

3-1-1934

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Special Libraries Association, "Special Libraries, March 1934" (1934). *Special Libraries, 1934*. 3.
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SPECIAL LIBRARIES

"PUTTING KNOWLEDGE TO WORK"

VOLUME 25

MARCH, 1934

NUMBER 3

CLASSIFICATION

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

Entered as second-class matter at the Post Office at Concord, N. H., under the act of March 3, 1879

SPECIAL LIBRARIES

FLORENCE BRADLEY, *Editor*

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MARCH, 1934

Volume 25

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Number 3

The Brussels Classification and Its General Use Abroad

By MARGARET MANN, *Associate Professor*

Department of Library Science, University of Michigan

Given before the Catalog Section at the A. L. A. Conference, Chicago, 1933

DURING a trip to Europe in the spring of 1933, I was much interested in observing what use was being made of the Brussels classification.

Most of you already know that the Dewey classification was first translated into French in 1898 by the Institut International de Bibliographie of Brussels under the title "Manuel de la Classification Décimale," and in 1905 as "Manuel du Répertoire Bibliographique Universel." The latter was not only a translation, it was an expansion as well, providing for very minute divisions and introducing a system of symbols by which relationships between subjects could be indicated.

A new and much enlarged edition of this translated and extended code was issued in 1927, entitled "Classification Décimale Universelle." This edition was a coöperative undertaking between the Institut International de Bibliographie of Brussels, the Commission Internationale de la Classification Décimale, and the Nederlandsch Instituut voor Documentatie en Registratuur, the Dutch section of the International Institute of Bibliography. This last edition is some ten times as large as the American code, having more than 100,000 divisions in the main tables as compared with about 11,000 in Dewey. Extension subjects have been added to the tables of the Pure and Applied Sciences.

While plans have been made to keep this a growing classification through supervision by the Commission, *private* modification is a bibliographical crime. The Commission Internationale de la Classification Décimale has its headquarters at The Hague, and comprises delegates elected by the various National sections of the Institute, The League of Nations, and certain national libraries. Current minor changes are dealt with immediately by a small executive committee representing the principal countries. Larger schemes are submitted to Subject Secretariats comprising leading experts on the particular subjects. The whole scheme of caring for new *extensions* presents a very remarkable example of *active international coöperation*. Experts from every important European country gave their assistance in the expansion of the classification tables of their special subjects when the latest edition was under way, and while certain defects will appear in the publication to which contributions were made by a number of editors so placed as to make complete coördination

difficult, when the work is translated into another language such errors can be corrected. It is a very good illustration of how a classification may be kept up-to-date and alive.

May I stop here and say that whether one is in sympathy with D. C. Classification or not is beside the point in this discussion. All I am attempting to do here is to record the use of the scheme abroad and show what recognition it is receiving from librarians and bibliographers. In my opinion we cannot afford to be unmindful of what is happening in all parts of the world. Classification must be considered in its *international* aspect if we are going to have close coöperation with our foreign friends, in the use of their libraries, and join with them in bibliographical undertakings.

One seldom finds the dictionary catalog outside of England and America, and it is easy to understand why an alphabetical arrangement of cards might be found very insufficient on the Continent where many different languages are in use. Naturally the subject headings in a dictionary catalog in a foreign library are in the language of the country. For example, in the dictionary catalog in the Vatican library, all subject headings are in Italian.

My experience would prove that libraries in Europe are using the Brussels classification, not so frequently for the classification of books on the shelves as for the classification of catalog cards. They seem to prefer the classified catalog to the dictionary catalog. In the Vittorio Emanuele Library in Rome (one of the national libraries of Italy) and also in the Swiss national library at Berne, the books themselves are not arranged by subjects, but by groups. For example, all rare books are together, all books printed in Switzerland form another group, etc., but there is a classified catalog in each library arranged after the Brussels or Dewey scheme. By this method the reader who wishes to see what books the library has on a definite subject goes to the catalog instead of to the shelves. There he locates his subjects, and finds not only books listed, but analytical material as well. The call numbers of the books, which are quite independent of any classification scheme, are also on the cards. In the Berne library it is the accession number under groups which determines the arrangement of the books in the stack, and again the catalog cards bear the Brussels number which determines their logical subject arrangement. As I looked at this method I thought how easily one could change a classification number. One can sit comfortably at a table and turn over the cards in the classified catalog, selecting the books which will be brought from the stack for consultation.

When the Brussels classification is used in this way, all criticism of complicated notation is avoided since the D. C. number becomes merely a filing medium; it does not have to be copied by the reader; its purpose is merely to assure the logical arrangement of subjects.

In this method of classification by means of the catalog, one loses the opportunity to go to the shelves and survey the books in his special field. If books are arranged by size or by accession number, they can have no subject order.

The argument given for this method, so generally followed in Europe, is that there is not enough space in the stacks to allow for the constant intercalation of books, and that the book is more quickly found if the numbers run consecutively through the whole collection. Librarians also say that they have not the time to constantly shift the books in order to make room for new ones, nor have they the time to handle the books in order to get them ready for such a complicated system of subject arrangement.

One frequently hears in Europe the statement that the Decimal system is the only system employing a notation which is international in its meaning. The symbol being made up of Arabic figures furnishes a classification which can be understood by persons reading any language. They contend that this universal feature of the Brussels places it in advance of any other classification scheme if the international feature is important. An alphabetical index of subject headings at once breaks down when the indexing of matter printed in other than the Roman letters is under consideration because the system is then unsuitable for international use. By using the Arabic symbol, all the references to a particular subject will fall together in one place where they can be found, regardless of source of language.

The decisive objection to the alphabetical system, given by those who advocate the use of the classified catalog, is that it renders bibliographic coöperation impossible, especially where differences of language are involved. If however, the symbol is used as the medium of arrangement, bibliographies made in several countries can be united into a single index, and an index can be made in any language referring to the symbols. This is the second way in which the Brussels classification is used extensively in Europe, namely, for bibliographical indexing. So far this work has been most extensive in the field of Natural and Applied sciences.

The Association of Special Libraries and Information Bureaux has done much to advance the use of the Brussels classification for this purpose in England. They have, for some years, been searching for a classification scheme which could be adopted by special libraries and so be assured of uniformity of method in their own group. They cite the following reasons why they consider this system the best for special libraries:

1. Its rigid principles are confined to those which have by past experience proved absolutely necessary.
2. Its flexibility is greater than that of any other system.
3. Its applicability to divers needs exceeds that of any other system.
4. Its apparent complexities vanish on close examination, and an investigation will demonstrate that it has the characteristics of a practical machine — namely, it is essentially simple although its accessory apparatus gives the appearance of complexity.
5. Its notation is "pure" — *i.e.*, consists of a single set of symbols only — the decimal numbers. The additional signs are restricted to their proper function of associating the pure symbols.
6. Its use reduces the labour and cost of bibliographical work to a minimum.
7. It has been used extensively for some twenty-five years or more for classifying literature on many branches of science. Its use is now rapidly extending. Many bibliographies are issued which are classified by this system. Those who employ it are able thereby to incorporate any desired portions of these bibliographies in their own index. At the same time, any bibliographical work they publish becomes available for immediate incorporation in all bibliographies, classified on the same system. So far as is known, there is no other system that has been used extensively for the classification of bibliographical material by more than a single institution.
8. It is in use in nearly every country in Europe, and every year gains new adherents.

In Great Britain over thirty institutions of various kinds, including such important special libraries as the Library of the Ministry of Agriculture and Fisheries, Imperial Chemical Industries Library, and the Science Library, London, are known to have the system in use.

In order "to promote the study of bibliographical methods and of the classification of information, to secure international unity of bibliographical procedure and classification, and to foster the formation of comprehensive and specialist bibliographies" and form a closer affiliation with the Brussels Institute, the British Society for International Bibliography was formed. The registered address of the Society is Imperial College of Science and Technology, South Kensington, London, S. W. 7.

So far the efforts of this Society seem to have been directed to the indexing of scientific literature. More than forty bibliographical organizations in Great Britain alone have adopted the scheme for bibliographical indexing in the last few years, among these bodies being the Royal Society, the Physiological Society, and the Royal Photographic Society.

A most important development is its application to patents. In these countries where the patent offices make preliminary examinations, about 100,000 specifications have to be filed every year after careful classification. Since most of the patent offices have their own classifications, a lot of double work is done, and it has been proposed to introduce the Classification Décimale Universelle (Brussels classification) as the standard to avoid this duplication. As it is practically impossible to renumber and rearrange the many millions of patent specifications filed already according to the national classification schemes, the solution seems to be that the large countries should maintain their own systems, but print on the specifications the Brussels number as well as their own, having for the purpose a concordance giving the Brussels numbers corresponding to the national numbers. Now Dr. Eilan, President of the German patent office, has expressed his willingness to print the Brussels number on the German specifications, if the German patent office is provided with a concordance between the Brussels classification and the German patent classification. Dr. Aling Prins, President of the Dutch patent office, has declared that his office will follow the example of the German institution. France is also using the scheme for patents.

I was interested to note in Europe the real enthusiasm for the Decimal system where it was in use, and I was indeed surprised to learn to what an extent it had taken root there. Naturally my interest was perhaps more keen because I had used the Brussels classification at the Engineering Societies Library in New York.

Since my return to America in July (1933) I have received word from Dr. Bradford of the Science Library in London that an English translation of the last French edition of the Dewey is to be prepared. He writes: "The English edition is now in preparation. Approval has been obtained from the [Lake Placid] Educational Foundation, and it is hoped that arrangements for printing will be concluded shortly." The publication will be issued by a Joint Committee of the Association of Special Libraries and Information Bureaux, and the British Society for International Bibliography. It will be called the "Bibliographical edition."

What does this mean to American libraries? That they will have another Dewey to cope with — one more fully expanded. Is this going to solve our problems or complicate them?

Germany and the Decimal Classification*

By DR. H. A. KRÜSS

General Director, National Library, Berlin

Chairman, Fachnormenausschuss für Bibliotheks- Buch- und Zeitschriftenwesen

THERE are two agencies in Germany that concern themselves with the fundamental problems of the Decimal Classification: the Deutsche Normenausschuss, founded in 1917, and the Ausschuss für Universalklassifikation, founded in 1930.

The Deutsche Normenausschuss is an organization, established by the Verein deutscher Ingenieure and German industry, with the participation of the proper authorities, which has undertaken to establish, with the coöperation of the professions concerned, standards and uniform practices for all branches of industry and practical life, with the object of increased efficiency. In 1927, a professional committee in libraries and publishing, the Fachnormenausschuss für Bibliotheks-, Buch- und Zeitschriftenwesen, was formed within this organization, which on its own behalf has appointed three working committees (*Arbeitsausschüsse*): for the form of periodicals; for the standardization of printed forms; and for classification. The *Arbeitsausschuss für Klassifikation* is the body within the Deutsche Normenausschuss which deals with questions of the Decimal Classification. Its chairman, Carl Walther, is the head of the library of the Aachen Technische Hochschule.

The agency that represents Germany officially at the Institut International de Documentation at Brussels and that carries out the coöperative work undertaken by Germany upon the projects of the Brussels Institut, is the Deutsche Ausschuss für Universalklassifikation, which is administered under the Reichsministerium des Innern.

This committee was formed as a result of the decision adopted by the Ninth International Bibliographic Conference, at Zurich, in 1930, to create, along with the Institut International de Bibliographie (now the Institut International de Documentation) an International Commission for Decimal Classification which would decide upon extensions and changes of the Decimal Classification with international authority and would have provision for representation from existing national committees.

Those departments of the government that are interested, together with the Deutsche Normenausschuss and a number of scientific and technical societies and libraries, are represented in the Deutsche Ausschuss für Universalklassifikation. The term "universal classification" was selected because the important characteristic of the Decimal Classification was conceived to be less its decimal character than the idea of the universal dissemination and use of one system of classification which is incorporated in it.

Coöperation between the Deutsche Ausschuss für Universalklassifikation and the Deutsche Normenausschuss is so arranged that the former will set up fundamental principles, while the latter will carry out the subsequent practical work, with the aid of groups of specialists for each subject.

The first task undertaken by these two committees was the preparation of an

* Translated from the German.

abridged German edition of the Classification Décimale Universelle, prepared and enlarged in accordance with the second edition, which was published in 1927-1929 by the Institut International de Bibliographie. This abridged German edition, which the International Commission for Decimal Classification has declared binding upon any abridged editions in other languages, appeared in 1932.¹ The abridged German edition contains an introduction which explains the importance and historical development of the Decimal Classification and gives directions for its use. In doing this, special consideration is given to its use in industry.

This abridged German edition was preceded by complete German editions of two parts: *Generalities and Library Economy* (1929), and *Electrical Engineering* (1931), which were prepared and published by the Deutsche Normenausschuss with the coöperation of several librarians and the Verband deutscher Elektrotechniker. Since the publication of the abridged German edition, additional complete editions have appeared, during 1933, for the divisions: Ceramics, Enamels, Artificial stone, and Cement.

In continuation of the preliminary work of the past, the Deutsche Ausschuss für Universalklassifikation and the Deutsche Normenausschuss have undertaken the preparation of a complete German edition of the Decimal Classification.²

As the third international edition of the Decimal Classification, this will supersede the French edition of 1927-1929, it having been recognized by the Institut International de Documentation as an authorized international edition. The work is so far advanced that the first of the contemplated ten parts will appear in April 1934, and the whole work will be completed in 1936. The introduction will explain the structure of the Decimal Classification and give instructions for its use. The classification tables will contain about 70,000 concepts and the alphabetic index an equal number of entries. Experts in all fields of knowledge are taking part in its preparation and the work is being done in close collaboration with the secretary of the International Commission for Decimal Classification, Mr. F. Donker Duyvis, of The Hague.

In addition to the preparation of these publications, the Deutsche Normenausschuss and its Ausschuss für Klassifikation think it their task to promote the adoption of the Decimal Classification and also to advise organizations and individuals in its use. The *Mitteilungen*³ which are published by the Deutsche Normenausschuss, serve these purposes, as well as of reporting current events in the application of the classification.

The German practice in the field of the Decimal Classification which is here reported has avoided any discussion of the frequently debated question whether and to what extent this classification is adapted to library needs. It has simply been accepted as a fact that the Decimal Classification is repeatedly finding practical application and also that decimal or other numerical systems which are based upon erroneous interpretations of it or are independent creations are frequently used for all kinds of classification. It has seemed worthwhile, as one of the German efforts toward standardization, to promote uniformity as a matter of mutual interest, and to do so upon the basis of the Decimal Classification, because it has greater vogue internationally than any other system. Although German librarians have collaborated prominently

¹ *Decimal-Klassifikation Deutsche Kurzausgabe*. Nach der 2. Ausgabe der Dezimalklassifikation Brüssel 1927-1929. Bearbeitet im Auftrage des Deutschen Normenausschusses von Dipl. Ing. Heinrich Günther. 1932 Beuth-Verlag. Berlin.

² *Decimal-Klassifikation Deutsche Gesamtausgabe*. Dritte Internationale Ausgabe der Dezimalklassifikation. Bearbeitet vom Deutschen Normenausschuss. 1934. Beuth-Verlag GmbH. Berlin.

³ *Dezimalklassifikation*. Zwanglose Mitteilungen. 12 Hefte jährlich. Deutscher Normenausschuss E. V. Berlin.

in the work, this has not been because the problem only concerns libraries, but because they believe that their experience of many kinds in classification fits them to do a service of general public usefulness.

In German coöperation in international work upon classification, the effort for universality is the first concern, coming before any discussion of the defects that are inherent in every system. From this point of view, it is regrettable that the development of the Decimal Classification has taken different paths in America and Europe and has lost its universal character. Future reunion is urgently to be desired and will certainly find understanding and hearty support on the part of Germany.

Subject Headings in the Vatican Library

By IGINO GIORDANI, Head Cataloger

RE-CATALOGING of the printed books in the Vatican Library is being carried on, as was planned, according to the general policy followed by the Library of Congress; so that our printed cards look quite like those of the L. C. As a general rule, we apply the very detailed and, for us, extremely useful list of subject headings prepared for the dictionary catalog of the L. C. Of course some changes are necessary in order to adapt it both to the Italian language (which is the language of our Catalog of printed books) and to the special character of the Vatican Library.

I shall group here some of these differences: *Translation of subject headings into Italian.* When we meet with a new subject, we translate the corresponding subject heading into Italian and write the translation, beside the English form on the "official" copy of the L. C. subject headings. By the way, it may be noticed that in translating terms from English, some neologisms slipped in to our language (seldom in our writing) as *catalogo ufficiale* (official catalog); *entrare* (entry) instead of *schedare*; *schede analitiche* (analytical cards) instead of *schede di spoglio*; etc.

(a) The main difficulty in translation depends on the place of the adjective in compound subjects. As a rule, the adjective in English is placed before, and in Italian after the noun. Take, for instance, literature or language subjects. In English we have: AMERICAN LETTERS, FRENCH POETRY, ITALIAN DRAMA; in Italian we must give: LETTERE AMERICANE, POESIA FRANCESE, TEATRO ITALIANO. It is a different logic criterion, which bears a different disposition of the material in the catalogs: where L. C. lists those books under the different languages, giving a stress rather to the peculiar branches of literature and scattering

cards all over the catalog, we gather them all under a common name and afterwards we distinguish them by language: LETTERATURA AMERICANA, LETTERATURA FRANCESE. Likewise: CANON LAW=DIRITTO CANONICO, COMMERCIAL LAW=DIRITTO COMMERCIALE. We say also: INDIANI CAYAPOS [DEL MESSICO, MUNDURUCUS PAWNEE, etc.]. Thus all Indians are listed in one alphabetical file.

This disposition gives both advantages and disadvantages, relating to the disposition of the English-American catalogs. In some cases, we too are compelled to invert the terms, whenever, for instance, we need to give a special stress to a geographical or historical name, or to a word which is considered historically or in the common use more important or is a specifically determining one. BARLETTA, DISFIDA DI, 1503. OXFORD, MOVIMENTO DI. TRENT'ANNI, GUERRA DEI, 1618-1648.

(b) English, as well as German, in expressing relations between two terms of a sentence, is generally synthetic; Italian, as well as French, is usually analytic. So: AGRICULTURAL CO-OPERATIVE CREDIT ASSOCIATIONS=SOCIETÀ COOPERATIVE di CREDITO AGRICOLO; BOOK THEFTS=LIBRI, FURTO di; METALWORK=LAVORI in METALLO. But: CATHOLIC CHURCH IN ABYSSINIA=CHIESA CATTOLICA—ABISSINIA [AMERICA, etc.]. Sometimes we untie the synthetic form by a subdivision. For instance: LIBRARY FITTINGS AND SUPPLIES=BIBLIOTECHE =SUPPELLETILI E FORNITURE In this way, we keep all books concerning libraries under BIBLIOTECHE, as L. C. does under LIBRARY.

(c) Sometimes, confronting the English terms, we either specify or generalise. *E.g.*: MAPS is

translated CARTE GEOGRAFICHE, or PIANTE, or even MAPPE, according to the various meanings of MAPS; LOMBARDS is given either LOMBARDI or LONGOBARDI; MONEY = MONETA or DENARO, etc. On the contrary: MARBLE DEALERS AND WORKERS = MARMORARI.

Language. Differences in language are a few.

(a) In some cases we give subject headings in Latin, for three reasons: (1) to follow the general use of the Catholic Church; (2) to correspond with the entries adopted in the catalogs of our manuscripts, where lie the main treasure of this Library, and (3) to facilitate the consultation of the catalog for scholars, who come from all countries to the Vatican Library and are generally accustomed to read certain subject headings in Latin.

(b) The names of cities are given, in all cases, in their own vernacular language: WIEN, CONGRESSO DI, 1797-1799. ISRAELITISCHE KULTURGEMEINDE, WIEN (not VIENNA) so: NEW YORK (not NUOVA YORK), LONDON (not LONDRA). Other geographical names, as countries, regions, etc., are translated, except UNITED STATES. For this we keep the abbreviated English form U S., because of the large use of it in American books and documents and on L. C. cards which are employed in our catalogs.

Development. In some cases, we find L. C. subject headings insufficient for our peculiar needs, as, for instance, in matters relating to Catholic Church, Holy See, Popes, Church History, Religious orders, etc., both because, I believe, the L. C. has not yet cataloged all its material on these subjects and because the Vatican Library has several thousands of volumes on these subjects, which are being cataloged and classified.

(a) Since we have to print an enormous number of cards for books dealing with the Catholic Church, we cannot gather all material under the subject heading CHIESA CATTOLICA. Therefore we have simplified the matter by entering directly under the words, which often are placed as subdivisions in the L. C. subject headings, by giving them the most common form. When, for instance, L. C. has: CATHOLIC CHURCH — CATECHISMS AND CREEDS. The books of other Churches are gathered respectively under the name of the Church, with subdivision: LITURGIA E RITUALE

(b) For the special contents of this Library, we had to prepare from the beginning a very detailed list of offices in the Sacred Congregations and the Papal Court, and specify ages under Popes' history. For instance: GUARDIA PALA-

TINA D'ONORE; PAPI. FAMIGLIA PONTIFICIA; SEGNATURA; SEGNATURA. PRELATI REFERENDARI; SEGRETERIA DI STATO; SEGRETERIA DI STATO. BREVI APOSTOLICI Under PAPI we have more subdivisions — INCORONAZIONE; — ELEZIONE; [see also: COLCLAVI]; — PRIMATO; and PAPI FRANCESI [ITALIANI, TEDESCHI, VENETI, etc.].

(c) Among the several new subjects introduced, I may mention: CONCLAVI; CONCLAVI 1823 (LEO XII); ANNI SANTI, 1925; NUNZI E LEGATI. For the particular character of the Papal relations with the various countries, we say: SANTA SEDE — RELAZIONI DIPLOMATICHE [not. ESTERE = FOREIGN] — SPAGNA. But: SPAGNA — RELAZIONI ESTERE — SANTA SEDE We adopt local subdivisions under CONCILI, CONTRORIFIRMA, etc

(d) A very detailed list of the religious orders was also worked out, based not so much on their official titles as on the name under which they are usually called and by which they are better known: FRATI PREDICATORI *vedi* (see) DOMENICANI.

Religious persons are given with the usual abbreviations, by which their religious character is designated. LAGOMARSINI, GIROLAMO, S.I., 1698-1773. Unless they have an ecclesiastical dignity: in this case the abbreviations are omitted: DUFFY, PATRICK, [O.F.M.] VESC. DI CLOGHER.

(e) For collections of Latin letters of the Middle Ages and of recent times, we developed the given subject LATIN LETTERS in LETTERE LATINE MEDIEVALI E MODERNE.

For classical authors we added the subdivision SCOLII as, PERSIUS FLACCUS, AULUS — SCOLII.

More slight changes. Our care is to avoid changes, with a universal form of catalog in view, which any reader of any country might easily go through. Besides the changes already described, some others of little importance may be summarized. When an author's name is followed by the title of one of his works or by a subdivision, we omit personal titles and dates. On the other hand, we add dates to classical authors. No subdivision is expressed by an abbreviation, except *Sec.* (Secolo = Century). Thus: U. S. Comm. is translated: U. S. COMMERCIO; BIBL. = Bibliografia; FOR. REL. = RELAZIONI ESTERE.

In summing up the differences and additions I might say that we employ more subjects (and classify more specifically) than the Library of Congress, in all these matters (Bible, Patrology,

Theology, Philology, History, Manuscripts), which represent the main concern of this Library and seem to be more interesting and necessary to the scholars who study our manuscripts and our printed collections. For the convenience of readers, too, we give special care in searching for the dates of the birth and eventually of the death of all persons; and for this purpose not only biographical sources are investigated, but requests are also sent to the people and institutions

of any country. In this way several hundred dates have been obtained.

But, generally speaking, as a result of about five years of experience in working out the subject material, it appears evident that the L. C. list is, as far as I can see, perfectly done and might be used as a fundamental basis for any subject catalog; certainly so far as Italy is concerned. It is enough to enlarge this list by particular headings wherever such headings are necessary.

The Value of a Library to a Business Man

By PROFESSOR ERNEST H. HAHNE

Northwestern University

Presented at the February 8th joint meeting of the Chicago Library Club and Illinois Special Libraries Association.

HARDHEADED business men motivated solely by profit have preferred the "school of hard knocks" to book-learning until recent years, but the public school has taught the younger generation of business men that *intellectual experience* is just as real, just as effective, and much more pleasant than the more costly, inconvenient and sometimes despairing *practical experience*. College-trained business men have also found books their helpful guide in college, and frequently finish college requirements with a realization that much they desire to know is contained in the book they did not "crack." College men I come in contact with today sometimes have long lists of books they intend to read when they get out of college and have no troubles other than their business. So that the first impression I hold is that business men today, and in growing measure tomorrow, feel much more kindly towards books and book learning than did the generation of business men of yesterday.

Private libraries of business men have grown in recent years. Books are cheaper; there are more of them. Social conversation at the clubs frequented by the business man turns toward books, and when he comes home the wife confronts him with pictures and stories by interior decorators portraying the artistic value of fine bindings. Occasionally we find a business man whose chief hobby is the collection of rare books. Others pride themselves on their accumulation of biographies of successful magnates, bank presidents and statesmen. Magazine binding is growing in popularity among those who delight in building private libraries. But this development of larger private libraries by business men for the most part is founded on their instinct of acquisition; or, it satisfies their deep desire for

ostentation, rather than their desire for knowledge.

For a great many years business has been regarded as outside the field of learning. The law of supply and demand, and the inevitable or *natural* economic forces were supposed to be all powerful, with the result that conscious control over the world of economic events seemed to be as impossible as the control of disease. Recently economists have come to see economic forces as human forces, subject to human control, to understand the law of supply and demand as a simple tendency, and to discover that economic laws are both few in number and relatively undiscovered. Business depression has focused attention on the need for more enlightened business leadership. Schools of Commerce and Business Administration are being called upon to find "brain trusters," to aid in economic recovery. Conscious control as a powerful underlying force is everywhere replacing the idea that unconscious control or *laissez-faire* has worked satisfactorily.

Recovery has taken place to such an extent as to justify the business man's faith in conscious control of industry. Roosevelt's leadership personifies the success of conscious control, and business men are becoming more and more convinced that if conscious control over labor and capital is to work it must be built on principles of justice founded on knowledge. They are turning to economists for aid, but economists, like the doctors, may pronounce what the ailment is without being able to cure it. The doctor may say after careful diagnosis that the case is cancer, yet who would stop the study of medicine simply because human frailty has been unable to eliminate the causes of cancer, or to cure the disease once it is diagnosed? Economists need *more* facts, and still *more* facts, before they can make ac-

curate diagnosis of industrial disease, or effect lasting cures for business depressions. So the business man himself turns for light to libraries, books, articles, bank statements, and such other evidences of business policy and practice as are now immediately available.

Like the business man, librarians have not felt the need of accumulating current information until in comparatively recent times. Schools of Commerce did not develop until the first decade of this century. Consequently the materials of business are for the most part recent. Ronald, Shaw, McGraw-Hill are recent publishers. Business information concerning the first hundred years since the Industrial Revolution is indeed meagre, and therefore the material for diagnosing business ailment and development is incomplete and inadequate for present need.

Because depressions cause so much suffering and want it is a deep responsibility of the business librarian today to hoard jealously the information now current concerning business practice. In order to know what to discard as *worthless* and to discern the most reliable sources of information probably a separate profession will be needed within the field of librarianship to administer properly the growth and development of the business man's library.

When a business man turns to the college or public libraries for knowledge, he seeks it for three purposes: (1) because he expects to increase his productive capacity, his earning power, his possibility of profit, or (2) because he seeks knowledge for its cultural value, for his social prestige, for improvement of his repartée, or to promote his relative standing with others, or (3) because for his own simple amusement, delight and satisfaction — his search for truth for truth's sake, for the "good life." The library is of value to the business man in as far as it fulfills one or the other of these three needs.

Turning first to the library as a means of satisfying the profit motive, I would suggest a bank library that I have used and that is exceptionally complete. I find here an accumulation of bank statements of a great many banks, out of which I may study bank ratios to determine how each bank has been managed over a period of years, and from which this bank may determine the capacity of bank management and the soundness of loans to such banks. Some of you will doubtless reply that this is their stock in trade, and therefore should be regarded only in the light of a special library, but to my way of thinking it is through the accumulation of such knowledge that sound banking policies will eventually develop, and sound legislation will eventually be passed that will protect your

deposit, and the deposit of your library. This same bank library also accumulates folders, circulars, speeches, corporate reports, etc., which become an invaluable source of information for young men who expect to enter the field of finance. The tragedy of it all is that this library attempts to keep down to date and does not have space for the continual flow of current material so that the annual clean-out of material very valuable to students in the field of finance constitutes a social loss.

"The firm housing a financial library is primarily interested in banking, finance, money, credit, prices, business conditions, conditions in basic industries such as automobile, petroleum, iron and steel — and vitally interested in the stock market. It is the librarian's job to collect and have available for instant use all data on gold movements, Federal and State regulations governing the different phases of business, production figures, foreign trade, interest rates, money in circulation, brokers' loans, balance of international trade, and a thousand and one similar subjects. At some time or other there is a keen interest in new industries, production, consumption and foreign trade in established industries, in bull or bear markets, panics, tariff, depressions, and at all times in the stock market which is more or less the pulse of financial libraries."

In this instance the special bank library has been developed because it pays. Bankers and business men alike use its files. In a similar manner, private libraries of exceptional merit to students of business may be found in steel plants, packing plants, machine plants, law offices, investment houses, trust companies, advertising, insurance, and newspaper establishments.

There is growing realization on the part of business men that if industrial disease like depressions, unemployment, speculation, bank failures, industrial bankruptcies, etc., is to be cured, an immense amount of statistical, philosophical and theoretical analysis must be made. It is for this purpose that the librarian stands as an absolutely necessary aid and reinforcement to economic progress. The responsibility of selecting the materials for future study is tremendous, yet it must be done, and this is the task of the librarian who serves the business man. This is the social responsibility of the librarian who must carefully prepare himself for competent custodianship.

If the library resources of our community, or our country, are to provide the maximum value to business men, coordination of the special libraries is highly desirable. It has recently been suggested that national planning should call for national planning of library facilities. I am highly in favor of this idea provided a practicable plan

may be established. Interdependence of industry, finance, law, and commerce make it eminently desirable that the maximum mobility of library resources be secured.

Although my only claim to speak as a librarian is my experience in the stacks as an undergraduate whose duty it was to try to find books that were on file, misplaced, or out, may I presume upon your tolerance to make several suggestions which seem to me to promote the value of a library to the business man.

First. Those charged with the duties of business librarianship should have a broad training in *economics*, in order to understand as clearly as possible the classification of the problems of the business man in the field of economics. I can conceive of no position which calls for a greater command over the interrelationships of business problems than that which confronts the business librarian. The chief difficulty with the special private libraries is that they lack an inclusiveness that the working general library possesses. Hence the special librarian should be fully cognizant of the complete cross-references in the general library. This service can be most readily and accurately performed by those who have been trained in the field of economics.

Second. The business man wants *contemporary* economic information. Newspapers and trade magazines are not indexed in too many instances. Newspaper files possess immense potential value but leafing over page by page to trace developments is too long a task for a business man's time. Indexing of newspapers and bound trade magazines is something that converts material having high potential value into material with rich actual value and usefulness. Here I have in mind materials not already indexed.

Third. Many magazines of relatively slight value readily find their way into wastebaskets today, instead of having an occasional lead clipped and filed. It is almost impossible to determine when routine trade notes will have added value as the research magnificent of business men responds to new forces.

Fourth. In order to avoid the complaint that too many pamphlets take up needed space, and instead of filing them in the wastebasket, could not some mutual agreement be entered into whereby special libraries would accumulate pamphlets of specialized subjects? I can see where difficulty might be involved in deciding whether to send a pamphlet on "Costs of Operation of Refrigerator Cars" to the Packers' library or to the Library of the Western Society of Engineers, or to the Schaffner Library of the Northwestern University School of Commerce, but it is with materials having marginal value

that the issue is raised. Division of labor is a basic economic principle that might well apply to pamphlet material of a business nature.

Business men have found it profitable to establish research departments, and bureaus of research usually call for a development of private libraries or laboratories. A nice question is raised concerning the extent to which public or quasi-public libraries should go to furnish materials for purposes of private research, for private profit. At Washington the Department of Agriculture prides itself on the discoveries made with money raised by taxation, which it may pass on to the American farmers in order to increase their productivity and profit. Is there a parallel between this type of business research and raising money by a library tax, student fee, or admission charge, and spending it to buy materials for specialized business research? Here is a question of library practice and policy I am completely unqualified to answer. But certain it is that for the business man, the value of a library must in the long run depend in part upon the resources it may furnish him in his research. May it not be said that in so far as society actually gets a large supply of goods from the research the library promotes, that the library fosters social welfare, but in so far as the research leads to private profit at the loss of social welfare and a larger supply of goods or services, the library is fostering individual and not social ends. Each librarian here occupies a strategic and highly responsible social position in determining what type of research should be promoted.

Fifth. There is danger that the same criteria be used by the general and special librarian to determine desirability of material. In the universities we continually face the issue of the narrowness of some of the professional courses. Is it desirable to offer a course in Law Schools on Public Corporations, Private Corporations or Municipal Corporations, and quasi-public corporations? Some Law School faculties say it is desirable. I once took a course on Quasi-contracts, which in the ordinary Law School takes up perhaps two weeks' time of the course on Contracts, but I have frequently had occasion to use the subject matter of that highly specialized course. So, too, the School of Commerce may offer one course in Advertising, another in Typography, and a third in Layout Construction. To the layman this seems to be nothing short of overspecialization, but to a person training for the profession, the problems are both distinct and significant. So, too, when the material on Layout Construction comes before a specialist in Anatomy, or Medieval History, he recommends that the material be discarded as utterly

worthless. But close observation reveals that scientific progress comes from specialization and finer and finer classification.

To the librarian, business librarianship seems to be too highly specialized, but to the acute observer it betokens a finer classification, a more accurate method of control. This task has vital *social* significance and lasting *economic* influence, and calls for wholehearted cooperation of economists, business men, and librarians. In conclusion, then — business men desire knowledge of business and its interrelationships, they seek the aid of librarians as their allies in the attack against the forces disrupting the economic equi-

librium and spreading misery and woe in the wake of a calamitous depression, in order that future control may be more accurate, wise, and just. Business men must rely upon the trained research staff and the librarian's aid. Just as medical progress consists in more and more accurate classification, so too with economic progress. Just as medical science must rely upon accumulation of fact, so too economic science must secure more and always more facts. This task has vital *social* significance and lasting *economic* influence, and calls for wholehearted cooperation of economists, business men, and librarians.

PRESIDENT'S PAGE

PROFESSIONS that claim a shortage of manpower these days are few and far between, but I feel that the special library profession is in danger of that very thing. Contrary to the belief that many seem to hold, almost no special libraries have been discontinued during the depression. Staffs and budgets have been cut, but few organizations have been so short-sighted as to abandon the collections they spent time and money building up. As a result, there are relatively few experienced, top-notch special librarians available for new openings.

This situation is serious because of the small number of new people coming into our field. Until this year, only one library school in the country has offered a regular course in special library methods. How shall we see to it that students in library schools know about the special library field and are encouraged to take these courses? Also there is the public library field — how can we best recruit capable, alert, attractive people there, and how can they get the needed training and experience most quickly? It is time that S. L. A. took some definite and concerted action on this new and interesting phase of our work.

A small start has been made during the last year, and it is because there has been such immediate response that I appeal to all of you to help us. Knowing that relatively few in the field of vocational guidance are familiar with special libraries, our first move was the preparation of a pamphlet describing this profession and its opportunities. Ruth Savord wrote this excellent booklet, and we were fortunate enough to have it published and sponsored by the Institute of Women's Professional Relations. It is now being distributed to personnel workers, placement bureaus, and to vocational advisors in all the

important women's colleges. Supplementing this we have urged individual special librarians to write articles for their college magazines describing the job of a special librarian in an interesting fashion. Recently during an important vocational conference here in New York, I made a special effort to tell our story to placement people. While it was surprising that it was so completely new to them, I was much encouraged that their interest was so keen. Two important colleges here in the East immediately invited a representative of S. L. A. to come and tell their students about our work.

In line with the current trend in education there is a growing demand among graduates for an opportunity to serve as apprentices in special libraries. Could not each S. L. A. Chapter plan to help such students? A few of us in New York are doing so with very satisfactory results. No salary is paid, but an opportunity is afforded library students to get enough practical experience to prepare them to hold a job. Students are now inquiring about similar opportunities in cities other than New York.

As an Association, cannot our members attempt to do one or all of these things:

Tell college students about the special library profession and urge those with proper qualifications for success to take courses that will fit them for this work.

Encourage college graduates to take library courses and to insist on some special library training when they get to library schools.

Extend a helping hand to those who have had some training and experience by allowing them to come into your library and do practice work.

Report good librarians to our S. L. A. Employment committees both local and national. Send us further suggestions for completing this S. L. A. recruiting plan.

MARY LOUISE ALEXANDER

Membership—How Does It Grow?

By MARIAN C. MANLEY, Chairman

WHY is it that S. L. A. has enrolled 16 Institutional members with \$15.00 annual dues, in a year of close estimating for all expenses? What are these institutional members? What interests do they represent? Some are large public libraries. Another is a state department library. Others are college libraries, an educational library, industrial libraries, an advertising concern, an investment service house in New York, an investment security concern in Philadelphia, a rare book dealer in New York.

What has the S. L. A. offered these organizations that has made them feel that in this time of condensed budgets an institutional membership in S. L. A. was an essential expenditure? It offers an opportunity to promote constructive, cooperative action for professional progress. The value of this cooperative activity becomes more obvious daily.

If we could produce results of this sort in 1933, what possibilities lie ahead of us in 1934? The records already show seven new institutional members for 1934. If we can add these institutions, what about others? A limited number of people have been directly responsible for securing these. If they are able to get them, how about the rest of us? Have we done all we can? Are the organizations in our regions so limited in funds or in vision that they are unable to grasp the oppor-

tunities that are at their disposal through membership in the S. L. A.? Six chapters out of 13 added institutional members during 1933, but what about the other seven?

How would chapter officers answer these questions?

1. Have I made a definite effort to establish contacts with all the special libraries in the vicinity?
2. Can I really feel that I have drawn them into the Association in the most effective way for their own needs and for the adequate support of the Association?
3. Have we all of the institutional and active members possible? How do we compare with other chapters?

What is the situation with individual members? Just how many can each one of us feel we have brought to the Association, and what are we each one doing to get results? Interesting comparisons in the chapter membership in the following list reflect different problems and the approach to them on the part of chapter officials. Space is limited, so relative growth in membership is expressed in terms of dues, but detailed statistics on types of membership are being sent to local representatives.

	<i>Dues Paid Up, 1933</i>	<i>Dues Delinquent, 1933</i>	<i>Dues New Members, 1934</i>
Baltimore.....	\$72.00	\$16.00	\$3.00
Boston.....	395.00	31.00	33.00
Cincinnati.....	98.00	8.00
Cleveland.....	119.00	11.00	15.00
Illinois.....	345.00	32.00	5.00
Michigan.....	206.00	18.00
Milwaukee.....	134.00	25.00
Montreal.....	118.00	1.00	5.00
New York.....	1,698.00	233.00	65.00
Philadelphia.....	280.00	5.00	58.00
Pittsburgh.....	149.00	11.00	1.00
San Francisco.....	202.00	15.00	5.00
Southern California.....	99.00	29.00	7.00

A comparatively short period elapses between the annual meetings for 1933 and 1934. Little time is therefore available for membership work, so efforts must be intensive. One definite goal can be established and reached; that is a *fully paid up* membership by June 1, 1934. Current returns are excellent, but special attention is needed to see that all members who have not as yet sent in checks should make that effort now.

It is encouraging to see how many are changing from associate to active membership, and from active to institutional. The fact that conditions are improving all over the country is reflected by the comparative ease with which members have been added to the list. Ten college and public libraries who have, for the past year or so, benefited from the work of the Committee on Co-

operation in Business Library Service, have become active members. Other individuals have seen the advisability of joining in a cooperative movement for progress such as S. L. A.

Just how did we come out in 1933? The mem-

bership report for the January meeting of the Executive Board showed our changes in membership to be. In 1932 membership changes gave an increase of \$28.00 in dues to the S. L. A. In 1933 this increase was \$264.00!

	<i>New 1933</i>	<i>Resignations</i>	<i>Delinquent</i>	<i>Net Change</i>
Institutional	16	4	2	10
Active	82	8	40	34
Associate	198	7	233	-52

New Active Members—March 20, 1933 to March 1, 1934

Arkansas		KATHRYN N. MILLER, Librarian	
VERA J. SNOOK, Librarian	Little Rock	Graduate Library School,	Chicago
		University of Chicago,	
California		FREDERICK REX, Librarian	Chicago
DOROTHY EARL, Librarian	Bakersfield	Municipal Reference Library,	
Kern County Law Library,		MARION E. WELLS, Librarian	Chicago
LAURA J. LUND		The First National Bank of Chicago,	
Subscription Department,	Los Angeles	MRS. EMILY M. WILCOXSON, Librarian	Chicago
Los Angeles News Company,		Field Museum of Natural History,	
PAUL R. MORRISON	San Francisco	Maryland	
Technical Book Company,		WILLIAM H. BOSLEY, JR.	Baltimore County
MRS. LOUISE T. ROSE, Librarian	Los Angeles	Sparks,	
California Taxpayers' Association,		ELSA VON HOHENHOFF	Baltimore
GRACE R. TAYLOR, Librarian	Sacramento	2418 North Charles Street,	
City Free Library,		Massachusetts	
ALTHEA H. WARREN	Los Angeles	ELIZABETH BURRAGE, Librarian	Boston
Los Angeles Public Library,		Administration Library,	
Connecticut		Boston School Committee,	
EMILY C. COATES, Librarian	Hartford	CORA E. EMERY, Librarian	Cambridge
Travelers Insurance Company,		Arthur D. Little, Inc.,	
Delaware		GERTRUDE E. ROBSON	Newtonville
W. E. FLETCHER	Wilmington	221 Crafts Street,	
Atlas Powder Company,		Michigan	
District of Columbia		MARY C. FLINTERMAN, Librarian	Detroit
FLORENCE C. BELL, Librarian	Washington	Lee Anderson Advertising Company,	
Farm Credit Administration,		AGNES SAVAGE, Librarian	Detroit
Florida		Detroit Institute of Arts,	
CORA MILTIMORE, Librarian	Gainesville	SISTER MARIE VIRGINIA, Librarian	Detroit
University of Florida,		Marygrove College,	
Illinois		Minnesota	
C. T. ANDERSON	Chicago	MISS L. SCHAEFFER, Librarian	Minneapolis
C. T. Anderson & Company,		Federal Reserve Bank of Minneapolis,	
ESTHER BRYANT	Decatur	Missouri	
233 South Fairview Avenue,		MARY C. CLYNES	St. Louis
STELLA R. GLASGOW, Librarian	Lake Forest	St. Louis Star and Times,	
Lake Forest Public Library,		EDITH VARNEY	St. Louis
EDITH JOANNES, Librarian	North Chicago	St. Louis Public Library,	
Abbott Laboratories,		New Hampshire	
		DOROTHY CRESSY	Manchester
		27 Bay Street,	

New Jersey

MISS E. J. COLE, Librarian
The Calco Chemical Company, Inc.,
Bound Brook

ETHEL M. FAIR, Director
Library School,
New Jersey College for Women,
New Brunswick

JOSEPH W. IRWIN, Librarian
Western Electric Company, Inc.,
Kearney

MRS. HESTER A. WETMORE, Librarian
Merck & Company, Inc.,
Rahway

New York

HENRY E. BLISS
College of the City of New York,
New York

DR. FREDERICK A. BLOSSOM, Librarian
Huntington Free Library and
Reading Room,
New York

BETTY E. BROWN
Rochester Bureau of Municipal Research,
Rochester

AGNES H. CAMPBELL
Russell Sage Foundation Library,
New York

ELIZABETH LOIS CLARKE, Secretary
Special Libraries Association,
New York

CLARA L. FALLIS
87-31-164th Street,
Jamaica

HELEN T. GEER
42-37 Union Street,
Flushing

FLORENCE A. GRANT, Librarian
Standard Brands, Inc.,
New York

MARY HAYES, Librarian
The National City Financial Library,
New York

MRS. A. B. LAWRENCE
New York University,
New York

EILEEN E. LEVER, Librarian
Pace Institute,
New York

MARGARET O. MEIER
Rochester Public Library,
Rochester

E. L. PIERCE
80 Wall Street,
New York

MRS. BELVA L. PRITCHARD, Librarian
International Business Machines Corp.,
New York

RICHARD RIMBACH, Editor
Metals & Alloys,
New York

MRS. MILDRED H. RINEHART
89-10-35th Avenue,
Jackson Heights

LAURA V. SCHNARENDORF, Librarian
The North American Company,
New York

ANSEL A. SLOBOD
Main Library,
General Electric Company,
Schenectady

MARIAN L. SWAYZE, Library Assistant
N. Y. State College for Teachers,
Albany

JED H. TAYLOR, Assistant Librarian
Mechanics Institute,
20 West 44th Street,
New York

CAROLYN F. ULRICH
Periodicals Division,
New York Public Library,
New York

ETHEL G. WIGMORE, Librarian
National Health Library,
New York

North Carolina

GUELDA H. ELLIOTT, Librarian
The Commerce Library,
University of North Carolina,
Chapel Hill

MR. E. MORRELL, Chief of Order Division
Duke University Library,
Durham

DR. S. M. TENNEY, Curator
Historical Foundation of Presbyterian and
Reformed Churches,
Montreal

Ohio

HILDA P. ALBAUGH, Librarian
Research Laboratory, Firestone Tire and
Rubber Company,
Akron

DANIEL A. HILL, Librarian
Ohio Public Service Company,
Box 693,
Cleveland

Pennsylvania

MARY N. BAKER, Librarian
Osterhout Free Library,
Wilkes-Barre

MRS. C. S. FALTERMAYER
1710 Sixty-Seventh Avenue,
Philadelphia

HENRIETTA KORNHAUSER, Ass't Librarian
Mellon Institute of Industrial Research,
Pittsburgh

JEANNE E. McCLAY
Philadelphia Insurance Library,
Philadelphia

F. HEATON SHOEMAKER, Librarian
Public Ledger and *Evening Public Ledger*,
Philadelphia

ANNE L. SULLIVAN, Librarian
Veterans' Administration Hospital, Aspinwall

Rhode Island

DOROTHY G. BELL, Librarian
Business Branch,
Providence Public Library,
Providence

Wisconsin

ESTHER C. GROB
Milwaukee Academy of Medicine,
Milwaukee

Canada

DR. G. R. LOMER, Librarian
McGill University,
Montreal

ETHEL O'CONNELL, Librarian
Pulp & Paper Division,
Forest Products Laboratories,
Montreal

G. OUTERBRIDGE
Montreal Light, Heat & Power Company,
Montreal

China

THOMAS S. WOO
International Booksellers Limited,
Shanghai

Convention Plans

By THE PROGRAM CHAIRMAN

EVEN though the Convention was thrust upon us, so to speak, we are all agog over being hostess to all S. L. A.-ers in June. Practically our entire local membership is working to make this the biggest and best Convention — even our most retiring members are excited and up and doing. The Travel Committee has something pretty snappy in the way of a map for those who come by car. You just can't get lost with their instructions. As yet this Committee has been unable to convince the Police Department that they should waive giving tickets to those who pass red lights, but by June they may have succeeded.

The Dinner Committee have plans enough to cover half a dozen banquets — they say this dinner will be *different*, and *positively* promise that we will *not* have chicken. The Entertainment Committee is torn between a Friday evening boat ride with dinner, or a dinner on the terrace of our snootiest Westchester club. The Roosevelt Hotel promises us every comfort — good, reasonably priced food, and all outside rooms for those who attend The Grand Central Terminal and the

Pennsylvania Station are getting new red carpets for the Conventioneers as they walk through the lobby. The Chrysler Building and the Empire State are dusting off their towers, and Radio City promises to have its marvelous terraces in bloom. Tuesday will be Newark Day by special invitation of Miss Winsler, with tea in the Museau Garden.

And I must not forget that we are having a program. The General Sessions have headliners, and the Group Programs look as though they are competing with General Sessions for the limelight. The Committee on Local Arrangements promises all the breakfasts and luncheon meetings that may be needed. Be sure to come, and plan to stay over Saturday, when the Outdoor Girls will throw a beach party and a ride around Manhattan Island for those who do not like sand in their food. The key to the City is being cast in solid gold, and the purple cushion is all ready to receive it, and Mayor LaGuardia's official greeter has ordered a white carnation for his buttonhole.

We will be seeing you!

ELEANOR S. CAVANAUGH

A Word from the Travel Committee

THE railroads have not yet announced rates for the summer of 1934, but 1933 rates from distant points will give you rough figures in estimating an allowance for your Convention Trip.

	Round Trip	Lower Berth
Pittsburgh.....	\$31.64	\$4.50
Cleveland.....	31.64	5.63
Detroit.....	37.10	6.38
Chicago.....	49.05	9.00
Montreal.....	26.02	3.75
Pacific Coast.....	126.90	55.50

The Local Associations have been asked to name Travel representatives. The following have been appointed and they will be kept advised of travel plans.

Chicago — Anna Eisel, 6847 South Park Ave.

Cleveland — Nell Sill, Cleveland Museum of Art.

Montreal — W. E. Hoyes, Canadian National Railways.

If you have any particular travel problems, write to Joseph McGlynn or Gertrude D. Peterkin at Headquarters, and they will try to simplify all complications.

"An Acknowledgment"

To the blessed librarians: Miss L. A. Eastman, Miss Ruth Savord, H. L. Koopman, William A. Slade, Curtis W. Garrison, and Miss Martha L. Gericke; and especially to that great democratic institution of letters, the Library of Congress — *Made by Tyler Dennett in "John Hay — from Poetry to Politics"*

SNIPS and SNIPES

Fun in Bed. . . . Being on a Bed of Pain with nothing to do but watch the snow coming down, we spent half an hour counting S. L. A. Institutional members. It seems we have 124 of 'em, 50 of which are in New York State; 18 are in city or state libraries, 9 college, 9 insurance and 11 publishers' libraries. We were stopped at that point by the limitations of classification in the face of imponderables. What, for instance, is the Philadelphia Company and why is it in Pittsburgh? . . .

A Hand for Hood. . . . Ida R. Hood, librarian of the American Museum of Natural History, gets this month's Praise for Promptness. She was the first to return her directory questionnaire all properly filled out and typed. Time: 24 hours . . .

Changes and Chances . . . All goes merry as a marriage bell, amigos: Frances Otten, first assistant in the General Library of the American Telephone and Telegraph Company, was recently married. Constance C. Wilson, librarian of Amos Tuck School of Administration and Finance at Dartmouth, is Mrs. Burbank, and Margaret Gray Johnson of the National Council of the Protestant Episcopal Church is Mrs. Theodore Patton. And Mildred C. Clapp married Mr. Ralph L. Chamberlin on the 9th of February in Newark. . . . Leona Kohn (Mrs. Charles Milton) has left the H. W. Wilson Company and moved to Washington. Here's the pat on the back she got in the January *Industrial Arts Index*: "That Miss Kohn's judgment always turned out to be the right one in a matter of disagreement, and that she was able, nevertheless, to maintain the friendliest relations with her associates, is evidence enuf [sic] that her unusual intelligence is combined with a lovable character." . . . Agnes O. Hanson, graduate of the Wisconsin Library School, is an Assistant in the Laboratory Library of the General Motors Corporation in Detroit. . . .

Quotes. . . . "The Special Libraries Association has been planning for some time to enlarge its service in book reviewing, and has now undertaken the systematic development of this work. The book-note section of the *Industrial Arts Index*, which has covered only the books that have come to the *Index* unsolicited, seems now to be unnecessary. Unless there is a demand from subscribers for its continuance, it will in the

future be omitted. The excellent Book Review Digest and the Special Libraries Association service should meet the needs of all libraries, both general and special." — *Industrial Arts Index*, January 1934. . . .

Snippets . . . Dorothy Bemis, librarian of the Lippincott Library, University of Pennsylvania, has been appointed Director of the S. L. A. Trade Association Project. Miss Bemis commutes to New York from Philadelphia and is at Headquarters Tuesdays, Wednesdays and Thursdays. . . . Early in February she and President Alexander spent one day in Washington doing three days' work. From hearsay, we gathered that no one remotely connected with Trade Associations was overlooked. . . . Ruth (Ling Forger) Savord tells us that her first job was sending out a bulletin to all Local Presidents. We're mildly disappointed in the name she chose, "Local Chapter Bulletin from Headquarters." However, by adopting the emblem of the I. O. O. F. — or is it the B. P. O. E.? — it might serve nicely. . . . We've looked through *Bulletin Number 2* of the Insurance Book Reviews, and again salute the Insurance Group for their energy and ability. . . . The Pittsburgh Chapter keeps up its interesting *Bulletin*. The February issue tells about the Library News of the Tuberculosis League of Pittsburgh. . . .

Hobbies. . . . We asked Dorothy Bemis for her hobbies, and this is what we got:

I wish I had a hobby
So I might justly claim
A fairly reasonable excuse
For "prominence" and fame!

I would like a lot of things,
For collecting tempts me sorely,
But I've had to limit my desires
To "pets" of Christopher Morley.

There's nothing really rare
About my little collection,
But it has to satisfy
Pending another selection.

Dorothy Bemis. . . .

Speaking Tours. . . . President Alexander dashed down to Philadelphia on the afternoon of the 23rd, dined in state with the Director of the Franklin Institute, Dr. Howard McClenahan,

Ex-Senator and Mrs. Pepper and several other dignitaries, whizzed over to the Library of the Institute, helped dedicate Pepper Hall with a speech, "The Place of the Special Library in the Life of the City," and returned to New York a bit after bedtime. Franklin Institute Library is particularly close to us through the long association of Alfred Rigling, who has seen the library through a half-century of growth. . . . On February 13th, at the invitation of Mrs. Marjory Nield, Vocational Guidance Director, Ruth Savord went to Northampton and told the Smith College Girls—70 of them—about Special Libraries as a career. After dinner they

wanted to hear more, and Miss Savord led an informal discussion. The Vocational Guidance Directory of Mount Holyoke and Massachusetts State Agricultural College were there to carry information back to their respective schools. . . .

Information Wanted . . . After reading the President's Page in the February issue, the article "Why a Science Technology Group?" and a letter from Betty Joy Cole, Chairman of New York Science Technology Group which held its first meeting on January 30th, we're reminded of that famous old remark: "By the way, what ever became of"—the Commerical Group? . . .

EVENTS and PUBLICATIONS

Editor: Margaret Bonnell

PROPERTY Tax Limitation Laws (Pub. 36, Public Administration Service, Chicago) contains statements by twenty-four authorities in the field of public finance and taxation on the vital question of this proposed solution of local tax difficulties. Some of the questions discussed are: *Is tax limitation a sound fiscal device? Is it preferable to embody a tax limit in a constitutional amendment or in a statute? Who benefits from tax limitation? What is its effect on municipal credit? What do tax authorities think of tax limitation? Does this scheme fit into the philosophy of democratic self-government? What are the motives of those who advocate this type of legislation?* States where tax limitations are in effect were selected for specific case studies. Price 75 cents.

The first industrial directory of N. Y. State to be published since 1913 has been completed by the State Industrial Commissioner in two volumes. Volume II covers N. Y. City, Long Island, Rockland and Westchester Counties, while volume I covers 53 up-State counties. The directory lists over 42,000 factories, including names, addresses, and products for smaller firms employing up to 100 persons, for which it is most difficult to get information. Available from the office of the Deputy Industrial Commissioner in Albany, price \$3.00 for volume I, \$5.00 for volume II.

Libraries interested in Canada will like to know about a Bibliography of works on Canada that were published prior to the Confederation of the Provinces in 1867, copies of which are in the Toronto Public Library. This is to be issued from the library in commemoration of the 50th anni-

versary of its incorporation. There will be some 400 pages listing 3,500 titles — one of the largest collections of "Canadiana" in any library. Price before May 15, 1934, will be \$4.00, after that \$5.00.

* * *

"The Location of Manufactures in the United States, 1899-1929" is a recent monograph of the Employment Stabilization Research Institute at the University of Minnesota, Minneapolis. This bulletin contains some interesting factual data on the location of industries in America analyzed in a manner that makes it convenient to follow the trend of certain specific industries and also to ascertain the changes that have taken place in various regions.

* * *

The library of the Council on Foreign Relations has been described in a pamphlet by the librarian, Ruth Savord. A list of the periodicals currently received and filed is valuable and interesting.

* * *

A new bibliographical and indexing service on agricultural matters has been established at the Library of the International Institute of Agriculture in Rome. Owing to financial difficulties, this International Bibliography of Agricultural Economics is not published at present by the Institute itself, but as a part of the Review "Berichte über Landwirtschaft," published under the auspices of the Germany Ministry of Agriculture by P. Parey, Berlin. It is also issued in separate form under the title, "Mitteilungen aus dem Internationalen Landwirtschafts-Institute." The annual subscription runs from April to March and costs RM 12.

Recent bibliographies of the library of the U. S. Bureau of Agricultural Engineering of the Department of Agriculture compiled by Dorothy Graf, librarian, are: "A List of Publications on Agricultural Engineering" (including Drainage, Irrigation, and Rural Engineering), "Soil Erosion and its Prevention" and "Power Alcohol." Although Miss Graf modestly describes them as "partial lists of references," they comprise 32 and 29 mimeographed pages respectively.

* * *

A new statistical compilation, "Current Statistics Reported by Government and Other Agencies," will be of great value to special librarians. A limited number of copies may be obtained free from the Domestic Commerce Division of the Bureau of Foreign & Domestic Commerce.

This new index resembles "Statistics on Commodities," published by S. L. A., but one great difference lies in the specific nature of the government index as contrasted with the more comprehensive general index of "Statistics on Commodities." For example, the government chart covers 161 commodities, while our "Statistics on Commodities" lists 107; the former listing barley, corn, oats, rice, rye and wheat individually, while "Statistics on Commodities" lists only general grains, corn and wheat.

"Statistics on Commodities" lists 76 sources of information, while the Department of Commerce chart gives 145. Of these sources, however, all given by "Statistics on Commodities" are weekly, monthly and quarterly magazines, newspapers, services and bulletins which furnish current figures. On the other hand, the government chart refers to a wide range of agencies, 17 federal, state and local government bureaus, 95 trade associations and commercial agencies, 11 private firms and organizations, but only 22 trade and technical papers.

The government chart gives a great many sources of information, not all conveniently situated as far as special librarians or business men are concerned. "Statistics on Commodities" covers sources easily available in many public and special libraries. This new government publication, therefore, does not supersede "Statistics on Commodities." It can be used to great advantage as a ready source of names of trade associations and commercial agencies, and would be helpful to anyone building up a collection of information. Both tools are effective desk aids for special librarians.

* * *

"Taxation of Foreign and National Enterprises," in 5 volumes, gives a clear picture of the

tax systems of 26 countries as they affect persons and concerns having interests or doing business in those countries. The studies have been done by high officials of tax administrations. The 5 volumes are available from the World Peace Foundation, 40 Mt. Vernon St., Boston, Mass.; or 6 E. 39th St., N. Y. City, for \$9.60.

* * *

"State Laws for Public Housing: a Memorandum on the Drafting of Enabling Acts for Public Housing Agencies," published by the National Association of Housing Officials, 850 E. 58th St., Chicago, is available free to officials and at 25 cents to others.

* * *

"Key-Maps and Master Plan for a City Engineering Office" by William W. Reeder, which is printed in *Public Works*, February 1934, is an excellent article that any special librarian who handles maps would appreciate for its suggestions on filing and indexing.

* * *

The *Consumers' Guide* is a new bi-weekly bulletin issued by the Consumers' Council of the AAA. Its purpose is to aid consumers in understanding changes in prices and costs of food and farm commodities and in purchasing wisely.

* * *

"The Political Handbook of the World" for 1934 is now available from the Council on Foreign Relations, 45 E. 65th St., N. Y. City, at \$2.50. This volume presents for each country the programs and leaders of the political parties and the political affiliations and editors of the newspapers and periodicals. In addition there is given a description of the organization and functions of the League of Nations, the World Court and the International Labor Office. It answers such questions as: *What has happened in the past year to the German press? What constitutional changes have recently been made in Siam? In what countries did revolutions occur in 1933? Who are the leaders of the new coalition government in South Africa?*

* * *

The Insurance Group of S. L. A. has published its second bulletin of Insurance Book Reviews, covering the last six months of 1933. The Committee is Edith Flagg, Metropolitan Life Insurance Co., Mary Wells, National Safety Council, and Abbie Glover, Insurance Library Association of Boston, Chairman. This bulletin is available to all Institutional and Active members of S. L. A. Others may subscribe at 50 cents a year.

* * *

The Bureau of Publications, Teachers College, Columbia University, N. Y. City, announces the

publication of a series of five pamphlets analyzing the Recovery legislation of the special session of Congress from March to June 1933. The series, written in popular vein, is designed for discussion groups, forums, college classes in history, economics, or sociology.

Each of the pamphlets contains a brief analysis of each law discussed, a description of the situation that called it forth, and attempts appraisal of the position for and against the legislation. They cover these five topics: *Debt Relief: an Aid to Recovery*, *Our Government's Relation to Industry and the Railroads*, *Help for the Jobless*; *Direct Aid and Public Works*, *Helping the Nation by Helping the Farmer*, *Our Government's Relation to Money, Banking and Securities*.

* * *

"The Librarian as Bibliographer" is the subject of a very interesting article in *Library Journal* for February 1st, by Donald Coney, Supervisor of Technical Processes in the Newberry Library. The idea of evaluating books for the general reader as well as for the scholar was proposed in addresses before the A. L. A. in 1892 and 1896 by George Iles, an early advocate of what now goes by the name of adult education. He sponsored an annotated bibliography of American history under the leadership of Josephus Nelson Larned of "ready reference" history fame. The article also mentions the bibliography of "Official Publications of the State of New York" by Alice L. Jewett, formerly of the Economics Division of the New York Public Library.

In this same issue of the *Journal* the sprightly page of *Everybody's Business* includes quotations from Sarah B. Askew, Mrs. Franklin D. Roosevelt, Governor Lehman of New York, and Margaret Kehl of the N. Y. City Municipal Reference Library, the latter from a radio talk of November 13th.

* * *

Through the generosity of the Rockefeller Foundation, a union list is assured which will locate and make generally available, scattered and fragmentary files of newspapers which exist among American libraries. The work is to be done under the editorship of Winifred Gregory, at the Library of Congress, under the auspices of the Bibliographical Society of America. This list is in no sense a bibliography of the American press. Terminal dates and changes of titles will be recorded whenever they can be secured, but the primary purpose will be the location of files. It is hoped also that the list may result in the return to the State of their origin of fragmentary files now unknown and unused.

△ The Bureau of Foreign and Domestic Commerce issues a 5-page assembly of charts showing sources for data on the trend of business in each state and major city. The chart shows just what data are published and from what organization — as local chamber of commerce, Federal Reserve Board, U. S. Bureau of Labor Statistics, etc. — the information may be obtained. Copies of this "Reference Chart of City and Regional Business Indicators" are available free from *Domestic Commerce*, magazine of the Bureau of Foreign and Domestic Commerce in Washington.

* * *

The organization of a research department, origin and authorization of research projects, preparation of cost estimates, the budget, and cost keeping are discussed in a recent report issued by the Policyholders' Service Bureau of the Metropolitan Life Insurance Co., 1 Madison Ave., N. Y. City, on "The Control of Industrial Research."

* * *

The current exhibit at the Russell Sage Foundation Library shows how New York State cares for its people. This is done by means of reports on various institutions, departments, and bureaus, and by special illustrative material. Two recent exhibits at the R. S. F. Library — one of material on housing and slum clearance and one of material on trends in Negro population in New York City — attracted a good deal of attention. (*Better Times*, February 5, 1934.)

* * *

Stella Randolph writes in *Library Journal* of a collection of aeronautic literature which she discovered in Washington. It is owned by Harvey Phillips, Room 111, 918 F St., N. W. Until recently it was not available to the public at all, but in order to help keep up his now voluminous collection, the owner is willing to give indirect benefit of his material to research workers and others. For a stamped self-addressed envelope he will send a very comprehensive list of subjects upon which data are available, and, if the inquirer states what information he specially desires, an advance estimate of the cost of supplying copies.

* * *

"The Medical Library in Relation to Medical Culture" is discussed by Dr. James P. Warbasse in *Medical Times and Long Island Medical Journal* for February. "The Library of the Kings County Medical Society is a fine index of the quality of our profession and of its capacity for development. It has suffered the vicissitudes of a profession experimentally making its way. In its

early history, among its custodians, it had the misfortune to have one librarian who exemplified the so-called practical attitude. He regarded the best half of the library as out-of-date and antiquated stuff, and sold it to a second-hand dealer. When the library was precariously housed and inadequately organized, its expansion was restrained. Then a significant event occurred in 1891 — William Browning became its librarian. This period marked the beginning of growth. Browning found it with 3,882 volumes. At the end of his first decade as librarian, it had grown to 30,000 volumes. Then a fire-proof building was erected for its housing. Browning's intimate medical friend, George McNaughton, was the most active person in the acquisition of this building. In the next ten years the library grew to 75,000 volumes. In 1926, it had 107,000 volumes. And now it is a collection of 130,000 books."

* * *

"The Romance of Research" by L. V. Redman, director of research, Bakelite Corporation, and his associate A. V. H. Mory, lives up to its title. It is a fascinating little volume which in a few swiftly-moving chapters makes one acquainted with the viewpoint and philosophy of research and picks out the high spots of scientific research from the thirteenth century and Roger Bacon. The authors emphasize the importance of research looking to the discovery and development of new materials for industry, and close with an appeal for the application of scientific research methods in the field of sociology in order that we may catch up with our material progress. "Too often has research been thought of as a luxury to be indulged in during periods of large profits and discontinued when dividends can no longer be fully maintained. The industrialist puts aside a surplus that dividends may be maintained uninterruptedly.

Why not a surplus that the increment of new knowledge of value to his industry be not abated? A surplus of new knowledge is a real asset, more real in the long run in determining industrial leadership than are raw materials or patent rights. New knowledge becomes tomorrow's investment of greatest value."

* * *

"Vocations for Women" by Adah Peirce, Dean of Women in Hiram College, discusses briefly opportunities, education and training required, and remuneration, in 29 occupations.

Margaret Reynolds points out in reviewing the book in the February 1st issue of *Library Journal* that the author does not do so well for what she calls the special library. She lists civic, social or historic organizations, clubs, professional institutions, hospitals, federal and state governments, special departments in public libraries, but does not mention insurance, museum, newspaper, public utility and financial libraries, all of which are important and well established throughout the country. None of the references at the end of the chapter on library work are more recent than 1927, although the most casual search of *Readers Guide* and *Public Affairs Information Service* would have revealed many *Library Journal* references during more recent years. Indeed the May 1, 1930 and May 15, 1932 issues alone would have given Miss Peirce information about some of the types of business and special libraries which she did not seem to know about.

In this connection it is significant to see "Special libraries in business, financial, commercial, and industrial institutions, or developed as a department in a public or university library" listed under "Opportunities in Library Work" in the current Circular of Information of the Library School of Emory University, Atlanta, Ga.



If the facts of a business are recorded chronologically, and not afterwards classified, their very bulk makes analysis difficult if not impossible. Classification of facts of any kind is in itself a form of analysis or may be considered a part of an extended analytic process. The information desired — for the purpose for which records are kept to furnish a specific type of information — must be available when needed. It is not necessary that all this information should be instantly available at all times, as some executives have insisted, for this depends upon the type of information. If it is such that it is frequently used, and liable to be called for at any moment, the records which contain it should be kept in such shape that the information is always ready to hand and can be had in the shortest possible period of time. — From *Leffingwell's "Textbook of Office Management."*

Business Book Review Digest

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

Bradford, F. A. Money. Rev. ed. Longmans Green, 1933. \$2.50.

Thoroughly revised and brought up to date, this book discusses the nature, kind and functions of money, check currency, foreign exchange movements and distribution of gold. The chapters on government credit money, the determination of the value of money, future possibilities of credit control, and the problem of the gold standard have been entirely rewritten. Although intended for a college text book, this should be of practical value to bank tellers and others interested in this subject.

American Economic Review, September 1933 p. 524. 50 words.

Barron's, July 3, 1933, p. 12. 175 words

Mid-Western Banker, August 1933, p. 16. 150 words.

Clark, F. E. Readings in marketing. Rev. ed. Macmillan, 1933. \$3.50.

Revised and enlarged this edition deals with the various phases of marketing, market finance; competition and prices, price maintenance, cost of marketing, etc. Contains charts which would be of interest to students of the subject, as well as much factual data. Includes articles from the works of well known experts on the subject. Favorably spoken of by reviewers

American Economic Review, September 1933, p. 511. 50 words.

+ *Business Week*, September 16, 1933 p. 23. 30 words

Journal of Retailing, July 1933 p. 59. 160 words.

Ethical problems of modern accountancy. Ronald, 1933. \$2.00.

A collection of six lectures discussing the ethical problems of accounting. Reviewers state that while some of the lectures appear to have gone rather far afield, nevertheless professional ethics receives practical treatment at the hands of some of the lecturers and that this work includes worth-while contributions in this field and should make a valuable addition to any accounting library

Certified Public Accountant, December 1933 p. 757. 100 words.

+ *Journal of Accountancy*, May 1933, p. 391. 600 words.

N. A. C. A. Bulletin, March 15, 1933 p. 1099. 175 words.

Grange, W. J. Wills, executives & trustees. Ronald, 1933. \$7.50.

A comprehensive book covering the rules of law relating to wills and inheritance. Includes methods of administering estates, trusts and their operation, accounting procedure, banks and trust companies as fiduciaries and taxes affecting estates and trusts. The chapter on taxation will be of especial interest. The material is treated in detail and illustrated with practical forms throughout.

Certified Public Accountant, September 1933 p. 574. 100 words.

Mid-Western Banker, November 1933, p. 17. 325 words.

+ Favorable review.

+ - Favorable review with some adverse comment.

Gordon, W. D. Modern accounting systems. 2nd ed. Wiley, 1933. \$4.00.

This second edition presents the application of accounting principles to various types of business and industry. The problems cover accounting for building and loan associations, insurance companies, banks, stock brokerage business, department stores, gas companies, railroads and municipalities. It does not cover the theory of accounting and is not intended as a manual of procedure, but should be useful to the accounting student, accountants and the business man. While it is thought by one reviewer that it contains some irrelevant matter, it is favorably spoken of by others as an excellent guide to the practical application of sound accounting principles in any type of business.

American Accountant, October 1933, p. 314. 500 words.

Industrial Arts, October 1933, p. v. 15 words

+ *Journal of Accountancy*, December 1933 p. 475. 250 words.

Management Review, January 1934 p. 30. 175 words.

+ *N. A. C. A. Bulletin*, December 15, 1933 p. 545. 175 words

Jordan, D. F. Jordan on investments. Prentice-Hall, 1933. \$4.00.

Dealing with the practical aspects of investing, this completely revised edition of a standard work includes a study of the various types of securities, protection in purchasing and holding securities, reading the financial page, sources of information, taxation of investments, mathematics of investment, etc. Contains a good index. One reviewer says that the style is such as to make reading and study both easy and pleasant not only for the potential investor but also for the student.

+ *American Accountant*, October 1933, p. 314. 300 words.

Barron's, January 29, 1934, p. 13. 125 words.

Industrial Arts, September 1933, p. III. 35 words.

Mid-Western Banker, January 1934, p. 10. 250 words.

Kendrick, M. S. Taxation issues. Harper, 1933. \$1.00.

Although designed for college students this discussion will be of interest and value to the general reader. Chapter headings are as follows: The rising tide of taxation, the quest for revenue, the general property tax, the relations between state and local taxation, the shifting of taxes and the problem of a system of taxation. Statistics of Federal, state and local taxes for forty years are included in the 1st chapter. Spoken of as delightfully readable, reflecting the competence of the author and extremely valuable because of the suggestiveness of the many ideas put forth rather than for the merits of conclusions reached.

+ *American Economic Review*, June 1933, p. 351. 450 words

+ *Commerce & Finance*, May 31, 1933 p. 479. 220 words.

+ *Journal of Land & Public Utility Economics*, November 1933, p. 421. 1175 words.

- Adverse criticism.

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Kester, R. B. Advanced accounting, theory & practice. v. 2. 3rd rev. ed. Ronald, 1933. \$4.50.

The balance sheet has been developed from the standpoint of its meaning to the outside creditor, the operating executive and the stockholder and owner rather than from the standpoint of its form and content which is the distinguishing feature of this third revised edition. There is less emphasis on accounting technique and more on the meaning of the accounting record and its uses in analyzing business facts. Written for second year accounting study it contains a generous supply of up-to-date forms, tables, statements and charts. Spoken of as a very clear and comprehensive treatment of the many new and changing problems and methods of modern business operations. All reviews were favorable

- + *American Accountant*, October 1933, p. 316. 250 words.
- + *Journal of Accountancy*, December 1933. p. 473. 325 words
- + *N. A. C. A Bulletin*, October 15, 1933. p. 259. 400 words.

Latimer, M. W. Industrial pension systems in the U. S. & Canada. Industrial Relations Counselors, 1933. 2 v. \$10.00.

An exhaustive study, including the experiences of 500 industrial companies over a period of 50 years. Concise summaries are to be found at the end of each chapter. The appendices contain most of the statistical material. Spoken of as the most authoritative and realistic interpretation of the movement yet published. While clearly and simply written could be less overburdened with details. It is also stated by reviewers that Mr. Latimer's studies represent not only a brilliant understanding of the

problem, but shed much light upon our prosperity doctrines.

- + *American Economic Review*, September 1933, p. 547. 1,500 words
- + *Management Review*, July 1933. p. 223. 315 words.
- + *N A C. A. Bulletin*, May 15, 1933 p. 1411. 240 words.

Lewis, H. T. Motion picture industry. Van Nostrand, 1933. \$4.00.

A study of all phases of the industry, including production, distribution and exhibition, block booking, pricing, protection, advertising, arbitration, the independent exhibitor, chain theatre control, censorship and foreign problems. Traces the historical background to date and gives basic facts.

- Barron's*, August 7, 1933. p. 11. 100 words.
- Business Week*, August 12, 1933. p. 19. 25 words.
- Domestic Commerce*, September 20, 1933. p. 90. 75 words.
- Industrial Arts*, August, 1933. p. III. 75 words

Masher, W. E. Public utility regulation. Harper, 1933. \$5.00.

Presents the problems, developments and proposals regarding utility regulation. Stresses the administrative rather than the economic or legal aspects. Part 1 discusses the Public Service Commission, Part 2 Administrative policies and problems, Part 3 Special Problems. It contains an excellent bibliography and index of cases and decisions, which should add to its value.

This book has been criticized for the inaccuracies which occur both in the quotations from decisions of the Su-

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preme Court and names. In the opinion of some it would not make a satisfactory text-book.

On the other hand it is recommended for the intelligently constructive suggestions for reform, authoritative and impartial treatment, the readable style and clear presentation.

- + *Accounting Review*, June 1933. p. 178. 800 words.
- + *American Economic Review*, December 1933. p. 737. 650 words.
- + *American Political Science Review*, 27: 391. June 1933. 80 words.
- + *Barron's*, February 20, 1933. p. 19. 350 words.
- + *Booklist*, June 1933. 29: 298.
- + *Books*, June 4, 1933. p. 12. 100 words.
- + *Industrial Arts*, February 1933, p. iv. 70 words.
- + *Journal of the American Statistical Association*. December 1933. p. 462. 650 words.

Mayer, R. C. How to do publicity. Harper, 1933. \$3.00.

A manual for organizations and individuals covering technical procedure, showing what publicity is and what it can accomplish. Discusses the various types of publicity found useful by corporations, scientific and professional societies, trade associations, charitable institutions, etc. Spoken of as authoritative, practical and comprehensive.

- + *Barron's*, December 18, 1933. p. 11. 85 words.
- + *Domestic Commerce*, November 29, 1933. p. 148. 80 words.

National Industrial Conference Board. Collective bargaining through employee representation. 1933. \$1.50.

Explains works council form of collective bargaining and shows the growth and practicality of employee representation plans. The constitution and by-laws of three outstanding plans are given in the appendices. Criticized because it gives too little hint of the controversial aspect of the problem it tries to solve.

- + *Factory*, October 1933. p. 43. 53 words.
- + *Management Review*, August 1933. p. 256. 375 words.
- + *Personnel Journal*, December 1933. p. 235. 100 words.

Sparling, Earl. Primer of inflation. Day, 1933. \$1.50.

This book explains the various types of inflation and shows debt to be the primary cause. It discusses the effect on debtor, creditor and incomes of various classes. Makes out a case against inflation. Spoken of as most instructive. No critical comments given.

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