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Special Libraries, July-August 1941

Special Libraries Association

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Special Libraries

Official Journal of the Special Libraries Association

July-August 1941

Proceedings Issue I

● PARTIAL LIST OF ORGANIZATIONS WITH SPECIAL LIBRARIES ●

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Special Libraries

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Highlights of the Hartford Convention

A SPIRIT of friendliness and enthusiasm, characterized the days at Hartford. Even those who may have recalled Mark Twain's comment on the weather crowded into the meetings, for there was something to interest and challenge every individual in this Thirty-third S.L.A. Convention meeting in a time of National Emergency.

After the preliminaries of official opening of the Convention by President Woodward and a gracious welcome by Miss Anne Nicholson, President of the Connecticut Chapter, at the First General Session on Monday, Lieutenant-Governor Odell Shepard added a lighter touch to the proceedings by offering two brief welcomes: one, as an official of the State:— a mock-promotional speech for the city; the other,— a sincere welcome as a citizen and a scholar. In response, Miss Thelma Hoffman of California turned to tall stories of her own state, but admitted the virtues of New England and the pleasures of the Hartford welcome, with the ensuing opportunities during the visit for discussion with librarians from many parts of the country. President Woodward then gave a report of S.L.A.'s activities in the past year, outlining the progress made by the Association and stressing the part it is playing in the nation's vast defense program. Sir Angus Fletcher, Director of the British Library of Information, also underlined the theme of the 1941 Convention in his inspiring challenge of "S.L.A. Forward March." The timely addresses by Mr. Raymond and Professor Schenker ended the afternoon session. Various Committee meetings and Group dinners followed.

For those who feel that argument is the best way to reach the root of opposition, the open meeting for business men on Monday evening provided a fair field. In debating the subject: Resolved: That a Library is a Necessary Asset, besides offering an occasion to increase library-consciousness in other business men, there was much in the serve and response of Messrs. Firth and Leonard, Malcolm-Smith and Brouder, Madden and Eames, Andersen and Donoghue, all outstanding men, to reveal what the business man knows of special libraries and how he may have arrived at his ideas. Can it be possible that the questions from the floor indicated that some librarians were sufficiently aroused to start an educational and promotional campaign? There were any number of starting points suggested by the brief arguments.

The Conference Discussion Groups were again one of the outstanding contributions of the Convention. Initiated last year as an experiment, they were so well received that they were repeated at the Hartford Convention. From the hours of 8:30-10:00 a.m. could be found the registrants to these courses eagerly entering into the discussions provoked by the Conference Leaders and Technical Advisers. Much credit is due Miss Margaret Lloyd as Chairman of the Discussion Groups for the interest displayed in them and for her excellent choice of leaders.

Most appropriately two panel discussions on Wednesday morning under the heading of "S.L.A.— Its Relation to the Library Profession," posed the key problems of personnel, training and placement. Mrs. Irene Striemy, in her introduction, broke ground by recommending action. Following the lead Miss Josephine B. Hollingsworth and Miss Jean Lynch took up the question of how an adequate supply of qualified librarians could be assured. The other side of the picture, employment, was presented by Miss Delphine Humphrey and Miss Margaret Bonnell. There was general agreement that placement service should be limited to members of the Association, but that non-members might be assisted if expenses could be met by fees. Even for members as well as for others, a central professional employment agency would be more desirable than the present unsatisfactory arrangement. Advertising in *SPECIAL LIBRARIES* by members had previously been found unsuccessful. In line with Miss Bonnell's observation that "Employment is as much a problem of creating as of filling jobs" the idea of a booklet describing the services of special libraries was warmly approved, and mention was made of possible group sponsorship of pamphlets for the various types of libraries represented.

The basis for all placement work, of course, was recognized to be the analysis of: first, what is required in the job; and second, what qualified applicants are there to meet those requirements. This implies a series of personnel records that must be currently revised. It necessitates also effective interviewing to gain more intimate knowledge of the individual than can be obtained from written sources. Perhaps regional interviewers may be developed, and cooperation with existing agencies be

(Continued on page 208)

The President's Report

A YEAR ago the Special Libraries Association met with only vague impressions of a war being waged on foreign soil. Its immediate relation to our own activities was not consciously felt in all its urgency even though we authorized a National Defense Committee; even though we saw the necessity for professional contacts with Latin America; even though we set up machinery for aid to Finnish libraries. In spite of all this prophetic vision, we had no realization of the challenge for a forward march into actual mobilization of materials and personnel. Such a mobilization is now demanded of us; our emergency is unlimited and our last resource must be tapped if we are to do the job! This can be done only when the "tooling up" process has been accomplished. "Tooling up"! The machines that make the tools that make the machines that make airplanes! The information that makes possible the machines that make the tools! There lies our challenge.

The trends and developments in our Association are therefore towards a better integrated organization; towards a better trained personnel; towards an awareness of opportunities to serve other organizations also under marching orders; towards a more confident and, if necessary, a more daring policy in public relations—in "telling the world what and how."

It is well, perhaps, that an Association, Topsy-like in growth, was faced a year ago by a recognized need for coordination of efforts and reorganization of procedure at headquarters. Sixteen Chapters; ten groups; twenty committees and seven special representatives in addition to officers, editors, liaison officers and an executive secretary, all functioning more or less actively and more or less without relation each to the other. The questions were, "How can this widely extended effort be integrated? How can we channel all of this volunteer creative energy so that the wheels will turn with a lowered percentage of lost motion and waste?" To those questions, we hope we have some of the answers.

Income increased

One of our difficulties has been, and still is, poverty, but there are degrees of poverty and the Association is less poor today than a year ago. The improved situation is partly due to the efforts of the Finance Committee in establishing a working budget within which headquarters has operated. It has been

possible not only to do this but also to add to our reserve without impairing our working capital.

Then, too, our income has increased. First, it is due to growth in memberships. On May 30th of this year, the total membership was 2,541 to which should be added 259 subscribers to SPECIAL LIBRARIES, the largest ever recorded. Dues are being paid more promptly with \$10,450.00 received during the January to May period this year, an amount which is but \$1,000.00 less than the total calculated annual income. Secondly, income from periodicals and other publications has also increased. SPECIAL LIBRARIES has already brought in through subscriptions more than the estimated total for the year. Previously the costs of printing had exceeded subscriptions and paid advertising. A change in the publication office of SPECIAL LIBRARIES was made with a saving of approximately \$100.00 per month in printing costs. Advertising has contributed during the last ten months, \$2,356.00 in income, about \$1,000.00 more than for the corresponding period of last year. This advertising income alone now covers the cost of printing and mailing the magazine.

The *Technical Book Review Index* continues to be self-supporting. The Editorial Office was transferred to Pittsburgh last June where the resources of the Carnegie Library are available and where the Chairman of the Committee can keep in touch with developments.

The SPECIAL LIBRARIAN PAGE appearing regularly in the *Wilson Bulletin* is another source through which S.L.A. reaches the general librarian and the public.

S.L.A. Publications

Other publications of interest include: the *Trade-names Index* and the *Microfilm Directory*, both projects of the SCIENCE-TECHNOLOGY GROUP; *Banking and Financial Subject Headings*, prepared by a Committee of the FINANCIAL GROUP; the *Creation and Development of an Insurance Library*, 2d Edition, published under the direction of the INSURANCE GROUP, and *World War II, a bibliography*, prepared for S.L.A. by the librarian of *Time, Incorporated*. A pending publication is *Chemistry Subject Headings List*, another project of the SCIENCE-TECHNOLOGY GROUP.

But perhaps the most exciting publication is *Special Library Resources*, being edited by Rose Vormelker. While the planographing of most of the text is complete, the index is not as yet finished. A

"dummy" copy of the completed portion of the book may be examined together with other publications with the S.L.A. imprint at the Registration Desk.

Other publications from Groups and Chapters have been released and still others are pending.

Growth and Reorganization of Chapters

Our answers it is clear, are not wholly in the realm of money in the bank or in the number of sales of our publications. There are the Chapters, the Groups, the Committees, all of which serve the members, and the Liaison Officers who coordinate this service. In each and every category we find that the history has been one of internal growth.

The Chapters have come to realize the potential wealth lying unknown and unavailable in scraps of Chapter history. These have been brought together into Chapter archives under the stimulation of the national ARCHIVES COMMITTEE and the Chapter Liaison Officer. Their concept of the value of the Chapter bulletin as a vehicle for current Chapter history as well as for a sharing of professional techniques and information has grown and some of these bulletins are being bound for permanent records, while others are significant enough in content to find themselves indexed in current library literature. Procedure Manuals for Chapters and a Committee on an *Interchapter Manual* have been created at the instigation of the Chapter Liaison Officer. Methods for sustaining interest in Chapter meetings have been studied and the new technique of the conference method has been tried and found successful in four Chapters.

New Chapters have been formed in Washington and Indianapolis. The "geographical coverage" of the S.L.A. market has been surveyed with the hope that the national may be strengthened by having its Chapters strategically placed.

The Chapter Liaison Officer, in her report, tells of the changes in the attitudes of individuals and Chapters as a result of the national emergency and our own growing concept of the responsibilities of librarians. She notes a "desire to help"—"to mobilize resources" all of which has contributed to the internal house-cleaning of Chapters by revision or completion of directories, union lists of serials, or by defense exhibits and various local cooperative projects or by taking stock of public relations facilities. Cooperative enterprises show a tendency to work with non-library groups, such as metropolitan and adult activities councils; business groups and promotion of joint libraries together with the help of business and governmental groups. A serious tone runs through most of these activities, following a realization of our ignorance of how much or how little libraries can do. Self-education in this direc-

tion is essential for further contributions to an intelligent defense effort on the part of special libraries.

Increased Activity of Groups and Committees

Groups, too, have been busy getting their houses in order; committees are at work weeding out dated and duplicate records; bulletins are appearing, presenting a running record of Group achievements as well as contributing professional tools; membership lists have been cleared with the Executive Office. Subject headings and classification schemes have been centralized in New York. The Rankin Report on group affiliation has been studied and discussed during the year. The *Group Manual* in tentative form is ready for final revision at the hands of a committee and a *Guide for Local Group Chairmen* has been presented to Group and Chapter Chairmen for consideration. A list of local Groups is in the making. Outstanding in interest, because new, are two Groups of the New York Chapter; one a RELIGIOUS GROUP and the other the Advertising Section of the COMMERCE GROUP. Internal organization of Groups is being over-hauled with a view to smoother operation by means of rotation in office in an effort to secure continuity of policy and projects. In addition, the Group Chairmen have evolved a set-up whereby more intelligent Group and Chapter decisions may be made by means of some sort of a clearing arrangement between Groups and Chapters, between Groups and Chapters and Committees, and Groups and Chapters and Officers.

All Association activities are directed towards services to members. This is particularly well illustrated by the work of several of S.L.A.'s Committees. The DUPLICATE EXCHANGE COMMITTEE this year handled requests for more than 20,000 items, a record which shows something of the vast amount of work involved. It has long been thought wise to centralize this activity at the Executive Office and during the coming year it is hoped that this will be done. Hundreds of member libraries and many non-member libraries will testify to the value of this service. The EMPLOYMENT COMMITTEE is another service unit whose work far outstrips the ability of voluntary efforts to co-ordinate and administer. Definite recommendations have been made to improve the situation by transferring this work also to the Executive Office. The work of this Committee has been made difficult by the number of applicants who have no vestige of training or experience necessary to become special librarians. For this reason both national and local employment committees have filled a very small percentage of jobs open. It is proposed that in the future applicants shall be limited to those S.L.A. members who have satisfactory qualifications in the way of training or experience.

The Chairman of the COMMITTEE ON GOVERNMENT DOCUMENTS AND STATISTICAL INDEXES holds a watching brief in Washington. She is making S.L.A. known to key people and has discussed such matters as an index to the 1940 Census, not only with the officials of the Bureau of the Census but also with David Lawrence of the Bureau of Public Information. Hers is a two-way job for she gives and receives information. As a fountain-head of information on documents and other primary source material she can be relied upon to render service to all who come to her.

The METHODS COMMITTEE serves as a clearing-house of technical information. The Methods Exhibit at the Indianapolis Convention was such an outstanding success that a tour of the country was almost obligatory. So far, through the courtesy of G. E. Stechert and Company, which paid transportation charges, this exhibit has visited nine Chapters including the two California Chapters and the following professional organizations: The Graduate Library School of Chicago; The New Jersey College for Women, Library School; Simmons' College, Library School; and the Wisconsin Library Association.

The MICROFILMING AND DOCUMENTATION COMMITTEE has furnished two articles of particular interest to the readers of SPECIAL LIBRARIES and has aided in the final editing of the *Microfilm Directory*.

Of all our Committees which have "hard rows to hoe", that on PROFESSIONAL STANDARDS has, perhaps, the hardest. If you will refer to the Chairman's report at the Indianapolis Convention, some glimmering of the complexity of the problem will be apparent. A sub-committee studying work-analyses found that there are seventeen different types of services given by special libraries. When the analyses are complete, a foundation will have been laid for determining the personal characteristics and qualifications necessary for librarians in each type of service and for testing the adequacy of library school training and curriculum making. This year the Committee cooperated with the American Library Association by formulating definitions in the field of special librarianship for the A.L.A. Glossary soon to be published. Definitions are necessities in the field of standardization and our contribution will do much for the profession in the way of clarification. The work of this Committee will ultimately help solve the problem of providing a yardstick in placement work by determining eligibility for certain types of positions.

The STUDENT LOAN FUND has been the means of assisting several members to further their education in the field of library science.

The COMMITTEE ON TRAINING has performed a signal service to members by its study of the various kinds of in-service training possible to S.L.A. Chap-

ters and by an analysis of those in operation. Many people have cooperated with the Committee in this work and we now have on file a cross-section of opinion and experience in regard to needed efforts in the direction of local programs. The Chairman has filed a full report of these reactions and the conclusions drawn from them. An article, by the Chairman in the February issue of SPECIAL LIBRARIES covers the situation as of that date. Recommendations are that a further study of training needs for special librarians be included in the *Survey of Special Libraries*. It also suggests that local programs be set up on a broad inspirational basis and that the type of courses and methods of presentation should be determined locally in relation to the needs of members and to facilities available.

Cooperative efforts of S.L.A.

A very vital and important work of S.L.A. is carried on by its Special Representatives to other organizations such as the Committee on Standardization in the field of Library Work and Documentation of the American Standards Association; the American Documentation Institute; Joint Board of Publishers and Booksellers; The Committee on Tests and Measurements of the Association of American Library Schools; Public Administration Classification (Glidden); The Society of American Archivists; the American Association for Applied Psychology and the H. W. Wilson Company.

Cooperation with the American Library Association has been evidenced by S.L.A.'s representation on its Committee on Foreign Importations; Committee on Indexing and Abstracting and Committee on Cooperation between National Associations, as well as by its work on the *Guide to Library Facilities for National Defense* undertaken in conjunction with the Library of Congress. The possibilities for cooperative analyzing of art periodicals is being studied currently by a Joint A.L.A. and S.L.A. Committee.

A Joint Committee of S.L.A. and A.L.A. on a "Survey of the Special Library Field" presented a report to the Executive Boards of both organizations in December, 1940. This was a supplement to the report submitted May 20, 1940 and outlines the status of the committee's work up to that time. A most important report, soundly conceived, it is one which should become a blue-print for action. The problem is stated, and the procedure outlined together with a pattern for coverage. A tentative list of libraries to be surveyed is appended, arranged by type, geographical distribution and subject. Lack of funds is the stumbling-block facing the Committee;—a lack which should in some way be overcome during the next year.

Cooperative effort on the part of S.L.A. has not ended with joint efforts in the United States. It has

extended to international projects such as the rebuilding of the library of the Technical University at Helsinki and the offer of help to the Association of Special Libraries and Information Bureaux in London. Approximately 10,000 gross pounds of books and periodicals have been sent to Helsinki in cooperation with the Finnish Legation. Our Committee is also in close touch with the "Hoover Relief Committee" and "For Finland, Inc." Full reward comes in the deep appreciation expressed in letters from the Ministry for Foreign Affairs in Helsinki and the Finnish Legation. In a conversation with the Chairman of our Committee the Counselor of the Legation said "Tell your members, the Finnish people are most grateful. . . It is not only the furnishing of books that counts, but here is a little country struggling alone in a war torn world. If its people can have the feeling that across the seas is a country that has a kindly feeling and a will to help, it goes far to boost their morale."

The resolution offering help to our English co-workers was cabled to ASLIB by Sir Angus Fletcher, Director of the British Library of Information. The following cable signed by Prime Minister Churchill was received in reply to our offer:

"ASLIB accepts with gratitude and considers that material should be kept in U. S. for the present. It will communicate later direct with U. S. Special Libraries Association as to nature of material that would be most useful to it."

The British Library of Information has offered to store material until it can be shipped.

Progress in public relations

A fourth direction in which S.L.A. has made significant progress lies in an analysis of needs in the field of public relations.

In planning its program to cover a long term, the newly organized PUBLIC RELATIONS COMMITTEE found three paramount issues of vital concern to special librarians. These are:

- (1) National defense problems, which fall into three general divisions:
 - a. Those of a cultural and recreational nature, building morale, etc.;
 - b. Materials for technical and vocational training; and
 - c. Research for industry and defense.
- (2) Economic reconstruction problems; and
- (3) Inter-American relations.

The selection of a large but representative committee personnel has only recently been completed and a six-point program drawn up which includes the following:

- (1) Exhibits
- (2) Timely, practical and colorful articles in newspapers and trade magazines
- (3) Speakers on programs of other organizations

- (4) Inauguration of special library and research sections at conventions and conferences of business, industrial, trade, technical and professional organizations as an integral part of the proceedings
- (5) Radio talks on special libraries or research activities and furnishing research material for national and local broadcasts
- (6) Publicizing facilities for dissemination of adequate, authentic and up-to-the-minute information to management and labor, and special libraries as a medium for the exchange of information between employer and employee.

Chapters have realized that opportunities in this field were important. The Philadelphia Council was recently invited to discuss with the American Marketing Association the subject of a cooperative business library in that area to be supported jointly by a group of business firms.

A national S.L.A. Committee was appointed to discuss the matter further with members of the Philadelphia Council. The American Marketing Association is at present circularizing its membership recommending the support of such a project.

The Michigan Chapter has been called upon by the Engineering Society of Detroit to assist in the Classification of 15,000 questionnaires received by it in the technical man power survey made by the Society.

Montreal has appointed a WAR COMMITTEE whose chairman keeps in close touch with Ottawa, to carry out any war work the Chapter may undertake.

The New York Union Library Catalogue project, which has been under consideration by a Joint Committee of the New York Library Club and the Special Libraries Association, New York Chapter, is now under consideration by the Work Projects Administration and if the application for funds is approved the project will become a Library of Congress project.

The S.L.A. Committee on Cooperation with Special libraries in Latin America has prepared a letter and a questionnaire to be sent to all known special libraries in Latin America, in its effort to compile a list of special libraries in those countries preparatory to the establishment of a cooperative program. Through the courtesy of the Pan American Union, these documents were translated into Spanish and Portuguese before sending.

In February of this year I was invited to deliver a talk at the annual convention of the Inter-American Bibliographical and Library Association held in Washington on the subject of "S.L.A. and Special Libraries in Latin America." In preparation for this paper, I wrote special librarians in each of the Latin American countries and the replies received indi-

cated not only a willingness to furnish information but a sense of the necessity for contacts with the Special Libraries Association. Inquiries were received as to classification schemes and subject headings used by our members. From Puerto Rico came a request for a list of the special libraries in the U. S. and Latin America giving a brief summary of the chief interests of each library listed with a view to possible exchange of material. A call for printed material on the subject of training for special librarians was also received.

Our offer to send to special libraries in Latin America copies of all available back issues of *SPECIAL LIBRARIES*, the *Proceedings* for 1938, 1939 and 1940 and several other publications as long as the supply lasted, has already been accepted by a number of libraries. It is hoped that the Association can do its bit in helping to improve relations between the Americas.

S.L.A. was invited to send a representative to the first *Town Hall Conference*, held in New York early in May. This was a three-day conference presenting "a program for program makers." It covered possible subject matter for discussion, techniques in arranging programs, the larger aspects of the Town Hall type of adult education and the various types of meetings possible, such as round tables, conversations, symposiums, debates and formal dinners. "Clinics" provided opportunity for an evaluation of the meetings. The importance of careful planning and good leadership for all types of group discussions was stressed. Techniques for the smooth running of a program were illustrated by various examples, among others that of the dinner which had "absolutely no dull spots." The conference preceded a "Town Hall Leadership School" which was also a first venture in the field.

Shortly after my election to the office of President I visited the two California Chapters and the Milwaukee Chapter. Later in the year I visited the Connecticut, Philadelphia and Washington Chap-

ters. To meet personally so many Association members who are unable to attend annual conventions is a joy and a privilege. I consider that my inability to visit all Chapters has been a real personal loss. In December I spoke before a group of librarians at a meeting held in Roanoke, Virginia. This group has since organized a library club and is considering affiliation with Special Libraries Association.

Conclusion

This report would not be complete without an expression of appreciation of the splendid co-operation that has been exhibited by members of the staff of the Library of Congress on a number of projects on which your President has sought council.

It is my belief that in these days when the world looms black and presents us with intricate problems we need to unite our forces with all other professional organizations. I am confident that the Special Libraries Association is one of the principal mediums through which this merging can be achieved.

I wish also to pay tribute to the members of the staff at our Executive Office. The ability of the Secretary as Advertising Manager has resulted in a better financial picture. Her willingness, as well as that of each one of the staff, has testified at all times to the loyalty and to the cooperative spirit which are our most valuable assets. To our Editors, I wish to say "Thank you" as sincerely as I can, and to the members of the Executive Board and the Advisory Council and to the membership at large, I should like to say that each one has played an important part in the progress of the Association. Your loyal support, sympathetic interest, and active cooperation has given our organization that energy and unity which is a real contribution to the advancement of the special library profession. For that support I thank you one and all.

Laura A. Woodward



Libraries and Democracy

Education for Democracy is peculiarly a library job, and, because of the immediacy of the crises, it is a job of adult education. It is a challenge, but a challenge which we must meet if our American Way of life is to endure.—Alice M. Farguhar, Readers Adviser, Public Library, Chicago.

S. L. A. Forward March¹

By SIR ANGUS FLETCHER

Director of the British Library of Information

THE key-note of this Conference has a militant ring, but we are fortunate here in Hartford to hear the command, "Forward March!" and know that it has for us no implication of regimentation. It has been otherwise on the Mainland of Europe, where our fellow librarians have had to toe the line in their professional as well as in their personal lives. They have had to conform their ideas to those set down for them by the "only-one-party" form of government, and they have been conscripted in the effort to make those ideas the single political creed of the people. They are suffering a spiritual suppression far worse than material hardships, and even the sight of their costliest treasures cast into the flames—a wilful destruction which must wring the heart of any true librarian—cannot have meant more than the deprivation of all those personal liberties and ways of life which we hold so dear. For us the command "Forward March" comes not as a military order, but as a call to unite and move onward in a common purpose, the preservation of our rights as free men and women.

S.L.A.—A miniature democracy

The Special Libraries Association is itself a miniature democracy committed to the cultivation of the rights and privileges of our profession. We have elected our leaders and we are gathered together once more to elect those whom we wish to place in positions of authority for the coming year. But those we elect to office do not need to be reminded that they are one with the rank and file, and we of the rank and file remember that our role is not one of dumb subservience, but one of critical co-operation. We shall not hesitate to say what we like and dislike in the conduct of our affairs, but at the same time we shall be ready to assist in any way we can in any project for the common good.

What the days ahead hold for each one of us none can tell, but there is one thing certain and that is that in this age of specialization and technical development the part to be played by the special

librarian will be an ever more important one. The key to many current problems is in his hand, and he must see to it that it is used to open and not to lock the doors.

A large part of the civilised world is at war with a powerful and dynamic dictator, and the United States is preparing to defend itself and its institutions against the same enemy in every direction. War, as we have now learned to our cost, is no longer restricted to the professional fighters. It has been brought directly to the whole country, including children and animals, and its methods enlist every kind of production—all skills—all knowledge.

A great national emergency

In times of great national emergency whether it be actual war, as in the British Empire which is now fighting for its existence, or whether it be, as in the United States, the urgent need for immediate defense on a colossal scale, swift access to sources of accurate information is a vital element in the national effort. It is just at such times that the difficulties of organising information are greatest. In Great Britain, as you know, many libraries have been destroyed, others are closed or difficult of access. Government Departments which ordinarily take pride in their services to the public have been obliged to restrict them, and some to move into hidden quarters. The great cities which are the natural centres of library resources have become dangerous, and commercial and technical information services have moved into the country along with the editors and experts. A shortage of paper and other causes have led to the suspension of many periodical publications. Finally, key men and women have been drawn into the fighting services.

In the United States, conditions are hardly comparable, but we can already discern the effect of the draft and of the immense pressure of the defense program on the life of the community, and it is reasonable to assume that the pressure will gain rapidly in weight as the defense program gathers momentum.

In the meantime, each one of us has been preparing to do his part. We are aware that we must bring our libraries into line with the course of events and the probable demands of our respective publics.

¹ Address before the First General Session of the Thirty-third Annual Convention of Special Libraries Association, Hartford, Connecticut, June 16, 1941.

As an organisation, we of the S.L.A. have taken the first steps in a census of the national resources in the special library field. Some of us have been tardy in our response, but none of us can have doubted the value of the work in which we are engaged, and when the compilers have finished their task the S.L.A. will have reason to be proud of its contribution to the national defense program.

But when this particular task is done there can be no resting on our oars. Our problems will only then be beginning. Some of them you will be discussing at this Conference; some lie undiscovered to vex and perplex us in the future. There can be no doubt that the massing of the whole nation behind the national defense program will result in a greatly increased use of our libraries. This will bring with it problems of organisation, of acquisition, of staff. Shall we be confronted, like the armaments plants, with the problem of the infiltration of unskilled labor? If so, we must see to it that while extending, as we undoubtedly shall, all help to our untrained colleague, he is encouraged to make the most of the advantages which follow from membership in S.L.A., not forgetting the opportunity for extended technical training which is brought within the reach of all through our Student Loan Funds.

Cooperation with other organisations

It may well be that the future will see a much greater and closer co-operation between organisations which today must be unco-operative because they are business competitors. Here I am reminded of the way in which manufacturers in the South of Scotland have set out to maintain the output of tweeds and to preserve the individual trademarks while at the same time making available to the national effort the special facilities and machinery which their mills have to offer. This has been achieved by choosing the most progressive mill to manufacture tweeds for its former competitors under their own trademarks while their mills turn out munitions and the thousand and one essentials of a country at war. I am not suggesting that one library may find itself compelled to serve some half dozen competitors, as well as its own parent body, but I do envisage the time when, for example, the scarcity of certain technical European journals will result in a pooling of resources so that the odd numbers received by these half dozen libraries will together constitute one complete file, available to all. The spirit then will be that of the common room where the newcomer enters with the cry, "Have you read so-and-so's latest?" and not that of the examination room where each sits carefully shielding his writing from his neighbor.

But while we are painfully conscious of the future, we are actually face to face with the present. We are called upon here in the United States to meet

initial, but we believe only temporary, disorganisation and we must do so with wider reorganisation and more effective co-ordination. At such a moment we cannot but long for a new era of co-operation, of efficient but flexible centralization, of quick and effective responsiveness. We see visions, as did the editor of "ASLIB INFORMATION" of an:—

"Omniscient, Argus-eyed bureau, unlimited in its financial resources, that should issue (and distribute free of charge), weekly summaries to the information world, recording all changes of address, all periodicals suspended, all new societies and publications springing into ephemeral life, the whole assortment of data being needless to say, nicely classified into foolproof categories!"

We may dream of a new order of perfect co-operation but we must do more than see visions and dream dreams. We must get down to work if S.L.A. is to justify its existence in the great task in which the United States is now involved. It must throw its whole energy to the task of co-ordinating the wide range of informational resources with the national defense program, and of co-ordinating also our own resources as individual special libraries within S.L.A. itself.

Many will see in the latter such familiar obstacles as those that arise from the competitive system, from questions of prestige and personality but I do not believe that the American executive will stand in the way if the case is clearly presented to him. As for the librarian, I can imagine no one quicker to grasp the full implications of national emergency in a spirit of sacrifice than he.

What, then, is the immediate task for the members of this organisation? It is to take a stand as part of the great scientific, sociological and technical organisation of civil life in the production of a defense against the greatest threat which has ever confronted the institutions of freedom.

This is not the place to formulate a program. It is sufficient to say the field must be surveyed in its relation to national plans, and a plan which must be both strong and flexible drawn up by which the artisans of co-ordination can work. Such an effort must necessarily be a free contribution by the members of this organisation to the service of the country. It may make heavy demands upon leisure and even upon our material resources. This, however, is not new in the library profession, which in the United States has always been distinguished by its unstinting loyalty to the peoples' service.

Conclusion

So I close with a call to all to join in the defense of the institutions of freedom—to march forward with spirit, judgment and confidence. Time presses. The word is "FORWARD." Let us go!

Research and Its Place in the World of Tomorrow¹

By F. E. RAYMOND

Administrative Assistant, National Industrial Conference Board

UNDER modern business conditions research is a major vitalizing factor of private enterprise. The entrepreneur, in facing the greater complexities and rigidities in our economic structure and the increasing tempo of modern times, has more than ever before the need to be aware of rapidly changing circumstance in order successfully to adjust the course of his business to new conditions. With the intensification of competition between enterprises in the same field and with the advent of competition between industrial groups, has come an overlapping of markets, an encroachment upon each other's respective technical fields, and a narrowing of the profit margin. Thus, systematic research holds forth to the entrepreneur the master tool by which he may be assured of consistent and effective progress.

Not so long ago, intuition and native intelligence sufficed as the motive force for private enterprise. With the shrinking of new territories for industrial exploitation, the mere expansion of enterprise is giving way to the intensification of business operation. In the struggle for business survival, improved technique—administrative, operating and technical—becomes the principal resource for progress. Thus, the growth of enterprise has brought about a marked specialization in individual endeavor. Where formerly the principal line executives of a company were proficient in all matters relating to the operation of the business, we now find major executives specializing in either administration, purchasing, manufacturing, merchandising as well as marketing, advertising, accounting, engineering, economic analysis or research, not to mention many specialized subdivisions of these principal functions of business.

In the earlier stages of business development, the mastery of a business situation, as in any negotiation, was attained by the man who most thoroughly understood his opponent's circumstances. Thus, if I may resort to the vernacular, it was generally sufficient to look around a single corner. At the present time, it is more than likely that the entrepreneur must look around four separate

corners in order to estimate intelligently the proper course of his business.

The entrepreneur, whether large or small, is obviously confronted with a premium upon individual intelligence. While his eventual business success rests upon individual initiative and resourcefulness, the modern demand for improved marketing, manufacturing, and engineering technique more frequently transcends the individual's own capacity and compels him to resort to some form of organized research. Therefore, the entrepreneur of today turns to research so that he may be aware of changing conditions, acquire knowledge of immediate facts, develop new techniques, safeguard himself from the risks of business, evaluate the results of his business operations, and discover new ways of doing things.

Since the continued success of a business under the modern severity of competition, is dependent upon the development of appropriate techniques, progress step by step requires more frequent recourse to science. Heretofore, many problems could be solved through common sense. However, a talent akin to that of engineering has to be resorted to as technical factors become more complex. Where engineering methods may now be lacking, new applications of scientific principles must be sought, and finally, the spiral of progress may be halted until the advent of some new scientific discovery. Whatever the business problems, those aspects which once could be discarded as acceptable margins of error in the course of progress become the clue to new discoveries or the development of improved technique.

To make my point clearer, I can draw an illustration from the progress in the treatment of cancer. In one particular, the discovery of radium gave the medical profession the opportunity of applying the properties of this peculiar substance to the development of radically new medical methods for the treatment of cancer. By knowledge of the effects of radium, medical technique can be adapted to the needs of specific manifestations of the disease. Thus, the physician has been provided with an understanding of the curative powers of radium, its effects upon the human system and methods of treatment so that he may more effectively deal with each individual case.

¹ Address before the First General Session of the Thirty-third Annual Convention of Special Libraries Association, Hartford, Connecticut, June 16, 1941.

So far I have spoken in rather broad generalities concerning the place of research in the modern-day private enterprise. I shall now endeavor to point out more specifically how business may apply research to meet not only its own needs but those of society. First, there are the physical needs of each member of the community for improved goods and services, and indirectly for improved machines and processes, the creation of which rests largely upon technical research. Second, there are the social needs of the community made more imperative by the crowding of populations, and the unequal distribution of material well being, which can be improved only through research conducted by institutions dedicated to the social sciences. Third, with the repercussions of an expanding economy, from national to world proportions, a more thorough comprehension of economic forces is necessary for further progress, and this awaits development through economic and statistical research. Fourth, through the enlargement of business enterprise, authoritarian practices of administration and operation are having to be replaced by fundamentally sound techniques of management and administration. Improvement in these fields as well are dependent upon research, the sponsorship of which rests more particularly with the leaders of business.

Technical research

For a business concern to manifest progress, or even to hold its relative position in the face of present day competition, it is increasingly essential for it to develop a technical uniqueness. Such uniqueness by which its products or services are made distinct from those of its competitors is dependent upon continued research in the physical, chemical and biological sciences, and related engineering fields. From a study of industrial research,² with which I have recently been connected, the direction of its principal activities was found to lie toward the development of new products, new uses for existing products, improvement in established lines of products, improved processing, and in the development of new or better raw materials. Depending upon the requirements of business, research may also be directed either to progress in the arts and sciences, advancement of process technology, the application of science to totally new fields of business, the development of allied products, or to increased utility of existing products through the addition of improved features.

This study of industrial research demonstrated the impact of technology upon modern industry. First, for example, are the manufacturers of control instruments or machine tools, where technical

²The Joint Patent Inquiry sponsored by National Manufacturers Association, National Industrial Conference Board, and the American Engineering Council.

precision or accuracy of performance is paramount. Second, in the case of manufacturers of engines and machines, such as refrigeration equipment, pumps, prime movers and certain types of processing apparatus, the progress in these arts is wholly dependent upon improved efficiency of some internal technical cycle or phenomenon. Third, manufacturers of heavy machinery, pipes and fittings, conveying and similar equipment, are affected by developments of a mechanical nature through which is brought about an improvement in the performance of some physical act. A fourth group of manufacturers of what may be termed a "packaged consumer service," such as household refrigerators, oil burners, and even automobiles, find their technical uniqueness through research, not only in the further development of the mechanical features of their product, but also in mass production methods.

Turning from the mechanical field, there are those important though intermediate industries whose whole existence is dependent upon the progress in electrical, optical, and other physical sciences, particularly characteristic of which is the radio industry or aviation.

Among the chemical or process industries, there are the manufacturers of heavy chemicals, chemical derivatives or specialties, synthetics and drugs, petroleum and rubber, whose technical progress is principally concerned with developments in the chemical composition of the substances manufactured. A second group, composed of producers of abrasives, ceramics, building materials, steel and paper, is primarily concerned with the development of especially valuable physical properties of the materials it refines, or in producing a unique physical structure.

In the last general category, characterized by the food industries, which are dependent upon biological science, processing technique up to recent years has consisted largely in adapting long-developed technical methods to the requirements of mass production. Recent biological discoveries have opened to these industries a totally new realm of technical development. As one research director stated, his present laboratory staff would undoubtedly be enlarged five hundredfold in the next decade should the present rate of technical development in this field continue.

The farm, as another form of private enterprise, has benefited in like manner from research in agricultural technique. The numerous projects being conducted by federal and state agencies or by educational institutions, and those to a lesser extent by special laboratories and private individuals, range from studies³ of soil conditions, seed and plant culture, cultivation and utilization

³Transactions and Proceedings, 7th International Management Congress, Washington, 1938, and supplementary material.

of land and animal husbandry, to those of animal and plant diseases. Sustained progress in agricultural research rests more on the government's farm program than upon personal initiative, since the individual scope for research is obviously limited.

Social research

The social aspects of community and industrial life present fruitful fields for research. Investigations of family relationships and the more practical studies related to domestic science bear most significantly upon the home in elevating it to its proper rank as the basic unit of modern society. Research in the field of education is bringing forth marked results in the training of young people to make their way in life and the development of competence in the manifold fields of occupation required in a highly integrated modern society. Medical science has made vast strides in these recent years not only in extending the span of life expectancy, but in building up the health of the nation and in combating and conquering many diseases of the human race. Legal research and fundamental investigations into processes of government, as well as historical research, are essential to the continuance of stability in our present highly organized society. Research in the cultural field is contributing to the daily enjoyment of individuals and provides new stimulus to latent intellectual satisfactions.

To illustrate the type of research in these fields, let me cite at random a few of the titles of projects, the conduct of which has been coordinated through the Social Science Research Council:⁴ The City Manager Government in the United States; Research in Employee Relations; Old Age Security; The Problem of Stranded Populations in the Pacific Northwest; The Economic Aspects of the Vacation Industry in New England; A Study of Farm Labor Problems; A Study of the Genetic Development of the Higher Processes of Human Thinking.

Economic research

The nation's vitality is likewise dependent upon research in the economic field. To avoid the disturbing effects of an unlimited process of "laissez faire" upon our highly integrated society, the present tendency is to impose an increasing number of economic controls. This trend is manifest not only in our markets for goods and services, but also in our labor market and the financial and money markets, to mention only the principal ones. Specialization and the loss of individual self-sufficiency account for many of the changes which are being wrought in our economic structure. Thus, research is again essential in the economic field to preserve our national standards of living and the freedom of private enterprise.

⁴ Annual Report of the Social Science Research Council, issued in 1941.

Changes in our economic structure are manifest in the repercussions following World War I, the new era period culminating in 1929, and the prolonged depression which followed. Economic research for at least the next decade will be influenced and colored by the world situation and by the forces which are affecting America's participation in World War II. The transition of the American economy from a peace-time to a war-time footing is already under way. The usual problems of restoration of economic equilibrium in a capitalist order will be immensely complicated by social and political forces let loose by war invoking social and political power.

Economic research at the present time should naturally be focused on problems of national defense and war. The reshuffling of production, from peace-time items to war material, demands an informed insight into the effect on consumers, their purchasing power and standards of living. Particular emphasis must be placed on how much the population can sacrifice to prosecute a war of production.

According to the observations of my associates on the staff of the Conference Board, more attention must be placed on how much productivity can be increased and, therefore, how much total production can be increased. Current economic research must be concerned with preparations for possible disorganization of the nation's financial machinery. Adequate methods of paying for the war must now be conceived with a view to future effects. In this field the role of banks and private investment organizations is equally as important as the role of the United States Treasury.

The cushioning of a post-war depression must be developed at the present time. Attention must be given to the accumulation of savings and purchasing power that can be used at the close of the war to preserve and maintain the financial machinery of the nation essential to this cushioning.

At the close of the war the problems of research will become more intensively directed toward maintaining economic and social equilibrium. High productivity, low costs, and high production volumes will be essential not alone for internal purposes but for the retention and acquisition of markets abroad against competitor nations. It will become manifest that such internal and foreign markets will guarantee high volume production at low costs.

Ways and means of decentralizing industry and commerce will be of prime significance in meeting post-war problems. Such decentralization will provide the basis for intensive expansion of markets within the country and for the restoration of standards of living of the population.

More and better factual material on regional resources, opportunities for investment and for

employment will be in great demand at the close of the war.

Management research

As I mentioned in generalizing at the beginning of this paper, the intensification of business operation, with its attendant executive specialization, is being accomplished in the main through developments in scientific management and the gradual evolution of administrative technique.⁵ The opportunities for research in this area are as far reaching as are the obligations and relationships of an enterprise with its customers, its employees, its stockholders, its creditors, its suppliers, and those responsible for its management, together with government and the general public.

The development of management technique was, as we all know, the natural outgrowth of the application of engineering and scientific principles to the problems of manufacture under the leadership of Frederick W. Taylor when confronted by the lack of rational technique for handling and integrating men, methods, machines, materials and money. From the inception of management methods in the production shop, their development over the last two decades has progressed steadily upward and outward throughout the expanding framework of specialized executive functions. They now form the basis for accepted practices in purchasing, manufacture, marketing—including related distributive functions—merchandising, engineering research, financial control and accounting, personnel administration, and most recently, public relations. Administration at the apex of the managerial pyramid has been the last to develop aggressively suitable techniques of control.

Improvement in management technique rests upon the combined product of research principally in the fields of economics, organization, and psychology, as well as in the natural and social sciences. Major developments were initially the product of individual company executives and later of management experts as the need for technically trained consultants grew. As management took on more and more of a professional aspect and specialized courses in business management became a part of the curricula of our institutions of higher education, the academic staffs in our universities were forced to undertake more intensive studies of management practice and related scientific fields in order to perfect the growing body of technique, first for their own needs of instruction and later at the instigation of industry. Now private enterprise, because of incessant demands for progress, is supplementing its executive operating organization

with men trained for the practical study of managerial problems in the plant itself.

Thus, research has entered the managerial field through a need for operating efficiency and for the accumulation of sound fundamentals. Its growth is following the characteristic channel of all scientific developments. The first evidence of a rational improvement in administrative technique appears in the unique studies now under way in the Business Administration Divisions of the Massachusetts Institute of Technology, and Stanford University.

Management research, as we know it today, regardless of the function involved, is primarily concerned with improvement in the techniques of direction, coordination, facilitation, implementation, operation and control. Initially, management research was concerned with what may well be termed the mechanisms of management. It now comprehends the integration of functional activity from the point where work is performed to the point where entrepreneurial decisions emanate. Thus, employment technique has evolved into personnel administration and is being extended upward to include public relations, and downward through work simplification to the minutest movements of a machine operator or assembler. Similar illustrations, to cite a few, could be drawn from the integration of merchandising, market research, advertising and economic analysis; or of accounting, controllership, finance and property ownership.

Thus, to repeat, management research is being directed toward the organization of method to tie together at the top as well as at the bottom, men, methods—that is, processes—machines, materials and money. The result is that the historical, one-dimensional line type of organization of enterprise is becoming three-dimensional, with line, staff or service, and functional demarcations. This is accompanied by a resurgence toward decentralized control according to the descending strata of responsibility from entrepreneurial strategy to the respective skills required of each workman engaged upon elemental operations.

Summary

Inasmuch as future research and ultimate progress can only have a solid foundation in the accumulated records of past experience and study, so the future place for research is marked by the successes and failures of the past in order to supplement the waning initiative of individual enterprise by the organized effort of trained professional groups. Thus, the Laboratory and the Library are inevitably linked to the modern spiral of progress; the former delves after truth, the latter strives to make it available to all who have need of facts.

While the obvious was once an ample guide, today it merely obscures those facts and principles which are essential to sustained progress. Success

⁵ Fairfield E. Raymond, "Organization: Design for Modern Business," American Society of Mechanical Engineers, December, 1938, together with unpublished supplementary research memoranda.

tomorrow will require more profound understanding to devise the specifically effective technique demanded. Specialization intensifies a field of study. Nevertheless, there is a correspondingly urgent need to translate the product of research into acceptable practice and bring it currently before the entrepreneur or private citizen for their mutual benefit.

Under limitations of time, I have been able to draw only a pattern and name its manifold dimensions. I have pointed to the major fields of research. I have indicated the ramifications derived from specialization and intensification due to competitive demands for efficiency. I have stressed the need not only for fundamentals when economic visibility

is low, but also for proven facts upon which an individual's intelligence may be truly exercised. I have tried to trace the trend of development in major fields, if not explicitly, at least by characteristics and alternative directions of development. I have endeavored to provide you the means of estimating the future course of research. To enumerate would have been futile.

In conclusion, I may say that the prospects for research are infinite; the opportunity arises wherever unbiased fact is essential to intelligent decision. The tragedy in modern organized research is its not infrequent perversion from constructive progress to the invention of whistling bombs of prejudiced self-interest.

An Important Resolution

THE following resolution for coordinating the activities of the various national library associations was presented at the Second General Session of the S.L.A. Convention, Thursday, June 19, by Josephine B. Hollingsworth, Second Vice-President, and adopted unanimously.

WHEREAS, it is becoming increasingly evident that there is a pressing need for the coordination of the activities of the various national library associations for the purpose of determining the direction their efforts should take and weighing the relative importance of proposed projects; and

WHEREAS, there is a demonstrated need for an acceptable means for exchange of information and a channel for concerted action to the end that such matters as federal legislation of common interest to all professional library groups, plans adopted for the mobilization of material, information and personnel, or related activities may be speedily and effectively accomplished under emergency conditions; and

WHEREAS, there is a continuing need for a clearing-house for all future library planning as a means of eliminating waste motion and duplication of effort; and

WHEREAS, there are already in existence movements toward the pooling and utilization of resources controlled by the library profession, such as union lists, bibliographies and catalogues, bibliographic and planning centers, etc.; and

WHEREAS, there at present exists no central agency for the mobilization and utilization of the extensive knowledge and skills of our joint memberships,—

Therefore, *Be It Resolved* by the SPECIAL LIBRARIES ASSOCIATION convened in annual session at Hartford, Connecticut, June 19, 1941, that an

invitation be extended to all other nationally recognized library associations in the United States and Canada to join in forming a coordinating Council of Library Associations to be composed of the presidents of each of the participating associations, with each association participating as a single and equal unit and represented by its president with power to act.

Be It Further Resolved, that the Librarian of Congress, by virtue of his office, serve as Chairman of this Council, and that in the event of his incapacity to serve that he designate a deputy.

Be It Further Resolved, that the Special Libraries Association offer the following suggestions as a means toward establishing the necessary machinery:

1. That this proposed Council be empowered to function immediately upon the favorable action of the Executive Boards of four or more recognized professional library associations, in addition to the Librarian of Congress.
2. That the machinery for the operation of this Council be established upon the concurrence of a majority of the duly authorized representatives.
3. That this Council be authorized to enter upon related activities as future necessities may indicate until such time as these may be acted upon by the Executive Boards of the respective participating Associations.
4. That eligibility to future membership in this Council shall be determined by a majority vote of all duly authorized members of the Council.
5. That a copy of this Resolution be sent to the Presidents and the Secretaries of each of the respective Associations urging that immediate action be taken toward forming this Council.

The Present World Crisis¹

By PROFESSOR ANDRÉ SCHENKER

Associate Professor of History, University of Connecticut, and Foreign Affairs Analyst for Station WTIC

As I go about, I am often asked the question "When are we going to be in this war?" Or I am "told" . . . "We are in it, anyway!"

I find that people asking these questions have little realization of what this war is all about. They think of whether or not the United States is going to enter a conflict which they believe to be between Germany and Great Britain. They do not seem to realize that while Britain is fighting this war the conflict is more one between Germany and the United States,—and that Britain is simply caught in between.

Most people have little conception of who is responsible or what is responsible for this war. Many think it is all the fault of the little fellow with the little mustache who tries so hard to look like Charlie Chaplin! Others feel that it is due to the fact that a certain gentleman carried an umbrella too long.

However, looking at this war from a general point of view we find it to be a world conflict which cannot result alone from the ambitions of any one man or group of men, but must necessarily result from a set of conditions—conditions which may be taken hold of and directed by an individual, or group of men, but, nevertheless, conditions which are here *despite* these men.

Nationalism

In the past, we have been accustomed to look upon the national sovereign state as the natural state. When President Wilson went to Paris in 1919, the main principle he took with him was one which was already way out of date; i.e., self-determination of nations. He did not realize,—the world did not realize,—that it was out of date. It was the world's idea of nationalism, which had several times involved Europe in conflict during the 19th century. I say that nationalism is already out of date,—and when I say "nationalism" I do not mean that nations with a cultural life no longer exist in the world today. But the sovereign national state had really ceased to exist at the time the peacemakers of the last World War met.

¹ Address before the First General Session of the Thirty-third Annual Convention of Special Libraries Association Hartford, Connecticut, June 16, 1941.

It did not make any difference whether a certain piece of territory was given to this nation or that nation,—at least, it did not make any difference in Eastern Europe, where sore spots and animosities were bound to result. It was obviously impossible to draw up a map of Europe that would satisfy everybody and a lot of sore spots were left. What could be done about them? Those spots and differences seem to have enhanced the national hatred of the Eastern Europeans and they refused to cooperate with each other,—erected barriers to impede commercial relations while at the same time there was a growing force of economic interdependency.

Rumania with her oil and grain, Hungary with her cattle and wheat, had too much of these for their own consumption but lacked everything else. They needed to work with their neighbors. Yet as long as Thrace and Macedonia were between Greece and Bulgaria; Dobrudja between Bulgaria and Rumania; Transylvania and Bukovina between Rumania and Hungary; 800,000 Hungarian minority in Slovakia between Hungary and Czechoslovakia; the Sudeten land between Czechoslovakia and Germany; Pormoze and Danzig between Germany and Poland; the Vilno district between Poland and Lithuania; how could you expect Europe to keep the peace?

What was even more important from the standpoint of the background of this war was the relation of all this to the *military life of these states*. A sovereign state has to be able to tell others, "You mind your own business and I'll mind mine, and if you don't, I am going to defend my national integrity." But can you do this unless you have an army that can oppose the aggressor? And how can *the army do this*, unless back of that army lie the necessary war industry and the necessary raw materials?

Take a country like Switzerland, which is still more or less free amidst the tempest over there, with probably the best organized army in the world, even better than Germany's, but what could it do? Switzerland cannot maintain an army. It does not have raw material to feed the factories or the army. We do not fight wars today as we did in the early

centuries,—we fight them now with a triple force; manpower, mechanized power manufactured by the war industry, and raw material,—and no state which does not have these is master of its own destiny. So these little European nations during the last 20 years, lost their full sovereignty. They were unable to stand on their feet, regardless of size, and say, “Do not interfere in my business” because they could not maintain an army.

With this sort of change going on throughout the world, in place of the seventy odd sovereign states of a few years back, there are now only five or six sovereign states. When I say this, I am not arguing for Germany, although I do believe in a union of Europe. But I believe in it through the cooperation of European states. Such a union of states would be more dangerous for us than if they were divided, but their union would lead to a better world. British statesmen in the early months of this war upheld the idea of a more closely unified Europe, but not under Germany nor under the Nazi totalitarian system.

One might add that this change is not taking place just in Europe, it is taking place all over the world. Japan, for example, is very ambitious, and is trying to build and unify an Empire which would extend from the frozen North down to the East Indies, even to Australia and New Zealand. She is trying to form a huge orbit of states under her domination. This would make Japan and its military structure more self-sufficient, with tin, oil, etc. Significantly, Tokyo calls it the Monroe Doctrine of the Far East.

May I ask you how many sovereign states there are South of us? Some, thinking of the Pan-American Union might say 20, but may I challenge that statement? Take the largest of these republics, Brazil, as large as the United States with vast natural resources, its population unequalled by any one European state outside of Germany and Russia. Suppose Brazil should decide to join the Axis which many say she would not do. In the past Brazil has been very friendly to us and we are doing all in our power to keep her so. Brazil produces coffee, cocoa and rubber,—the things we need and buy. Nevertheless, do you know that there is only one constitution in the world which provides for a “totalitarian state”? It is not the constitution of Germany—of Italy—or of Russia. The *only* constitution in the world which provides for a totalitarian state,—it was drawn up in 1937, I believe,—is the constitution of Brazil. It provides for the necessary commissions to transform Brazil into a totalitarian state.

We often fail to realize that a great many of the South American leaders do not have the same view of Democracy that we have in the United States. The one thing worrying us in this war is that while we can cooperate with South America at present,

and are doing so, if Germany wins the war the picture will be entirely different. We would then have to compete against her in South America, and would find that Germany has many friends there. We would find our task most difficult.

New National Boundaries

In building our national defense, Washington has declared that our new army and enlarged navy were to defend not only our national boundaries but the entire Western Hemisphere. Indeed, if Brazil wanted to join the axis we would tell her, “No, you can’t do that.” And if she wanted to join the Axis economic orbit we would again say “No,” and our fleet would be ready to defend our stand. So, whether a South American country likes it or not, she is within the boundary of hemispherical defense.

The boundaries of our national defense, the line which will be defended at all cost by our Army and Navy, go way beyond our national boundary,—go way beyond our hemisphere. Our boundary begins just east of Greenland, sways through the Strait of Denmark, down the Atlantic (not including Azores and Madeira, Cape Verde, which would be included if Spain and Portugal were invaded), down to the Antarctic, under South America, under New Zealand, under Australia, up through part of the Indian Ocean, across the Malay Peninsula, north of Singapore, over the Philippines, then up to the Bering Sea. I feel quite certain that if any of the territories within these lines,—be it a British possession or a Dutch colony, or any other land,—were to be attacked at this moment, within a very few hours our Army and Navy would be in motion without even waiting for a session of Congress. In other words, we have extended the Monroe Doctrine out into the Pacific and away from our Atlantic shores. That is, the orbit we consider ours to protect. The one interesting point is that three British dominions are included in this orbit we have made ready to defend. Somehow this brings Britain and the United States into quite a complicated tie-up. If you look at a map you will find that these new groupings which are being formed are built on a combination of economic self-sufficiency.

A Frenchman the other day, expressed the same idea; that the world was changing away from national states. He held the point of view that each of the new orbits would have to cover lands stretching from the North to the South Pole. We would have our hemisphere, Europe would have Africa, Japan would have Eastern Russia and South Asia. Russia would have Afghanistan and India, stretching to the Indian Ocean. If that were true, the United States would have less to worry about; it could follow the policy of isolationism. But there is much more at stake. The leading power of each

group would not be willing to stay within these natural geographic boundaries. This type of boundary would put Britain in the European group, although it is not at all certain that Britain would remain with Europe even if it were to be a democratic group. It is more logical for Great Britain and Canada to remain together, joined by the United States.

Conclusion

As this war progresses, one cannot help but see that it has reached a point where Britain cannot hold out without American raw material and industry back of her. Britain would now lose the war without us, and as it goes on and Germany's victories continue, I cannot see but that they will need more assistance than just war materials.

When are we going to war? I don't know. It is a matter of developments abroad. I feel quite certain that we are *not going to send an expeditionary force to Europe*, but we may send one to Africa.

We cannot threaten Germany by sending a tremendous air fleet to Britain, but we can build up the R.A.F. However, we have to look elsewhere for bases for our own air force. The Army has developed a plan for landing troops and occupying parts of Africa. There we could easily transform the desert into air fields, from which we could threaten Europe. We hope that at that point Germany would realize the futility of further fighting.

The world is going through a transformation. The process hurts but it will eventually create even a better world than that which we now have. Just as some of these European states will have to forget their national hatred, we, in the United States will have to take a different attitude towards the people around us,—with the people of Latin America and the people of the Anglo-Saxon group,—because we are going to have to live with them more closely than ever before, not just during this war but for a long time to come.

Our Editors

GRACE DEBORAH AIKENHEAD has submitted her resignation as Editor of *SPECIAL LIBRARIES*. The Association is greatly indebted to her for the time and energy she has devoted to the magazine which demands unrestricted hard work, and which has always been on an entirely voluntary basis. The only reward, which is a real one, is the practical satisfaction of the born editor in seeing her enthusiasm and ideas evolve into a permanent printed form. Miss Aikenhead is succeeded by Alma Clarvoe Mitchill.

Miss Mitchill, through her past contributions to Special Libraries Association, has been, quite unconsciously, equipping herself to become Editor of *SPECIAL LIBRARIES*. She has served as an officer in every capacity except that of Secretary and of Treasurer: as Chairman of various Groups and Committees, as Chapter President, as National Vice President, and as National President. During her term as National President, she visited every Chapter of the Association, and thereby had the opportunity of seeing each Chapter function and knowing personally S.L.A. members throughout the United States and Canada. She has had charge of

setting up special library exhibits; she has obtained information for, and edited various S.L.A. publications; she has written articles *not only for SPECIAL LIBRARIES*, but also professional articles for non-S.L.A. publications. Committee work and her work as a librarian have been in the subject fields of business and science; her leisure hours have been given to music, to art, to domestic science. All of Miss Mitchill's Association activity has been accomplished in addition to her own job, that of Librarian of the Public Service Corporation of New Jersey.

Not only is Miss Mitchill in touch with events in the library world but she is also sensitive to the world outside her profession. This alertness is a requisite for a good editor; an editor's "interest and knowledge must cover the entire field of all his reader's interests."

Miss Mitchill is generous in her cooperation. She has shown a confidence in those working under her that has won her much appreciation. These are the traits Miss Mitchill's friends associate with her, these and also simplicity and sincerity, a thoroughness and a quiet efficiency.

V. H. M.

What Is Freedom of the Press?¹

By E. R. STEVENSON

Editor-in-Chief, Waterbury Republican American, Waterbury, Connecticut

THE importance of press freedom—like a good many other things in the world—makes itself more emphatic when there isn't any! It may be that it is going to disappear from our own country as it has disappeared from so many other nations in these parlous days. If it does, we shall become as appreciative of all that it has meant to us as a family becomes appreciative of all that a faithful, hard-working, generous and self-sacrificing member has been, when suddenly he dies.

Vaguely, people have thought of press freedom as some special privilege of the Editor to express an opinion with which they perhaps disagreed and which they thought better not expressed. In that concept they have not been much exercised over the cry that it was threatened with a blackout.

A little over three weeks ago, Franklin D. Roosevelt delivered a momentous address concerning the war in Europe—America's attitude—and what our own nation intends towards Germany. What he said is of the greatest importance to the people of Germany as well as to the people of the United States. But the people of Germany were not permitted to print what he said, i.e., the newspapers—nor were they permitted to listen to what he said, i.e., the radio. In that benighted land, confused readers discovered only a flood of vituperative attacks on the President of the United States ordered by the dictatorial government in Berlin.

This, of course, is consistent with the Hitler theory of government. In it, the people have no part—and, as they have no part, why should they be permitted to know anything? Knowing, they might become troublesome. What they are to know, the dictatorial government will decide. It will likewise decide and make known what they are to think regarding any information that is allowed to come to them. Thus, in a land in which it is absent, we are made conscious of the true importance of freedom of the press.

What we may expect in war, if we enter into it—or in the emergency short of war which President Roosevelt tells us we are in already—remains to be

seen. Secretary of the Navy Knox, a newspaper man himself, has sought voluntary censorship on the part of American newspapers, asking that they refrain from presenting news that might be of assistance to Germany.

This follows the pattern of what was tried in censorship by our government in the World War, and it looks as though it would be about as effective. I hold in my hand a dispatch promptly moved out of New York City by the Associated Press when the British warship *Malaya* limped into its harbor in a damaged condition on Sunday morning, April 6. The dispatch is in the form of a Note to Editors rather than a news item and reads as follows:

"NOTE TO EDITORS: For your information, a British Battleship dropped anchor at 10:55 A.M. today (Sunday) at the Government anchorage grounds off Staten Island in New York Harbor. The huge vessel bore no name on its bow or stern and shore observers saw no visible signs of damage. Waterfront sources expressed belief it had entered the harbor to be refueled. In accordance with Secretary Knox's request on March 24 that the movements of such ships, should not be reported, photographed or broadcast, the ASSOCIATED PRESS is not publishing its arrival."

Our own newspapers—by which I mean the ones I edit—did not print this news. The leading New York newspapers did print it, and, in my estimation, were justified in so doing. The ship was visible to everyone. In fact, it attracted thousands to the shore to stare at it. With the avenues of news transit to Germany wide open—through diplomatic wires and the radio—it is obvious that Hitler spies got that information promptly home to Berlin without waiting to send newspaper clippings.

George Creel, America's first official censor, in charge of the World War censorship which dismally failed, states that "not only did the plan fall down in operation" but "it soon became painfully apparent that the whole business had no real point, no justification in necessity." He continues... "Secrecy is essential in connection with many activities of the war machine, although the need is often exaggerated beyond the bounds of common sense, but censorship of the press in any form is not

¹Abridgment of an address before the Second General Session of the Thirty-third Annual Convention of Special Libraries Association, Hartford, Connecticut, June 19, 1941.

the answer and never will be the answer—not in this country, at any rate.”

A newspaper shocked government officials shortly after the voluntary censorship call of Mr. Knox by printing news of the construction of six new cruisers, giving the costs and other details. When the excited officials shouted espionage, the reporter who wrote the story explained that he had read the information in the *Congressional Record*. It may have been the Government's idea that anything printed in that publication was safe against any chance of its being read even by the most inquisitive German spy!

On the occasion of the annual meeting of the American Society of Newspaper Editors in Washington on April 17, President Roosevelt sent them a message of assurance from the Government that he does not propose to attempt press control. His letter was couched in the following common sense language:

“The assurance I would bring to the American Society of Newspaper Editors, if it were possible for me to greet them in person, would be that free speech and a free press are still in the possession of the people of the United States.

Free speech is in undisputed possession of publishers and editors, of reporters and Washington correspondents; still in the possession of magazines, of motion pictures and of radio; still in possession of all the means of intelligence, comment and criticism. So far as I am concerned, it will remain there for that is where it belongs.”

On June 10 the Missouri Supreme Court rendered a decision of high importance to press freedom when it dismissed contempt of court citations against the *St. Louis Post-Dispatch* and Ralph Coghlan, Editor, and the cartoonist of that paper, Daniel Fitzpatrick. The Editor had been sentenced to 20 days in jail and the cartoonist to 10 days with a fine of \$200 against the Editor and \$100 against the cartoonist. The newspaper had criticised the dismissal by a Judge of an extortion charge against a former state representative. The Court decision found that the newspaper criticism was not upon matter then pending before the Court but was upon court action after the Court's decision and, as such, did not constitute punishable contempt. One of these days—we'll get a United States Supreme Court decision on such a case and have done—we hope—once for all with this sort of effort at press control by Judges.

Getting the news through

Abroad—a fighting corps of American newspaper men working night and day to secure a news report of the most tremendous war that was ever fought by land and by sea are subjecting themselves to airplane bombing, shell fire, submarine torpedo and other implements of modern civilized warfare. As

though this were not enough, when and if, against all this hard going, they may discover what's happening, their battle has only begun. To get any news through the censorship calls for another battle *all their own*.

A few months ago, a bomb fell into the Associated Press office in London, blowing a considerable part of it around the landscape. A short time later, when the Germans undertook a special barrage—the purpose of which was to burn up the entire British capital, some of the incendiary bombs hit what was left of the Associated Press building. The London fire fighters—with their hands full elsewhere could not answer the call to extinguish a blaze in a newspaper plant and the consequent fire made an end of it. The newspaper men got out of the building as best they could and were delayed a bit in transmitting their news until they could find another cable-end from which to work. The censors, on both occasions, refused to let them report to New York the why of the sudden cessation of the flow of their news. Many hours later, gold-braided officials in the high places eased up enough on the censorship to permit the boys to tell the Home Office in New York that they were still alive—on the job—and that there was no longer an Associated Press building in London!

Most newspapermen before they become editors have lived through a lot of life watching the crowd drift by—and as they have watched, they have seen a lot of “isms.” Newspapermen are hard, practical, skeptical of the “isms”—New Dealism included. It is a necessitous part of newspaper life that we have to come into contact with and listen to the tales of the long-haired dreamers and report what they are saying. To the newspaperman, it isn't very interesting, but it's part of his job and he reports it; Townsend Old Age pensions, ham and eggs every Thursday, the silver bloc's arguments as to why the Treasury should buy all the silver in the world at the highest prices, the palaver of the health cult that kept repeating “Every day in every way, I am getting better and better” and the New Thoughtism which attempted to freshen up the human mind with newness, urging each time that we thought anything, we were to do it with the brightness of—as they put it—“Think, This Is The First Time This Time That You Have Thought The Thought That You Are Thinking This Time.” Concerning which an unsympathetic newspaperman remarked that what was thought in it was not new and what was new in it was not thought.

Freedom of the press in the United States

Let us consider what freedom of the press is. It is really something that belongs to all the people and is not the treasured possession of a privileged class known as Editors. Press freedom simply

represents one form of the freedom set down in our democratic Constitution—freedom of assemblage, freedom of petition, freedom of worship. Perhaps it may be considered in these days of rapidly moving events, with a population growth making town meeting assemblies no longer feasible as instruments for discussing and dealing with national problems, that the importance of the press as a safeguard of our freedom has been enhanced.

Never, in the history of American journalism, has the press been so truly free as it is today. It is the one instrument of the American people through which they can protect their freedom. I do not mean the freedom of an editor in an ivory tower thinking great thoughts and expounding them. I mean a press that fearlessly prints all the news without favor or restraint. I mean a press that prints letters to the editor on whatever subjects the writers may care to express themselves, including what an awful fool they believe the editor to be to write such an asinine editorial in this morning's paper. I mean a press that printed thousands and thousands of columns of campaign arguments by all party orators, Democrats and Republicans, Socialists and others during the red hot campaign of last fall. The radio was paid for every hour of time devoted to these addresses. The newspapers then reproduced them and were paid nothing. And, just to make the measure of service complete, the newspapers kept the public informed in advance as to who was going to speak next, at what hour, and on what radio network.

Newspapers are important and they should be subjected to examination along with everything else that has anything to do with freedom in these days when all our rights as free men are under such terrible fire. All a newspaper maker has any right to ask and all that he does ask is fair examination. Newspapers are not perfect. They have faults like all other human institutions and they have to live in a realistic world. They also have to live by the income that comes from advertising and by circulation. Their best critics, their sharpest critics, are their readers. 42 million Americans buy newspapers every day. Their families and people who borrow them bring the number of readers far above that 42 million. Let us look at them solely as the 42 million from the counting room viewpoint. These newspaper buyers across the nation furnish about 20% of the income. The advertiser furnishes the rest, but do not let that big difference of 80% fool you. The reader wields a power over the press far beyond any or all of the many advertisers who spend their money for space. Readers can quit spending their few but important pennies for a newspaper whenever they are displeased with it. If the readers quit, the advertisers quit. Advertisers are hard boiled businessmen. They have goods to sell to these people

who buy and read the newspapers. Advertising rates are based on the number of newspapers sold to these readers. It is a far greater temptation in a newspaper office to edit the paper to the whims of the readers than it is to the whims of advertisers. There are exceptions to be found in weak and unimportant publications, but the great responsible press serving the people across this nation are subject neither to the base purposes nor vicious pressures of readers or advertisers.

Strict control of the press abroad

The year 1940 marked the 500th anniversary of the invention of printing by Johann Gutenberg and how did it find the estate of the press in Europe. The International Association of Printing House Craftsmen were of a mind to commemorate the anniversary. They had given thought to this purpose even before the war now raging. What did the year find in the cities of Mainz and Strasbourg where five centuries ago Gutenberg developed the art of printing by movable type? The populations in those cities had shrunk under a grim barrage of shell fire. Both cities were smothered under sand bags as an air-raid precaution, with food ration cards the order of the day and blackouts the order of the night. The Gutenberg workshop at Mainz which was being reconstructed has been dismantled and stored piece by piece in bomb-proof cellars.

Neither at Mainz, nor anywhere else in Europe, is freedom of the press existent. Even across the channel where Caxton introduced the press of movable type to England and set under way the British age-long struggle between press and government, the press is not entirely free. In Germany, Dr. Josef Goebbels, officially entitled "Head of the Ministry for Public Enlightenment and Propaganda" has enrolled all editors and reporters in the Reich Press Association which is subject to himself. They refrain from printing what they are told not to print and print without question what they are told to print... and the concentration camps are open to receive any who dare disobey.

In Russia, a government agency known as Glavit is controlled by a licensing system and its directing head is known as the Commissar of Public Instruction for the People. All that is printed must carry the approval of this agency. The people are not going to know anything that the government does not approve of their knowing—not if it can help it. And, by means of firing squads and Siberian prison camps, the government succeeds in its purpose.

In Italy, the organization of control, as might be expected, is not unlike that of Germany. To work at all, the newspaper man must be licensed by the procurator general or the prefect of the district. Newspapers may be confiscated by the public security authorities without the necessity of any

special authorization. The Minister of the Interior is the big governmental boss of all these. The people were informed about Italian Army successes in Northern Africa or Albania in accordance with what the government wanted them to know!!!

In Japan, it is said that the slant-eyed editors have become cross-eyed from working with one eye on what they are writing and the other on the ban book furnished by the government listing the things that the people are not to be told.

Conclusion

In America, we are still free and we are most seriously speeding up our military preparation to insure that no one shall take our freedom from us. Freedom of the press belongs to you, the people, and is of utmost importance to you in maintenance of your freedom. Fight for it against the government if need be; fight for it against any newspaper, if need be.

In closing, I should like to quote from the message of a great American newspaper man—Joseph Pulitzer—sent to the St. Louis *Post-Dispatch*. It

was written exactly at the time I was coming out of college to enter upon newspaper work and made a deep impression upon me. The fact that it has been treasured by American newspaper men in general is a tribute to their ambition for American journalism, and reads:

"I know that my retirement will make no difference in its cardinal principles; that it will always fight for progress and reform, never tolerate injustice or corruption, always fight demagogues, of all parties, never belong to any party, always oppose privileged classes and public plunderers, never lack sympathy with the poor, always remain devoted to the public welfare, never be satisfied merely with printing news, always be drastically independent, never be afraid to attack wrong, whether by predatory plutocracy or predatory poverty."

That is the American spirit of freedom in our newspapers and outside our newspapers. As long as we courageously stand ready to fight for it at all times, in all places and under all conditions, our democracy cannot perish from the earth.



Highlights of the Hartford Convention

(Continued from page 189)

strengthened. In any event, concrete solutions were submitted for further refinement and action.

Another very lively panel discussion was conducted by Miss Alma C. Mitchill on the topic of "Telling the World What and How." This discussion was divided into two parts:—Public relations and National defense. Papers presented at this discussion will soon appear in *SPECIAL LIBRARIES*. Group meetings took up the remainder of the day. In the evening the members attended a banquet at which Mrs. Cornelia Stratton Parker was the guest speaker. Mrs. Parker gave a very enthusiastic and sparkling talk on "No Matter What." She emphasized the importance of living to the utmost which in 1941 means being physically, spiritually and emotionally healthy. Today no one grows old. One way of keeping young, she said, is to enjoy your leisure. Choose a hobby and ride it.

Thursday morning, President Woodward presided at the Second General Session. Mr. Stevenson of the Waterbury *Republican American* spoke on freedom of the press, and Miss Judith Wysling, a native of Brazil, told of the libraries in Sao Paulo. Dr. Evans, Chief Assistant Librarian at the Library of Congress, closed the meeting with an inspiring address on "Today's Challenge to Tomorrow's Problems."

Throughout the Convention one felt that the meetings were carefully planned, and the arrangements, in a city so bursting with defense activity, excellent. It must be said of the various discussions and debates that they were smoothly run and well timed, so that there was usually opportunity afterward for refreshment and further discussion in more intimate groups.

W. AND A. F. HAUSDORFER

Today's Challenge to Tomorrow's Problems¹

By DR. LUTHER H. EVANS

Chief Assistant Librarian, Library of Congress, Washington, D. C.

SINCE the time for closing this long but very successful convention is drawing quite near, I shall speak briefly. Moreover, the thought I would leave with you is simply this: The national emergency in which we now find ourselves is ending the defeatism which did so much to paralyze our efforts in the period between the two world wars, and consequently is causing a release of our energies toward the realization of known and valued goals. It is incumbent upon us as custodians of significant portions of the written record of man's past, and hence as trustees of great cultural values, to clarify our thinking as to the distant and the immediate objectives which are implicit in our assignment, and to exert our efforts in the most intelligent manner to achieve those objectives.

It is already becoming difficult to appreciate fully the extent to which American intellectual leadership has departed from fixed principles and fixed directives in the two decades of the backwash of World War I. In that terrible period of madness which was World War I, we came face to face with a type of world we were unprepared to believe really existed, and as soon as the fighting stopped we tried to act as though it hadn't happened, and as though its consequences could be banished by turning our heads. We had talked ourselves into believing that we were fighting to make the world safe for democracy. When the fighting was over, we assumed that our job had been finished and that the future of democracy was now secure against all danger. The various demonstrations that great issues of international organization, of national social and economic organization, required adjustment merely caused our wishful-thinking minds to grow more skeptical and more confused. We became doubters and in far too great a

measure for health, we became defeatists. In our own minds we set the stage for Hitler and his breed of nihilists to catch us off guard with a strategy and finally a war for the destruction of the values which underlay our scheme of life, values which we had come to treat too lightly. Our attachment to the democratic way of life became so tenuous that we saw that way of life violated without wincing; our respect for the historic freedoms came to mean so little that we saw those freedoms trampled under foot without feeling outraged; our devotion to peace became such that we could watch unjust wars being waged with the same interest as a spectator at a chess match. Nothing much seemed to count any more.

If I am approximately right in my analysis of the main trend of the period between the two world wars, then it is easy to understand the lethargy from which we have suffered, the failures which have attended the feeble efforts made to solve the great problems facing librarians. We have been prone to blame failures on lack of resources, lack of support and understanding. We should blame them more on the defeatism which we ourselves have been suffering. More than anything else we need to realize the weakness of our present position, to reassert our goals in clear and unmistakable terms, and to release our energies in determined effort to achieve those goals.

Some of the leaders of Special Libraries Association have gone far during the past year in showing the way for others to follow. I know the feverish planning and the effort which have gone into certain of the tasks they have undertaken, and I applaud them. I call upon the whole membership of the Association to abandon the aimless and skeptical attitudes which have been too much with us during the past twenty years, and to plunge ahead unflinchingly on the roads to high objectives. Although certain tasks of National defense must take priority, the advance must be along all fronts.

¹ A paper based on extemporaneous remarks made at the Second General Session of the Thirty-third Annual Convention of Special Libraries Association, Hartford, Connecticut, June 19, 1941.

The Part of Industry in National Defense¹

By T. A. LANGLEIE

Personnel Director, Has Corporation of America, South Norwalk, Connecticut

I HAVE been requested to tell you about the part that Industry is playing in National Defense. Even though I am not connected with a defense industry at the present time, I have a sufficient number of extracurricular connections and duties so that I believe I have a reasonably clear picture of what has been happening.

This country had been going through a nightmare of depression and poor business, concerned about internal rather than international affairs. There was an alarm clock on the dresser, one of the new fangled type which is designed to awaken a sleeper by pleasant, easy stages. This alarm clock began to ring, quietly and with single notes, back in 1939. But the sleeper continued to dream of a future Utopia, with doles, pensions and unemployment insurance. There were election pains in the offing, but the country slept. Then, in May, 1940 the alarm clock began its harsh jangle and the sleeper was startled into wakefulness. Since that time the country has been preparing itself for the job it has to do. But these preparations are merely the antecedents to real work. The real job of national preparedness is just now getting under way.

To begin with in 1940 there were only six government arsenals, enough to turn out only about 10% of the materials which national preparedness demands. Since then Industry has responded with real action. The need was about as follows:

- Equipment for an Army of 1,400,000 men.
- Tanks and guns for 400,000 more.
- 50,000 airplanes.
- 130,000 plane engines.
- 17,000 heavy guns.
- 25,000 light guns.
- 13,000 trench mortars.
- 9,200 tanks.
- 33,000,000 loaded shells.
- 300,000 machine guns and ammunition.
- 400,000 automatic rifles.
- 1,300,000 infantry rifles and ammunition.
- 380 naval vessels.

¹ Address before the Commerce, Financial and Public Business Librarians Groups of the Thirty-third Annual Convention of Special Libraries Association, Hartford, Connecticut, June 17, 1941.

200 merchant ships.

210 camps and cantonments.

clothing and personal equipment for 1,200,000 new soldiers.

Since this first call the demand has been increased to 2,000,000 men and 800 ships.

The problem of supplying these needs was and is a tremendous one. It is a problem of organization, finance and manufacturing with its subproblems of supply of materials and men. Whereas in 1917, every front line soldier was maintained by the work of 72 men, in 1941 each soldier needs the work of 120 men. Whereas normal production in 1939 utilized 18,000,000,000 man hours, defense needs alone require the same amount, to be obtained without sacrificing normal business if possible! Of course, it isn't possible to continue "business as usual."

Industry, faced with its biggest job, has responded magnificently. As Walter D. Fuller, President of the National Association of Manufacturers, has reported:

"The 1940 production of the machine-tool builders was 2,000 per cent over the depression low. This year it will be at the rate of \$750,000,000—almost 4 times the pre-depression high.

Plane engines already are in production in automobile plants, although making airplane engines is about as much like making automobile motors as making a hat is like making a pair of shoes.

The Chrysler tank factory, a quarter of a mile long, was built in 4½ months. By next September five 25 ton tanks will be rolling off the assembly line every 8 hour shift, more than enough to equip one full armored division a month.

In defense the matter of supremacy in the air is all important. An airplane factory was built in 57 days. In December Mr. Knudsen declared airplane production to be 30 per cent under his hopes. January production took up the slack with over 1,000 planes delivered.

With ships, the 40 month building period for a cruiser has been cut by one-eighth. Submarines are being produced in 24 instead of 30 months and destroyers are being launched 3 months ahead of schedule.

The manufacturer is standing shoulder to shoulder with his government. The government has spent

\$1,575,000,000 in plant expenses in the last six months. Great Britain has spent in this country 171 million dollars. Private enterprise matched these two nations by putting in excess of 2 billion dollars in plant expansion in the same period.

That briefly but proudly is the picture today.

Statisticians have computed that in the seven months immediately following last May we made more progress working together as free men, than did Hitler in 2½ years with his much-vaunted government dictated economy.

All this has been accomplished without profiteering. There may have been a few exceptions. But they are very few. And industry condemns them as much as anyone.

Industry must never lose sight of the necessity under any and all circumstances, despite every form of attack and discouragement, to do its utmost in providing defense.

Alibis, excuses and failures to produce will not stem the tide of anti-freedom abroad in the world.

American industry must and will deliver the goods."

You may realize to some degree what the problem of industry is if you read *News-week's* report on National Defense. According to *News-week* a modern battleship requires:

62,000,000 lbs. Steel
2,022,000 lbs. Copper
82,000 lbs. Tin
1,030,000 lbs. Zinc
160,000 lbs. Rubber
55,000 lbs. Cotton
321,000 Board Feet Wood
250 lbs. Mica
952,000 lbs. Aluminum
796,000 lbs. Nickel
11,000 lbs. Cordage

and we plan to build 15 new battleships. Furthermore, 30 tons of blueprints are needed in the construction of one of these floating fortresses. Why, it takes 40 blueprints to make a shell, 250 to make a rifle, 2500 to make a tank and 5000 to build a combat plane. And we had 6 government arsenals! These arsenals could not produce tanks, bombers and the 1200 new products which modern war demands.

But industry had been canvassed and studied with an eye to "M" day. As a result of that planning and Industry's energetic cooperation, \$2,140,000,000 of the \$44,000,000,000 authorized was spent during

the first three months of 1941. Hundreds of new plants have been constructed, many more have been reconditioned, and new machinery to equip them has been manufactured. Seven hundred eighty-four plants are under construction and old plants are making new products.

A soap maker is manufacturing machine guns, a sewing machine company is making landing gears. A linoleum factory is turning out shells, a piccolo factory is drilling gun barrels. A lingerie weaver is making mosquito bars, a tie manufacturer is constructing parachutes. A plastics plant is producing dynamite and a tobacco machinery company is making parts for diesel engines. A tin can producer is manufacturing gas masks and a flour miller is making parts for anti-aircraft guns. And so the list goes!

Material supplies are a headache to industry with priorities controlling. But one of the biggest problems is that of man-power, skilled craftsmen and semi-skilled machine workers. Connecticut, with its industries (sometimes called the arsenal of America) has faced all of these problems squarely, and Connecticut is solving them as quickly as possible. For example, The Manufacturers Association of Connecticut, faced with these many problems, appointed a special Committee on Emergency Employment Problems. This Committee, working in close touch with the State Employment Service has about completed a big job of studying and making recommendations on Upgrading and Training, Migratory Labor Problems, Housing, Racial and National discrimination problems, health problems, and the problem of adaptation of Connecticut labor to Connecticut labor needs. To date, the Committee has compiled a report for a special Congressional Committee, this report being entitled "Material prepared for the Select Committee to Investigate Migratory Labor," prepared by the Manufacturers Association of Connecticut, Inc.

According to this report, Connecticut Industry will need well over 100,000 additional men for its defense industrial program. This is a token of one of the many tremendous emergency problems which Industry in Connecticut, and in the Nation, is facing and solving. With that cooperation of free men which Connecticut Industry is demonstrating in action, characteristic of the country as a whole, there need be no fear that Industry will not do its part in this battle for freedom by free men, whose aroused energies will not be denied.



*Knowledge, in truth, is the great sun in the firmament.
Life and power are scattered with all its beams.—Daniel
Webster.*

Organizing Defense Literature¹

By ELEANOR CAVANAUGH

Librarian, Standard & Poor's Corporation, New York

WHAT is Defense Literature? Defense literature as we know it in Special Libraries Association means government contracts awarded, priorities, production and prices, critical materials, housing, transportation (railroads and shipping), labor and wages, government procurement, export control and civilian defense.

SOURCES. What are the sources for Defense material? Your major sources for Defense material are the Office of Production Management and Office of Emergency Management, War Department, Navy Department, Labor Bureau, Department of State, various governmental agencies and some private agencies.

ACQUISITION AND ORGANIZATION. First and foremost it is necessary to obtain the actual legislation and executive orders setting up the various Defense activities, such as Claims Act, Lend-Lease, Walsh-Healey Public Contracts Acts, the Fair Labor Standards Act, Appropriation Acts and others. In this connection it is also well to watch foreign legislation and orders regarding defense activities in other countries, particularly Great Britain and Canada, inasmuch as it is rumored from time to time that we are patterning some of our controls on the British or Canadian plans and it is well to have the original plan at hand.

Unfortunately, this data comes in in volume each day and in most libraries is so vitally important that every part of it must be read, organized, routed and filed for future reference. How one organizes it depends on the use to be made of it in the particular library. In our own library we are putting most of it in what we call our "War Subject File" which is organized on a geographical basis and then subdivided by subject under the country.

We also take the time—and it does take time—to list the various appointments in the Office of Production Management and Office of Emergency Management on cards by name of appointee, his present office, and his former connection if it is given. Also all priorities might go on cards, and

critical materials certainly should go on cards with the date of the placing on the critical or priorities list.

GOVERNMENT CONTRACTS. Government contracts are, of course, tremendously important inasmuch as they involve large sums of money to be spent on Defense, and are distributed in various geographical areas, thus having a definite effect on consumer purchasing power. These contracts will be found in various forms depending on the sources. Some of them are under the name of the company receiving the contracts. Others are arranged geographically, and still others by products. The original sources for government contracts are as follows:

Contracts awarded by the War Department.

These releases come in almost daily and cover contracts awarded by the name of the concern, item, and the amount. These are mimeographed.

The Office of Government Reports publishes a cumulative list twice a month on contracts awarded. This could be used as a permanent record for contracts awarded in National Defense.

The National Defense Advisory Commission, also, issues a mimeographed list of contracts awarded. These are designated as PRPR releases with the number of the release, so one can always check to see whether or not any have been missed.

The Navy Department issues contracts awarded by name, commodity and cost. At least, the Navy did issue these in mimeographed form up to June 1941, at which time it announced their discontinuance.

The U. S. Department of Labor, Division of Public Contracts, issues a weekly bulletin on contracts by company, government agency, commodity, amount and by groups, such as food, etc. (Under Walsh-Healey Act.)

Private agencies, including *David Lawrence Reports for the Business Executive*, which are published weekly, *Standard & Poor's Corporation Business Advisor* and *Trade and Securities, Business Week*, and many other trade magazines issue them in their

¹ Address presented before the Round Table Meeting of the Financial Group at the Thirty-third Annual Convention of Special Libraries Association, Hartford, Connecticut, June 17, 1941.

services regularly in various forms, but these are never the complete lists of contracts awarded.

Also there are many services on government contracts put out by the various loose-leaf service agencies. A new one called *Government Contracts* is published by the Advisory Business Service, 441 Lexington Avenue, New York. This covers information on government procurement, priorities and financing, laws relating to government contracts, and contracts awarded, first geographically, second by firms, and third by contracts. This service costs \$45 per year.

The Office of Production Management, Bureau of Research, published irregularly a cumulative list of government contracts from June 1, 1940 to date by industrial areas. April is the last one of these which has been received. This arrangement is by Federal Reserve Districts and by cities and gives the total amounts for prime contracts. The same Bureau also releases a supplemental monthly entitled *Major Defense Contracts Awarded by War and Navy Departments* which is also cumulative and may more or less be regarded as a preliminary to release noted above.

PRIORITIES. Nearly all the material on priorities comes in release form from the Office of Production Management, Division of Priorities. A priority is set up and one must watch out for the amendments to the various preference orders. These are generally designated as General Preference Order with a letter and number, such as, General Preference Order No. M-9.

WAR MATERIALS. The sources on the various war materials are regular sources—those preceding the setting up of the Defense Commission—such as the Bureau of Mines, the trade papers, and added to these, the National Defense Commission. It is interesting to note that the early 1941 production figures on strategic materials are now being issued in preliminary form and the complete bound volume covering the year 1940 is scheduled for publication in August. Besides trade magazines and the Bureau of Mines, good sources to keep up to date on strategic materials are items in *Foreign Commerce Weekly* and *Mineral Trade Notes* and the U. S. Labor Bureau publications. In this connection, the U. S. Labor Bureau is publishing regularly each week a price index on critical materials. This has been carried back on a weekly basis for two or three years and is being kept up to date. It is mimeographed.

EXPORT CONTROL. Export control regulations and licenses are issued by the Administration of Export Control. They are under the title of *Regulations and Schedules* and each one has a number as issued.

The Journal of Commerce is also publishing a quarterly in connection with their daily publication. It is a very handy reference tool on export control and export control licenses.

TRANSPORTATION. The sources of information on railroads are the same as usual—the Interstate Commerce Commission, the Association of American Railroads, and the Bureau of Railway Economics. Particularly important right now are those on freight carloadings and condition of freight cars.

A good source for keeping track of the shipping situation is the monthly bulletin of the American Bureau of Shipping in New York. In this you will find vessels under construction and/or under contract in U. S. yards at the first of each month, with details such as type, size, and tonnage. This bulletin also gives the status of U. S. Maritime Commission shipbuilding by type, keels, load, launching, and delivery.

Shipping is also covered in *Maritime Activity Reports*, which gives weekly news and a tabulation of shipments and vessels under construction by type of vessel, including cost and for whom the vessel is being constructed—a private agent or government.

Marine Engineering and Shipping Review also is a weekly bulletin which gives shipping construction reports and all details, including tonnage and price.

HOUSING. The principal source on housing is the Division of Defense Housing under the Office of Emergency Management, which issues a weekly summary report giving housing allocated, under construction, and when completed. It also issues releases giving details by locality. These releases are designated as DH followed by a number.

LABOR AND WAGES. Labor plays a decidedly important part in the Defense picture and the U. S. Department of Labor, National Mediation Board and National Labor Relations Board, and the usual sources on labor must be watched very carefully. There are several Wage and Hour services which are "musts" to most libraries. The least expensive one is the *Wage and Hour Manual*, put out by the Bureau of National Affairs in Washington, which is loose-leaf and costs \$5. This has all documentary and government material, labor list applications, sample payroll forms and all court decisions under the Wage and Hour Law.

MISCELLANEOUS SOURCES. The *Department of State Bulletin*, issued monthly, gives U. S. Government regulations and legislation, particularly on the purchasing and chartering of foreign vessels. Amendments to various export control regulations and executive orders also are found in this bulletin.

There are several private research organizations putting out excellent studies on various phases of the Defense industry. National Industrial Conference Board has put out several and also the Industrial Relations Department of Princeton University. Fairly good bibliographies of Defense literature have been compiled by some organizations. The Library

(Continued on Page 216)

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Announcements

Board Action

The Executive Board at its meeting held Thursday, June 19, voted Los Angeles, California, as the Convention City for 1942.

At this meeting the Executive Board also voted to transfer to the Executive Office the work previously undertaken by the Employment Committee and by the Duplicate Exchange Committee. The Board considered that in view of the vast amount of detail involved in carrying on the activities of both these committees such a transfer would greatly facilitate their operation.

Gavel Award

The Washington Chapter was the winner of the Gavel for 1941-1942 with an increase in paid-up membership of 89%. Honorable mention goes to the Cincinnati Chapter having the second highest increase, that of 68.3%, and to the Cleveland Chapter, third in the race, with an increase of 29.3%.

Membership

For the period ending May 31, 1941 membership in S.L.A. reached a grand total of 2541 members. This number is composed of 1 Life Membership, 289 Institutional, 1016 Active and 1235 Associate Members. In addition there are 259 subscribers to SPECIAL LIBRARIES.

Another New Chapter

We are proud to welcome Indiana as the 19th Chapter in Special Libraries Association. A petition for its formation was presented to the Executive Board at the Hartford Convention and approved unanimously.

Group Discussion Conferences

Reports of the Group Discussion Conferences held in Hartford will be sent free of charge to all registrants. Other S.L.A. members may secure a copy from the Executive Office upon a payment of 25 cents.

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Publications

The Directory of Microfilm Sources, including Photostat Service, compiled by Ross C. Cibella, Librarian of Hall Laboratories, Inc., Pittsburgh, Pennsylvania, is a useful reference book for librarians, research workers, industrialists, or anyone interested in obtaining material not locally available. It contains a list of 215 organizations having available microfilm equipment and photostat service, arranged alphabetically by the name of the organization. A geographical index is included, as well as separate indexes of organizations offering microfilm service, photostat service, and those having microfilm readers available. There is also appended a list of commercial firms. The *Directory* costs 75 cents per copy and may be purchased through the Association.

The publication date of *Special Library Resources*, Volume 1, has been delayed due to the inclusion in this volume of approximately 200 additional libraries. Edited by Rose L. Vormelker, Head, Business Information Bureau, Cleveland Public Library, this book, now on sale by Special Libraries Association for \$6.00 plus postage, is the most comprehensive reference tool ever undertaken by S. L. A. It includes information concerning approximately 700 libraries on their reproduction facilities, interlibrary loans, staffs, statistical data on resources, major fields of interest and special collections. It is indexed by subject, personnel and organization. If you have not placed an order, do so at once. This is a publication which you cannot afford to be without.

Volume 11 will be ready for distribution early in 1942.

A *Supplement* to the Science-Technology Group's 1940 *Directory of Members* has been prepared by the retiring Secretary, Charles E. Hamilton, Jr., Librarian, Carbide and Carbon Chemical Corporation. A copy of this *Supplement* will be mailed upon request to those members having previously purchased the 1940 *Directory*. Send 3 cents in stamps to the newly-elected Secretary, Miss Catherine G. Deneen, Librarian of Corning Glass Works, P. O. Box 544, Corning, New York. Copies of the 1940 *Directory* may be purchased from Miss Deneen by S. L. A. members at a cost of 35 cents or by non-members for 75 cents.

Special Libraries Association is again indebted to Public Administration Service for the publication of *Public Administration Libraries—a Manual of Practice* which has been prepared by a Committee of the Social Science Group of S. L. A. under the leadership of Lucile L. Keck. A complete revision

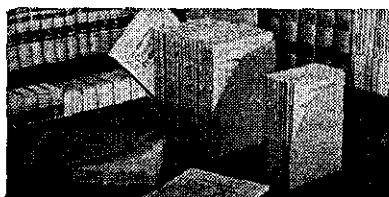
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Each sketch is based upon a questionnaire filled out by the man concerned, checked for accuracy of data and edited for uniformity of style. This edition contains 2,000 new names and hundreds not found in any other "Who's Who." It was published last September and is bound in buckram for hard library use.

719 pages, 6 x 9 x 1 1/2 inches, \$7.50

Book Department

Simmons-Boardman Publishing Corporation
30 Church Street New York, N. Y.

of the 1934 *Manual*, out-of-print about two years, it has been broadened in scope to include the public administration libraries of federal agencies and the state legislative reference libraries as well as those concerned with local government administration.

In its revised edition this *Manual* is a "must" item for all public administration libraries. Moreover the discussion of special library techniques makes it exceptionally useful for anyone organizing a special library, regardless of the subject field. It will also prove invaluable to the librarian in a general library, who wishes to build up his public administration collections, as the Bibliographies of Basic sources, Reference books, Texts, Treatises and Special studies and Subject bibliographies are both comprehensive and authoritative.

The Committee and the Editors, Lucile L. Keck, Joint Reference Library, Ione E. Dority, Bureau of Government, University of Michigan and Harry C Bauer, Tennessee Valley Authority, are indeed to be commended. As publication No. 75 of the Public Administration Service it can be obtained from the Service at 1313 East 60th Street, Chicago, for \$1.50.

Chapter Manuals

The *Procedure Manuals* prepared by Isabella M. Frost, Chairman, Procedure Manual Committee of the San Francisco Bay Region Chapter and presented at the annual meeting of that Chapter in June by Thelma Hoffman is indeed a model for all Chapter Manuals. Under one cover will be found sample forms to be used in conducting the business of a Chapter, a *Manual for the Vice-President and Editor*, one for the Secretary-Treasurer, others detailing the duties of the Employment Chairman and the Program Chairman. The San Francisco Bay Chapter is to be congratulated on the completion of such a useful tool.



(Continued from page 213)

of Congress published one and there has been a *Bibliography of Bibliographies on Subjects Related to National Defense* published by the Bureau of National Research of the University of Louisiana. These are good as far as they go. Usually they are alphabetical, sometimes classified, but rarely are they annotated.

In conclusion, the Washington letters, notably the *Kiplinger Letter* and *Whaley-Eaton Washington Letter*, are excellent to keep up-to-date and use as a check list on what is going on. But above all, you can not afford not to read your daily paper. All of the papers have reporters in Washington and your daily paper will give you the first inkling of something you may want to acquire for your files.

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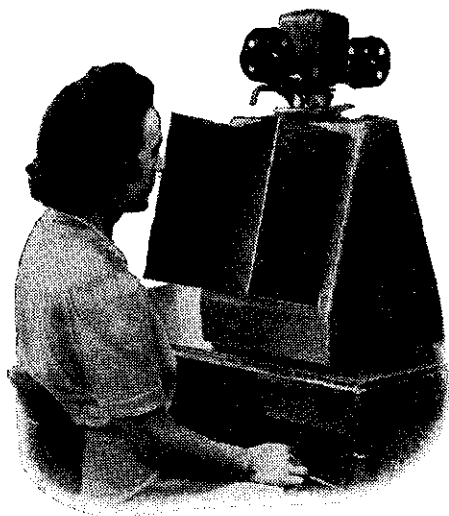
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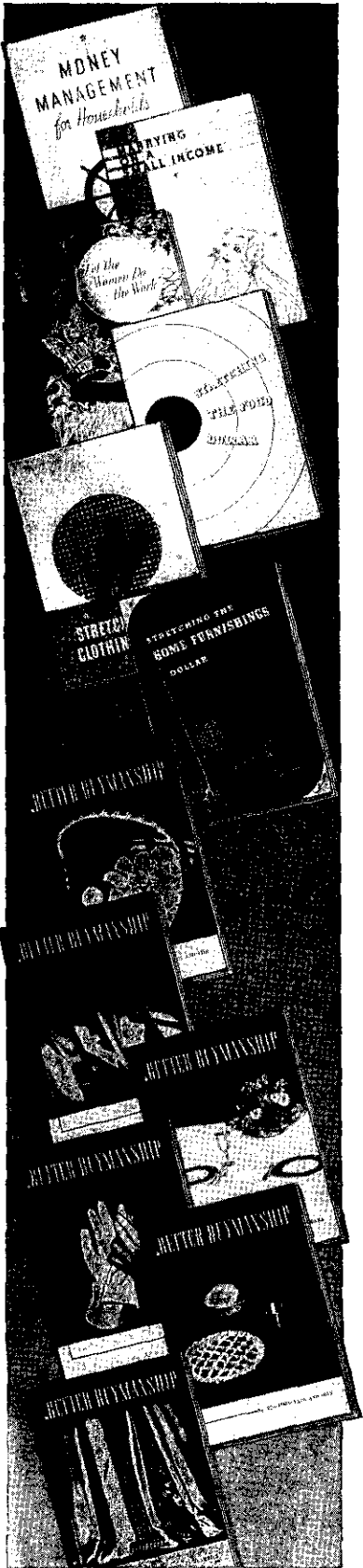
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