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Special Libraries, July-August 1927

Special Libraries Association

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SPECIAL LIBRARIES

Vol. 18

July—August, 1927

No. 6

Toronto Conference
in Retrospect

Cordial Welcome to Canada

The Value of Contacts

President Cady's Annual
Address

Special Libraries Association

Founded 1909

A CLEARING HOUSE OF INFORMATION

Created to promote the interests of the commercial, industrial, technical, civic, municipal, legislative, welfare libraries, statistical bureaus and research organizations
Also to serve special departments of public libraries and universities.

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Contents

ARTICLES

Addresses of Welcome	193
Messsages from Across the Sea. By Dr. G. A. Lowe and Miss Anna Rankin	196
President's Annual Address. By Francis E. Cady.....	185
Report of Editor of Special Libraries. By Herbert O. Brigham	199
Report of the Nineteenth Annual Conference. By William Alcott	189
The Value of Contacts in Special Library Work. By Mary Louise Alexander	181

NOTES

Does Anyone	197
Executive Board Meeting	192
Resolutions	192
Correction	192

DEPARTMENTS

Associations	202	Groups	202
Editor's Desk, High Lights of the Confer- ence	198	Personal Notes	200
		We Do This	200

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Special Libraries Directory, 2nd edition, 1925.....	\$4.00
Handbook of Commercial Information Services, 1924.....	2.00
Cumulative Index to Special Libraries, 1910-22.....	2.00
Cumulative Index to Special Libraries, 1923-26.....	.50
Information Bulletins No. 1-4	each 25

Our Field

SPECIAL LIBRARIANS	BUSINESS CONSULTANTS	STATISTICIANS
RESEARCH ANALYSTS	EXECUTIVES	ECONOMISTS

Special Libraries

Vol. 18

JULY—AUGUST

No. 6

The Value of Contacts in Special Library Work

Notes from a speech made by Mary Louise Alexander, manager, Research Department, Barton, Durstine & Osborn, New York, at the Special Libraries Association Convention at Toronto, June 21, 1927.

I FEEL that it is rather a waste of time and breath to point out to special librarians the value of contacts in our work when we are so well agreed on their importance. In thinking over this topic, I have found nothing new or revolutionary to suggest but rather I shall try to remind you of a few homely truths. This job was given to me by your Program Committee because they think that contacts are a hobby of mine. I think of hobbies as something chosen by a person, something of which one is passionately fond, while in my job, contacts have become such a necessity that they have been literally forced upon me.

As you know, I am in charge of the Research Department in an advertising agency. Incidentally some of you may wonder why my department is not called "the library" and you may be interested in this explanation. Years ago when I came to New York, walking the streets for a job, my search led me into the office of a former president of this Association. From him I received much splendid advice, and his parting shot was this—"If you ever expect to make any money don't call yourself a librarian" and so when I was given the opportunity to organize this library, I prayerfully dubbed it the Research Department.

We think, however, that we earn the title of Research because our work is much broader than the usual reference work. We invariably appraise, sort and digest material and present written reports from which the people in our office can work, rather than simply supply the books and pamphlets for their own study. We furnish an information service for the two hundred and fifty people in our own offices and for all of the clients for whom we work.

I do not know how much each of you may know about advertising but I'm sure you realize that the preparation of advertising is a highly specialized, complicated process. One doesn't simply find a pretty picture that may apply to a product, write a few kind words of copy about it and send this along to a magazine asking them to run it next week. Before anything can be advertised, a thorough study must be made of the product and its market, its competitors, its industry, in fact everything pertaining to that subject. Since it is not customary for an advertising agency to handle the

advertising of two competing products, and since we have some fifty large accounts in our office, you can imagine the breadth of our interest and the variety of our informational needs.

Naturally, space forbids that we have an exhaustive library covering each subject in which we are interested. We own many books covering the fields in which we have accounts; we maintain comprehensive files of data on all commodities and on marketing and advertising subjects; we receive some five hundred different magazines regularly. This collection usually proves adequate for our day-to-day needs but when some especially intricate problem arises or we make a long, extensive study, it is frequently necessary for us to seek larger sources of information. Hence the need for contacts.

There are several different types of contacts of interest to librarians and I shall take these up one by one—not necessarily in the order of their importance.

The first and simplest place to begin one's contacts is in one's own office. Ob-

viously a librarian is already in constant contact with the employees of her firm or the library is not functioning, but throughout this little talk I am interpreting a contact to mean a "source of information." Most of us advertise in the bulletins we issue or by means of posters, that the library is ready to help any and every one. This willingness it seems to me should work both ways. Some three or four years ago, realizing that there was a vast amount of talent represented in the personnel of our organization, we took a census of the previous experience of the executives in our office. We found a surprising record of specialization and expert knowledge along many important lines and this has proven invaluable in the work of the library. Recently for instance, when we had a tricky food problem it was the greatest possible help to be able to discuss this job with a man who was formerly sales manager of a large grocery house. On another occasion when we had a real favor to ask of a publisher, the matter was quickly and easily handled by a former editor in our office who was well acquainted with the person we wished to reach.

Our office census covers in some cases, in addition to the experience of these executives, the names of the organizations to which they belong. Thus, having a chemist of note on our staff who belongs to all of the important associations in his field, gives us access to a great deal of information which otherwise would not be open to us. In the early days I approached these executives with some fear that I should be a nuisance and that I had no real right to trouble them but I have found a fine spirit of co-operation; in fact they are often flattered to be so consulted. It makes them feel a part of the Research Department and helps them to form the library habit more quickly than perhaps anything else could.

A second type of contacts are those made by your firm or organization. I must necessarily base most of my observations on my own experience and I hope that you will not be too bored with the subject of advertising before I am through. I believe, however, that most of these points are applicable to all libraries. An advertising agency works

with printers and with publishers of magazines and newspapers. Whenever we have a problem on which they might be expected to have expert knowledge, it is much more logical for us to turn to the company which knows us best. It is not possible for a librarian to know all such firms but it has been found worthwhile in our library to consult the heads of other departments and learn from them the status of our relations with outside organizations.

Before I say another word, however, I want to emphasize the danger of asking too many people for too much help. No one hates to impose upon others more than I and to avoid this we have made some iron-clad rules in our Research Department:—we never ask any one for help until we have entirely exhausted our own resources; when we do ask, we tell the *whole story* and always mention the sources we have already tried; we try never to call the same source very often—and to avoid this we keep a card file of the names of organizations and people with the date on which we have consulted them; lastly, we always offer, and try our best to give, return service.

A third type of contact is in your own industry. I think librarians should know and be known by the leaders in their fields. This point does not need any particular emphasis and I mention it only because of an experience I had very recently. I was introduced to a splendid young woman whom I was told was an expert advertising copy writer and I found her charming, but in the course of our luncheon when I had occasion to mention two of the largest and oldest advertising agencies she said, "I don't know those organizations" and that was a real shock to me. We have made it a point not only to learn the names of important advertising agencies but also whenever possible something of their organization. This is a great help when I am visited by job hunters, as I am sure most of you are. The advice offered can be much more helpful if I send these applicants to firms which I know are organized along research lines.

The next type of contact is probably the most obvious of all. In all our libraries, magazines, government docu-

ments and the like are standard reference tools. Naturally we cannot know personally the editors of all the magazines to which we subscribe (pleasant as that might be) but it is possible to seek out some of the people who can be most helpful to us. For instance in our agency we have a great interest in food products and in toilet goods and we have found it very worthwhile to know the food editors and beauty editors of the important women's magazines. These women are in constant contact with thousands of their readers and to be able to chat with them over a luncheon table about the products we advertise is of great value. We don't wait until an emergency arises but seek out these editors and maintain friendly relations.

The same theory and practice undoubtedly holds true with the heads of various government bureaus. Those of you who attended our last convention may remember that Mr. Onthank of the United States Department of Commerce admitted to us that of the thousands of letters received in his bureau, that request which called to mind a familiar face or name was bound to receive quicker attention. The experience that I have had in Washington amply testifies to that. Some time ago our office made an exhaustive study of laundering for a soap manufacturer. Because we wanted everything available from many different sources in Washington—the Bureau of Standards, Home Economics Department, Agricultural Extension Workers and others I put on my bonnet and journeyed to Washington. I got all that I needed much more quickly than I could possibly have secured it by mail from New York and in addition I believe that I accomplished some little good for the entire advertising profession. I found an amazing misconception of advertising among some of these government workers. They had never imagined that an advertising agency would find it necessary to maintain a library and research department and they were really impressed. I heard Bruce Barton say recently that only a few years ago there was a sign in the elevators of a Chicago office building which read "No beggars, peddlers or advertising solicitors allowed." Some of the government em-

ployees had not yet taken down that sign mentally.

The same need for personal contact is true of associations and clubs. We make it a practice in our office to join a great many associations so that we may have access to their key sources of information. It is always wise to have these memberships entered in the name of the librarian so that the bulletins, proceedings and special reports may come directly to the library and be cared for. Last week I learned another very good reason why memberships should be entered in the name of the librarian. As you know, Col. Lindbergh visited New York and in the course of his visit the Merchants Association gave a luncheon in his honor. The invitations read "Only one ticket to a member" and the membership was in my name. Surely it would have been rude not to accept such a delightful invitation and so I had the pleasure of a real look at the young hero!

Another suggestion—when you join an organization take an interest in it. Go to the meetings whenever possible; serve on committees if invited; be known as a co-operating member. I think it is a librarian's duty to know a lot of people and the only way to do this is to take time to be sociable. Many of us think we can't get away for outside activities but that is a mistake. Without letting your job suffer in any way, it is possible to sandwich in many other things, all of which make life more interesting and make us worth much more to our firms. At an annual convention which I attended recently I heard an important man list some items against which he checked his own personal progress for the year. Two of these were:—"What books have I read this year which have made me a wiser man and what people have I met who have made me broader, more interesting and a greater asset to my employer?" I have joined a few clubs lately and it is amazing how useful this has been to me. The pleasures I have had personally are many and I don't want you to think that I make it a point to use every friend I make. But here is just one example of how one club has helped in my job.

Someone dashed into my office the other day and asked whether "Salad is more popular now than five years ago and how much more of it is eaten in the summer time than in the winter." Now you librarians know that it isn't possible to turn to the *World Almanac* or the *Encyclopedia Britannica* or a Census report and find the per capita consumption of salad for the last five years. Bits of information in our files and a study of several commodity surveys were of some little help but the only valuable information we secured was by consulting a fellow club member of mine who is the owner and manager of a large and important tea room here in New York. Because I had a contact there she was willing to make a careful estimate of their yearly menus and give us some very practical information.

And speaking of clubs and committees leads us very logically to our own Special Libraries Association. Here is a ready-made group of authorities, a reservoir of information of all sorts. I wonder how many of us really know more than a handful of the members. How many have taken the trouble to introduce themselves to others? Aren't we apt to forget that the other fellow is also waiting for someone to make advances. Last year when I was president of the New York Chapter and I asked what the members would like to have this association mean to them, the usual answer was that they wanted to meet the librarians who have problems common to their own. Of course the way to accomplish this is to attend the meetings and make an effort to get acquainted. I don't believe that the best hospitality committee in the world can be effective unless each member is willing to expose him- or herself to friendliness.

The place to begin this sort of thing is right here at this convention. Have you studied the attendance record and have you sought out the people of most interest to you? Many people find it worthwhile to telephone some persons, or put a note in their mail box, and make a definite appointment here in the hotel even if it is only for a few moment's time. Don't leave this convention with-

out making an effort to know the fine people who are here.

And lastly there are contacts on a broader scale, for all special librarians—the contacts which might and should be made by this Association. It seems to me that we should be much more famous than we are. We have a wealth of resources, our membership includes real authorities and we have a fine magazine. Probably what we most need is a publicity agent and still I do not believe that we should simply toot our own horn and describe the activities of this Association. Rather we must *produce*. We must become a real force and be recognized as such by other organizations. The other day I opened a letter from the National Bureau of Economic Research and on this letterhead I found a vast number of officers and committee chairmen's names. On the right hand side was a list of "Directors by Appointment" and this list included individuals from such organizations as The American Economic Association, The American Statistical Association, The National Publishers' Association, The American Management Association and many others. Why not, I wonder, the Special Libraries Association?

This winter when Mr. Feiker, then vice-president of the Society for Electrical Development, addressed our New York Special Libraries Association, he told me about the preliminary work that had been done in Washington on this now famous Census of Distribution. He said that it had been necessary first for the committee to find out "what information was available." Of course that committee should have come directly to the Special Libraries Association or better still, some of our members should have been asked to serve on the committee.

A beginning has been made in several directions. I have been interested in the work being done this year by the Personnel Research Federation. They found a great need for a classification and standard terminology for personnel subjects and formed a joint committee with Special Libraries Association of which our Miss Morley is the chairman. I imagine that our Association is partially on the map with the American

Bankers Association and with the Gas Association and some of the other associations at whose annual meetings library exhibits have been arranged. Most of these contacts have been the result of the work done by our groups, which is natural. But the fact that some groups have accomplished so much means that much more can be done. I don't pretend to know the best method but I wish that there might be some discussion during this convention as to how we might make Special Libraries Association a real force in each of the important fields and indus-

tries. Most associations are clearing houses of information. Special Libraries Association should come to be known as the master clearing house. Of course we must truly become this, and be able to serve every industry. We have got to be willing to give of our own individual time and experience. But I believe that the importance and prestige which our profession would gain would be reflected at once and make our own personal jobs far bigger and better. Let's all concentrate on contacts!

President's Annual Address

By Francis E. Cady, Nela Research Library, Cleveland, Ohio.

WE now come to the part of the work of the president which is equally pleasant and onerous. It is onerous because he has to be conspicuous, and it is pleasant because he has the privilege of recording the progress of the Association as seen from the executive position.

For the second time in its history, the Special Libraries Association has accepted the hospitality of our sister dominion and the opportunity thus afforded of establishing contacts in the field of library practice should not only help to fulfil one of the primary objects of all conferences, but will, we hope, mean the creation of a permanent relationship in the form of a new chapter of the Association.

On taking over the duties of the office at the Atlantic City meeting, the time seemed ripe to press for action two projects which had been recommended by the presidents of the preceding administrations. As far back as 1922, President Rankin said, "In order to accomplish much, we need a complete unity in our organization; we want strength in the central body. Our associations as they exist now are not closely enough knit in their activities. . . Can we not devise a scheme whereby the National Association leads the way and coordinates the activities of all the local associations." Again in 1924, Miss Rankin in outlining a future program stated, "The organization of S.L.A. has not taken cognizance of the local associations nor provided for a proper relationship. . . . The locals and National may be combined into one working unit for the benefit of all." In his address for the Swampscott convention, President Handy said: "I am persuaded that our membership is to be imbued with new purpose; that our local associations and our National Association are to be reknit

into a common pattern. . . ." Thus it is seen that the idea of abolishing those artificial barriers which have gradually grown up between the local and the National associations and of establishing one strong large Association of which all special librarians would be members, was not new. The main problem in bringing about this unification was one of overcoming the misconceptions as to the effect of such action. Through the agency of the Executive Board, by statements in the journal, and, in two instances, by visits to the local headquarters, the local associations of Boston, New York, Southern California, San Francisco and Cleveland have established a relationship with the National organization whereby every member of a local becomes a member of the National and all payments of dues will be made to the National treasurer. Finances of the locals will be taken care of by the budget system just as is done in all the large, technical and scientific societies. Locals will as heretofore have complete charge of their individual meetings and programs, elect their own officers, retain

their names and in general will have as much freedom to develop as under the old arrangement. But in addition, they will share in the benefits which will accrue as a result of enlarging and strengthening the National and every one who joins the National will automatically become a member of a local. While there are three locals still to be heard from, two of these have indicated favorable action and it is felt that sufficient progress has been made to insure ultimate union. In accomplishing this important result, I wish to express my great appreciation for the encouragement and hearty co-operation of the members of the Executive Board as well as of the officers of the locals. Without their assistance the effort would have been futile. Convinced themselves, they have been able to convince their associates that after all we are all first and foremost special librarians, and that an organization which has for its purpose helping us as special librarians to be more useful to our employers, better fitted and better equipped to carry on our work, deserves our interest, our loyalty and whatever measure of support we may individually and collectively be able to supply.

The second major project involved the provision of better and larger financing. The need for more funds is common to organizations as well as to individuals. Even where much has been done with little, it is always the question whether more could not have been done with more to do with. One of the principal objects of Special Libraries Association is to establish a clearing house of information and while much has been accomplished in this direction, the advantages of a central office with a paid secretary have been obvious for years. One of the greatest benefits of the National organization has been its maintenance of the journal and the Association has indeed been fortunate that through the years, volunteers have been found with such a spirit of loyalty and self-sacrifice as has been shown in the editing and publishing of this standard bearer. And here again, it is my privilege to express my appreciation of the work of our editor, Mr. Brigham, who has carried on even at the expense of

his health and not only established an even higher character of published contents, but also built up the advertising to an extent where the financial returns are nearly sufficient to pay the cost of publication. His report will be found to be of great interest.

But the editor has been hampered by lack of funds both in getting help and in increasing the size of the journal to enable the publication of material which under the circumstances has had to be omitted. And certainly no funds have been available for the establishment of a permanent office with a paid secretary. It was decided and approved by the Executive Board not to try out the ordinary plan of having voluntary sustaining memberships but to increase the dues for institutional members to \$15 and of individual members to \$5 the associate memberships being made \$1. According to this plan companies having libraries would be asked to pay institutional dues, while librarians in public institutions where no provision is made for paying dues would continue as individual members, both classes receiving the journal and the institutional members being listed therein. Associate members would pay what they had in most cases been paying for local dues, *i.e.* \$1.

The success of this action is still somewhat in question. Various elements have combined to prevent a clear understanding of the situation on the part of many members, such as the necessity of a revision of the membership list and consequent delay in sending out bills, the new relationship of local associations and the relatively short time since the plan was put into effect. The need here is for greater appreciation on the part of the librarians themselves of the necessity for more funds and a consequent enthusiasm in recommending institutional memberships and the reasons therefor. In this connection both the secretary and the treasurer deserve the highest thanks from the Association for the work which they have done in going over the membership lists and performing the multifarious duties which have arisen as a result of their positions. A central office would relieve them and the editor of practically all of the routine drudgery

which is now performed as a labor of love and loyalty.

The work of the local associations and of the groups will be summarized in the reports to be given later. During the year a new chapter was formed in Cleveland and it is hoped this is a forerunner of others of which it is expected a Canadian chapter will be the next in line. Among the outstanding results achieved by the local associations, reference should be made to the *Union List of Periodicals for Pittsburgh* and the *Directory of the Libraries of Philadelphia and Vicinity*. Another outstanding piece of work is that of Miss Noyes of the Publication Committee, who has again prepared a cumulated index of SPECIAL LIBRARIES, this time covering volumes fourteen to seventeen through to December 1926. The Publications Committee has also issued as Information Bulletin No. 4, the *Bibliography of Illumination for 1925-1926*, prepared by the Illuminating Engineering Committee of the Commercial Technical Group. The thanks of the Association are again due to the Illuminating Engineering Society which financed this bulletin through the purchase of copies for its members.

Reference should be made to the splendid work being carried on by the two associations on the Pacific coast as recorded in the reports published in the journal. The prompt response of these associations to the proposed changes in organization and dues was extremely gratifying to the Executive Board and showed a loyalty and appreciation particularly appealing when it is considered that everything had to be handled through the agency of the written word.

As a corollary to the two main projects referred to at the beginning of this report it was expected that an aggressive membership campaign would be inaugurated. But this work has been held up because it seemed unwise to canvass for new members until the results of the new relationship of local and National associations and of the changes in dues had been found to be sufficiently favorable to give the Membership Committee additional inducements to offer and arguments to offset monetary considerations. Furthermore, it seemed desirable to have something in the form of

a printed pamphlet outlining the purpose, character, form of organization, advantages of and requirements for membership, officers, dues, etc., which could be sent with application blanks. The Executive Board at its last meeting arranged for the preparation of a series of such pamphlets prepared by various members of the Association. There is no question but that there is a relatively large number of special libraries which are not represented in the membership of this Association. Many of these can be reached through the assistance of the local associations and the latter can now offer as an added inducement particularly to associate members the double advantage of membership in the National, as well as the local through the payment of the one fee.

In looking over old numbers of the journal, one cannot help being struck with the fact that the law libraries were prominent factors in the earlier history of the movement. Certainly they belong in the category of special libraries and it would seem highly desirable to have their associations as integral parts of an enlarged organization. The same holds true of the medical, agricultural, and other scientific libraries. Even if such amalgamation is not at present feasible, an effort should be made toward as close co-operation as possible so that all progress may be made mutually available. The importance of such co-operation was stressed by President Handy in his 1925 message, where he called attention to the desirability of closer relationships with statistical associations, chambers of commerce, trade associations, etc., and said, "We can, I think, and doubtless should make the effort to impress upon these bodies the value of our Association and the desirability of mutual representation at annual meetings and possibly of mutual affiliations."

The Membership Committee has been considerably enlarged and during the coming year should function effectively. The work of other committees will be described in their respective reports.

The Executive Board has had three meetings since the last conference and been greatly aided in its decisions by the advice of the presidents of the local associations (three of whom were present

at the first meeting) and the group chairmen, two of whom have attended all three meetings, and of committee chairmen. Among the important decisions made by the Board may be mentioned closer affiliation with the British Special Libraries Association through direct membership.

The sinews of our organization are the local associations and chapters. With the new relationship of unity their progress and development is vital to the success of the National. To justify their existence, maintain interest and be efficient, each should have certain definite lines of activity, certain problems, on which it is working. The older associations have been following this policy, the newer ones can profit by their example. Among these lines of activity may be mentioned union lists of periodicals of their districts, to supplement the larger union lists and keep the information up-to-date. The recent list completed by the Pittsburgh Association is an excellent example and the method of maintenance employed by the Special Libraries Council of Philadelphia and Vicinity may well be taken as a model. This activity affords a splendid opportunity for co-operative work and contact with the public library and those of universities and other educational institutions. Another activity and one also referred to by President Handy in his 1925 address, is a survey of the local library field with a view to disclosing the extent to which the various libraries, public, educational and commercial are "willing and able to co-operate effectively in the informational services rendered by special libraries." While it has not yet been feasible to have a central office which should act in the capacity of a central clearing house for the Association as a whole, it might be feasible for each local association to have someone appointed in this capacity and this has been done in at least one case, *i.e.* Philadelphia. As a by-product of the survey just referred to, information should be available sufficient to make the nucleus of a directory of the local libraries.

The work of the various groups will be discussed in their reports and at their individual meetings. It will be noted that in this year's program an effort has

been made to avoid some of the conflicts in group meetings and it is hoped that this will result in better attendance and less disappointments. Among the activities of the groups attention may be called to the importance and value of topical indices. The preparation of such indices covering the principal topics germane to a group may well be taken up as a regular function and should in time result in a series of condensed statements which will be invaluable. The preparation of bibliographies has become such a common procedure that it needs only passing reference and yet the value of such bibliographies is well illustrated by the monetary returns from the one on rubber which has brought into the treasury over \$100, and the one on illuminating engineering which is subsidized by the Illuminating Engineering Society to the extent of \$250. Where feasible, such bibliographies should be kept up-to-date but in those subjects where the literature is not extensive it may be reviewed over two or three year periods. The question of adult education which has played such a prominent part in the proceedings of the American Library Association has its counterpart in directed industrial education as carried on by certain libraries in the Commercial-Technical Group. The work of the National Committee on Continuation Reading may well be studied as a basis for a group activity.

The Executive Board is again confronted with the necessity of providing for the editorship of the journal. After over two years of consecrated work, Mr. Brigham has found it impossible for him to carry the burden and arrangements have been made with a special Editorial Committee composed of Messrs. Handy, Alcott and Armistead to take care of the next six issues. This will give time for the working out of the problem and still insure maintenance of quality. Mr. Brigham has offered to act as business manager, and thus the problem is reduced to finding an editorial staff. In this connection the usefulness of a paid secretary and office is too manifest for comment. During his incumbency Mr. Brigham has built up an editorial policy which has now the highest commendation from his readers and in addition has enormously increased the financial returns from ad-

vertising. The Association owes him a debt of gratitude far beyond the capacity of words to express. And no small part of this gratitude is due his faithful wife who has, unheralded, shared much of the labor if not all the vicissitudes.

It is hoped that as the purpose of the new scale of dues is realized together with a fuller appreciation of the need for funds in order to adequately finance the journal if for no other reason, there will be a fuller response on the part of those companies able to pay institutional dues with a corresponding increase in the treasury balance. If each member who is the librarian of one of these companies would recommend the payment of dues with the same enthusiasm and interest with which he or she would recom-

ment the purchase of a \$15 book, there would be no question of the result.

While it may seem that the accomplishments recorded in this address are small, yet it should be remembered that this administration has been in office only a little over eight months, and that there was a complete change in the personnel in the offices of president, secretary and treasurer, with a consequent necessity of getting oriented to the work. In spite of this handicap, your officers feel that the results of the major changes are very encouraging, that the future looks brighter than ever and that the Association will forge ahead to that eminent position in the library field which its character deserves.

Report of the Nineteenth Annual Conference

By William Alcott, Librarian, The Boston Globe

THE Nineteenth Annual Conference of Special Libraries Association was held at King Edward Hotel, Toronto, Ontario, on June 20, 21 and 22. Three general sessions were held, one on each forenoon of the conference period. The afternoon of each day was given over to group meetings; as far as possible each group limiting itself to only two meetings, so as to make it partly possible for members to attend at least one other group meeting beside his own.

The plan worked most satisfactorily. With remarkable promptness, and especially at the general sessions, every meeting began at the scheduled hour; this was true also of the group meetings. The consensus of opinion was that, as a whole, the conference was one of the most beneficial and satisfactory in the history of the Association.

"Contacts" was the theme of the conference, and here again a very large measure of success was achieved. The papers and discussions were of a high order, emphatically practical, and gave to the listeners much of real value.

It was a happy idea to have the words of welcome to Toronto from a group of persons representing various phases of Canadian life, for at the very start came

the international note of friendship and co-operation. Messages of welcome came from the mayor of the city, from representatives of the Ontario library administration, from the Toronto Public Library, from the local Committee of Arrangements, and from a business man and publisher of Toronto.

Reports of the secretary, the treasurer and the editor of *SPECIAL LIBRARIES*, were encouraging. Reports of committees contained information of importance and value. Reports of groups, and of local associations from the Atlantic to the Pacific, were inspiring and showed that S.L.A. is much more than a mere name—that it is an Association that is making a large contribution to the fund of knowledge of library economy.

The general sessions not only began promptly, but they ended promptly; which proved to be a strong factor on an occasion when every moment of the three days seemed filled with engagements and contacts.

The Monday morning session was devoted to business, to the reports of officers and committees and representatives of local associations and groups. Miss Rose L. Vormelker, librarian of the White Motor Company, Cleveland,

gave the report as secretary. The Association comprises twelve committees, four groups and eight local associations. Many requests had come for specific help in organizing libraries. Credit was given to the article by Dorsey W. Hyde, Jr., a former president of S.L.A., for the best bit of S.L.A. publicity during the year, in his recent article on "Business Goes to the Library," which appeared first in *Nation's Business*, and has several times been reprinted. Miss Vormelker urged the need of the Association employing a paid secretary on full time for S.L.A. interests.

The report of the treasurer, Miss Ethel A. Shields, librarian of the Eastman Kodak Company, Rochester, N.Y., showed receipts of \$4,834.42, and a balance on hand of \$1,280.86.

Herbert O. Brigham, editor of SPECIAL LIBRARIES, submitted his report, which appears elsewhere in this issue.

At this point came the first of the international messages. Dr. G. A. Lowe of Birmingham was introduced, and brought greetings from Special Libraries Association and Information Bureaux of Great Britain. This address is printed in full elsewhere in this issue.

Announcement was made by President Francis E. Cady that Miss Mary Louise Alexander, vice-president of S.L.A. and librarian of the Research Department of Barton, Durstine & Osborn, New York, would probably represent S.L.A. at the annual meeting of the British Association at Trinity College, Cambridge, England.

Then followed a series of brief, interesting reports by representatives of local associations.

Miss Alexander of New York led off for the New York association. Dinner meetings had been held each month except January during the winter, when the association met with the New York Library Club. One outside speaker, an authority on the subject for the evening, spoke at each meeting, and several of their members contributed their experience and judgment. Exceptionally useful bibliographies and lists were presented. The average attendance was seventy-five, with one hundred and twenty-five at one meeting. The Employment Committee maintained an active

file of one hundred and fifty names of persons desiring positions, and thirty-three positions were filled. The Membership Committee brought up the roster to three hundred and thirty-two members. A Book Review Committee was formed. Information by means of a questionnaire was obtained from nearly two hundred and fifty libraries; it is planned to publish the list of Special Libraries in New York this fall.

Miss Margaret Withington, president of Special Libraries Association of Boston, next spoke. Nine meetings were held during the year, all in libraries of members of the association. The membership is one hundred and ninety-one, of whom twenty-eight joined the past year. The average attendance was forty-three. The Education Committee held classes in library practice with an enrolment of twenty-one, of whom sixteen took the entire course of twelve lessons. The Registration Committee filled eleven permanent and three temporary positions. A list of members was published as of March 1.

Miss Anna S. Bonsall, chairman of the Special Libraries Council of Philadelphia and Vicinity, sent her report, which was read, and stated that seven meetings were held during the past year. The Directory Committee completed two years of arduous labor with the publication of the fourth edition of the *Directory of Libraries of Philadelphia and Vicinity*. The Periodical Committee reported progress on the *Union List*. The placement work showed an increase in the number of open positions over last year, and a decrease in the number of registrations for the positions.

Miss Jessie Callan, president of the Pittsburgh Special Libraries Association, reported that seven meetings had been held, most of them at the Allegheny County Law Library, which had been offered to the association as a permanent meeting place. One meeting was held with the Catalog Group of A.L.A. The chief accomplishment of the year was the publication of a *Union List of Periodicals of Some Libraries in Pittsburgh*.

The report of Miss Emma Boyer, chairman of the Cleveland Chapter, was read by Miss Claffin. The chapter was organized last January, and now has a

membership of eighteen, representing three banks, a department store, two newspapers, two industrial plants, a hospital, two museums, a school of art, and the municipal Reference Library. Four dinner meetings were held.

The report of the Illinois Chapter, submitted by Miss Pyrrha B. Sheffield, president, was read by the secretary. Well attended meetings were held from September to June. The following committees functioned: Program, Membership, Publicity, Directory of Resources, and Union Periodical List. The work on the *Directory of Resources*, is well under way, and is expected to prove a very useful tool, in that it will list all special collections in the Chicago district. The *Union Periodical List* is well under way, and is expected to be ready for printing or multigraphing shortly, and will give complete information as to periodical resources of Chicago special libraries.

The following letter from the president-elect of the Illinois Chapter was received and read:

"As the President-elect of the Illinois Chapter of the Special Libraries Association, I extend to you and the members of the Association gathered in annual conference at Toronto my heartiest greetings as well as those of the entire Illinois Chapter.

"I regret that stress of business makes it impossible for me to be with you on this gala occasion, but wish to assure you that I am at least with you in spirit.

"It is indeed pleasing to see the gradual growth of this Association since its organization in 1909, with its membership of specialists who are experts in their respective fields.

"In the words of the Apostle Paul, all those that are with us in the Illinois Chapter 'salute you,' and greet you in their faith as special librarians

Sincerely yours,
(Signed) FREDERICK REX,
Municipal Reference Librarian,
Chicago, Ill."

Reports from San Francisco and Southern California were postponed until the next evening.

A happy surprise came when Miss Else Schulze, librarian of the Procter & Gamble Company, Ivorydale, Ohio, arose and said: "We have organized re-

cently a Special Libraries Association in Cincinnati, and we are hoping to become affiliated with the National Association. I was asked to find out just what steps we should take in order to become a part of Special Libraries Association," and the announcement was greeted with applause, while the president announced that he expected similar news from the special librarians of Toronto before the conference was over.

Following the addresses of welcome and the response, President Cady read his annual report. This is printed elsewhere in this issue.

At the Tuesday morning session there were three notable addresses. Miss Mary Louise Alexander, librarian for Barton, Durstine & Osborn, New York, and the vice-president of the Association, spoke first on "The Great Need of Contacts in Special Library Work." Dr. Donald M. Marvin, economist of the Royal Bank of Canada, of Montreal, spoke on "Relationship of the Library and Research Departments to the Bank," and the paper on "How the Business Branch of a Public Library Develops Contacts," prepared by Miss Marian C. Manley of the Business Branch of the Newark Public Library, was read, in her absence, by Miss Grace Aikenhead of New York.

Frank C. Ayres of the George F. Baker Library of the Harvard Graduate School of Business spoke of that new institution of the co-operative work of the Business Historical Society which was organized to work with it.

The report of the Methods Committee, prepared by Miss Louise Keller, librarian of Independence Bureau, Philadelphia, was read by Miss Rebecca B. Rankin of New York. The report of the Committee of Publications, of which Miss Rankin is chairman, followed.

At this session a message from overseas was presented by Miss Anna Rankin of England, whose words are printed elsewhere.

The attendance at the conference remained at a high level throughout, and at the last session the meeting room was full quite to the limit. The report of the Committee of the Special Libraries

brarians was read by the chairman, Miss Rebecca B. Rankin. Robert Smitley of the Dixie Business Bookshop of New York, spoke on "Business Literature Since the War." Following his address there was a brisk period of questions from the floor, and answers

A new feature at this conference was the series of round table conferences dealing with the problems and opportunities of the local associations. Miss Jessie Callan, chairman of the Pittsburgh Association, led in the discussion of "Union Lists;" Miss Margaret Withington of the Boston Association led in the discussion of "Programs and Activities for Local Associations;" Mr. H. O. Brigham, editor of *SPECIAL LIBRARIES*, led in the discussion of the Magazine; and Miss Linda H. Morley of the Industrial Relations Counselors of New York, led in the discussion on "Classifications."

A change was made in the office of treasurer, which was consolidated with that of secretary, so as to bring them both into the city of the president, and then as amended the officers as nominated by the nominating committee were unanimously elected.

Resolutions

Passed at S.L.A. Conference, Toronto,
1927

BE IT RESOLVED that the S.L.A. in convention assembled extend its most hearty thanks to all those who have contributed to the success of the meetings in Toronto on June 20, 21, and 22, 1927.

We especially offer our sincere thanks to His Worship, the Mayor of Toronto, and to the Officers of the University of Toronto who have welcomed us so cordially. We appreciate the efforts of the local Committee on Arrangements, and the committees of our own Association who have helped to make the convention a success.

We extend grateful thanks to the president of the A.L.A. who has combined in one person, son of Toronto, graduate of the University and leader of our parent association.

RESOLVED ALSO that we voice our thanks and appreciation to the able president of the S.L.A. under whose leadership the Association has grown and expanded. The

east and west have been united by the splendid development of, and the representation from the affiliated chapters from coast to coast.

To the Program Committee thanks are due for a well balanced and inspirational program, and we are grateful to the speakers who have contributed so greatly to our deliberations.

RESOLVED that thanks be extended to the King Edward Hotel, who by its hospitality and courteous services has made our visit to Toronto so pleasant.

Respectfully submitted,

(Signed)

ETHEL L. BAXTER,

ELIZABETH B. WRAY,

MARGARET WITHINGTON, *Chairman.*

Executive Board Meeting

The Executive Board of Special Libraries Association for the year 1927-28 met for the first time at the King Edward Hotel in Toronto, on Wednesday, June 22, 1927, President Cady presiding.

It was voted that dues for the ensuing year remain the same as in the past year, that is, \$15 for Institutional membership, \$5 for Individual membership, and \$1 for Associate membership.

It was voted to keep the subscription price of the magazine at \$4.

It was voted to consider Washington as the place for the next convention.

Committee chairmen appointments were made as follows: Program Committee for 1928 Convention, Miss Eleanor Cavanaugh; Classification Committee, Miss Louise Keller; Training Committee, Miss Rebecca B. Rankin; Indexing Legislation Committee, Mr. H. O. Brigham; Publications Committee, Miss Rebecca B. Rankin; News Committee, Mr. William Alcott; Methods Committee, Miss Rebecca B. Rankin; International Commerce Club Committee, Mr. F. E. Cady; Continuation Reading Committee, Miss Linda Morley.

Miss A. B. Claffin, librarian, Federal Reserve Bank, Cleveland, was appointed assistant treasurer.

It was voted to distribute the proceedings of the 1927 convention through several issues of *SPECIAL LIBRARIES*.

Correction

In the report of the Nominating Committee, as printed in the May-June issue of *SPECIAL LIBRARIES*, there were a few mistakes which should be corrected. The second vice-president is Miss Carolyn S. Faltermayer and not "Saltenmayer" as given in the report of the committee. Other mistakes concerned Mr. Cady and Miss Cox, a member of the Nominating Committee.

Addresses of Welcome

Representatives of Government and of Library and Business Interests
Speak at Opening Session.

THE CHAIRMAN: The time has come for the opening session of the conference, and I think it would be fitting for me to introduce to you first F. A. Robertson of the Hydro Electric Power Commission of Ontario, chairman of the Local Committee of Arrangements.

MR. ROBERTSON: I would like to express my own appreciation for the connection I have had with the executives of the Special Libraries Association, and to say that anything I have been able to do has been a pleasure to me.

THE CHAIRMAN: We were to have had the honor of the presence of His Worship, the Mayor, but we received word at the last moment that a special meeting of the Council had been called and he could not be present. However, Mr. E. J. Hathaway has a word to say on behalf of the Mayor.

MR. HATHAWAY: Mr. Chairman, ladies and gentlemen, I have been in some rather extraordinary situations before this, but I have never had to act as Mayor. A few weeks ago I received a copy of your tentative program, and it was suggested that there should be an official word of welcome from the Mayor, from the Ontario government, and from the Toronto Public Library Board, so I asked His Worship and those other gentlemen to speak. Then His Worship called me up on Friday afternoon to say that a special meeting of Council had been called for ten o'clock this morning. Now I have to tell him that his speech has already been given and that he won't have to deliver it at all. This is the speech at all events that His Worship Thomas Foster, Mayor of Toronto, had prepared.

MAYOR FOSTER

"I assure you that I have great pleasure in extending to the delegates to this Convention of the Special Libraries Association a most cordial welcome to the City of Toronto.

"In offering this Welcome, I speak not only for myself but for the citizens of Toronto who feel honored that the first meeting of your Association should be held in their City.

"I understand that yours is one of the most important library associations, because it takes in all libraries of a special character and is outside of the usual function of public libraries.

"Your membership, I believe, comprises representatives from the libraries now assembled for the use of companies, corporations, financial institutions, newspapers and others which make a feature

of gathering together special information for the use and benefit of the members of their staffs, or those associated with them in their particular line of activity.

"I have learned that this has become so important a feature that the librarians engaged in this work have not only formed an Association but they have a regular monthly periodical, dealing with their work and interest.

"The advantages of consultations are obvious and I am sure in this case that the interchange of opinions and information between your delegates must result in great benefit to the various libraries which you represent.

"I sincerely hope that this will be so and in addition to successfully carrying out the business of your Convention that you may have a thoroughly enjoyable visit to the City of Toronto.

"I am sure that the citizens one and all will spare no effort to this end. I thank you for giving me the opportunity of extending a welcome on this occasion."

I thank you also, Mr. Chairman, for giving me an opportunity to be Mayor for even those few moments.

THE CHAIRMAN: I do not see how we could have had a more satisfactory substitute.

The next speaker will be Mr. W. O. Carson, inspector of Public Libraries of the Department of Education, and honorary chairman of the local Committee of Arrangements.

MR. CARSON: Mr. President and fellow librarians, I hardly know whom I represent here today, but like Mr. Hathaway I have been great on occasion.

Last fall I was sent to the Niagara frontier on behalf of the Hon. Mr. Ferguson, Prime Minister, and a great many of the foreigners there thought I was the Premier, and as they greeted me I began to have some idea of how it felt to be great. I have been called Doctor, I have been called Honourable, I have been called General, and I have been called Colonel, and last week I got a letter addressed "Mrs." As I say, I do not know whom I represent, but I presume it is the libraries of Canada, and as we have the American Library Association with two thousand delegates, and this better section of the same craft, I have been thinking chiefly lately about two beds in one room, running water, baths, shipments, customs, telegrams, addresses, telephones, and all that kind of thing, so that it is very difficult to sit down quietly and think on what one should say before an august body like this.

I am not going to tell you about the libraries of Canada, because it would take too long, but first I should like to say this, that

my first experience of an A.L.A. meeting was back about 1910, and I think the very best help that I ever received at a library convention was with the special libraries people. As a matter of fact I did not know that I was in the Special Libraries Section. All I knew was that I was getting the best that was going on. I found out afterwards who the people were who were giving me the splendid information; and that was due to the fact that a great many of the fine points were worked out by the Special Libraries Association that were not dealt with in the meetings that were of a more general character.

I merely want to say one thing, and it is this, that you should not be here in this particular place. We would have liked very much if you had been up around the University campus, and we want you all to feel that you belong to the large crowd that we have up around the University of Toronto. The meetings started this morning, and there will be a large general meeting this evening at which the Hon. Dr. Cody will speak, and Sir Robert Falconer. We will have meetings of that kind throughout the week, and you have a good idea of the general character of the various sectional meetings. Then there is Hart House which is the great recreational and social center at the University of Toronto, which is open to you the same as it is to everyone else, and on Wednesday there will be an at-home, which is given by the Hon. Mr. Ferguson as Minister of Education, and there will be a dance. We will have the Queen's Own band there, and we are putting on several stunts. One is being put on by the New York Public Library, one by St. Louis, and one by Detroit, and one by another library, which will be given in the little theatre of Hart House, and there will also be a bridge room under the tender care of Mr. Hathaway.

Now, I am the Deputy of the Hon. Mr. Ferguson, and I feel that it is my duty to tell you that you must be there at that dance, and we want you to be there at the little theatre, and we want you to participate in the eats, and if you can remain here until Friday, there will be a very fine garden party with music by the 48th Highlanders band. I think there will be something to eat there too.

The one message I want to give you is that the Canadian librarians are very proud to have the American Library Association and the Special Libraries Association here, and we do want you to enter into all the social functions that are going on up at the University and feel free to participate in every social function that is going on. I won't take up any more of your time.

I thank you, Mr. President, for the privilege of addressing your conference.

THE CHAIRMAN: I am sure we will all be very glad to accept the invitation which Mr. Carson has extended to us, and certainly those who stay over will take advantage of the opportunity.

We will now hear from Mr. T. W. Banton, chairman of the Public Library Board of Toronto.

MR. BANTON: Mr. Chairman, ladies and gentlemen, I cannot pretend to greatness like the speakers who have preceded me. I am neither Mayor nor Premier, I simply represent an ordinary common public library trustee. Trustees, you know, are considered somewhat down in the scale in the matter of librarianship, but still the Public Library Board desire to extend to the Special Libraries Association a very hearty welcome to this city and to Canada.

I am very glad Mr. Hathaway has taken the part of the Mayor. I was a little uncertain as to what part I was going to play. I was told I was to welcome you both on behalf of the city and the Public Library Board, but as Mr. Hathaway has taken part of the load off my shoulders I will confine my very few remarks to library matters.

I would like to say that it is the desire of the Public Library Board, and of the large staff of assistants, young lady assistants, to help to make your visit to Toronto a profitable and a very pleasant and memorable experience.

In thinking of the name of your Association, "Special Libraries," it reminds me rather of the wonderful changes which have taken place in library work in recent years. I am rather an old hand in connection with libraries, although not what you might call the technical part of library work, because, as you know, that is not part of a trustee's duties; but I was reminded of the time when libraries were regarded as a sort of a luxury, just for the special benefit of a few select individuals, those whom we looked upon as highbrows in the "good old days," when the entrance into the library of a mere mechanic, or a man interested in commerce and industry, and so forth, was almost regarded as an intrusion. Happily that condition of affairs has changed. When I first became associated with the library in Toronto that feeling of intrusion still prevailed to a certain extent. I remember a sort of a character around town, who used to walk around the streets with his pockets and linings of the several coats that he used to wear, winter and summer, bulged with books, so that he resembled somewhat the shape of a barrel. He was a veritable walking library. He was a special librarian, if you please. It was his business to look up books containing information on certain specialized subjects, and he would introduce those books to whom he knew to be specially interested in that particular line—law, medicine, or any particular line. He had quite a large clientele. Well, those days have passed, and we have come to the days of specializing in everything. Everything today is specialized, even to the cobbling of your shoes or the dressing of your hats, so it is no wonder that library work, like all other branches of effort, has become specialized.

I do not want to take up any more of your time. I know you have none to spare, but I will again express the desire of the Board to give you a very hearty welcome, and the hope that you will thoroughly enjoy your-

selves, and, as Mr. Carson has said, go up and join the rest at the University and participate in the activities up there

THE CHAIRMAN: Our next speaker is Mr. Hector Charlesworth, editor of *Toronto Saturday Night*.

MR. CHARLESWORTHS Mr. Chairman, ladies and gentlemen, when two or three months ago I received a request from Miss Cavanaugh of New York to deliver an address of welcome on behalf of Canada, I think she said, it struck me as a very large order, but I suppose most people think a newspaper man is capable of most anything, and I expected to get away with a few generalities, and then about five or six weeks ago I received a letter from Miss Vormelker of Cleveland asking me to furnish her with the text of my address by May 25. I usually speak without notes, but under the circumstances I think I will have to refer to them occasionally, or I will be accused of having written out a fictitious account of my subject.

I learned this morning that this is not the first convention of the Special Libraries Association held in Canada. I believe you were with us at Ottawa fifteen years ago. A great deal has happened since then, and I think you will see Canada under happier auspices. I do not know just what time of the year you met then. The early part of 1912 was fine but the latter part was not so good.

We feel it a great honour that you should come to us in Canada. Changes come over things. I remember when I was a little boy, more than twenty years ago, a horseman of my acquaintance went to Tennessee to buy horses, and at one town—it may have been Dayton, I won't say it was not Dayton, he told the innkeeper that he came from Canada, and the innkeeper said, "Canada, who is keeping hotel up there now?" We are a little more in the public eye now than then, but they still ask "Who is keeping hotel up in Canada?"

I am really sincerely glad to have an opportunity to pay tribute to the movement of Special Libraries Association. It is a great movement. It must inevitably promote the efficiency of industry and commerce, and has an important relation to art, and also the great social service which is part of our modern experience and modern life. As I say, it has an important relation to the arts, in which I have been more or less interested all my life. I am a newspaper man, and I have spent nearly two-thirds of my life in newspaper offices where some sort of special library is always essential. I think perhaps the legend of editorial omniscience is founded on the handy little bookcase in the sanctum. I know it is in my case. No man's knowledge is comparable to the breadth and depth of his ignorance. I used to think I had a pretty good fund of general information, and a good working memory, but I discovered the abysmal depth of my ignorance when my wife started to work out cross-word puzzles at night, and

from such abysmal depth the special library in connection with one's special business in life is a means of escape on most occasions.

Until recent years the value of the special library, kept abreast with progress in certain specific lines, has been imperfectly understood by our business men in Canada generally. It is only within recent years that they have commenced to realize the importance of scientifically trained men in every business, and in this movement the great corporations of the United States, which have taught the world so many valuable lessons in the organization and development of industry and commerce, and thereby bettered conditions for humanity, have taken the lead, and I understand a good many of you represent the special libraries of those corporations, and I am especially glad to welcome you.

You heard Dr. Lowe of Great Britain this morning. I did not know he was going to be here. I made some inquiries as to how the movement was getting on in Great Britain, and I was informed that since the war it is progressing very widely. Of course, the war brought to all nations a fuller realization of the connection between science and industry, and, of course, the realization of that demands the special library in every line of business.

In Canada I am sorry to say the special library movement is, so far as I can learn, more or less in its infancy. Our great trans-continental corporations, our banks and financial institutions, and our great public utility enterprises, like the Ontario Hydro Electric Power Commission, have developed that feature of activity. Mr. Robertson, whom you heard this morning, happens to be the librarian, I believe, of the greatest public-owned utility enterprise in the world, and I have every reason to believe that he has a very fine library there.

The relation between special libraries and all branches of research is very intimate, and in this great movement, typified by that essentially modern word "research" I am happy to say that you will find Canada well in the van of progress. Our men in all universities and institutions are devoting their attention to research, some of them with great success. Some of them have brought fame to their own country and fame to themselves.

Generally speaking, we are all of us living amid a ferment of new ideas of immeasurable consequence to the future of the human race—not merely scientific discoveries of a revolutionary character but conceptions of international relations and international solutions which we trust will in the end bring peace on earth to men of good will.

It is my privilege to humbly welcome you as guests of one of the dominions of the British Empire—to the senior dominion of that Empire. May I be permitted to quote to you the words of the Rt. Hon. Stanley Baldwin, the Prime Minister of Great Britain, to his fellow Prime Ministers of the Empire

at the Imperial Conference held in London last November. He said:

"We are a League of Nations in ourselves, devoted to the promotion of the cause of peace. We seek to improve the methods of peaceful intercourse with foreign nations, holding together one-quarter of the human race. If we can make the bounds of freedom in this world yet wider, if we can faithfully discharge our responsibilities to civilization, then indeed our Empire can be justified to the world today and to posterity."

Ladies and gentlemen, the dissemination of useful knowledge has long been recognized as one of the greatest influences for peace; science, knowledge, the arts, all these are an international heritage. They are bonds of human brotherhood. The Divine Teacher said "The truth shall make you free." Without exact knowledge, so far as we can attain it, there can be no truth. You who are helping to spread knowledge on whatever subject, who are helping others to seek it, are contributing to the realization of the great ideal of our time.

THE CHAIRMAN I am sure that we are all very grateful to these gentlemen for their very cordial and courteous welcome, and we have asked Miss Margaret Withington, president of the Boston Association, to give the response.

MISS WITHINGTON: Mr. President and fellow librarians. It is with an emotion closely akin to that felt by Daniel in the lion's den that I rise to speak to you. With the lions all around him, Daniel was, as you remember, not exactly frightened, but a bit embarrassed. I only hope that the Lord will see me through, as he did Daniel!

It is delightful to be welcomed to Toronto in this way. We have been told that Toronto is the Indian name for "the meeting place." With the coming of the white men the word has taken on a much deeper significance, for to the place of meeting has been added that of the spirit of welcome and hospitality. Not only in this room, but throughout the whole city we have met with a courtesy which could not be surpassed anywhere else.

In looking over the Toronto Conference number of the periodical *SPECIAL LIBRARIES* one is struck by the number and excellence of the special libraries in Toronto which are therein described. Almost equally striking is the fact that A.L.A. is flourishing here but that there is not only no branch of the Special Libraries Association, but not even a twig. To turn from the metaphor of a vegetable plant to that of an electrical plant: there are here all the special library units, and the dynamic force of S.L.A. ready to deliver the power, if only the special libraries here would be willing to make the necessary connections. We hope that sometime soon there may be a Special Libraries Association of Toronto.

In being asked to make a reply to the addresses of welcome, it is very difficult for me to find adequate words in which to ex-

press what I want to say. I heard a story from a Canadian which illustrates that the English language is open to a double construction. A woman went into a drug store and asked for a fine tooth comb. The clerk said: "I am sorry, madam, but we are selling brushes for the teeth almost entirely this year."

And so in order that there may be no doubt of my meaning I shall fall back on the good old words which although not original, express the sentiments of all of us: "We thank you more than we can say."

Messages From Across the Sea

Dr. G. A. Lowe and Miss Anna Rankin
Bring Greetings From British
Library Association.

THE CHAIRMAN: We are fortunate this year in again having with us a representative of the Special Libraries Association of Great Britain. I take great pleasure in introducing Dr. Lowe.

DR. LOWE: Mr. President, ladies and gentlemen, it is a great pleasure to have this opportunity of offering you a word of greeting on behalf of the Special Libraries Association and Information Bureaux of Great Britain.

To my great joy, just before Christmas I was invited by the Carnegie Trustees to come to America and Canada and inspect libraries and museums, and, knowing that, the Council of the Special Libraries Association sent a letter, which I hold in my hand, asking me to represent them at this conference. It has been following me all over the country, but I am glad to say that it came to hand in time.

I do not wish to take up much of your valuable time by giving you any long account of what the comparatively newly founded body is doing in England, but I might perhaps mention that the most important task they have in hand, if you do not already know it, is the establishment of a *Directory of Special Libraries*, to which work the Carnegie Trustees is giving financial aid.

Glancing through your program I see that the subjects you have in hand have very much in common with those which are exercising the minds of the British Association, and I think there is every reason why both bodies should keep in close contact for, I hope, mutual advantage, and, thinking that, I am particularly glad to know from this letter which I have received that you, Mr. President, are to be represented at the conference to be held in Trinity College, Cambridge, this year.

I am only sorry that the Special Libraries Association in Great Britain has not been able to do what you have done at this time, and possibly have done in the past, that is, to meet at the same time as the parent Li-

brary Association in the same place. The four annual meetings of the Special Libraries Association have never yet been held in association with the parent body, and those who like myself belong primarily to the parent body rather regret that, and hope that it may be altered in course of time, so that we may all have an opportunity of attending those special library meetings. It is not always quite easy as matters are now arranged.

I do not think I need say more, Mr. President, except to repeat the message of very cordial greeting from the British Association, and to offer their very best wishes for a happy and profitable conference.

THE CHAIRMAN: I am sure this is as enjoyable a surprise to the rest of you as it was to me, and we hope that Dr. Lowe will take back with him the heartiest good wishes of this Association.

DR. LOWE: I thank you, Mr. President.

* * *

THE CHAIRMAN: We felt particularly fortunate in having with us Dr. Lowe representing the British Special Libraries Association and we feel doubly fortunate in having with us Miss Anna Rankin of Manchester, England. I know we will all be glad to hear from Miss Rankin.

MISS ANNA RANKIN (Manchester, Eng.): It is a very great pleasure indeed to have a minute or two in which to extend to you the very best wishes for the success of this conference of the president of British Library Association, Dr. Henry Guppy, of the John Rylands Library, Manchester.

As most of you know, Dr. Guppy attended your Jubilee Convention last autumn, and after three months visiting the libraries of America he has come back to England overflowing with enthusiasm for American methods, for American genius in administration and organization, and especially for American genius in such libraries as you are interested in this morning—the Special Library Section.

America has shown the way in many special lines, and in special libraries you have pointed the way in a very great number of cases. As a library, the John Rylands Library is not specially interested in commerce or science, as it is chiefly devoted to research work in art and literature and history, and, as you know, has a very fine collection of early editions and manuscripts, and you will perhaps not be so much interested in our library as in the Library of Commerce in connection with the Cotton Exchange of Manchester. That, I believe, is one of the finest commerce libraries in the United Kingdom, and I only wish that Mr. Jast, the public librarian of Manchester, were here, to tell you of all the difficulties that were faced before success was attained in connection with the Library of Commerce. But you have such a very interesting program that I do not wish to take up very much of your time.

It reminds me of a little story. We in England once sent a member of the Manchester Cotton Exchange as a delegate to London to

our English Convention. He was a very mathematical man with a mathematical mind, and he thought it was his business to let the library convention know just how many mills and how many thousands of yards of yarn each of these mills turned out, in order to prove that a Library of Commerce was essential to the City of Manchester, and I believe he gave a very lengthy speech in detail of this need. After he had sat down the librarian from Glasgow was called upon, and in his usual witty way he said: "Ah, yes, we in Glesca have a Library of Commerce which was started years and years before you people in Manchester ever thought of a Library of Commerce, and we too could spin ye millions of yarns and yards of yarns of what we do in Glesca, but we in Glesca are a modest people and we let our library speak for itself."

MR. CHAIRMAN: Mr. Brigham has just handed to me a statement which has just come in regarding the meeting which Dr. Lowe has referred to:

"The Fourth Conference of the Association of Special Libraries and Information Bureaux will be held at Trinity College, Cambridge, during the week-end September 23-26, 1927. The Conference will open with a reception in the Fellows' Garden by Sir J. J. Thomson, Master of Trinity. Sir Geoffrey Butler, K.B.E., M.P., will preside.

"Papers will be given dealing with some of the many problems that arise in connection with the handling of information of a specialized character: Sir Richard Gregory, the editor of *Nature* is speaking on 'Standards of Book Selection in Science and Technology.'

"Application for the detailed program should be made to the Secretary of the Association, 38 Bloomsbury Square, London, W.C. 1.

"Those desirous of attending the Jubilee Conference of the Library Association will travel on the 9.03 a.m. express from Cambridge on Monday morning; this train connects with the Flying Scotsman which reaches Edinburgh conveniently at 6.15 p.m. in time for the opening of the Conference."

I might say we hope to have as the representative of our Association at that Conference our vice-president Miss Alexander.

Does Anyone?

Does anyone know whether there is an active association similar in purpose to the S.L.A. of America and the Association of Special Libraries and Information Bureaux of Great Britain in any country besides those mentioned and the one in Denmark. Please communicate direct to Mr. Guy W. Keeling, secretary, Association of Special Libraries and Information Bureaux of Great Britain, 38 Bloomsbury Square, London, England.

Special Libraries

EDITOR: HERBERT O. BRIGHAM

ASSOCIATE EDITORS: WILLIAM ALCOTT, LEWIS A. ARMISTEAD, DANIEL N. HANDY

DEPARTMENT EDITORS: ETHEL CLELAND, R. H. JOHNSTON, HENRY H. NORRIS, MARY C. PARKER,
REBECCA B. RANKIN, MARGARET REYNOLDS, A. A. SLOBOD.

High Lights of the Conference

Contacts was the theme.

* * *

The sessions were opened promptly each morning and closed with promptness.

* * *

There was snap and pep in the way things were carried on.

* * *

The program was admirably arranged. General sessions in the forenoons and group sessions in the afternoons.

* * *

With the exception of Tuesday, when a dinner was held, the evenings were free.

* * *

The dinner was, in some respects, the high-water mark of the conference. The addresses were snappy and worthwhile and representative.

* * *

Toronto was boundless in its hospitality.

* * *

The King Edward furnished well-nigh perfect accommodations for the meetings

* * *

The registration work was smooth and efficient

* * *

The Hospitality Committee, under the leadership of Miss Rankin, did its utmost, and was highly successful in making members acquainted with one another.

* * *

The international bond was strengthened. The Canadian brethren showed themselves royal entertainers. Reports of their research revealed a position well in advance, in some ways, of government work in the United States.

* * *

It was a business conference first and last. Yet there were some delightful luncheon parties.

* * *

The addresses of welcome and the responses helped everybody to feel at home

* * *

Two messages from across the sea added still further to the bond of international friendship.

* * *

Never was a better address on "How to Make Contacts," than that given by Miss Mary Louise Alexander of New York.

* * *

The report of the Committee on Classification will help every special librarian.

The development of library science for the special librarian was revealed with much gratification through the reports of the several groups and the local associations.

* * *

The new plan of membership—Institutional \$15, Individual \$5, Associate \$1—certainly is working out well and may yet prove to be the salvation of the Association.

* * *

Hardly a better expert than Robert L. Smithey, of the Dixie Business Book Shop could have been secured to tell of the "Business Books of the Year."

* * *

The address of Donald Marvin, economist of the Royal Bank of Canada revealed the enormous extent of the Canadian banks and the versatility of the great Canadian bank system.

* * *

Miss Marguerite Burnett, librarian of the Federal Reserve Bank of New York, started the social functions, with a tea at the home of her parents, at 27 Bernard Avenue, on Sunday afternoon.

* * *

Some of the banks and some of the railway representatives gave luncheon parties.

* * *

The Hydro Electric Power Commission of Ontario generously helped in the work of registration, and provided opportunity to visit the wonderful power development plants at Niagara Falls.

* * *

The Toronto Water Commission offered its facilities for inspecting the water purifying plant in Toronto Harbor.

* * *

Publication of the list of registrations, as at Swampscott, proved a popular feature.

* * *

The opening session on Monday morning in the Blue Room was anything but a Blue Monday.

* * *

Miss Eleanor S. Cavanaugh is entitled to large credit for her work as chairman of the Program Committee

* * *

The messages from San Francisco and Los Angeles were highly stimulating.

* * *

So was the message from Frederick Rex of Chicago pledging co-operation in the coming year with Illinois Chapter, of which he is the new president.

The desire of Cincinnati for information for starting a chapter of S.L.A. was another evidence of the power of S.L.A.

* * *

The Cleveland Chapter, the baby of the Association, was welcomed to the family.

* * *

A.L.A. was cordial and fraternal.

* * *

Toronto University, through the good offices of the Ontario government, did more

than any other institution, certainly in recent years, for the comfort and entertainment of librarians.

* * *

"We are as much transatlantic as you are on the other side of the international boundary. You do not ask us to adopt your ideals and we do not expect you to adopt ours. But together, each in his own way, we shall try to solve the problems of the day, with good will toward each other and in international friendship."—*Principal Grant*

Report of Editor of Special Libraries

Herbert O. Brigham, Editor

THE EDITOR herewith submits his report for the eight months which have elapsed since the previous meeting. During that period seven issues have come from the press and as most of our members are familiar with the magazine it is unnecessary to describe these issues at length.

The Executive Board at its meeting on October 7, 1926, voted to omit the Proceedings number of SPECIAL LIBRARIES, but to issue the valuable addresses in the succeeding issues of the magazine; hence the November number contained the leading addresses, group meetings and the business sessions. The December issue was devoted to the interests of the Newspaper Group and the January number to the interests of the Financial Group, practically completing the more salient features of the conference proceedings. The February issue contained as the leading article the interesting address by Mr. Henry Bruere delivered before the New York Special Libraries Association, and it may be of interest to note that this valuable address was reprinted by *Industrial Canada*, a commercial magazine of prominence in the Dominion. This same issue also contained a summary of the interesting remarks by Mr. O. Tyrogod, the president of the Special Libraries Association of Denmark, who was present at our Atlantic City conference. The March issue gave space to a prepared article by Harrington Emerson, an efficiency engineer, and the April issue to a reprint of the notable article appearing in *Nation's Business* entitled "When Business Goes to the Library," by Dorsey W. Hyde, Jr., a former president of our Association. We also placed in this same magazine an address before our colleagues in Great Britain entitled "Research as an Aid to Business Management," by W. T. Cooke, president, Business Research Association of Great Britain. The current number of the magazine, sent to our members just before the conference, speaks for itself. It is the Toronto Conference number and was prepared under the special editorship of Mr. William Alcott, a former night city editor of the *Boston Globe* and a trained newspaper man.

It reflects credit upon Mr. Alcott, who has been a staunch supporter of the Association and its policies.

Again, personal demands and the heavy burden of work has forced the editor to lay aside the exacting duties connected with the editorship and at a conference in Boston Messrs. William Alcott, Lewis A. Armistead and Daniel N. Handy agreed to conduct the next six issues of the magazine with the understanding that the present editor would supervise the advertising and continue temporarily in charge until the annual meeting. This arrangement has been of great help to the editor and has also been of considerable financial benefit to the magazine inasmuch as increased advertising has been obtained in considerable volume.

The seven issues have carried in advertising the total amount of \$923.50 and the outstanding contracts as of date amount to \$572.00, a noticeable increase over the previous year, but not yet of sufficient importance to warrant entire satisfaction.

During the year the editor suggested to a group of publishers that they accept space in the magazine, using small blocks, for the presentation of what each advertiser considered his most important recent business book. This advertising section has shown a steady growth and it is anticipated that the next issue will contain several pages of this type of publicity. We now have on hand nine annual contracts of such copy and many other firms have the project under consideration. I hope that by another year the advertising income will be doubled and possibly trebled. We still need a suitable representative in the city of New York to confer with advertisers and to follow up suggestive leads which have been prepared by the editor.

During the year Miss Charlotte G. Noyes, a former officer of the Association, compiled an index covering the period 1923-26. This index has been sent to the members and has also been placed on sale at a nominal price. The entire file of magazines can now be consulted by using but two indexes which

is a decided advantage in the use of the earlier issues.

The editor takes this opportunity to extend thanks to his associates, especially those who have been in charge of the various departments, for their continuous support throughout the year. There has also been from many sources a friendly interest in the magazine and its success and the number of letters that come to us from overseas indicates that SPECIAL LIBRARIES is becoming known in other parts of the world.

Again we extend our thanks to the H. W. Wilson Company, especially to Mr. Leon

Henry and to Mrs. Helen Stewart Mank, for their supervision of the magazine as it passes through the press

I am dropping the editorship of the magazine with sincere regret as I have the interests of SPECIAL LIBRARIES and the Association deeply at heart. It probably will be difficult to entirely separate myself from certain editorial duties and during the year I shall be glad to assist the person who assumes the editorship

H. O. BRIGHAM,
Editor.

We Do This

Margaret Reynolds, Department Editor

Periodical Check List. We recently made up a list of some of the most interesting magazines to which we subscribe and had a great many copies mimeographed. To each department we sent a number of copies of these requesting that those interested check and return the list to the library. The response was so satisfactory that some of the magazine subscriptions had to be doubled. Some of our patrons have been coming to the library since this notice was issued to go over our magazines.—*G. Jeannette Craven, librarian, Federal Reserve Bank, Philadelphia.*

Alphabetical Subject File. Our alphabetical subject file contains pamphlets, etc., of temporary value into which we put anything that anyone wants to have kept for a while. We find it convenient to put the initials of the man who wanted the pamphlet saved just below the library stamp so that when it comes time to clean out the file we can ask him if it is necessary to keep it any longer.—*Marion Bowman, librarian, Old Colony Trust Company, Boston.*

Book-Cases. Our book-cases are of the Globe-Wernicke sectional type with glass fronts, which is a great help whenever the library is moved (as it is quite often in a growing concern) because the books do not have to be taken off the shelves. We simply number the sections, take them apart and put them together again in the new place.—*Marion*

Bowman, librarian, Old Colony Trust Company, Boston (Ed. note. The Old Colony Trust Company Library has moved several times and these cases have proved practical.)

Shelf Labels. The glass fronts of our sectional book-cases provide convenient places for shelf labels as they can easily be written on with white ink which can be washed off when we need to change the numbers.—*Marion Bowman, librarian, Old Colony Trust Company, Boston.*

Overdues Mailed to Home. Some of the patrons of our library find it hard to remember to bring from home books which should be returned and we find it works well to mail reminders to their home addresses.—*Marion Bowman, librarian, Old Colony Trust Company, Boston.*

Library Publicity. One *List of New Books*, two *Book Reviews* and two *Abstracts of Magazine Articles* are published alternately during the month. This makes a total of five bulletins which are posted on all company bulletin boards throughout the system. The bulletin board is our medium of publicity and has been a means of excellent contact with the thousands of operating men, which include the power station operators, conductors, motormen, etc.—*Mrs. Carolyn Schantz Faltermayer, librarian, Philadelphia Rapid Transit Company, Philadelphia*

Personal Notes

Mary C. Parker, Department Editor

The Chicago Board of Underwriters are remodeling their library quarters. The Board is also planning to establish a life insurance branch in the library and have it affiliated with other reference libraries in the city. Its

volumes are now confined to fire and casualty insurance. The library was founded by the Underwriters' Association in 1822. Miss Pyrrha B. Sheffield who for seven and one-half years has been the librarian of the Port-

land Cement Association, Chicago, on July 1 became the librarian of the Chicago Board of Underwriters, which is located in Room 2158, Insurance Exchange Building, 175 W. Jackson Boulevard, Chicago.

Miss Sarah D. Kinney, formerly with the Rand Kardex Service of New York City, has gone into independence work for herself.

Miss Imogene D. Martin, who for thirty-two years has been with the Northwestern Mutual Life Insurance Company in the home office at Milwaukee and who has lately served as the company librarian, has retired on a pension.

The library of the White Motor Company, Cleveland, of which Miss Rose L. Vormelker is librarian, is being reorganized at present.

A son, Arthur Farrand Thompson, has been born to Mrs. Ruth Miller Thompson, formerly librarian of the California Fish Commission at Terminal Island, and a member of the Special Libraries Association of Southern California.

Miss Josephine S. Hollingsworth for several years connected with the Science and Industry Department of the Public Library of Los Angeles, California, has been made municipal reference librarian of that city.

The friends of Miss Ruth Nichols, librarian of the Federal Reserve Bank of Chicago, will learn with sorrow of the death of her mother on June 26. Miss Nichols was called home from the Post-Conference trip immediately upon reaching Bigwin Island.

Announcement was made of the marriage on June 9 in London of Miss Katherine Tappert and Mr. Grinnell Willis of Morristown, N.J. Miss Tappert was librarian in Morristown for several years.

Miss Johnston from the New York University School of Commerce Library has been appointed successor to Miss Louise Miltimore as librarian of the American Institute of Accountants. The appointment is effective as of August 1.

Miss Wilhemina Taylor is to do research work and reorganize the library for the New York Telephone Company at the executive offices, 140 West Street.

In the May issue of *The Independent Woman*, the monthly organ of the National Federation of Business and Professional Women's Clubs, is an article entitled, "Rebecca Rankin, Special Librarian," by Louise Garber. The same magazine also mentions special librarians in an article by Eugenia Wallace entitled, "In the Library World."

Miss Polly Rhu, of the library of the Central Trust Company of Illinois, has announced her engagement to Mr. George W. Stewart.

Miss Dorothy L. Krisher, who is doing research work for the Wells Fargo Bank & Union Trust Company of San Francisco, is chairman of the Union List of Periodicals Committee appointed by San Francisco Special Libraries Association.

Miss Marion Bowman, librarian of the Old Colony Trust Company, Boston, has been chosen secretary of the Old Colony Trust Club for the coming year.

Mrs. Gorton James has resigned her position in the library of the Harvard Graduate School of Business, and will make her home in the future in Washington, D.C., where her husband has been appointed on the research staff of Secretary Herbert Hoover.

The American Agricultural Chemical Company is transferring its research library from Boston to New York, and Dr. Homer J. Wheeler, who is in charge of the research department, will move to New York.

On May 12 Miss Margaret Reynolds represented the library profession at a vocational conference given at the Lincoln High School, Milwaukee. Besides conducting a round table for those interested in the library profession, Miss Reynolds was one of the speakers at the dinner preceding the vocational meeting.

Miss Eugenia Wallace, former librarian of the Guaranty Trust Company, New York, has written an article "Pioneering in Wall Street" which will appear in the August number of *Century Magazine*.

Thomas D. Bailey, formerly manager of the New York Library Department of the Library Bureau Division of the Rand Kardex Service Corporation has resigned to become associated with Doten Dunton Desk Company, Boston.

Miss Mary Louise Alexander, of the Research Department, Barton, Durstine & Osborn, New York and her sister expect to sail the first of August for a two months' trip to Paris and Great Britain.

Ross A. Christie, librarian of the *Toronto Telegram*, who recently underwent a serious surgical operation, is recovering nicely, and is back in the Records Department of his publication.

Miss Estelle Liebman, formerly secretary of the Special Libraries Association is organizing the library of the League for Industrial Rights.

John F. H. Mellen has been appointed librarian of the *Boston Post*.

The Publishers Emergency Bureau have completed the index for a book that the majority of librarians will be glad to see—a new edition of Chamberlain's *Principles of Bond Investments* which was brought out in June by Henry Holt & Company.

Miss Adelaide Kight has resigned from the staff of the library of the Metropolitan Life Insurance Company to become associated with Miss Linda Morley, librarian of the Industrial Relations Counselors.

Mr. F. A. Mooney has left Dennison Manufacturing Company, Framingham, Mass., to return to the Ministry.

Miss Mildred A. Bates has resigned from the Reuben H. Donnelly Company, to become industrial research librarian in the Metropolitan Life Insurance Company Library. Miss Bates was formerly connected with the Newark Business Library.

Mr. Leroy Armstrong, former vice-president and a member of the Executive Committee of Special Libraries Association of Southern California, died of apoplexy at his home in Lankershim, March 29, 1927.

He was born in Plymouth, Ind., May 13, 1854, and after learning the printers trade bought the *Ladoga, Ind., Leader*; later going to Chicago, where he became a special writer on the *Herald*. He was a contemporary of Eugene Field, Opie Read, George Ade and John T. McCutcheon. Later he bought a newspaper at LaFayette, Ind.; but soon moved to Salt Lake City, where he edited the *Herald-Republican*. Coming to the coast, he became a special contributor to *The Times*, the *Pacific Coast Banker*, and to eastern magazines. Going into motion picture work, he was a pioneer in the development of research for motion pictures, and built an elaborate department at Universal, consisting of illustrations, old historical works, scenarios and other motion picture manuscript material.

Associations

Boston

At the Annual Meeting of Special Libraries Association of Boston, the following officers were elected for 1927-28: president, Howard L. Stebbins, librarian, Social Law Library; vice-president, Miss Abbie G. Glover, assistant librarian, Insurance Library Association of Boston; secretary, Miss Gladys L. Saville, librarian, *Christian Science Monitor*; treasurer, Rev. Frederick T. Persons, librarian, Congregational Library.

A revised list of the membership of the association has recently been issued.

Among the officers who attended the recent annual meeting of Special Libraries Association in Toronto were Howard L. Stebbins, president, Miss Gladys L. Saville, secretary, and Miss Margaret Withington, president of the association last year, and this year a member of its Executive Board.

Chicago

At the annual meeting of the Illinois Chapter held on June 14, 1927, officers were elected as follows: president, Mr. Frederick Rex, librarian, Municipal Reference Library; vice-president, Miss Marion J. Reynolds, librarian, Swift and Company; and secretary-treasurer Miss Frances M. Cowan, librarian, Dartnell Corporation.

Cleveland

Meetings of the Cleveland Association have been discontinued during the summer. They will be resumed in October.

Five members of the Cleveland Association

attended the annual meeting of Special Libraries Association in Toronto. They were: Mrs. Grace Birdsall, Lakeside Hospital Library, Miss Alta Claffin, Federal Reserve Bank, Francis E. Cady, Nela Park, Mrs. Mary Greene, *Cleveland Plain Dealer*, and Miss Rose Vormelker, White Motor Company.

New York

The last meeting of the Association held May 23, 1927 was informal in character. There was general discussion of problems of common interest. Reports of the various local committee groups were read, including the Engineering-Technical, Financial, Industrial-Commercial, Medical, Publisher-Book seller, Religious and miscellaneous.

Officers for the ensuing year were elected as follows: president, Angus B. Fletcher, librarian British Library of Information; vice-president, Miss E. B. Wray, librarian, United States Rubber Company; secretary-treasurer, W. L. Powlison, librarian, National Automobile Chamber of Commerce; Members of the Board, Miss Linda H. Morley, librarian, Industrial Relations Counselors; M. L. Alexander, librarian, Barton, Durstine and Osborn.

Groups

The Commercial-Technical Group elected the following officers at the Toronto convention: chairman, Alma C. Mitchell, Public Service Corporation of New Jersey, Newark, N.J.; vice-chairman, D. F. Brown, Standard Oil Company, Elizabeth, N.J.; secretary, Elizabeth B. Wray, United States Rubber Company, New York City.