

4-1-1914

## Special Libraries, April 1914

Special Libraries Association

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### Recommended Citation

Special Libraries Association, "Special Libraries, April 1914" (1914). *Special Libraries, 1914*. 4.  
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# Special Libraries

Vol. 5

APRIL, 1914

No. 4

PUBLISHED BY THE  
SPECIAL LIBRARIES ASSOCIATION

Monthly except July and August  
Editorial and Publication Office, State Library,  
Indianapolis, Ind.  
Subscriptions, 93 Broad street, Boston, Mass.  
Entered at the Postoffice at Indianapolis, Ind.,  
as second-class matter.

Subscription.....\$2.00 a year (10 numbers)  
Single copies .....25 cents

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## Live and Learn

You don't know all that is to be known about your business. The combined knowledge of all the other men in the world who are in the same business, or something like it, is much greater than your knowledge, unless you know it all; and the only man who knew it all failed last year and is now digging post holes.

This large sum of knowledge, in the possession of other men who are in the same business as yours, is all somewhere in print, or will be very soon. You could use it to good advantage if you had it; and you can get it.

Some of the men who are in business in this country, have learned that there is much about their business which they didn't know; they learned that it is in print and that they could get it; and they did get it, and used it, and found pleasure and profit in it.

You may find it worth while to think this over.

JOHN C. DANA, in the Newarker, Jan. 1914.

## The Specialized Library of Yesterday, Today and Tomorrow\*

By G. W. Lee, Librarian, Stone and Webster, Boston, Mass.

### Yesterday—Before 1910.

1. Book collections with precarious existence.
2. A self-running library.
3. Stenographer appointed to care for books
4. Special libraries read of and heard of. Inquiry by mail or by visit. "How do you run your library?"
5. Difference of opinion as to advisability of having a library.
6. Wading through loose numbers and easily giving up the hunt.
7. Visiting public or university or other larger libraries for bound volumes.
8. Plastic and ready for suggestions.
9. Librarianship an incidental duty.

### Today.

1. A trained (or self-trained) librarian in charge, with one or more librarian stenographer assistants, if use of library justifies
2. Membership in Special Libraries Association.
3. Interchange of courtesies in research, loaning books, etc.
4. Acquaintanceships made at conventions.
5. A tendency towards standardization, yet individual and crystallized in many directions; asking advice and reluctantly following it. An efficiency movement not arrived at as an intensive feature of the library itself.
6. Skeptical of public library methods, and cliquishness likely to develop.
7. Friction with library-school graduates under self-trained heads.
8. Unsettled condition today, with tendency toward unity of all librarians on account of specialization in public and university libraries—making departmental libraries—so that large libraries become recognized as an aggregation of special libraries, having much in common with business or special institutional libraries.
9. The Boston Co-operative Information Bureau; a clearing house and research center amongst libraries, business and other organizations and individuals, growing, but still an interrogation point to the uninitiated.
10. The "Index Office," being started in Chicago, particularly for research among libraries.

11. Many reference and research bureaus in New York City.
12. None of these bureaus working together as yet.
13. The auctioning of superseded material (only in the experimental stage).

### Tomorrow—Before 1920.

1. The business and departmental library, inter-association, inter-dependence and convention going, all matters of course.
2. No pride in achievement; wanting the best; self-effacement; team work.
3. Efficiency arrived; conventions for progress and application of principles following upon the heels of resolves.
4. Interchange of literature by gift or auction a matter of course.
5. The clearing house idea amongst all libraries, whereby they trust to one another's specializations, where they are to better advantage cared for than as side lines of one's own specialty.
6. Reducing experience to print, so that newcomers can begin almost where others are leaving off.
7. A handbook for the special library worker, compiled for the essentials of his field; revealing the tricks of the trade.
8. Anything like an exclusive stock-in-trade only under protest and with apology.
9. Reservoir libraries for little used material (back numbers of out of the way periodicals, serials, etc.), so as to keep the workaday libraries full of live matter.
10. Special librarianship distinctly a profession; and as a corollary thereto, the calling of every business man distinctly a profession.
11. Catalogue of men as well as books; sources of information the keynote.
12. The Information Bureau not an independent organization, but par excellence an important aspect of every library; the public library as a local head, the state library as a district head, the Library of Congress as a national head; with an international organization tying all countries together.

\* Presented at the Joint meeting, Engineers' club, S. L. A., Eastern district, and the Efficiency club of Boston, Mch. 8, 1914.

## Applied Education and the Specialized Library

Abridged Proceedings of a Joint Meeting of the Engineers' Club, Special Libraries Association, Eastern District, and the Efficiency Club of Boston, held March 8th, 6 p. m., at the Engineers' Club, 2 Commonwealth Ave., Boston.

### THE PUBLIC LIBRARY AND THE MAN WHO EARNS.

By H. G. Wadlin, Librarian, Boston Public Library.

Mr. Wadlin: The public library deals with the general public, and while it supplies books on technical and special subjects, it does not restrict its work to special lines, as do many of the libraries connected with the Special libraries association. The earner, under modern competitive conditions, who relies upon his individual power to work with hand or brain, finds that special ability or improved facility tells to his advantage. Experience is an excellent teacher, but the experience of the past is now, as never before, stored up in books, and the book as a tool occupies a position it has never before held, and its influence as an aid to efficiency is pre-eminent. In supplying the books which promote industrial efficiency, the library supplements the schools. The schools must from their limitations stop just where the real education of their pupils begins. And, in the mechanical trades, there is now little opportunity for those who leave the schools to get any knowledge of things beyond the particular routine work to which they are assigned. The old apprentice system is dead. Outside the public library the young earner cannot obtain the books which, rightly used, are certain to increase his earning power. To purchase them himself, even if he knew how to select them, is out of the question. The public library supplies to him freely the best books and, by its trained staff, offers expert advice respecting them. It is only at the public library that the artisan may obtain the books which preserve the accumulated knowledge of his trade, and the general knowledge which covers the entire field.

Many earners have never had much school training. The books which the library furnishes for them must not only be abreast of modern technical knowledge, but must frequently be quite elementary, written in simple language, and filled with profuse explanatory illustrations. Every public library which at all fills its place today, provides liberally the books which are efficiency tools. The resources of the Boston Public library in this direction were indicated by the speaker, who cited the wide range of titles in that library, within the field of industrial literature. The library promotes the use of such books by the personal helpfulness of its trained staff, by the preparation of reading lists, and through correspondence. It also supplies freely all the leading technical periodicals and trade journals. No man whose time is principally occupied in work can become interested in the books which the library furnishes without having his life broadened. One of the industrial evils of the day is the tendency to reduce earners to a common level, to a merely routine performance of duty. The influence of the library counteracts this tendency; and besides the books which are tools there are others, and there are personal influences which proceed from the library, which do not directly operate to increase earning power, but which open to the wage earner broader ranges of life, whereby he becomes a better citizen. In this field, also, the public library has opportunities that no other educational institution finds, and its responsibility in this direction is recognized and met.

### STUDYING FOR EFFICIENCY.

By Mr. Boyd Fisher, Ex. Mgr., Efficiency Society, Inc.

Mr. Fisher: The Efficiency society, inc., includes a thousand persons, from eleven countries and thirty-seven states of the union, who have associated themselves to study scientific management and to extend it to those departments in which it has not yet been developed. Formerly business men said, only, "We want practical men." Now we find, as a recent development, a

demand for a theoretical science of business. Mr. F. C. Henderschott, assistant secretary of the Association of corporation schools, says that previous to five years ago there was almost nothing published on the subject of scientific management, while a publisher of the Standard Encyclopedia goes so far as to say that twenty-five per cent. of human progress has been made in the last twenty-

five years. We are able to make many things work today that were merely theories before. There has been more wealth created in the past fifty years than in all the centuries preceding since Christ—simply, of course, a turning to better account the things that already have been prepared. We are now simply cutting coupons. It is said that the tendency of labor unions has been to reduce men to a dead level, but the tendency now is to bring men up to a level, to bring them up to some standard as an ideal. According to the Census bureau, seventy-three per cent. of the eleven thousand distinguished men mentioned in "Who's Who in America" were men of college training, and eighty per cent. graduates of high school, thus showing a pretty close connection between the spread of organized knowledge and its development of wealth of progress. But our education must be continuous. The man who has just left college is not worth very much in the business house at once. A Princeton graduate gets about \$12 and a Harvard graduate about \$15 a week on an average. That is not very high.

We are developing very special methods of continuation education. The National association of corporation schools was organized a year ago last summer, having at the start about one hundred members. Many big corporations have regular schools. At our last month's meeting, in New York, the National cloak and suit company described its corporation school; the National cash register company has had a very old and important corporation school; the New York Edison company has a school. The New

York university has developed a continuation school system. Mr. Jacob Schiff gave \$2,000,000 for such purpose, which will be carried out jointly by the Chamber of commerce and New York university. The plan is for a student to take a course at the College of the city of New York, or other colleges, while continuing at business. The University of London does something similar to this.

Almost every large corporation has an efficiency committee to study business intellectually, to gather up the current ideas about it. All men are being encouraged to join associations like the Efficiency society, and advertising clubs. Recently the New York advertising clubs put themselves on their feet by organizing helpful series of lectures. The Detroit Board of commerce has just inaugurated courses for general sales managers. The most thoroughly developed continuation education is the system of scientific management of Frederick W. Taylor. He said in Boston recently at the meeting of the Efficiency society that all factories should be man factories, the object being to raise every man to his highest state of efficiency and prosperity. This can be done only through thorough everyday study in detail. To do this you must take on not twice as many men as overseers, but you must have five or six times the number of men on the management side in order to properly train your workmen. Scientific management is a recognition on an organized scale that business is not learned once for all, that we have to continually study our work.

#### THE CHAMBER'S SYSTEM IN GETTING INFORMATION FOR ITS COMMITTEES AT WORK.

By Mr. James A. McKibben, Sec'y, Boston Chamber of Commerce.

Mr McKibben. The method of the Chamber of commerce is, in a nutshell, first, to find out what information is really wanted, and then to go and get it. Usually information wanted is on some very definite point, and wanted much in detail; so that as a rule it is not information one can get to any large extent in libraries. To be sure, no greater mistake could be made than to ignore the great storehouse of information that is to be found in libraries. When we have made up our minds what we want, we always try to use what there is available in libraries; but usually we find we have to get the larger part of it elsewhere.

Perhaps I can best explain the situation by taking two or three concrete examples. Before coming here I picked up the Chamber's report on buying and handling of steam coal. You all know, of course, that nothing could be much less scientific than the rule of thumb way in which most manu-

facturing concerns had been going on buying coal. Most manufacturers were buying some particular brand which somebody had told them was a good coal to buy. As a matter of fact, they did not know whether they really got that brand or not, or whether it was the most economical coal to buy.

Now, what do you buy when you buy coal? You are buying heat. It follows that the basis of price should be the amount of heat you buy. The United States Government and a few large concerns had realized this and were buying their coal on the basis of "British thermal units." It might seem from that that the work of the committee was easy and simple—that it was simply to get the information available and to introduce it to the manufacturer who did not know about it, so that he could make use of it.

But it was not nearly so simple as it seems. For one or two concerns you can easily lay down a rule, but not for all New

England. No two have the same conditions. A large part of the cost of coal is represented by the cost of transportation; and the cost of transportation varies very much according to the distance from the seaboard. It is perfectly obvious that the most economical coal to buy for use at the seaboard might not be the most economical coal if it had to be transported further by rail. The cost of transportation becomes more and more as you go inland; and that adds to the cost per b.t.u. It was therefore necessary for the committee to get the cost of transportation to each point in New England and put it into such shape as to make it readily and easily available; so the committee made up for its report two maps, one showing the cost of shipping coal to each station in New England by all rail, and the other by rail and water. This enabled the manufacturer, among other things, to determine whether it was more economical to have his coal transported all the way by rail or by rail and water.

Now, what did that information mean to the manufacturers of New England? The Chairman of the committee figured that on a very conservative estimate you could save five per cent. on the cost of fuel. When you consider that we use twenty-five million tons annually, at a cost of one hundred million dollars, the five per cent. means a saving of five million dollars. One concern says that it saved ten thousand dollars a year because of this report. But, of course, a great many manufacturers have not made use of it. Many of them never heard of the report, and you could not get some of them to use it, whatever you did.

Another example—the work of the Committee on abatement of the smoke nuisance. People had been trying to “abolish” the smoke nuisance, and with very indifferent results, for years and years. As an actual fact, up on Harrison avenue there was a laundry, the proprietor of which to my knowledge was fined for violating the law, and right next to him was a large power plant belching so much smoke down on the laundry that the owner frequently had to do his work twice over. Now that absurd and unjust situation was created by the law itself. Committees of the legislature were convinced that it was not possible for the large public service power plants to “abolish” all smoke, and so had absolutely exempted them. Now, it is plain common sense that the law attempts the impossible. You cannot abolish the smoke nuisance in Boston; but you may lessen it tremendously.

Our committee said there must be a law that could be complied with by everybody. They soon found out that the main defect of the law was its attempt to apply the same yardstick to different conditions. The second great defect was that it was purely a matter of opinion on the part of the “smoke inspector” as to whether the kind of smoke

emitted was allowed by law. Libraries came into play, furnishing the committee with Ringleman charts, which are divided into four classes, and by the use of these charts one can make a very accurate test as to the density of the smoke emitted. Now, you may be able to see through one rod of fog, and ten rods of the fog may be impenetrable; likewise, the same smoke looks blacker coming out of a ten-foot chimney than it does from a one-foot chimney. Taking these charts as a standard, a scale was worked out. They were thus getting a reasonable test, which was fair to all.

But still the public service companies were not convinced. They said the public wanted facilities and must have them, and that they could not comply with the proposed law and give them. A library could not settle that question or furnish the scale worked out by the committee. The situation was a new one. The committee went to other cities and examined conditions. The trouble was not that the public service corporations did not want to do the right thing. They thought they couldn't comply. In nearly every case you find people wanting to do the right thing. At the recommendation of our committee, one public service corporation put in mechanical stokers; and it cut down by seventy-five per cent. the smoke emitted. Finally the new law was agreed to and passed, and has worked well.

Sometimes, of course, we are able to get information from libraries. A fire prevention committee was enabled to get a very large proportion of the information it needed from the Insurance library. With the aid of the information, and with the publicity which we could give to it, we have succeeded in getting the building limits extended in Boston, and thus in cutting down the fire hazard.

The great problem of the technical library, as I see it, is how to get people to use the information you have. Don't think you are the only people who have difficulty in getting people to use information. It is a universal difficulty. Yesterday, for instance, we had a conference between agricultural men and representative immigrants. One of the representatives, a Pole, told how his people were being “skinned” by land agents. “I know fifty Poles who have money,” he said, “but they would not trust the land agent. Why don't the State let them know where there are farms to buy? They would trust the State.” Mr. Wheeler, the Secretary of the State Board of agriculture, informed them that he had a list of several hundred farms, which could be purchased at prices varying from eight hundred to sixty thousand dollars. That man had been every day within two blocks of the State House, and did not know that information existed there. A man down in Maine shipped several carloads of fruit to Boston. He wanted the best prices he could get, so he picked

out four different commission men. He was complaining that he did not get any money out of these shipments. Now, there was in his own town an association which furnished information about commission men in Boston. It would have told him that three of those men he had dealt with were not regarded as reliable. The fourth had been marked with an X—as doing a small business and not well known. That man down in Maine did not use the information next door to him. So it is everywhere. One

of my assistants—a very new assistant—wrote each steamship company, asking what vessels each had sailing from Boston during the ensuing months. Now we maintain a very complete maritime department—at an annual expense of several thousand dollars—and if he had gone down to the next floor and asked the man in charge of it, he could have obtained the information in less time than it took to dictate the letters.

#### THE TRAINING OF WOMEN FOR SALESMANSHIP.

By Miss Melita Knowles, Ex. Sec., Women's Educational and Industrial Union.

Miss Knowles: This school for salesmanship is one of the branches of vocational training which the Union has been carrying on for the last eight years. It started in 1905 with seven saleswomen and one teacher and has been carried on in co-operation with certain Boston stores ever since. The saleswomen come every morning from 8.30 to 11.30 and go back to the store to sell in the afternoon, so it is in the nature of a continuation school.

The principal aim has always been social, and the most important results are the broadening of the personal horizon which it gives to the girls, i. e., raising of personal standards. The fact that the shops are ready to co-operate, and that three new ones were added to the list this year, shows that they feel it pays financially to offer the course to their girls.

The main thing is training in salesmanship proper; methods of dealing with customers, business arithmetic, lectures on store management, etc. It is done largely by demonstration sales, which are held on certain mornings of the course and are regularly criticised by the class, each salesgirl in turn conducting a class. Outside customers are drawn in and every point in the sale carefully discussed, with the aim of bringing out strong and weak points. A short course in textiles is given, in which the girls learn the different processes of manufacture of wool, silk, cotton and linen fabrics, and thus know how to handle the stock intelligently. In addition they are taught a little about color and design, in order to develop a sense of harmony, and are shown textiles at the Art museum. Afterwards, through specific illustrations of good and bad combinations of color, samples of which are brought to the school (such as pillows, door mats, wall paper, and the like), they see the application of principles taught. They are also given a short course in hygiene, with special reference to the development of a healthy normal point of view and good taste in dress, in food and in recreations. For example, they are taught why low-heeled and broad-toed shoes are the proper kind of shoe for a salesgirl who is

on her feet all day. One lecture a week during the twelve weeks of school is given up to this; lectures on the spending and saving of money give in simple form the principles of business economics.

Mrs. Prince took up the work in 1906, before it had been started a full year, and has carried it on, until now it has become well recognized as an important branch of the work of the Union. So highly is it now valued that this last year it has been put into three of the high schools of the city, and teachers of these courses have been trained in the Union.

Since 1910 there was a constant demand for teachers to carry this work into other cities of the country, and this has led the Union to develop a normal course, which has been carried on in co-operation with Simmons college. Twenty such teachers so trained now occupy positions, scattered pretty well over the country, in San Francisco, Cleveland, Cincinnati, Columbus, Buffalo, out of the twenty-two who took the course. In Cleveland they are at work in continuation schools, and in other cities, usually in department stores or factories. This last year, because of the opportunity given by the passage of the law for opening more extensive continuation schools for girls, four concerns have established schools of their own.

It is in connection with the teachers' class training that salesmanship comes most closely in touch with the specialized library.

The Library of the Union has a collection on women in industry, and much of the material is particularly useful to the normal class. The Librarian accumulates for them articles from magazines on store management and from newspapers on salesmanship, new methods of shop welfare work, and all the allied subjects which complete this training, i. e., textiles, hygiene, economics, etc. The library has the "Dry Goods economist" and magazines pertaining to business, such as "System" and the like, and makes every effort to co-operate with the teachers, most of whom have been college graduates. They come to the Union school as to a kind of laboratory, and teach

the salesmanship class on certain days; then they go to Simmons college, where they have the theory—courses in applied psychology, accounting, economics, etc. This course covers a year, and now appears in the catalogue of Simmons college; its teachers are a part of the faculty of the College. The generous co-operation of the College with the Union has helped much in developing this normal class so rapidly.

In speaking of the specialized Library in the Union, I wish to say that every department uses it constantly. The Research department and the Appointment bureau find it most important in every-day work. Only about 620 books have been acquired, but they are useful ones, needed by depart-

ments in every-day work. There is a collection of pamphlets, about 2,500, especially on work for women in all parts of the country and in England. We have several foreign magazines, such as "The English woman."

To go back to salesmanship. In this city a comparison was made of salesmanship graduates with a certain group who had not had the training, and in every case there was an advance in wages, so that from the material standpoint it would seem that the training had produced satisfactory results. The most important results are the standardization of salesmanship and the respect for and eagerness in the profession aroused in the girls.

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Including many magazine articles and references to general works.

By Denys P. Myers.

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## News and Notes

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Miss Marjorie Strong who has been an assistant in the Studebaker library at South Bend, Indiana, has been appointed Librarian of the Studebaker library at Detroit, Michigan.

Charles W. Reeder, Assistant librarian of Ohio State University at Columbus, will in the future give part of his time to the Ohio Industrial Commission in which he will act as Librarian and have charge of the Department of research and statistics.

Mr. F. N. Morton, Librarian of the United Gas Improvement Company, of Philadelphia, recently entertained the local special librarians in and about Philadelphia at his home. This should result in increased activity in the Pennsylvania field.

The State University of Iowa has established a bureau of public administration and a bureau of municipal information, under

the supervision of Prof. B. F. Shambaugh, and to be administered by Mr. O. E. Klingaman.

A Municipal information service for the cities of New York state has been organized by the Municipal bureau council of the State conference of mayors, to act temporarily in supplying the needs of city officials until a State municipal bureau is established.

Mr. John A. Lapp, Chief of the Indiana Bureau of legislative information, has been appointed by President Wilson to serve on the recently created federal Commission on vocational education.

Mr. J. F. Marron who was in charge of the legislative reference work of the Missouri Library commission last winter is now Legislative reference librarian of the Texas Library and historical commission.

Miss Ona Mary Imhoff, formerly Chief-assistant to Dr. Charles McCarthy in the Wisconsin Legislative reference library and for the past year Assistant-director of the Progressive national service legislative reference bureau, has accepted the position of librarian of the International health commission, Rockefeller foundation, Washington, D. C.

The U. S. Commission on industrial relations, with headquarters in Washington, D. C., is making an exhaustive collection of data on industrial arbitration and other phases of the relations between capital and labor and has secured as Librarian, Miss Clara A. Richards, formerly with the Wisconsin Legislative reference library.

The Municipal reference library of New York city is henceforward to be under the control of the New York Public library. The quarters already occupied in the City hall will be retained and Mr. Robert A. Campbell, formerly Legislative reference librarian in California and latterly Secretary of the Wisconsin board of public affairs, will be in charge.

The course inaugurated at the beginning of the school year of 1913 by the Wisconsin Free library commission, in co-operation with the University of Wisconsin to train library students in the special fields of legislative reference and public service library work includes bibliographic and technical library studies, elective work at the University, special lectures and practice work. The class, taking this course, consists of seven members who were chosen from the applicants with special reference to previous training and experience, natural aptitude and personal qualifications.

"Law, legislative and municipal reference libraries" is the title of an exhaustive manual by J. B. Kaiser which the Boston book company now has in press. Mr. Kaiser recently Librarian of the Department of economics and sociology of the University of Illinois and formerly in charge of legislative reference work in Texas has left the special library field to take up the position as Chief of the Public library of Tacoma, Washington.

The Eastern District, S. L. A., held a meeting on March 6 in conjunction with the Engineers' Club, of Boston, and the Boston Efficiency Club. Several interesting exhibits illustrating special library work were displayed by the Harvard Library of landscape architecture, Arthur D. Little, Inc., Chemists & Engineers, and Stone & Webster, Consulting Engineers. An important

map showing the graphical location of special libraries in and about the city was also displayed.

A small group of special librarians have replied favorably regarding the placing of an exhibit, illustrating their own activities, in the hands of Miss Miller for the Leipzig Exposition this summer. In addition to the individual exhibits, the officers of the association will prepare material which will represent the association as a whole. The secretary would urge all, who have not already responded, to do so at once. A few hours time will illustrate a few of the salient features of any special library, by means of a few charts. This time will be well spent in spreading the special library idea both abroad and at home, for the exhibits will be returned to America after the Leipzig Exhibition has closed and many may be available for the San Francisco Exposition in 1915.

The Special libraries association will have headquarters at the coming Washington meeting in the New Willard Hotel, in the shape of a separate room. It is planned now to have in that room material in the shape of exhibits illustrating various ideas as carried out in special library work. We urge our membership to bring or send to Washington charts or other material which will increase this exhibit. We believe it will be of usefulness, not only to special librarians themselves, through the interchange of ideas, but that it will place the association's work in a more favorable position in the eyes of public librarians, who now, in many cases, appreciate very little what is being done by special librarians. The secretary will be glad to receive photographs of the interiors of any special libraries which are available. Please mail the same to 93 Broad St., Boston, Mass.

Professor Jesse S. Reeves, of Michigan State University, at Ann Arbor, Michigan, has the supervision of the Municipal information bureau which has recently been organized in connection with the University.

We are glad to introduce to our older members the following libraries, who have recently become members of the association:

Library School, Western Reserve University, Cleveland. Alice S. Tyler.

Carnegie Library of Nashville, Nashville, Tenn.

Mary Banks, Westsound, Orcas Island, Washington.

Public Library, St. Paul, Minn.

Teachers' College Library, 120th St. West, New York, N. Y.

- Indiana State Normal Library, Terre Haute, Indiana.  
Grinnell College Library, Grinnell, Iowa.  
Birmingham Public Library, Birmingham, Alabama.  
Simmons College Library, Fenway, Boston.  
University of N. Dakota Library, University, N. Dakota.  
Manchester City Library, Manchester, N. H.  
Philadelphia Electric Co., 1000 Chestnut St., Philadelphia, Pa.  
Hartford Public Library, Hartford, Conn.  
Smith College Library, Northampton, Mass.  
Laura A. Thompson, Children's Bureau, Dept. of Labor, Washington, D. C.  
Leg. Ref. Committee, Progressive Nat. Committee, 42d St. Bldg., New York, N. Y.  
L. F. Grammes & Sons, Allentown, Pa.  
Anne G. Cross, 1804 Wyoming Ave., Washington, D. C.  
E. Steiger & Co., P. O. Box 1905, 49 Murray St., New York, N. Y.  
Curtis Pub. Co., Employment & Industrial Div., Independence Square, Philadelphia, Pa.  
Leg. Ref. Bureau, Springfield, Ill.  
N. American Civic League for Immigrants, Leg. Comm., 95 Madison Ave., New York, N. Y.  
City of New York, Borough of the Bronx Administration, 177th St. & 3d Ave., New York, N. Y.  
Mary L. Forbes, 10519 Amor Ave., Cleveland, Ohio.  
Christian Science Publishing Soc., Falmouth & St Paul Sts., Boston, Mass.  
Ohio Institute for Public Efficiency, Hartman Bldg., Columbus, Ohio.  
Mary S. Wallis, Free Library of Philadelphia, 17th & Spring Garden Sts., Philadelphia, Pa.  
Tacoma Public Library, Tacoma, Wash.  
Legislative Reference Department, Pierre, S. Dak.

## Current References

### Agricultural co-operation.

The New York Department of agriculture has printed as its Bulletin 56 the "Special report of New York state delegates on the American commission for the study of agricultural co-operation in Europe." The report is elaborately illustrated with scenes in foreign countries, including a number of colored plates. Feb., 1914.

### Child labor.

The November, 1913, Child labor bulletin, which is issued quarterly by the National child labor committee, is entitled "More protection for working children," and contains a summary of new laws affecting child labor enacted in 1913, supplementing the issue of the Bulletin for August, 1912, which contained a digest of the then existing child labor laws of the states. 69p.

### Children.

The recently created United States Children's bureau has issued its first report covering the year 1913. The work for the first year is summarized and the needs for the future carefully outlined. 20p.

### Dance halls.

At the request of the Mayor, the Municipal reference library of the Chicago public library has made a report on "Municipal dance halls," in which the efforts of six cities in this country toward the establishment and operation of open public dance halls are summarized. 10p. March, 1914. (Mun. ref. bul. no. 2.)

### Hospitals—New York (city).

Sections of an exhaustive report which is being made by the Committee on inquiry into the Departments of health, charities and Bellevue and allied hospitals in the city of New York, appointed by the New York (city) Board of estimate and apportionment, are appearing from time to time. Those in print so far are: Sec. 2, Citizenship, residence and dependence, 2 parts; Sec. 3, Some hospital problems, Sec. 4, Ratio of nurses to patients proposed for municipal patients; Sec. 5, Children's services in the municipal general hospitals in Manhattan and The Bronx; Sec. 6, Physical examination and employment of dependents in city homes (almshouses); Sec. 7, Care of outpatients; Sec. 8, Hospital helpers. 1913.

### Ice plants.

"A report on municipal and government ice plants in the United States and other countries" has been prepared by Jeanie Wells Wentworth for the President of the Borough of Manhattan, City of New York. 78p. Dec., 1913.

### Immigration.

The Massachusetts Commission on immigration, appointed by an Act of 1913, has made a Report on the problem of immigration in Massachusetts, which includes 11 proposed acts. illus., 295p. March, 1914.

### Journalism.

Columbia university has issued in a Bulletin of information (14 ser. no. 3, Feb. 7,

1914) the announcement of its school of journalism, 1914-1915. An article by Dr. Talcott Williams, Director of the School, has been printed in leaflet form under the title "What our colleges of journalism are doing."

#### Library training for public service.

The Free library commission of Wisconsin, has issued a little booklet giving the purpose and outline of work of the new special course in library administration and public service, recently instituted in the Library school the Commission maintains. 12p 1913.

#### Lodging houses.

The Housing and sanitation committee of the Civic league of St. Louis has, through H. M. Swope, made a digest of an earlier report made by several St. Louis organizations on the investigation of lodging and rooming house conditions in St. Louis, which has been published by the Civic league. 12p. Dec., 1913.

#### Medical inspection in schools.

The Department of health of New York city has published in its Reprint series, no. 13, Nov., 1913, an article by Jacob Sobel on "Prejudices and superstitions met with in medical school inspection." 14p.

#### Municipal administration.

A series of practical talks on Baltimore delivered before the Women's Civic league by various members of the city government have been printed in a pamphlet entitled "Some things you should know about your city government." 64p. 1913.

#### Municipal employes—Milwaukee.

The Milwaukee Bureau of municipal research has made a Report on the standardization of salaries of the city of Milwaukee, which includes a survey of the city service as it exists and recommended salary schedules for each department. tables, 96p. Nov., 1913.

#### Municipal employes—St. Louis.

The city auditor of St. Louis, at the request of the City Council, has compiled a full and complete list of officers and employes of the city, with salaries and residences. The list occupies a volume of 205 pages. Aug., 1913.

#### Municipal guide book—St. Louis.

The St. Louis City plan commission has issued a convenient guide to the city under the title, "Municipal institutions of St. Louis—where to go, what to see." illus., maps, 48p. Mch., 1914.

#### Recreation.

The Playground and recreation association of America has prepared for the General civic improvements committee, Indianapolis Chamber of Commerce, a "Recreation survey" of Indianapolis covering Jan.-March, 1914. The report covers: Recreation needs; Public facilities;

Needs; Administration; Recommendations, and several appendices and maps. 60p.

#### Rural life.

"Rural social development" is the title of the Proceedings of the 3d annual Wisconsin Country life conference, held Jan., 1913, under the auspices of the College of Agriculture, edited by C. J. Galpin and published as a Bulletin of the University of Wisconsin, ser. no. 591, gen. ser. no. 413. illus., 130p.

#### Social evil and wages.

The Public welfare commission of Grand Rapids, Michigan, appointed January, 1913, to investigate the relation of wages to the social evil, issued its Report, November 10, 1913. The Report includes investigation into wages of both men and women, prostitutes, rooming houses and recommendations for legislation. 39p.

#### Social service.

A bulletin has been prepared under the joint auspices of the Department for social workers of the Intercollegiate bureau of occupations and the Student department of the International committee of the Y. M. C. A., under the title, "Salaried positions for men in social work." The information, mainly of a statistical nature, is arranged in short chapters under the various kinds of modern social work, such as Public recreation, Social settlements, Dependent children, etc., etc., and the author of each chapter is a recognized authority on his subject. 54p.

#### Social survey—Austin (Tex.).

The University of Texas has recently issued as its Bulletin no 273, Humanistic ser. no. 15, Mch. 15, 1913, a "Social survey of Austin," by W. B. Hamilton, Fellow in the School of government of the University and Special health inspector for Austin. The investigation covers water supply, sewage, garbage, milk, slaughter houses and butcher shops, bakeries, housing, billboards, health department, inspection of food supply. illus. 89xxixp.

#### Strikes—Michigan.

The U. S. Department of labor was authorized by the U. S. Senate to report in regard to the strike of mine workers in the Michigan copper district beginning July 23, 1913, and this report, made by the Bureau of labor statistics has been issued as Bulletin of that Bureau, wh. no. 139, Conc. and arb. ser., no. 3. The reports of the efforts made by representatives of the U. S. Department of labor as mediators are included. 183p.

#### Tuberculosis—Discharged patients.

An investigation carried on by the Council of Jewish women as to "The subsequent history of patients discharged from tuberculosis sanatoria" is printed by the

Department of health of the city of New York as no. 8 in its Monograph series, Oct. 1913.

#### Vice—Segregation.

The Committee of one hundred for the suppression of commercialized vice in St. Louis has issued a "Brief in support of citizens' memorial to the Board of police commissioners of St. Louis, Mo., on the illegality and inexpediency of segregating commercialized vice in St. Louis." 32p. 1914.

#### Vocational guidance.

"The school and the start in life. a study of the relation between school and employment in England, Scotland and Germany" by Meyer Bloomfield constitutes U. S. Bureau of education Bulletin, 1914.

no 4, wh. no. 575. An 11 page bibliography is included

#### Wages—Minimum.

The National consumers' league (106 E 19th St., New York) has had reprinted from the Journal of political economy, Dec. 1912, an article by Sidney Webb entitled "The economic theory of a legal minimum wage" 26p.

#### Widows.

"A study of nine hundred eighty-five widows known to certain charity organization societies in 1910," by Mary E. Richmond and Fred S. Hall of the Charity organization department of the Russell Sage foundation has been published by the Foundation as a pamphlet of 83 pages. 1913.

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## Bibliographies

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#### City planning.

A bibliography of the material in the libraries of the University of California and the cities of Oakland and Berkeley, compiled by Ella K. Walker of the University of California, has been issued in two parts as the Berkeley civic Bulletin for March 8 and March 14, 1914.

#### Eugenics.

A short list of books of value to students of eugenics is printed by the Eugenics record office as its Report no. 1, June, 1913.

#### House organs.

The St. Louis public library Monthly bulletin for March, 1914, contains a list of 100 house organs received by the applied science department. The list includes only periodicals published in the interests of certain products or commodities offered for sale, chiefly mechanical and electrical. A list of over 500 house organs appears in Printer's ink, Jan. 2, 1913.

#### Legislatures—Bicameral system.

Part 3 of the first bulletin from the Legislative reference department of the Kansas State library, "Legislative systems," is devoted to a bibliography of material in

the Kansas State library on the unicameral and the bicameral systems. p. 133-144. 1914

#### Minimum wage.

May K. Reely has compiled for the Abridged debaters' handbook series, "Selected articles on the minimum wage." 48p. 1913.

#### Municipal ownership.

The Detroit Public library has published as its Selected bibliographies for 1914, a list on Municipal ownership, and one on Preferential voting, bound together.

#### Proportional representation—Tasmania.

A "Bibliography of proportional representation in Tasmania" appears in the Papers and proceedings of the Royal society of Tasmania for 1913.

#### Vocational guidance.

Mr. Bloomfield Meyer includes in his article entitled "The school and the start in life, a study of the relation between school and employment in England, Scotland and Germany," which appears as Bul 1914, no. 4, wh. no. 575 of the U. S. Bureau of education, an 11 page bibliography on the subject.