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Special Libraries

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125 Washington Place,
New York City.

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The Story of the American Merchant Marine Library Association

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The American Merchant Marine Library Association.

This Library is still in its infancy, having been born in May, 1921, but as an offspring of the work done by the American Library Association during the war, it came into being almost full-fledged. Everybody remembers the nation-wide drive for books to be used by the American Library Association in furnishing library units to be placed on war-ships, in army camps and in military hospitals. Perhaps not everyone knows that they extended this service to include the crews of the merchant marine.

The men who manned the fleet operated by the United States Shipping Board were taken from all over the country, being placed on deferred lists by various Draft Boards so that they might serve their country by carrying the troops, and the necessary supplies for their maintenance, overseas. These young men were as eager to take active part in the struggle of the nations as any that entered the army and navy; fully as patriotic in their desire for service, and the call for crews for the merchant ships appealed to them strongly as being an important part of the war. So great an authority as Admiral Sims has said of them: "The Merchant Marine then came to our rescue. Don't underestimate these men. They stuck the whole way through. All our armies and our navies would have availed us naught had it not been for these brave fellows. I have known many of them who were torpedoed five and six times and who came back for more. They were herculean in strength and their resources. These merchant seamen were our backbone. Had they weakened, we would have been lost."

A. L. A. Aids Social Service Bureau

Henry Howard, a prominent citizen of Boston, was appointed a dollar-a-year man to organize and direct the Recruiting Service of the United States Shipping Board which trained the personnel for these ships. It was no easy task, and many adjustments were necessary to fit men from all over the country and all occupations for the

unique conditions governing life at sea. Among other important departments, Mr. Howard created a Social Service Bureau, under the volunteer supervision of his wife. This Bureau was concerned with the welfare of the men and of their families. What wonder that they missed shore diversion? Few of us realize how utterly a sailor is cut off from everyday comforts and what seem to us necessities. Think for a moment of the few mornings when the newspaper fails to come in time for the usual perusal before the day's work begins; then think of the few days in the year when a sailor sees a paper at all. Perhaps it is a small item but it means being cut off from contact with the progress of the world. The seafarer hears no family or town news until the events have become history, sees no movies, has little amusement of any kind, and all is stale from repetition. What wonder that these men are mentally hungry most of the time?

This fact soon became apparent to Mrs. Howard and she realized the need for books, and more books than her Bureau could supply. In the emergency the A. L. A. came to the rescue and out of their abundance supplied reading matter for the training ships and later for the entire merchant marine fleet, thereby winning the everlasting gratitude of thousands of seamen. But with the Armistice came the necessary cessation of activity in this field, since the A. L. A. could not continue to function in a capacity created to meet an emergency. It was proposed to abandon the service on all ships, and a wail went up over the seas. The protests were many and varied, but they all voiced the same spirit, "We can't exist without books."

Marine Library Association Created

The crisis was acute. At a Convention of the A. L. A. in Cleveland, Mrs. Howard was asked to state the case and suggested that, since the continuance of the service was quite outside the peace-time program of the A. L. A. and no existing organization was equipped to carry on the work

on the broad, absolutely non-sectarian basis necessary to its success, some way should be thought out to meet the situation. To her amazement, a few days later, a letter came appointing her a committee of one to plan this course. Again Mrs. Howard responded to the appeal and, with the active cooperation of men and women interested in the welfare of the men of the sea, founded the American Merchant Marine Library Association which is now incorporated as a National Organization to supply libraries for ships flying the American Flag. The A. L. A. then turned over all their books scattered over the Seven Seas, on ships, in the various ports of this country, and at the offices of American Consuls abroad. On paper this was a vast number, but some were lost, others worn out and in the end about 100,000 were located and available. The A. L. A. also contributed the remainder of their operating fund and the American Merchant Marine Library Association opened a Dispatch Office in Boston in December, 1921, and became a vital fact in the life of the sea.

It is noteworthy that Carl H. Milam, Secretary of the A. L. A., H. H. B. Meyer, Chief Bibliographer of the Library of Congress in Washington, and Franklin F. Hopper, Chief of Circulation of the New York Public Library, are all Trustees of the American Merchant Marine Library Association, and that heads of libraries in those cities having Port Service head Committees in charge of the selection and distribution of the books.

The libraries themselves are really interesting selections of all kinds of reading matter. It is decidedly worth notice that, although fiction is most popular and naturally forms sixty-five percent of the contents of each case, there is much demand for real literature, including the classics, biography, history, philosophy, as well as technical works having to do with the business of running a vessel. Such varied titles as "Modern Psychic Phenomena" by Carrington, "History of Philosophy" by Turner, Well's "Outline of History," Knight's "Modern Seamanship," and Tennyson's "Complete Poems" are among requests sent to the Dispatch Agent for special books. All the books gathered in "drives" are carefully sorted by experienced librarians who give their time and skill most generously. In fact, the cooperation of these busy men and women makes the service possible, as otherwise, it could not continue for lack of funds to pay for so much trained ability. Many books sent to the A. M. M. L. A. are, of course, unsuited to the need but everything is accepted and some use made even of those not fitted for the sailors; children's books and "trash" can be converted into money and in the end nothing fails to aid the libraries.

Merchant Marine Library Service

No particular red tape attaches to the

service. The simple request for a library obtains one. On one occasion two men came to Headquarters asking for books. Their ship had never had one because no officer was willing to take any responsibility in the matter and none had, therefore, been requested. These seamen said they would personally guard a library night and day and see that it was returned in good condition if only they could be given the chance. They had come prepared to fight for the right to have a library and were distinctly surprised to get it without a struggle.

Seamen occasionally come to the office and if they think the truck may not deliver the case immediately, will hire a taxi themselves and take the library with them, rather than run the risk of sailing without reading matter. One afternoon the Second Officer and the Wireless Operator of a vessel visited the Dispatch Office on Pier 10, East River, in New York and joyfully roaming from shelf to shelf, collected the books they wanted. As soon as the Library had been listed and packed, they carted it off without delay. As their choice was fairly typical of the general taste of crews, the list follows:

Beside the Bonnie Briar Bush	Maclaren
Tales of the Fish Patrol	London
Eugenie Grandet	Balzac
Old Curiosity Shop	Dickens
Fortunes of Nigel	Scott
A Day of Fate	Roe
The Witch of Frague	Crawford
The Garden of Resurrection	Thurston
The Weight of the Crown	White
The Pioneers	Cooper
A Bachelor's Comedy	Bucjrose
Saracinesca	Crawford
The Fetters of Freedom	Brady
How Are You Feeling Now?	Sabin
The Stark Munroe Letters	Doyle
High Tide	Richards
Heart of Princess Osra	Hope
Ailsa Falge	Chambers
Gospel of Freedom	Merrick
Standish of Standish	Austen
The Good Red Earth	Philpotts
The Beads of Tasmarr	Barr
Works of Edgar Allan Poe	
Hermit Doctor of Gaya	Wylie
The Carpet from Bagdad	MacGrath
The Old Peabody Pew	Wiggin
The Depot Master	Lincoln
Hills of Han	Merwin
Middlemarch	Ellot
Richard Yea and Nay	Hewlett
Vicar of Wakefield	Goldsmith
Mr. Britling Sees it Through	Wells
Moran of the Lady Letty	Norris
Doctor Claudius	Crawford
The Fortunate Youth	Locke
The Soul of a Bishop	Wells
The Bar Sinister	Davis
Honorable Mrs. Garry	DeLaPasture
In the Service of the King	Dunn
Cabin Fever	Bower
Old Wives' Tale	Bennett
The Gorgeous Isle	Atherton
Testing of Diana Mallory	Ward
Audrey	Johnston
Sir George Tressady	Ward
The Hundredth Chance	Dell
Alice of Old Vincennes	Thompson
The Duchess of Wrexe	Walpole
Red Masquerade	Vance
The Spinners	Philpotts
Louise of Prussia	Muhlbach
Batter Up	Williams
Last of the Barons	Bulwer

The Stopping LadyHewlett
 An Unsocial Socialist Shaw
 House of the Wolf Weyman
 Rogues' Haven Bridges
 Vandemarks' Folly Quick
 Bobhoe General Manager Prouty
 Silas Strong Bachellor

Biography, History, Essays

Gov't in Switzerland Vincent
 Artificial Waterways Hepburn
 Modern Japan Clemenet
 History of Commerce and Industry Herrick
 Thrift and Its Exemplars Smiles
 Our Common Country Harding
 American Ideals Mable
 The Holy Bible
 Stakes of the War Stoddard
 Sir John Phipps Bowen

Technical

Elements of Hydraulics Herriman
 Everyday Arithmetic Hoyt
 Keeping Fit Cromley
 Seaman's Handbook S. S. B.
 Modern Seamanship Knight
 Condensing Equipment Wheeler
 Navigation Jacoby
 Salesmanship Maxwell
 Mariners' Handbook I. C. S.
 English Hyde
 Cotton Textile Workers I. C. S.

The books are packed in strong wooden cases with hinged covers, which are painted seagreen with the initials A. M. M. I. A. stenciled on them in black. A typewritten list of the contents is attached to the inside of the cover. The library is delivered to the ship and placed in custody of the man designated by the Captain to care for and distribute the contents.

The service is now established in the ports of Boston, New York and San Francisco and at Sault Ste. Marie for the Great Lakes vessels. At the "Soo," it may be mentioned in passing, the service is continuous, night and day. The Dispatch Office opens with navigation in May and does not close until the lakes are ice bound. A library may be obtained in Boston, read on the voyage through the Panama Canal and up the Pacific Coast and be exchanged in San Francisco for a new case to enliven the return trip. In talking with the men, the Dispatch Agents often get bits of information that show how much this work is really accomplishing in giving occupation for the "watch below." When the S. S. Eastern Planet of the United States and Australian Line returned from a seven months' voyage to Australia, she had been thirty-one days from Brisbane to the Panama Canal and fifteen days from the Canal up to Boston. During this time they did not see a ship, nor even a bird. According to the Mate, the books were a life-saver. The entire crew expressed their appreciation of the library which had been shipped in July, 1922.

During one trip of the S. S. ESPARTA of the United Fruit Company, both First and Second Officers were sick for over three weeks with malarial fever. The First Mate said the books saved his life and no man has ever expressed his appreciation of the libraries so warmly as he did.

Educational Value of Service

Apart from the recreational aspect of this service, there is a definitely educational one that must not be ignored. The Chief Engineer of the *West Kebar* requested books on machine shop practice, geometry, trigonometry, algebra and elementary and advanced arithmetic. He explained that the oilers in the engine room were all studying for their licenses, but were very poor in mathematics and he found it hard to help them without textbooks to guide him. Wireless telegraphy, marine engineering and navigation are subjects of real interest and study to many of the seamen.

S. S. Easterner is on the Australian run and delivers mail at Pitcairn Island. The entire population of the Island visits the ship in a body while mail is being delivered, and as they wear a halo of romance as descendants of the mutineers of the English warship *Bounty*, it is not surprising that the demand for the "Mutiny of the *Bounty*" was almost unanimous on the return to Boston.

The only regulation imposed for the free use of these books is that the number returned equal the number taken; occasionally more come back than the case contained and more than once a crew has collected money to show their appreciation by contributing to the book fund.

The officers of the merchant marine are a fine lot of men and many of them are well read to a degree hardly surpassed by college professors. The commander of a ship carrying coal from the Gulf of Finland to Boston wrote his thanks for a library in most charming terms and gave a brief picture of his surroundings where, as he says, "for a chap who was born in Kentucky and has a hankering after Palm Beach suits and B. V. D.'s and does not care for what the French call 'L'etoile du Nord,' this continual cold gets—well, it gets sort of onerous or worse." This particular officer is a crony of the author-engineer, William McFee, and the well-known columnist of the *New York Evening Post*, whom he alludes to as "the only and genial Christopher Morley."

Although, as stated, the Association is still young, it has already won some attention and support from the public. We quote a letter from Cleveland Dodge in response to a request for cooperation from his sister, Mrs. Henry Parish, who is one of the Trustees of the Association: "Fine! I am heartily with you and shall be glad to have my name on the Endorsing Committee, but of course as I am going away, cannot be of much help. How history repeats itself! I remember well when I was a boy of ten going down with a lot of other boys and our teacher to South Street and aboard a fine old clipper ship with a well-selected little library; Theodore Roosevelt, then about twelve, made the presentation speech." The spontaneity of this response

testifies to the strong impression made on that ten-year-old mind by an event which Mr. Dodge is now happily able to see occur daily, as a matter of routine, in the offices of the American Merchant Marine Library. Edward Bok of Philadelphia wrote the following letter after meeting Mrs. Howard and hearing the history of the Association:

My dear Mrs. Howard:

I can't imagine any work so full of potentialities as that of the American Merchant Marine Library Association. Not only is it worth while to put good books within reach of the boys on the ships, but to have them well informed in good reading makes for an impression upon those whom the boys meet in foreign ports that is not to be lost sight of. We want the boys in the service of the United States to stand for the best and to give out the best, and the work of your Association makes that possible.

I feel so strongly about your work that without the slightest suggestion or solicitation on your part, I ask the privilege of enclosing a check to be applied to the general fund.

With every good wish for your splendid endeavor, believe me,

Very sincerely yours,

EDWARD BOK.

Naturally, shipping men are cooperative in work that bears so directly on their own interests and a large part of the funds contributed come from companies anxious to give their crews the benefit of such service, but it is still necessary at times to deny requests for certain books because

there is no balance in the book fund, or to refuse to start service on some new ship because there is not an available library in the office. It seems a grievous matter to withhold any opportunity for amusement or education when it is so earnestly desired, and with the hoped-for support of a larger public the disappointments will decrease.

Were it not for the inspired leadership and untiring efforts of Mrs. Henry Howard, whose vision of a future in which there will be "A Library on Every American Ship," (There are 27,358 vessels in the registry) is so definite and clear that she can convince her hearers that the hope of today is the fact of tomorrow, the A. M. M. L. A. could hardly have attained the firm position it holds. In fact, except for her enthusiasm, it probably would not exist and there would be very much less joy in the lives of those who risk them daily to carry our share of the world's trade, and ourselves, in safety on the high seas.

This story of the birth and development of the American Merchant Marine Library cannot be ended better than in the words of gratitude contained in a letter from the crew of one of the first ships served. "We again thank you who have made this good work possible. May it grow each year to larger proportions and do a still greater work among the sailors, who, I know, have long since adopted the slogan, 'Boost for Books.'"

Librarians Pledge Support to Hoover

The National Council of the American Library Association at the Chicago meeting held several months ago received from the Committee on Federal and State Relations a favorable report on a resolution referred to the Committee at the time of the Detroit Convention, which resolution referred to the activities of the United States Department of Commerce, under the leadership of Herbert Hoover, in supplying accurate facts and information to American commerce and industry.

The resolution in question, which was duly passed by the Council, was worded as follows:

"WHEREAS, The United States Department of Commerce has embarked upon a program of constructive service to American industry with the object of reducing manufacturing costs, the standardizing of trade methods, and the elevating of business ethics in general, and

"WHEREAS, American librarians are directly affected by these activities of the Department of Commerce because they involve an increased use of the facts and information stored up in business books, trade publications, commercial information services and the like,

"Therefore be it Resolved, That the

members of the American Library Association, through its Council, express their readiness and their desire to further the constructive activities now being carried on by the Department of Commerce under the leadership of the Honorable Herbert C. Hoover, Secretary of Commerce, and that, as individuals and as members of a professional body, they pledge their cooperation in the effort to supply facts and information to American commerce and industry."

In acknowledging receipt of this resolution, Mr. Hoover wrote to Mr. Carl H. Milam, Secretary of the American Library Association: "I thank you for your letter of February 7th, transmitting the resolution adopted by the American Library Association in Chicago on December 29, 1922, offering the cooperation of the Association to the Department of Commerce in its effort to supply information to American commerce and industry. I very much appreciate this resolution. I should be glad if you would send * * * such information as you have readily available concerning the American Library Association and the activities of its members so that we may work out a plan by which the cooperation of the Association may be best utilized by the Department."

Salary Standards in the Federal Government

WILLIAM E. MOSHER,

Bureau of Municipal Research, New York City.

One of the permanent contributions that may be entered on the credit side of the war ledger is the changed attitude now so widely taken toward the wage question. Before the war it had been nearly universally accepted—and indeed it is so accepted in many circles today—that market conditions were responsible for wage rates, and that no one could, if he would, run counter to prevailing conditions on the market. In other words, labor was generally and in many quarters still is looked upon merely as a commodity. But on account of the necessity of stabilizing labor during the war as well as eliminating the possibility of strikes, wage boards were established by the government, wage conferences were arranged in various industries, and arbitration committees became quite the order of the day. As a result, more fundamental and constructive thinking was probably directed toward the wage problem in the past eight or ten years than had been in the preceding fifty. The outcome of this movement is that instead of approaching the wage problem as something inevitable and insoluble, it is now being approached in a constructive and thoroughly rational way.

The guiding principles that have emerged and are being more and more widely accepted are the following: the cost of living, minimum qualifications for and the difficulty and responsibility of the work, equal pay for equal work, and the going wage, *i. e.*, what is paid for similar work by other employers.

The basic step in setting up a wage scale is the determination of the duties of the position and the minimum qualifications requisite for entering it. In industry this is called job analysis, in government it is termed classification. It is the very point of departure for any rational approach to the problem. If we take, for instance, the fundamental principle of equal pay for equal work, it is clear that this can be observed only when the various positions have been analyzed, compared and classified.

Government has long recognized the importance of classification. It has been a pioneer in this direction. A number of cities, a few states and now just recently the Federal Government have enacted a classification law and on the basis of it have established standardized salaries. Taken as a whole the Federal act is the most important piece of work that has been undertaken in this field. In the first place something over 100,000 positions were considered in the original investigation, and secondly,

almost all conceivable types of work from that of a herdsman to that of an astronomer are included.

The Classification Act of 1923

The bill under consideration (Public No. 516) was passed as one of the last acts of the 67th Congress. In one form or another it had been before Congress since March, 1920, when the so-called Reclassification Commission rendered its voluminous report containing the detailed description of some 1,700 classes. A condensation and revision of this measure was presented in the Senate and the House by Senator Sterling and Representative Lehlbach. Their joint measure was forced to compete for consideration with a bill that emanated from the Bureau of Efficiency and was fathered by Senator Smoot and Representative Wood.

The bill as finally adopted is a compromise measure that in the classification proper gives evidence of having sprung from the original work of the Reclassification Commission. It is provided in the bill, however, that in the actual installation, the classifying agency "shall follow as nearly as practicable the classification made pursuant to the Executive Order of October 24, 1921," which is the work of the Bureau of Efficiency in harmony with the Smoot-Wood bill. As a further compromise, the classifying agency is to consist of the heads, or their representatives, of the Budget Bureau, the Civil Service Commission and the Bureau of Efficiency.

It will appear from the above that the ultimate result of long years of investigation and conference is a kind of a hybrid affair. The classification of the Bureau of Efficiency that has the advantage of already being in effect in certain of the administrative units consists of a very loose series of definitions of classes. The classes may be said to have flowing or elastic boundary lines. On the other hand, lines of demarcation between grades that are found as in the act itself are fairly sharply defined. These two schemes are to be harmonized. Just what the outcome will be, will, of course, depend on the mixed Personnel Classification Board, which itself is avowedly a compromise agency. It is pretty evident that the differences of opinion and interest that have held up action for three full years in Congress are simply carried over and wrought into the structure of the classifying and administering agency as well as into the classification itself. It is to be hoped that in spite of these handicaps a workable policy may be evolved so that the much needed work may go forward.

The Classification

The classification divides the various types of work into five great service groups: (1) professional and scientific, (2) subprofessional, (3) clerical, administrative, and fiscal, (4) custodial, and (5) clerical-mechanical. As this statement is being prepared specifically for the librarians, we shall limit ourselves to a consideration of the first two groups, in which the librarians will find their proper place.

This is evident when the general definition of the *scientific and professional service* is considered. It provides for the inclusion of all positions whose incumbents are called upon "to perform routine, advisory, administrative or research work which is based upon the established principles of a profession or a science, and which requires professional, scientific, or technical training equivalent to that represented by the graduation from a college or a university of recognized standing."

The service is divided into seven grades, ranging from the junior where the work is simple and elementary and performed under immediate supervision to that of a bureau chief or professional consultant. For these positions the salaries range from \$1,860 to \$7,500 or more. As this is the crux of the matter the definitions of the grades as well as the salary rates prescribed are given in full.

"Grade one, in this service, which may be referred to as the junior professional grade, shall include all classes of positions the duties of which are to perform, under immediate supervision, simple and elementary work requiring professional, scientific, or technical training as herein specified, but little or no experience.

The annual rates of compensation for positions in this grade shall be \$1,860, \$1,920, \$2,000, \$2,100, \$2,200, \$2,300, and \$2,400.

Grade two, in this service, which may be referred to as the assistant professional grade, shall include all classes of positions the duties of which are to perform, under immediate or general supervision, individually or with a small number of subordinates, work requiring professional, scientific, or technical training as herein specified, previous experience, and, to a limited extent, the exercise of independent judgment.

The annual rates of compensation for positions in this grade shall be \$2,400, \$2,500, \$2,600, \$2,700, \$2,800, \$2,900 and \$3,000.

Grade three, in this service, which may be referred to as the associate professional grade, shall include all classes of positions the duties of which are to perform, individually or with a small number of trained assistants, under general supervision but with considerable latitude for the exercise of independent judgment, responsible work requiring extended professional, scientific, or technical training and considerable previous experience.

The annual rates of compensation for positions in this grade shall be \$3,000, \$3,100, \$3,200, \$3,300, \$3,400, \$3,500 and \$3,600.

Grade four, in this service, which may be referred to as the full professional grade, shall include all classes of positions the duties of which are to perform, under general administrative supervision, important specialized work requiring extended professional, scientific, or technical training and experience, the exercise of independent judgment, and the assumption of responsibility for results, or for the adminis-

tration of a small scientific or technical organization.

The annual rates of compensation for positions in this grade shall be \$3,800, \$4,000, \$4,200, \$4,400, \$4,600, \$4,800 and \$5,000, unless a higher rate is specifically authorized by law.

Grade five in this service, which may be referred to as the senior professional grade, shall include all classes of positions the duties of which are to act as assistant head of a large professional or scientific organization, or to act as administrative head of a major subdivision of such an organization, or to act as head of a small professional or scientific organization, or to serve as consulting specialist, or independently to plan, organize, and conduct investigations in original research or development work in a professional, scientific, or technical field.

The annual rates of compensation for positions in this grade shall be \$5,200, \$5,400, \$5,600, \$5,800, and \$6,000, unless a higher rate is specifically authorized by law.

Grade six in this service, which may be referred to as the chief professional grade, shall include all classes of positions the duties of which are to act as the scientific and administrative head of a major professional or scientific bureau, or as professional consultant to a department head or a commission or board dealing with professional, scientific or technical problems.

The annual rates of compensation for positions in this grade shall be \$6,000, \$6,500, \$7,000, and \$7,500, unless a higher rate is specifically authorized by law.

Grade seven in this service, which may be referred to as the special professional grade, shall include all classes of positions the duties and requirements of which are more responsible and exacting than those described in grade six.

The annual rate of compensation for positions in this grade shall be \$7,500, unless a higher rate is specifically authorized by law."

The *subprofessional service* covers positions which lie midway between the professional and clerical, so far as the library is concerned. According to the provision of the bill, positions are included which the work is "incident, subordinate, or preparatory to the work required of employees holding positions in the professional and scientific service, and which requires or involves professional, scientific, or technical training of any degree inferior to that represented by graduation from a college or university of recognized standing."

"Grade one in this service, which may be referred to as the minor subprofessional grade, shall include all classes of positions the duties of which are to perform, under immediate supervision, the simplest routine work in a professional, scientific, or technical organization.

The annual rates of compensation for positions in this grade shall be \$900, \$960, \$1,020, \$1,080, \$1,140, \$1,200, and \$1,260.

Grade two, in this service, which may be referred to as the under-subprofessional grade, shall include all classes of positions the duties of which are to perform, under immediate supervision, assigned subordinate work of a professional, scientific, or technical character, requiring limited training or experience, but not the exercise of independent judgment.

The annual rates of compensation for positions in this grade shall be \$1,140, \$1,200, \$1,260, \$1,320, \$1,380, \$1,440, and \$1,500.

Grade three, in this service, which may be referred to as the junior subprofessional grade, shall include all classes of positions the duties of which are to perform, under immediate supervision, subordinate work of a professional, scientific, or technical character, requiring con-

siderable training or experience, but not the exercise of independent judgment.

The annual rates of compensation for positions in this grade shall be \$1,320, \$1,380, \$1,440, \$1,500, \$1,560, \$1,620, and \$1,680.

Grade four in this service, which may be referred to as the assistant subprofessional grade, shall include all classes of positions the duties of which are to perform under immediate supervision, subordinate work of a professional, scientific, or technical character requiring considerable training or experience, and to a limited extent, the exercise of independent judgment.

The annual rates of compensation for positions in this grade shall be \$1,500, \$1,560, \$1,620, \$1,680, \$1,740, \$1,800, and \$1,860.

Grade five in this service, which may be referred to as the main subprofessional grade, shall include all classes of positions the duties of which are to perform, under immediate or general supervision, subordinate work of a professional, scientific, or technical character requiring a thorough knowledge of a limited field of professional, scientific, or technical work, and the exercise of independent judgment, or to supervise the work of a small number of employees performing duties of an inferior grade in the subprofessional service.

The annual rates of compensation for positions in this grade shall be \$1,680, \$1,740, \$1,800, \$1,860, \$1,920, \$1,980, and \$2,040.

Grade six in this service, which may be referred to as the senior subprofessional grade, shall include all classes of positions the duties of which are to perform, under immediate or general supervision, subordinate but difficult and responsible work of a professional, scientific, or technical character, requiring a thorough knowledge of a limited field of professional, scientific, or technical work, and the exercise of independent judgment, or to supervise the work of a small number of employees holding positions in grade five of this service.

The annual rates of compensation for positions in this grade shall be \$1,860, \$1,920, \$2,000, \$2,100, \$2,200, \$2,300, and \$2,400.

Grade seven in this service, which may be referred to as the principal subprofessional grade, shall include all classes of positions the duties of which are to perform, under general supervision, subordinate but responsible work of a professional, scientific, or technical character requiring a working knowledge of the principles of the profession, art, or science involved, and the exercise of independent judgment, or to supervise the work of a small number of employees holding positions in grade six of this service.

The annual rates of compensation for positions in this grade shall be \$2,100, \$2,200, \$2,300, \$2,400, \$2,500, \$2,600, and \$2,700.

Grade eight in this service which may be referred to as the chief subprofessional grade, shall include all classes of positions the duties of which are to perform, under general supervision, subordinate but difficult and responsible work of a professional, scientific, or technical

character, requiring a thorough working knowledge of the principles of the profession, art, or science involved, and the exercise of independent judgment, or to supervise the work of a small number of employees holding positions in grade seven of this service.

The annual rates of compensation for positions in this grade shall be \$2,400, \$2,500, \$2,600, \$2,700, \$2,800, \$2,900, and \$3,000."

Conclusion

There is no question but that the "Classification Act of 1923" as it is officially called, should have a most beneficial effect on the status and recognition of professional workers. It specifies minimum qualifications for entering well-defined grades, and thus makes possible an orderly professional career. It gives common recognition to equal training and equal responsibility. It also places the most poorly paid on an equal footing with the best paid, and thus increases the attractiveness of the underpaid professions to which class unfortunately the librarians long have belonged. Finally the rates themselves, although determined with reference to the living and other conditions peculiar to Washington and governmental service, will doubtless serve other employers as a standard for reference purposes. This should have a most wholesome effect on the salary conditions of librarians throughout the country.

Taking it all together those who believe that our progress as a country is peculiarly identified with the growth and improved status of the professional and scientific classes have good reason to welcome the Federal classification measure as a distinct step in advance. It is difficult to measure at this early stage the influence that such a rational approach toward the solution of the wage problem on the part of the Federal Government, the largest employer of the country, will exert on the great body of other employers, both public and private. But we may predict with full confidence that it will be advantageous to all concerned. This is bound to be because it marks the substitution of reason and justice for the more or less irrelevant and fortuitous conditions that determine the "market."

Special Museums in Industry

Many American industrial concerns maintain special museums related to their products. Thus the Western Electric Company's museum in New York City "has a chronological arrangement of receivers and transmitters from the time of the first telephone of Alexander Graham Bell to the present time," etc.

In a letter recently received from Mr. Richard F. Bach, Assistant Treasurer of the American Association of Museums (care Metropolitan Museum of Art, New York City), he states: "I am interested in ascertaining what effort has been made to-

ward the establishment of special museums serving individual industries, whether existing separately or in association with industrial schools * * *. The institutions would be comparable to the special library and quite possibly libraries own such collections. The question is, has any particular effort been made to collect material of specific type and to exhibit it or otherwise make it directly available for manufacturers and other producers?"

Any of our readers knowing of such special museums are requested to write Mr. Bach. Please send us a carbon.

The Public Library and the Special Library

REBECCA B. RANKIN,

President, Special Libraries Association.

There has been a great divergence of opinion, and still is, as to the proper definition of a special library. To me the essential of a special library, the part to be emphasized and that which gives it its great possibilities, is the personality behind the library, the special librarian. The collection of books or information may be important but it is the personality which counts. When a business organization realizes that one especially equipped person can work for that company or institution to secure facts from libraries—facts that have intrinsic value to its business—then that company has started a special library. There may be no books at all—the special librarian goes out and uses all the resources of the community—the public library, the private collection, the experts in the city, the bureaus of information, etc.

The form of the material in the special library has led to much confusion of terms. More than often most of the information in a special library is in the letter-files of the company; nearly always the library has its beginning in the file room. Much of the material accumulated will be in ephemeral form and hence vertical files are constantly and most efficiently used. Generally speaking, there are fewer books than pamphlets or clippings in the special library. The special librarian depends upon the public library for her reference books and sources. Due to the form of the material the librarian may be called the file clerk, or information bureau, or most anything else than librarian. Nevertheless, her duties are those of a librarian, which of course includes filing, dispensing of information, research, and such qualifications as a statistician or an economist needs.

Special Library Research Work

The library profession is still in the early stages of its development but there is now a decided change from the attitude of the librarian of twenty-five years ago. We have progressed beyond the keeper of books stage to the using of books. The special librarian is carrying this a little farther than the general librarian has. The use of books takes us into the research field. If the public library were in a financial position to do all the research work which the business of today has demanded, there would probably be no need of the special library. The special divisions of our public libraries are a development of the same demand that has created the special library. Making use of facts as obtained from books and other sources and applying it to everyday problems of business is the work of the special librarian. It can easily be seen that

the special library merely supplements the public library, carrying on research in a particular field and farther than the public library can afford to do. The business firm furnishes the person especially trained as a librarian, pays the salary, and has that person use the resources of the public library, and every other source available.

The demand of the business world has been sufficient to bring a great many special libraries into existence, and they soon found out the great advantage of cooperation between the special libraries. Hence the national organization, Special Libraries Association, was formed and it serves as the promoter of this cooperation. This is accomplished in a variety of ways, none of which are new to organizations; for example, (1) interchange of books among special libraries. This means that a knowledge of our resources were necessary and consequently a Clearing House of Information was established. (2) Interchange of facts or special studies (3) A study of methods which means a saving of time and expense for all special libraries, particularly newly established ones. (4) Union list of periodicals, (5) Exchange of ideas between local associations.

Training the Special Librarian

The equipment of a good librarian undoubtedly necessitates a well rounded general education and the technical training of librarianship. This is likewise equally important to the special librarian, and she needs in addition a special economic training in one branch of science, technology or business. The special librarian is first a librarian, and secondly, a special librarian. She must be familiar enough with a particular business to be able to secure and apply current information to the daily problems of that particular business.

The special library is usually devoted to one subject or a few allied subjects. We have a great many different kinds of special libraries, as many as there are branches of knowledge. Not all special libraries are business libraries, though undoubtedly the special library has been given its greatest impetus by the development of business in the last decade, and in the realization of business that facts could be used. Medical libraries, law libraries, legislative reference and municipal reference libraries are all older than business libraries and they are also classed as special libraries. Special libraries also vary greatly in their purposes and in their organization, and this makes it more difficult to define them or to know them; it may be a "welfare" library, which means it is a fiction or cul-

tural library maintained for the employees—such a special library is not unlike any public circulating library; or, it may be a reference library only. But the best type and most usual type of special library is the research library as I have tried to describe it. I am convinced that the future of the special library lies in greater research—the more efficient in this field the librarian becomes, so that he fulfills the mission of the economist and the statistician, the more invaluable he will be in his firm.

Similarity of Aims and Methods

To recapitulate the main points: There is great similarity between the public and the special library; we have the same ideals of service, the same ideals for training and preparation; we must necessarily use the same technic and same methods. The spe-

cial library merely supplements the public library, and is decidedly dependent upon it. The special library is working with the public library, never against it, and is carrying research somewhat farther. The special library is helping the cause of the public library constantly because the special library brings a realization to the business man of the importance of a good public library in his community; an appreciation of the public libraries by the business men will aid much in making possible increased appropriations or taxation for the library. The public and special librarians, working together and knowing their kindred interests and appreciating the benefits to accrue to all through their constant cooperation, can do much to further the highest ideals of our profession.

How a Financial Library Aids in Underwriting Foreign Loans

RALEIGH S. RIFE,

Guaranty Trust Company of New York¹

Before 1914 the financial library in a bond house consisted mainly of corporation reports, mortgages, circulars, manuals, the "Commercial and Financial Chronicle," a few clippings, and a few books on investments. The information in the files was used to give an idea as to whether a particular company might be financed, but the property of the company was investigated directly by special investigators.

Today the situation respecting information has changed quite materially. This is due in great part to the growth of foreign financing. The American investor has grown less provincial, and the economic situation of the world will lead us to be less and less provincial in time. American capital is seeking outlets in other countries, and we are constantly being impressed with the view that we cannot shut ourselves off from the world.

Take, for example, sugar. The largest plantations of sugar are in Cuba, and it is American capital that has helped develop these enterprises. We have copper in abundance in northern Michigan, Montana, and other parts of our country, but during the war when copper was needed the mines in Chile were developed; Cerro de Pasco in Peru is financed by American capital; Bethlehem Steel imports iron ore from Chile and Cuba, tin from Bolivia developed by Guggenheim and American Lead Company; the American packing houses have branches in Australia, Argen-

tina, and Brazil. Such illustrations can be multiplied indefinitely.

America in Foreign Trade

American companies are also interested in colonization in the foreign countries, particularly South America. We have only just started our acquaintance with other countries from an investment point of view. American ingenuity is needed to direct private capital in other countries. For centuries it has been known that there was a valuable low-grade copper deposit in northern Chile, but it took the ingenuity of the scientific experts of the Guggenheim interests to devise a workable metallurgical formula for the reduction of these ores, and on the basis of this we see developed the great Chile Copper Company which stands today as probably one of the lowest cost producers of copper in the world. In a similar way the very large iron ore deposits near the Western Coast of Chile had been known for many years. A French company had attempted their operation by more or less antiquated means. The Bethlehem Steel acquired the property, installed its own railway, electrically operated, which generated a considerable amount of power as the loaded cars came down grade. A harbor was dug out in the rock formation of the coast, an extensive storage warehouse was built in such a way that the ore boats, specially constructed, could be loaded within a very few hours by the oil dropping from the warehouse into the hold of the vessel. These are illustrations of how American

¹ Brief made of a speech by Mr. Rife before the New York Special Libraries Association on February 27, 1923.

enterprise has taken hold of foreign business and made it a financial success. These have been made possible because the Americans are past masters at large-scale production. The world, and particularly South America, needs the contribution that can be made by American enterprise in the direction of business.

Need for Foreign Trade Information

Within limitations we have crossed the first hurdle, namely, the sale of foreign government and municipal bonds. But only in a limited way have we begun to take the hurdle of private capital investment in foreign countries. I think that this is one of the developments for the future. It is one sure basis for the development of our foreign trade and investments.

It can readily be seen that the development of the sale of foreign bonds has placed new demands for information upon the financial company or bond house. No longer can the company easily send out a personal representative to go over the ground. Also experience has taught the bankers that they cannot always depend upon the judgment of one man personally inspecting a country. The attention of the investigator may easily be diverted, and it is physically impossible for him to see personally the whole country. Such trips must be supplemented by careful economic investigation. Instead it has been found the part of greater wisdom to build up comprehensive sources of information from which the financial man may study the actual financial and economic conditions. These sources must cover the economic conditions of the country, financial reports of the Government, budgets and statements of the Government, reports of various departments, etc., so we can get a real good pic-

ture of the life of the people and the financial activity of the people. The investor calls for this because of his lack of knowledge of the fundamentals.

Aid from the Financial Library

The financial library assists in foreign financing in three ways: (a) The period of investigation which means a thorough study of the credit appraisal of the country. At this time the officials must decide whether it is the type of business in which the company would be interested. This involves an exhaustive report. In writing such a report it is necessary to consult official sources, trade papers, economic journals, newspapers of the particular country upon which the investigation is now centered. (b) In selling the bonds. Circulars must be written based on facts and information. In this connection it is very often customary to prepare booklets giving additional and more detailed information than is contained in the circular. In instances interviews are written for publication in the newspapers. (c) Additional information is often prepared for the salesman to give them talking points for selling the bonds, and of course there is the constant stream of inquiries from time to time of investors who have bought the bonds. The library is the instrument that gathers all of this information together so that it can be used in the various ways indicated above.

The financial houses and banks are thoroughly convinced of the necessity of financial libraries. It is the individual, wide-awake librarian who appreciates the library's importance to the institution and fits the work of the library into the whole scheme of financing who is needed to make the financial libraries more efficient and serviceable.

How Radio Unites the Nation

In a recent talk before the New York Special Libraries Association, M. Paul D. Findlay said: "When Thomas Willett was appointed first Mayor of New York by Governor Richard Nicolls in 1665, he could easily have addressed his entire constituency of 1100 people without raising his voice. In those early days, printed and written communication was slow and difficult so that the ideas on which our republic was founded were largely disseminated by the spoken word. With the growth of population, of the newspaper and of transportation, printing gradually displaced speech. Since the coming of the telephone, the human voice has gradually regained its advantage in conveying ideas between individuals until now the telephone carries over 31,000,000 messages every day, more than all other forms of communication combined. That a telephone, which would communicate with more than one listener, early imagined by the

telephone pioneers, was only realized until recently, was due to the necessity of some means of amplifying the feeble electric currents, which came from the telephone transmitter. Not until the vacuum tube was invented was this possible on a large enough scale. But now, the art has progressed so far that on Armistice Day, 1921, President Harding addressed an audience of 135,000 people located in Washington, New York and San Francisco. Since there is now no physical limitation to the number of people who may be addressed by a single speaker, whether they be gathered in one audience and listening to loud speaking telephone, or whether they are scattered the length and breadth of the continent, listening by radio, it is now worth men's while to develop their oratorical powers in swaying the intellects of these tremendous audiences."

Safeguarding Librarians in Reclassification

DORSEY W. HYDE, JR.

President, District of Columbia Library Association

Enactment by Congress of "The Classification Act of 1923" marks the highest point yet reached in the gradual development of a constructive policy of personnel administration in the government of the United States. This law, which becomes effective July 1, 1924, at one stroke sweeps away the crazy structure of uncoordinated, unrelated governmental positions and compensation rates developed in response to varying needs without plan or intelligible purpose—an unscientific system which has been a continual cause of discontent and dissatisfaction and which has rendered effective administration all but impossible.

Washington librarians have exerted themselves for several years past to the end that the professional interests of librarians may not be slighted or undervalued in the reclassification of the employees of the federal government. The efforts of the late Eunice R. Oberly, ably seconded by Dr. George F. Bowerman and others, did much to demonstrate the high degree of training required in the library profession. The results of Miss Oberly's work are yet in evidence and her data are still being used in connection with library reclassification studies.

Washington Librarians Organize

About fifteen months ago the District of Columbia Library Association appointed a Committee on Professional Problems (referred to hereafter in this article as the Reclassification Committee) with Miss Claribel R. Barnett, Librarian of the Department of Agriculture as Chairman, and adopted a systematic program to educate officials, librarians and the general public as to certain fundamentals in the reclassification of librarians. These fundamentals were: the value of efficient library service *per se*, the professional character of library work, and the need for more adequate rates of compensation. To aid in the accomplishment of this task two outstanding exponents of different viewpoints in reclassification were asked to address special meetings of the District of Columbia Library Association. Mr. Herbert D. Brown, Chief of the United States Bureau of Efficiency, made the first address and during the course of it he invited the Association to draw up recommendations to aid him in the task of reclassifying library positions. In accordance with this request the Association's Reclassification Committee, under Miss Barnett's leadership, drew up a detailed classification of library positions which was duly submitted to the Bureau of Efficiency.

The second speaker was Senator Thomas Sterling of South Dakota, author of the Sterling Reclassification bill. Senator Sterling took as his subject: "Reclassification: What Good Will It Do Librarians?" and he made a particularly strong address which was widely reported in the local press and in national library publications. Senator Sterling made a very forceful plea for "definite recognition of the professional character of the work of the trained librarian." The address was published in full in "Public Libraries," issue of February, 1923, and was reprinted in leaflet form by the District of Columbia Library Association which body will gladly supply copies to interested readers of SPECIAL LIBRARIES.

Help from the A. L. A.

As interest in reclassification increased in Washington and elsewhere, it was decided that the problem was one of importance to all members of the library profession. A letter was sent therefore to the American Library Association asking for the aid and backing of that body. The response came back at once. Acting upon the recommendations of the A. L. A. Executive Board at the December meeting, President Ulley appointed a Washington representative on the Committee on Salaries of the American Library Association. In this way both local and national library interests have since been kept in intimate contact with current developments in the field of reclassification.

Toward the end of last year it became apparent that competition between rival reclassification factions was threatening the possibility of enacting any reclassification law before the close of the current session of Congress. Faced with this possibility the sponsors of the various bills agreed to compromise certain points relating to general rates of compensation and the agency to be responsible for carrying out the actual task of reclassification. The compromise plan called for considerable modification of proposed classification schedules and the D. C. L. A. Reclassification Committee was kept busy drawing up recommendations and specifications to meet changed conditions.

Finally the reclassification law was enacted. As passed, however, the act does not refer specifically to librarians or mention the grades to which librarians are to be allocated. As soon as announcement was made of the make-up of the Personnel Classification Board created by the act, the Association's Reclassification Committee entered into correspondence with Judge W.

W. Warwick, Chairman. As a result of the letters which were exchanged, the Personnel Classification Board has intimated that it will be glad to make use of schedules and supporting data compiled by the Reclassification Committee of the District of Columbia Library Association when the classification of librarians comes up for consideration.

Work with the Classification Board

The Reclassification Committee is now engaged in developing a schedule and definitions (with examples) for the allocation of librarians to particular professional and sub-professional grades set up in the new reclassification act. This task, which is by no means easy, it is hoped to complete in the near future. The detailed schedule for the classification of librarians, when completed will be held ready to turn over to the Personnel Classification Board when that Board comes to consider the classification of librarians. It is hoped that, as a result of this work, librarians in the government service will be given a proper professional ranking and an adequate compensation rate.

Every librarian in Washington has given thought to the problem of reclassification and great numbers have devoted hours of strenuous work to help to a proper solution of the many hard knots involved in the development of a fair and adequate

plan. Librarians generally are in debt to the D. C. L. A. Reclassification Committee, Miss C. R. Barnett, Chairman, which includes: Miss Anne G. Cross, Librarian, Department of Commerce; Miss Clara W. Herbert, Assistant Librarian of the Public Library; Miss Laura R. Thompson, Librarian, Department of Labor; Miss Helen C. Silliman, Chief Cataloguer, Superintendent of Documents' Office; Mr. H. H. B. Meyer, Chief Bibliographer of the Library of Congress; Dr. George F. Bowerman, Librarian of the Public Library; and Mr. Joy E. Morgan of the National Education Association. The association is also indebted to Dr. Herbert Putman, Librarian of Congress, for his sympathetic advice and support.

Thanks to Miss Barnett

A tribute to the work performed by the Reclassification Committee is contained in the annual report of the Salaries Committee of the American Library Association. This report states: "Much credit is due to the District of Columbia Library Association and to Claribel R. Barnett, the Chairman of the Committee on Professional Problems, in particular, for the efforts which they have made to gain due recognition for librarians in the reclassification of federal employees. The enactment of such a law should mean a great deal to librarians as a whole in placing them on a higher professional standing."

A. L. A. Meeting at Hot Springs

Dr. John T. Tigert, U. S. Commissioner of Education and Mr. Joy Elmer Morgan, Editor of Publications for the National Education Association, addressed the conference of the American Library Association at Hot Springs, Arkansas, during the week of April 23-28. Dr. Tigert spoke on April 23 on libraries in relation to the whole educational system and Mr. Morgan spoke on April 25 on the school library movement. Commander Alvin M. Owsley of the American Legion discussed the interest of the American Legion chapters in the establishment and improvement of libraries. Wednesday, April 25, the day on which Commander Owsley spoke was devoted to a discussion of methods of extending library service to the many millions of persons who are now without it. Two meetings of the Trustees' Section were held on that day, in addition to the General session. During the week of the A. L. A. conference there were meetings of law librarians, children's librarians, college, university and reference librarians, county librarians, library commission workers, public school librarians, theological librarians, instructors in library

schools, state librarians and library workers with special groups.

Mr. Morgan will bring to the annual meeting of the Special Libraries Association, at Atlantic City, May 22-25, an account of the A. L. A. conference at Hot Springs. For the information of those librarians who have not been able to attend the gathering of the parent organization, there will also be a speaker at the first session of the Atlantic City meeting to report on the A. L. A. sessions.

The National Association of State Libraries also held its annual conference at Hot Springs. Meetings were held throughout the week and a very interesting program was enjoyed. The general theme was "The library and the state," based upon a survey by Mr. George S. Godard.

Interesting topics discussed at the meeting of the Agricultural Libraries Section of the A. L. A. at Hot Springs were Library Extension, Standardizing Agricultural Publications, Training the college freshman in the use of the library and The relation of Agricultural library extension to the work of the public library commission.

Special Libraries

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EDITORIAL

What Are You Going to Do With It?

We are all hoping for a successful Convention. We like to feel, when we set out on this Spring holiday, that everything has been arranged for our convenience and comfort. It wasn't hard to convince the general manager of the value of our attending the National Convention—he has been sold on the sales conference idea for a good many years. Annual conferences have flourished in every walk of life because it has been found that they pay dividends. So we are hoping that there will be some definite return that we can take back and sell to the firm. There is something reassuring about the Hotel Chelsea. They have known us and our library ways for so many years and we are confident there will not be the crowding and the delays incident to Convention Headquarters. So we settle back in our Pullman chair, with the program and some press notices that promise well, and languidly hope to be entertained and instructed.

The Convention machinery has been set up and well oiled and working behind the scenes these many months. Indeed it has been so well oiled and working so silently—with only an occasional spurt of recognition now and then on publication dates—that we have long since ceased to worry about it. But oh! the ambitions, and the rebuffs, and the further ambitions of the little group working on the program; the constant planning and re-planning of the Social committee; the lay-outs and the try-outs of the Publicity Committee, and the tons of mail going over the President's desk all the while! Small bits of machinery, to be sure, but powerful and highly efficient; concentrated, far-sighted work on the part of a few.

Yet they realize that the results to be achieved depend not on themselves, but on you. The final success of the program will be the extent to which *you* take part, and give of your experience; the success of the social events, the extent to which *you* enter into them and make yourself accessible; the success of the Publicity committee the extent to which *you* help spread the library idea. The preliminary skirmishing has been done, now

This is your convention.
We put it into your hands.
What are you going to do with it?

The President's Page

LAST MINUTE NOTES ON THE S. L. A. FOURTEENTH ANNUAL CONVENTION,
HOTEL CHELSEA, ATLANTIC CITY, MAY 22-25, 1923

Plans for our Annual Convention are developing nicely. We anticipate a large attendance at Atlantic City on May 22-25. You can not afford to miss the annual meeting this year; in every way it will be attractive. The place is ideal, the Hotel Chelsea is delightful, the program bids fair to be most interesting and profitable, and most of your library friends will be in attendance. Come and enjoy at least three days of goods meetings.

The greater number of enthusiastic librarians we can have in attendance the better will be the Convention. Please tell all your library co-workers and friends about it and urge them to come. Write at once to the Hotel Chelsea for your reservations, if you have not already done so.

The Business Meeting of the Association on Friday morning will be mighty interesting. You may be astonished to find how much your Association has accomplished during the year; at any rate it should please you. Much important business is to be transacted, principally the changes in the constitution, general policy and the making of a budget, and discussion of future work. Do not fail to come to this meeting.

There will be some changes in the program as printed in the March-April number. At our first general session we expect to have the National Education Association represented by Mr. Joy E. Morgan, editor of their bulletin; Mr. Morgan was formerly a librarian.

In addition to the other group meeting, on Wednesday afternoon, there will be a group meeting of newspaper librarians led by Joseph Kwani, librarian of the Philadelphia "Public Ledger."

At the second general session, Thursday

afternoon, Mr. Dorsey W. Hyde, Jr., will preside. The speakers are: Mr. Elmore Leffingwell of Leffingwell & Scott, "Publicity Methods for the Special Library;" Mr. Bruce Barton, "Serving Humanity;" Dr. David Friday, "Business Prophecies;" and Miss Anna Burns, librarian of Haskins & Sells, "Business from the Special Librarian's Standpoint." Friday evening, Mr. John Lowe, assistant librarian of Brooklyn Public Library will speak on the "Public library and its service to business men."

Thursday evening we are to be entertained by Ellis Parker Butler, of "Pigs is Pigs" fame. The Social Committee is also furnishing other amusing features on their program for that evening. We are most fortunate in securing Mr. Butler.

Reference is made on another page of this issue to the work of the special Convention Committee. The Committee is planning to display various special library data which has been collected by the Association's Committee on Methods and a study of this material should prove both instructive and interesting. Enjoy it at odd moments during the Convention.

The New York Special Libraries Association and both Philadelphia and Washington, D. C., have made arrangements to entertain the special librarians, and will gladly receive them at their libraries on the appointed days: New York, Monday and Tuesday, May 21 and 22; Washington and Philadelphia, Saturday, May 26. Avail yourselves of this opportunity.

Yours for an enthusiastic and interesting Convention, May 22-25, 1923.

REBECCA B. RANKIN

Association Activities

S. L. A. Nominating Committee Reports

The S. L. A. Nominating Committee, composed of Helen Hemphill, Chairman, Margaret Mann, E. H. Redstone, Helen Rankin, Mary B. Day, Kenneth Walker, and Claribel R. Barnett, presents the following two tickets of officers to be voted on at the annual meeting at Atlantic City. A few places have been left vacant because the Committee has not yet received in writing the consent of candidates who have been

asked to serve. President, E. H. Redstone, Boston; Vice Presidents, Dorsey W. Hyde, Jr., Washington; Ruth G. Nichols, Chicago; Secretary-Treasurer, Laura R. Gibbs, Boston; Assistant Secretary-Treasurer, Gertrude Peterkin, New York; Executive Board, Charlotte Noyes, Wilmington; Second ticket: President, Alta B. Claffin, Cleveland; Vice Presidents, Margaret Reynolds, Milwaukee; Carlos C. Houghton, New York; Secretary-Treasurer,

Emma Boyer, Cleveland; Assistant Secretary-Treasurer,; Executive Board, E. H. McClelland, Pittsburgh, Maud A. Carabin, Detroit. Miss Rankin, as retiring President, becomes a member *ex-officio* of the Executive Board.

Program for Atlantic City Convention

The full program for the Annual Convention of the Special Libraries Association at Atlantic City, May 22-25, was given in the March-April issue of SPECIAL LIBRARIES. The program as there given has been further enhanced by certain last minute changes given on "The President's Page" in this issue. See if you can't persuade one or two more special library friends to come. Make your reservations directly with the Hotel Chelsea, Atlantic City.

Classification and Catalog Convention Group

The following notice has been received from Margaret Mann, Chairman: "We want to make the Classification and Catalog Round Table discussion at Atlantic City a really practical meeting and in order to do this we need the cooperation of all interested in these subjects. A Question Box will be one of the means used to answer your individual problems. Will you kindly forward questions on any topic which you wish to have discussed to me, at the Engineering Societies Library, 29 West 39th Street, New York City, before the meeting? Come prepared to take part and to give of your experience."

S. L. A. Convention Exhibit Committee

The Exhibit Committee of the Special Libraries Association is planning to show at Atlantic City the material sent in to Ruth G. Nichols, Chairman of the Association's Committee on Methods in response to the questionnaire sent out by her committee. They are collecting additional material to show publicity methods used by special libraries to advertise the service which they are able and desirous of giving. It is hoped that those in attendance at the Atlantic City Convention will make a study of the exhibit and ask questions of those in charge of it. It is believed that much of value can be derived from it.

Committee on Cooperation with Department of Commerce

In a very special way the daily routine of the Special Librarian brings him into close touch with the Department of Commerce at Washington, or with representatives in other cities. The librarian in an industrial organization particularly soon finds his work infinitely aided when he has learned to avail himself of the many services at his disposal by the Department.

It would be superfluous to enumerate these services in this report. But the intelligent utilization of the service of this

department of our Government is not our only responsibility. In a very real way we can, and should cooperate. How may we cooperate?

First: Each of us may be a publicity agent for the Department. The general public is almost unaware that an agency is maintained through which all data essential to their needs is available.

Second: An important feature of the Department is the publication of reports—both general and special. We can, by subscribing to Commerce Reports, The Monthly Summary of Current Business, and the various reports issued by the Bureau of the Census, extend the usefulness of the Department to just the extent to which we ourselves take advantage of the opportunities offered us.

Third: We often have the opportunity to play the part of the Mouse, opposite the Lion as played by our own government. We receive, from time to time, information from personal sources, which would be gratefully acknowledged by the department, if sent before it has become stale. If we procure information from one of the European or South American commercial agents in this country, on any subject of possible interest to even a small public, that information should be forwarded to Washington, or to the office nearest our own scene of action.

Fourth: The various Chambers of Commerce provide reports very pertinent to those of the Department of Commerce. A parallel index of such reports, freely circulated, would serve to tie the two together, and would be of very tangible assistance to the inquiring public. This is submitted as a tentative program, rather than as a report. Your chairman will welcome suggestions from other librarians, and will be particularly glad to learn of any special instances of direct, personal cooperation. Address, Miss Grace Carstensen, Institute of American Business, 50 Madison Ave., New York.

Special Libraries Association of Boston

The April meeting of the S. L. A. of Boston is being held at the Massachusetts Horticultural Society Library, on April 23. Mr. William P. Rich, librarian, will address the meeting and there will also be a talk by Mr. E. M. East of the Bussey Institute of Applied Biology on the Institute and its work. In order to get some idea of a basis on which to work, the Committee on Sponsorship for Knowledge is asking members of the Association to keep account for one month of questions which they are unable to answer from their own resources. Boston is planning a generous delegation to the National Convention.

Southern California Special Libraries Association

The April meeting of the Southern California S. L. A. was a dinner meeting in the

Assembly Tea Rooms with an attendance of fifteen members. The regular May gathering will be in the form of a trip to the top of Mount Wilson, a mile high, with a visit to the world-famed observatory which is under the direction of Carnegie Institute. While some of the members will return to the city the same evening, others will continue on a two days' trip.

Pittsburgh Special Libraries Association

The March 15 meeting of the Pittsburgh S. L. A. was held at the Allegheny County Law Library. The meeting opened with a very interesting talk by Mr. R. Z. Virgin, editor of the Coal Trade Bulletin. He explained the many things that have to be considered in preparing a magazine, how some forms of type and ways of setting up increase the cost, how the wishes of the advertisers must be considered, and finally how to obtain authoritative articles on subjects wanted. He emphasized the importance of verifying the sources of figures and statements. Mr. G. E. Clarkson of the Pittsburgh Safety Council gave an interesting and at times amusing account of the scope, activities and publications of the Council, and displayed an exhibit of the publications. Mr. J. Oscar Emrich, librarian of the Allegheny County Law Library, conducted a tour of inspection of the library. This interesting collection was begun about the year 1867, and now contains 50,621 volumes. These are thoroughly cross-indexed in a card catalogue; the arrangement on the shelves is alphabetical to facilitate handling by untrained assistants. The material is grouped to a certain extent in five or six large groups, but within the group the arrangement is purely alphabetical. No library marking appears on the outside of the books. They are accessioned on cards, the color of the card designating one of the five or six groups mentioned. Mr. Emrich says that no inconvenience is felt in not having the books arranged by subject and it has the advantage of dispensing with the expense of cataloging.

Rochester Special Libraries Association

The Rochester Special Libraries Association will hold a meeting on the evening of April 27 in the Business and Municipal Branch of the Rochester Public Library. Matters of importance to the Rochester Special Libraries Association will be considered at that time and any special librarians passing through the city at that time are cordially invited to be present. Rochester is expecting to send several delegates to the National Convention at Atlantic City.

New York Special Libraries Association

The March meeting of the Association was held at the American Telephone & Telegraph Building. The Engineering Group were the hostesses of the evening, and the

meeting was under the auspices of the librarians of the American Telephone & Telegraph Company and the Western Electric Company. A table d'hôte dinner was served in the new cafeteria. Grace A. Child of the Phoenix Mutual Life Insurance Company, Hartford, asked members to send in material for the Convention exhibit on how business librarians sell the library idea to their firms. Mary de J. Cox, Chairman of the national S. L. A. Membership Committee, explained the drive for new members. The meeting was then continued in the Assembly Room of the building, where Paul D. Findley, technical representative of the Western Electric Company, gave an interesting and illuminating talk on "How radio unites the nation." He explained the social and theoretical significance of the recent developments in radio and loud speaking telephones. The talk was illustrated throughout by lantern slides and by a moving picture film "The Audion."

The next meeting of the Association will be held on April 24 at the Metropolitan Life Insurance Company. There will be a business meeting at 5 p. m. and dinner will be served in the Assembly Room at 6.30. The meeting will be under the direction of the Sociological group, and speakers of the evening will be Hastings H. Hart, Director Child-Helping Department of the Russel Sage Foundation and President of the American Prison Association in 1922, and Thomas Mott Osborn, formerly Warden of Sing Sing.

An Invitation to all Members S. L. A.

The New York Special Libraries Association cordially invites all members of the S. L. A. to attend the final monthly dinner meeting on Monday, May 21st. Dinner will be served in the assembly hall of the Metropolitan Life Insurance Company, 1 Madison Ave., at 6.30 p. m., at a charge of \$1.35 a plate. Henry Bruere, one of the vice-presidents of the Metropolitan Life Insurance Company, and formerly Chamberlain of the City of New York, will be the speaker of the evening. This will be followed by music and dancing. An opportunity will be given to those who desire it to visit the library of the Metropolitan Life Insurance Company. Will you please reserve your place by notifying the secretary, Margaret Wells, American International Corporation, 120 Broadway, New York City, before May 18, that you will be present?

Washington Librarians Meet

The increasing importance of library service in the economic development of the community was stressed at a meeting of the District of Columbia Library Association held March 23rd last. Dr. E. A. Goldeweiser, Statistician of the Federal Reserve Board said: "The conception of a library has changed from that of a collection of books to be jealously guarded to that of

a means of bringing the student in touch with all available information on any subject. This development has shifted the emphasis from the library *per se* to the librarian." Dr. Levin Glen Swiggett, of the United States Bureau of Education said: "Like highly organized business, the library must become the means of coordinating all community data. In a word the library must *produce*." The President of the Association, Dorsey W. Hyde, Jr., read

a letter from President Utley of the A. L. A. acknowledging receipt of the D. C. L. A. contribution to the A. L. A. Headquarters Building Fund, in which he said: "On behalf of the American Library Association, let me express to your membership sincerest appreciation and thanks. It is the beginning of a movement which, if we all get behind it, will continue until the American Library Association has an adequate headquarters building."

Special Library Field Doings

A newspaper librarians group is being organized by Joseph F. Kwapil, librarian for the Public Ledger Philadelphia. A group meeting will be held at the national convention, at which time the question of organizing as a section of the S. L. A. will be considered.

The Laura Spelman Rockefeller Memorial, on April 4th, passed a resolution appropriating the sum of \$10,000 to the American Library Association to be used as a fund against which foreign libraries may draw in the purchase of American books and periodicals, under such regulations as the Association may establish.

The Eunice R. Oberly Memorial Fund, established 1922, has now reached \$1,000 according to news received from its chairman by Edward D. Tweedell, treasurer American Library Association. The fund was begun by the friends of Eunice R. Oberly, late librarian of the Bureau of Plant Industry, United States Department of Agriculture, as a memorial to her. The income is to be used as an annual reward to the compiler of the best bibliography of the year in the field of agriculture or the natural sciences. The award will be made by a standing committee appointed by the A. L. A. Executive Board.

The Insurance Library Association of Boston, of which D. N. Handy is librarian, is to move during April from its present quarters at 141 Milk Street to 18 Oliver Street. Space has been taken on the ninth floor, which allows larger facilities than are now provided. The Library will be in the same building with the New England Insurance Exchange and other kindred organizations.

A hospital library service was opened by the Minneapolis Public Library on February 1. During Hospital Book Week, held recently, citizens donated 5000 books for use in the hospitals of the city.

The Carnegie Institute of Technology, Pittsburgh, will graduate a record-breaking class of 500 men and women this year. Dr.

Albert Shaw, editor of the "Review of Reviews," will be the Commencement speaker on June 15th.

The library of the Los Angeles Railway Company has moved from the sixth floor to the third in the railway building where, according to Librarian W. B. Rees, the collection is more readily accessible although occupying smaller floor space.

The New York Public Library Staff Association is planning to give a play—The Chauve Souris—at the Heckscher Theatre, Fifth Avenue and 105th Street, on May 15 and 16.

Sir Norman Walker has presented to the University of Iowa Library, Iowa City, Iowa, his valuable collection of medical books and pamphlets.

The collection of famous books on Catholicism, which has been accumulated through a great many years in the archdiocese in Baltimore, has been presented to the Catholic University, Washington, D. C. It was felt that the collection would be more useful if housed in the University.

John Baille has presented to McGill University Library, Montreal, Canada, a donation for the establishment of a reference library in chemistry, in memory of his son, Irvine Baille, a student in chemical engineering, who was killed in action in 1918. It is planned to make this collection the most complete in Canada.

The Los Angeles Library Club has been reorganized and two meetings held since January, under the direction of Professor R. L. Power of the University of Southern California. The temporary committee is to present a constitution and a list of nominations.

The recent report of the Barlow Medical Library issued by Mrs. Ida D. Fellows, the Librarian, enumerates 59 new members during the years, which brings the total membership list to 190.

Personal Mention

Beth Pasko resigned from the Southern California Edison Company Library early

in the year to return to Palo Alto where she is now with the Public Library. Rose Moire Russel is the new librarian of the Edison Company.

Gladys Willard of Los Angeles is now with the magazine "Pacific Ports" as librarian and research chief.

Emily Van Dorn Miller has been appointed Editor of the "A. L. A. Booklist," to succeed May Masee, resigned. Miss Miller will begin her connection with the Booklist on September first.

Alice Rose has been invited by President Peulicher of the American Bankers Association to give an address at the Educational Symposium of the Executive Council of the American Bankers Association which meets at the Westchester-Biltmore Club, Rye, N. Y., April 23-26. Her address is entitled "The Service which a Financial Library can Render in a Modern Bank."

Elmore Leffingwell of the firm of Leffingwell and Scott, Publicity, 15 East 40th Street, New York City, has generously consented to act as our Publicity Man for the S. L. A. convention. In addition, Mr. Leffingwell will address us at our second meeting on "Publicity Methods for a Special Library."

Eleanor Frick, who was librarian and is at present Assistant to the Secretary of the American Society of Civil Engineers, has just completed twenty-five years of service. The Society has granted her a four months' leave of absence, during which time she will go abroad to study architecture and will spend some time visiting cathedrals.

Theodora Abbott, librarian of the National Bank of Commerce, New York City, has resigned her position to return to her home in the South because of illness in her family.

W. Dawson Johnston, librarian of the American Library in Paris, Inc., was appointed by President George B. Utleby of the American Library Association to represent the Association at the Congress of Librarians and Bibliophiles, held in Paris, France, April 3-9, 1923.

Margaret Nellis is organizing the library of Pennie, Davis, Marvin & Edmonds, patent attorneys, in New York City.

Grace Leonard Todd, who recently resigned from the Tobacco Merchants' Association Library, is now with the Chas. Gehring Publishing Company, New York City, in charge of their hotel directories publications.

Mrs. Ada Pratt Pillow is acting as librarian of the United States Public Health Service Hospital Number 68, Minneapolis, Minn.

Ruth Malmar, formerly assistant in the Boys' High School, Brooklyn, has been appointed librarian of the New York Training School for Teachers.

Mary Rebecca Lingenfelter has been transferred from Philadelphia to be chief librarian of United States Veterans' Hospital Number 81, The Bronx, New York. Miss Lingenfelter was in the A. L. A. war service and has served in the Army, Navy and Veterans' libraries. She was formerly in charge of the Fourth Naval District.

Ruth Eliot formerly librarian of the New York Sun and Herald, has gone abroad for a trip. She will spend most of her time in England.

Carolina Spalding, director of the educational department of the Joseph Horne Company, Pittsburgh, recently addressed the Carnegie Library School of Pittsburgh on the subject of training new employees in that store. Miss Spalding emphasized the value of the library in this work.

Charles K. Bolton recently received congratulations from members of the Boston Athenaeum and fellow libraries on the twenty-fifth anniversary of his appointment as librarian of that institution.

Louise Richardson of the Research Department of the Hibernia Bank & Trust Company of New Orleans has planned to attend the Convention at Atlantic City in May. We are happy to welcome our Southern friends.

Vladimir Tuma, Technical Librarian of the B. F. Goodrich Company in Akron, Ohio, is inquiring about the Convention. We hope there will be a good delegation at the Convention from Ohio.

Harriet E. Dart, formerly of the Safety Institute of America, is serving as librarian of the Public Library at Southington, Conn. She will attend the Convention at Atlantic City.

Mrs. Caroline Williams Foote, librarian of The Barrett Company, New York City, has resigned her position to go to the Philippine Islands for two years.

Harriet E. Howe, President of the Special Libraries Association of Boston, has been granted a Sabbatical year during 1923-24 by Simmons College where she is instructor in the Library School.

Caroline L. Jones, formerly library supervisor of the Veterans' Hospital Number 81, New York, has become librarian of the Wallingford, Conn., Public Library.

Grace Langdon, librarian of the United States Public Health Service Library at Stapleton, S. I., has resigned to accept a position in charge of the new cafeteria in the Central Building of the New York Public Library.

Charles A. Nelson, we are very sorry to learn, has met with an automobile accident in which he fractured a leg. Mr. Nelson, now with the Merchants' Association, New

York City, and formerly with Columbia University is undoubtedly our oldest member but one of the liveliest.

Kenneth C. Walker of Pittsburgh visited some special libraries in New York last month.

Mary P. Billingsley, librarian of the Federal Reserve Bank of Kansas City, expects to attend the Convention at Atlantic City in May.

Grace A Child, librarian of the Phoenix Mutual Life Insurance Company, Hartford, Conn., made a trip to New York to hold a meeting of the S. L. A. Exhibit Committee. She has charge of the exhibit for the Convention and will appreciate the assistance of any member who can give it.

John Cotton Dana is in the South at present recuperating from a recent illness.

Zana K. Miller of the Library Bureau is one of the party which will enjoy the Post Conference trip to Panama after the A. L. A. Convention at Hot Springs.

Maria V. Leavitt, library candidate in the Good Will Election, has gone "over the top" with 80,000 votes. She sails on May 23 with the Delegation for a seven weeks trip. The Delegation will visit the devastated regions and be brought into touch with the work now being done by the American Committee. Through Miss Leavitt, American librarians will send a message of greeting to the libraries of France.

New Publications

The "New Guide to Reference Books," by Isadore G. Mudge, published by the American Library Association, is based on the third edition of "Guide to the Study and Use of Reference Books" by Alice B. Kroeger. The new Guide, while following the form of the earlier editions, is practically a new work. New selection of titles has been made and the entries revised to bring the work in line with Library of Congress practice. The annotations, with a few exceptions, have been rewritten, and there have been new additions especially in the classes of General Encyclopedias, Biography, Geography and History, where new sections for European and Latin American countries have been included. In National Bibliography, lists for thirteen countries have been added. Entries have been checked for changes in titles, publishers, editor, etc., as well as cases of suspended, discontinued or revived publication and prices checked through 1921. The book now lists about 2100 titles, 500 of which are new additions. The A. L. A. has also recently issued in pamphlet form a selection of books published in the "A. L. A. Booklist" during 1922.

The "Source Book of Research Data" prepared by the Bureau of Business Research of New York University under Dr. Lewis H. Haney, is an important contribution to the reference shelves of the special library which deals with any form of current statistical information. It is a list of reliable current sources for statistics of quantity and price. The commodities are arranged alphabetically, in two sections. (1) Statistics of quantity and physical volume: Shows Unit—whether reported by pound, ton, bushel, etc.; Area, Period of

time covered, Approximate lag-time elapsing between date of information and date of publication, Information first published—shows years which can be covered from each source, Information given, Name of publication, Publisher. (2) Price statistics: Shows Unit, Market quoted, Period covered, Approximate lag, Name of publication, Publisher. The librarian who has had to delve for current statistics will appreciate this ready reference tool. The book is published by Prentice-Hall.

A very definite contribution of the Universities to business research is represented in the journals recently inaugurated by Harvard and the University of Chicago. The first number of the "Harvard Business Review" (Quarterly) was issued last October and the first issue of the "University Journal of Business" appeared in February. The last mentioned is published by the University of Chicago and cooperating in the work are the students of the schools of business of the University of Illinois, Indiana University, University of Minnesota, University of Nebraska, University of Wisconsin, and Ohio State University. It appears quarterly, in November, February, May and August. Of interest in this connection is the account of the Round Table Conference on Aims and Methods of Bureaus of Business Research, held at the annual meeting of the American Economic Association in December and printed in the March, 1923, issue of the "Economic Review."

A selection of the best one hundred books in science which are popular and at the same time reliable, has been made by a committee of the Washington Academy of Sciences, working in cooperation with mem-

bers of the Academy and with public libraries. The resulting list—which is limited to books in print—has been published by the American Library Association. The Committee states that it has done its best to select one hundred books which it feels are scientifically reliable and which it believes to be readable.

A graphic analysis of the Census of Manufacturers has just been published by the National Industrial Conference Board, 10 East 39th Street, New York, N. Y. Changes and present conditions in character of ownership, power, persons engaged, volume of production, fuel, prevailing hours of labor, etc., are shown by a series of colored plates.

A new magazine for the users of explosives, entitled "The Explosives Engineer" has been issued by the Hercules Powder Company, Wilmington, Delaware. An editorial in the initial number, which is dated March, 1923, states that this is the only trade paper devoted exclusively to the industrial use of explosives and closely related subjects. Harry Roberts, Jr., and M. S. Greensfelder are the editors.

An address before the Interstate Merchants Council on "The Store Library as a Valuable Aid to the Retailer" by David Humphrey Foster appears in "Chicago Commerce" for March 3. Mr. Foster emphasizes the value of books on salesmanship which he defines as "teaching your salespeople to sell the merchandise the people do not know the value of and letting the people buy the merchandise they do know the value of."

Lectures on casualty insurance delivered before the evening classes in Insurance of

the Insurance Library Association of Boston in 1922, have been published by that organization. The book includes Auto Insurance, Engineering Insurance, Burglary and Theft Insurance.

An interesting article on library service in a tuberculosis hospital, by Louise Singley is published in "The Modern Hospital" for April. Miss Singley is Library Supervisor of U. S. Veterans Hospital No. 55, Fort Bayard, New Mexico.

A reading list on the American Federation of Labor, compiled by David J. Saposs, instructor at the Brookwood Workers' College, is published in the Library Journal for April. This is one of a series being prepared for labor college classes by the Workers' Education Bureau of America.

The Minneapolis Public Library has been in consultation with radio experts as to the best books to meet the demand for popular works for radio fans. A list of seven books which the library has decided to duplicate is given in the April issue of "Public Libraries."

Celebrating its fiftieth birthday, "Readers' Ink," the publication of the Indianapolis Public Library, gives in its April number an interesting history of the library from its organization on April 8, 1873, to its fiftieth anniversary April 8, 1923.

A bibliography of the books on foreign trade in the Business Library of Rochester and the Library of Foreign Trade of the Rochester Chamber of Commerce has been compiled. Copies may be obtained from Gladys Love, librarian of the Business Library, or Sherman Peabody of the Chamber of Commerce.