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Special Libraries

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

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No. 3

Washington, the Rendezvous of Commerce and Industry

DONALD WILHELM,

Assistant to Mr. Hoover, Secretary of Commerce.

As reorganized by Mr. Hoover, the Department of Commerce is designed to serve as the center point—the Secretary's phrase—of industry and commerce on one hand, and the Government and its agencies on the other hand. Mr. Hoover's frank desire is to make the Department of the fullest possible helpfulness to all of American industry and commerce, especially in the midst of the present depression.

Some of those who are in close touch with the Secretary's efforts say that the Department promises to evolve as a kind of rendezvous reflecting all the major interests and aspirations of the American business public. In the Bureau of the Census an effort is being made to revise and expedite its handling of statistics, especially of production and consumption, in such a way that the business men of the country shall have the fullest possible helpfulness in dealing with their respective problems. It is felt that adequate statistical service by the Federal Government—such as is now being published in its Monthly Review—would go a long way toward anticipating and checking the peaks of boom and the valleys of depression, in other words, the operations of the business cycle which has probably cost the United States more than all its wars.

The Secretary's purpose is also to make the Bureau of Foreign and Domestic Commerce a thorough-going clearing house of information about everything that has to do with foreign trade. To accomplish this end the Secretary set up in the Bureau a score of Commodity Divisions, each of which is manned by experts, usually selected by the trades they represent. Thus there is an Automotive Division, a Textile Division, a Rubber Division, etc. This Bureau may be likened to the editorial rooms of a publication which has a staff of sixty specialists and a reporting force of more than 600 trade and consular representatives scattered all over the world wherever trade is to be had. The Bureau now headed by Dr.

Julius Klein of Harvard has entirely revised its methods of interpreting and distributing the data that it gathers. It is publishing a Weekly Commerce Report at the rate of \$2.00 a year, which is a compendium of facts which no business man can afford to be without. But much of the Bureau's data is transmitted promptly upon receipt to trade associations and the business public by long distance telephone, telegraph or confidential letter. The result is that one of the trade attaches of the British Government told the writer that the foreign trade service now being given to the business public of the United States is unexcelled. A further and interesting check upon the increasing value of the Bureau lies in the fact that it is now receiving inquiries mostly from prospective exporters at the rate of well above a half million a year.

The Bureau of Standards may be viewed as representing another large group of activities of direct and growing interest to the American business public. It is doing fundamental research on more than a hundred problems, whose solutions are of direct promise to the Government, as well as to business. In many cases the industries share the cost of the investigations that the Bureau is making. Mr. Hoover has stated that the solution of any one of a hundred problems that the Bureau is investigating would, in its return in national wealth, more than pay for the \$10,000,000 equipment of the Bureau.

As may be imagined, a Department that reflects and cooperates with the business public in the three major directions indicated above, as well as in other ways, is by its very nature a gathering point for almost all investigators and other habitues of libraries.

The Library of the Department of Commerce, which is directed by Miss Anne G. Cross, is, like the Bureau of Foreign and Domestic Commerce, in a sense, a kind of rendezvous of all manner of trade and tech-

nical periodicals, books, statistical data, etc. having to do with the widest range of industrial, commercial, import, export and other information. The Library is, in fact, the Department's central filing place for all such material. It is, in a word, a coordinating library. It is filled, to the point of overflowing, with reports and studies innumerable in kind. Through it the trade and other special periodicals are cleared, and

kept circulating, to the Commodity Divisions, and to the different agencies and individuals of the Department interested, or likely to be interested in their content. In that respect, and in other ways, the Department of Commerce Library is the link between the Department on one hand, and the enormous range of investigators and contributors who supply these periodicals.

Influence of the Business Depression on Business Libraries

J. H. FRIEDEL,

National Industrial Conference Board.

The present business depression has had a salient effect on the business library movement. In a number of cases business information departments, statistical bureaus, research departments—what we may designate broadly as business library service—has been inaugurated where it did not exist before. In a relatively large number of instances business libraries have been temporarily or permanently discontinued. In a still much larger number of cases their activities and personnel have been curtailed. Yet, viewed in a broad way, the business depression has exerted a salutary effect on the business library movement. The question immediately arises, How can it be said that the depression has had a good effect when it has resulted in reduction and even discontinuance of library work. The answer to this question has in it something worthy of the attention and serious thought of all interested in library service and library development.

The war saw an unusual expansion of information and research agencies. The immediate object of the war was a concentration of all our national resources and agencies in such a way that a desired goal would be attained; that goal was the defeat of our enemies. Such a task called for mobilization of men, money, materials, machinery and management on a scale and in a way heretofore unthought of. Big men were placed in responsible positions and were expected to get results no matter what the cost. Necessity forced quick, efficient and result-getting action.

But while action became a first consideration, it soon became evident that the best action was predicated on the best thought. The man of action could attain what was expected of him and fulfill it in the desired manner, by being guided and depending on the man of thought. The result was an unusual expansion of information getting

and distributing agencies. Intelligence rose to the front not only in government offices but in private business and especially in industrial establishments.

In the mushroom growth that followed, certain results were inevitable. Neither the library schools nor the library ranks could fill the demand for positions. Many poorly qualified and untrained persons were called upon to fill positions beyond their capacity. Generally, however, the service was good. The demand on the libraries, information, statistical and research departments was for practical information and practical results. This, in itself, was a powerful spur. Whatever its immediate effect, the unusual expansion was followed by a rapid contraction at the war's sudden termination. It was the old story of "up like a rocket and down like a stick."

In the economic field, a slight reaction set in following the armistice. The beginning of 1919 saw, however, the beginning of a period of unusual activity which lasted through the spring and early summer of 1920. Beginning with July, 1920 a period of depression began to set in, first in the industrial sections of New England, then, sweeping south and west to the manufacturing centers of the Middle Atlantic and North Central states, it spread first to the southern and then to the middle western agricultural states, and finally to the mining, stockraising and lumbering regions in the Rocky Mountain sections and on to the Pacific Coast. The downward course continued until about September, 1921, when a slight upturn set in which continued until the passage of the Christmas season. February 15, 1922, finds us again on a downward trend with a general pessimistic mood as the outstanding factor. Improvement continues rather as a factor to be anticipated but not yet realized. Indeed, it may be said that while slow and steady betterment will take place in 1922, no evidence

of extensive or unusual immediate improvement exists. For the present, the industrial-economic situation is one of quiescence.

In this period of business depression since 1920, it was natural that business libraries should be affected to some degree. When it is remembered, for example, that over 94% of the factories of the United States employ 100 persons or less each, only 6% employing more than 100 persons each, it is natural to assume that factory libraries which were part of or serving the factory personnel should come in for some curtailment in activity, since the small establishment whose resources might be limited, would be quickest to retrench and conserve what it had.

Moreover, in considering business libraries it is of fundamental importance to bear clearly in mind their particular character. It is common in library work today to classify them under the generic term "special libraries." To do so, is to fail to understand their real function and use.

The business library is not one particular kind of mechanism. All business libraries may be guided in their operation by a body of library science whose principles apply in much the same degree to all, just as the operation of all mechanical appliances will rest on certain laws of physics. Business libraries, too, may have certain similarities just as all machines have gears and wheels and axles; yet just as there are differences between a punch press and a lathe, between a spinning machine and an automotive engine, so there are differences between libraries functioning in business, the structure and operation of which must be determined by the purpose to which they will be put and the use that will be made of them. The distinction between business libraries is fundamental to their proper understanding.

The business library may be of four kinds. It may be (1) a welfare library (2) a reference library (3) a research library and (4) a personal service agency.

(1) The business library of the welfare type may be a public library branch, a traveling library, a collection of fiction or of general books and fiction. In use it varies but little from the public library; it is in fact a miniature public library limited in size and serving a limited clientele. It is generally installed in a factory or business by the management with no more conscious aim than that it will serve a certain educational and recreational purpose. It is a lending library pure and simple, in which the service is measured largely by book turnover or circulation. It is part of the welfare work and is so looked upon by those in charge of the business. An example of this type of library is "Your Home," the library of the Endicott-Johnson Corporation.

(2) The business library of the reference type has practically no fiction. Its aim is more definitely informational and the place which it fills is more keenly recognized. It is intended only incidentally to educate and supply recreation, but more especially to answer questions. It is a reservoir of facts and data to be drawn upon when needed. In such a library the librarian rarely takes the initiative, but answers only such questions as are referred to her. The so-called business branches of the public libraries are of this type.

(3) The business library of the research type is one in which conscious utility is the dominant characteristic. It is more than a reference library in that it is not only a reservoir to be drawn upon but in that its scope is wider, and its place as an essential part of the organization is more definitely fixed. Greater responsibility, initiative and knowledge are required of its librarian. It is more nearly tied up with the planning and profit-making activities of a business. In consequence, its informational resources must be wider, and its work frequently along previously unexplored areas. It may be required to prepare reports and it does not wait for calls for information. It makes inquiries of its own, prepares digests of the results and may indirectly even make recommendations for departmental or executive action based on the information secured. It is more than a collection or preservation agency. Many of the bank libraries are of this type.

(4) The business library of the personal service type is installed through the interest of one or more of the executives whom it is designed especially and almost exclusively to serve. It is in a way a private library, and its work is personal and confidential. It may be asked to make personal investigations which will be made the basis of executive action, to write a speech which some official is to deliver, to advise with the executives on matters of organization policy. The persons in such a library are more closely picked and they are more integral parts of the organization than in other types of libraries.

With this analysis before us, it is not difficult to make a forecast of what would be likely to happen in event of a business depression. Such an hypothesis is found to be closely in accord with what has happened.

The effect of the business depression on business libraries has been in about the ratio of the effect of the depression on the groups whom they serve and the character of service rendered. The rank and file has naturally been curtailed to a larger degree than have the management and managerial assistants who constitute the backbone of any organization and about whom any rebuilding of personnel must take place. Generally, therefore, those business libraries

whose work has been most closely with management, have suffered least from the depression.

Welfare work has been widely curtailed in industry and about in proportion to curtailments in plant personnel. Libraries of the welfare type have suffered most severely from the depression. Their staffs and expenditures have been cut down to as small a scale as possible and in a number of cases the libraries have been discontinued. Such discontinuances are understood as a rule to be temporary; with a revival of business their recovery is expected.

In the reference type there have been practically no discontinuances traceable directly to the depression. Reductions in staff have taken place; in some instances these reductions have resulted in merely a preservation of the shell of the library organization.

In the research type, slight changes in

personnel have taken place. In some cases staffs have rather been added to. Several cases of establishment of such libraries during the depression exist. Likewise the personal service type of library has suffered little diminution.

Retrenchment in expenditures has been general in business and the same policy has been generally put in effect in all the departments of business. Increased efficiency has, it is believed, resulted. Much cutting down of forms and of activities that have been rendering less than one hundred per cent service has occurred. Practical utility and serviceability has stood out as the dominant expectation of executives and librarians have guided their work by this expectation. The result has been a general improvement, a clearer insight into what is expected and should be done, less motion and more work and everywhere the application of more thought to the job.

Feb. 18, 1922.

Library Service for Telephone System Employees

KENDELL WEISIGER,

Educational Director, Southern Bell Telephone and Telegraph Company, Atlanta, Georgia.

The southern group of Bell Telephone companies for a number of years past has maintained a circulating library, with headquarters at Atlanta, Georgia, for the benefit of telephone employees in the nine southern states. The collection of literature has been assembled on the premise that "books like friends should be few and well chosen."

Books are sent out by mail from Atlanta. They deal with such subjects as the technique of the telephone business, business management, letter writing and good English, health and happiness and self improvement. The total number of books is as small as careful selection will permit, but the number of copies of each book is adequate to meet the requirements of a large number of readers scattered over a wide territory.

When an employee writes to Atlanta the book for which he asks is wrapped up and mailed to him with a little blue folder. On this folder the following message is printed:

Here You Are!

"This book is a good one and I hope it will help you.

You may keep it three weeks, but if you want it longer just let me know and I'll gladly extend the time.

If you want to pass it on to some friend in the Company's organization just sign the attached card and mail it to me.

If you want other books after this one check the ones you think you'll like and I'll send them

to you, one at a time from Atlanta, unless you want to get them from the library in your town.

We have other books not on the list pasted in the back of this book—ask for the 'Special List.'"

On the other side of the blue folder is a detachable post card form as follows: "I have delivered to a book entitled Please transfer the charge from my name. Please send me the books checked on the back of this card." The list on the back includes thirty-odd carefully selected books such as Forbes' "Men Who are Making America," Schurz' "Life of Abraham Lincoln," Marden's "The Exceptional Employee," Gulick's "The Efficient Life," Harrington Emerson's "Efficiency," Schultz's "Office Administration," Gowin's "Developing Executive Ability," Kline's "Elements of Accounting," and Casson's "History of the Telephone."

From the main Library in Atlanta a considerable number of small branch libraries have been established. Six or seven books carefully chosen to meet the needs of a particular office force are sent to the head of the office, who personally sees that these books are put into the hands of those of his force who will read and appreciate them, and who will be benefited by reading such books. In the back of each book is pasted a list of all the books in the Library, so that each reader may make selections for future reading.

The following list comprises the books in this Library. They have proved well suited to the needs of the firm's employees and represent the results of six or seven years experience in book selection for telephone company employees:

SOME GOOD BOOKS

On Development of Personality
Acres of Diamonds—Russell H. Conwell.
Addresses to Engineering Students—Waddell & Harrington.
As a Man Thinketh—James Allen.
Chesterfield's Letters to His Son—Johnson.
Crown of Individuality—W. G. Jordan.
Every-day Efficiency—Forbes Lindsey.
Exceptional Employee—O. S. Marden.
Investment of Influence—Hillis.
Keys to Success—B. C. Forbes.
Life of Abraham Lincoln—Carl Schurz.
Life of Benjamin Franklin—Franklin.
Literature of Business—Saunders & Creek.
Making the Most of Ourselves—C. D. Wilson.
Men Who Are Making America—B. C. Forbes.
Self-Measurement—Wm. DeWitt Hyde.
Thoughts on Business—W. P. Warren.
Training for Efficiency—O. S. Marden.

On Health and Happiness
Efficient Life—L. H. Gulick.
How to Live—Fisher & Fisk.
How to Live on 24 Hours a Day—Arnold Bennett.
Mind and Work—L. H. Gulick.
What Men Live By—Cabot.

On Letter Writing and Good English
Business Man's English—Bartholomew & Hurlbut.
Correct Word and How to Use It—J. T. Baker.
English and Engineering—Aydelotte.
Manual for Writers—Manly & Powell.
Minute a Day English—Putnam.
Putnam's Cor. Handbook—Eleanora Banks.
Stenographer's Manual—Kilduff.

On Management
Developing Executive Ability—Gowin.
Efficiency—Harrington Emerson.
Elements of Accounting—Kline.
Employment Management—Daniel Bloomfield.
Executive and His Control of Men—Gowin.
Getting the Most Out of Business—E. St. E. Lewis.
Human Efficiency and Levels of Intelligence—Goddard.
Increasing Human Efficiency in Business—W. D. Scott.
Office Administration—Schultz.
Principles of Scientific Management—F. W. Taylor.

Twelve Principles of Efficiency—Harrington Emerson.

On Electricity and the Telephone Art
Electricity and Mag. in Tel. Mfce.—W. G. Cummings.
Elements of Electricity—Timbie.
Principles of the Telephone—Jansky & Faber.
History of the Telephone—H. N. Casson.
Telephony—McMeen & Miller.

These books have been carefully chosen and they represent the "best of the best." They can be had from the Company's Library in Atlanta.

The time allowance on each book is three weeks, and if it is not returned during the fourth week a follow-up letter usually brings it in. Sometimes the replies give interesting excuses. Here is one of them:

"I have not finished reading the very interesting book you loaned me, entitled 'Men That Are Making America.' I haven't even got to the man who makes Ford cars. I have no desire to learn how to make Ford cars, but am curious as the dickens to find out whether these contrivances produce their characteristic noise by rubbing their wings with hind feet like katydids or by flapping their wings as with certain species of crowing beetles.

In view of my apparent thirst for knowledge, will you kindly allow me to retain the book a few weeks longer, and I will promise not to develop any permanent feeling of proprietorship."

The Southern Bell Telephone Company's Library has a number of individual readers who are pursuing a course of reading arranged to meet their particular needs. Such readers are sent one book at a time and an automatic follow-up card takes care of the office routine of sending the next book on the list, upon the return of each book sent in by the reader.

The average cost of postage is something less than fifteen cents for the round trip on each book, and this is considered as a small cost considering the value that the employees put upon the privilege of using the Library.

Trade and Class Directories Copyrighted in the United States

1919—Date. Part 2, J—W.

Prepared by the Business Branch of the Newark Public Library, Newark, N. J. The first installment of this list appeared in the February number of SPECIAL LIBRARIES.

Jewelry Trade.

Jewelers' circular buyers dir. of the manufacturers, importers and jobbers in the jewelry and kindred trades. Jewelers' Circular Pub. Co., N. Y. 1918-19, \$1. 1919-20, . . . 1920-21, \$1.
Jobbers' handbook (complete list of manufacturing jewelers and kindred trades.) Manufacturing Jeweler, Providence, 1919-

20, 32d ed. 1920-21, 33d ed. 1921-22, 34th ed.

Reference book. Manufacturing Jewelers' Board of Trade, Providence. 1919, 1920, 1921. Semi-annual.

Reference book of the jewelry trade in the U. S. and Canada. Nat. Jewelers' Board of Trade, N. Y. 1919, 1920, 1921.

Jews.

Jewish social dir. Jewish Social Dir. Co., Baltimore. 1919, 1920.

Knit Goods Trade.

Amer. dir. of the hosiery and knit goods manufacturers of the U. S. and Canada. Bragdon, Lord & Nagle Co., N. Y. 1919, 37th year ... 1920, 38th year, \$2. 1921, 39th year, \$2.

Davison's knit goods jobbing trade, containing the jobbers in the U. S. who handle hosiery, underwear or knit goods, with the names of buyers of each knit goods department, also N. Y. buyers and out-of-town jobbers. Davison Pub. Co., N. Y. 1919, 10th ed. 1920, 11th ed.

Davison's knit goods trade, the standard office ed. Davison Pub. Co., N. Y. 1919, 29th ed. 1920, 30th ed. 1921, 31st ed.

Davison's knit goods trade, standard pocket ed. Davison Pub. Co., N. Y. 1919, 29th ann. ed. 1921, 30th ann. ed.

Labor Unions—Cal.

California labor dir. California Labor Dir. Co., San Francisco. 1918-19.

Chicago.

Macdonald labor dir. Star Press, Chicago (Pub. 1919-20 by F. C. Lewis, Chicago.) 1919, 14th ed. 1920, 15th ed. 1921, 16th ed.

Lawyers Offices.

Amer. law list, U. S., Canada, Great Britain, etc. Amer. Law List Pub. Co., N. Y. 1919, v. 23. 1920, v. 24. 1921, v. 25. Amer. lawyers annual. Amer. Lawyers Annual, Cleveland. 1920.

Annual guide Martindale Mercantile Agency, N. Y. 1919, 1920, 1921.

Fisher's probate law dir. Legal Dir. Pub. Co., St. Louis. 1918-19, v. 5. 1920, 7th yr. 1921, 8th yr.

Hubbell's legal dir. Hubbell Pub. Co., N. Y. 1920, 50th year. 1921, 51st year. 1922, 52nd year.

Lawyers dir. W. J. McCoy, Indianapolis. 1919-20.

Lawyers list; a selected list of general practitioners, corporation and trial lawyers of the U. S. A. H. R. Brown, N. Y. 1919, 1920, 1921.

Martindale's Amer. law dir. G. B. Martindale, N. Y. 1920, 52d year.

Soldier-lawyer dir. R. W. Shackelford, Tampa, Fla. 1920.

Standard bar dir. Bar Register Co., Inc. N. Y. 1919, 1921.

Alleghany Co., Pa.

Legal dir. Allegheny Co., Pa. John E. Potter, Pittsburgh. 1918-19, 1919-20, 18th ann. ed. 1920-21, 19th ann. ed.

Arizona.

Ludwig's law dir. of Ariz. O. C. Ludwig, Jr. Phoenix, Ariz. 1920.

Banking Business

Amer. bank attorneys. John Favill Capron, Boston (Pub. 1919 by Amer. Bank Attorneys, Boston). 1919, 20th ed. 1921, 24th ed., \$5.

Bonded.

Rand McNally list of bonded attorneys-at-law. Rand McNally Co., Chicago. 1919, 1920.

Chicago.

Chicago law dir. Charles Gritman, Chicago 1918-19, 42d ed. 1919-20, 43d ed. 1920-21, 44th ed. \$1.25.

Detroit.

Detroit legal dir. Corporation Trust Co., N. Y. 1921.

Guaranteed.

Guaranteed attorney's list. J. R. Bland, Catonsville, Md. 1920.

Kansas City.

Kansas City legal dir. Corporation Trust Co., N. Y. 1921.

Los Angeles.

Los Angeles city and county legal dir. Corporation Trust Co., N. Y. 1921.

Mass.

Dir. of Boston and Mass. lawyers. Sampson & Murdock, Boston. (No date of issue—copyrighted Dec. 3, 1918.) 1920.

Mass. lawyers diary. Standard Diary Co., Cambridge. 1919, 1920, 1921.

N. J.

N. J. lawyers diary and bar dir. Soney & Sage, Newark. 1919, 30th year. 1920, 31st year. 1921, 32d year.

N. Y.

Bender's lawyers diary and dir. for the State of N. Y. Matthew Bender & Co., Albany. 1919, 28th year, \$5. 1920, 29th year. 1921, 30th year.

Phila.

Dir. of the members of the Phila. bar. Chas. B. Zimmerling, Phila. 1919, 1920, 1921.

St. Louis.

St. Louis legal dir. Corporation Trust Co., St. Louis. 1919, 1920-21.

Leather Trade.

Shoe & leather reporter annual. Shoe & Leather Reporter, Boston. 1919, 1920, 1921.

Shoe & leather reporter co's pocket dir. of leather manufacturers. Shoe & Leather Reporter Co., Boston. 1921.

Lumber Trade.

Credit rating book. Nat. Lumber Manufacturers Credit Co., St. Louis. 1919, \$25. 1920, ... 1921. ... Semi-ann.

Dir. of the logging industry, Pacific coast. George M. Cornwall, Portland, Ore. 1921.

Lumber's catalogue of mechanical equipment and supplies. Commercial Journal Co., St. Louis. 1921.

Reference book. Lumbermen's Credit Assoc., Chicago. 1919, 1920, 1921.

Schuster's Southern pine lumber rate book. Edw. J. Schuster, St. Louis. 1919, 1920, 1921. Monthly.

Manufacturers.

America's leading manufacturers. N. Y. Commercial, N. Y. 1920, 7th ed. 1921.

Buyers' vest pocket dir. of N. Y. Geo. N. Lowrey Co., N. Y. 1919, 1920, 1921. Semi-ann.

Dir. of bidders. U. S. Government Advertiser. 1920, 2d ed. 1921, 3d ed.

Directorio hispano-americano y guia de compradores en Estados Unidos, Spanish-Amer. dir. and buyers guide in the U. S. L. Acevedo, N. Y. 1918-19, 1920, 6th ed.

Engineering dir. Crawford Pub. Co., Chicago. 1919, pt. 1-2, \$3. 1920, 37th year, pt. 1-2, \$3. 1921, 28th year, pt. 1-2, \$3.

Hendricks' commercial register of the U. S. for buyers and sellers, especially devoted to the interests of the architectural, mechanical, engineering and kindred industries. S. E. Hendricks & Co., N. Y. 1918-19, 27th ann. ed. \$10. 1919-20, 28th ann. ed., \$12.50. 1921, 29th ann. ed., \$12.50.

Internat. cable dir. of the world. Internat. Cable Dir. Co., N. Y. 1919, 1920, 1920-21. Supp.

Iron catalog of Amer. exports. Iron Age Pub. Co., N. Y. 1920, v. 2.

List of inspected electrical appliances. Underwriters Laboratories, Chicago. 1919, 1920, 1921.

List of inspected mechanical appliances. Underwriters Laboratories, Chicago. 1919, 1920, 1921. Supplements irregular.

MacRae's blue book, a standard index of

Manufacturers, Cont'd.

- railway supply manufacturers and their products. MacRae's Blue Book Co., Chicago. 1919, 1920, 1921.
- Mail dealers blue book. House-Peglow Co., Brooklyn. 1921.
- Simplex buyer's guide of standard merchandise made in U. S. A. Simplex Sampling Assoc., N. Y. (no date of issue—copyrighted May 24, 1919, and Dec 31, 1919.)
- Thomas' register of Amer. manufacturers and first hands in all lines. Thomas Pub. Co., N. Y. 1919, 10th ed., \$15. 1920, 11th ed., \$15. 1921, 12th ed., \$15.
- U. S. Trade dir. for foreign buyers. U. S. Trade Dir., Inc., N. Y. 1920, v. 1, no. 2.

Mattress Trade

- Davison's mattress dir. Davison Pub. Co., N. Y. 1919, 7th ann. ed. 1920, 8th ann. ed., \$2. 1921, 9th ann. ed. . . .

Metal Trade.

- Metal industry dir. and buyers guide. Metal Industry Pub. Co., N. Y. 1919, 1920, 1921.
- Metal statistics. Amer. Metal Market, N. Y. 1919, 12th ed. 1920, 13th ed. 1921, 14th ed.
- Year book. Amer. Bur. of Metal Statistics. N. Y. 1920, 1st ann. issue.

Millinery Trade.

- Fairchild's women's wear dir. of millinery. Fairchild Pub. Co., Chicago. 1921. Semi-annual.

Mining Industry.

- Amer. mining manual, embracing the principal operating metal mines, mills, smelting and refining plants of the U. S., Canada and Mexico. Alexander R. Dunbar, Chicago. 1919, 27th year.
- Mining catalog. Keystone Consolidated Pub. Co., Inc. 1919, 1920, 1921.

Motion Picture Trade.

- Hoy agency's official dir. of motion picture theatres of Maine, N. H. and Vt. C. B. Hoy, N. Y. 1920.
- Hoy agency's official dir. of motion picture theatres for states of N. Y., N. J. and Conn. C. B. Hoy, N. Y. 1920.
- Motion picture studio dir. Motion Picture News, Inc., N. Y. 1919, 1920.
- Theatrical and motion picture trade dir. Motion Picture Dir., Inc., N. Y. (Pub. 1919 by Motion Picture Trade Dir. Co., N. Y.) 1919, 1920, 1921. Monthly supplements.

Music Trade.

- Fox's music trade dir. of the U. S. Music Trade Indicator, Chicago. 1919-20, 1921-22.
- Music and musical biennial, Pacific Northwest musical year book; a classified dir. of music teachers, music clubs, etc. D. S. Craig, Seattle. 1919.
- Musical America guide. Musical America Co., N. Y. 1921.
- Purchasers guide to the music industries, with which is incorporated the piano and organ purchasers guide. Music Trade Pub. Co., N. Y. (Pub. in 1919 as piano and organ purchasers guide by Music Trades Co., N. Y. 1919, 23rd ann. ed., \$.25. 1920, 24th ann. ed. 1921.

— Denver.

- Official musician's dir and dramatic arts teachers. John Rame, Denver. 1919, 10th ed. 1920, 11th ed. 1921, 12th ed.

— Texas.

- Texas musician's dir. S. Wendell, Silver, N. Y. 1918-1919.

Negroes.

- Nat. negro business men's dir. S. B. Taylor, Columbus, O. 1919-20.

— Essex Co., N. J.

- Classified dir. of negro business interests

and professions of Essex Co. R. W. Nixon, Newark, N. J. 1920.

Newspaper Business.

- Advertisers dir. of leading publications. C. H. Fuller Co., Chicago. 1918-19, v. 29, \$5. 1920-21, v. 30, \$5. 1921-22, v. 32, \$5.
- Amer. newspaper annual. N. W. Aver & Son, Phila. 1919, 51st year 1920, 52d year. 1921, 53d year 1921, 53d year. Supp.
- Crain's market data book and dir. of class, trade and technical publications. G. D. Crain, Chicago. 1921, 1st ed., \$5.
- Nelson Chesman & Co's newspaper book, including a catalogue of newspapers and periodicals in the U. S. and Canada Nelson Chesman & Co, St. Louis. 1918-19, 1920, 1921.
- Pocket dir of the Amer. press. Lord & Thomas, Chicago. 1920, 1921.
- Special eastern representatives of daily newspapers. Benjamin C. Keator Co., N. Y. 1919, 18th ed. 1920, 1921, 20th ed.
- W. N. U. lists, country-town papers. Western Newspaper Union, N. Y. 1919, 1920, 1921.

Oil Trade.

- Dir. of oil shale retorts with bibliography. V. C. Alderson, Golden, Col. 1920, v. 15.
- Oil trade blue book dir and dictionary of the mineral industry. F. E. Murray & Co., Chicago. 1920.
- Petroleum register. Oil Trade Journal Inc., N. Y. 1919, \$10. 1921.
- Petroleum year book. Petroleum World Corp., Los Angeles. 1921.
- Powell's oil and gas dir. A. J. Powell, Bartlesville, Okl. 1919, 1920, 1921.

— Texas.

- Hughes' Burkhurpett and Wichita Falls, Tex. oil and development and dir. Everett Hughes, Wichita Falls, Tex. 1919.

Optical Trade.

- Blue book of optometrists and opticians. Professional Press, Inc., Chicago. 1920, 5th ed.

Paper Box Trade.

- Dir. and buyer's guide of the paper box and its allied industries. Ravenswood Pub. Co., Chicago. (Pub. 1919-20 by Ravenswood Press Pub. Co., Chicago.) 1919, 1920, 1921.

Paper Trade.

- Lockwood's dir. of the paper, stationery and allied trades. Lockwood Trade Journal, N. Y. 1920, 45th ed. 1921, 46th ed. 1922, 47th ed., \$3.
- Paper record, with which is incorporated Walden's dir. of papers. Walden-Mott Co., N. Y. 1919, eastern ed v. 6, no. 2, \$1.50. 1921.
- Post's paper mill dir. L. D. Post, N. Y. 1919, 1920.
- Typo credit book of the paper, book, stationery, printing, publishing and kindred trades, U. S. and Canada Typo Mercantile Agency, Inc., N. Y. 1919, 1920, 1921.

— Chicago.

- Complete paper dir. of Chicago. Philo C. Darlow, Chicago. 1919, 1920, 1921. Semi-ann.

Photographer's Business.

- Amer. annual of photography. Amer. Annual of Photography, Inc., Yonkers, N. Y. 1919, v. 33. 1920, v. 34. 1921, v. 35.

Physicians' Offices.

- Amer. medical dir. Amer. Medical Assoc., Chicago. 1921, 7th ed.
- Dir. of dispensaries, clinics and classes for the special treatment of tuberculosis in the U. S. Nat. Tuberculosis Assoc., N. Y. 1919.
- Red book of eye, ear, nose and throat specialists. Professional Press, Inc., Chicago. 1920, 3d ed., \$5. 1921, 4th ed.

Physicians' Offices, Cont'd.**— Chicago.**

Chicago medical dir McDonough & Co., Chicago. 1920, 35th ann. ed.

— Ill.

Illinois medical blue book. McDonough Co., Chicago. 1920-21.

— Kansas.

Kansas medical dir. Kansas Medical Soc., Topeka, Kan. 1921.

— New Orleans.

Augustin's medical and dental dir. of New Orleans G Augustin, New Orleans. 1920, 1st ed.

— N. Y. City and Vicinity.

Dir. of homeopathic physicians in greater N. Y. and vicinity. L. D. Broughton, Brooklyn, N. Y. 1919, v. 30. 1920, v. 31.

— N. Y., N. J. and Conn.

Medical dir. of N. Y., N. J. and Conn Medical Soc., N. Y. 1919, v. 21. 1920, v. 22.

— Phila., Etc.

Professional dir. of Physicians and druggists of Phila., including Camden and Atlantic City and vicinity. E. Trust, Phila. 1918-19.

Printing Business.

Printing trades blue book. A. F. Lewis & Co., N. Y. 1919, 1920, \$5. 1921.

Produce Dealers.

Produce reporter company's credit book, gazetteer and law of commerce of the U S and Canada. Produce Reporter Co., Chicago. 1919, v. 15 1920, v. 16 1921 v. 17.

Publishing Trade.

Amer book trade manual, including lists of publishers, booksellers, periodicals and organizations R. R Bowker Co., N. Y. 1919

Real Estate Business

Jackson's real estate dir J. M. Jackson, Kansas City, Mo. 1920-21, 18th ed., \$25. Real estate buyer's guide Ray L Lightfoot, San Antonio. 1921.

Refrigeration Trade.

Ice and refrigeration blue book. Nickerson and Collins, N. Y. 1920.

Retail Stores.

General stores. Ben Wiener Co., N. Y. 1921.

Russians.

Russian-Amer. register in English and Russian. Russian-Amer Register Pub. Co., N. Y. 1920.

Sawmills.

Southern lumberman's dir of Amer. sawmills and planing mills. Southern Lumberman, Nashville. 1920, 8d ed., \$20.

Schools and Colleges.

Bruce's school dir Bruce Pub. Co, Milwaukee. 1920-21, no. 1.

College and private school dir. H. J. Myers., Chicago. 1918-19, v. 12.

Dir of Catholic colleges and schools Nat. Catholic Welfare Council, Washington. 1921.

Educational red book; a dir of all firms catering to the educational trade. C F. William Son, Inc., Albany (Pub. 1919 by Fred A. Williams, Albany.) 1919, 1920, v. 3, no 5

Handbook of Amer. private schools. P. E. Sargent, Boston. 1920-21, 6th ed.

Patterson's Amer. educational dir. Homer L. Patterson, Chicago 1919, v. 16. 1920, v. 17. 1921, v. 18.

Seed Trade.

Seed trade buyers guide; seed growers, wholesalers, manufacturers of equipment,

etc. Seed Trade Reporting Bur., Chicago. (Pub. 1919, 1920 by Seed World, Chicago.) 1919, 1920, 1921.

Shippers Guides.

A. B. C. pathfinder shipping and mailing guide in the U S and Canada. New England Railway Pub Co, Boston 1919, 28th ed. 1920, 29th ed., \$3.50.

Bullinger's monitor guide, E. W. Bullinger, N. Y. 1919, v. 53 1920, v. 54, no 1. 1921.

Bullinger's postal and shippers guide for U S. and Canada. (Issued for Boston, Buffalo, Chicago, Cincinnati, Kansas City, N. Y., Phila., Pittsburgh, St. Louis) New England Railway Pub. Co., Boston. (Pub 1919-20 by E. W. Bullinger, N. Y.) 1919, 1920, 1921.

Parcel post guide. A. J. Coulon Co, Indianapolis. 1920, \$6.

Getzler's transportation rates. E. N. Getzler, Rochester, N. Y. 1919, eastern ed.

Mercantile agency special ed. of Bullinger's postal and shipper's guide for the U. S. and Canada. E. W. Bullinger, N. Y. (R. G. Dun & Co.) 1919, 1920.

Official freight tariff dir. C. B. Guthrie, Washington 1919, supp no. 1-5 1919, supp. no. 6-11. 1921, index no. 12

Shipper's guide. Shippers Guide Co, Inc., Chicago. 1919, 1920, 1921. Weekly supplements

Shipper's handbook John L. Gibbons, N. Y. 1921.

West's parcel post and express comparative rate and shippers guide. T. E. West, Los Angeles. 1919, 1920, 1921.

— Detroit.

Shipper's guide comparative rates express and parcel post. Shippers Guide Co., Chicago 1921, v. 1, no. 2.

— Kansas City.

Shipper's guide comparative rates express and parcel post. Shippers Guide Co., Chicago 1919, v. 1, no. 1 1920, v. 1, no. 2.

— N. Y.

Bullinger's post office, express and freight guide containing every P. O., railroad station, etc., in the U. S. and Canada. (Special ed for N. Y. City.) Bullinger's Monitor Guide, Inc., N. Y. 1921.

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Amer. shoemaking dir. of shoe manufacturers Shoe Trade Pub. Co., Boston. (Pub. 1919, Amer. Shoemaking Pub. Co., Boston.) 1919, 16th ed. 1920, 17th ed. 1921, 18th ed.

Bootery blue book C. H. Wolfelt Co., Los Angeles. 1919.

Dir. of manufacturers of shoe store specialties and findings and leathers. Trade Pub. Co of Ill. Boston. 1919 1920. 1921.

Dir of trade names and brands of shoes. Shoe Retailer Co., Boston. 1919, v. 110, no. 110. 1920, v. 114, no. 10. 1921, v. 118, no. 12.

Dir. or wholesalers, leather, findings, shoe store specialties. Trade Publications Co, Chicago. 1919, 1920-21.

Pocket dir. of shoe manufacturers. Shoe and Leather Reporter Co., Boston. 1919, 1921.

Shoe factory buyer's guide. Shoe Trades Pub. Co., Boston. 1920, 12th ed. 1921, 13th ed.

Silk Trade.

Davison's silk trade, a dir. of the manufacturers of the U S and Canada. Davison Pub. Co., N. Y. 1919, 24th ann. ed. 1920, 25th ann. ed. 1921, 26th ann. ed.

Social Work.

Dir. of family social work societies. Amer. Assoc. for Organizing Family Social Work, N. Y. 1921.

Social Work, Cont'd.

— N. Y.

N. Y. charities dir. Charity Organization Soc. in the City of N. Y. 1919, 28th ed. 1920, 29th ed

— Phila.

Protestant Episcopal city mission Protestant Episcopal City Mission. 1919-20, 26th ed.

Sporting Goods Trade.

Sporting goods trade dir C. C. Spink & Son, St. Louis 1919-20, 12th ann 1920-21, 13th ann. ed.

Sports.

Heilbronner's official base ball blue book. Louis Heilbronner, Ft. Wayne, Ind. 1919, 1920, 1921.

Lloyd's register of Amer yachts. Lloyd's Register of Shipping, N. Y. 1919, 1920, 1921.

Official ice hockey guide. Amer. ports Pub. Co., N. Y. 1921.

Spalding' official athletic almanac Amer. Sports Pub. Co., N. Y. 1919, 1920.

Spalding's official base ball record. Amer. Sports Pub Co, N. Y., 1919, 12th year. 1920, 13th year. 1921, 14th year

Who's who in base ball Baseball Magazine Co., N. Y. 1919, 4th ed. 1920, 5th ed. 1921, 6th ed.

Winners, being a record of the names of the winning yachts and owners. E. Smith & Co., Long Island City, N. Y. 1919.

Yachtsman's annual guide and nautical calendar. E. D. Wilson, Boston. 1919, 41st year. 1920, 42d year.

Sugar Trade.

Dir of Louisiana sugar planters. A. B. Gilmore, New Orleans. 1919, 1920, 1921

Telephone Industry.

Telephony's dir. of the telephone industry. Telephony Pub. Co., Chicago 1919, 24th year. 1920, 25th year. 1921, 26th year.

Textile Trade.

Davison's textile blue book, U. S and Canada. Davison Pub. Co., N. Y. 1919, 32d ann ed., Handy ed., Do., Office ed. 1920, 33d ann. ed., Handy ed., Do., Office ed 1921, 34th ann. ed., Handy ed., Do., Office ed.

Davison's textile dir for salesmen. Davison Pub. Co., N. Y. 1919, 9th ann. ed 1920, 10th ann. ed. 1921, 11th ann ed

Dockham's Amer report and dir. of the textile manufacture and dry goods trade. Dockham Pub. Co., Boston 1918-19, 26th ed., \$7.50. 1921, 27th ed., \$8

Fairchild's dir. of fabrics. Fairchild Pub. Co., N. Y. 1920, 1921. Semi-ann.

Official Amer. textile dir. Bragdon, Lord & Nagle Co., N. Y. 1921.

Official Amer. textile dir. Yarn trade index. Bragdon, Lord & Nagle Co., N. Y. 1921

Red book, textile supply dir. Davison Pub. Co., N. Y. 1920, 36th ann. ed

Textile establishments in the U. S. and Canada. Bragdon, Lord & Nagle Co., Inc., N. Y. 1919, 26th year. 1920.

— N. Y.

Hall's dir., a classified list of garment fabric concerns in N. Y. C. Hall-Barkeley Corp., N. Y. 1920.

Theatres.

Glass pocket theatrical guide. J. F. Glass, Seattle. 1921, v. 1, no. 1.

Julius Cahn-Gus Hill theatrical guide and moving picture dir. Cahn & Hill, N. Y. 1921, 20th ed.

Tractor Trade.

Cooperative tractor catalogue Implement Trade Journal Co., Kansas City, Mo. 1919, 4th ann. ed. 1920, 5th ann. ed 1921, 6th ann. ed.

List of officers and managers of Amer. farm tractor manufacturers. Chilton Co, Phila. 1920, semi-ann.

Tractor and implement blue book Midland Pub. Co., St. Louis 1919, 1920

Tractor field book Farm Implement News Co., Chicago. 1919, 1920, 1921

Trust Companies.

Trust companies of the U. S. U. S. Mortgage & Trust Co., N. Y. 1920.

Vehicle Trade.

Vehicle year book Ware Bros. Co., Phila. 1919, 1921, 40th year.

Warehouse Business.

List of warehousemen and others who handle household goods in the U. S. and Canada. Amer. Warehousemen's Assoc, Pittsburgh 1919-20.

Transfer and storage dir. Transfer & Storage Pub. Co., N. Y. 1919, 3d ed., \$3.

Waste Trade.

Waste trade dir Atlas Pub Co. 1919

Water Transportation Business.

Custom house guide. H. D. Chapman, N. Y. 1919, 35th ed. 1921, 36th ed

Dir. of shipbuilding plants, etc., located in the U. S. C. H. Miller, Detroit. 1919, 1920.

Eldridge's tide book and marine dir G. W. Eldridge, Boston. 1920, 45th year 1921.

Green's marine dir of the Great Lakes. F. W. Green, Cleveland. 1919, 1920, 12th ed. \$5.

List of over 1,000 vessels of the Great Lakes. Great Lakes red book Penton Pub. Co., Cleveland. 1919, 1921, \$1.

Pacific ports manual. Pacific Ports, Inc., Seattle. 1919, 5th ann. ed. 1920, 6th ann. ed

Port of N. Y. general rates. Custom House Guide. 1920.

Record of Amer and foreign shipping. Amer. Bur. of Shipping, N. Y. 1919, 51st ann. ed. 1920.

Register of tank vessels for carrying petroleum products. Standard Oil Co. (N. J.), N. Y. 1920.

Rudder dir; a trade list of shipbuilding and marine industries. Rudder Pub. Co., N. Y. 1919, 1920.

Vessels owned on the U. S. Pacific coast exclusive of the Philippine Islands. Commercial News Pub. Co., San Francisco. 1919, 1920, 1921.



Special Libraries

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DOUBLE YOUR MILEAGE

There are various ways of accomplishing this desirable procedure. Speeding will do it, but this has its disadvantages. To go off speeding by oneself may only land one in splendid isolation, or—otherwise. Conservation will also do it. The difficulty here is in having something to conserve.

The Special Libraries Association represents in its membership one of the really vital factors in present-day business and industry. Certainly a very precious thing. Certainly one infinitely worth conserving. The conservation of the resources of the membership of the Special Libraries Association will double the mileage of every special librarian. To accomplish this we must band very closely together, work out our problems mutually, permeate the Association spirit with the leaven of sympathetic endeavor, and above all, cooperate to secure the recognition by every industry and business in this great country of ours of the possibilities of special library work.

Mr. Friedel, in this issue, makes a fundamental beginning in our program of conservation. He points out very clearly the differentiation in special library work. Each of the phases of special library work cited by Mr. Friedel is equally important. Quite the most important thing about them is, however, that each has its particular requirements and presupposes its own especial kind of preparation. We have, perhaps, been too indifferent to this basic fact. The special librarian whose work correlates with that of the industrial relations manager, has a task quite at variance with that of the special librarian whose work correlates with that of the research staff.

Not until we have all the possible forms of activity of the special library clearly outlined, and, to a reasonable extent, standardized methods, will we be in a fit position to conserve our resources.

We can, and will, double our mileage when, by cooperative agreement, we will have standardized our activities and our methods. The character of our activities is not of our determination. That of our methods is. Committees of the Special Libraries Association are at work on standardization of methods. President Hyde has appointed committees to study and report upon the various outside relations of special library work. These Committees will report at the Detroit Conference.

In the meantime help to double your mileage by promoting the work of these Committees. Help to double your mileage by promoting special library work everywhere. Boston, New York, Philadelphia and Cleveland have thriving organizations. Southern California is falling into line. Special library work is here to stay.

Association Activities

S. L. A.

All the Committees of the S. L. A. are busily at work under the direction of President Hyde. The prospects are that reports of progress of many new activities will be numerous at the Detroit Conference. With characteristic energy President Hyde is planning a program which will be representative of all phases of special library work.

CLEVELAND CLUB OF SPECIAL LIBRARIANS

The Cleveland Club of Special Librarians now has an active membership of some twenty-three, seven of whom are members of the staff of the Cleveland Public Library in charge of special divisions. The annual meeting of the Club was held last month and the following officers were elected: President, Miss Alta B. Clafin, librarian of the Federal Reserve Bank; Vice President, Miss Langan of the Cleveland Press; Secretary Treasurer, Miss Hollinger of the Federal Reserve Bank Library.

The Cleveland Club held five meetings last year, usually in the form of a dinner followed by a lecture or discussion. The Program Committee has outlined a very good program for the current year which gives promise of a number of interesting meetings. Although there has been a de-

crease in the number of special librarians in Cleveland because of the business depression the Club has continued in active existence.

In the *Cleveland Plain Dealer* for March sixth, Mr. John W. Love, Industrial Editor, published a review of the "Special Libraries Directory." After an introductory section, Mr. Love gave brief descriptions of five of the special libraries of Cleveland.

LOS ANGELES COMING INTO LINE

On March 6th, a definite start was made towards a special library organization in Los Angeles, Cal. A meeting was held in the Realty Board Building at which an even dozen librarians were present. Nominating and membership committees were appointed at this preliminary meeting. A permanent organization with regular officers was planned to become effective at the first formal meeting, which was scheduled for March 15. This was to be held in the Library of the Edison Company. Other meetings were arranged for in the libraries of the Security National Bank and the First National Bank, respectively. The many special collections in Los Angeles and vicinity offer a most encouraging field for a special library organization, and, doubtless, a thriving association will soon be in existence there. Watch Los Angeles!

Special Library Field Doings

IN THE UNITED STATES

Business Library Economy

The course in library economy of the summer session of Columbia University includes one on Indexing, Filing and Cataloging as applied to business. It is to be given by Miss J. Grace Thompson and will cover the various methods of filing and indexing used in business and the application of these methods to correspondence, invoices, catalogs, sales records, credit cards or any form of record kept in an office or shop.

Ethel Cleland

Ethel Cleland, Librarian of the Business Branch of the Indianapolis Public Library, has compiled for the A. L. A. a leaflet on "Business Books for Profit and Pleasure." It is a wholly attractive list with especially catchy headings.

Unique Gift to American Red Cross

An event of unusual interest transpired

recently at National Headquarters of the American Red Cross, when, in the Assembly Hall in the presence of the assembled personnel, Miss Georgianna Schuyler, in behalf of her sister, Miss Louisa Lee Schuyler, presented to the American Red Cross the unique and valuable Woolsey collection of books, pamphlets and leaflets dealing with the work of the United States Sanitary Commission during the Civil War.

Chicago Board Establishes Zoning Library

The *National Real Estate Journal* of February 27, reports that a library of zoning, containing literature and plats relating to zoning in different cities throughout the United States and Europe, has been established by the Chicago Real Estate Board and is now accessible to interested parties. The library is in charge of Jacob L. Crane, who has been appointed technical adviser of the zoning committee of the Board. It

is the intention of the committee, according to Mr. Crane, to keep pace with the Chicago Zoning Commission and to lend all aid possible in carrying out the program. With this in mind the committee is requesting opinions from real estate brokers in different sections of the city, and is preparing a schedule whereby local meetings will be held throughout the city in an effort to take care of special grievances and problems that arise. The library will gradually be enlarged and elaborated to function as a bureau of information on real estate and real estate matters.

Music Libraries

The Music Teachers National Association in 1917-'18 prepared a questionnaire designed to show the resources and the condition of the music sections of public and school libraries containing 5,000 volumes or over throughout the United States. The result has just been printed by the U. S. Bureau of Education as its Bulletin No. 33, Series 1921. The great collections of the Library of Congress, of the Boston Public Library and of the New York Public Library are fully described. In California, where music seems to be featured in the libraries, there is one library with over 2,000 volumes on music (the Los Angeles Public Library), and two which have over 2,000 bound volumes of music and over 2,000 separate pieces of music. The Public Library of San Francisco has a music room with an adjoining sound proof piano room. Here attendants devote all their time to the music collection. In Illinois 58 libraries report music departments, and the average size of the collections is above that reported by most states. The Gary, Ind., Public Library has an unusual number of player-piano rolls, viz., 1,100. Of the music collection of the Louisville, Ky., Public Library the report says: "The entire plan might well be taken as an example of successful choice and management." The Howard Memorial Library of New Orleans specializes on music by local composers or printed in New Orleans, and has 510 separate pieces in this class as a part of its general collection of Louisiana literature.

The Music Teachers National Association is greatly to be congratulated upon the accomplishment of this survey. It is a matter of much satisfaction that American Libraries have been so active in fostering the collection and circulation of music. With such a fine beginning SPECIAL LIBRARIES earnestly hopes that the Music Teachers National Association will continue its interest in music libraries. The reviewer cannot forebear to mention one disappointment disclosed by the survey, namely the failure apparently of any American library to have made a special collection of negro music.

IN THE PHILIPPINES

According to the report of the Philippine Bureau of Education, there are some 2,000 public school libraries in the Philippine Islands, containing a total of 422,407 books and pamphlets. This is an increase in the five-year period that the Filipinos have been in control of their legislature of 1,731 public school libraries and 333,923 books and pamphlets, or of 526 and 377 per cent., respectively.

"Although the Philippine Library has established branch libraries in the larger of the provincial capitals," says the report, "the majority of the people of most of the school divisions still have no other library facilities than those offered by the schools. With this fact in mind, we are giving much attention to the organization of school libraries in order to make them as useful to the communities as they are to the schools. The work of organization in each library involves the classification of books according to subjects and the preparation of a dictionary catalog having author, title and subject entries for all books in one alphabet.

"In the classification of our libraries we had been using the Library of Congress system up until last year, when it was decided to replace it by the Dewey decimal system. The Dewey decimal classification is simpler and is more generally used in the United States and in other countries. It is also being used by the Philippine Library and its branches.

"Much is being done in the Philippine Normal School and in the University of the Philippines for the training of young men and young women for library work. In the course of time we hope to have each of the larger of our school libraries classified and catalogued, with either a librarian or a teacher-librarian in charge. And, at the same time, we hope to have a much larger percentage of school libraries ready to serve the people of the school communities."

(See page 51.)

IN LATIN AMERICA

A municipal library of over 1,000 volumes has been opened for children in San Salvador and is well patronized.

A popular library for workmen has been opened in Tegucigalpa on the initiative of the Mexican minister to Honduras. The town of Amalpa, in Honduras, has also received a library as a gift from the University of Mexico in honor of Amado Nervo.

The new edifice of the National Library of Chile in Santiago, which is to cost 8,000,000 pesos, is rapidly approaching completion. The building will have the most modern equipment, including pneumatic tubes for sending books from one part of the building to another. The director of the National Library last year sent a letter to all the trade unions of the city, announcing that for the special benefit of

their members the library would be open on all working days except Saturday from 8.30 p. m. to 10.30 p. m., and on Sunday afternoons from 2 to 5.30.

The Colombian Academy of Jurisprudence has announced the opening of a public library which will be known by the name of "Camillo Torres" in memory of the great Colombian juriconsult. The government supplied the rooms for the library, which is located in the Palace of Justice of Bogota.

The library system of Chile is organized by a decree issued by the Minister of Instruction on October 27, 1921, into three divisions, viz., national, departmental and

school libraries. There shall be at least one library in every Department. Where there is no such special library, that of the boys' or girls' liceo, the normal or commercial school, or the upper school of the departmental capital, shall serve the purpose. These libraries shall be open on working days from 11 a. m. to 5 p. m.

The library section of the Department of Public Education of the Republic of Mexico has sent out "minimum libraries," selected according to the type of community they are to serve, to 173 towns, distributed among 28 states and territories. These libraries are classified according to the Dewey system.

Philippine Public School Libraries



Library, Philippine School of Arts and Trades, Manila. The Philippine public schools own 2,000 school libraries, all of which are open to the public. (See page 50.)

(Courtesy Press Bureau Philippine Commission of Independence)