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Special Libraries, April 1952

Special Libraries Association

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SPECIAL LIBRARIES

Official Journal of the Special Libraries Association

VOLUME 43

APRIL 1952

NUMBER 4

*Special Libraries Association 43rd Annual
Convention Preliminary Program*

*Libraries and Information Agencies in
Great Britain*

The United Nations Library

Libraries, an Industrial Catalyst

Published by
SPECIAL LIBRARIES ASSOCIATION

New Academic Press Books—1952

ON DISPLAY DURING SLA MEETING, HOTEL STATLER, NEW YORK, MAY 25-29

*** The World List of Scientific Periodicals**

Third edition, completely revised and reset
July 1952, about 1,100 pages, prepublication price, \$30.00
postpublication price, \$37.00

Modern Trends in Physiology and Biochemistry

Wood Hole Lectures Dedicated to the Memory of Leonor Michaelis
Edited by E. S. GUZMAN BARRON, University of Chicago
xii, 538 pages, illustrated, \$8.50

Bioluminescence

By E. NEWTON HARVEY, Princeton University
xvi, 649 pages, illustrated, \$13.00

The Enzymes

Chemistry and Mechanism of Action

Edited by JAMES B. SUMNER, Cornell University
and KARL MYRBÄCK, University of Stockholm
Volume II, Part 2, xii, 650 pages, illustrated, \$14.00

International Review of Cytology, Volume I

Edited by G. H. BOURNE, London Hospital Medical College
and J. F. DANIELL, King's College, London
xii, 368 pages, illustrated, \$7.80

The Mitotic Cycle

The Cytoplasm and Nucleus during Interphase and Mitosis

By ARTHUR HUGHES, Strangeways Research Laboratory, Cambridge
viii, 232 pages, illustrated, \$6.00

Paper Chromatography

A Laboratory Manual

By RICHARD J. BLOCK, RAYMOND LE-STRANGE, and GUNTER ZWEIF
About 150 pages, illustrated, approx. \$4.00

Chemical Physiology of Endoparasitic Animals

By THEODOR VON BRAND, National Institutes of Health
About 330 pages, illustrated, approx. \$7.50

The Chemistry of Lignin

By F. E. BRAUNS, Institute of Paper Chemistry, Appleton, Wisconsin
xvi, 808 pages, illustrated, \$14.50

The Chemistry of Synthetic Dyes

By K. VENKATARAMAN, University of Bombay
Volume I, xvi, 704 pages, illustrated, \$14.50

Progress in Organic Chemistry

Edited by J. W. COOK, University of Glasgow
Volume I, viii, 287 pages, illustrated, \$7.80

The Alkaloids

Chemistry and Physiology

Edited by R. H. F. MANSKE, Dominion Rubber Research Lab., Guelph, Canada
and H. L. HOLMES, Riker Laboratories, Inc., Los Angeles, California
Volume II, viii, 587 pages, illustrated, approx. \$14.00

Diffusion in

Solids, Liquids, Gases

By W. JOST, Technische Hochschule, Darmstadt
xii, 558 pages, illustrated, \$12.00

ACADEMIC PRESS INC., Publishers

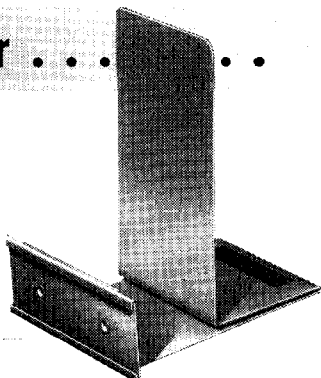
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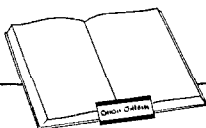
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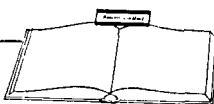
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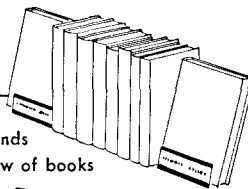
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Special Libraries

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*Indexed in Industrial Arts, Public Affairs
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The articles which appear in SPECIAL LIBRARIES express the views of the authors, and do not necessarily represent the opinion or the policy of the editorial staff or the publisher.

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ANNOUNCING

Big Business Methods for the Small Business

Edited by ROBERT S. HOLZMAN, Adjunct Professor of Finance, New York University, and A. KIP LIVINGSTON, Vice President, Rainford Manufacturing Company.

Tailored to fit the requirements of executives in small business, this is a book of expert managerial knowledge and guidance which are ordinarily available only to the largest corporations. Here in practical question-and-answer form twelve outstanding authorities interpret the latest and best practice in these essential aspects of the modern business operation: budgeting, finance, banking, personnel, pensions, profit sharing, advertising, law, insurance, taxes, office systems and profit control. *Coming April 9th.* \$5.00

Association Management

With Special Reference to Trade Associations

By JOHN C. PATTERSON, Consultant in Association Management.

The only up-to-date manual on every aspect of association management, designed for all who are in any way responsible for directing and carrying on the work of trade associations, professional associations, chambers of commerce, and the thousands of religious and civic organizations in the U. S. "A unique and important contribution."—WILLIAM KELLY, Management Counsel. *Coming April 23rd.* \$3.00

Successful Human Relations

In Business, In the Home, In Government

By WILLIAM J. REILLY, Author of "How To Avoid Work," etc.

Executives who want sound advice for making human relations more productive will find this book both concrete and illustrative. Here an authority describes how the findings of psychology can be practically applied in solving the everyday problems of business, social and personal life. Covers basic attitudes, the use of persuasion, as well as tactful use of force when necessary. *Coming April 23rd.* \$2.50

Funds and Foundations

Their Policies Past and Present

By ABRAHAM FLEXNER. With the collaboration of ESTHER S. BAILEY.

"Dr. Flexner has done as much as any American to make the work of our great foundations broadly fruitful . . . Out of his long experience and observation he has written a wise, interesting, and enlightening book on foundations past and present. Generous in praise of their achievements, unsparing in criticism of their shortcomings, and constructive in suggestions for the future, it should be read by every citizen interested in these powerful organizations."—ALLAN NEVINS, Columbia University. \$2.75

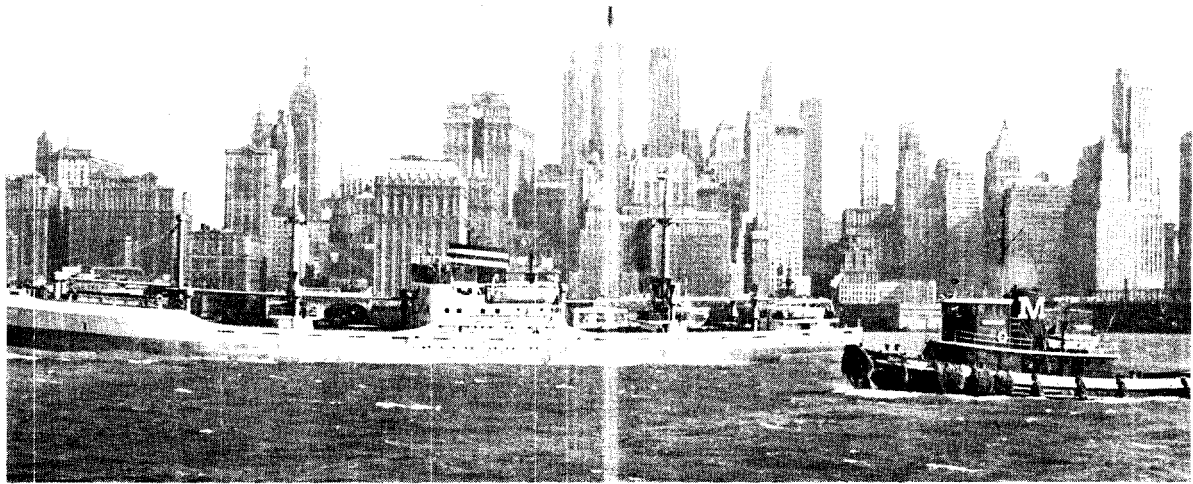
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Special Libraries Association 43rd Annual Convention

May 26-29, 1952

Headquarters — Statler Hotel, New York, N. Y.

PRELIMINARY PROGRAM

ONE NEEDS only to glance over the convention program to realize how much thought, time and work the various chairmen and committees have put into planning such a well-rounded program. It has much "solid stuff." New techniques and ideas will be discussed by those who have special know-how. The diversity of subjects offers a wide selection for choosing, and the speakers should be interesting and stimulating.

BUT what has New York to offer that is different—and to be found only in New York? Here are a few of the special attractions:

If you admire color, beauty and priceless art treasures, you will find pleasure and excitement in visits to the famous Morgan Library, the Cloisters with its world-famous tapestries, the Metropolitan Museum of Art and the Museum of Modern Art. They all know you are coming and will welcome you.

The New York Public Library, a storehouse of knowledge with its numerous departments and collections, is planning special tours during your visit.

The many library visits that have been arranged for your interest are really something "to talk about," and are being widely publicized. They cover a great many categories in a wide subject range and are of many types—small, large, the newer good-looking ones, technical and special subject collections, information services of foreign countries, and a great many others.

For the early history of New York City, be sure to visit the New York Historical Society which is featuring open house for convention visitors, on Wednesday afternoon, May 28. The delightful Museum of the City of New York will also be open to visitors.

AND what else do you want to do in New York "on your own"? See the

view from the top of the Empire State or RCA Buildings, visit Radio City, eat in several different languages, or at the "full-of-atmosphere" places, cocktails at the Rainbow Room and the gay Waldorf-Astoria, walk up Fifth Avenue in the early evening and "window shop", go to the theatre, shop in the big stores, explore the specialty shops—not a chance for a dull moment.

Meet your old friends and make new acquaintances at the SLA Convention. **NEW YORK INVITES YOU!**

RUTH M. CRAWFORD, *Chairman,*
1952 *Convention Committee.*

Registration Announcement

Advance mail registration does not seem practicable for the 1952 convention because of the extra expense involved in printing special registration forms, mailing and the additional clerical work it imposes on the Registration Committee.

Registration facilities at the Hotel Statler will be well planned to avoid delay and confusion, and the mechanics of registration will be simplified.

PRE-CONVENTION PROGRAM

Friday, May 23

Morning and Afternoon

OPEN HOUSE

SLA Headquarters. All visitors welcome.

Saturday, May 24

TOUR

For members of the Biological Sciences and Science-Technology Divisions to Brookhaven National Laboratory, Upton, Long Island.

Sunday, May 25

Morning

EXECUTIVE BOARD MEETING

Open to members.

Luncheon

DELLA ROBBIA ROOM, Vanderbilt Hotel (For all SLA members.)

Afternoon

EXECUTIVE BOARD MEETING

SIGHTSEEING TRIP

Upper Manhattan, Fort Tryon Park, and the Cloisters.

OPEN HOUSE

For all convention visitors. Statler Hotel. Planned as a get-together so that one may meet SLA officers, committee members and members of one's own and other Divisions.

Evening

ENTERTAINMENT

Radio and television passes will be available.

CONVENTION PROGRAM

Monday, May 26

Morning

8:30-9:30

FINANCIAL DIVISION

Breakfast.

9:30-10:30

OFFICIAL OPENING OF THE CONVENTION

Greetings from New York City and library officials.

11:00-12:00 Noon

GEOGRAPHY & MAP DIVISION

Meeting at Regional Planning Association offices. Special speaker.

NEWSPAPER DIVISION

Advisory Council meeting of the Division.

SOCIAL SCIENCE DIVISION

Section meetings.

Education: Helen Greer.

Industrial Relations: Esther Levin to discuss *Indexing Project*.

International Relations: Marie Carroll.

Public Administration: Olive Braughton, Municipal Research.

Social Welfare: *Subject Heading List*.

Luncheons

12:30 P. M.

ADVERTISING, NEWSPAPER AND PUBLISHING DIVISIONS. Joint luncheon meeting. Toots Shor Restaurant.

Speakers:

Arthur Hays Sulzberger, president and publisher, *New York Times*.

Marion Harper, Jr., president, McCann-Erickson, Inc.

Otis Lee Wiese, editor and publisher, *McCall's Magazine*.

BIOLOGICAL SCIENCES DIVISION

Buffet snack, Brooklyn College of Pharmacy. (Bus leaves hotel, 10:45 A.M.)

FINANCIAL DIVISION

Luncheon Panel—*Library Operations*.
Speakers:

Margaret Siegmund, librarian, Bankers Trust Company, New York. *Training Non-Professional Assistants*.

Rose Boots, librarian, McGraw-Hill Publishing Company, New York. *Library Manuals*.

Janet Bogardus, librarian, Graduate School, Business Library, Columbia University, New York. *Classification for Financial Libraries*.

GEOGRAPHY & MAP DIVISION

Luncheon at Regional Planning Association offices.

HOSPITAL DIVISION

Luncheon, Presbyterian Medical Center.

INSURANCE DIVISION

Invitation luncheon.

MUSEUM DIVISION

Luncheon, Essex House, as guests of Metropolitan Museum.

NEWSPAPER DIVISION

Joint luncheon with Advertising and Publishing Divisions.

PUBLISHING DIVISION

Joint luncheon with Advertising and Newspaper Divisions.

SCIENCE-TECHNOLOGY DIVISION

Luncheons and business meetings for Chemistry, Engineering—Aeronautics, Petroleum, Pharmaceutical, and Public Utilities Sections.

**Afternoon
2:00-5:00**

SCIENCE-TECHNOLOGY DIVISION — ENGINEERING-AERONAUTICAL SECTION

Foreign Reference Tools in the Engineering Aeronautics Field. Each speech will be followed by a Discussion.

Speakers:

Howard Coonley, director, Conservation Division, Defense Production Administration and Chair-

man of the Conservative Coordinating Committee of Government Agencies. *Reference Material—a Tool for Conservation. Engineering Design Data, Standards and Specifications Relating to the Military and Commercial Fields*.

James T. Kemp, metallurgical engineer, program and planning director of the Defense Materials Procurement Agency, General Services Administration. *Technical and Scientific Papers and Publications of the British Isles*.

Captain George N. Robillard, U. S. Navy, patent advisor for the Department of Defense. *Importance of Publications in Patent Law and Reference Tools Pertaining to Patents*.

2:30-5:30

STAFF ASSISTANTS' PANEL DISCUSSION

The Assistant's Role in the Library.
Moderator: Robert E. Kingery, New York Public Library.

Panel Assistants:

Bonnie Lou Richey, assistant librarian, J. M. Mathes, Inc. Advertising Agency.

Harold L. Roth, assistant librarian, Editorial Reference Library, *New York Times*.

Jeanette Sledge, librarian, *National Industrial Conference Board*.
Ernest F. Spitzer, head, Technical Information Service, *Chas. Pfizer & Co. Inc.*

Audience participation and "question-and-answer" period.

BIOLOGICAL SCIENCES DIVISION

Business meeting, Brooklyn College of Pharmacy.

Speaker: Dr. Philip Blank.

Visit to library, school and special exhibit of "Ancient Pharmacy Jars."

FINANCIAL DIVISION

Guests of Dun & Bradstreet, Inc. Visit to library. Tour of new building. Talk by Meril A. May, vice-president in charge of sales. Tea.

GEOGRAPHY & MAP DIVISION

Field Trip by private cars around

New York and environs under guidance of Triboro Bridge and Tunnel Authority.

HOSPITAL DIVISION

Meeting and discussion on *Certification and Library Standards*. Talks by representatives of Medical Library Association, Joint Commission on Hospital Accreditation, American Nurses Association, Joint Committee of Hospital Library Standards

MUSEUM DIVISION

Gallery Talk at Metropolitan Museum of Art.

Speaker: Stuart Shaw.

Visit to Art Reference Library and Costume Institute Library. Museum of Modern Art.

NEWSPAPER DIVISION

Meeting at the *New York Herald-Tribune*.

SCIENCE-TECHNOLOGY DIVISION— CHEMISTRY SECTION

Joint meeting with the Pharmaceutical Section.

Speaker: Gretchen D. Little, technical librarian, Atlas Powder Company, Wilmington, Del. *Technical Services Spotted on the Librarian's Desk*.

Visits to chemical libraries.

SCIENCE-TECHNOLOGY DIVISION— PETROLEUM SECTION

Joint Round-Table Discussion with the American Petroleum Institute, on *Petroleum Libraries*.

Speakers:

Thelma Hoffman, librarian, Shell Development Company, Emeryville, California. *Refining*.

Sidney Bragg, librarian, Continental Oil Company, Ponca City, Oklahoma. *Transportation*.

Clara Miller, librarian, Public Relations Department, Imperial Oil, Ltd., Toronto, Canada. *Public Relations*.

Industry speakers to be announced.

SCIENCE-TECHNOLOGY DIVISION— PHARMACEUTICAL SECTION

Joint meeting with Chemistry Section.

Pharmaceutical Section Papers:

Gertrude Schutze, *Pharmaceutical Societies and Trade Associations Contributing to Data Exchange*.

J. Alan MacWatt, librarian of the Lederle Laboratories, Division of American Cyanamid Company. *Technical Publications of Pharmaceutical Concerns, Their Value as Sources of Information and Reviews; an Index to such Information as a 1952-53 Section Project*.

Claire K. Schultz, librarian of Sharp & Dohme. *Mechanized Punch Card Systems for Recording and Searching the Literature*.

SCIENCE-TECHNOLOGY DIVISION— PUBLIC UTILITIES SECTION

Panel Discussion. *Services of the Public Utility Library*.

Moderator: Josephine I. Greenwood, librarian, Consolidated Edison Company of New York.

Panel:

Harvey Bumgardner, supervisor of the library, Detroit Edison Company, Detroit, Michigan.

Mildred E. Stone, librarian, Ebasco Service, Inc., New York, N. Y.

Richard Green, librarian, National Association of Electric Companies, Washington, D. C.

Catherine Sims, librarian, Institute of Gas Technology, Chicago, Illinois.

TRANSPORTATION DIVISION

Meeting.

Speaker: Ruth Tegtmeier, secretary, Policy Administration Board, Transportation Association of America.

5:30

STAFF ASSISTANTS' PARTY

Especially for staff assistants, but all are welcome.

Dinners

6:30

CHAPTER PRESIDENTS' DINNER DIVISION CHAIRMEN'S DINNER

Evening

8:30-10:30

STAFF ASSISTANTS

Entertainment. Square dancing.

SCHOOL FOR INCOMING DIVISION OFFICERS

Tuesday, May 27

Morning

8:30-12:00 Noon

FINANCIAL DIVISION

Breakfast.

Speaker: John M. Whitbeck, vice-president, Blair Rollins & Company, New York. *Municipal Statistics.*

HOSPITAL DIVISION

Breakfast.

Speaker: Helen Hlavac. *The Medical Library Scene in New York.*

9:30-12:00 Noon

PANEL DISCUSSION PROGRAM. Open to all members. *Staff Problems. How to obtain and retain good personnel; In-service training; Professional vs. non-professional staff. Job Classification. Salaries. Relations with Management. Public relations.*

Moderator: Eleanor S. Cavanaugh, librarian, Standard and Poor's Corporation, New York, N. Y.

Panel:

Mrs. Marie S. Goff, librarian, Technical Library, *E. I. du Pont de Nemours & Company, Inc.*, Wilmington, Delaware.

Mrs. Louise T. Jackson, librarian, Geophysics Research Library, *Humble Oil & Refining Company*, Houston, Texas.

Caroline W. Lutz, librarian, Research Laboratories Division, *General Motors Corporation*, Detroit, Michigan.

Isabella M. Frost, librarian, Lansing Library Service, *Safeway Stores*, Oakland, California.

Dorothy Bemis, assistant librarian, Library, *University of Pennsylvania*, Philadelphia, Penna.

Audience participation and "question-and-answer" period.

Luncheons

12:30

LUNCHEON

Statler Hotel.

Speakers:

Dr. Benjamin A. Cohen, assistant secretary-general, Department of Public Information. *United Nations.*

Dr. Solomon V. Arnoldo, director, New York Office, *UNESCO.*

Afternoon

3:00-5:00

VISIT TO THE UNITED NATIONS

Several Divisions will also visit special libraries at UN. Programs to be announced.

3:00-5:00

ADVERTISING, MUSEUM, NEWSPAPER and PUBLISHING DIVISIONS

Joint program.

Romana Javitz, superintendent of Picture Collection, New York Public Library. *Picture Research: A growing field, new sources and methods—First step forward in an exchange of ideas.* Other speakers to be announced.

BIOLOGICAL SCIENCES DIVISION

Library visits to Cornell Memorial Center Memorial Hospital and the Rockefeller Institute.

BUSINESS DIVISION

Meeting, with speaker, at New York University. Refreshments.

SCIENCE-TECHNOLOGY DIVISION—METALS SECTION

Papers on Metals Statistics.

Government Statistics—Types and Sources.

Trade Statistics.

Society and Association Sources of Statistics.

Business Meeting.

SCIENCE-TECHNOLOGY DIVISION—PETROLEUM SECTION

Joint Round-Table Discussion with the American Petroleum Institute, on *Petroleum Libraries.* (Continued discussion from Monday afternoon).

Production. Speakers to be announced.

Marketing. Speakers to be announced.

SCIENCE-TECHNOLOGY DIVISION—PHARMACEUTICAL SECTION

Visits to Pharmaceutical libraries.

5:00

PUBLISHING DIVISION

Meeting at McGraw-Hill. Refreshments.

Dinners

6:30

BIOLOGICAL SCIENCES DIVISION

Dinner.

Library visit to NYU-Bellevue Medical Center.

Evening

7:30

EXECUTIVE BOARD and ADVISORY COUNCIL MEETING

Wednesday, May 28

Breakfasts

8:30

EMPLOYMENT CHAIRMEN'S BREAKFAST FORUM

Speaker: Jane Krumacher, administrative assistant, Bureau of Appointments, New York University. (Open to all interested members.)

BUSINESS and PUBLISHING DIVISIONS

Breakfast. Methods Meeting on Vertical Files, Public Relations and Weeding.

Speakers:

Jane L. Almert, librarian, National Association of Manufacturers. *Vertical Files.*

Josephine J. Williams, librarian, General Motors Public Relations Library. *Public Relations.*

Edward H. Fenner, Enoch Pratt Free Library. *Weeding.*

Open discussion will follow speakers. Announcement of awards for the Competition on Forms used in Libraries. Competition is open to all members of the Business Division, regardless of convention attendance. Business meeting.

NEWSPAPER DIVISION

Breakfast at Columbia University, followed by a meeting at the School of Journalism. Annual business meeting.

Morning

9:30-12:00 Noon

MUTUAL LIFE INSURANCE COMPANY

Invites all convention members for a

tour of their new building, and a visit to their libraries, with mid-morning refreshments.

ADVERTISING DIVISION

Discussion meeting. *Evaluation of Research Services Used in Advertising.*

Moderator: Cara Haskell Vorce, Director of Research, Hanly, Hicks & Montgomery, Inc.

BIOLOGICAL SCIENCES DIVISION

Visit to Boyce Thompson Plant Research Laboratories, Yonkers, N. Y. Dr. Zimmerman will show three short movies: one on growth and development of plants and two on the effects of hormones on growth and development. Special exhibits.

FINANCIAL DIVISION

Meeting on *Official Sources of Financial Information.*

Speakers:

Ruth von Roeschlaub, attorney, Federal Reserve Bank of New York. *Law and Regulation.*

Ethel S. Klahre, librarian, Federal Reserve Bank of Cleveland. *Domestic Sources.*

Martin L. Loftus, librarian, Joint International Monetary Fund, International Bank for Reconstruction & Development Library, Washington, D. C. *International Sources.*

GEOGRAPHY & MAP AND MUSEUM DIVISIONS

Guests of Washington Heights Museum Group: Hispanic Society; American Numismatic Society; American Geographical Society; Museum of the American Indian; American Academy of Arts and Letters.

HOSPITAL DIVISION

Business Meeting.

INSURANCE DIVISION

Business Meeting.

SCIENCE-TECHNOLOGY DIVISION

Annual Division Business meeting.

SCIENCE-TECHNOLOGY DIVISION—

PUBLIC UTILITIES SECTION

Visit to Public Service Electric and Gas Company Library, Newark, N. J.

SOCIAL SCIENCE DIVISION

Annual business meeting and election of officers.

TRANSPORTATION DIVISION

Annual business meeting.

Luncheons

12:30

LUNCHEON

Sponsored by the Insurance Division and under the joint auspices of the Advertising, Business, Financial and Transportation Divisions and Chemistry Section of the Science-Technology Division.

Speakers:

Mrs. Virginia T. Holran, director, Division of Statistics & Research, Institute of Life Insurance. *Sources of Statistics.*

Dr. Roy Soukup, Research Division, du Pont de Nemours Company. *Commercial Intelligence.*

BIOLOGICAL SCIENCES DIVISION

Luncheon at the Rock House on the shores of the Hudson.

HOSPITAL DIVISION

Luncheon at the Tavern on the Green.

SCIENCE-TECHNOLOGY—PUBLIC UTILITIES SECTION

Invitation luncheon.

SOCIAL SCIENCE DIVISION

Luncheon. Speakers on *Municipal Records Management.*

Afternoon

2:30-5:30

ADVERTISING DIVISION

Business meeting.

BIOLOGICAL SCIENCES DIVISION

New York Botanical Gardens, with a visit to Rose and Rock gardens.

Speaker: T. H. Everett, Horticulturist. *Place of the Library in the Botanical World.*

Movie, library visit and tea will follow.

BUSINESS DIVISION

Guests of the Institute of Life Insurance and the Life Insurance Association of America at the Institute. Tea.

Informal party with a movie: *Strange Interview* featuring employee relations.

FINANCIAL DIVISION

Visits to libraries in the financial district: Bankers Trust Company, Chamber of Commerce of the State of New York, Chase National Bank, Federal Reserve Bank of New York, Hanover Bank (Philanthropic Library), Lehman Corporation, Merrill, Lynch, Pierce, Fenner & Beane.

Guests of the Institute of Life Insurance and the Life Insurance Association of America at the Institute. Tea.

GEOGRAPHY & MAP DIVISION

Guests of the American Academy of Arts and Letters at the presentation of annual awards to outstanding Americans of the year in these fields.

HOSPITAL DIVISION

Meeting at New York Academy of Medicine. *Medical Motion Pictures and the Hospital Libraries.*

Speakers:

Dr. Davis S. Ruhe, Medical Film Institute.

Frances Moak. *Nurses' Libraries and Films.*

Margaret Kinney. *Patients' Libraries and Films.*

Dr. G. Larrimore, New York State Department of Health. *Regional Libraries and Films.*

INSURANCE DIVISION

Guests of the Institute of Life Insurance and the Life Insurance Association of America at the Institute. Tea.

NEWSPAPER DIVISION

Tour of *The New York Times* facilities.

PUBLISHING DIVISION

Visits to United Nations, New York Public Library, Bowker Company.

SCIENCE-TECHNOLOGY DIVISION—CHEMISTRY SECTION

Joint Meeting with **ENGINEERING-AERONAUTICS** and **PETROLEUM SECTIONS.** *Management and Research Look at Special Libraries.*

Speakers:

Howard K. Nason, director of Re-

SPECIAL LIBRARIES ASSOCIATION — PRELIMINARY CONVENTION PROGRAM
New York, N. Y. — May 26-29, 1952

	Breakfasts	Morning	Luncheons	Afternoon	Dinners	Evening
FRIDAY MAY 23		Open House SLA Headquarters		Open House SLA Headquarters		
SATURDAY MAY 24		Tour Biological Sciences Science-Technology				
SUNDAY MAY 25		Executive Board Meeting	Luncheon For all members	Executive Board Meeting Sightseeing Trip Open House Statler Hotel		Entertainment
MONDAY MAY 26	Financial	OFFICIAL OPENING OF CONVENTION Geography & Map Newspaper Social Science	Advertising Biological Sciences Financial Geography & Map Hospital Insurance Museum Newspaper Publishing Science-Technology	Staff Assistants' Panel Discussion Biological Sciences Business Financial Geography & Map Hospital Museum Newspaper Science-Technology	Chapter Presidents Division Chairmen	Staff Assistants' Entertainment School for Incoming Division Officers
TUESDAY MAY 27	Financial Hospital	Discussion Program (Convention-wide)	Luncheon For all members	United Nations (Open to members) Advertising Museum Newspaper Publishing	Biological Sciences	Executive Board and Advisory Council Meeting
WEDNESDAY MAY 28	Employment Chairmen's Breakfast Forum Business Newspaper Publishing	Mutual Life Insurance Company Tour Advertising Biological Sciences Financial Geography & Map Hospital Insurance Museum Science-Technology Social Science Transportation	Advertising Biological Sciences Business Financial Geography & Map Hospital Insurance Museum Science-Technology Chemistry Social Sciences Transportation	Advertising Biological Sciences Business Financial Geography & Map Hospital Insurance Newspaper Publishing Science-Technology (Individual and combined Section meetings) New York Historical Society Reception	Biological Sciences Financial Science-Technol- ogy	
THURSDAY MAY 29	Financial Newspaper	Mutual Life Insurance Company Tour Advertising Financial Geography & Map Hospital Insurance Newspaper Publishing Science-Technology Social Science	Hospital Publishing	Annual SLA Business Meeting	Boat Ride	
FRIDAY MAY 30		Executive Board Meeting Biological Sciences Science-Technology		Executive Board Meeting (Continued) Science-Technology		

search, Organic Chemicals Division, Monsanto Chemical Company, St. Louis, Mo. *The Technical Library in an Industrial Organization.*

Other speakers to be announced.

SCIENCE-TECHNOLOGY DIVISION—
PHARMACEUTICAL SECTION
Tour of pharmaceutical libraries in Manhattan.

SCIENCE-TECHNOLOGY DIVISION—
PUBLIC UTILITIES SECTION
Visit to Bell Telephone Laboratories, Murray Hill, New Jersey.

TRANSPORTATION DIVISION
Guests of the Institute of Life Insurance and the Life Insurance Association of America at the Institute. Tea.

3:30-5:30

RECEPTION
New-York Historical Society. Library visit, exhibits and refreshments. All convention visitors invited.

5:00-6:30

PUBLISHING DIVISION
Meeting at *Time* and *Life* Library. Refreshments.

5:30-6:30

BIOLOGICAL SCIENCES DIVISION
Reception preceding dinner at New York Academy of Medicine as guests of the Academy and Hoagland Library.

Dinners

6:30

BIOLOGICAL SCIENCES DIVISION
Buffet supper at New York Academy of Medicine. Visit to libraries.

FINANCIAL DIVISION
Dinner at historic Fraunces Tavern. Speaker: August Maffry, vice president, Irving Trust Company, New York. *Ferment in Asia.*

SCIENCE-TECHNOLOGY DIVISION
Division Dinner.
Speaker: Albert S. Davis, Jr., resident attorney, The Research Corporation. *Legal Aspects of Machine Documentation.*

Thursday, May 29

**Morning
8:30**

FINANCIAL DIVISION
Breakfast and business meeting.
Note: Visits to the New York Stock Exchange are being planned for out-of-towners. Reservations required.

NEWSPAPER DIVISION
Breakfast.
Symposium on methods and current problems. Speakers and subjects to be announced.

9:30-11:30

MUTUAL LIFE INSURANCE COMPANY
Invites all convention members for a tour of their new building, and a visit to their libraries, with mid-morning refreshments.

ADVERTISING DIVISION
Meeting. Subject to be announced.

GEOGRAPHY & MAP DIVISION
Panel Discussion: *Keys to Map Evaluation.*

Speakers:
Richard Edes Harrison, cartographer. *Modern Maps.*
Mrs. Clara LeGear, Library of Congress. *Historical Maps.*
Bill Woods, University of Illinois. *Classroom Maps.*

Panel Discussion: *Map Procurement.*

Speakers:
Ena Yonge, American Geographical Society.
Helmuth Bey, Rand McNally & Company.
Ernie DeWald, Army Map Service.

HOSPITAL DIVISION
Visit to Lederle Laboratories at Pearl River, New York.

INSURANCE DIVISION
Business meeting.
Movies at Metropolitan Life Insurance Company.

PUBLISHING DIVISION
Annual business meeting.

SOCIAL SCIENCES DIVISION
Visits to libraries of the New York School of Social Work, H. W. Wilson Company and the Municipal Reference Library.

**Luncheons
12:00**

HOSPITAL DIVISION

Guests of Lederle Laboratories, Pearl River, New York.

**PUBLISHING DIVISION
Luncheon.**

**Afternoon
1:30-4:30**

**ANNUAL BUSINESS MEETING
Special Libraries Association.**

**Evening
6:00**

BOAT RIDE

New York Harbor and East and Hudson Rivers. Box supper.

**POST-CONVENTION PROGRAM
Friday, May 30**

**Morning
9:00**

EXECUTIVE BOARD MEETING

SCIENCE-TECHNOLOGY DIVISION

Institute on the *Administration and Use of Unpublished Research Reports*.

Symposium on Technical Reports.

Technical Reports: The New Literature of Science. Genesis of Report Literature; Producers and Sources; Acquisition: Channels and Techniques; Building a Collection.

Processing and Cataloging of Reports. Bibliographic Identification and Organization; Housing and Storage; Cataloging in a Large Reports Organization; Cataloging of Reports in a Library.

**Afternoon
2:00**

EXECUTIVE BOARD MEETING

SCIENCE-TECHNOLOGY DIVISION

Symposium continued.

Controlled Distribution. Factors Affecting Availability of Reports; Confidential Company Reports; Security Problems of the Libra-

ry; Accountability Record for Security; Classified Reports.

Exploiting Report Literature. Reference Use of the Collection and Its Catalogs; Integration of Report Literature and Journals; Ways and Means of Reaching the Consumer; Reports of Librarian: Requirements and Opportunities.

A detailed program of the Science-Technology Division Post-Convention Institute appears on page 140.

Cost of Meals and Trips

MEALS

Prices include tax and gratuities:

Sunday, May 25. Luncheon at the Vanderbilt Hotel, \$5.00.

Tuesday, May 27. Luncheon at the Hotel Statler, \$6.00.

TRIPS

Sunday, May 25. Sightseeing trip to the Cloisters in chartered buses starting from the Vanderbilt Hotel and returning to the Hotel Statler, \$2.00.

Thursday, May 29. Boat trip, two and one-half hours, includes box supper, \$3.50.

All SLA members are cordially invited to participate.

Convention Travel

SLA members planning to attend the SLA Convention in New York, May 26-29, 1952, are urged to make their travel reservations early in order to secure desirable transportation. The New York Central System warns that Pullman travel is heavy and that advance reservations should be made. SLA members who would like information or accommodations on the New York Central may write to Mrs. Joan V. Beckman, assistant to assistant vice-president, New York Central System, 466 Lexington Avenue, New York 17, N. Y.

LIBRARY of the UNITED NATIONS

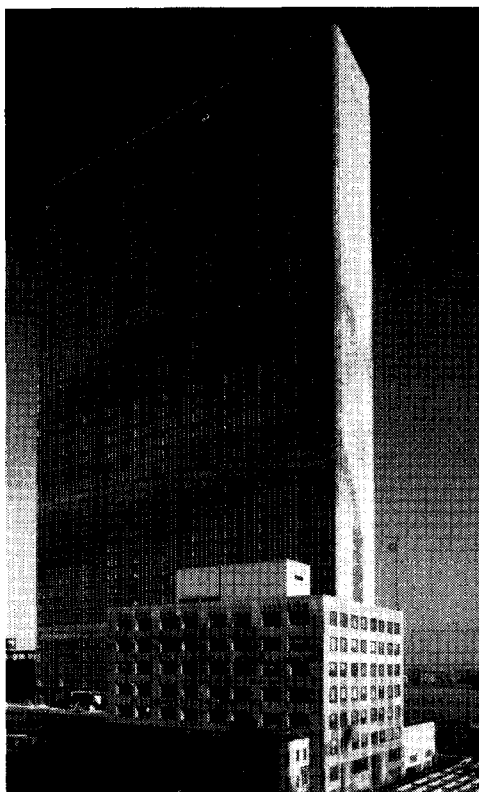
THE UNITED NATIONS Headquarters Library occupies a seven-story building at First Avenue and 42nd Street, New York and adjoins the secretariat skyscraper. It is a private research library intended primarily for the use of the delegations, the secretariat staff and other official users.

Holdings

The holdings of books, periodicals and official government documents now number approximately 150,000 items selected on the basis of need in the subjects actively considered by the United Nations. Emphasis is upon basic materials in the fields of international relations, international law, economics and social problems. The collection is increased at an annual rate of 7,500 volumes obtained through purchase, gift or exchange, and an intake of over 100,000 pieces in the categories of official documents and gazettes from seventy-two governments, and a large number of current periodicals.

The main library houses the largest part of the collection and offers reference and loan services through a central loan desk and reference room in addition to special collections on different floors. A selection of about 10,000 volumes forms the basic reference collection in the main reading room. Current issues of approximately 2,000 periodical titles and back files of 150 newspapers are available in a periodical room which maintains a separate loan service.

The entire third floor is devoted to the library's collection of the documents and publications of the United Nations and the specialized agencies, together with books, periodicals, pamphlets and ephemeral material concerning them. It,



also, maintains an active reference and loan service.

The fourth floor is devoted to the Woodrow Wilson Memorial Library, the gift of the Woodrow Wilson Foundation in 1950. It includes sets of documents of the League of Nations and books dealing with the League and the peace movements and international relations during the period between the two World Wars.

A collection of about 40,000 maps and 3,000 geographic reference books (atlases, gazetteers, guides, etc.) is located on the ground floor with a specialist in charge.

Other special collections of interest are those of microfilms, clippings, bibliographies and pamphlets.

Services

The services of the main library are supplemented in the secretariat building by four branch libraries in substantive departments: Economic and Social Affairs, Security Council Affairs, Legal Affairs, and Trusteeship and Information from Non-Self-Governing Territories. These libraries contain small collections of the most-used reference books and highly-specialized portions of the library's holdings in appropriate subjects. Professional librarians conduct reference and loan services and act as liaison officers between members of the departments and the main library. Communication is maintained by telephone, and an underground pneumatic tube from the library building rapidly delivers library materials to the secretariat building where they are transferred to a conveyor belt which delivers them to the appropriate floors.

Because of the comparative newness of the United Nations Library and the limitations imposed upon the acquisition program, much use is made of the resources of libraries in the metropolitan New York area through interlibrary loan.

The United Nations Library is unique among special libraries, both in the nature of its collections and services. Its clientele for the most part consists of highly-specialized research workers studying international problems of every conceivable type; its collections emphasize official sources of information, and its services are adjusted to the extensive and varying interests of the organization.

The January 1952 issue of **SPECIAL LIBRARIES** is out-of-print. Any copies of this issue will be gratefully received at SLA Headquarters, 31 East Tenth Street, New York 3, N. Y.

ASLIB

Consultancy Service

As a further step in its work of assisting the establishment and development of information services and special libraries, ASLIB has introduced a consultancy service in its 1952 program.

The purpose of the service is to provide on a fee basis, authoritative advice on any matter affecting the economical running of these services ranging from a specific process in an existing establishment to the planning and installation of a completely new information or special library from its beginnings. The consultancy service draws upon the entire resources of ASLIB headquarters and goes hand in hand with research into library and information techniques, so that clients may have the benefits of the most up-to-date and economical methods. The service covers layout and use of premises, equipment, staffing, book selection, loan systems, circulation of information, records of all kinds, interlibrary cooperation and outside services.

No charge is made for the initial consultation beyond incidental expenses. The consultant estimates the probable cost of the project to the client, the amount of time involved and its feasibility. Charges are kept to a minimum and reduced rates are available to ASLIB members.

Additions to SLA Loan Collection

The following items are available for loan from SLA Headquarters: *Subject Classification for Filing Office Management Material* (Metropolitan Life Insurance Company); *List of Subject Headings Used in Card Catalog at Esso Laboratories Library* (Esso Standard Oil Company); *Classification Scheme of the Lamont Library* (Harvard University); *Classification of the Library of Union Theological Seminary*; *Library Classification System for the Literature of Industrial Hygiene and Allied Subjects* (Lorraine Sullivan and W. C. L. Hemeon); *Dewey Decimal Numbers Assigned to Trade Catalogs, Sample Expansion of Dewey Decimal System, Subject Headings* (International Harvester Company).

BRITISH LIBRARIES and Information Agencies

Dr. Louis Shores is dean of the School of Library Training and Service, Florida State University, Tallahassee, Florida.

B RITISH LIBRARIANSHIP is deserving of closer study by us. I have the uncomfortable feeling that they know much more about our professional practice and thought than we do of theirs. They respect and admire the tremendous innovations that have come from the United States and they most graciously acknowledge the debt libraries owe to American enterprise.

But they have, also, reservations about much that we are doing and thinking. Chiefly, they believe we place an over-reliance on quantitative research. They fear we have developed a generation of professional investigators who believe that all they have to do is to count something — books, readers, circulation, questions, money — indeed anything, and the resulting figures, formulae or tabulations will impress a considerable portion of the profession. British librarians are skeptical about our excessive number of surveys, our universal adoption of the questionnaire, our acceptance of the new-type tests as a measure of students' professional competence. Nevertheless, British librarians read all of our surveys, quantitative studies and other writings, take our tests experimentally and try our techniques open-mindedly.

On their own, British librarians have matched our investigations with approaches that appear more old-fashioned. The Library Association, for example, has a number of "working parties"

(committees to us) engaged in significant investigations. The range of subjects indicates a diversity of interests as varied as ours.

My field of interest over here is reference. Already I have come to appreciate the profound influence the last great war has had on the fundamental concept of the reference function British librarians now have. This concept should interest us especially in the special libraries field.

Perhaps the best way to indicate this concept is to observe that there appears to be more cooperative reference activity here than in the United States. Partly this is due to the shorter distances between centers and the centralization of so much effort in London. But also this cooperation is the result of a greater feeling of urgency and the initiative of certain agencies. The urgency is stimulated, of course, by the proximity of the war locale and the experience during the blitz. Overpowering is the feeling that somehow the vast collection of information must be disseminated in such a way as to reach the right places at the right time.

Of the various agencies active in developing cooperative reference, I should like to mention three because of the implications of their activities for SLA, and indeed for the whole library profession.

The first of these agencies is the Department of Scientific and Industrial Research, referred to as the D. S. I. R. It was established during World War I, in 1916, about the same time as our National Research Council, "to promote

and organize scientific research, with a view especially to its application to trade and industry." The Department has fourteen research organizations which cover the entire range of natural and applied sciences, except medicine and agriculture, and aids some forty industrial research associations.

Among its most important missions is dissemination of information. The D. S. I. R. in a recent bulletin quoted my good friend, Dr. Larkey, who wrote in the *Bulletin of American Medical Library Association* as follows:

"It has been estimated that about a million useful scientific articles are published yearly in some fifty thousand scientific journals and yet about half of these are never indexed or abstracted anywhere. To all intents and purposes half-a-million articles are lost and the research might just as well not have been done . . ."

The D. S. I. R. following through on that statement has proved that eventually nearly ninety per cent of the useful scientific and technical papers are abstracted somewhere but that it is difficult to find the abstracts through existing indexes. Through its library reference facilities, which the D. S. I. R. calls "Intelligence," the Department is undertaking to act as a reference clearing house for scientific and industrial research on a large scale.

A second agency with a reference concept in advance of present practice is ASLIB, the British counterpart of our SLA. The Association of Special Libraries and Information Bureaux was founded in 1924. It aims to be the "master key to the world's information and research." Primarily, it is a reference clearing house for libraries and information agencies. It is, so to speak, the reference wholesaler for libraries. In most instances, ASLIB does not itself answer the question but it directs agencies and libraries to the best sources for these answers.

Today ASLIB offers some twelve important services. Those include an inquiry bureau covering all specialist fields, an index to unpublished translations of important researches, a panel of

specialist translators, a documentary reproduction service, an index to university research theses and microfilms of wartime enemy technical journals, just to mention a few. It publishes *ASLIB Information*, *ASLIB Proceedings*, *ASLIB Booklist*, and the *Journal of Documentation*. Memberships and a subvention from the D. S. I. R. finance ASLIB's activities. American libraries, and particularly special libraries, will find ASLIB membership profitable.

The third agency is the national professional organization, the Library Association at Chaucer House. In its headquarters it maintains a distinguished reference service for libraries and librarians. The L. A. Library with its outstanding collection in librarianship provides an incomparable clearing house on professional matters. Publishers and booksellers, no less than librarians, turn naturally to the L. A. for information on subjects relating to the book trade, to libraries and to peripheral areas. But libraries and librarians also seek help from the L. A. on fugitive questions, and the L. A. Library has a remarkable record helping libraries to help their patrons. L. A. does it in a self-effacing way, too. It turns the answer over to the library so that the library will get the credit with its patron for the service.

Besides the *Library Association Record*, the L. A. publishes many important professional books and serials. More American Libraries would do well to become members in the L. A. They can save money on L. A. publications that way as well as on the *Record*.

These are merely some random professional impressions. The key implication for us is more inter-library reference cooperation.

This is an excerpt from a letter written by Dr. Shores in London where he is spending a year on a Fulbright award. The letter appeared in the Louisiana Chapter Bulletin, February, 1952.

LIBRARIES

An Industrial Catalyst*

Mr. Granfield is records administrator, Aeronautical Division, Minneapolis-Honeywell Regulator Company, Minneapolis, Minnesota.

JUST AS A CHEMICAL CATALYST serves to accelerate a reaction between various chemicals, the library of today serves to accelerate the reactions of industrial research and design. In the years gone by, when technical literature was lacking or meager, engineering development meant laboratory investigation above all else. As Charles R. Hammond, librarian at the Naval Ordnance Laboratory once said, "Discoveries in science may be made in two ways. One method is to start from scratch and use trial and error learning, experimentation and straight mental work; the other begins by reading what others have done, profits by their discoveries and errors, and applies original thinking during new experiments or in formulating new ideas suggested by reading."

The aeronautical industry has been characterized by rapid growth and application over the past twenty years. Equipment becomes obsolete very quickly. It has been said that a newly-constructed aircraft being flown for the first time is obsolete compared with the new one on the drafting board. There is continual pressure on research and design engineers to invent, devise and develop new instruments. The designers obviously do not have the time available to try everything in a given field themselves, nor do they have the money available to do so. They must take advantage of the work of others elsewhere—in their own company, in other companies, in

government and private research firms or in the universities.

Technical Men Write

Fortunately, scientific men such as professors, engineers and researchers record the fruits of their work. They are very conscientious about writing and publishing papers, articles, books and reports on their findings. In general, the rewards of science are not as lucrative as those of many other professions, and recognition is often the sole reward for many months or even years of hard work. As a result, scientific men write voluminously. There are more than 30,000 different scientific and technical journals published either monthly or quarterly, to say nothing of other publications such as reports, books, pamphlets and memoranda.

However, knowledge, as represented by such prodigious writings, is of no value unless it is properly promulgated. The acquisition of knowledge is important; however, the judicious dissemination of knowledge is equally important.

It is apparent that today, scientific literature has attained tremendous proportions, and the volume increases at a much faster rate than it is digested and efficiently utilized.

The Industrial Library

The industrial library was born of such a condition. As the very existence of SLA will testify, special industry and public libraries are designed to aid in efficiently utilizing the scientific litera-

* Paper presented before the Science-Technology Division, Engineering-Aeronautical Section, on June 18, 1951, at the SLA Convention, in St. Paul, Minnesota.

ture that is produced in such large quantities.

In terms of dollars and sense (spelled S-E-N-S-E), industry today just cannot expect to do an efficient job of research and development without the ready and easily accessible material that company and community libraries can offer them. At first, it might seem that the relatively small collection of printed material which makes up the average industrial or special library would be far too limited to supply all the information needed in the development of a new product. But the effective library is more than a depository for books. To be an industrial catalyst and provide the reactions that aid, stimulate and generate new engineering developments, the modern industrial library must provide not only an up-to-date collection, it must bring to the attention of interested people such new materials as will be of value. The industrial library must also follow the emphasis, or shifts in emphasis, that take place within its organization, so that the library material

will mirror the latest research and design projects which are in process and even contain material which will be used in contemplated projects for the near future.

The librarian is the key factor in a successful library, and raises the caliber of his library in proportion to the service he gives. The constant users of a library, awoken to the realization that the librarian is not only rendering immediate aid, but is anticipating many of their future needs.

Library Research

The industrial library must be a dynamic force in the research and design process if it is to be an industrial catalyst. Rapid progress occurring in all fields of science, as well as economic, social and legislative changes, has increased immeasurably the amount of information necessary to the successful functioning of an organization.

The library's part is to acquire and to disseminate this information as rapidly as possible. The service given by the library is not limited; it extends to every department and individual as well as to some outside the organization. Because of contacts with other libraries, knowledge of where elusive information may be found and cognizance of source material, the library is the logical clearing house for all requests for factual matter.

As an example of the importance of the library to a large industry, consider the DuPont Corporation. To expedite fact-finding, the DuPont organization maintains twenty-seven libraries containing approximately 100,000 books and bound magazines pertaining to the chemical manufacturing business. In addition to these organized libraries, collections of technical publications are maintained at those plants and offices where a formal library is not needed.

DuPont activities cover broad areas in this field. The company consists of ten industrial departments, each a separate business unit, functioning inde-

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pendently, with eleven auxiliary departments serving the entire group.

The library organization, too, is departmentalized, each with its own staff of librarians, even though in practice their services are highly interrelated through a cooperative system of inter-library loans and dissemination of intra-company information. Special material on file in one library can be and is made available to the others.

Hence, it is apparent that the research or design engineer these days should spend much more time in the library, and correspondingly less time in the laboratory, than is the general custom.

In tackling a new project, research and design engineers plan first to learn as much as possible about the subject—the prior art as the patent attorneys say. Otherwise, they might waste months working on a problem only to find that their experiments had been duplicated years before. The initial work starts in the library with a study of all the facts that may have a bearing on the project. Has the product been made before? By what methods? How close to it have other technical men come? What methods did they use? What will compete with the new development? What materials are best? What do competitive products cost? How large is the market? What about cost and availability of raw materials? What equipment is required? What about patent coverage? Library research will overcome two serious errors often made by scientists and engineers: duplication of work described completely and failure to appreciate inventions described almost verbatim in the literature. *The library is unsurpassed in importance as the source of knowledge.*

I see evidences of this method in operation every day because I happen to work for a scientific research and design establishment. But this method is applicable in all industry—in all fields of endeavor. Before one can create, one must have the proper background and knowledge in our complex society, books,

magazines and technical writings give us the vital information on what has been done before, what new materials are available, etc. In other words, assuming that time and money are vital factors, before you can invent an autopilot, before you can patent it, before you can write advertising copy for it, before you can devise the psychological test to get the best type of personnel to design, advertise and produce your autopilot—you must do some detailed research and study in your library. The trial and error alternative isn't much help if there is a six-months contract deadline to meet.

The Engineering Design Process

The design engineer's starting point at Honeywell is the engineering project specification or the "design spec." From this specification the design engineer obtains his first, formal written description of the requirements that must be met to complete a production specification for a salable finished product.

The design specification is the fruit of preliminary engineering analysis, and study and investigation by the Sales, Research, Experimental and Design Engineering Departments. These departments, with the aid of the engineering library, consider the general nature of the specific problem involved, and gather all available pertinent information. The design specification represents the best attempt to establish the engineering parameters of the system, component or device that will accomplish the desired function. After receiving it, the design engineer's first task is to study and analyze all of its details. These include administration and cost information and references listing sources of further information for the design engineer. Other questions will crop up in the design engineer's mind as he studies the design specification, and will require further investigation before he can begin his actual design work; consultation with his design group leader, project engineer, or design supervisor will help clarify these points.

As an understanding of the whole problem begins to take shape in the design engineer's mind, some methods of attack will suggest themselves to him. He should investigate, study and consider each of the likely approaches to a satisfactory design. Here it is likely he will find the facilities of the library of value to him. Then, at the earliest practicable moment the design engineer should decide upon the approach to the design problem that offers the most promise and begin what is known as the design layout.

Upon completion of the design layout, in addition to carrying the main load of the continuing design process, the design engineer begins to function as a directing and coordinating member of a "production design team," and ceases to be a one-man operation. This production design team consists normally of representatives in the Test Department, Materials Section, Drafting Department, Model Shop and Methods Group. All of these members use the design engineer's finding as a point of departure for their contributing functions. Here again, the use of the library is of prime importance. The Materials group must keep up with all the latest developments in metals, plastics and fabrics, while the Methods group must be aware of the latest techniques for fabrication such as powder metallurgy, unionmelt welding, hot and cold injection molding, investment casting and machinery methods.

Conferences for the production design team members are held periodically during the parallel development work carried on by the various team members. These conferences provide a vehicle for the exchange of information that is acquired by one group and is of value to another group. For example, the Methods group needs to aid design in acquiring best possible know-how regarding the limitations of existing machines and methods, keeping in mind that new tools and methods may be needed to meet new design requirements.

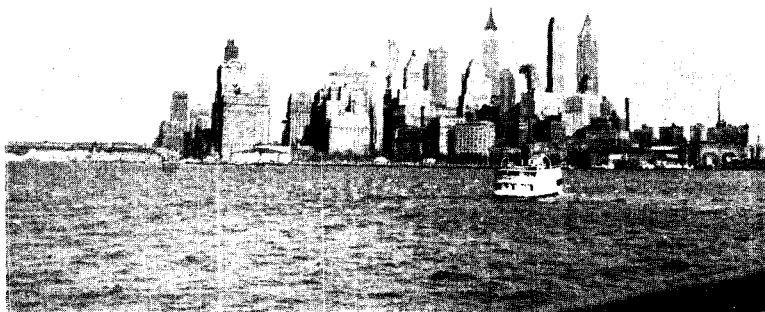
Thus, it is evident that all throughout the engineering design process the services provided by the engineering library are a vital gear in the operation. The library provides the source of knowledge which saves untold hours of experimentation, trial-and-error-testing and design delays.

Summary

Thus, the library serves as a catalyst; by obtaining, maintaining and providing information that saves valuable time in the design or development of new industrial products. However, here at Honeywell, and in practically every industrial organization, the library is more than a catalyst. The chemical catalyst remains unchanged at the end of the reaction which it aided; in a technological reaction, the catalytic library receives the fruits of the reaction. For as the engineering design process is completed for a particular project, the research and design engineers write reports that record their objective technical findings and conclusions. These reports are the pioneer documents of scientific and technological progress. They are the manifestations of the division of the modern design process into innumerable yet interlocking compartments. They are the raw materials of books and of later articles in journals, the embryos of new processes, new products, new machines. As source material, they are often the only record of a man's achievement. And equally important, these reports help make the industrial library self-perpetuating. Hence, we have a library stimulating the design process as a catalyst and receiving the benefits of that stimulation in the form of further technical information and literature.

SLA Featured

A story about outstanding special libraries in the New York area appears in the March 15 issue of *Library Journal*. The author is Harold L. Roth, assistant librarian, *The New York Times*, member of SLA's Newspaper Division.



THIS IS NEW YORK

“NEW YORK may seem to have an excess of people, buildings, and other things, but Nature herself sets just such an example with her excessive production of flora and fauna to insure continuity and the survival of the fittest. Most important in the process, however, is adaptation to the environment. This is one of the secrets of the city’s thriving, and the process is twofold: people are constantly adjusting themselves to one another and also to their continuously changing surroundings. A new kind of freedom emerges from this process, a freedom unknown in the country or in smaller communities, where people are bound by the slow procession of the seasons and the strictures of nature and there is less change both in people and in their surroundings. There is much routine in New York, but it is flexible. There are wide choices and maximum opportunities among those variables which break monotonies and provide stimuli.

“That is the real difference between the large city and smaller communities. To New Yorkers, adjusted to the scale and pace of their town, most of the city’s wonders are taken as a matter of

course. The lasting satisfactions come from the variations, great and small, made possible by the everchanging patterns of existence. One may enjoy greater privacy in New York than almost anywhere on earth; yet most of the city’s facilities, private as well as public, may be used and enjoyed by everyone. Inside their apartments, homes, or private offices, individuals and families may have all the exclusiveness they desire or can afford. But nearly everything else in the city is dedicated to public use.

“Elevators and corridors in buildings are merely continuations of streets and are as freely used, and practically all of New York’s outdoors is free. Moving about the city, from home to work, to the theater, library, or park, in and out of all kinds of buildings, and in all sorts of places, one is seldom conscious of where public and private properties begin and end. Most private values depend on public use. Individuals may buy or lease a little space for their exclusive use, but the rest of the city is shared.

“Although they are not fully aware of it, the people actually own most of the city. The really big things are owned by little people. Most of New York’s three

hundred square miles consists of water, streets, and public places. The streets, subways, and other transit lines, the docks and airports, public buildings, parks, city hospitals, schools, colleges, public housing, fire and police stations, water and sewer systems, and hundreds of other facilities belong to the people.

"There are large groups of buildings and facilities that are nominally in private ownership and control, but they also represent the savings of multitudes and are dedicated to public uses. No wonder New Yorkers feel that they own their city and are at home almost anywhere, indoors and out. And everyone contributes in one way or another toward making the system work. We may not know what the men or women next to us in the subway do for a living, but, no matter what they do, all derive some mutual benefit from the separate activities of each. A tired-looking woman clinging to a subway strap may not know it, but the bank in which she is putting her weekly savings may hold a mortgage on the office building where she mops floors, thus making her one of its owners. The butcher, baker and candlestick maker not only exchange goods and services but also contribute to and

receive benefits from all the rest.

"And people in New York get along well together. All kinds of people, going about their business, have somehow learned common decency, good will, and the spirit of mutual tolerance and consideration. They are orderly and have a code that is quite as effective as written laws in keeping the peace. Police work consists largely in giving traffic directions and in hunting down the relatively few vicious individuals and organized groups in the city, leaving the masses of New York in the main to police themselves. If democracy means a way of life in which the maximum number of persons, of every race and creed, live in close daily contact with a maximum of freedom, then New York is an outstanding example of applied democracy based on mutual interests and self-imposed discipline."

This is an excerpt from *New York: The World's Capital City* by Cleveland Rodgers and Rebecca B. Rankin (Harper, 1948). Miss Rankin is librarian, New York Municipal Reference Library, New York, N. Y.

Rodgers, Cleveland and R. B. Rankin
New York: the world's capital city;
its development and contributions to
progress. (N.Y.: Harper, 1948. 398p.)

A present day picture of the city against a background of its history and economics, featuring its remarkable development from the days of the burgomasters to its present distinction as a world's capital. The chapters on commerce and shipping give one the sense of an island city and a great port. Harry M. Lydenberg describes the book as a "worthy picture of a dynamic city" and comments, "Name a better summing up of the essential elements of the city than is given in the chapter on 'The quintessence of New Yorkism'."

Rothery, Agnes

New York today. (N.Y.: Prentice Hall, 1951. 279p.)

Demonstrates the special attractions New York holds for the author. She affectionately portrays its best known aspects from Ellis Island to the United Nations.

Morris, Lloyd

Incredible New York. High life and low life of the last hundred years. (N.Y.: Random House, 1951. 370p.)

A cultured man of the world cultivates his predilections for Manhattan—recollections of all facets that are spectacular, theatrical, flamboyant and mundane. His suavely written social history contains a mass of information on the rites, customs and shibboleths of society.

Through facts and tables the author shows what has made the city famous (or infamous). Lloyd Morris puts the emphasis on the adjective in his *Incredible New York* and stresses the high life and the low life of the last hundred years in Manhattan.

White, E. B.

Here is New York. (N.Y. Harper. 1949. 54p.)

An urbane essayist distills the very essence of being a New Yorker and tells what the city is like—and why.

STORY OF A Famous Theological Library

ONE OF THE MOST agreeable buildings of the Gothic revival in London looks across the Thames from Victoria Embankment. It was designed by Sir Arthur Blomfield in the 1880's to grace the embankment which had been completed a few years earlier. When the visitor is told that it is the home of Sion College he invariably wants to know what manner of college that might be.

Today Sion College is chiefly renowned for its library which is maintained for the benefit of the clergy and students of theology and cognate subjects. Though originally restricted to the clergy of the City of London, it now welcomes not only members of the clergy from home and overseas but also young men in training for the ministry.

Just now the college buildings are nearing the end of their restoration after the damage by bombs during World War II which destroyed many books. Not all the stained glass in the hall and library has yet been made good, but some fine windows depicting the most illustrious English poets are in place in the library, which has been handsomely redecorated and provided with new lighting.

Sion College owes its existence to Dr. Thomas White, the incumbent of the

As the Rector of St. Vedast, a City of London church, Canon Mortlock is a Fellow of Sion College, the subject of this article. He is a member of the staff of the London *Daily Telegraph*, and under the name of "Urbanus" he has for over thirty years been the author of a personal column in the *Church Times* of London. He has toured the United States and many other countries as a preacher and lecturer. He is a Canon of Chichester Cathedral in the English county of Sussex.

City parish of St. Dunstan-in-the-West, who among his many benefactions for the advancement of learning, charged his executors with the setting up of a college for the clergy of the City of London to help them "to show more clearly to the people in general the light of their unity, their orthodoxy and the uprightness of their ways."

The first home of the college was in another part of the City in the remains of an ancient religious foundation which had from 1331 to 1530 served as a hospital for the poor and blind. Soon after its foundation, the Rev. John Simson, rector of St. Olave, Hart-treet, one of White's executors, planned the addition of a library. What is more, he raised the necessary funds to build and furnish it. As it has turned out, the library has become the most important feature of the college. Simson is regarded as a second founder, and his name was embodied in a revised charter which was confirmed by Charles II in 1664.

Within two years the Great Fire of London destroyed the buildings and many of the books. Nonetheless, with the help of gifts and loans the City clergy rebuilt their college, and the library began to take on the character which today makes it one of the most notable in England, particularly on its theological side.

In 1682 it acquired about half of the library of Sir Robert Cooke. Soon other valuable collections were given or bequeathed, and by 1710 the college had attained such eminence in the world of books that by the Librarians Act, passed that year by Parliament, it received by right a free copy of every book printed

in London. This privilege continued until 1837 when it was surrendered in exchange for an annual money grant from the Treasury by which the college is enabled to buy new books, but not, unfortunately to the extent desirable, owing to the shrinkage of money value.

Library Treasures

The library now contains some 200,000 volumes. Thanks to a generous grant from the Pilgrim Trust the vast work of recataloguing has been made possible. Among its treasures is the only copy of a York *Breviary* of about 1330, consisting of 450 vellum leaves; the only perfect copy of the first book printed in London, a work of Aristotle issued in 1480; the first book printed on English-made paper in 1495; a 15th century copy of the *Canterbury Tales*; and a fragment of a manuscript of the Gospel written in Greek about 1050.

The college is governed by a court consisting of a president, two deans and four assistants who are elected annually by the Fellows of Sion College. These Fellows are the rectors of the City of London parishes and those of parishes contiguous to the City.

Throughout its history the connection of the college with the Royal Family has been maintained, as, for instance, when it presented the young Prince Charles of Edinburg with a specially bound copy of the *Book of Common Prayer* as a christening gift.

Torrey, Raymond H. and others.

New York Walk Book. (N.Y.: American Geographical Society, 1951. 336p.)

The book is directed largely to walks within reach for one-day outings. Descriptions of the country covered and notes on its geology, flora, history and folklore accompanying the walk directions. Pen and ink sketches reveal scenes and features to be looked for. Topographical trail maps in colors and location maps showing roads and railroad routes to parks and observations are included in this walkers' manual.

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Please Mention Special Libraries When Answering Advertisements

President's Message:

The Real Strength of SLA

IN THE UNITED STATES there are now twenty-five different national library associations, a Council of National Library Associations that includes a large number of these associations, at least sixty-two different state and regional library associations, besides numerous local chapters of several of the larger national associations, county groups, city groups, etc.

Why so many?

And how valuable are they—to you, and to the library profession?

In a paper read recently before a meeting of the Texas Chapter of SLA, George Bonn (associate librarian, Rice Institute) offered some answers to these questions, based on a survey questionnaire sent to all SLA chapters and all state library associations. One point in the survey stands out clear and strong: Special Libraries Association holds a unique and valuable spot for all librarians, everywhere.

As a professional librarian, one wants to meet socially and professionally with other librarians nearby, to exchange general library experience with them, to

develop contacts among them that help in one's daily work. SLA, through its regular local chapter meetings several times a year, gives you this.

It is advantageous to know all the librarians who are working in the same subject field. This is possible through your SLA division, its bulletins, projects and annual convention meetings. Learn "what's new" among fellow librarians and how problems similar to yours are being solved.

On the national and international level it is vital to have the support and aid of a strong organization that can speak for one to legislative bodies, to employers, to library schools and that can help set and define professional library standards. A central source is essential for job information, for data drawn from libraries all over the world, for publicizing service of special librarianship. You want the benefits of research and publications that only an international organization, through the cooperative effort of many members, can offer.

You obtain all this help and support through the prestige and power of the Special Libraries Association.

These points, and others, are emphasized in Mr. Bonn's report, plus this comment: "SLA is designed from the bottom up. The organization, for whatever need, goes from local to national." It concludes: "Perhaps here we have the secret for any strong, active, progressive organization: Great local strength and interest. Perhaps also, we have here the start of real unity in the library profession as a whole: strong local groups organized around a common interest."

GRIEG ASPNES.

Notice of Annual Meeting

As required by By-Law VIII, Section 1, notice is hereby given that the Annual Business Meeting of Special Libraries Association will be held Thursday May 29, 1952, at the Statler Hotel, New York, in connection with the Annual Convention of the Association.

GRIEG ASPNES, *President*
KATHLEEN B. STEBBINS,
Executive Secretary

POST-CONVENTION PROGRAM

Symposium on Technical Reports

THE SCIENCE-TECHNOLOGY DIVISION of SLA has organized an *Institute on the Administration and Use of Technical Research Reports* which will be presented as a post-convention feature of SLA's Forty-third Annual Convention to be held in the Statler Hotel in New York City.

A symposium is planned for May 30-31, 1952, to present the facts about technical reports and their importance in library service to scientific personnel.

More than 150,000 unpublished research and development reports relating to national defense alone are issued annually in this country at the present time. These reports, prepared by numerous industrial and university contractors and by government laboratories throughout the country, present new

and highly specialized problems of library administration.

The program will be of particular interest to all librarians and technical information personnel who are concerned with technical reports and the problems in handling them. It will attempt to answer the basic questions about this new body of scientific and technical literature: What is this report literature? What brought it about? Where does it come from? How is it distributed? Where does it go? Where is it kept? What limitations and security restrictions are placed upon its use?

Speakers on the program will represent government agency, university, and industrial libraries which are active in the dissemination and control of technical reports of major research organizations.

PROGRAM

Friday, May 30, 1952

Technical Reports: The New Literature of Science 9:00 A. M. - 10:30 A. M.

1. *Genesis of Report Literature*

E. Eugene Miller, deputy chief, Armed Services Technical Information Agency, Baltimore, Maryland

2. *Acquisition: Sources and Techniques*

Eugene B. Jackson, chief, Division of Research Information, National Advisory Committee for Aeronautics, Washington, D. C.

3. *Building a Collection*

John H. Hewitt, documents librarian, Research Laboratory of Electronics Massachusetts Institute of Technology, Cambridge, Mass.

4. *Maintenance and Reduction of a Collection*

Jerrold Orne, director, Air University Library, Maxwell Air Force Base, Alabama

Processing and Cataloging of Reports 10:40 A. M. - 12:30 P. M.

1. *Bibliographic Identification and Organization*

I. A. Warheit, chief, Reference Branch, Technical Information Service, Atomic Energy Commission, Oak Ridge, Tennessee

2. *Housing and Storage*

Saul Herner, librarian, Applied Physics Laboratory, Johns Hopkins University, Silver Spring, Maryland

3. *Cataloging in a Large Reports Organization*
Mrs. Eleanor J. Aronson, head, Catalog Unit, Navy Research Section,
Library of Congress, Washington, D. C.
4. *Cataloging of Reports in a Library*
Edith Francis, librarian, Northrop Aircraft, Inc., Hawthorne, California,
and
I. G. Carlson, head, Document Analysis Section, Naval Electronics
Laboratory, San Diego, California

Controlled Distributions

2:00 P. M. - 3:30 P. M.

1. *Factors Restricting Availability of Government Reports*
Louis Cantor, supervisor, Technical Reports Files, Applied Physics
Laboratory, Johns Hopkins University, Maryland
2. *Security Problems of the Library*
Lt. Comdr. J. Heston Heald, documentation consultant, Office of Naval
Research, Washington, D. C.
3. *Availability of Industrial Research Reports*
Kenneth H. Fagerhaugh, assistant librarian, John Crerar Library,
Chicago, Illinois
4. *Reports Service to Industry*
Mrs. Dorothy Graf, chief, Library Section, Office of Technical Services,
Department of Commerce, Washington, D. C.

Exploiting Report Literature

3:40 P. M. - 5:15 P. M.

1. *Reference Use of the Collection and its Catalogs*
Elma T. Evans, librarian, Cornell Aeronautical Laboratory, Buffalo,
New York
2. *Integration of Report Literature and Journals*
John Bennington, head, Research Library, Brookhaven National Lab-
oratory, Upton, L. I., New York
3. *Ways and Means of Reaching the Consumer*
Charles K. Bauer, assistant chief librarian, Technical Information
Service, Atomic Energy Commission, Washington, D. C., and
Robert S. Bray, assistant chief, Navy Reserve Section, Library of Con-
gress, Washington, . C.
Harold E. Wilcox, Field Representative, Navy Research Section,
Library of Congress, Washington, D. C.
4. *Reports Librarian: Requirements and Opportunities*
Ruth H. Hooker, coordinator, Naval Libraries, Washington, D. C.

Saturday, May 31, 1952

Documentation and the Special Librarian

9:00 A. M. - 10:30 A. M.

1. *Special Librarianship and Documentation*
Mortimer Taube, deputy chief, Technical Information Service, Atomic
Energy Commission, Washington, D. C.
2. *New Methods in Reproduction and Publication*
G. Miles Conrad, documentation specialist, Navy Research Section,
Library of Congress, Washington, D. C.
3. *New Developments in Distribution and Dissemination*
Earl Lee, chief, Document Service Center (CADO), Dayton, Ohio

What's Ahead in Technical Reports and Documentation 10:40 A. M. - 12:00 Noon

Audience participation—questions and answers—clearing house for
personal experiences.

CNLA Committee Report

EIGHTEEN MEMBERS attended the second meeting of the Joint Committee on Safeguarding of Library Materials in an Emergency, Council of National Library Associations.

Some discussion was given over to what had been done in this field in World War II and the current activities of General Services Administration. "Dispersal" of material is one of the methods used to aid in preservation of printed matter. An example of this is microfilming of records for storage in a place distant from where the originals are located.

Three factors which might aid librarians in determining the degree of danger to their libraries are: concentration of population, proximity to war industries, and proximity to military installations.

After discussion of the functions of the committee and its relation to federal agencies concerned with similar problems, it was agreed that the Joint Committee would proceed as a non-official group working with interested agencies but not affiliated with any one agency.

The present membership of the committee will be expanded so that it will consist of four major groups; i.e., Library Associations, Society of American Archivists, American Museum Association, and National Research Councils.

The chairman was authorized to appoint such committees as are necessary to further the work. Membership on these committees will not be restricted to that of the Joint Committee.

Action will be taken as follows:

1. The chairman, Dr. Burton W. Adkinson, will set up an Executive Committee.
2. The Executive Committee will draft a statement of objectives to be distributed to members of the Joint Committee for comment.
3. The Executive Committee will draft a series of questions about avail-

able space to be included in a questionnaire to be set out by the Office of Education.

4. The Executive Committee will establish relations with interested governmental agencies.

5. The Executive Committee will obtain appointees to the Joint Committee from organizations in the four constituent groups. (This will be in addition to those organizations already represented).

6. The secretary, Scott Adams, will prepare a release for publication in the professional journals of the groups.

7. The Executive Committee will explore possible and desirable sources of support for a secretariat.

BETTY JOY COLE,
SLA Representative
CNLA Joint Committee.

SLA DIVISION HIGHLIGHTS

The *Workbook of Division Procedures* was approved in its present tentative form at the March meeting of the Executive Board and Advisory Council in Chicago thereby providing a text for the school for incoming officers. Another recommendation made by the Division Liaison Officer and passed by the Executive Board concerned the various committees closely associated with Divisions. The D.L.O. will now serve on the Publications, Public Relations and Convention Advisory Committees in order to represent Division interests.

Articles in Division Bulletins

The February *Bulletin* of the Business Division includes a Supplement to the *Bibliography of Sources of Trade Names and Trade Marks*, included in the *Trade Names Index* published by Special Libraries Association in 1941. The Supplement was prepared by Agnes O. Hanson of the Cleveland Public Library.

Other interesting articles appearing in this issue are "Evaluation of a Service" by Janet Bogardus, Columbia University, and "Highlights of Business Reference Sources" by Edith W. Finch, Temple University.

MRS. ANGELICA BLOMSHIELD,
Division Liaison Officer.

Clara Heck

Clara Heck is again serving her country, this time as civilian librarian with the Army at Bremerhaven, Germany.

SLA

Chapter Highlights

On studying the semi-annual reports there comes a wonderful feeling of pride in the work done throughout the association. Every Chapter has its own problems and goes about solving them and completing its projects. Heavy personal schedules, distances between officers, slight declines in membership, wide separation of libraries—these are among the recurring problems. The impressive list of projects in last month's issue of *SPECIAL LIBRARIES* is some indication of our vigor and vision. Now for some of the highlights.

Cleveland reports that Agnes Hanson has communicated with all the high schools and colleges in Cleveland and Cuyahoga County in an effort to interest young people in library work as a career. She has made about seventy contacts, and a number of speaking engagements are planned.

Illinois announced plans for a tour March 27 of the new Midwest Library Institute which was opened last fall. In April the members travel to Racine, Wisconsin, to visit the library of the S. C. Johnson Company which has attracted such wide attention.

The *Indiana Slant* carried in its January issue a short history of the chapter and also a membership list.

Louisiana's February *Bulletin* carried an enlightening letter from Dr. Louis Shores, chapter president, who has been spending this year in England under the Fulbright program. He described both the philosophy and practice of British librarianship and its associations. The chapter's winter meeting featured a panel discussion on the merits of subject specialties vs. library training for special librarians.

Milwaukee's president has forwarded an article from the *Milwaukee Journal* for February 10. Calling company libraries "answer factories," a *Journal* staff writer recounted some of the services of special libraries and described a number of Milwaukee libraries. Mention was made of both SLA and the Milwaukee Chapter.

Montreal's Publicity Committee is once again divided into French and English, and coverage for all three meetings is reported to be particularly successful.

New Jersey has joined the ranks of chapters showing a new bulletin format. The February issue carried interesting historical material on SLA and its chapters. Most of the March issue was given over to an excellent report on "Understanding the Microcard,"

based on a talk given at the February meeting by R. W. Batchelder. The March meeting of the chapter was devoted to "The New Jersey State Library and Its Services," with the director, Roger McDonough, as speaker.

Philadelphia's annual banquet in March honored the new librarian of the Free Library of Philadelphia, Mr. Emerson Greenaway, and Mrs. Greenaway. The council has recently completed the revision of its *Manual*.

Pittsburgh's Education Committee announced a change from the scheduled class on periodicals to a series of lectures on parliamentary procedure. William S. Tracy, associate professor of speech at the University of Pittsburgh, conducted the classes, held during March and early April.

In his semi-annual report, the **Puget Sound** president, Lawrence P. Murphy, wrote: "We still must face the perennial questions of how to increase the membership and how to maintain a more active chapter in an area which has a limited amount of big business and which has an extensive geographical obstacle. High mountain passes divide the members in the eastern section of the state from those of the western section and make travel difficult during winter months. Even the members in the Puget Sound area itself are separated by long ferry rides." Mr. Murphy also commented on the five or more other library associations to which members must belong, in an area of high living costs and low average salaries for librarians.

San Francisco's members heard Mme. Suzanne Briet, of the Bibliothèque Nationale, Paris, speak on library training and libraries in France at their January meeting.

Southern California plans to sponsor, at least in part, an institute on problems of technical reports, indexing, etc. The chapter's constitution is in the process of being revised.

Toronto reports: "This season . . . seems to be one of stock-taking. In other years, we either venture abroad to visit other chapters and hold joint meetings with them, or we welcome to our own gatherings visitors from other chapters, either individually or en bloc. This year we seem to be keeping ourselves to ourselves.

"This is being done for a two-fold reason. First, we are mustering our strength and resources to prepare for the annual convention when it meets in Toronto in 1953. And in order to do this properly, we feel we should concentrate this year on ourselves—learn to

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Edited by
Lucille Jackson

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June, 1951

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know our own libraries, our library resources, and, above all, our librarians, so that we can give you a united and royal welcome next year."

Washington, D. C., proudly presented in the February *Chapter Notes* its list of life members, reported by Headquarters to be the longest list in the Association. Fourteen names appear, include Pauline Whitlock, association chairman for life memberships, who evidently practices what she preaches.

Boston and Kansas City bulletins included material from Margaret Kehl's article on reference work which appeared in the *Philadelphia Bulletin*, January issue.

HELEN MARY PYLE,
Chapter Liaison Officer and
Chairman, Chapter Relations Committee.

Award Announced

The Caroline E. Robinson Memorial Scholarship for hospital librarians has been awarded to C. Helen Henry, student at the Western Reserve University School of Library Science, Cleveland, Ohio.

Miss Henry has been a member of SLA since 1935. She was vice-president of the Boston Chapter in 1950-51, and was a delegate to the SLA Convention in St. Paul in 1951.

Obituary

Ford M. Pettit

Ford M. Pettit, a member of SLA since 1928, died Monday, March 10, at Harper Hospital, Detroit, Michigan. He was sixty-three.

Mr. Pettit served for twenty-five years as director of the reference department of *The Detroit News*. Before coming to *The Detroit News* he had worked on a number of newspapers in the midwest.

He was born in Flushing, Michigan, and graduated from Kalamazoo College in 1910.

Mr. Pettit was extremely active in SLA and gave devoted service on the Executive Board as director for two terms, in 1934-36, and again in 1943-46. He was chairman of the Michigan Chapter in 1929-30 when it was known as the Special Libraries Association of Detroit, and he was a member of its executive committee in 1945-47. He was a faithful and untiring worker in the Newspaper Division, holding various offices from 1928 to 1933. He was a regular attendant at conventions and was held in great esteem and affection by his colleagues.

The association is grieved at the loss of this generous and public-spirited member.

Please Mention Special Libraries When Answering Advertisements

Have you heard . . .

Grand Library Tour of Europe

Gerard L. Alexander, Map Division, The New York Public Library, will personally conduct the Grand Library Tour of Europe for the American Travel Company from August 16 to September 16, 1952. The thirty-two day tour, which has been especially planned for librarians and their friends, includes the following eight countries: Scotland, England, Holland, Belgium, Germany, Switzerland, Italy and France. Among the libraries visited will be the British Museum, the Bibliothèque Nationale as well as other famous libraries. In Edinburgh, the music festival will be an extra added attraction. The all-expense tour priced at \$1,096 includes the return air fare by regular scheduled tourist flights of the Royal Dutch Airlines (K.L.M.) Those with more time at their disposal may plan to go by steamer or may extend their stay in Europe. Mr. Alexander is a life member of SLA and is also the author of the recent SLA publication: *Nicknames of American Cities*. For full details of the tour and for a descriptive travel folder write to Gerard L. Alexander, c/o American Travel Company, 11 West 42nd Street, New York 36, N. Y.

Medical Librarianship

It is proposed to hold an international Congress on Medical Librarianship in London in July, 1953. Sir Cecil Wakeley, K.B.E., C.B., president of the Royal College of Surgeons of England, has kindly consented to accept the honorary presidency of the Congress. The program will include formal sessions for reading and discussion of papers, visits to medical libraries and social functions. It is hoped also to have in connection with the Congress an exhibition of medical books and periodicals and library equipment. All those actively engaged or interested in medical librarianship throughout the world are invited to participate. Requests for further information may be addressed to the Honorary Secretary, First International Congress on Medical Librarianship, c/o The London School of Hygiene and Tropical Medicine, Keppel Street, London W.C.1.

Illinois Chapter

An unusual exhibit of library promotion materials was shown at the meeting of the Illinois Chapter, March 7, in the Drake Hotel, Chicago. The items displayed were submitted in a survey of library public relations activities in one hundred libraries. The survey, conducted by Marion Wells, librarian, First National Bank of Chicago, and Edward Strable of the Chicago Public Library, disclosed that most librarians report directly to management, usually to the head of the company, using a variety of techniques. It was revealed, however, that there is a great need for more widespread action in publicizing library activities.

Catalogers' Meeting

The Ohio Valley Regional Group of Catalogers will hold its annual meeting, Friday and Saturday, April 25-26, at Ball State Teachers College, Muncie, Indiana. The conference theme is "Continuing Crises in Bibliographic Control." The speakers for Friday are Rudolph H. Gjelsness, University of Michigan; Margaret M. Sullivan, Purdue University; Pierce Butler, University of Chicago; and John H. Moriarty, Purdue University. Members of the open-panel discussions on Saturday include David J. Haykin, Library of Congress; Henrietta Howell, University of Cincinnati; Mrs. Rosamond B. Wetmore, Ball State Teachers College; and Nellie Mae Coats, State Library, Indianapolis. Edith Scott, Ball State Teachers College, is vice-president of the group and the chairman for local arrangements. Henrietta Howell is president of the group.

RESEARCH LIBRARIAN

New multi-million dollar company, now building extensive research facilities in north Alabama, has immediate opening for experienced librarian. Applicant should have degree in Chemistry, training in Library management, and should be able to read French and German. Experience in setting up a chemical library desirable. Apply giving complete details to **Department 400; Box 2, Special Libraries Association, 31 E. 10th St., New York 3, N. Y.**

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Metals Publication Editor

Featured in the March, 1952 issue of *Metal Progress* is Mrs. Marjorie R. Hyslop, who has just been appointed as managing editor of that publication. She is also the editor of *Metals Review*.

Mrs. Hyslop is a member of the Metallurgical Section of SLA's Science-Technology Division and was instrumental in the preparation of the metallurgical literature classification devised jointly by the American Society for Metals and Special Libraries Association.

Picture Story

A picture story on "Special Libraries" appeared in the *Cincinnati (Ohio) Pictorial Enquirer*, March 16, 1952.

"Tucked away in industrial, commercial, educational and governmental establishments in and around Cincinnati are many libraries which the general public seldom sees but from which it derives innumerable benefits.

"Members of the Special Libraries Association, a national organization incorporated in 1928, these libraries are guardians of literature of a highly specialized nature. Their contents vary from up-to-the-minute information on aeronautics to centuries-old Biblical scrolls."

Photographs of special libraries in the Ohio Chapter included the Procter and Gamble Technical Library, the United States Air Force Institute of Technology Library at Wright-Patterson Air Force Base in Dayton, the National Cash Register Company Library and a number of others.

Library Publicity

Reprints of an excellent article on *Publicity for Technical Libraries* by Ernest F. Spitzer, head of the Technical Information Service, Charles Pfizer and Company, Brooklyn, New York, are available without charge from SLA Headquarters.

The article which appeared in the *Wilson Library Bulletin*, March, 1952, is based on a talk given by Mr. Spitzer before SLA's Science-Technology Group in New York. In it, he discussed the value of a good publicity program, the means by which it may be developed and achieved, how it functions as an integral part of library administration, and fundamentally, the importance of good human relations as the basic element in good public relations.

Have you paid your 1952 dues? Unpaid members are dropped March 31, 1952, as specified in the Constitution and By-Laws.

Literature on Rehabilitation

Earl C. Graham, librarian of the National Society for Crippled Children and Adults, Chicago, is the author of a comprehensive article on "Sources of Information on Rehabilitation" published in the April, 1952 issue of the *Wilson Library Bulletin*, in the "Special Librarian" section.

Listed are the national voluntary health and welfare agencies distributing pamphlets, leaflets and reprints suitable for a vertical file collection, and included also, are the titles of official periodical publications.

Mr. Graham lists professional organizations who publish, reprint and distribute literature on the rehabilitation of the handicapped.

Federal agencies distributing pamphlets giving basic information are listed and titles given.

SLA Award

The SLA Award Committee will be glad to receive any suggestions from SLA members that will be helpful in selecting the winner of the 1952 award. Any SLA member who has made a substantial contribution to the furtherance of the special library profession maybe considered for the award.

In order to aid the committee, send the name of your candidate and specify the reasons meriting the committee's consideration to the chairman of the Award Committee, Mrs. Ruth H. Hooker, Librarian, Navy Department, Washington 25, D. C.

The Library Public Relations Council's Annual Award

May first is the deadline for receipt of entries for the Library Public Relations Council's Annual Award. Entries are to be sent to Harriet R. Forbes, Orange Public Library, Orange, New Jersey. This year the Award will be given to that library which carries on the best program for publicizing the work and activity of its individual staff members. Entries may include newspaper or magazine copy, photographs, publications and stories. A few suggestions will clarify the intent of the Award. What is done to give credit to the staff member who plans and executes exhibits? to the individual's contribution to good library service in each department of the library? Any library—public, special, school or college—may send entries whether or not it belongs to the Library Public Relations Council. Members of the Award Committee include Margaret M. Kinney, librarian, Veterans' Administration Hospital, New York; Paul Wasserman of the Brooklyn Public Library; Viola R. Maihl, director of the Linden, New Jersey, Public Library and Harriet R. Forbes, director of the Orange, New Jersey, Public Library.

Exchange Librarians

The International Relations Committee of SLA, working jointly with the ASLIB committee performing a similar function in Great Britain, is gathering such information as will assist in effecting an exchange of librarians in the two countries.

SLA members who are interested in exchanging positions with librarians in England for a period of six months or a year, are requested to specify their particular interests and backgrounds and to state whether they would be willing to pay the costs of their own transportation. It will be necessary to ascertain also whether the exchange will be financially equable and whether members will be prepared to receive the salaries of those librarians whom they are replacing.

Of further interest is such information as would permit placement of English colleagues for limited study periods in American libraries where no exchange of librarians was contemplated.

The purpose of this information is to determine whether or not it would be necessary to seek government help, and to create, if possible, a good working arrangement. There is no obligation of any kind in sending replies.

Kindly send all pertinent information to:

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Hands-Across-the-Sea

A. W. McClellan, director of the Borough of Tottenham (England) Public Libraries and Museum, has compiled an unusual bibliography representing "the most comprehensive single bibliography on the subject at this moment." It is a *Bibliography on Electronic Musical Instruments*.

The introduction gives thanks to the librarian of the New York Municipal Reference Library, Rebecca B. Rankin, for supplying a typescript of a bibliography from an American technical journal.

Free Map Service

Members of SLA who plan to drive to New York for the convention are advised that they may obtain free maps showing all the main approaches to the city by writing to:

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3 - 5 P. M.

May 27

9 - 12 Noon
2 - 5 P. M.

May 28

10 - 12 Noon
2 - 4:30 P. M.

Mrs. Kathleen B. Stebbins, Executive Secretary of Special Libraries Association, will be assisted by the following members of New York Chapter: Dr. Margaret Berry, Lucille Graveler, and Mrs. Mary D. Paasch.

Map Workshop

The University of Illinois Library School will sponsor a map workshop, June 9 through 25, 1952 as part of its program to train librarians in the field of special librarianship. The workshop will give no college credits. It will be open to both to geographers and to librarians interested in organizing and maintaining map collections.

Lectures and discussions will be conducted by members of the faculty of the library school and of the department of geography and will cover the history, interpretation, bibliography, care, classification, cataloging and use of maps, atlases, and aerial photographs.

Bill M. Woods, map librarian and instructor in library science, will direct the workshop.

Requests for additional information should be addressed to Mr. Byron E. Fulk, Conference Supervisor, Division of University Extension, University of Illinois, Urbana, Illinois.

M. I. A. Meeting

The Medical Library Association will hold its fifty-first annual meeting at the Lake Placid Club, Essex County, New York, June 24 through 27, 1952.

SPECIAL LIBRARIES ASSOCIATION

Directory of Members

as of

March 10, 1951

The *Directory of Members of Special Libraries Association*, a most useful list, is now available in two sections. Section I contains an alphabetical list of members together with addresses and the special membership code designating type of membership, Chapter and Division affiliation.

The second section of this handy publication lists in alphabetical order the thousands of organizations, with addresses, where members are employed. Through numbers used as cross reference, you can locate quickly the business affiliation of those persons who use a home address for mailing purposes.

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Library Service Courses

The introduction of four courses in pre-professional library service was approved recently by the faculty of New Jersey College for Women, the woman's college of the State University. Completion of the 18-hour program, to be offered for the first time at the opening of the 1952-53 academic year, will qualify those students specializing in library studies for a Limited Library Certificate in New Jersey and equip graduates for semi-professional library work.

Social Science Research

A project has been started for cataloging recent and current non-government social science research on countries and areas outside the United States and its territories. This is a cooperative project initiated and coordinated by the External Research Staff of the Office of Intelligence Research, U. S. Department of State. University staffs, faculty and graduate students are participating in this enterprise and the results are available to all scholars who feel that the assembled information will assist them in their research.

Research lists have been prepared incorporating the information catalogued and supplements are being planned to include new information and changes of information appearing in previous lists.

PICTURE CREDITS

New York skyline, page 117, by courtesy of *Via Port of New York*.

United Nations Secretariat and Library Buildings (*Unations photo*), page 127, by courtesy of *Library Journal*.

New York skyline, page 135, by courtesy of the New-York Historical Society.

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Early, Eleanor

New York Holiday. (N. Y.: Rinehart, 1950. 376p.)

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New York City Chamber of Commerce

New York City Guide 1950; a description of the great city of New York . . . what to see and how to see it . . . its history and development. 1950. 90p.

A compact booklet of facts about New York with hints and directions for seeing important parts of the city, distributed without charge by the New York City Chamber of Commerce.

Weintenkampf, Frank

Manhattan Kaleidoscope. (Scribners, 1947)

Informal chatty reminiscences of New York City from the 1870's to the present. Dr. Weintenkampf has been actively interested in the cultural concerns of his day and a keen observer of the life around him; he enlivens his narrative with amusing anecdotes. This book is enjoyable reading about life in New York City in an earlier, more leisurely day, and about The New York Public Library with which he was associated all his life.

Wilson, Rufus R. and O. Bruckson

New York in literature, the story of landmarks of town and country. Elmira, N.Y. Primerva Press, 1947. 350p.

Tells the story of landmarks where literary persons have lived and worked. O. Henry, Walt Whitman, Mark Twain, Alexander Woollcott, Washington Irving and Horace Greeley.

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Off the Press

BIBLIOGRAPHY IN AN AGE OF SCIENCE, by *Louis N. Ridenour, Ralph R. Shaw, Albert G. Hill*. Urbana, Illinois: University of Illinois Press, 1951. 90p. \$2.50

Technology, advancing at a tremendous rate, is the major cause of the dilemma in which our libraries now find themselves. Material is accumulating much more quickly than any library is able to handle it; storage costs have risen; the cost of cataloging continues to increase; and, worst of all, it is ever more difficult to place material in the hands of a borrower.

It is fitting, therefore, that science, the principal cause of these problems, should be called upon to provide the answer. In this volume of the Second Annual Windsor Lectures, two scientists, Louis Ridenour, dean of the University of Illinois graduate college, and Albert Hill, professor of physics and director of the Research Laboratory of Electronics at M.I.T., join with a distinguished librarian, Ralph Shaw, director of libraries in the U. S. Department of Agriculture, in reevaluating the bibliographic function of the library. We are living in an age of science. Scientific progress has provided the answers to many problems;

we have every reason to believe that it may provide the answers to our immediate problems. This joint effort by a librarian and two scientists is a step in the right direction.

THE LAW OF FREEDOM AS THE REMEDY FOR WAR AND POVERTY, by *Emil Korner*. Translated by H. Leigh Farnell. London: Williams & Morgate, Ltd., 1951 (Distributed by the British Book Centre, New York.) Two vols: 562p; 568p \$9.50

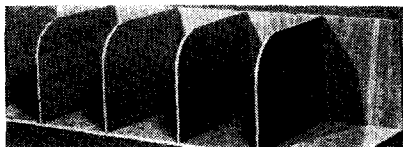
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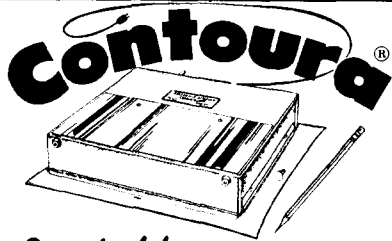
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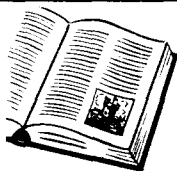


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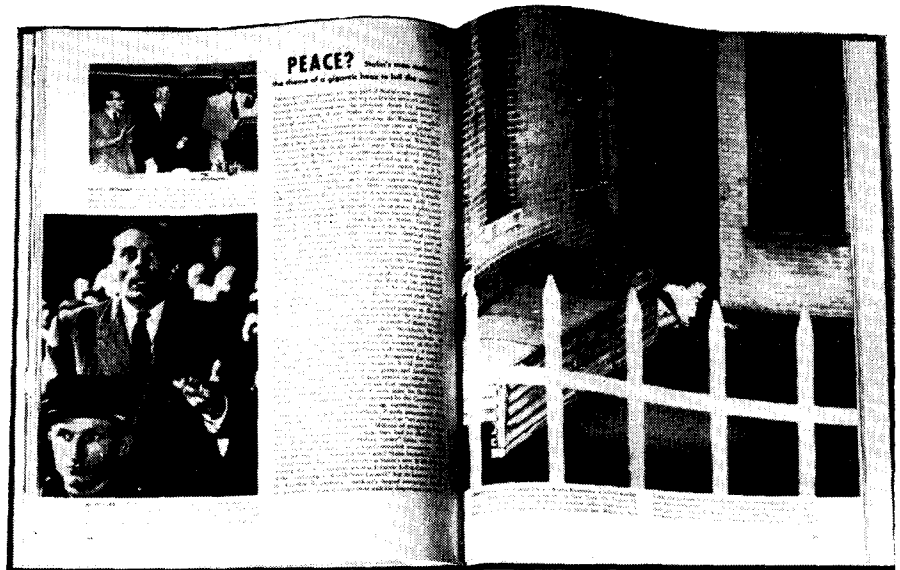
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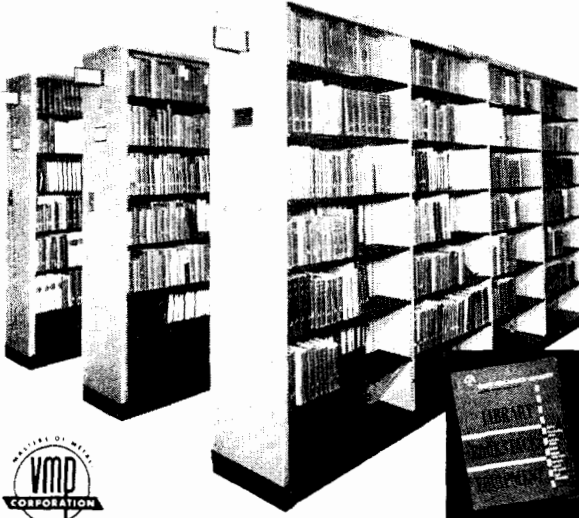
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