries Association, which came through the library work at the Union, brought interesting contacts with the business world. It also brought pleasant acquaintanceships with some of the pioneers in the special libraries movement. There were Daniel Handy of the Insurance Library, one of the early Presidents of the Association, and George Winthrop Lee of Stone and Webster, whose enthusiasm and initiative kept the organization alive. There were Guy Marion of the Arthur D. Little Company, Thomas Homer of the Social Law Library, Edward Redstone, now Librarian of the Massachusetts State Library, Ralph Power of Boston University College of Business Administration, Lewis Armistead of the Boston Elevated Library, and Helen Esty of the Massachusetts Bureau of Labor Statistics.

From 1915 to 1917 I was one of the Associate Editors of *SPECIAL LIBRARIES*. I also edited the house organ for the Women's Educational and Industrial Union. At that time the Union took an active part in legislative matters. For several years I served as Secretary of their legislative committee. This involved conducting legislative reference service in connection with the library, and at times representing the Union at hearings before the General Court.

The Union was interested in labor and social welfare measures — especially in those concerning the Massachusetts State Board of Labor and Industries and the Minimum Wage Commission. The legislative work naturally brought me in touch with these departments. It was largely as a result of this contact that, when a vacancy occurred in the position of Executive Secretary for the Minimum Wage Commission, I was appointed to the place.

That was in September 1918. The following year there was a consolidation of the various State departments in Massachusetts. The State Board of Labor and the Minimum Wage Commission were abolished in this consolidation. Their functions were assigned to a new State Department of Labor and Industries under a board of five commissioners. I was appointed one of the commissioners of the Department and continued in the office a little over twelve years — from December 1, 1919 to January 20 of the present year.

The work involved, among other things, drafting bills, editing departmental publications, writing and speaking, and compiling material for the use of wage boards. As the position of Assistant Commissioner of Labor and Industries was intended to represent the interests of women and children, it involved conducting an information service on labor and industrial matters concerning women and child workers.

In much of the work in both branches of the State service, that with the former Minimum Wage Commission, and that with the present Department of Labor and Industries, the training in library science, the experience in the special library field and the legislative reference work proved of distinct value.

## Special Library Work in a Public Library

By SAMUEL H. RANCK

Librarian of the Grand Rapids (Mich.) Public Library

THE organization and establishment of the Special Libraries Association has had and is having a great influence on the work of many of the public libraries of the country. I had the privilege of being present at the organization of this Association at Bretton Woods in 1909 (and have attended many of its sessions since then) when the Association met in conjunction with the American Library Association. I therefore feel that I have some knowledge of the spirit and work of the Special Libraries Association.

In the following brief article I propose to call attention to a few phases of special library work in a public library, largely brought about through the influence of the Special Libraries Association, and the methods developed by special librarians.

Public libraries have always assumed to be more or less in contact with the life and work of the people of their respective communities, but those of us who knew the work of public libraries a quarter of a century or more ago know that only too few of such institutions had the material and personnel which could serve more than a limited part of the community. The public library, in other words, was dominated largely by the ideals of "polite" literature and recreational literature, as it appealed to the more or less leisured, cultured and professional classes; but it had very little in the way of service for the men and women who were doing the industrial and business work of the world. To be sure there was very little such "literature" in existence for many lines of business and industry, and, furthermore, too many librarians of the old school felt that such material was often beneath the dignity of a library for ladies and gentlemen. The great work of the Special Libraries Association, to my way of thinking, therefore, has been in calling attention to the vast unused field of opportunity that lay at the door of practically every public library of the country; namely, to put print to work on the everyday problems of the workers of the world. In most communities maintaining a public library, the industries and business organizations are too small to warrant the establishment of an adequate special library, with the employment of a trained librarian for such work. In such communities, industrial and business workers must depend more or less on their own inadequate resources and the resources of the public library.

I shall not attempt in this brief article to outline all the varied fields of approach on the part of a public library to function in special library work, but a few concrete illustrations, largely from our own experience, will serve to indicate how this may be done.

As I said before every library ought to relate itself directly to the life and work of its own community. In a metal-working town the library should specialize in periodicals, books, and pamphlets, on material that will be of immediate service to those engaged in the metal industries, whatever line this may take. In a town where the copper and brass industries dominate, the library should specialize in those industries, and the same is true of the town where iron and steel industries predominate. Of course, there is a good deal of overlapping in many of these things, particularly in the fabrication end of it.

In a wood-working town such as Grand Rapids we have specialized in books and periodicals on the wood-working industries, particularly furniture. In the last 30 years we have built up a very large collection of books, periodicals, pamphlets, and every kind of more or less ephemeral material such as newspapers, trade catalogs, letters, photographs, etc., dealing with every phase of this great industry, the business and selling side of it no less than the designing and manufacturing side of furniture. Much of the modern furniture industry is highly specialized, certain factories in order to get mass and economic production devoting themselves to particular lines, so far as possible, so that there may be large "cuts" which reduce the cost of production very much; for example, if a factory can cut its wood in lots of 500 or 1000 pieces of a special article the cost of production is very much less expensive than when it has to set up its machinery to cut the materials for only 10 or a dozen pieces.

I think public librarians when specializing on particular subjects which are more or less of a special nature sometimes feel that they are not getting the results they ought because such things are used by a relatively small number of people. In our city for instance, in normal times, there are over 100 furniture designers employed not only in local factories, but many more who live here because of the facilities for work in the library, and the atmosphere that is developed by associating with men engaged in the same line of work, for they design furniture for factories all over the United States. They have organized a Furniture Designers Association and have honored the writer of this paper by membership in it, so that there is a very personal relationship between the library and the men who are doing the creative work. But after all, the use of specialized books by such a small number of men in the whole community makes hardly a dent in the circulation one way or the other, since most of them are reference books. There is no doubt that the thousands of dollars that we usually spend in one year for books of particular interest to furniture designers (some of them costing over \$500 per volume) would add immensely to our circulation if we spent that money for popular books of the day, particularly fiction; but so far as the industrial life and work of the whole city is concerned these reference books and books for creative work are of vastly more importance than hundreds of thousands of circulation of popular fiction. The foregoing is a concrete illustration, it seems to me, of how a library may relate itself to a leading industry of the community. It should be added, however, that we are doing the same sort of thing for all the other industries of the city so far as our means permit, taking from one to a dozen current periodicals for every business and industry in the city in addition to the books we buy on these subjects.

As cities grow larger and more industries develop both in number and magnitude the public library must take account of these other industries. Detroit has large special technical collections not only for the automobile industry but for many of the other large manufacturing plants of that industrial city. The Carnegie Library of Pittsburgh, on the other hand, has, I believe, the best library in the country for the iron and steel industry.

Another field of special library work, which I feel quite strongly that public libraries have not sufficiently recognized, is in the line of the apparatus which, if used properly, enables persons to invest their savings with some degree of intelligence and with a reasonable hope that when a financial storm breaks their hard earned money will not vanish into thin air, or disappear entirely.

Some years ago the local representative of one of the great financial organizations of the country, which has branch offices in all the leading cities, came to me and urged us to install a modern and good financial library, which could be made of vital service to investors, and to head that work up with a graduate of the University trained in finance and economics. It would be the business of such an expert in finance and economics to explain the use of such material in the library, not in the sense of advising people how to invest their money, but how they could get the information which would enable them to judge of securities with some degree of intelligence and knowledge, and which would enable them to ask illuminating questions from the salesmen and financial institutions that are offering them various kinds of investments. He stated that such an installation properly maintained by the Library would save the citizens of Grand Rapids every year several times the cost to the taxpayers of the whole Public Library. To a limited extent we have followed his advice.

I have knowledge of at least one person, the treasurer of two small educational trusts, who has used our financial apparatus with some degree of intelligence. The amount in his care is approximately \$200,000, and the difficulties which so many educational and other institutions as well as individuals are suffering because of the slump in income from bonds and stocks and through reorganization and bankruptcy, are affecting these two particular trust funds scarcely at all, to the extent that the income in 1931 is greater than in 1930, and 1930 was equal to 1928 and 1929.

The foregoing are only two concrete illustrations out of scores that might be supplied from our own and other public libraries, but they illustrate the point that it is possible, and I believe most desirable, for a public library to relate itself directly to the industrial and business life of its community, by using the methods that have been worked out by the special libraries movement, and thus make their libraries vastly more useful to the people it is their business to serve.

### The World's Struggle with Rubber 1905-1931

By James Cooper Lawrence. Foreword by Sir Josiah Stamp. Harper & Brothers, New York, 1931. Cloth, 151 pages, 5¾ x 8¾ inches. Indexed, Portraits, Charts and Tables.

#### Rubber Not a Commodity But Dynamite or the Failure of Another Valorization Scheme

DEAN LAWRENCE has brought together for the first time a well-documented, easy-to-read history of the plantation rubber industry. The economic causes of the wide swings in supply and prices are set forth with first hand knowledge of his subject, for the author was a rubber manufacturer for seventeen years.

He describes the failure of Brazil to hold her place as the chief source of raw rubber in world markets, the gradual supremacy of the British Colonies as producers, their ineffectual efforts to maintain that position by governmental restriction of export and the unforeseen increase in crude rubber production in the Dutch East Indies.

The outstanding opposition to the so-called Stevenson Restriction Plan by Harvey S. Firestone, which led to steps taken by the United States Congress to insure a permanent and adequate supply of raw rubber to American manu-

facturers, is graphically outlined. The book closes with a hopeful prophecy "that twenty years from now programs under way may be expected to guarantee to the United States national self-sufficiency so far as rubber is concerned."

Especially interesting to the student or to the business man unfamiliar with this controversial subject is the chapter evaluating the bibliographical material used in compiling the book itself. Dean Lawrence's book is a valuable addition to the printed record of great industry and a worthwhile purchase for any business or public library concerned with economics, commodities or the history of an American industry.

The volume has particular significance at this time when the problem of stabilizing rubber prices at a profitable level is again of paramount importance to both producers and consumers.

— ELIZABETH WRAY.

## GROUP ACTIVITIES COMMERCIAL-TECHNICAL

Editor: Mary Ethel Jameson

### ANALYSIS OF THE LIBRARIAN'S EMERGENCY JOB\*

By Lillian M. Gilbreth

**T**HERE are many features of this period of depression which must have special interest to the librarian. One is the leisure time which seems to be available to so many people. This should mean more interest in, and attention to, what the library has to offer, and imply a great opportunity to the librarian to help in a wise use of this leisure time. It would seem to suggest that one should have instructive books ready, and should help the reader who comes in, evidently with time to spare, to select something that will be for him a real project in adult education.

Many librarians are acting upon the assumption that they are meeting the needs when they offer to supply such books, and are surprised when the books offered are not received with much enthusiasm, or are returned with that speed which means either they have not been read, or have been only skimmed.

The truth of the matter is, that there

does not exist that serenity of spirit and undisturbed interest that should accompany profitable leisure. We are living through a period of stress and worry, and high irritability. Even those who are not directly affected by the scarcity of jobs, or who are blessed with temperaments that carry them through most things easily and cheerfully, feel the disturbed atmosphere. Thus means for the librarian the job of keeping at hand and gently suggesting books that fascinate, that amuse, that carry one up, or off, or away from problems and cares. Hunt out your newest, most optimistic, most cheering literature. Put it where it will be seen and sampled and carried off. Keep yourself patient and understanding and cheery and serene, no matter what happens and no matter how other people act. You are one of the fortunate ones who know the sources of mental alertness and emotional control. If you can practise these and help other people to learn how to practise them, you will have been doing your own special job, and helping us all to follow the up path.

### PLACE OF A SPECIAL LIBRARY IN BUSINESS\*

By E. B. Luce

Educational Director  
Consolidated Gas Electric Light and  
Power Company of Baltimore  
Baltimore, Md.

**E**VERY going business is constantly gaining experience to guide its future course. Every business, worthy of continued life, is meeting human desires and human needs. The experience of the past helps such a business to serve, today and tomorrow, more completely and more satisfactorily those human desires and needs for which it was established and continues to live.

How can a business have available for current use the experience of the past? In a special library, however humble it may be. And it need not be elaborate and expensive. As experience is crystallized and

formulated into addresses, circulars, pamphlets, magazines, books, etc., it can be gathered and classified. It can then be brought to the attention of those in the business who will use it to extend and expand the business, thus using the experience of the past as a torch to light the future line of progress.

Business grows as an individual grows by the reconstruction and utilization of experience giving it a greater socialized value. Of great importance and usefulness in this process of business growth and prosperity is the special librarian who is trained to make such information of greatest service to her organization.

The special library in relation to a business may be thought of as a store room and filling station from which is drawn the information and inspiration which will impel and guide the business to higher levels of usefulness and prosperity.

\*Written especially for this page.



## CIVIC-SOCIAL

Editor: Grace A. England

## COUNTY GOVERNMENT BIBLIOGRAPHY

THE New York Municipal Reference Library has recently reprinted its "County Government; An Annotated List of References; June 1, 1915 to December 31, 1931," compiled by M. Margaret Kehl. It was originally included in the *Notes* of January 27, February 3 and 10, 1932. The twenty-eight-page pamphlet reprint includes some four hundred entries arranged by states and by county offices, in addition to a general alphabetical section. It is intended to bring the earlier bibliography, compiled in 1915 by Rollin A. Sawyer, Jr. of the New York Public Library, to date.

Interest in the re-organization and simplification of local government is at its peak at the moment. Governor Roosevelt is carrying on the crusade for reduction in cost of county government in this state. Other states are making surveys of their need while two states have already granted the privilege of County Manager government. This bibliography is intended to help those who study the subject. It is to be hoped that the new committee, organized under the National Municipal League to study county government, will also find it useful.

For the most part, the books included are in the Municipal Reference Library, but it will be noted that magazine material contributes a notable share of the list. Up-to-date texts are scarce in this field, as are regular reports by county officers. The latter have not been listed for this reason. With other stated omissions, the bibliography is as complete as possible and a copy of it is yours for the asking.

\* \* \*

"You and Your Government" is the theme of a series of radio talks on American problems and politics to be given over a nation-wide network of the National Broadcasting Company under the auspices of the National Advisory Council on Radio in Education with the cooperation of the American Political Science Association. Among the speakers will be William Bennett Munro, Charles E. Merriam, Stuart Chase, Charles A. Beard, William Hard, and John Dewey. The broadcasts will take place every Tuesday evening at eight o'clock Eastern time through July 5. The addresses in the series and other supplementary materials are being printed by the University of Chicago Press. Further information may be obtained from the Radio Council, 60 East Forty-second Street, New York City.

The recent opening of the new Courthouse in Milwaukee focuses attention on the Milwaukee County Law Library, which was established under a special statute, having no connection with the Milwaukee Public Library nor the Municipal Reference Library. The Library, which is in charge of Susan Drew, has had the task of re-assembling in its new quarters the 40,000 legal volumes formerly scattered through the various offices in the old Courthouse. The County Library has purchased the books of the Milwaukee Law Library Association, an organization formed just after the Civil War to buy law books, and this collection is now in process of classification and preparation for the shelves.

## FINANCIAL

Editor: Ruth G. Nichols

WHEN these notes appear, the Special Libraries Association will be about to assemble at Lake Placid. It is hoped that a goodly number of Financial Librarians will be among the number present there. The program of our open session appears in connection with the General Program Committee's announcements in this number.

It has been a pleasure to prepare this program, since most of those asked to take part have been so ready to do their share. But, in the course of its preparation, the discovery has been made that some "regulars" will not be able to make the convention this year. We assure them here and now that we shall miss them and shall hope that, when full announcements appear and all the advantages of a combination convention-vacation opportunity are set before them, there may be some relentings, at the last moment.

As announced last month, the Financial Group will have two luncheon round-table meetings in addition to our open session. These will provide for discussion of our own group problems and projects. A letter giving details and outlining topics for these round tables will be sent to the members of the group.

The Nominating Committee of the Financial Group is as follows: Marion Eaton, Federal Reserve Bank of Boston; Dorothy Watson, Bankers Trust Company, New York, and Emma Boyer, Union Trust Company, Cleveland, as Chairman.

We are very happy to announce the Exhibits Committee for the American Bankers Association in Los Angeles in October: Marjory Robertson, Librarian of the Bank of America in Los Angeles, is Chairman, and her collaborators are E. Ruth Jones, Librarian, Security-Trust National Bank

of Los Angeles; Margaret Addison, Research Department, Security-First National Bank of Los Angeles, and Beatrice Jepson, Assistant Librarian, Bank of America, Los Angeles Headquarters.

This Committee is already at work, and it is hoped that by June they will be able to tell us something of their plans. They are very courageous in undertaking this work, and deserve the thanks of the entire Group for doing so, as they have only a small number of assistants available and have had little experience. But a Financial group experience with exhibits of nearly ten years is now available for them to draw upon.

Within the last few months a new publication of great importance has made its appearance in this country and that is the *Statistical Summary of the Bank of England*. This is a monthly, which appeared in print for the first time in January of this year. The figures have been prepared for internal use of the Bank for some years, but, in accordance with a recommendation of the (Macmillan) Committee on Finance and Industry, it has been decided to give this summary a wider circulation. The Bank's object, in so doing, "is to present, in a compact and convenient form, statistics likely to be required by bankers and other students of finance and economics, more particularly statistics relating to England." The figures are gathered from various sources such as Bank of England records, *London Gazette*, *Board of Trade Journal*, Ministry of Labour, and the *London Economist*, but the graphs are especially drawn in all cases. There is no text, only a few brief explanatory notes. The annual subscription price is 12/-.

The *Congressional Digest*, the unique Pro and Con magazine published in Washington, D. C., devotes its April number to the subject of Economic Planning Councils. In addition to general arguments by various leaders on both sides of the subject, there are summaries and a list of sponsors of such plans presented to date and a suggested reading list.

Here's to our meeting in June at Lake Placid!

## INSURANCE

Editor: Abbie G. Glover

MISS WOODWARD, Chairman of the Insurance Group, has sent a notice to the Group members in which she outlines the program at the Twenty-Fourth Annual Conference at Lake Placid. The Insurance Group will meet at 3 o'clock, Tuesday. Miss Frances Perkins, Industrial Commissioner of the State of New York, has been invited to be the guest speaker.

Informal meetings of the Group have been tentatively arranged as follows:

Tuesday — A get-together luncheon (Our speaker to be our guest), 1 to 2 P.M.

Wednesday — Breakfast meeting and Round Table Discussion, 8.30 to 10 A.M.

Thursday — Luncheon meeting and Round Table Discussion, 1.30 to 3 P.M.

Friday — Business Meeting, 9 to 10 A.M.

Miss Woodward is particularly anxious to know what subjects the Group would like to have discussed at the round table meetings as, for instance, "Subject Headings." If you have any suggestions, Miss Woodward would be very glad to have them.

\* \* \*

The Richmond, Virginia, Association of Life Underwriters is, so far as we know, the only Association of its kind in America to plan and effect the systematic up-building in its own Public Library of a comprehensive collection of insurance literature.

In 1924 this Association appointed a Committee of its members to raise funds and to buy insurance books. To date, about four hundred books have been bought in this manner and presented to the Richmond Public Library.

Affixed to every volume is an appropriate book-plate designed by the Association.

Much credit for this original and valuable service is due to Mr. S. B. Love, Manager in Richmond for the Mutual Life Insurance Company of New York, and Chairman of the Book-Buying Committee, and to his fellow members. The plan is one which might be emulated in other cities where the support of a special library of insurance is impractical.

\* \* \*

The Insurance Institute of America, Inc., held its annual examinations for the students attending the courses in Fire, Casualty, Life and Marine Insurance and in Suretyship from April 11 to 20, inclusive. The Insurance Library Association of Atlanta, The Insurance Library Association of Boston, The Insurance Club of Chicago, The Insurance Society of New York, Hardware Mutual Casualty Company, Fire Underwriters Association of the Pacific were among those sponsoring these courses.

\* \* \*

The University of Chicago Press has published "The Way of Health Insurance" by A. M. Simons and Nathan Sinai of the Research Staff of the Committee on the Study of Dental Practice of the American Dental Association. This is an impartial investigation of health insurance systems

in foreign countries which might serve as a basis for such a scheme in the United States.

\* \* \*

Our Group is naturally very much interested in the publication of the pamphlet, "The Creation and Development of an Insurance Library." To those of the Group who helped prepare it, to the Publications Committee for the excellent editing, and to Miss Woodward for securing such profitable advertisements, we extend our thanks. We hope that the pamphlet will prove of value to the Association as a whole. The sale of it has been going on steadily.

## MUSEUM

Editor: Minnie White Taylor

### CINCINNATI ART MUSEUM LIBRARY

By Eugenia Raymond, Librarian

THE modern museum is no longer content to be merely a storehouse for art objects. Today its aim is to bring art to the people, and it has become a dynamic educational force in the community. This function of the museum is performed by means of informational labels on exhibits, articles on collections and exhibitions, and by lectures and research facilities offered to the public.

The Library which forms an important part of the Museum cannot afford to lag behind. In Cincinnati, three distinct groups are served by the Museum Library: the Museum staff, the faculty and students of the art school, and the general public.

The primary function of the Library has always been, and still is, of course, to serve the Museum staff. The Director and Curators consult the Library constantly for help in cataloging and labeling the collection of paintings and other art objects, and in the preparation of exhibitions, articles, and lectures. While planning an exhibition, the Director may call for every available book, article, and reproduction of the work of a certain artist. The publicity department may want a surprising bit of information, apparently entirely unconnected with art, for use in a news story. The educational department makes constant use of the Library for illustrative material needed in children's classes and story hours. Their requests range from pictures of Paul Revere to illustrations of Thanksgiving Day in Egypt. Thus through the staff the Library serves the public indirectly.

Another group closely identified with the Museum is formed by the faculty and students of the Art Academy. The teachers call for ma-

terial with which to supplement their instruction in color and design. The students are also frequent visitors. A class may be doing a circus composition and need illustrations of clowns, elephants, and merry-go-rounds; or it may be designing a modern tea service or a stage setting. Without the inspiration of the work of great artists and designers, even the most gifted would grow "stale," and many students come to the library daily to read and study.

The general public consists of a varied group — artists, teachers, club women, students, etc. Commercial artists have need of various types of material. For example, a young man doing advertising for a department store called one day for authentic pictures of the Empress Eugénie to use in advertising the fall hats. Designers find ideas in fine illustrated books and magazines. In this day of visual education teachers borrow slides, photographs, and color plates to bring life to the study of history, literature, and geography. Sets of slides on Rome, Colonial history, Indians, the Greek myths, or the Crusades are prepared for them from first-rate art material. Art teachers need slides and color plates illustrating the history of art or exemplifying the principles of design for courses in design and appreciation. One of the most enthusiastic groups of patrons are the club women who seek guidance in preparing papers, and borrow slides and photographs to illustrate them. There is no subject in which visual material is more important than in art, and a talk would be dry and unprofitable without it.

The Library tries to link itself closely with the Museum activities. Books on the artists or the subject of a temporary exhibition in the galleries are kept on the reference shelf for the use of the public. During the exhibition "Fifty Books of the Year" and "Printing for Commerce," the Library had an exhibit of well-printed books and examples of commercial art which would always be available to the designer and printer. A sign to this effect in the gallery brought a number of new patrons to the Library. Books supplementing the lectures and lecture courses are held on reserve for the convenience of those who attend.

The collection of about 9,000 books is being reclassified by the Library of Congress system, and carefully cataloged with abundant analytics and cross references. Slides, photographs, and color prints must be classified and cataloged with no less care than the books, as they form one of the major parts of the collection and are in constant use. A vertical file with pamphlets and clippings on artists and illustrations of various subjects must be kept, as well as a card information file to cover subjects and material not in-

cluded in the H. W. Wilson *Art Index*. Although this index is one of the most valuable tools in the Library and saves the librarian hours of labor, it cannot answer every need.

In 1930 a liberal policy of lending books not constantly needed for reference, lantern slides, photographs, plates from books, and other reproductions, was adopted in accordance with the broadened educational program of the Museum. The Library attendance increased almost 100 percent, the book circulation 130 percent, and the slide circulation 160 percent. It is our desire to make the resources of the Library available to a constantly increasing number of people so that it will be a real force in the artistic life of Cincinnati.

\* \* \*

On April 7, there was inaugurated as a part of the Radio Program of the Adult Education Association a series of ten-minute talks by the staff of the Art Institute of Chicago. These are to be given on ten successive Thursdays and include one by the Librarian, Etheldred Abbot, on June 2, over KYW. The Institute was also represented at the New Orleans Conference of the American Library Association, where Alice Bixby, Cataloger, read a paper on "The Ryerson Collection of Japanese and Chinese Illustrated Books," an important special collection.

\* \* \*

Mary B. Day, Librarian of the Museum of Science and Industry in Chicago, has recently spoken on the Museum before the Writers' Guild of Oak Park and the John Crerar Library staff and, on April 30, she was scheduled to broadcast a story on her work over Station WCFL.

### NEWSPAPER

Editor: Joseph F. Kwapil

*To the Newspaper Group of S. L. A. — Greeting:*

IT WAS with considerable misgiving that I undertook the duties of Chairman of the Newspaper Group upon the untimely and deeply regrettable death of our highly esteemed Chairman, Joseph Sheridan. It will be difficult to attain the standard set by Mr. Sheridan, for he was a live wire and endowed with all the necessary qualifications for the job, not the least being his winning sense of humor.

As Mr. Sheridan had mapped out several constructive plans for the forthcoming convention, I shall try as nearly as possible to carry out his ideas.

In the December SPECIAL LIBRARIES, Mr. Sheridan emphasized that the most important part of our program should be "Classification." You will all realize how difficult it would be for any individual or committee, with their daily duties, to compile a complete classification of subject heads and subdivisions. It will take time. Meanwhile each librarian is confronted with confusing problems in the classification of some subjects. I suggest that each of us select one or two of the subjects he finds most difficult to classify and bring them to the convention with the classifications he is now using for those particular subjects.

Due to program schedule it is not likely that many classification problems can be considered, but they will doubtless be taken up from time to time during the year and efforts made to arrive at a solution. In this way our most perplexing classification subjects can be solved, while a complete subject classification, particularly adapted to newspapers, is in process of completion.

It is the determination of all our committees to have the most constructive and entertaining meeting at Lake Placid that it has been your pleasure to enjoy. To aid in that worthy endeavor every member of our Group should make serious effort to attend. Also look around and see if you cannot persuade some newspaper librarian who is not a member of our Group to become affiliated and reap the benefit for his newspaper and himself. Each member should consider it his personal obligation to do whatever possible to make our meeting an outstanding success. Lake Placid is an ideal vacation ground and you might consider the time spent there as part of your summer holiday.

As I approached you in this article with a thought of Joseph Sheridan, so I shall end it by quoting from his last greeting to you:

"May the fates be kind to us and the highways, railways and airways land us safely at Lake Placid in June."

DAVID G. ROGERS,  
*Chairman.*

## PERSONAL NOTES

Margaret Withington, formerly Librarian of Social Service Library and Dean of School of Social Work, Simmons College, and now Librarian of Scripps College, will give two lectures on "The Business of Special Library" at the summer session of the Riverside (California) Library Service School.

\* \* \*

Ethel B. Slattery, President of Milwaukee Chapter, has resigned as Librarian of the Three Schuster Stores to take effect May 1. On May 14, Miss Slattery will be married to A. J. Engelhard. Clare Czarniecki, now Social Service Director, will take over Miss Slattery's duties as Librarian.

\* \* \*

Helen Brand, Western Reserve University Library School '31, has joined the staff of the *Chicago Tribune*.

\* \* \*

Mrs. Caroline Faltermayer is no longer connected with the Philadelphia Rapid Transit Company.

\* \* \*

Marguerite M. Chamberlain has been appointed Librarian of the Physics-Chemistry-Mathematics Library at Massachusetts Institute of Technology. Sarah E. Colley has accepted a position as Assistant Librarian in the same library. Miss Chamberlain will be remembered by the New York group as Miss Savord's assistant at the General Education Board, 1925-27. Since that time she has been associated with the Reference Department of the Flint (Michigan) Public Library.

\* \* \*

Bernice Loveland, formerly Librarian of the Southern Sierras Power Company, resigned from this organization on September 1, 1931. Edith W. Taylor succeeds her.

\* \* \*

R. E. Priddat has resigned her position as Librarian of the American Institute of Baking, Chicago, due to ill health. Fanny L. Greenhill is now Acting Librarian.

---

If you are stopping in New York City on your way to the Convention, the Engineering Index Service, 29 West 39th Street, extends to you a cordial invitation to visit their Editorial Department, thus allowing them to illustrate how their Service is produced.

If any of our members has made, or knows of, an index to "The Pageant of America," please pass on the information to Margery Quigley, Free Public Library, Montclair, New Jersey. Miss Quigley will be eternally in your debt if you can offer any clue whatsoever.

**Special Libraries Association**  
**Twenty-fourth Annual Conference**  
**Lake Placid Club, New York**  
**June 13-17, 1932**

●  
**PROGRAM**

**THEME: CHANGING TIMES AND THE GREATER  
 NEED FOR FACT FINDING**

**Monday, June 13**

**2:30 P.M.**

Meeting of the Advisory Council.

**8:30 P.M.**

Reception and Concert. Agora.

**Tuesday, June 14**

**FOREST MUSIC ROOM**

**10 A.M.**

*First General Session.* Alta B. Clafin, Librarian, Federal Reserve Bank of Cleveland, Presiding.

1. World Changes. James G. McDonald, Chairman, Foreign Policy Association.
2. Social Changes: Robert S. Lynd, Columbia University.
3. Economic Changes: Floyd Parsons, Economist, and Associate Editor of *Advertising and Selling*.

**2:30 P.M.**

*Special Session* planned by Museum Group. Minnie White Taylor, Librarian, Cleveland Museum of Natural History, Presiding.

Coöperation Between a State Museum and a State Library: Dr. Charles C. Adams, Director, New York State Museum, Albany  
 The Librarian's Responsibility in the Educational Work of an Art Museum: Nell G. Sill, Librarian, Cleveland Museum of Art.  
 The Museum Group: Isabel Towner, H. W. Wilson Company, New York City.

**3:30 P.M.**

*Special Session* planned by Insurance Group. Laura A. Woodward, Librarian, Maryland Casualty Company, Presiding.

Unemployment Insurance: Frances Perkins, Industrial Commissioner of the State of New York.

**5 P.M.**

to  
**8 P.M.**

*Beef Steak Roast* on Lake Placid. (Optional.)

**Wednesday, June 15**

**FOREST MUSIC ROOM**

**10 A.M.**

*Second General Session.* Alta B. Clafin, Presiding.

*Theme:* Cooperation Between Special Libraries Association and Other Agencies That Gather and Disseminate Information.

1. Publishers: Ralph Foss, Director of Sales, McGraw-Hill Company.
2. Government Bureaus in Washington: Ernest A. Tupper, Economic Research Division, Bureau of Foreign and Domestic Commerce.
3. Trade Associations: N. W. Barnes, National Secretary, American Marketing Society.

**2:30 P.M.**

*Special Session* planned by Commercial-Technical Group. Miriam N. Zabriskie, Librarian, Western Electric Company, New York, Presiding.

A Symposium on Library Methods and Administrative Policies Best Adapted to the Service Required of Different Types of Special Libraries:

Introductory Paper: Linda H. Morley, Librarian, Industrial Relations Counselors.

Five Minute Discussions:

1. A University Library: Walter Hausdorfer, Librarian, Columbia University School of Business.
2. A Business Department in a Public Library: Rose Vormelker, Business Research Librarian, Cleveland Public Library.
3. An Association Library: Marion Mead, Director of Research, Illinois Chamber of Commerce, Chicago.

4. A Government Bureau Library: Clari-  
bel R. Barnett, Librarian, U. S.  
Department of Agriculture.
5. An Industrial Library: Miriam N.  
Zabriskie.

Are Annotations Needed, and Practical, in  
Our Periodical Indexing Services?

1. Margaret Bonnell, Metropolitan Life  
Insurance Company.
2. Leonora Kohn, Assistant Editor, *Indus-  
trial Arts Index*.
3. Mary E. Furbeck, Editor, *Public  
Affairs Information Service*.

7 P.M.

*Annual Banquet.*

Eleanor Cavanaugh, Standard Statistics Com-  
pany, Toastmistress.

Speaker.

Angus Fletcher, British Library of Informa-  
tion.

Entertainer:

(To be announced)

**Thursday, June 16**

**FOREST MUSIC ROOM**

10 A.M.

*Annual Business Meeting.*

President's Address.

Annual Reports of Secretary, Editor, Publica-  
tion Committee, Membership Chairman,  
Treasurer.

Revision of Constitution.

Taking Stock of Special Libraries Association  
and its plans for the future.

Discussion by entire membership led by  
Rebecca B. Rankin.

Election of Officers.

3 P.M.

*Special Session* planned by Newspaper Group.

David G. Rogers, Librarian, *New York  
Herald Tribune*, Presiding.

As the Publisher Views the Library: Speaker  
to be announced.

Illustrated Talk on Newspaper Libraries:  
Joseph F. Kwapil, Librarian, Public Ledger,  
Philadelphia.

Notable Incidents in Newspaper Library  
Work.

Four Five Minute Talks:

1. David G. Rogers.
2. Ford M. Pettit, *Detroit News*.
3. Joseph F. Kwapil.
4. William Alcott, *Boston Globe*.

8:30 P.M.

"Rather Special"—An original play by Aina  
Ebbesen and Marjorie Burbank. Produced  
by New York Special Libraries Association.

**Friday, June 17**

**FOREST MUSIC ROOM**

10 A.M.

*Special Session* planned by Financial Group  
Ruth G. Nichols, Librarian, Federal Reserve  
Bank of Chicago, Presiding.

Historical Sketch of Financial Group, its  
Activities and its Contributions to Special  
Libraries Association: Mildred Robie, Stand-  
ard Statistics Company, New York.

Public Documents of Foreign Countries:  
Eleanor Cavanaugh, Librarian, Standard  
Statistics Company, New York.

Some Needs in Financial Fact Finding. Elsie  
Rackstraw, Librarian, Federal Reserve  
Board, Washington.

Recent Outstanding Economic Literature:  
Marion Eaton, Librarian, Federal Reserve  
Bank, Boston.

Exhibits of Model Libraries at Conventions:  
A Symposium of Financial Group Experi-  
ence.

Five Minute Discussions:

1. *Brief Historical Statement*: Ruth Nichols,  
Librarian, Federal Reserve Bank,  
Chicago.
2. *Selling Exhibits to Large Conventions*:  
Ethel Baxter, Librarian, American  
Bankers Association, New York.
3. *The Value of Such Exhibits; What Is  
Accomplished*: Alta B. Clafin, Libra-  
rian, Federal Reserve Bank, Cleveland.
4. *Preparation, Set Up and Administration*:  
Marguerite Burnett, Librarian, Federal  
Reserve Bank, New York.
5. *Finances, and How to Provide Them*: K.  
Dorothy Ferguson, Librarian, Bank of  
Italy, San Francisco
6. *Publicity*: Florence Wagner, Librarian,  
*Wall Street Journal*, New York.
7. *Booklets and Other Lists*. Sue Wuchter,  
Librarian, Continental Trust Company,  
Chicago.
8. *Side Lights on Exhibit Making*: Virginia  
Savage, Librarian, Halsey Stuart &  
Company, Chicago.
9. *Industrial Exhibits*: Alma Mitchell, Li-  
brarian, Public Service Corporation of  
New Jersey, Newark.

**2:30 P.M.**

*Special Session* planned by Civic-Social Group.  
Grace A. England, Civics Division, Detroit  
Public Library, Presiding.

1. Current Activities in Civic and Social Libraries.
  - (a) Special Collections Acquired During the Current Year.
  - (b) Unusual Reference Information or Sources Recently Uncovered.
  - (c) Bibliographies.
2. State and Local Documents on Government and Taxation.  
Five Minute Talks by Representative Librarians.
3. Looking Ahead.

**Group Sessions**

Because of the character of this year's Conference, less formal sessions than usual are being held by the Groups. Since we shall all be together all the time, programs and business sessions will be conducted at breakfast and luncheon and out under the trees. Exact times and places and the subjects for discussion will be posted on the Bulletin Board for the following meetings of individual groups:—

*Civic-Social:*

- Tuesday — Luncheon Conference.  
Thursday — Breakfast Conference.  
Friday — 4 P.M. Election of Officers.

*Commercial-Technical:*

- Tuesday — Luncheon Conference.  
Thursday — Breakfast Conference — Election of Officers.

*Financial:*

- Tuesday — Luncheon Conference.  
Thursday — Luncheon Conference.

*Insurance:*

- Tuesday — Luncheon Conference.  
Wednesday — Breakfast Conference.  
Thursday — Luncheon Conference.  
Friday — Breakfast Conference — Election of Officers.

*Museum:*

- Tuesday — Luncheon Conference.  
Wednesday — Breakfast Conference and Luncheon Conference.  
Thursday — Breakfast Conference.

*Newspaper:*

- Tuesday — Luncheon Conference.  
Tuesday — 4:30 P.M. First Group Meeting.  
Annual Reports.  
Wednesday — Breakfast Conference  
Wednesday — 4 P.M. Second Group Meeting.  
Thursday — Breakfast Conference.  
Friday — Breakfast Conference.  
Friday — 2:30 P.M. Third Group Meeting  
— Election of Officers.

**Announcements**

Morning sessions begin promptly at 10 A.M. and close promptly at 12:30; afternoon sessions convene at 2:30 P.M. and close promptly at 4:30.

\* \* \*

Promptness in opening and closing meetings is absolutely essential in order to comply with the very full daily schedule.

\* \* \*

There is no overlapping of meetings in this Convention. You may attend all in which you are interested — and not be concerned over those you are missing.

\* \* \*

Our general meeting place will be the Forest Music Room. Unless otherwise

announced all meetings will convene in this room.

\* \* \*

Breakfast is served from 7:30 to 9:30 A.M. The dinner hour is 1 to 2 P.M. Supper is served from 6 to 7:30 P.M.

\* \* \*

Reports of local chapters, groups and committees will be summarized at the Business Session and printed in full in the "Proceedings."

\* \* \*

Formal dress is not compulsory at any dinner or evening session.

\* \* \*

Come to Information Desk with any questions.



## SCHEDULE OF MEETINGS

	MORNING	LUNCHEON CONFERENCES	AFTERNOON	EVENING
Monday June 13			Advisory Council — 2.30 P.M.	Reception and Concert — 8:30 P.M.
Tuesday June 14	First General Session — 10 A.M.	Civic-Social Commercial-Technical Financial Insurance Museum Newspaper	Special Session planned by Mu- seum Group — 2:30 to 3:30 P.M. Special Session planned by Insur- ance Group — 3:30 to 4:30 P.M. Newspaper Group — 4:30 P.M. — Annual Reports	Beef Steak Roast — 5 to 8 P.M. (optional)
Wednesday June 15	Breakfast Conferences Insurance Museum Newspaper Second General Session — 10 A.M.	Museum	Special Session planned by Com- mercial-Technical Group — 2:30 P.M.  Newspaper Group — 4 P.M.	Formal Dinner — 7 P.M.
Thursday June 16	Breakfast Conferences Civic-Social Commercial-Technical — Election of Officers Museum Newspaper Annual Business Meeting — 10 A.M.	Financial Insurance	Special Session planned by News- paper Group — 3 P.M.	"Rather Special" — 8:30 P.M.
Friday June 17	Breakfast Conferences Insurance — Election of Officers Newspaper Special Session planned by Financial Group — 10 A.M.		Special Session planned by Civic- Social Group — 2.30 P.M. Newspaper Group — 2:30 P.M. — Election of Officers Civic-Social Group — 4 P.M. — Election of Officers	

May-June, 1932

SPECIAL LIBRARIES

229

## OUR SPEAKERS

**I**N THIS year of business depression and of great changes in so many phases of our daily life, our Association has tried to plan a conference that will be of the utmost value to its members. It will examine and appraise the political, social and economic changes taking place and will suggest ways in which S. L. A. as an Association and as individuals can make the most of the growing opportunities for fact finding in the new era. As you will see from the notes below our speakers are well qualified to talk about the subjects assigned them.

### JAMES G. McDONALD



Few Americans have had wider opportunities for first-hand study of international developments than Mr. James G. McDonald. At Geneva and at the capitals of Europe and the Orient he has met outstanding political personalities. He has attended nearly all the Assembly meetings of the League of Nations from its first meeting. He went to Russia in 1927 and in 1929.

Mr. McDonald was born in Ohio. He received his B.A. and M.A. degrees from Indiana University and studied at the Graduate School at Harvard for three years. He was assistant professor of History and Political Science in Indiana University from 1914 to 1915 and from 1916 to 1918. He also taught in the History Departments of Harvard University and Radcliffe College. Since 1919 he has been Chairman of the Board of Directors of the Foreign Policy Association.

### ROBERT S. LYND

Mr. Lynd is professor of Sociology at Columbia University and co-author of the book "Middletown," that unique and much heralded picture of life in the average American community. Mr. Lynd is at present working on the President's Research Committee on Social Trends.

### FLOYD W. PARSONS

According to "Who's Who," Mr. Parsons is Editor, Engineer and Economist. He is Editor of *Gas Age Record*, Associate Editor of *Advertising and Selling* and a frequent contributor to *World's Work*, *Saturday Evening Post*, etc. He is the author of "Everybody's Business."

### RALPH FOSS



Ralph Foss has served in many capacities with McGraw-Hill in New York, such as director of circulation for the publishing company, and is now director of sales of the book company as well as publishing director of the *Harvard Business Review*. Mr. Foss has long been interested in adult education.

### N. W. BARNES

To quote again from "Who's Who," Mr. Barnes has taught Marketing at Northwestern, Chicago University and Columbia. He was for three years director of research for the Advertising Federation of America, and an officer of the National Association for Teachers of Marketing and Advertising for ten years. He is now National Secretary of the American Marketing Society, an association for the advancement of science in marketing.

# Travel Information

## How to Get to Lake Placid

### Motor

**A**CCURATE road information issued by the Standard Oil Company, Texaco and Shell Companies and their Bulletins, obtainable at all filling stations, are a great help when choosing your route. The Chairman of the Travel Committee will also have accurate information available to all who ask

A list of reliable and comfortable inns and hotels will be supplied to anyone wishing this kind of information.

For those who wish to stop over in New York City and avoid city hotels, suggestions as to near-by suburban inns will be furnished by the Chairman of the Travel Committee.

### Hudson River by Boat

It is possible that some members will wish to see the beautiful Hudson by daylight. Comfortable boats leave New York at 9 A.M. every day including Sunday, for Albany, arriving there at 6 P.M. Fare, \$3.25.

### Air

Direct connection from principal cities to Albany may be made by planes of the American Airways, Inc. Rates from principal cities to Albany are as follows:

Chicago . . . . .	\$45 26	New York . . . . .	\$8 99
Cleveland . . . . .	\$29 31	Washington . . . . .	\$18 99



## Rail

Lake Placid is 12 hours from New York and 10 from Buffalo — through Pullmans from New York, via New York Central Lines.

From	Fares				
	Fare and One-Half	Summer Tourist	Lower Berth	Upper Berth	Pullman Seat
Baltimore, Md. <sup>1</sup> . . . . .	\$30 51	\$33.21	\$3 75	\$3.00	\$1 50
Boston, Mass. . . . .	23.61	26 67	3.75	3 00	
Chicago, Ill. . . . .	46 65	49.75	8 25	6.60	
Cincinnati, Ohio. . . . .	42.12	44 92	8.25	6 60	
Cleveland, Ohio. . . . .	28 40	30 28	5.63	4.50	
Detroit, Mich. . . . .	31.92	34 05	6.00	4 80	
Los Angeles, Cal. . . . .	164.30	144.72	31 88	25.50	
Milwaukee, Wis. <sup>2</sup> . . . . .	51.24	54.65			.75
New York City. . . . .	20.46	21.83	3 75	3.00	2.85
Philadelphia, Pa. <sup>3</sup> . . . . .	25 10	27.67	3.00	2 40	.75
Pittsburgh, Pa. <sup>1</sup> . . . . .	44.19	47.80	4 50	3.60	3.00
San Francisco, Cal. . . . .	164.30	144.72	35.88	25 50	
Toronto, Ont. <sup>3</sup> . . . . .	23.93	27 15			.75
Washington, D. C. <sup>1</sup> . . . . .	32 67	35 51	3 75	3.00	1.88

The railroad suggests that tickets be purchased at the summer tourist rate, as the difference in rate is slight and the certainty of deposit of 100 certificates is doubtful, since many plan to motor.

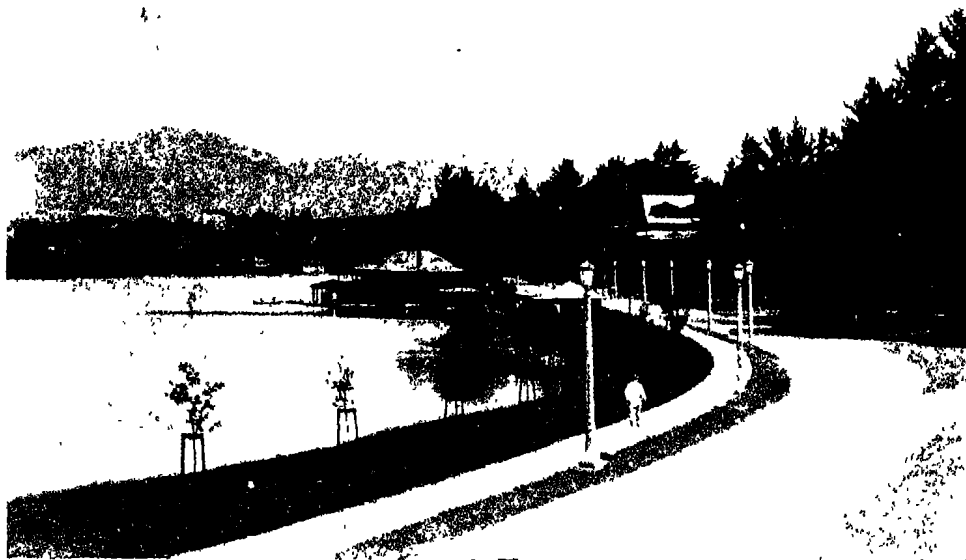
## Expenses

Members who have thought that the prices at Lake Placid are high should remember that the daily rate of \$7.00 (or \$8.00 with private bath) includes every expense except such tips as you care to give.

<sup>1</sup> Pullman fares to New York, thence rates as shown from New York.

<sup>2</sup> Seat to Chicago, thence rates as shown from Chicago.

<sup>3</sup> Seat to Buffalo, thence rates as shown from Buffalo



For instance, if you live in New York, you can attend the Conference for as little as \$60.00. This is how it works:

New York to Lake Placid and return . . . . .	\$21.83
Pullman and return . . . . .	6 00
Four days (Tuesday A.M. to Friday P.M.) . . . . .	28.00
	\$55.83

**Travel Committee**

Chairman — Gertrude D. Peterkin, American Telephone & Telegraph Co., 195 Broadway, New York City.

Members:

- Baltimore — Alice V. Reynolds, Consolidated Gas and Electric Co.
- Boston — William Alcott, *Boston Globe*.
- Chicago — Carrie Jones, National Association of Real Estate Boards.
- Cincinnati — Edythe Cowie, 855 Ridgeway Avenue.
- Cleveland — Minnie Taylor, Museum of Natural History.
- Detroit — Jean Hathaway, Detroit Edison Co.
- Los Angeles — Blanche McKown, Los Angeles Public Library.
- Milwaukee — Esther Grob, Milwaukee Academy of Medicine.
- Philadelphia — Helen M. Rankin, Free Library.
- Pittsburgh — Esther Fawcett, College of Fine Arts, Carnegie Institute of Technology.
- San Francisco — Mrs. Mary Carmody, Mercantile Library.

These members of the Travel Committee will be advised of all travel arrangements and members of the Local Groups are requested to get in touch with them when in need of information. The Chairman will, of course, be glad to answer any questions which come to her.



## EDITORIAL BOARD

*Editor*, RUTH SAVORD, Council on Foreign Relations, Inc., New York

*Advertising Manager*, M. DOROTHY HOWARD, Standard Statistics Co., New York

### Department Editors

MARGARET BONNELL, Metropolitan Life Insurance Co., New York

ELIZABETH O. CULLEN, Bureau of Railway Economics, Washington, D. C.

LOUISE KELLER, Independence Bureau, Philadelphia, Pennsylvania

MARIAN C. MANLEY, Business Branch, Public Library, Newark, New Jersey

EMILIE MUESER, Engineering Societies Library, New York

M. E. PELLETT, Port of New York Authority, New York

MARIE K. PIDGEON, Consulting Librarian, 135 East 52d St., New York

A. A. SLOBOD, General Electric Co., Schenectady, New York

### Editors of Group Pages

GRACE A. ENGLAND, Civics Division, Detroit Public Library, Detroit, Michigan

ABBIE G. GLOVER, Insurance Library Association of Boston, Boston, Massachusetts

MARY ETHEL JAMESON, National Industrial Conference Board, New York

JOSEPH F. KWAPIL, Public Ledger, Philadelphia, Pennsylvania

RUTH G. NICHOLS, Federal Reserve Bank, Chicago, Illinois

MINNIE WHITE TAYLOR, Museum of Natural History, Cleveland, Ohio



### A Farewell and a Thank You!

THE word *coöperation* has been so used, overused and misused that it has become anathema to the ears of most of us. Yet, since the English language seems to offer no other with its exact meaning, we shall have to continue to inflict its unpleasant accents upon you, for without all it connotes we cannot carry on.

National and local officers, chairmen of groups and committees will all bear me out in the contention that they are helpless without the most ardent support of the membership as a whole. Then how much more so is this felt by the Editor who knows that on the 10th of every month there must leave the publisher's hands a printed document that is representative of all the interests and problems of a group of more than 1200 people scattered all over the world.

As the present Editor sends forth this last number to be issued under her leadership, she can only pay her humble tribute to our officers and Executive Board who have approved her policies and supported her in carrying them out; to every member of the Editorial Board, each one of whom so ably and so promptly prepared the material to be included each month; and back of them, to the members, who, although holding no official position, have shown their interest in such a variety of ways. As she takes leave of you in her official capacity, she sends you all a sincere thank you! May her successor receive the same never-failing support and — hated word — *coöperation!*

## PRESIDENT'S PAGE

### A New Editor

THE Executive Board was informed at its meeting in Baltimore, on February 20 that Miss Savord would be unable to carry on the duties of Editor of our magazine after the end of the Association year in June. It was necessary, therefore, for the Board to appoint a committee with executive powers to select a new Editor as soon as possible. This committee, consisting of Misses Eleanor Cavanaugh, Chairman, Linda H. Morley, Rebecca Rankin, Ruth Savord, and your President, was able to report on March 14 that Miss Florence Bradley, Librarian, Metropolitan Life Insurance Company, had consented to edit the magazine for the coming year. Needless to say with what pleasure this announcement is made!

As Miss Savord's name still appears in this issue as head of the editorial staff, her modesty undoubtedly makes it impossible for us properly to express on this page our gratitude and admiration for the way in which the editorial work has been handled this year. No such restrictions, however, will bind us during our convention proceedings, and the praise of her devoted and exacting labors which will appear in the published reports we hope will make clear to her how highly her efforts have been appreciated.

### The Convention!

ARE we going to meet *you* at Lake Placid? and *you?* and *YOU?* From every side we hear, "No, our salaries have been cut, — traveling expenses have been omitted from our budgets, — vacations without pay are in order, — our firms tell us, no conventions for anybody!" And so on and on.

We are beginning to think the only ones whom we shall see are those willing to shake their fists at the bogey (whose well-known name we refuse to mention), those who have made up their minds that for one week at least he shall be forgotten, that the pleasure of meeting again with our associates in that most attractive vacation spot shall be enjoyed to the limit! Are *you* going to be one of the *Bold Defiers?*

To those whom I shall *not* meet at Lake Placid let me extend here my thanks for the whole-hearted support and coöperation which I have received throughout this year's administration. Despite the labors entailed, the pleasures of better acquaintance with the many workers and well-wishers of the Association have been more than sufficient reward for the responsibilities of the presidency.

ALTA B. CLAFLIN

## WHO'S WHO

### MIRIAM N. ZABRISKIE

**G**RADUATION from South Orange High School, Capen School, and Smith College, further fortified by a thorough business training at the Katherine Gibbs School, gave Miriam Zabriskie, Chairman of the Commercial-Technical Group, a fine background for almost any career.

As a beginning, she spent about a year with the Committee on Dispensary Development and the National Association of Railway Executives, before joining the Statistical Department of the Western Electric Company in 1924. In 1925, she was asked to become Librarian of that Organization with which she is still affiliated. In order to fit herself for her new duties, Miss Zabriskie immediately enrolled in Miss Morley's course at Columbia University on "Special Libraries."

In addition to her Group work, Miss Zabriskie has served on the Hospitality Committee of the local association and, in 1931, on the Nominating and Resolutions Committee of the National.

### LAURA A. WOODWARD

**L**INCOLNTON, N. C., Atlanta, Georgia, Norwich, Conn., and Shelby, N. C., all claimed Laura A. Woodward, Chairman of the Insurance Group, during her school days and before her two years' training at the Maryland State Normal School in Baltimore.

Upon the completion of her course there, Miss Woodward applied for and obtained a position with the Maryland Casualty Company, with which she had been associated in various capacities from that time until she was asked in June 1927 to assume the duties of Librarian of their Central Research Library in the Home Office. In the meantime, Miss Woodward had taken a business course and several courses in economics at the Johns Hopkins Night School.

With the help of Miss Hitchcock and Miss Reynolds, two Baltimore S. L. A. members,

Miss Woodward formed the Baltimore Chapter in the spring of 1930 and has served as its Chairman since organization. She also was Secretary of the Insurance Group of the National Association from 1929-1931.

### DAVID G. ROGERS

**U**NTIL the year 1916 about the remotest thought in the mind of David Rogers, Chairman of the Newspaper Group, was that he would ever be identified with library or reference work. His favorite pastime was the editing and swift handling of news.

Born in Garnerville, Iowa, of pioneer parents, he had two years of tutoring in advanced studies after he had completed his high school course. His parents were disappointed when he chose the vocation of telegrapher, instead of physician, but his one ambition was to travel and a good telegrapher in those days could obtain a job anywhere.

After two years in the then Dakota Territory with the "C., M., & St. P. Ry." he began his newspaper work — reporting for the *Sioux Falls Press*. Next, press reporting for the old United Press and for the Associated Press took him to St. Paul, Omaha, Kansas City, Chicago and, finally, to New York City in 1885.

Six years later, off West he went again as a railroad man — telegrapher, conductor, train despatcher, and train master. But, after another thirteen years, Mr. Rogers came back from Los Angeles to New York City to stay. In 1905 he joined the editorial staff of the *New York Times*.

1916 brought him into the reference ranks when the *Times*, realizing the inadequacy of their subject and biographical files to meet the demands made by the war news, asked Mr. Rogers to reorganize the files and their library of some 15,000 volumes. After six years devoted to this task, Mr. Rogers accepted an offer from the *New York Tribune* to perform a similar service for that paper. He is still carrying on with its successor — *The New York Herald-Tribune*.



## Across the Secretary's Desk

WITH three new publications just off the press, the Secretary's Office is a busy place. Orders are being received for "The Creation and Development of an Insurance Library," "Supplement to the Handbook of Commercial and Financial Services," and "Basic List of Current Municipal Documents." Each one is a splendid tool and we anticipate that they may have an excellent sale. Of course, all institutional members have already received copies.

Plans are under way for the Convention, June 13-17, at the Lake Placid Club. The Information Desk at Forest Clubhouse will be in charge of the Secretary's Office and will be manned by James Katsaros and Dorothy Lilleston. These two

capable assistants are the ones who have done the hard work at 345 Hudson Street for the past year, and to them the Association is much indebted for their loyalty.

Each month we have the pleasure of noting our new members. We welcome them cordially to our membership and hope they feel at home at once in their own local associations. Please join with us at Lake Placid in June so you may be equally familiar with the national association, its activities, its purposes, and its plans for the future, and so you may meet special librarians in your field of work from other cities.

REBECCA B. RANKIN,  
Secretary

## New Members Since April Issue

### ACTIVE

Madeline Buzzell, Tri-Continental Corporation, 54 Wall Street, New York City  
 Mrs. M. E. Cowdrey, Japanese Commercial Museum, 549 Market Street, San Francisco, California  
 Rosamond Cruikshank, Technical Branch, 730 Main Street, Hartford, Connecticut  
 Leila G. Forbes, U. S. National Museum, Washington, D. C.  
 Margaret S. Gill, National Research Council, Ottawa, Ontario, Canada  
 Mona Martin, The Great-West Life Assurance Co., Winnipeg, Manitoba, Canada  
 Anne Protheroe, Universal Atlas Cement Co., 208 So. La Salle Street, Chicago, Illinois  
 William R. Roalfe, Librarian, School of Law, Duke University, Durham, North Carolina  
 Lena E. Ruppert, Librarian, Law Library, National Broadcasting Co., 711 Fifth Avenue, New York City  
 Caroline Weber, Central Public Service, 224 So. Michigan Avenue, Chicago, Illinois  
 Rosalind M. Wilson, Librarian, Library, Gulf Research Laboratory, P. O. Box 378, Oakland Station, Pittsburgh, Pennsylvania  
 Mabel Austin Work, 720 N. Dupont Road, Richardson Park, Delaware

### ASSOCIATE

Elizabeth G. Barry, Boston Public Library, Copley Square, Boston Massachusetts  
 Aline B. Colton, Librarian, Boston English High School, Montgomery Street, Boston, Massachusetts  
 Eleanor M. Crane, Xavier University Library, Cincinnati, Ohio  
 Mary F. Crane, c/o Lever Brothers Co., 164 Broadway, Cambridge, Massachusetts  
 Gladys Driver, 747 Leland Avenue, South Bend, Indiana  
 Margaret M. Henkel, Technology Department, Detroit Public Library, Detroit, Michigan  
 Eleanor D. Herdman, Assistant Librarian, Boston University, School of Education, 29 Exeter Street, Boston, Massachusetts  
 Edla Laurson, 114 E. Forest Street, Detroit, Michigan  
 Pearl Enid Lockhart, Reference Department, Detroit Public Library, Detroit, Michigan  
 Berger J. O. Lundell, New York Public Library, Economics Division, 476 Fifth Avenue, New York City  
 Rev. R. Le Blanc Lynch, 1213 Beacon Street, Brookline, Massachusetts  
 Mrs. Miriam W. Lyne, *Detroit News* Library, Lafayette Boulevard and Second Avenue, Detroit, Michigan  
 Mrs. Mary W. MacTarnaghan, New York Public Library, Economics Division, 476 Fifth Avenue, New York City

Mrs. Russell W. Magna, Librarian, General, D. A. R., Holyoke, Massachusetts  
Laura Marquis, Carnegie Library of Pittsburgh, Business Branch, Union Trust Building, Pittsburgh, Pennsylvania  
Charles M. Mohrhardt, Chief, Technology Department, Detroit Public Library, Detroit, Michigan  
Alice Evans Moore, 8 Morris Circle, Trenton, New Jersey  
Edward B. Morrison, New York Public Library, Economics Division, 476 Fifth Avenue, New York City  
Stella Robbins, 418 West 118th Street, New York City  
Margaret Schoener, American Institute of Baking, 1135 Fullerton Avenue, Chicago, Illinois  
William Shirley, New York Public Library, Economics Division, 476 Fifth Avenue, New York City  
Edith M. Spicer, Christ Hospital Library, Cincinnati, Ohio  
Eleanor Stephens, First Assistant Librarian, Los Angeles County Free Library, 204 North Broadway, Los Angeles, California  
Mabel C. True, Librarian, The Downtown Library, Farmer & Gratiot, Detroit, Michigan  
Harriet P. Turner, Enoch Pratt Free Library, Baltimore, Maryland  
Lucille Walsh, Fordson High School Library, Fordson High School District, East Dearborn, Michigan  
Mrs. Eleanor S. Washburn, Boston Council of Social Agencies, Research Department, 43 Tremont St., Boston, Massachusetts  
Cecile Watson, Reference Department, Cincinnati Public Library, Cincinnati, Ohio  
Nello Wilson, San Francisco Stock Exchange Institute, 155 Sansome Street, San Francisco, California  
Eleanor V. Wright, Technology Department, Public Library, Woodward & Kirby, Detroit, Michigan

#### NEW SUBSCRIBERS

Boone Library School, Wuchang, via Hankow, China  
Missionary Research Library, 3041 Broadway, New York City  
Reference Department, White Plains Public Library, White Plains, New York  
Sakawkassk. N.-Issled. Inst., Po Chlopku Sak. Nichi, Asserbajdshan, Gandsha-Woksal. Sakawkasje, U.S.S.R.  
Texas Masonic Grand Lodge Library, Waco, Texas

---

#### MRS. LUCY CULLEN

AS WE go to press, word comes of the sudden and tragic death of one of our most active members — Mrs. Lucy Cullen of the staff of the Library of Congress and mother of Elizabeth O. Cullen, our Treasurer. Mrs. Cullen died on May 5 of injuries received in an automobile accident. Miss Cullen, who was driving, was seriously injured and is now in Sibley Hospital, Washington. Every hope is held for her recovery.

Mrs. Cullen has been Chairman of our Committee on Coöperation with the Library of Congress and has made all our contacts with that organization. She was active in arranging our two recent Washington Conventions and will be happily remembered by all who attended.

We of the Special Libraries Association extend our deepest sympathy to our fellow-member.

---

## Digest of Business Book Reviews

Compiled by the Staff of the Business Branch of the  
Public Library, Newark, N. J.

**Brown, T. H.** *Problems in Business Statistics.* McGraw-Hill, 1931. \$5.00.

"The purpose of the book is 'to meet part of the why of business statistics.' . . . The problems are well selected and an extraordinary amount of industry and acumen is displayed in the brief and usually clear presentation of the principal factors involved." J. G. Smith *American Economic Review*, March 1932, p. 183. 360 words.

"Specific problems à la Harvard Business School Plan. Whether these problems would be applicable in other cases is problematical. The author believes that they establish a kind of working philosophy." R. L. Smitley. *Business Briefs*, November 1931, p. 155. 50 words.

"The modern student of business cycles, trends, statistics, etc., is to be congratulated upon the existence of this and similar Harvard business publications." F.W. Thornton. *Journal of Accountancy*, February 1932, p. 149. 375 words.

**Bursk, J. P.** *Seasonal Variations in Employment in Manufacturing Industries.* University of Pennsylvania Press, 1931. \$2.50.

"This volume is based on the monthly reports of the number of wage earners reported in the 'Census of Manufacturers' for the years 1904-1925. . . . The author has regrouped the industries into those producing consumers' goods and those producing producers' goods." C. E. Persons. *American Economic Review*, March 1932, p. 139. 360 words.

"It affords not only greater insight into the workings of a competitive economic system, but quantitative knowledge sorely needed in the formulation of the theory and administration of unemployment insurance." David Weintraub. *Journal of the American Statistical Association*, March 1932, p. 119. 360 words.

"The study is rather thorough for the industries covered and would seem to be a very excellent contribution to the rather limited amount of literature on this important subject. It should be of inestimable value to any business or an entire industry in any attempt toward the stabilization of employment." N. A. C. A. *Bulletin*, March 1, 1932, p. 921. 500 words.

"The author observes that, while general aspects of unemployment have received wide and intelligent consideration, such specific questions as seasonal idleness have been greatly neglected. His book does much to fill this need." *Textile World*, December 5, 1931, p. 49. 325 words.

**Buyers Manual.** National Retail Dry Goods Association, 1931. \$3.00.

"A practical manual of retail merchandising and advertising." *Advertising & Selling*, October 14, 1931, p. 80. 60 words.

"Practically every phase of buying and merchandising has been covered here by twenty leading authorities. . . . Executives of long experience will find this book invaluable today, especially the chapter on planning and control." R. L. Smitley. *Business Briefs*, November 1931, p. 156. 50 words.

"This second edition should have more use than the first, since it is better organized, and there has been some expansion in material as well as additions of new chapters." E. P. Learned. *Harvard Business Review*, April 1932, p. 339. 450 words.

"There is probably no book dealing with the buyer's job that has proved so useful as this series of articles that appeared originally in the Bulletin of the National Retail Dry Goods Association." *Journal of Retailing*, October 1931, p. 93. 120 words.

**Casey, C. C.** *Why I Don't Sell Substitutes.* Dartnell, 1931. \$1.85.

"An endeavor to expose the fallacy of 'something-for-nothing' merchandise — an endeavor to show retailers the error of trying to substitute unknown, unbranded merchandise, for standard merchandise of known value." *Dartnell Reference Index*. 120 words.

"The aim is to bring out clearly the definite profit-advantages to the average retailer of buying only known and standard merchandise." *Class & Industrial Marketing*, December 1931, p. 74. 100 words.

"Points out to retail merchants that the accumulation of dead stock can be avoided if they concentrate on the merchandising of well-known brands." *Industrial Arts Index*, November 1931, p. IV. 55 words.

"This book contains several good pointers for retailers told in easy, readable style." *Nation's Business*, February 1932, p. 94. 35 words.

**Filene, E. A. Successful Living in This Machine Age.** Simon & Schuster, 1931. \$2.50.

"A clear and keen analysis of the machine civilization in which we find ourselves, and a practical plan for personal adjustment both to it and to the situations which it has created" *Bankers Monthly*, March 1932, p. 181. 175 words.

"Mr. Filene shows us a machine order whose sins could all be virtues. . . . Most of his basic views are well grounded and his conclusions the result of keen analysis. He brings out also in a clear, readable fashion a multitude of economic truths of direct application to present-day living." S. E. Thompson. *Bulletin of the Taylor Society*, February 1932, p. 45. 1450 words.

"The individual and social adjustments necessary for living in this mass production world." *Factory & Industrial Management*, January 1932, p. 38. 12 words.

"Mass production is the theme of the book, the author defining it as production for the masses. This new force and its relation to living is the author's concern." *Industrial Arts Index*, November 1931, p. V. 100 words.

"There has been so much bunk and balderdash written about the impossibility of the human spirit's keeping alive in a machine age that this book comes like a breath of clean and antiseptic air through a stuffy room." *Journal of Retailing*, January 1932, p. 123. 250 words.

"The need for constructive thought and action on the part of the masses commends this book for consideration. The challenge is put to the business leadership of the country and Mr. Filene has made a commendable contribution towards meeting this challenge." E. E. Brinkman. *Management Review*, March 1932, p. 93. 900 words.

**Fisher, V. E. Dissatisfied Worker.** Macmillan, 1931. \$2.50.

"Presents an interesting point of view with respect to dissatisfied employees in industry and discusses the common symptoms attending emotional maladjustment." F. H. Roethlisberger. *American Economic Review*, March 1932, p. 140. 455 words.

"It is a readable account on the text-book order for student beginners and a not overpowering dose of psychological and psychiatric

terms for the layman — of the reasons that some of us fail in our work contacts." Kate Lewis. *Management Review*, October 1931, p. 320. 550 words.

"Most of the chapters in this book are devoted to the different kinds of individual maladjustments, their symptoms and effects. A suggested mental hygiene program comprises the last chapter of the book." *Metal Industry*, March 1932, p. 116. 110 words.

"Examines the worker from the standpoint of his make-up and his relation to his job, with the object of understanding more about him, particularly in this peculiar relationship, so that various maladjustments that occur in this realm can be approached more intelligently." *New York Herald Tribune Books*, October 18, 1931, p. 16. 300 words.

"Fairly considerable emphasis is placed upon the great financial loss, seldom recognized by industry, which is involved in the employment and retention of emotionally maladjusted workers." O. L. Harvey. *Personnel Journal*, October 1931, p. 210. 530 words.

**Love, R. A. Federal Financing.** Columbia University Press, 1931. \$4.25.

"Mr. Love has shouldered the difficult task of analyzing critically the Treasury's borrowing methods from the point of view of the financier who is responsible for the financial policy, the terms of the loans, and the creation of a market for loans." S. S. Burr. *American Economic Review*, March 1932, p. 165. 630 words.

"A historical account of United States Treasury operations from the War of Independence to our days. It deals with the effect of these operations upon the monetary situation, and provides therefore a valuable assistance to those desirous of acquiring a good knowledge of the American money market." *The Banker (London)*, May 1931, p. 167. 80 words.

"A book of this character, dealing with the methods of the Treasury in its borrowing operations, should prove of interest to bankers." *Bankers Magazine*, September 1931, p. 420. 30 words.

"While the book is advanced and frankly academic, it is a valuable contribution to a finance subject about which very little has been written." R. L. Smitley. *Business Briefs*, May 1931, p. 635. 60 words.

"The author has discussed with great intelligence some of the less familiar aspects of our fiscal policy." J. H. Hollander. *Journal of*

the *American Statistical Association*, March 1932, p. 109. 375 words.

**Moore, B. V. Readings in Industrial Psychology.** Appleton, 1931. \$5.00.

"The subject is certainly in its evolutionary and experimental stage, but no phase of its development appears to have been neglected in this compendium." R. L. Smitley. *Business Briefs*, January 1932, p. 315. 60 words.

"The volume is intended for the practical use of the employer as well as for the student of business and psychology." *Industrial Arts Index*, November 1931, p. IV. 105 words.

"This book has been compiled to present a cross-section of the most significant facts and thought on industrial psychology." *Inland Printer*, December 1931, p. 87. 250 words.

"The book adequately fulfills its purpose of making available both to the technician and the layman, the known facts in industrial psychology." *Metal Industry*, March 1932, p. 116. 150 words.

"The volume is well done and will prove profitable reading for anyone interested in gaining a view of what present-day industrial psychology is and how it tackles its problems." A. W. Kornhauser. *Personnel Journal*, February 1932, p. 374. 700 words.

**Munn, G. G. Encyclopedia of Banking and Finance.** Bankers Publishing Company, 1931. \$10.00.

"It contains some 3,600 terms. There has also been included the text of the principal banking laws, and the forms and phraseology of the principal instruments of banking and finance." A. W. Hanson. *Accounting Review*, March 1932, p. 81. 185 words.

"The first edition was published in 1924, and this is its third revision. It contains the most important acts which a student may wish to consult." *American Economic Review*, December 1931, p. 780. 100 words.

"A very handy reference book for all business organizations." *Industrial Digest*, August 1931, p. 39. 190 words.

"It contains over 3,275 terms and expressions, including financial slang used in the vocabulary of bankers, investors, financiers and brokers, also bank laws and regulations." *System*, August 1931, p. 112. 28 words.

**Rittenhouse, C. F. Accounting Problems.** McGraw-Hill, 1931. \$3.00.

"The reviewer is impressed with the care which has been taken to grade the problems

and to present accounting from a broad point of view." W. S. Krebs. *Accounting Review*, March 1932, p. 87. 275 words.

"The original work which appeared in 1922 has been revised to present many new problems and to bring the illustrative forms of financial statements in line with modern practice." H. G. Romig. *Credit & Financial Management*, March 1932, p. 26. 70 words.

"Includes illustrated forms of financial statements for various types of business—also problems and exercises." *System*, December 1931, p. 44. 15 words.

**Scott, W. D. Psychology of Advertising.** Dodd, Mead and Company, 1931. \$3.50.

"The author uses the case method to show the relationship between psychology and advertising, literally tearing apart a number of actual advertisements to show why they were successes or failures." *Dartnell Reference Index*. 140 words.

"Illustrations and terminology brought up to date. New data on testing and checking of advertisements. Inductive phase of psychology stressed." *Advertising & Selling*, November 11, 1931, p. 58. 25 words.

"This is a revision of the original work first published about ten years ago. It adds many fresh examples and new material developed through research in recent years." *Class & Industrial Marketing*, November 1931, p. 72. 360 words.

**Sheldon, Roy. Consumer Engineering.** Harper, 1932. \$3.50.

"As a bit of propaganda this book serves its purpose excellently for a new viewpoint in business. It sells the concept of consumer engineering. This makes the book worth while." P. J. Nystrom. *Advertising & Selling*, February 17, 1932, p. 30. 700 words.

"For the most part, the authors are actually concerned not with the economics of consumption in relation to production, but with methods, ideas, stunts for pushing sales; with market research, suggestions from modern psychology, designing, packaging, and getting distribution." W. H. Lough. *Bulletin of the T aylor Society*, February 1932, p. 47. 550 words.

"It behooves every business man to learn how to engineer the consumption goods, if he is to survive. This book is the first one to handle the subject from the 1932 advanced idea." R. L. Smitley. *Business Briefs*, March 1932, p. 475. 85 words.

"All those concerned with this phase of business management will find a new approach

in this volume." Leona Kohn. *Industrial Arts Index*, February 1932, p. III. 75 words

**Wormser, I. M. *Frankenstein, Incorporated*. Whittlesey House, 1931. \$2.50.**

"The complex of relations between the stockholder, the corporation and its governors forms the central theme of Mr. Wormser's book. A good many of the problems are necessarily skipped in a short popular treatment." Malcolm Sharp. *American Economic Review*, March 1932, p. 120. 1,500 words.

"The problem of economic adjustment must be made against this monster of power. The

legal strain in the book makes it difficult but the thesis is excellently developed." R. L. Smitley. *Business Briefs*, January 1932, p. 315. 60 words.

"All must admire and appreciate the concise and sparkling style that makes this important contribution to the discussion of present day ills, a readable and entertaining volume." G. L. Carrall. *Management Review*, March 1932, p. 95. 630 words.

"The author, in a way, applies the monster, 'which became the terror of all living things, to the corporate business organization of today.'" *Mid-Western Banker*, February 1932, p. 33. 190 words.

## CLASSIFICATION and INDEXING

Louise Keller and Emilie Mueser, Department Editors

### ADVISORY COUNCIL

Florence Bradley, Constance Beal, Harriet D. MacPherson, Isabel Rhodes, Kathrine Malterud

### SOUVENIR

In March the Department passed its second anniversary. To fittingly celebrate this event, the Department Editors and their Advisers authorized the preparation of a detailed index of the Department and of classification articles appearing elsewhere in the magazine. It is hoped that our subscribers will appreciate this idea of a birthday gift, and find it useful.

## Index to Classification Material

### SPECIAL LIBRARIES

Ja. 1930-Mr. 1932

- |   |  |
|---|--|
| Advertising, Ap'30:127-29; My-Je'30:189-90, S'30:262-63                               | Classification construction, Ap'30:129; S'31:326-28  |
| Agriculture, S'30:263 (ref)   | Classification for the special library, Mr'32:103-107  |
| Alphabating. Standardization, Mr'30:88  | Classification, What should the special librarian know of, Ja'32:11-13   |
| Arms, J. L. Short bibliography of classification, 1920-29. S'30:273-75                | Classifications, Loan collection, D'31:458-60; Mr'32:129-30  |
| Bemis, Dorothy. How shall we classify the special library? Mr'32:103-107              | Classified catalog, Mr'30:87-88; D'30:398-402; Ja'31:16-17   |
| Biography, Mr'30:87   | Cunningham, E. R. A classification for medical literature. Ja'32:19  |
| Brussels classification system, My-Je'30:188-89; S'30:263; S'31:328                   | Cutter, W. P. Expansion of the Cutter system for business libraries (review). Ja'31:17-18  |
| Business management, My-Je'30:188-89; Ja'31:17-18                                     | Cutter, W. P. Japanese classification (review of Mori-Kiuoshi, ed. <i>Nippon decimal classification</i> . Tables and index). F'30:52 |
| Chapin, F. S. Abstracts in the social sciences. Section on classification. F'31:40-41 | Dartnell reference index, F'32:84  |
| Chemistry, Industrial, My-Je'31:178-79 (ref)  |  |
| Classification bibliography, S'30:273-75  |  |
| Classification committee report. D'30:392-93  |  |

- Dewey classification system, N'31:424-26  
 Electric distance communication, My-Je'31:178 (ref)
- Engineering, Mr'30:86-87; My-Je'31:178-79  
 Files, Classified and alphabetical, S'30:260-62; O'30:312-14  
 Files, Thoughts on subject filing, D'30:373-75  
 Giblin, Mary. Taking the guess out of office filing O'30:312-14  
 Index card service, My-Je'31:178-79; F'32:84-85  
 Insurance. Shelflisting, F'31:55  
 Insurance, Why put with hospitals? Ap'30:129  
 International institute of agriculture. Classification scheme of agriculture, S'30:263 (ref)  
 Japanese classification (review), F'30:52  
 Keller, Louise. What should the special librarian know of classification? Ja'32:11-13  
 Kelley, G. O. Classified catalog in a reference library. D'30:398-402  
 Law, My-Je'30:186-88  
 Lending library of classifications, D'31:458-60; Mr'32:129-30  
 Light, S'31:328  
 Mann, Margaret. Introduction to cataloging and the classification of books (review). My-Je'30:189  
 Medicine, Ja'32:19  
 Mededeelingen van het Nederlandsch instituut voor documentatie en registratuur, My-Je'31:179 (ref)
- Optics, S'31:328  
 Radio, Mr'30:87; Ja'31:17  
 Repertorium technicum, F'32:84-85  
 Reports of committees, 1929-30. Classification, Jl-Ag'30:232  
 Science, Mr'32:130  
 Scope of Classification and indexing department, My-Je'30:190; Mr'31:90-91  
 Shelf list symposium, F'31:54-56  
 Social sciences abstracts. Classification, F'31:40-41  
 Social work, Ap'31:130-31; My-Je'31:131; N'31:424-25  
 Social work, Medical, D'30:402  
 Sociology, Ap'31:130-31; My-Je'31:179; N'31:424-25  
 Upton, E. S. Adaptability of a classified catalogue to a university library. Ja'31:16-17  
 Useful arts, Mr'32:130  
 V. D. I. Literatur-karteien, My-Je'31:179 (ref)  
 Vanderbilt, Paul. A national lending library of unpublished classifications. D'31:458-60  
 ——— Recent donations to the collection of the Committee on classification. Mr'32:129-30  
 Vaughan, W. W. Thoughts on subject filing. D'30:373-75  
 World power conference. Classified abstracts, F'32:85

## HERE AND THERE

Alice E. Casey, Librarian, Lake Shore Athletic Club, Chicago, has called to our attention a spot of literary interest at Saranac Lake near Lake Placid. It is the small gabled house within whose walls Robert Louis Stevenson wrote several of his masterpieces during the winter of 1887-1888, when he sought the recovery of his health in this mountain retreat. Our members who are motoring may wish to visit this shrine during their trip through the Adirondacks.

### What Reports Do Cities Publish?

For the first time there is available a check-list of official publications issued periodically since 1927 by the larger cities of the United States and Canada.

Very few cities have developed a consistent policy either of publishing or distributing their reports. Consequently libraries and research agencies that need an adequate file of municipal documents have been confronted with an almost impossible problem of selection and acquisition.

The Special Libraries Association through a

committee of the Civic-Social Group headed by Josephine B. Hollingsworth of the Los Angeles Municipal Reference Library has compiled this basic check-list.

The volume is well arranged with an alphabetic list by names of cities of ALL regularly published reports of forty-five cities of the United States of 200,000 population and some fourteen cities of 100,000 population or over, which are important for industrial or geographical reasons. Only reports currently published since 1927 have been included. There are over 1,400 such reports listed, including the most recent editions of charters and ordinances.

A complete subject index makes it easy to find any report or to ascertain which cities, for example, publish health reports or annual budgets.

The "Basic List of Municipal Documents" is an invaluable tool for municipal officials, city managers, research agencies, students of government, and public and special librarians. This 72-page pamphlet is available from the Special Libraries Association, 345 Hudson Street, New York City, at \$1.00 a copy.

## EVENTS and PUBLICATIONS

Margaret Bonnell, Department Editor

**T**WO studies have been published by the Employment Stabilization Research Institute of the University of Minnesota — **Employment Trends in St. Paul, Minneapolis and Duluth**, and **The Duluth Casual Labor Group**. The first named study includes detailed statistical tables giving the number of persons employed in each city, separated into major industrial and commercial groups, monthly for the past six years.

The other study is of a group whose presence in a community constitutes a peculiar problem. These men had been partially or wholly unemployed during the past two years. The study gives the results of ability and aptitude tests made upon them, together with physical and medical findings. The general conclusion is that probably medical attention and vocational training might increase the usefulness of the younger men, but that even under the best of treatment the maximum value to industry of the group as a whole would not be large.

\* \* \*

**A World of Knowledge at Your Door** is the title of a tiny leaflet which advises employees of the Consolidated Gas Company to "get the library habit." On the back is a picture of the library and the hands on a clock dial are set at library hours. Josephine I. Greenwood, the Librarian, is having these reminders of the library service distributed to all employees of the company through the medium of the pay envelope.

\* \* \*

The Phoenix Mutual Life Insurance Company in Hartford, Connecticut, of which Mrs. Grace C. Bevan is Librarian, issues a loose-leaf *Library Leaf* each month, which reviews briefly books added to the library of especial interest to salesmen.

\* \* \*

J. B. Anderson, Assistant Federal Reserve Agent of the Cleveland District, who is the officer in charge of the bank's library and very sympathetic to special libraries, is author of an article on "The Financial Relief Program" which appeared in the March issue of *The Cleveland Trust Monthly*.

\* \* \*

"Producers Maintain Large Libraries to Insure Accuracy" is the title of an article in *The Motion Picture*, the organ of Motion Picture Producers

and Distributors of America, Inc. The article describes the libraries of Famous Players-Lasky, Fox Film Corporation and Universal Pictures Corporation, on the Pacific Coast. The description of Famous Players-Lasky Library is quoted from the article by Helen Gladys Percy which appeared recently in *SPECIAL LIBRARIES*. Betty Lord Fitzpatrick is Librarian of Universal Pictures Corporation. The valuable assistance rendered by public libraries as well as the special research libraries maintained by the companies is acknowledged as the source of the remarkable accuracy noticeable in motion pictures.

\* \* \*

**Formulating Sound Foreign Investment Policies**, an article by Dr. Leland Rex Robinson, who a year ago addressed the New York Chapter of S. L. A. on investment trusts, was published in the January *Trust Companies Magazine* and has been reprinted in pamphlet form. The article is an address delivered by Dr. Robinson at the Williamstown Institute of Politics in August of last year.

\* \* \*

S. L. A.'s **Bibliography of Bibliographies in Electrical Engineering** is referred to thus in *The Electric Journal* for January:

"Knowledge," says Dr. Samuel Johnson, "is of two kinds. We know a subject ourselves, or we know where we can find information about it." This quotation almost inevitably comes to mind when looking over "A Bibliography of Bibliographies in Electrical Engineering," an extensive list of articles and books which contain bibliographies upon a particular subject that should be of immense value to research workers and librarians.

Mrs. Katherine Maynard, Vail Librarian of Massachusetts Institute of Technology, as Chairman of the Electric Engineering Committee of the Commercial-Technical Group, edited the Bibliography. This is mentioned in the Report of the Librarian of M. I. T. for 1930/31, as is also the fact that the Assistant Librarian served on the Committee of Education of the Special Libraries Association of Boston. Under the auspices of this committee an evening course of study in library methods was given at the M. I. T. Library during the winter by a member of the staff of the Boston Public Library.

\* \* \*

In the interests of an understanding of Russian life and thought the Russian Student Fund, Inc.,



347 Madison Avenue, New York City, publishes a little monthly magazine called *The Russian Student*. The November 1931 issue reprinted from *The Library Quarterly* an illustrated article on the **Origins of Russian Printing**. Each issue contains several poems by Russians and reviews of books about Russia.

\* \* \*

**How Business with Foreign Countries is Financed**, a 62-page pamphlet by the Guaranty Trust Co., while ostensibly an advertisement of the services rendered by the bank's foreign department, constitutes a handy reference aid to business men as to how foreign business is conducted, according to the *Library News* of books and pamphlets added to the New York Federal Reserve Bank Library.

\* \* \*

Poor's Publishing Company is issuing a new **Desk Manual** which gives the most important facts about companies described in the four Poor's Manuals of Industrials, Railroads, Public Utilities, and Banks, Governments, Municipals, etc., although not, of course, such complete data. It also gives editorial comment about many of the larger companies. The price of the Desk Manual is \$50 for two volumes a year, or \$35 for the January volume only.

\* \* \*

The Commonwealth Bindery, 129 Washington Street, Brookline, Mass., has for sale a volume on **Wool Tariff, Wool Labeling, Weights and Measures**, which is a collection of 175 reprints of articles covering the past 29 years. To reference libraries that agree not to circulate the volume, and that bear the cost of binding and reinforcing, the price is \$6, to others, \$50. One of the endorsements printed in the descriptive broadside is that of Mr. H. M. Lydenberg, Assistant Director of the New York Public Library.

\* \* \*

In response to a request by the United States Office of Education that a copy of each doctor's thesis and each outstanding master's thesis in education be filed in its library, 242 theses have been received. These are now available through inter-library loan. Application should be made through the borrower's librarian to the Librarian of the U. S. Office of Education. An annotated list of these theses has been published as Pamphlet No. 26 and is for sale by the Government Printing Office for 10 cents.

\* \* \*

A series on Franco-German economic relations starting in *Lloyd's Bank Monthly Review* for January is to include an article setting forth the

French point of view by a French economist, the German by a German economist, and a summing up by Sir Arthur Salter, whose **Recovery: the Second Effort** is one of the recent important economic books.

\* \* \*

The February issue of the *Bulletin* of the Cleveland Public Library's Business Information Bureau is on trade association sources of information. Groups of references deal with trade associations as a national economic asset, with their activities, conventions and trade shows. A supplementary list on organization and management and on legal aspects of trade associations is available on application to Miss Vormelker.

\* \* \*

Miss Rankin has called attention to what might be called an "offspring" of S. L. A. — The Union Française des Organismes de Documentation, which has for its object the facilitating of the systematic use of all sources of information and the encouragement of coöperation among French organizations which collect and disseminate information. The U. F. O. D. is closely modelled upon the British Association of Special Libraries and Information Bureaux, which assisted in its formation. S. L. A., Miss Rankin points out, was responsible for the establishment of the British Association.

\* \* \*

Of interest to librarians is a study of "Dollar books — a pricing experiment" in the *Harvard Business Review* for April. The conclusion is reached that for the present new books will probably continue to be issued at prices above \$2.00. New books are bought on a quality basis, and approximately the same amount of time and effort is required to sell a new book at \$1.00 as at \$2.00, with the result that publishers' "price cutting" caused the bookseller to lose 50 percent of his previous margin on each new dollar book sold. However, it is believed that the reprint business will probably remain an integral part of the productive system.

\* \* \*

The **Economic Survey of the Book Industry, 1930-1931**, made by O. H. Cheney for the National Association of Book Publishers, is available in a volume of 337 pages, price \$10. Of particular interest to librarians is the last chapter on "The Library as a Market." Its findings are, however, based on public libraries. There are ten pages which would help answer a query that crops up periodically in at least one special library about relative expenditures for necessities and luxuries. The report has a classified table of contents, but no index.

The American Association for the Advancement of Science has prepared for free distribution, a series of 27 lists of books on such topics as "Chemistry of Today," "The History of Science," "Mathematics for the Layman," etc

We quote from the pamphlets themselves:

These lists have a three-fold object: (1) To select and describe a few authentic and especially interesting books acceptable to the "general reader"; (2) to supplement these with several introductory treatises in understandable style; (3) to suggest a group of textbooks for more advanced study by ambitious amateurs, or persons studying by themselves. Books written in America, recent and not out of print, nor too expensive, have been favored, but there are numerous exceptions. They can generally be borrowed from libraries, or bought from bookstores. Libraries which lack these titles may be able to borrow them from the state library, or some other large library, by the inter-library loan system.

\* \* \*

A graphic chart showing a steadily ascending trend in total bound volumes and monthly calls for service from 1916 through 1931 is an interesting feature of an account of "The Library — Its Aims and Service," by Miss E. Mae Taylor, in the *Current News* of the Philadelphia Electric Company System for April. According to the first annual report, requests for service in 1912 were about 1300; requests in 1931 numbered over 32,000.

\* \* \*

The Metropolitan Life Insurance Library in New York City recently had occasion to compile a list of references on the effect of business depression on industrial relations in the United States as a whole, and on certain selected phases of industrial relations in particular. If other libraries would find such a list useful, copies may be had upon request to Miss Bradley. The list was compiled from the library's catalog of personnel management information, from *Industrial Arts Index* and *Public Affairs Information Service*, and consists for the most part of magazine articles

\* \* \*

A special report of the New York State Tax Commission (No. 4) relates to **Luxury taxation and its place in a system of public revenues**, prepared by R. B. Tower (Albany, 1931, 235 p.). In the appendix is a four-page bibliography.

\* \* \*

The first work-insurance law adopted by any American State was enacted by Wisconsin in January of this year. Roger Sherman Hoar, a member of the Legislative Committee of the Milwaukee Association of Commerce and of the Special Committee on Unemployment Insurance

of the Wisconsin Manufacturers' Association, has written a little book in which he gives the history of the legislation, arguments against compulsory insurance, an analysis and text of the Wisconsin Act and the majority and minority reports on it, and descriptions of two voluntary unemployment benefit plans which had been already set up in Wisconsin — one by three associated industries in the city of Fond du Lac, the other by the J. I. Case Company.

\* \* \*

In his discussion of "History" which appears in a new book entitled, **Roads to Knowledge**, edited by William Allan Neilson and published by Norton, Dr. Sidney B. Fay, Professor of History at Harvard University, refers inquirers about organizations working for a better knowledge of world affairs to the **Directory of American Agencies Concerned with the Study of International Affairs**, compiled by Ruth Savord and published in 1931 by the Council on Foreign Relations.

**Roads to Knowledge** should be helpful to special librarians who attempt to do any readers' advisory work. The main fields of knowledge are discussed by scholars of high standing in their respective subjects, who describe the scope of the field and the type of questions raised, not only to make clear with what the subject deals but to induce the reader to pursue it. In most cases the authors select and evaluate among the modern books on their subjects, and thereby perform a service to the librarian who is called upon to give advice in fields of literature with whose most recent developments she may not be too familiar.

\* \* \*

**Contemporary Authors for High School Seniors, 1900-1931**, published as the *March Library Letter* of the Newark Public Library, resulted from a High School teacher's request for a list of books of fiction with a few essays and sketches, which might be used in studying the prose of contemporary authors.

\* \* \*

The *Real Estate Record and Guide* for April 8, 1932, speaks of a law library which is being planned for the use of tenants of Sixty Wall Tower. The library is to contain from 8,000 to 10,000 volumes and will be available for use some time this summer. When the possibilities of a library were being considered by the owners, Henry L. Doherty & Co, some prospective tenants declined to rent space until assured that a library would be at their service.

\* \* \*

A Committee of the Religious Book Round Table of the A. L. A. has issued a list of 40 im-

portant books which they consider outstanding in that field. It is starred for small library purchase.

\* \* \*

Atlanta University's new library, which is to serve all the Negro institutions of higher education in Atlanta, Georgia, was dedicated on April 30. The ceremonies began on April 29 with a special convocation at which George Barton Cutten, President of Colgate University, spoke. The speakers at the Dedication Exercises were Senator Walcott, Dean Sage, President of the Board of Trustees, and James Weldon Johnston, Professor of English, Fisk University and a graduate of Atlanta University. Charlotte Templeton, formerly librarian at Greenville, S. C., is in charge of the collections.

\* \* \*

Dr. Henry Pleasants, Jr., of West Chester, Pa., has invented the Man-U-Save System for the preservation of old letters and documents of all kinds. It is being manufactured and distributed

by Gaylord Brothers of Syracuse, from whom definite details and a demonstration may be obtained. This system should be of particular interest to some of our museum libraries and to business houses which wish to preserve their archives.

\* \* \*

On page 133 of our March issue, we carried a note of the *Directory of Porto Rico*. The Editor, Claudio Capó, writes that, while it was compiled under the auspices of the Chamber of Commerce of Porto Rico as indicated, it is available only from him at 557 West 144th Street, New York City. The cost is \$3 00.

\* \* \*

Ninety-one candidates were considered for the fellowships and scholarships for graduate study in library science, awarded by the A. L. A. Committee under a grant from the Carnegie Corporation. Of these ten from the United States and three from Canada were selected to pursue a year of special study or research.

## LOCAL ASSOCIATIONS

SIXTY-FIVE members of **Boston Chapter** met on March 28 for their regular dinner meeting. After the business session, James McLeod, Librarian of the *Herald-Traveler*, gave a brief talk on his library. The members were then escorted to the *Herald-Traveler* building and shown all its various departments. April 25 brought 72 members to the Boston University School of Education, where the Librarian, Elizabeth S. Downes, welcomed them and told briefly of the founding and growth of her library. Ethel E. Kimball, Instructor at the School of Education, outlined the course "Introduction to Research," while Mary E. Hyde, Associate Professor, School of Library Science, Simmons College, spoke on "Subject Analytics for the Dictionary Catalog." The report of the Nominating Committee was presented, Mrs. Lane, formerly President of the Chapter and now Librarian at Lake Placid, urged everyone to attend the Convention, and the Membership Committee, which has been extremely active and successful in its efforts this year, presented several candidates for membership.

Phil S. Hanna, Editor of the *Chicago Journal of Commerce*, addressed **Illinois Chapter** at its meeting on March 21. Taking as his subject the waste in government expenditures for unnecessary

bureaus and publications, Mr. Hanna gave concrete examples of government extravagances, which seemed to justify the complaints and grievances which have been heard so much of late.

**New York Chapter** went nautical on April 29 in their meeting aboard the S.S. *Virginia* of the Panama Pacific Line. A splendid dinner and a tour of the ship was followed by an outline of the program for the coming Convention, a plea for membership, and a delightful talk by Florence Bradley, Librarian of the Metropolitan Life Insurance Company, on reading habits as they have been affected by the times. No one can do this sort of thing better than Miss Bradley and everyone came away with a new idea of service to a specialized public.

On March 4, **Philadelphia Council** met at the College of Physicians of Philadelphia and enjoyed an address by Charles Perry Fisher, the Librarian. This library, founded in 1788, contains many old and rare medical books and incunabula equalled only by the library of the Surgeon-General. It was also the first library to use the photostat in reproducing old and rare books and pictures. An exhibition of such work had been arranged for the meeting. At the annual dinner meeting of the Council on April 1, Warwick James Price spoke on "An Apology for Parodies."