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## Special Libraries, March 1924

Special Libraries Association

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# SPECIAL LIBRARIES

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Vol. 15

March, 1924

No. 3

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WHAT THE PUBLIC LIBRARY  
SHOULD DO FOR THE  
BUSINESS MAN, *Arthur E. Bostwick*  
Librarian St. Louis Public Library

WHAT THE PUBLIC LIBRARY  
IS DOING—A Symposium

RECENT TECHNICAL BIBLIOG-  
RAPHIES, Part II, *Raymond N. Brown*

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# Special Libraries

Vol. 15

March, 1924

No. 3

## What the Public Library Should Do for the Business Man

By Arthur E. Bostwick, *Librarian*, St. Louis Public Library

(1) It should act as a bureau of information in all sorts of industrial and commercial matters.

(a) In order to do this, it should include in its stock a large amount of fugitive material in the form of pamphlets, leaflets, etc., or even manuscript. By the time information of this sort gets into books, it is generally out of date. This stock will include quantities of industrial and commercial catalogues, advertisements, house organs, letters from business firms, etc.

(b) Service of this kind by telephone should be encouraged. Assistants should know in advance what kind of questions are most likely to be asked and should be able to give the answers at once without looking them up. No one should have to wait a second for the answer to such questions as "What is the estimated population of our city this year?" or "How many members are there in our Board of Aldermen?" The period of waiting for answers to more complicated queries will vary, of course, from minutes to months. But the asker should always be informed about how long he will probably have to wait. This will eliminate useless telephone calls.

(c) Some service of this kind involves so much labor that the library should not be asked to give it free of charge. There should be someone in the building who is prepared to render it at reasonable rates, which should be specified at once on request. Every library should contain a public writing room in charge of an expert stenographer and typist who is also a notary public and who may also act in the above capacity.

(2) The library should be equipped for quick reference service to business men. Simple reference books, such as the dictionary, cyclopedia, and gazetteer should be available near the door without ceremony and everything should be done to facilitate speed. If the main library is in or near the business

district, service of the kinds specified above will naturally be rendered there. If it is not, there should be a business branch in the business district.

(3) The business man should be able to get quick service for home use, both at the main library and its branches, and by messenger or parcel post. Requests for a book by telephone should bring it by post at the next available delivery after it reaches the shelves. This refers not only to special but to general books.

(4) The library should call attention to its service in every possible way, both in its own bulletins and thru the public press. News stories, which editors are always glad to get when properly prepared, are more effective than paid advertising. And visual displays of actual books, both at the library and at public expositions of all sorts throughout the city, are perhaps more effective still. Lists of books on business and industrial subjects should be constantly issued. The ability of the ordinary citizen to escape information of this sort is unbounded and it cannot be too often reiterated.

(5) There should be interested co-operation with all business and industrial bodies in ways only indirectly connected with library work. For instance—

(a) Meeting places in the library should be furnished free of charge and without too much restriction.

(b) Publicity should be given by the library to the work of such bodies in every legitimate way.

(c) Their attention should be called to the fact that incidental publicity may be obtained in libraries in all sorts of ways. For instance, if the library holds an exhibition of posters in its art room and one of these posters happens to advertise breakfast food, this article is obtaining free of charge pub-

licity that it could not get for \$50,000. What it does pay, of course, is the skill and interest necessary to design and issue artistic advertising.

(d) Members of the library staff should be able and willing at all times to appear before bodies of business men and explain the service offered by the library.

## What the Public Library Is Doing

Newark, by Linda H. Morley

It was through the directory that public libraries began to reach the business men of the community. The Business Branch of the Newark Public Library has discovered that of the four hundred people who use it every day, two-thirds have their needs filled by directories, while only one-third require the aid given by other books. This fact, which is only one of many that could be cited, goes to the root of the question: "What is a business library?" It is, first and foremost, a place where questions are asked for which correct answers are wanted immediately. In three cases out of five, these answers are found, wholly or in large part, by the aid of directories, city, trade, telephone or professional. The office of a business department of a public library is to act as a bureau of information on business subjects and to supply that information to business men and firms. To this end many things that are found in the average library divided among many departments, and used for many different purposes, must be considered from the business point of view and made available in a small space.

The book collection must deal with such subjects as selling, banking, insurance, credit, advertising, accounting, collecting of accounts, commercial correspondence, cost accounts, personal efficiency, employment problems, business English, executive methods and policies, export trade, organization and administration of factories, filing, graphic methods, investing and speculation, commercial law, marketing, office management, business psychology, purchasing, real estate, retail stores, sales management, and traffic management. There must also be city and trade directories, telephone books, maps, including real estate atlases, business periodicals, and trade papers, and a file of pamphlets and clippings.

Specific information must be supplied quickly and often in answer to inquiries by telephone. Service over the telephone does more to gain the good-will of business men than almost any other one feature. Addresses,

decoding cable messages, directions for going to a given place, political status of places, market prices for commodities, names of officers of companies and associations, names of manufacturers of given articles or trademarked goods, information about stocks and bonds, and names of public officials can readily be given over the wire. Whatever will save time in securing this material, therefore, such as indexes of all kinds, clipping files, business services supplying specialized information, must be provided. Some of these services are daily. They are expensive but indispensable. Information is often needed not a day old. The department must act as a clearing house in cases where the information sought is not available in print. Facts must be gathered by telephone and by correspondence with other sources.

It is not suggested that public, proprietary, state, or historical libraries could ever do the work which the enlightened industrialist of today asks of the special print-handling department he sets up in his organization. The present active movement for the establishment within large industrial enterprises of these special departments is of itself good evidence that they supply needs which libraries of the conventional type are not supplying. But the general library should try to master as much of the flood of print as is important to its public as a whole, and to those aspects of the industrial life which are common to all men and women of affairs in its community. The greatly increased use of public libraries by business men today is evidence that this idea is penetrating the library field.

Washington, by R. H. Todd

In the Washington Public Library the collection of business books and magazines is on the lower floor, in the Industrial Division, with a separate street entrance where men can run in at lunch hour and in that brief time may read current business journals, find just the book they want and take it with them or spend a longer time in looking for help on some knotty problem. The room is large, well

lighted, comfortably furnished with chairs and reading tables, and equipped with a charging desk so that the reader does not have to go upstairs to the main charging desk as he leaves the building. The library has a very generous loan system. One may take five books at a time and any number of periodicals. Current numbers of magazines are always on file for reference. In order that the busy man may not have to search for what he wants, all material of a class is brought together. For instance, in open boxes over books on advertising, periodicals on advertising are placed so that all he has to do when he gets a book, is to look above the shelves for the magazines.

Free use is made of the telephone, and many reference questions are answered by this method. Questions that come to us in this manner are usually in the nature of quotation of prices on commodities, or the officers of a banking company, or the address of some manufacturer. On one occasion recently, a large business firm with branch offices in Washington, called upon us to decode a wireless message from Japan relative to the shipment of goods. The message was deciphered and telephoned back in less than half an hour. Sometimes the library is requested by telephone to bring together literature on a given subject in advance, in order that the limited time of the busy man may be spared. This is advantageous to both, especially if the subject matter requires much searching.

Another valuable service to business men is found in our collection of trade directories. These furnish mailing lists, wholesale and retail dealers by localities, trade routes and freight rates, and sometimes valuable statistical information. A large collection of manufacturers' catalogs is also on file, consisting of about five thousand catalogs, covering seven hundred and fifty subjects, and representing about two thousand firms. This collection is exceedingly useful to those who wish to get a general idea of the products of various firms before buying, and also for those who seek specific information, as for instance, about certain machines. The form of some of the newer catalogs which are published annually is changed, and many include price lists. Pictures are also very helpful, sometimes having detailed descriptions accompanied by working drawings.

We are often called upon to co-operate with the educational directors of business firms in their work of directing employees in

study and recreational reading. We also co-operate with the various business associations in the city, in their campaigns of education, by making reading lists and otherwise advertising their efforts by posters and by distributing their literature. Thrift week, just past, is a good example of this type of service.

Publicity is given to the service for the business men by frequent news articles and lists in newspapers, lists of business books for distribution, and occasionally by talks to groups of business men. The librarian has addressed clubs such as the Washington Chamber of Commerce and Retail Credit Men's Association, describing the service offered and extending an invitation to make use of the collection. Lists of business books were distributed.

It may be a surprising fact to many to know that Washington, which has always been considered largely residential and professional, by the last census figure (1919), has as many as five hundred and ninety-five manufacturing establishments. While this does not put us on the map as an industrial center, it does give a certain business standing as a community. The Public Library of Washington is peculiarly fortunate in being in close touch with the Library of Congress and the many special libraries of the city whose co-operation is mutually advantageous.

#### Indianapolis, by Ethel Cleland

A glance over the statistical reports of the Indianapolis Business Branch Library discloses some interesting facts in regard to two important items in its stock of trade.

In June, 1919, out of the total number of business books, pamphlets, and clippings loaned for the entire month, the books constituted over 90 per cent and the pamphlets and clippings only about 9 per cent. Four and a half years later, in January, 1924, a similar examination shows that, of the same two classes of material, the books which circulated during the month were 55 per cent of the total loans and the pamphlets and clippings were 45 per cent—nearly half and half.

From another angle, comparing January of this year with January, 1923, a 201 per cent increase in loans of pamphlets opposes an 18 per cent increase in loans of books.

Two things seem apparent from these comparisons. First, that books alone do not suffice to furnish what the average business man seeks from his public library. And, second, that the use of material other than books

is something to which this average business man has to be educated.

The clientele of a public library, even of a highly specialized department such as the Business Branch Library under consideration, is markedly different from that of a special library in the close sense of the word. Outstanding among the differences is the fact that those who use the latter value information in itself, regardless of appearance and form. If sources are reliable and figures the most recent available, a few words typed on a slip of paper will suffice.

The man who is used to a public library has been trained to *books*. So when he begins to use a special branch of the library, maintained out of public funds for his particular needs and located near his place of business, quite naively and yet quite naturally, he expects to find within the bound volume everything he may need for his individual business problems.

Nor is it surprising that he is disappointed and sometimes more or less disgruntled when, in place of a whole book or many books on the subject that is puzzling him, he is referred to a paragraph or, at best, a single chapter on his topic embodied in a book covering a much larger field. Usually these pages furnish him little that is specific or constructive.

This is said with no intention of undervaluing books, Heaven forbid. Even in a business library where they do have to share the honors, no amount of loose material assembled in a file will take the place of a book for a broad view, for the beginner in a new sphere, for the understanding of forms of business other than one's own, for the student, for historical data and insight into progress and development, or for inspiration. Many business books of great value and timeliness are constantly being issued. And the standard of excellence for these is very high.

What it is hoped to emphasize here is that he who gets the most out of such a business library must learn to use indiscriminately both books and that class of material which, since no phrase has as yet been coined to adequately describe it, is known variously by such terms as file material, ephemeral material, loose material, pamphlets and clippings.

Nine times out of ten, at a conservative estimate, the business man will find in neither general survey, text-book nor theoretical treatise the specific fact, the most recent figures, the thorough investigation, the special form, the accounting detail, the practical sug-

gestions—the kind of thing he seeks oftenest from his public library. But just such things he will find in a well organized file. To build up such a collection, there seems to be today such a wealth of material at hand that the librarian has only to choose what will best meet the demands made on his library.

For the amazing growth of this class of material, informal in form but often weighty in content, many agencies and activities are responsible. Commercial research in marketing and distribution has been accorded a place alongside of that of industrial research and the laboratory in the field of production. Its results are often available to the business world at large. Professional bodies, trade associations, joint publicity committees have, by pooling their interests, large funds to expend upon investigations, reports and various publications. The value of convention and society proceedings has been recognized. Public documents, particularly those emanating from the Federal government, have been popularized and a most cordial co-operation has been developed between public libraries and government bureaus and departments whose work and publications are recognized as of immense importance to business operations. High grade special trade papers have multiplied, supplying clearing houses of information in their pages for special types of business. Chambers of commerce, newspapers and magazines all over the country are functioning as collectors and distributors of facts and statistics about local communities and special markets. The high standards of modern advertising have made of much publicity matter an educational force. All sorts of daily, weekly and monthly services have been developed from trustworthy sources to broadcast financial, economic and business information.

To teach the general public to use a class of material of which it usually has little knowledge and less respect in the beginning means at least two things. No effort must be spared by the librarian in following sources, assembling material rapidly and so organizing it that it will be quickly available. And, he must perseveringly employ patience and tact in presenting this material to his patrons until he has proved to them that his faith in his files is as much justified as their faith in books.

The Indianapolis Business Branch felt that, very quietly and unostentatiously, it had passed an important milestone in its development as an active force in the business life

of the community when, within perhaps a year after its organization, voluntary requests—such as now pour in—first began to be made for “something out of your file like what you gave me before.”

Once more as to books—the Business Branch, on the theory that even from technical books and files the business man may not get all he wants, maintains a collection of recent fiction and popular non-fiction current books, is building up a group of biographies and has just added to its shelves a set of the Harvard Classics.

#### Brooklyn, by Calvin W. Foss

To meet the demands made upon it, many of a highly technical nature, the library must maintain adequate collections in all the principal fields of business enterprise. This calls for an expenditure and shelving space that only the general public library or endowed institution can meet. Our task is to serve not only the business man who is without access to a “special” library, but to supplement the work of the special library as well. Our collection includes thousands of volumes covering statistics, labor, employment and factory management, accounting, investment, corporations, business law, insurance, commerce, transportation, industrial chemistry, engineering, manufacturing, and building. There are also collections of the leading city and trade directories, corporation manuals, atlases and time-tables. The most timely and useful information is usually found in periodicals. The library has files of a large share of the periodicals indexed in the Industrial Arts Index, many of those in Public Affairs Information Service and various other trade publications. The verticle file deemed so essential in the special library does not form a part of our equipment, since technical publications are not clipped and classified but are bound and preserved intact and their contents made available by means of indexes and bibliographies. Neither is there a collection of trade catalogs except such general ones as Sweet’s Catalogue, the Chemical Engineering Catalogue, or MacRae’s Blue Book. The burden of procuring the particular trade catalog he needs is placed on the business man. Contrary to the popular view the publications of the United States Government furnish some of the most exact and valuable information needed by the business man. The library is a depository for all the government publications and those of the following bureaus have

been found most useful: Standards, Geological Survey, Mines, Chief of Engineers, Chemistry, Soils, Markets and Crop Estimates, Census, Foreign and Domestic Commerce, Labor Statistics, Patent Office, Federal Reserve.

The library has no separate business department or member of its staff specially trained in technology, and the resourcefulness of the reference librarian is often severely taxed to meet the business man’s requests which cover so wide a range and are bewildering in their complexity. But even the general librarian can accomplish much through the patient and intelligent use of such aids as the Industrial Arts Index, Engineering Index, Public Affairs Information Service, Accountants Index, Chemical Abstracts, Journal of the Society of Chemical Industry, and United States Document Catalogue.

Co-operation with special libraries is not alone an ideal, but with us, a pleasant reality. Our proximity to the New York business district brings frequent calls from financial and business libraries for information and books which are outside the scope of their special collections, while special librarians are unfailing in their courteous and helpful expert assistance.

#### Rochester, by Gladys E. Love

Rochester has been serving the special needs of business people through its Municipal and Business Branch of the Public Library since 1917. The Library is conveniently situated near the Municipal and County Office buildings in the business section of the city and is easily accessible to those engaged in business who desire to make personal visits.

The telephone service is an important part of the work of this library and a large portion of the questions answered are received over the telephone. That this service is appreciated is evinced by the variety of calls which range from the “date of invention of the modern bath tub” and “out-of-town addresses” to “aid in the solution of physics problems.”

The book collection numbers about fifty-five hundred volumes. The largest classes covered are business organization and management, municipal government, finance and labor problems. Believing that business people need recreation and inspiration as well as information some travel, psychology, biography especially of people in the business world, and fiction dealing with business are



included in the collection. The reference collection contains the encyclopedias and dictionaries found in a general library as well as city, telephone and trade directories, state and federal government reports, local, county and municipal documents, and maps and atlases.

The library subscribes to a large number of periodicals dealing with business, professions and trades and also general interest. House organs are a feature of this magazine collection, which includes a complete file of those published by Rochester firms and many of the firms outside the city. These are frequently consulted by factory paper editors for ideas and by others for the trade information they contain.

Much bibliographical work is done for the business people of Rochester which reaches them through the local papers, publications of the Chamber of Commerce and Ad Club. Other bibliographies are sent directly to persons requesting their compilation.

Frequent exhibits are held in the library and among the most successful has been one arranged through the courtesy of a local optical manufacturing firm showing the development of spectacles. Another on foreign trade was worked out with the Chamber of Commerce. This exhibit showed examples of foreign advertising of Rochester firms, paper work and packing for export. In this city where fine lithography is one of the chief industries, there is always keen interest in the display of foreign and domestic posters which are frequently changed.

#### Atlanta, by Tommie Dora Barker

During 1923, the Carnegie Library of Atlanta put into effect a plan looking toward giving broader service to the business and industrial interests of the city. A special alcove was set aside in the reference department of the library where all the books most used for information on business and industrial subjects were shelved, such as: Moody's Manuals, the trade directories, census reports, etc. In addition to these purely reference books, a collection of the best books on the various phases of business was placed here also, the selection of titles being restricted to the authoritative book on each subject. This alcove was established at the suggestion of the Dean of the School of Commerce of the Georgia School of Technology, who conducts evening classes in which many young business men of the city are enrolled. It was his idea that, although the library might

have a larger number of business books in its lending department, many of them were in such constant circulation that it was difficult to ever find them on the shelf, and that by having this collection of representative books always accessible, readers would be able to read them in the library or examine them to see if they wished to leave a call for them in the lending department in case they were out in circulation. The collection has been greatly used and has acquainted many with the information service which the library is prepared to give; in fact, a large part of the 15 per cent increase in the use of this department during 1923 is attributed to the presence of this collection. The collection will, of course, be kept up-to-date by the purchase of new titles of current business books.

The library is now working out a new plan of co-operation with a corporation which has a large number of employees. A few days ago an officer of the corporation called on the librarian to see what assistance the library could give in stimulating reading among its employees. He did not want a deposit of books but wanted to connect with the library at closer range, as it were, so as to assure more expert selection of the books and closer direction of the reading on any given subject.

The result of the interview was that the library undertook to compile about a dozen reading lists on such subjects as, office management, conduct of life, economics, biography, advertising, science, history, travel, accounting. These lists will be distributed among the employees with the request that they indicate the subject on which they would be interested to read. A representative of the company will assemble the requests and come to the library every two weeks to get the books which are checked or substitutes if those books are not on the shelf. In addition to borrowing the books from the library for its employees the firm will, at the same time, encourage them to join the library individually and to become first hand users of its collection of books.

The library will be much interested in the results of this form of extension service.

#### Providence, from the Providence Magazine

This Business Branch has been made possible through the joint action and co-operation of the library and the Chamber of Commerce. For some time the library has maintained a growing business reference department in its

main building, also a bookcase in the chamber building with a comparatively small deposit of commercial books. Recognizing the fact that the library is not conveniently accessible to the center of the commercial district, and also recognizing the fact that more and more business men are realizing the value of the printed page, the officials of the Providence Library recently proposed to the chamber a plan whereby a full working equipment, with competent attendants, should be placed conspicuously on the main floor of the Chamber of Commerce building.

The arrangement is a distinctive one, for Providence is the first city on record to have such a relationship between the two institutions. There are one or two chambers which

have deposits from the public library in their buildings, but no city has had such a completely equipped branch there.

There are more than a thousand books on the shelves, on every phase of commerce and industry. From general economics to special studies in the specialized industries, all occupations are represented here and are at the immediate service of any one who calls for them. Books may be consulted or taken from the library under the same conditions as from the general library. There are many of the special services on file, also a splendid collection of directories. The latter the library is prepared to lend over night or week end. Files are maintained for newspapers and magazine clippings.

## Have You Proposed?

It's the Leap Day of the Year  
Next Friday, February Twenty-Nine,  
So Perhaps This Question's Rather Bold  
To Ask of S. L. A. Members  
Who Receive—not Make—Proposals.

1924 Presents an Extra Day  
Remembered Next Week  
By Song and Dance.  
Send Your Member's Name

AND—

Yet, We Would Inquire,  
Have You Proposed, This Year,  
A Friend for S. L. A. Membership  
And in Answer to Miss Rankin's  
Oft-repeated Invitation  
Helped Toward a 1500 Membership!

When Leap Year Makes It  
Friday, February Twenty-Nine,  
In 1952,  
The Several Thousand Growth  
In S. L. A. Enrollment  
May Well Have Been Begun by You—

# RECENT TECHNICAL BIBLIOGRAPHIES

Compiled by Raymond N. Brown, Engineering Society Library, New York

(CONCLUDED FROM FEBRUARY ISSUE)

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About 100 references, mostly German.

## Petroleum

- E. H. Burroughs. Bibliography of petroleum and allied substances in 1919 and 1920. U.S. Bureau of Mines, Bull. 1923. No. 216. 374p.  
4532 references. The items are arranged in an elaborate classification to bring related subjects together. There are subject and author indexes.
- E. H. Burroughs. Bibliography of petroleum and allied substances, 1921. U.S. Bureau of Mines, Bull. 1923. No. 220. 230p.  
2703 classified references with author and subject indexes.
- D. T. Day, ed. A handbook of the petroleum industry. New York. J. Wiley & Sons, 1922. 2v.  
V. 2, p. 850-2 has a useful list of "current sources of petroleum information."

## Petroleum. Costa Rica

- A. H. Redfield. The petroleum possibilities of Costa Rica. *In* Economic Geology. 1923. v. 18, p. 354-381.  
P. 378-81. Bibl.  
48 references.

## Petroleum. Cracking processes

- E. H. Leslie. Motor fuels; their production and technology. New York. Chemical Catalog Co. 1923. 681p.  
P. 395-7. Bibl. on cracking processes.  
About 80 references.

## Petroleum. Foreign resources

- Bibliography of foreign petroleum resources. *In* Am. Assoc. of Petroleum Geologists Bull. 1923. v. 7, p. 593-8.  
About 70 references mostly to foreign publications.  
Also v. 7, p. 698-703.  
About 80 references mostly for 1923.

## Petroleum. Honduras

- A. H. Redfield. The petroleum possibilities of Honduras. *In* Economic Geology. 1923. v. 18, p. 474-93.  
P. 491-3. Bibl.  
34 references

## Petroleum. Texas

- F. J. Fohs. Structural and stratigraphic data of northeast Texas petroleum area. *In* Economic Geology. 1923. v. 18, p. 700-31.  
P. 728-31. Bibl.  
35 references

## Pharmacology and chemistry

- A. D. Herschfelder. The influence of modern chemistry on pharmacology. *In* Ind. and Engng. Chem. 1923. v. 15, p. 455-60, 524.  
P. 459-60, 524. Bibl.  
62 references.

## Phosphate rock

- U. S. Geological Survey. Phosphate rock in 1922. Mineral Resources of the U. S. 1922. Pt. II, p. 109-32.  
P. 128-32. Bibl.  
About 100 references forming a general bibliography of phosphate rock.

## Photo-elasticity

- E. G. Coker. Engineering problems solved by photo-elastic methods. *In* Franklin Inst. Jl. 1923. v. 196, p. 433-78.  
P. 477-8. Papers on photo-elasticity.  
36 references.

## Potash

- U. S. Geological Survey. Potash in 1922. Mineral Resources of the U. S. 1922. Pt. II, p. 87-107.  
P. 104-7. Bibl.  
About 100 references confined to the years 1922 and 1923.

## Power. Hydraulic and wave transmission of

- Elizabeth Seymour. Bibliography. *In* Mechanical Engng. 1923 v. 45, p. 622-3.  
23 selected references with descriptive notes.

## Power stations. Heat balance

- National Electric Light Assoc. Report of Prime Movers Com. New York. 1923. 373p.  
P. 51-78. Power station heat balance.  
P. 78. Bibl.  
22 references with notes describing contents.

## Prospecting. Electrical

- Hans Lundberg. Practical experience in electrical prospecting. Stockholm. P. A. Norstedt & Söner. (Sveriges Geologiska Undersökning. Arsbok 16, (1922) N:o 9.)  
P. 36-7. Bibl.  
24 references. In English.

## Pyrometer

- C. O. Fairchild and W. H. Hoover. Disappearance of the filament and diffraction effects in improved forms of an optical pyrometer. *In* Optical Soc. of Am. Jl. 1923. v. 7, p. 543-79.  
P. 579. Bibl.  
22 references.

**Quantum theory**

R. Ladenburg. Die Grundlagen der Quantentheorie und ihre experimentelle Prüfung. In *Zeitschrift für Technische Physik*. 1923. v. 4, p. 225-32, 249-59.  
P. 258-9. Bibl.  
About 70 references mostly in German and French.

**Quicksilver**

U. S. Geological Survey. Quicksilver in 1920. Mineral Resources of the U. S. 1920. Pt. I, p. 419-39.  
P. 437-9. Bibl.  
33 references of recent date with descriptive notes.  
Also Mineral Resources of the U. S. 1921. Pt. I, p. 107-20. Quicksilver in 1921.  
P. 117-20. Bibl.  
52 references of recent date with descriptive notes.  
Also Mineral Resources of the U. S. 1922. Pt. I, p. 113-24. Quicksilver in 1922.  
P. 121-4. Bibl.  
43 references of recent date with descriptive notes.

**Radiant energy, Visibility of**

K. S. Gibson and E. P. T. Tyndall. The visibility of radiant energy. U. S. Bureau of Standards, Scientific Paper. 1923. No. 475.  
P. 191. Bibl.  
23 references.

**Radiation and chemical reaction**

H. S. Harned. Radiation and chemical reaction. In *Franklin Inst. J.* 1923. v. 196, p. 181-202.  
P. 201-2. Bibl.  
About 50 references.

**Radio**

The yearbook of wireless telegraphy and telephony, 1923. London. The Wireless Press, Ltd. 1923. Various paging.  
P. 1-28. Literature of wireless telegraphy and telephony for 1922. The most important publications of each country are listed.

**Radio antennas**

H. H. Beverage and others. The wave antenna. A new type of highly directive antenna. In *Am. Inst. of Elect. Engrs. J.* 1923. v. 42, p. 258-69, 372-81, 510-19, 636-44, 728-38.  
P. 736-8. Bibl. on antennas—directional, ground, underground, and underwater.  
About 175 references arranged chronologically through 1919.

**Radio information**

Sources of elementary radio information. U. S. Bureau of Standards, Circular. 1923. No. 122. 16p.  
Gives a list of radio periodicals, a list of government publications, and a list of text books.

**Radio telegraphy. Rapid**

Eugene Nesper. Radio-Schnelltelegraphie. Berlin. J. Springer. 1922. 120p.  
P. 100-17. Bibl.  
Hundreds of references, mostly in German, arranged by classes.

**Railroads. Consolidation**

Bureau of Railway Economics Library. A list of references on the proposed consolidation of railroads. Washington. 1923. mimeo. 29p.  
About 300 references chronologically arranged, covering 1919 to Aug. 1923.

**Railroads. Performance**

U. S. Library of Congress. List of references on the performance of the railroads of the United States since 1910. Washington. 1923. mimeo. 17p.  
241 references classified.

**Rubber analysis**

J. B. Tuttle. The analysis of rubber. New York. Chemical Catalog Co. 1922. 155p.  
P. 121-38. Bibl.  
501 references arranged by author. A subject index covers the bibliography as well as the text.

**Rubber chemistry**

C. W. Bedford and H. A. Winkelmann. Systematic survey of rubber chemistry. A bibliography, with copious abstracts, of the entire literature of rubber chemistry . . . thoroughly indexed by authors and subjects . . . with a patent index. . . New York. Chemical Catalog Co. 1923. 385p.

**St. Lawrence Ship Canal**

U. S. Library of Congress. Brief list of references on the St. Lawrence Ship Canal. Washington. 1923. typed. 5p.  
47 selected references of recent date.

**Scleroscope hardness test**

R. Genders. The scleroscope hardness test. A new form of magnifier hammer. Institute of Metals, London. Advance copy of paper to be presented March, 1923. 17p.  
P. 15-17. Bibl.  
39 references.

**Scotland. Canals and waterways**

E. A. Pratt. Scottish canals and waterways, comprising state canals, railway owned canals, and present-day ship canal schemes. London. Selwyn and Blount. 1922. 299p.  
P. 284-92. Bibl.  
About 120 references, mostly before 1900.

**Selenium and tellurium**

S. Skowronski. Selenium and tellurium. In *Mineral Ind.* 1923. v. 31, p. 621-5.  
P. 623-5. Bibl.  
About 40 references, all for 1922.

**Short circuits**

O. R. Schurig. Experimental determination of short-circuit currents in electric power networks. In *Am. Inst. of Elect. Engrs. J.* 1923. v. 42, p. 605-17.  
P. 617. Bibl.  
17 references.

**Silver**

Great Britain. Imperial Mineral Resources Bureau. The Mineral Industry of the British Empire and foreign countries. (War period.) Silver. London. H. M. Stationery Office. 1923. 218p.  
P. 203-18. Bibl.  
About 400 references, classified, chiefly about silver mining in various countries.

**Sludge. Activated**

Illinois. Division of the State Water Supply. Activated sludge studies, 1920-1922. Bull. No. 18. Urbana. 1923. 150p.  
P. 113-15. Bibl.  
75 references, mostly issued since 1920.

**Solvent recovery**

- C. S. Robinson. The recovery of volatile solvents. New York. Chemical Catalog Co. 1922. 188p.  
P. 163-80. Abstract of literature on solvent recovery.  
218 references arranged chronologically with short abstracts.

**Sound. Sound waves under water**

- Franz Aigner. Unterwasserschalltechnik; Grundlagen, Ziele und Grenzen. Berlin. M. Krayn. 1922. 322p.  
P. 271-311. Bibl.  
Several hundred references, largely in German.

**South Africa. Geology**

- A. L. Hall. A bibliography of South African geology to the end of 1920. (Union of South Africa, Dept. of Mines and Industries. Geological Survey, Memoir 18.) Pretoria. Government Printing and Stationery Office. 1922. 376p.  
5751 references arranged by author.

**South America. Geology**

- H. B. Sullivan. Catalogue of geological maps of South America; with an index map. (Research ser. no. 9). New York. American Geog. Soc. 1922. 191p.  
About 200 maps are listed and described.

**Steel**

- H. W. Gillette. Possibilities in application of colloid chemistry to production of clean steel. A selected bibliography. n. p. 1923. mimeo. 11p.  
44 references, mostly of recent date, with descriptive notes.

- W. T. Griffiths. The change points in some nickel chromium steels. Iron and Steel Inst. Advance proof. Meeting Sept., 1923. 34p.  
P. 33-4. Bibl.  
28 references.

- Invar and related nickel steels. U. S. Bureau of Standards Circular. 1923. No. 58. 93p.  
P. 92-3. Bibl.  
80 selected references.

- Selected bibliography on mechanical tests of alloy steels at high temperatures. *In* Iron Age. 1923. v. 112, p. 278.  
11 references with abstracts of contents of each.

**Steel production**

- A. Barberot. Fabrication de l'acier au four Martin. Paris. J. B. Bailliére et Fils. 1923. 543p.  
P. 531-5. Bibl.  
About 100 references on steel production with Martin furnace, etc.

**Sulphur**

- A. E. Wells. Sulphur, pyrite and sulphuric acid. *In* Mineral Ind. 1923. v. 31, p. 640-57.  
P. 656-7. Bibl.  
About 35 references for 1922 and 1923.

**Sulfur in soils**

- W. M. Shaw and W. H. MacIntire. Determination of total sulfur in soils and

- silicate rocks. *In* Ind and Engng. Chem. 1923. v. 15, p. 1183-6.  
P. 1185-6. Bibl.  
19 references.

**Surveying. Air photographic**

- Canada. Air Board. Selective bibliography on air surveying and mapping. Ottawa. 1922. mimeo. 6p.  
40 references with notes.

**Tanning**

- Donald Burton. Chrome tanning. *In* Am. Leather Chemist's Assoc. Jl. 1923. v. 18, p. 110-39.  
P. 130-9. Bibl.  
206 references arranged chronologically.

**Thermal conductivity**

- A. S. Watts and R. M. King. The transfer of heat through refractories and its determination. *In* Am Ceramic Soc. Jl. 1923. v. 6, p. 1074-89.  
P. 1088-9. Chronological bibl. on thermal conductivity.  
33 references.

**Tide power**

- E. Fichot. Les marées et leur utilisation industrielle. Paris. Gauthier-Villars et Cie. 1923. 254p.  
P. 249-51. Bibl.  
About 90 references, mostly on the theory of tides.

**Torsion balance**

- H. Shaw and E. Lancaster-Jones. The Eotvos torsion balance. *In* Physical Soc. of London. Proceed. 1923. v. 35, p. 151-66.  
P. 163-5. Bibl.  
About 40 references, mostly in French or German.

**Trackless trolley**

- C. W. J. Taffs. Railless trolley traction. *In* Inst. of Automobile Engrs. Proceed. 1922-23. v. 17, Pt. 1, p. 215-42.  
P. 241-2. Bibl.  
About 50 references.

**Transformers**

- O. G. C. Dahl. Transformer harmonics. *In* Nat. Elect. Light Assoc. Proceed. 1923. v. 80, p. 850-76.  
P. 876. Bibl.  
About 50 references.

**Transmission. High voltage**

- R. J. C. Wood. 220-kilovolt transmission. *In* Nat. Elect. Light Assoc. Proceed. 1923. v. 80, p. 707-15.  
P. 714-15. Bibl.  
53 references of recent date.

**Tungsten**

- C. G. Fink. Tungsten. *In* Mineral Ind. 1923. v. 31, p. 699-710.  
P. 709-10. Bibl.  
About 25 references for 1922.

**Tungsten. Burma**

- J. C. Brown and A. M. Heron. The geology and ore deposits of the Tavoy District. (Geological Survey of India. Memoirs. v. 44, Pt. 2) Geological Survey of India. 1923. 354p.  
P. 174-7. Recent literature on the tungsten deposits of Burma.  
21 references.

**United States Army. Office of the Chief of Engineers**

W. S. Holt. The Office of the Chief of Engineers of the Army; its non-military history, activities, and organization. (Institute for Government Research Service monographs. . . No. 27.) Baltimore. Johns Hopkins Press. 1923. 166p.  
P. 155-61. Bibl.  
About 75 references.

**United States. Bureau of Navigation**

L. M. Short. The Bureau of Navigation; its history, activities, and organization. (Institute for Government Research. Service monographs. . . No. 15.) Baltimore. Johns Hopkins Press. 1923. 124p.  
P. 113-22. Bibl.  
About 100 references

**United States. Bureau of Public Roads**

W. S. Holt. The Bureau of Public Roads; its history, activities and organization. (Institute for Government Research. Service monographs. . . No. 26.) Baltimore. Johns Hopkins Press. 1923. 123p.  
P. 106-20. Bibl.  
About 190 references

**United States. Coast and Geodetic Survey**

G. A. Weber. The Coast and Geodetic Survey; its history, activities and organization. (Institute for Government Research. Service monographs. . . No. 16.) Baltimore. Johns Hopkins Press. 1923. 107p.  
P. 94-103. Bibl.  
About 115 references.

**United States. Federal Power Commission**

Milton Conover. The Federal Power Commission; its history, activities and organization. (Institute for Government Research. Service monographs. . . No. 17.) Baltimore. Johns Hopkins Press. 1923. 126p.  
P. 113-24. Bibl. by Sophy H. Powell.  
About 75 references.

**Vegetables and fruit. Storage**

Bibliography on the preservation of fruit and vegetables in transit and storage. Washington. U.S. Dept. of Agriculture Library. 1922. mimeo. 76 leaves.  
Hundreds of references classified, with table of contents. Most of the references are to American publications.

**Vibration and noise**

A. B. Eason. The prevention of vibration and noise. London H. Frowde. 1923. 163p.  
P. 2-8. Bibl.  
About 300 references, mostly to articles in periodicals.

**Vibration instruments. Electrical**

A. E. Kennelly. Electrical vibration instruments. An elementary textbook. . . New York. Macmillan Co. 1923. 450p.  
P. 438-42. Bibl.  
About 100 references.

**Vibrations**

Wilhelm Hort. Technische Schwingungslehre. 2 ed. Berlin. J. Springer 1922. 828p.  
P. 785-814. Bibl.  
Many hundreds of classified references mostly in German with index of authors.

**Vision**

L. T. Troland. The present status of visual science. National Research Council Bull. D. 1922. 120p.  
P. 111-20. Bibl.  
268 classified references.

**Vitamins**

H. C. Sherman and S. L. Smith. The vitamins. New York. Chemical Catalog Co. 1922.  
P. 235-60. Bibl.  
About 900 references to American and foreign publications. The arrangement is alphabetical by author.

**Voltage. Excess voltage**

Guide pour la protection des installations électriques à courant alternatif contre les surtensions. In Schweizerische Elektrotechnischer Verein Bull. 1923. v. 14, p. 301-20.  
P. 318-20. Bibl.  
About 95 references, mostly in foreign languages.

**Water power. California**

F. H. Fowler. Hydroelectric power systems of California and their extensions into Oregon and Nevada. U.S. Geological Survey, Water-Supply Paper. 1923. No. 493. 1276p.  
P. 877-906. Bibl.  
Hundreds of references, 1882-1919, arranged by power companies described. Most items have notes indicating scope.

**Water purification**

J. R. Baylis. The use of acids with alum in water purification and the importance of hydrogen-ion concentration. In Am. Water Works Assoc. Jl. 1923. v. 10, p. 365-92.  
P. 392. Bibl.  
18 references.

**Water-glass**

M. Schrero, comp. Water-glass, a bibliography. Pittsburgh. Carnegie Library. 1922. 83p.  
Many hundreds of references arranged by classes.

**Water supply and industrial wastes**

Am. Water Works Association. Progress report of Com. on Industrial Wastes in Relation to Water Supply. In Am. Water Works Assoc. Jl. 1923. v. 10, p. 415-30.  
P. 428-30. Bibl.  
35 references

**Woods**

S. J. Record. Bibliography of the woods of the world (Exclusive of the temperate region of North America.) with emphasis on tropical woods. 2 ed. rev. and enl. New Haven. 1923. mimeo. 40p.  
644 references, classified by country, with index.

**X Rays. Industrial application of**

P. H. S. Kempton. The industrial applications of X-rays. London. I. Pitman. 1922. 112p.  
P. 110. Bibl.  
A short list of important contributions.

# Special Libraries

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## EDITORIAL

This issue is chiefly a group of articles on what some representative public libraries in various parts of the country are doing for the business man, prefaced by Dr. Bostwick's statement of what the public library *should* do.

It is hoped that this symposium will suggest to many special librarians what they may expect from their public libraries, and to the public libraries themselves what can be done to meet two very real needs in their constituencies, that of the special library which needs close and sympathetic co-operation and that of business in general, which has no special libraries of its own.

The public library cannot, in many cases, take the place of the private, but with proper co-operation it should relieve the latter of the necessity of purchasing and caring for many volumes of more general use whose contents can be made available over the telephone, or even by messenger.

There was last month a meeting in Boston which is the beginning of a serious attempt to make co-operation among special libraries a very real thing. With a business branch as a center such co-operation should prove a foregone conclusion, and the report of the Boston Public Library Extension Service Committee in the Association column is significant as the beginning of a movement which will sometime, with the business branch as a clearing house for material in all libraries of the community and with a union catalog of rare and expensive material, make it possible to give its patrons the maximum of service.

Many special libraries will claim that they cannot open their shelves to outsiders, but there is none which need refuse access to sets of periodicals or general reference material, the use of which at long intervals might prevent the necessity of duplication and hence make funds available for broadening the scope of material accessible to the community.

It is not necessary to tell the special librarian that the government of the United States publishes much material that is of the greatest value in any library, public or special. But it will be of interest to each and every one of us to know that there is a possibility of assistance in the finding of material which we want.

The bill to provide for a library information service in the Bureau of Education was favorably reported on January 31st, after a hearing before the House Committee on Education.

This bill provides for a service which will act as a central government information office and clearing house between government offices and the libraries, which are the people's own educational extension centers. It will establish and maintain contact with all government offices. It will maintain a subject card catalog, giving sources of information, and will send out frequent notes of current publications.

Will anyone interested in this bill write at once to the Secretary of Special Libraries Association for a copy of the hearing before the House Committee.

A suggestion has come that the new constitution provide for life members. Can any of us tell whether this is a customary provision for associations the major part of whose dues are devoted to publication of a magazine? The income from any reasonable life membership would hardly pay the member's share of the cost of publication.

## Technology Group

Mr Lee offers the following as a typical progress report of the kind he is trying to get from members of the group.

### RESOURCES ON ELECTRIC RAILWAY SERVICE in the LIBRARY OF THE PHILADELPHIA RAPID TRANSIT COMPANY

An operating company to which engineering subjects are of minor importance

#### OFFICIAL SOURCES

Philadelphia. City ordinances.  
(All ordinances—1916 to date—relating to city transit development have been indexed.)  
Philadelphia. Transit Dept. Reports.  
Public Service Commission Reports.  
Interstate Commerce Commission. Statistics of railways in U. S.  
U. S. Census Bureau.  
Financial statistics of cities (Press release).  
Population statistics.  
Statistics of railways.  
U. S. Bureau of Building and Housing (Dept. of Commerce).  
Building materials and supplies (Press release)  
U. S. Bureau of Labor Statistics.  
Retail prices (Press release).  
Wholesale prices (Press release).

#### CURRENT PERIODICALS

Industrial Arts, and other Wilson indexes.  
A E R A  
Automotive Industries.  
Bus Transportation Journal.  
Commercial and Financial Chronicle.  
Electric Railway Journal.  
Electric Traction.  
Engineering News Record.  
Engineers and Engineering  
Motor Transport.  
Penna. Corporation Reporter.  
Public Utilities Reports.

Reporters—West Publishing Co.  
Shepards Citations.  
Penna. Supreme and Superior Court Reports.  
U. S. Supreme Court Reports.

#### DIRECTORIES

Congressional Directory.  
Electric Traction Pocket List.  
Hendrick's Commercial Register.  
McGraw Electric Railway Directory.  
McGraw Central Station Directory.  
Official Railway Guide.  
Quaker City Guide.  
Smull's Handbook.

#### STATISTICAL

Annalist Food Curve.  
Commerce and Finance—Commodity Prices.  
Commercial and Financial Chronicle—Electric Railway Section.  
Moody's Rating Books.  
Poor's Manuals.  
Richey, Albert. Conspectus of Indexes.

#### P R T COMPILATIONS

Car Sign Book. (Contains photostat copies of signs appearing in the cars.)  
Clipping Book. (Daily book made up of clippings from 75 newspapers and indexed.)  
Fare and Wage Book. (Fares and wages for a selected group of companies, 1917 to date.)  
Electric Railway Journal Cumulative Index, 1916 to date. (The index published is clipped and mounted on cards.)  
P R T Publications. (Bound chronologically, and also pamphlets for distribution, arranged alphabetically and indexed on cards.)  
Service Talks. (P R T publication Index in preparation.)

#### MISCELLANEOUS

Street railway companies. Annual reports.  
Street railway companies. House organs.  
Direct correspondence with other companies.  
Municipal Reference Division of Free Library.  
Periodical Division of Free Library.  
Law Association Library.

## Associations

### The Bibliographical Society of America

At the meeting on January first, President Root outlined a plan for a series of papers on the early newspapers in each of the states. The first of these, by Y O. Millington, to be

used as a suggestion for others, was that for the District of Columbia, covering the papers for 1820-1850.

There is no printed bibliography covering any large portion of the country for this period.



### Boston Public Library Extension Service Begins a Union Catalog

This new but long dreamt of enterprise connotes a forward step in solving the vexatious problem of discard, for which Miss Ethel M. Turner, State Reference Librarian, is sponsor. Miss Turner served as secretary for the "discard" meeting of February 12th, at the Library of Stone & Webster, called by the Extension Service Committee. That library has recently been transferred from the third floor to the ground floor, and naturally it has much material to dispose of. The aim is to have material apportioned among the libraries in the vicinity, with the understanding that in the case of serials the libraries, accepting these will agree to "carry on." Characteristic problems in this connection are suggested by the following questions:

1. Who will agree to bind and maintain the series of the Tramway and Railway World?
2. Will one copy of the Coal Catalog suffice for the community? (If we get this regularly, will you always get the latest Dewey Decimal Classification book?)
3. There ought to be available the latest copy of Garcke's "Manual of Electrical Undertakings" (London). Who needs it the most and will agree to have it each year, giving the superseded copies to the Boston Public Library?
4. Shall the fact that twenty-nine copies of Kleinogel's "Rahmenformeln" have been ordered for men on Stone & Webster's structural work, be registered as significant of the "worth wholeness" and availability of this book?
5. Has the Harvard Club of Boston the whole set of the Social Registers and will it agree to have them this year? (Union "Catalogist" verify)
6. Has Harvard University or any of its subsidiaries a well nigh complete set of alumni directories? (The keeper of the Union Catalog needs to verify this, running down the rumor to get an exact statement.)
7. What shall be our form of report card to advise the Union Catalog of material (received through association membership) which often comes in duplicate, triplicate and larger quantities to the various special libraries, and not always to public and college libraries which may never get it at all if not sold in the market or sent on a complimentary mailing list?

### Boston

Owing to the illness of Mrs. Ruth M. Lane, secretary of this association, the report of the very interesting meeting held with Dr. Bostwick as guest and speaker, will be delayed until the next issue.

### District of Columbia

The December meeting of the D.C.L.A. had addresses by William M. Lewis, the new president of George Washington University, and William Tyler Page, clerk of the United States House of Representatives, on the relations existing between library service and education and government.

President Lewis emphasized the fact that Washington is particularly fortunate in having a great wealth of specialized libraries and then said that he was concerned with the question: "How is George Washington University using these rich resources of the nation's capital and is there any way in which we can develop our relationship with these institutions?" Mr. Lewis stated that he was undecided whether George Washington University should endeavor, in connection with its new building program, to build up a great central collection of books or whether it would be wiser to develop compact department libraries and depend upon existing Washington libraries for supplementary service. He asked for the co-operation of the District of Columbia Library Association in solving this problem and at the conclusion of his address a special committee was appointed to co-operate with George Washington University, consisting of H. H. B. Meyer, chairman, Miss Emma V. Baldwin and Miss Elizabeth Callen.

During the course of his address Mr. Lewis referred to the need for facilities for higher instruction in library science and expressed his sympathy with any new educational undertaking having this object in view.

William Tyler Page gave an interesting talk upon the work of the national legislative body and during the social hour he told many interesting anecdotes which were of particular interest to librarians. He spoke in particular of his efforts to have the reports of committee hearings classed as public documents and of his efforts to build up a complete collection of such reports. He told also of the collection of party platforms extending many years back which was assembled in his office.

### Pittsburgh

The Pittsburgh Special Libraries Association held their February meeting at the Jones

& Laughlin Corporation rooms, 311 Ross Street, Miss A. A. Hillman of that organization acting as hostess.

Mr. Edward G. Stoy, of the Personnel Research Bureau, Carnegie Institute of Technology, gave a most interesting talk on his specialty. The whole question of personnel research is full of "human interest," and its exposition by such an authority could not fail to entertain employers and employees alike, as well as benefit both groups.

A number of local people have agreed to give the Pittsburgh Association a little free publicity; during February the following have published or will publish our announcement: The Pittsburgh Medical Bulletin, The Coal Trade Bulletin, Engineers' Society of Western Pennsylvania leaflet, Pittsburgh First (Chamber of Commerce), and the Western Pennsylvania Division of the National Safety Council leaflet to industrial concerns.

The announcement is as follows:

HAVE YOU A DATA FILE OR A  
SMALL SPECIAL LIBRARY?

If so

THE PITTSBURGH SPECIAL LI-  
BRARIES ASSOCIATION

Invites You to Membership.

YOU GAIN:

- (1) The Interested Co-operation of  
Thirty Librarians to Help Solve  
Your Reference Problems,—
- (2) A Reduction in Your Periodical  
Subscription Bills Through Be-  
ing Able to Borrow from Various  
Special Libraries,—
- (3) Free Employment Service: We Are  
in Touch with Many Expert Li-  
brarians Who Can Make Your  
Collection a Success  
Company Dues, \$5.00 per Year.

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**Southern California**

This association held a dinner meeting the evening of February 11 in The Indian Lodge opposite the Southern Branch of the State University in Los Angeles.

The speakers included Mr. Victor W. Killick, statistician of the Independent Petroleum Marketers Association, who is also president of the recently formed Western Statistical Association. Mr. Killick read an interesting paper on statistical research.

Mr. John E. Goodwin, the new librarian of the University of California, Southern Branch, also made a few remarks. Mr. Goodwin studied at the University of Wisconsin for his collegiate work and in New York City for library technique. He was at one time assistant librarian at Stanford and, more recently, librarian of the University of Texas.

Another guest of the evening was Mr. George E. Chase who has just become associated with the science and industry department of the Los Angeles Public Library. Mr. Chase, who formerly lived in Maine and Massachusetts, studied at the Riverside Library Training Service School and in the Library School of the Los Angeles Public Library. During the war he was a transport librarian.

Committees of the year for the association are as follows: Chairman of the employment committee, Mrs. Vivian Smith, librarian of the Security Trust and Savings Bank and former president of the Southern California S.L.A. Union List Committee; Miss Thelma Morrison, of the California Bank Library; Miss Anna Fossler, of the Southern Branch, U. S. Library; Miss Alice Scheck, librarian of the First National Bank; Miss Margaret White, head of the sociology department of the Public Library; Mrs. Smith; and Miss Blanche McKown, head of the Public Library periodical department, as chairman. The Directory Committee includes Miss Rose Marie Pursell, of the Southern California Edison Company Library; Mr. B. E. Edwards, librarian of the Standard Oil Company in El Segundo; Mr. W. B. Rees, librarian of the Los Angeles Railway Company; Mr. Ralph L. Power, compiler of "Libraries of Los Angeles"; Miss Estelle Brooks, of the Bank of Italy Library; and Mr. Guy E. Marion, president of the association, as chairman. The Membership Committee includes Miss Ruth Anderson, of the Southern California Edison Company Library; Miss Eleanor O'Toole, of the Security Bank Library; Mr. LeRoy Armstrong, librarian of Universal Films; Miss Edith Elle; and Miss Ramona Bean, librarian of the Library Bureau, as chairman.

## News from the Field

Simmons College will run its usual six weeks' Summer Session from July 7 to August 15. Most of the courses are specialized for those doing children's work or school library work. There is a course of thirty lectures in Elementary Cataloging, however, to which men or women who are graduates of at least a high school are eligible for admission. While the needs of the small public library are considered, the course will be planned to be helpful also to anyone cataloging in special libraries. Miss Harriet E. Howe will give this course from July 28 to August 15.

The most recent idea in taxation is that proposed by Governor Russell, of Mississippi. He recommends in his message for 1924, a new law taxing the libraries of lawyers, doctors, and professional people generally. The idea that education has a commercial value, has been spreading, but Mississippi is the first to suggest what is really a tax on the sources.

The Boston Elevated Railway has recently introduced two new methods for supplying its patrons with information desired by them. It has given public notice that if a person calls "Information, Back Bay 1800" on the telephone at any time, day or night, he can obtain any information desired about car or train service.

In addition, an information booth has been installed at Park Street subway, where detailed information is available, and where attendants are on duty to answer questions pertaining to the service. From 7 a. m. to 11 p. m. inquiries average approximately eighteen hundred daily and have been as high as one hundred and seventy in a single hour.

The report of hospital service in the Minneapolis public library records a circulation of 29,482 volumes. For four months of the year only the General Hospital was served but others were added until six hospitals now have regular service. Commendation from the hospital staff, the patients, and everyone connected with the hospital, is most enthusiastic.

## Personal

Mary Louise Alexander, in charge of Research Department of Barton, Durstine and Osborn, N. Y. C., spoke before Library School of the New York Public Library on Feb. 6.

Elizabeth Baxter has become cataloger at the Federal Reserve Bank of New York.

Ernest W. Chapin, assistant librarian of the New York Municipal Reference Library, has accepted the position of head of the Technology Division of the Detroit Public Library.

Wilham Gamble, head of the Technology Division of the New York Public Library, was recently married to Miss Saunders.

Ralph Gossage has been appointed to succeed E. W. Chapin as assistant librarian of the New York Municipal Reference Library. Mr. Gossage has been in the American Library in Paris and at the Information Desk of the New York Public Library.

Winifred Gregory, Wisconsin 1910, has left the Technology Department of the Carnegie Library of Pittsburgh to work with the H. W. Wilson Company in New York.

Harriet E. Howe, who is on sabbatical leave from Simmons College Library School, and who has been studying at Harvard School of Education during the first part of the year, will spend some months as executive assistant to the Secretary of the Temporary Library Training Board.

Marion Humble, Wisconsin 1913, assistant secretary of the National Association of Book Publishers and Director of the Year-Round Bookselling Campaign, was appointed Executive Secretary of the National Association of Book Publishers, 334 Fifth Avenue, New York City, succeeding Frederic G. Melcher.

Amelia Krieg, Illinois 1920, has accepted a position in the library of the Western Society of Engineers in Chicago.

Leona Kohn, N. Y. P. L. 1922-23, has been appointed cataloger in the library of the Federal Reserve Bank, Cleveland.

Mrs. Ruth M. Lane, Vail librarian of the Massachusetts Institute of Technology and secretary of the Boston S. L. A. is convalescing

from an operation which has taken her away from her work for a few weeks. This will delay the plans for the course offered by the Boston association.

Dorothy Lucas, from Princeton, was recently appointed head cataloger of Standard Statistics Company, New York City.

Ruth Knowlton Miller, Wisconsin 1909, is librarian of U. S. Veterans' Hospital, no. 27, Alexandria, La.

Mary Parsons has been appointed resident director of the Paris Library School; she is now assistant librarian of the American Library in Paris.

Margaret Reynolds, librarian of the First Wisconsin National Bank, Milwaukee, spoke before the Women's Advertising Club on Franklin's birthday. Her subject was "Benjamin Franklin, Father of Advertising."

Margaret E. Roulston, Wisconsin 1919, is with the U. S. Veterans' Bureau, Denver, Colorado.

Dorothy Rowden, Simmons 1922, is with the Western Electric Company in New York.

Helen Sayer, Pratt 1911, is now cataloger for the National Health Council Library, New York.

Dorothea C. Schmidt, formerly librarian of the School of Commerce and Administration, University of Chicago, has accepted a position in a Texas High School Library.

Esther M. Swain, Wisconsin 1917, is assistant in the U. S. Department of Agriculture Library, Washington

Ethel Wigmore, Simmons 1916, has been appointed a senior assistant in the Department of Medical Science of the Detroit Public Library.

## Things in Print

"Books for Us and Our Customers; How Metropolitan Life Operates a 52,000-book Library...by George W. Gray" in *Business*, for February. An account of a library founded in 1909 and having now a staff of twenty. It circulates books to nearly six thousand card holding employees, and does reference work for employees, executives and policy holders.

"Library Publicity," by Joseph L. Wheeler of Youngstown should be of considerable value to special librarians. It will contain some 300 pages and will be published in about three months.

In "The Making of a Modern Bank" the Continental and Commercial Bank of Chicago devotes a page to the work of its library.

The R. L. Polk & Company Library carried a full page advertisement in the *Detroit* for January 28th, with the caption, "This little library can answer 945,000,000 questions, many trips at your finger tips, save many miles, minutes and dollars." Half the page was given over to an illustration of one of the two hundred Polk directory libraries.

The National Safety Council has for distribution information on the guarding of high pressure bottling machines.

"The American Telephone Historical Collection" in *Bell Telephone Quarterly* for January. This article describes the Bell System Museum, an interesting collection of instruments and apparatus, at the Western Electric Building in New York, and the new historical collection being made to perpetuate the personalities and record of the men, which will be housed at 195 Broadway.

"The Vanishing Supply of Research Periodicals" by Charles W. Smith of the University of Washington Library, in *Library Journal* for February 1st, tells of his attempts to secure complete sets of fundamental research publications, and of his conviction that they are very scarce and that in many cases the available supply is already exhausted. The article is well worth a careful reading.

"Books on Public Health" a select list compiled by the National Health Council, and printed in *Library Journal* for February 1st.

A three-page list, starred for items of greatest value, but not annotated. These are published by Funk and Wagnalls at thirty cents each.

The Report of the Library of Congress is one of work greatly handicapped by lack of space and of appropriations for much needed

expansion of the service. The publication of important bibliographies has been held up because of the inadequacy of the printing and binding appropriation, which is absorbed by the Bulletin of Copyright Entries and the printed catalog cards which are so important to a majority of the libraries of the country, 3,239 now subscribing for them.

The additions to the library have numbered 88,933 volumes, 3,812 charts, 17,826 volumes and pieces of music and 8,057 prints. The special collections have had notable additions, including the papers of Abraham Lincoln donated by his son Robert Lincoln, but not to be opened until after the death of the latter.

Of the 87,090 volumes cataloged, 14,408 were re-cataloging.

Several more institutions have been reported as adopting the L.C. classification, bringing the total known up to seventy-two.

Agricultural Cooperation; a selected and annotated reading list, with reference to purchasing, marketing and credit, including only works printed in English and exclusive of periodical references except reprints and proceedings of associations. Compiled by Chastina Gardner, United States Department of Agriculture, Miscellaneous, Circular No. 11.

"Crops and Markets" is the new name of the weekly publication formerly entitled "Weather, Crops, and Markets." Beginning with the issue of January 5, the weekly weather review was discontinued. This information will be distributed in another form and those interested in receiving it should make application to the Weather Bureau, Washington, D. C.

Current market news items, reviews, and tables will be published weekly as heretofore, but monthly statistics, crop reports, special articles, and charts will be published in a supplement to be issued about the third week of each month. It is believed that this monthly supplement will prove more satisfactory to a larger number of readers because the statistics, which are often referred to, will be grouped together in twelve issues instead of being scattered throughout fifty-two numbers as heretofore.

The American Institute of Accountants maintains what it claims to be the most complete accounting library in the United States, at 135 Cedar Street, New York

It is described in a recent number of the *Pace Student* as follows:

"The library is open during the customary hours of the business day and that all members of the New York State Society of Certified Public Accountants, whether members of the Institute or not, will be cordially welcome to make use of the library for reference purposes.

"Indeed it is the hope of the Institute that use of its facilities will not be entirely restricted to members of the Institute.

"For the information of those who may not be familiar with the library and its facilities, let me say that we believe that the collection of books, pamphlets, magazine articles, reports, etc., constitutes the most complete accounting library in the United States. All current literature which is worth a place in an accountant's library is purchased upon publication, and in addition we are constantly adding to our files of older books, files of magazines, etc. The library is well equipped with such works of reference as are likely to be required by any practising accountant, and a considerable amount of attention has been paid to literature dealing with specific industries which may be of service to accountants called upon to render professional assistance to companies engaged in such industries.

"The library staff is ready and willing to assist visitors in finding the references which they desire."

Bridging the Hudson River is the subject of a comprehensive and fully annotated bibliography by Ada S. Couillard, reference librarian of the New York Municipal Reference Library. This is appearing in the *Municipal Reference Library Notes*.

A Bibliography of the Literature Relating to the Price of Coal, by Thomas P. Ayer, appeared in the *Annals of the American Academy of Political and Social Science* for January.

The *Blackboard* for January contains an article on "Georgia's Legislative Reference Department," by Ella May Thornton, assistant state librarian. It sets forth the uses of the department to the citizens of the state which includes the furnishing of reference lists and the loaning of books listed in them.

What Our City Councils Are Doing; brief list of references to ordinances introduced or passed by the city councils of large cities, March 3, 1923 to Jan. 15, 1924. A mimeographed list from the Municipal Reference Library of Chicago.

Library Legislation in 1923, by William F. Yust, in the *Library Journal* for January 15th, p. 61-71. A thoroughgoing review of the subject.

*The Schenectady Works News* for February 1st contains an account of the New York State Library School to the G. E. Library, in January.

The Business Librarian's Opportunity, by Elsie L. Baechtold, librarian of the Irving Bank-Columbia Trust Library, appeared in the *News Bulletin* of the Bureau of Vocational Information for October 15th.

## Still Wanted

The response to our request for missing numbers of Special Libraries for the office file has been most gratifying, but we still need the following:

Jan. Feb. Sept. Nov. 1910; April 1911; Jan. 1913; Dec. 1914; Jan. May 1916; Sept. Nov. Dec. 1917.

Pages 71-72 deleted, advertising.