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## Special Libraries, September 1939

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*Official Organ of the Special Libraries Association*

# Special Libraries

*"Putting Knowledge to Work"*



S.L.A. Relationship to A.L.A. . . . .	ALMA C. MITCHILL	219
S.L.A. and a Reorganized A.L.A. . . . .	MARIAN C. MANLEY	220
Members' Comments		
. . . . .	MRS. IRENE M. STRIEBY	222
. . . . .	LUCILE L. KECK	223
. . . . .	DORSEY W. HYDE, JR.	223
. . . . .	FLORENCE BRADLEY	224
Russian Corporate Entries in the Union Library Catalogue		
	ARTHUR BERTHOLD	226
News to Citizens . . . . .	LOUISE GAMBILL	229
S.L.A. Group Officers, 1939-40 . . . . .		230
Extension Work of an Art Museum Library . . . . .	CYNTHIA GRIFFIN	231
American Philosophical Society . . . . .		232
Library Methods . . . . .	VIRGINIA L. GARLAND	233
A Course on Business Information Sources . . . . .	MARIAN C. MANLEY	234
Chapter News . . . . .		237
News Briefs . . . . .		238
Publications . . . . .		239
Very Personal . . . . .		242

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# SPECIAL LIBRARIES

Vol. 30, No. 7

VIRGINIA MEREDITH, Editor

September, 1939

~ The articles which appear in SPECIAL LIBRARIES express the views of the authors, and do not necessarily represent the opinion or the policy of the editorial staff and publisher ~

## S.L.A. Relationship to A.L.A.

### Shall It Be Changed? The President Requests Your Opinion

MANY of us have been hearing for the past year rumors of the reorganization of the American Library Association. Many S.L.A. members have asked me how such a reorganization would affect our Association. Personally, I am hoping it will not materially affect it.

The suggestions set forth in the A.L.A. third Activities Committee report are well worth our study and consideration. If you have not read this report I earnestly ask that you do so. It is printed in full in the June issue of the "A.L.A. Bulletin" which all A.L.A. members receive regularly. Copies of this bulletin have also been mailed to all those of S.L.A. who are not members of A.L.A. In addition to this report I also suggest that you read Mr. Oscar C. Orman's article on *A Federation of American Library Associations* and Miss Mary Louise Alexander's comment on Mr. Orman's plan, both of which appear in this year's January issue of the "A.L.A. Bulletin." Miss Alexander has clearly stated S.L.A.'s case. I know that those of us who have watched this Association of ours grow into the place of importance it now holds in the world will agree with her that we would not wish to see its identity lost in a large organization.

In this issue of SPECIAL LIBRARIES there appears an article by Marian C. Manley, on *S.L.A. and a Reorganized A.L.A.* I ask that this also be carefully studied. Miss Manley writes as a member of the third Activities Committee of A.L.A. She discusses the advantages which might result from S.L.A. acceptance of the Committee's major recommendations and also the comparative advantages which S.L.A. might derive from membership in a federation of library associations.

The particular reason why I am asking the members of S.L.A. to study so thoroughly these reports and articles is that A.L.A. has requested that we as an affiliated Association give careful consideration to the report of the third Activities Committee and that "suggestions and recommendations be forwarded to the Secretary of the American Library Association by November first." In order that we may comply with this request will you not forward to me, no later than October first, your comments on this report together with any suggestions you may have on the future development and growth of the library profession?

I shall await your replies with interest.

ALMA C. MITCHILL, President

# S.L.A. and a Reorganized A.L.A.

By Marian C. Manley

Member, Third Activities Committee, American Library Association

[Paging refers to A.L.A. Bulletin, June 1939.]

SOME years ago the American Library Association inaugurated an Activities Committee to "conduct a periodic scrutiny of the Association activities not less frequently than once in six years." The third "Activities Committee" to be appointed had as its particular problem the duty of laying out a plan for reorganizing the A.L.A. so as to make it more responsive to the interests of its members and to build a stronger tie of mutual benefit between that association and its affiliated organizations.

Since the third Activities Committee considered the problems of A.L.A., its report was made to that body at the meeting in San Francisco. As part of the study is concerned with the relations between A.L.A. and its affiliated associations, the officers of A.L.A. are now asking its affiliates to consider the Committee's recommendations insofar as they might improve or impair relations between the associations. Criticism and discussion will be of great benefit in reaching final recommendations that will prove acceptable. The officers of the affiliated associations have been urged to secure their members' consideration so that they may be able to advise the Committee before it draws up final recommendations in October.

The goal of A.L.A. reorganization along more democratic lines was that set for the third Activities Committee. Committee members were purposely selected from groups that had been particularly aware of the problems and benefits of separate organizations. One of the big questions before the A.L.A. was what it could do to make the Association more responsive to the wishes of its members

and sections so as to preserve as part of its membership the various groups who felt that autonomy was essential to their adequate growth and that that autonomy could come only through separation from A.L.A.

The various problems presented by the questions of affiliation, separation, and flexible organization have all been studied extensively through correspondence and conference. The tentative report of the Committee was printed in the June 1939 "A.L.A. Bulletin," copies of which were mailed to all members of S.L.A. To the many members of S.L.A. who are members of A.L.A., the report is interesting as an entity. To S.L.A. as an organization *per se*, the vital consideration is that of affiliation (pp. 384 and 392).

## Present Relationship

The Special Libraries Association is one of the six library associations now independent of but affiliated with A.L.A. The affiliation of S.L.A. with A.L.A. has heretofore meant little to either association. It was proposed by the members of S.L.A. in the early days of that association because it seemed appropriate for all library associations to be united in some general way. Unfortunately, there has been evidence of no reciprocal spirit of affiliation on the part of A.L.A. S.L.A. has been required to pay dues for its members who are not members of A.L.A. The president of the S.L.A. has been, by right of affiliation, a member of the A.L.A. Council. It is doubtful if any of the recent presidents of S.L.A. have felt that this responsibility was more than an empty honor. While the A.L.A. Council was supposed to be a policy-making body, for some time such an idea has been

more or less a dead letter. The direct effect, as far as S.L.A. is concerned, is that affiliation has meant, on its part, only money out of pocket, while little attempt at constructive consideration of mutual problems has been made by either group.

### Problems Presented

The Activities Committee in its report has tried to face the problems presented in such frequent questions as: Is it worth while to have the A.L.A. representative of all the librarians in the country? Is it advisable to have an American Library Association that includes in some fashion all the librarians of the country? Or is a federation of library associations to be desired? How can association members make themselves felt in association policies?

The question of definite separation of groups with special interests having contact through a federation for broad, common grounds, versus an inclusive organization with divisions, was vigorously debated in committee to such effect that the Committee expressed itself on p. 390 as follows:—

"In view of the expectation that the A.L.A. can broaden its point of view and permit more independence of special groups, and that the membership may be persuaded to recognize the needs of special groups, the third Activities Committee is prepared to recommend that the A.L.A. reorganize itself in accordance with the following recommendation, to form a possible nucleus of a federation and that other associations be invited to consider these plans for reorganization and to submit recommendations for any changes in the proposals which would make the new organization acceptable to them."

The specific recommendations that follow (pp. 390-391) should be read with great care. As applied to S.L.A. and other affiliated associations, these recommen-

dations would mean that affiliates could reorganize themselves as divisions of A.L.A. but preserve their own government, whatever fees they may wish to require in addition to the dues paid to the parent A.L.A., name, etc.; A.L.A. would turn over to affiliated associations 20% of the dues A.L.A. members designated for such associations, and each division be given representation on the Council on the basis of one representative for each 250 A.L.A. members in that affiliated association. These are the major points covered, but the recommendations should be read carefully for possible future interpretations.

### Effect of Change

How would such a plan affect S.L.A.? Under acceptance of the plan, S.L.A. would take the name, "The Special Libraries Association, a Division of the A.L.A." It would continue its present headquarters, its present magazine, its present activities insofar as the members of the S.L.A. wish to continue such activities. It would have its own schedule of dues paid as they are now paid—direct to S.L.A. headquarters. In addition, it would receive from the dues of its members who are also members of the A.L.A. and who designate that their dues should be paid for this purpose, 20% of the A.L.A.'s receipts from S.L.A. members. These S.L.A. members would, in addition, be paying their accustomed dues to S.L.A. The change would be that instead of S.L.A. making an annual payment to A.L.A. for S.L.A. members who belong only to S.L.A., the A.L.A. would pay back a portion of the dues of their mutual members to the S.L.A. In other words, instead of an annual expenditure of around \$50, S.L.A. would receive an income of about \$1,000 which at present is being devoted purely to A.L.A. activities.

This is the economic factor of the division. The more important factor is the

effect on national library policies. S.L.A., while retaining its own autonomy and independence, might have the opportunity of influencing the country's library policies as a whole and join in all library movements. Under the proposed reorganization of the Council of the A.L.A., the Council would be a more democratic body. Its members would be elected on a proportionate basis in which affiliated associations of both geographical and subject classifications would be represented by one representative to each 250 members. This means that instead of representation only by the president during his term of office, the S.L.A., by virtue of its size, would elect from its members six or more representatives to the A.L.A. Council. In this it would stand in equal proportion to the representatives from other sections. The College and Reference Section, for instance, would be entitled to twelve representatives, the Catalog Section to five, etc.

While apparently such an organization would in no way reduce or affect S.L.A.'s ability to handle its own destinies, S.L.A. would profit from additional income and a closer tie to a large national association. A.L.A. would profit from the presence in its Council of an independent library point of view through S.L.A. delegates.

This is the situation that would exist if the chief recommendations of the third Activities Committee went through. An alternate recommendation that might find greater favor in the eyes of S.L.A. is a federation of library associations. In such a federation each association might keep its own title and have as a subtitle, "member of the Federation of American Library Associations" or some similar wording. Probably such a group organization would have a smaller council and more limited mutual interests, and provide for a combination of discussions and subjects that would be profitable. The federation might consist of S.L.A., the Association of College and Reference Librarians, the Public Libraries Association of America, the Association of American Library Schools, etc. It might well mean the establishment of a number of effective and stimulating smaller units. It would certainly mean the discontinuance of much of the large-scale activities now carried on by the A.L.A. Whether or not the reduction from large-scale activities limited to few participants to small and effective organizations provocative of the interests of many would be advisable is a question deserving careful thought. S.L.A. must weigh carefully how it wishes to respond to this appeal.

## Members' Comments

**G**RANTING that a national library association exists not "primarily or chiefly for the financial, social, or educational advancement of its members . . ." but rather "to encourage the establishment, maintenance, and extension of adequate library service for all the people of the United States and Canada" it seems as if this is the best possible reason *per se* why some type of organization should be adopted which is able to carry out this policy more efficiently than can many organizations working independently.

In reading over the report of the third Activities Committee one is impressed with the vast amount of material which has been considered,

sifted and organized for this report. It is fair and forward looking in its recommendations. But where is there a guarantee to those groups who reorganize themselves as divisions of A.L.A. that a fourth Activities Committee would not recognize many existing faults in a "reorganized A.L.A." and recommend further changes which, if adopted, would place some special groups in a disadvantageous position?

In addition to the greater objectives which may be attained through this proposed reorganization, is there not also more incentive offered for building up strong local or state group organizations having as members librarians with interests varied enough to cooperate

in projects and programs which would be interesting to all and not merely a repetition of one's daily work? For, with all librarians members of a parent organization, the question of divided loyalty and conflict of interests would be negligible. It might solve the problem of the isolated special librarian and at the same time broaden the interests of those who are members only of A.L.A.

### Change in Dues

Certainly the increased income to the special groups invites favorable consideration but is the economic factor to be considered only from the viewpoints of the national organizations involved? To one who is a member of A.L.A., S.L.A., a state and possibly another special library organization, is there a significant change in the volume of dues which now is a major factor to him in considering membership in more than one organization? If not, what more will the individual receive in return even though his national groups do benefit? Possibly he would prefer that this return to the special division be modified to the extent of offering a substantial saving to the individual.

Also, there is the question of the scale of dues discussed under Financial Support, p. 421-422 and the minority recommendation of Miss Manley on p. 437. Certainly a salary basis for dues would not be altogether satisfactory to the librarian in the lower brackets because he would dislike to be placed arbitrarily in a classification based on an artificial standard. For those in higher brackets there may be justifiable reasons why this plan would not be entirely to their liking. The person receiving \$3,600 may have many more serious financial obligations than the person receiving one-half that sum; he therefore may not be as able to pay \$8 per year as is a smaller-pay librarian able to pay \$3 or more if he desires. Furthermore, a great many special librarians are employed in industry where the policy is not to give out salary figures. Why would it not be wiser to let the individual member make his own decision in accordance with Miss Manley's minority recommendation?

In spite of these points, admittedly controversial, it is to be hoped that it will be possible to evolve a new set-up satisfactory to a majority of members of the organizations involved. The least this new plan can do is to establish a

better feeling of coöperation which will encourage further study to eliminate duplication of interest groups and of projects proposed for the future.

MRS. IRENE M. STRIEBY, *Librarian,  
The Lilly Research Laboratories,  
Eli Lilly & Company, Indianapolis*

MISS MANLEY'S article on the relationship of S.L.A. to a reorganized A.L.A. is timely. It is only fitting that S.L.A. should look at itself with the same scrutiny that A.L.A. has turned upon its activities. I wonder whether an Activities Committee, which would have the dual charge of evaluating the past and present activities of S.L.A., and making recommendations upon S.L.A.-A.L.A. relations, is not very much in order just now. A study of this sort would be of invaluable aid to the many librarians who are members of both associations.

I, for one, have long felt that both associations would have much to gain and little to lose by a closer relationship. The American Library Association needs the alert, current point of view and the stimulus to rapidity of action which the S.L.A. can so well give it. The S.L.A. needs the bargaining power, the feeling of being an integral part of the American library movement and the wider contacts that a closer affiliation with A.L.A. would afford.

The plan of the third Activities Committee, as outlined by Miss Manley, offers a real opportunity for a practical tie-up. It would help the S.L.A. revenue problem appreciably. It would put the services of a paid professional headquarters staff at the disposal of S.L.A. The A.L.A. relationship with the various educational foundations would be of decided value to us as an association.

LUCILE L. KECK, *Librarian,  
Joint Reference Library, Chicago*

AS POINTED out by Miss Manley, the Activities Committee has been considering the possible desirability of reorganizing the A.L.A. In this connection, S.L.A. members, should consider (1) are we content with the present set-up; (2) should there be one national body made up of divisions; (3) should the national body be merely a federation of separate associations, or (4) is there some other plan which would be preferable?

Regarding (1), it seems to me that — if any-

one can suggest improvements in the present interrelationship of the two bodies — such improvements should receive our serious consideration. Regarding (4), no plan of interrelationship other than the three above suggested occurs to me at the present writing.

That leaves (2) and (3) for consideration. Here we are faced with the age-old problem of "horizontal," versus "vertical" organization, of geographic representation versus representation by so-called "pressure groups" — a problem, needless to say, which is of the greatest importance in every country which subscribes to democratic principles.

### Proportional Representation

If we leave the field of library service for a moment, we find that this problem has come to the forefront in other fields of organization. A number of our municipalities, for example, have adopted the principle of proportional representation under which representation in the local legislative body is made (so it is claimed) to represent majority opinion more than the opinion, say, of the gas house district. There would seem to be some relationship between this movement in the political field and various points raised in the third Activities Committee report.

S.L.A., it seems to me, is comparable to one of these "pressure groups" (using the term "pressure group" in a positive not a negative sense) which has been rendering increasingly valuable service, on a constantly growing scale, without securing proportionate representation in the library movement as a whole.

How, then, can S.L.A. obtain greater recognition and a larger opportunity to make itself felt in the developing of increasingly effective library service? Not, I should say, by taking a selfish and a negative stand in opposition to any change or suggested improvement, nor, on the other hand, by agreeing to any proposed change until such proposed change has been carefully weighed and examined and found, without possible question, to be in the best interest of all that S.L.A. stands for.

As I interpret it, the third Activities Committee report provides that S.L.A. would continue to elect its own officers, conduct its own business in both administrative and financial aspects, and perform all other customary functions. It would pay no funds to A.L.A. and

would in no way be bound or regimented by any action which might be taken by the A.L.A. governing board unless such action subsequently was acted upon in customary manner and approved by S.L.A.

Further, A.L.A. would turn over to S.L.A. 20% of the dues of A.L.A. members indicating their membership or interest in S.L.A., and S.L.A. would be given representation on the A.L.A. Council on the basis of one representative for each 250 S.L.A. members who were also A.L.A. members. Under this plan the increase in the number of S.L.A. members who were also A.L.A. members should be at least equivalent to the 20% of dues revenue which A.L.A. would turn over to S.L.A.

If the foregoing is a correct interpretation of the result of S.L.A. participation in the new S.L.A. set-up, I cannot see how the present powers and activities of S.L.A. would be, in any way, limited or adversely affected, and I can see numerous ways in which S.L.A. could advance certain plans and policies, of its own initiation, which would be advantageous not only to S.L.A. but to the entire library profession.

DORSEY W. HYDE, JR.,  
*Director of Archival Service,  
The National Archives,  
Washington, D. C.*

THERE are two ways for the membership of S.L.A. to point out consideration of the third Activities Committee report:

1. To approve it in the large, as a professional move in the right direction — trusting to the future to work out the details of affiliation and assimilation.
2. To meet in advance all the difficulties of affiliation and assimilation in order to analyze and evaluate our ultimate relationship.

The reasons for the first decision would be obvious: that we want to be a part of a professional confederation of all library groups and associations. If we were omitted from the A.L.A. of the future there would be missing one of the vital parts of the whole.

The reasons for the second decision would be to admit some fundamental differences between the S.L.A. we are working toward and the A.L.A. that will take shape under the direction of this new administration.

As one progresses with the reading of the



tentative report of the third Activities Committee, admiration grows for the scope and the spirit of their findings. Much good will come of the reading of this report regardless of what final action is taken by S.L.A. Section 3 on Attitudes of Librarians (p. 381) should be required reading for everyone. We have had occasion this last year to wonder what is wrong with librarians, education for librarianship, and the form and scope of our various associations. It is good to have to consider the results and suggestions outlined by the third Activities Committee.

If we do decide to tighten our past affiliation by this new and closer union of library organizations it will not be only because S.L.A. needs such sustaining, but that our Association has something to contribute nationally which we have never been able to give while we had to concentrate on the means of existence. But first we must consider — what do we trade in, and what do we get? For a long time we have been clinging to the hope or myth that a professional exchange between the two associations would, could and should become more advantageous. But there has been something decidedly hollow all these years to our so-called affiliation, the terms of which meant paying a small per capita tribute, selecting the same place and time for our conventions when possible, and sending our president to midwinter and summer meetings to represent us on the Council. By this very fact of a so tentative relationship we have felt the challenge all the more to pursue our own ways. What will guarantee the continuance of our cherished accomplishments? How much of our informality can we relinquish for what must become more remote? Can we be realistic about the high cost of volunteer effort we have invested in S.L.A., enough so to recognize equivalents for it in the radical changes that will eventually have to take place in a merger?

Probably no professional group has ever given so lavishly of volunteer work. This is our point of strength and of weakness. No one of past administrations begrudges one moment of midnight oil that it has cost, but can we continue on such a basis? If not, how can we learn to fit into another scheme of administration that offers release from the burden of volunteer work?

Because we would take assimilation very hard, even to the point of resentment and distrust on occasion, I do not believe we can or should attempt to cast a purely affirmative vote at this time. But could we not take sufficient official action to approve the report in principle and at the same time appoint an S.L.A. committee to go into such matters as dues and finance, our magazine and other publications, our local chapters and their geographical value and the matter of adjustments that would take place in regard to S.L.A. Headquarters?

Reconciling our dues with this new scheme is not so simple that it can be accomplished merely by the spirit of assent. Our form of dues that include magazine subscription, plus financial support from our parent firms and organizations by means of Institutional memberships will require no end of adjustment. By this latter we accomplished the nearest approach to what the A.L.A. has always had on a much larger scale from its various foundations and corporations. We must keep in mind the power of such wealth in contrast to poverty-ridden S.L.A., rich only in the midnight oil of its membership.

#### Appoint an S.L.A. Committee

As the largest association that the A.L.A. will have to fit into its new scheme, I think the S.L.A. has cause to want to move slowly and surely. Whether we need a counterpart for S.L.A. of the third Activities Committee I am not as sure, as that we do need a working committee to go straight into the heart of the problem of tracing opportunities for the equivalents we must find as we give up certain phases of our identity.

And so, I do not favor an affirmative vote without an interim long enough for S.L.A. to investigate and know its own mind. In the meantime A.L.A. can get on with its own preliminaries. To reorganize its essential units of a Public Libraries Division, of a Catalog Division, of a College and Reference Division will be more than enough for a first year's project before they take on the moulding and assimilating of their larger and more difficult affiliate.

FLORENCE BRADLEY, *Librarian,  
Metropolitan Life Insurance Co.,  
New York City*

## Russian Corporate Entries in the Union Library Catalogue\*

By Arthur Berthold

Union Library Catalogue of the  
Philadelphia Metropolitan Area

ALTHOUGH Russian scientific literature is becoming increasingly more important so that even the less important reference libraries must acquire some of this literature, the Russian language itself is still only seldom given the attention it deserves. This is partly because the literature is of comparatively recent growth, and partly because the language is so fundamentally different from all the other cultural languages. It cannot be studied by analogy as, for instance, Spanish or Italian by one knowing French; or Swedish and Dutch by one having a knowledge of German. To us Russian is a foreign language in a very real sense of the word, and it is therefore quite understandable that we should have avoided it with nearly the same resolution as we have avoided Sanskrit and Greek.

It is only just to say that the Russians themselves are partly to blame for our ignorance of their language. They have made the handling of their official and society publications as easy as possible. We are not able, for instance, to name a single French or German publication with an added title page in either English or Russian, but there are hundreds of Russian reports and scientific monographs with added title pages in German, English or French. As cataloguers, we have nothing but praise for this custom — it is decidedly advantageous to have a ready translation of a sometimes baffling title — but there is no reason why such publications should be entered under other than Russian headings. The language of the publication is, after all, a secondary consideration. What matters

is its origin, and it is here that many of our cataloguers are inclined to take the easier way. Disregarding Cutter, Mann and Fellows, some of our fellow practitioners enter Russian publications under whatever heading is most familiar to them: German, French, English or even Latin. There may be some excuse for this in the small library where the entries are few and where utility does not always require exactitude, but at the Union Library Catalogue we must proceed on the assumption that an incorrect entry is a lost entry, and so nothing but complete identification is ever sufficient for our purposes. And for this reason none but main title page, in the language of origin, can be taken for a point of departure.

The new masters of Russia claim that they have introduced many economies and simplifications, and there is no denying this fact. But to us cataloguers they have brought often more trouble than comfort. Very few of our old entries correspond to existing requirements. The designation *imperatorskii* — imperial — is now entirely obsolete and it must be changed to either *gosudarstvennyi* — state — or to *narodnyi* — national. These are, of course, minor annoyances and as they are, moreover, in the democratic direction we may accept them as a matter of course. It is somewhat different when it comes to keeping abreast with the numerous abbreviations and contractions which the present government seems to favor. There is no denying the fact that it is considerably simpler to call the Commissariat of Education *Narkompros* than to call it *Narodnyi komissariat po*

\* Read before a meeting of the Philadelphia Regional Catalogue Group, April 11, at Temple University.

*prosveshcheniū*, but such easy manner is excusable only in common speech. The cataloguer is not entitled to this advantage but, in order to make his entries intelligible, must use the fuller form. The only concession he can make to popular usage is to insert an appropriate cross-reference. Anything further in the direction of short cuts is likely to lead him astray.

### Transliteration Guides

The transliteration of Russian titles, though not especially complicated in itself, is none the less in many cases a major problem. The trouble is not that we do not have adequate guides, but that we do not use them consistently. The transliteration tables used by the Library of Congress and by most of our best libraries are well adapted to the needs of both languages — Russian and English — and once these tables are mastered there would seem to be little difficulty in their use. However, this is not the only scheme. A somewhat more elaborate one is used by the Government Printing Office and as it is readily obtainable as part of the excellent *Manual of Foreign Languages* (3d ed., 1936), this is also gaining followers. The French and the Germans each use a scheme of transliteration well adapted to their own peculiarities of spelling, but differing considerably from ours. There would be little reason to mention these except that not unfrequently we receive entries where these various schemes appear to have been blended with sometimes quite amusing results. To unravel these puzzles, however, is considerably more exhausting than to make them, and to do so successfully one must have a fair amount of knowledge of Russian grammar and spelling.

Ours is a scholarly profession, and it is not hard to imagine a cataloguer pursuing his daily tasks without regard to wars and revolutions. But even we are

not entirely immune to the consequences of political change. We are apt to speak of Russia much in the way we speak of France; identifying the country with the nation. But the political entity which we conveniently designate as Russia does not correspond to a single nation but to a number of nationalities. It is true, in the days of the tsars anyone born within the borders of the state was considered a Russian. But now a distinction is made on racial and national grounds, and to emphasize this distinction most, if not all, national groups in the Soviet Union actually do enjoy a modicum of political and intellectual liberty. Thus, instead of a single state, we now have a federation of states. To the cataloguer this creates a new problem, not unlike the problem encountered when dealing with our own federal and state publications. Much confusion prevails among entries for the several states and for the Union in general. Many cataloguers disregard the individual states altogether, and for them every official publication goes under Russia and the appropriate subheading. Furthermore, as practically every society and institution are more or less directly subordinated to a commissariat or a council (soviet), still other cataloguers treat every Russian corporate entry as an official entry. Only a study of Russian sources, and careful investigation of the publications themselves, can give us the necessary information we need. Here more than in most difficult cases the cataloguer's resourcefulness and knowledge come to a test.

### Name Changes

Names of cities constitute a problem by themselves. The political changes following the World War are responsible for much extra cataloguing in the matter of changed names, variations in spelling, transfer of seats of universities and institutions, etc. One university town in the Baltic republic of Estonia has changed

its name three times during the past century. When the university was founded, the town was known as Dorpat. It soon became, under pressure from Russia, the city of Iur'ev. This was its name until the Estonian republic was proclaimed, when the name was changed to Tartu. At the latter change, the Russian part of the university was transplanted to the city of Voronezh, where it continues to function under that name. Nizhnii-Novgorod, a city famous for its oriental fairs and bazaars, has recently become Gor'kii in honor of the famous author of *The Lower Depths* and *Bystander*; and Petrograd, as we all know, has been renamed Leningrad to bear the name of the founder of the Union of Soviet Socialist Republics. The renaming of cities still goes on in full force in Russia, but as fame is somewhat uncertain in the Soviet States, the cataloguer will do well to reserve his judgment. It is quite possible that the coming years may see the city of Kirov revert to its former name of Viatka, and even Stalingrad may some day become Tsaritsin, as in the days of the tsars.

#### Reference Tools

It was our fortune recently to consult a Russian library expert<sup>1</sup> on the available reference tools for Russian corporate entries. Her opinion was that while reference works were not lacking which would adequately cover publications of the recent and more remote past, there were no such works available for current publications. The reason appears to be the rapid growth and expansion of every field of activity which postulates a corresponding growth and reorganization of official departments and government bodies. The two standard works — at least in as far as American cataloguers are concerned — still continue to remain the *Union List of Serials* and the *Minerva Handbuch*. The *Union List* is, of course,

<sup>1</sup> Mme. Haffkin-Hamburger.

best suited to our purposes. It is in English, its transliterations follow the standard scheme, and the whole is constructed on the best principles of our Catalogue Code. For the period which it covers — that is to say, to the end of 1932 — it is a most adequate guide. It takes account of every form of name, and the cross-references cover practically every form of spelling and language. If we had a like guide for the government publications, our chief difficulty would be well taken care of, but as there is no such work, at least part of the difficulties may be settled by a reference to the *Minerva*.

The *Minerva Handbuch* is a German work, and that means several things. It is scholarly, accurate and unusually complete; but the arrangement leaves something to be desired. Every institution and organization is listed under a city. The country, except for an index of cities, is disregarded altogether; and national and local organizations and even some government departments receive one and the same treatment. As the Germans do not recognize corporate authorship, there is no effort at subordination of affiliated bodies. A laboratory or an experiment station is treated in the same way as a society or a people's commissariat. This means that every entry located in the *Minerva* must be interpreted before it can be used in cataloguing. The names of organizations are always given in the fullest form. Thus, the public library of Leningrad appears as *Gosudarstvennaia publichnaia biblioteka imeni Saltykova-Shchedrina*. For cataloguing purposes it is sufficient to retain only the *Publichnaia biblioteka*; the rest is not essential to the identification of the library. The cataloguer must further bear in mind that in the *Minerva* the transliteration follows the German scheme — giving *š* for *sh*, *č* for *ch*, *kh* for *kh*, etc. — and that to follow this practice without retransliterating the Russian entries would lead to nothing but inconsistency and confusion.

The *Minerva* is a valuable aid, we repeat, but its use for Russian headings requires a good knowledge of German and at least some acquaintance with Russian spelling and grammar.

As is the case with most union catalogues, the Union Library Catalogue of Philadelphia aims at assigning correct headings to all cards and arranging them in their proper alphabetical sequence in the main repertory. The process is slow, and much searching and verifying is involved even in the more ordinary instances. The proportion of correct and complete entries is comparatively small, and it is smaller still for corporate headings. Only a few of the

150 libraries belonging to the system apparently have kept up to current changes in names and headings. Undoubtedly, many weighty reasons are responsible for this, but it is our opinion that lack of time and means are perhaps most to blame. We of the Union Library Catalogue are becoming more and more used to the problems which face us and the time it takes to solve them, and so the task of editing 4,000,000 cards has ceased to seem impossible. When the work is finally finished, we hope to have accomplished something of permanent bibliographic value not only to Philadelphians but also to scholars and students everywhere.

## News to Citizens

By Louise Gambill

Librarian, Municipal Reference Library, Memphis, Tennessee

MEMPHIS, TENN., through its municipal reference library, carries on a reporting program which includes releases to daily newspapers and the publication of a bi-monthly tabloid newspaper, *Memphis Municipal News*.

The latter is mailed to several hundred representative citizens and institutions, distributed to city employees, and sometimes circulated in quantity around Memphis for clean-up and fire prevention campaigns.

The four-page *Municipal News* is in format a regular newspaper, with some 65 stories of varying lengths, pictures, cartoons, editorials, columns, and advertisements. These last feature such agencies as the art gallery and museum, public library, employment center, etc.; no paid advertisements are used.

City progress is presented as news, in newspaper style (i.e., to please the reader), and not as undigested statistics or sloppy propaganda. The staff's models are Scripps-Howard newspapers and *Time* magazine.

Cuts of municipal subjects, discarded by

local dailies soon after publication, have proved a blessing in providing "art" for the city paper. Cost of printing the *Municipal News* is modest. A few cartoon cuts have been purchased to enliven the pages with small sketches.

A bi-monthly cannot, of course, "scoop" its daily rivals. Readers do, however, find much in the municipal organ that they may have missed in their regular newspapers, or which the latter have not covered. Items are never reprinted from other local newspapers, but are always written afresh, with a different slant.

This reporting program is borne on the theory that more frequent than annual reports must be useful in creating a greater awareness of government as a force in everyday life.

Sample copies of the *Memphis Municipal News* will be mailed to anybody interested in this method of telling Mr. Taxpayer where his dollars go. Address the Municipal Reference Library, 206 Courthouse, Memphis, Tenn.

## S.L.A. Group Officers for 1939-1940

BIOLOGICAL SCIENCES — *Chairman*, Estelle Brodman, College of Physicians and Surgeons, Columbia University, 630 West 168th Street, New York; *Vice-Chairman*, Marguerite P. Schoener, The Louis Livingston Library of Baking, 1135 Fullerton Avenue, Chicago; *Secretary-Treasurer*, Grace Van Nostrand, Metropolitan Life Insurance Company, 1 Madison Avenue, New York

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INSURANCE — *Chairman*, Margaret C. Lloyd, Retail Credit Company, Post Office Box 1723, Atlanta; *Vice-Chairman*, Mariana Thurber, Employers Mutuals of Wausau, Wausau, Wisconsin; *Secretary-Treasurer*, Daisy Baker, Business Men's Assurance Company of America, Post Office Box 458, General Post Office, Kansas City, Missouri; *Editor, Insurance Book Reviews*, Mrs. Mary M. Wells, National Safety Council, Inc., 20 North Wacker Drive, Chicago

MUSEUM — *Chairman*, Cynthia Griffin, Cincinnati Art Museum, Cincinnati; *Vice-Chairman*, Marian Greene, John Herron Art Institute, 110 East Sixteenth Street, Indianapolis; *Secretary-Treasurer*, Gerritt E. Fielstra, Local History Division, The New York Public Library, 476 Fifth Avenue, New York

NEWSPAPER — *Chairman*, Paul P. Foster, The Philadelphia Inquirer, Broad and Callowhill Streets, Philadelphia; *Vice-Chairman*, Mrs. Carolyn S. Faltermayer, The Philadelphia Record, Broad and Wood Streets, Philadelphia; *Secretary-Treasurer*, John Kidman, Editorial Department, The Gazette, St. Antoine Street, Montreal

PUBLIC BUSINESS LIBRARIANS — *Chairman*, Dorothy H. Hughes, Business Department, Peoria Public Library, North Monroe Street, Peoria; *Vice-Chairman*, Adra M. Fay, Business and Municipal Branch, Minneapolis Public Library, 508 Second Avenue South, Minneapolis; *Secretary-Treasurer*, Anita F. Levy, Business Branch, San Francisco Public Library, 629 Russ Building, San Francisco

SCIENCE-TECHNOLOGY — *Chairman*, Ross C. Cibella, Hall Laboratories, Inc., 304 Ross Street, Pittsburgh; *Vice-Chairman*, Mabel Duthey, Experimental Research Laboratories, Burroughs Wellcome and Company, Tuckahoe, New York; *Secretary-Treasurer*, Rosemary Hanlon, Mine Safety Appliances Company, 201 North Braddock Avenue, Pittsburgh

SOCIAL SCIENCE — Isabel L. Towner, National Health Library, 50 West Fiftieth Street, New York; *Vice-Chairman*, Helen Rogers, Indiana Department of Public Welfare, 141 South Meridian Street, Indianapolis; *Secretary-Treasurer*, Nelle Barmore, The Rockefeller Foundation, 49 West Forty-ninth Street, New York

UNIVERSITY AND COLLEGE DEPARTMENTAL LIBRARIANS — *Chairman*, Dorothy W. Drake, Maria Hosmer Penniman Memorial Library, University of Pennsylvania, Philadelphia; *Vice-Chairman*, Esther E. Fawcett, College of Fine Arts, Carnegie Institute of Technology, Schenley Park, Pittsburgh; *Secretary-Treasurer*, Mrs. Marjorie Dewire Keenleyside, Central Young Men's Christian Association College, 19 South La Salle Street, Chicago

## Extension Work of an Art Museum Library

By Cynthia Griffin

Librarian, Cincinnati Art Museum  
Chairman, Museum Group, S.L.A.

THE term extension work as applied to a museum usually covers the lending of objects from the collections (non-reproductive material) to art centers, schools or libraries; it generally includes lectures in various parts of the community. Some museum libraries have a lending extension department which lends slides and photographs, often only upon a rental basis. Many articles have been written and many speeches have been delivered on the extension work of museums, but only occasionally has there been any reference made to the extension work of the museum library.

This article is concerned with the extension work of the Cincinnati Art Museum Library: what we have to offer, to whom it is available, how we send it out; a summary of requests which we have received. The library is not large, about 15,000 volumes, 18,000 slides and a very large clipping and pamphlet collection; also a fair number of mounted photographs and color prints. All this material may be borrowed by residents of the city, with the exception of periodicals (bound or unbound) and certain books. The library subscribes to forty-six periodicals and receives in exchange or by gift ninety-seven.

To out-of-town borrowers we lend only slides, clippings, pamphlets and photographs. This material is lent free of charge, the borrower paying only the transportation. As a rule, loans are shipped express collect, thereby avoiding the problem of collecting bills at a later date.

During the past year, loans were sent to individuals living in Ohio, Indiana, Kentucky, Illinois, West Virginia and Washington. Half of our requests are from schools, colleges or art clubs, the balance is from individuals who secure the material to use for talks or for club work.

Requests from schools or colleges are usually specific, as are those of some individuals. One school in Indiana sends us a slide list for a three month period, thereby giving us ample opportunity to reserve the slides and to notify them if a conflict arises with one of our own pro-

grams. This school is the exception rather than the rule! As compared to such specific business like requests we get the other extreme when we receive a request for slides and a lecture to go with them on "The Twenty-five Most Famous Paintings in the Cincinnati Art Museum." The non-specific requests are usually for any material we have on a topic, with no mention made of whether slides, photographs or clipping material is desired. This means a letter must be written to ascertain if they have facilities for slides.

Since so many of our requests are non-specific, selection of material is of prime importance. It must be done by someone with a foundation knowledge of the history of art and art criticism. A request for slides and clipping material on "Contemporary American Painters" will require some discrimination on the part of the library assistant who prepares it. One general request came for "any material" for a home economics teacher of house planning and furnishing. This gave plenty of scope for the imagination and our limit was almost the sky. "Would you send me some material on any or several of the branches of art" was one request from West Virginia. Such a vague question is amusing, yet it is very necessary in answering this to tell what we have to lend and how we send it. As a rule, twice as much time is involved in replying to these indefinite requests. Half the time we never hear any further. Those who do reply are always most grateful for our help. A request for slides and pamphlet material on "Prints and engravings, showing the development of the European and American schools" is a fair example of an interesting problem. With such an order we always try to include a few slides that show the various processes that lead up to the completed print or etching. A request for information on "any material by way of spreading an interest in art" from a Kentucky teacher is just another groping request. Last year we had the opportunity

of sending to an art club in Ohio many slides and photographs. The club had quite an ambitious program; it met every other week for a lecture and discussion. Its program, prepared by the American Federation of Arts, was announced as "Modern American Painters and Colonies and Interior Decorations." In the field of interior decoration they considered European and American styles. Since the Mellon Collection was presented to the government, many groups have devoted meetings to the study of certain schools represented therein, often devoting one meeting to the work of an individual artist.

Whenever possible we take advantage of the opportunity to publicize the art in our own collections. We either send mounted photographs or slides of the paintings or objects. We always inform the borrowers that a post card of such and such an object is available at five cents. In the field of art it is very important that all study be made with illustrative material. Many do not realize this, therefore we emphasize the fact as often as we can.

The amount of time spent in assembling material to be sent out and in answering letters is very large. We are glad to be able to furnish this service free of charge. Many acknowledgments prove to us the worth of our labors. I quote from a few, "We greatly appreciated the fact that you were able to lend them [slides]

out of the state," from a Kentucky College. From Troy, Ohio, "You have been a real friend in furnishing this material for me on Portraits of the Presidents of the U. S." From a Greensburg, Indiana, borrower to whom we lent slides and photographs on Carpaccio, "May I thank you for your splendid cooperation and generosity," and from a borrower in Walla Walla, Washington, "My thanks for your kind attention to what was, I'm sure, a troublesome request."

I think more emphasis should be given to this extension phase of museum service. Not only the museum but many groups of individuals benefit by it. A museum such as this, which is entirely dependent on private individuals for its support, often adds new members to its rolls as the result of an extension contact, especially from those who live near enough to the city to partake of the activities of the museum. The service which we offer is the exception rather than the rule. Because our clientele is smaller than the large city museums, and the demand for our material is accordingly less, we are in an excellent position to offer this extension service. Today, leisure, either forced or by choice, is being acquired to an ever increasing degree. I believe our public institutions should teach and help people to use this leisure. The challenge to the medium-sized museum library is great.

## American Philosophical Society

### Philadelphia, Pennsylvania

THE American Philosophical Society is the outgrowth of a club organized by Benjamin Franklin in 1727. "Its library, consisting of approximately 80,000 volumes, while general in content, is especially rich in the publications of foreign scientific societies, and specializes in works dealing with the history of science in all its branches. Several of the Society's exchange accounts date from the latter part of the eighteenth century." Special funds provide for the purchase of books on archaeology, linguistics, forestry, botany, and agriculture. The Society's own Transactions date from 1771, its Proceedings, from 1838, its Memoirs were first published in 1935, and its first Year-book in 1937.

"Although circulation is limited to membership and to a restricted inter-library loan service, the library is open to the public for reference. In order to make the manuscript and rare printed material available to the research student unable to visit the library, a photoduplication service has been installed. Charges for this work are supplied upon application. The library's holdings are listed in the Union Catalogue of the Philadelphia Metropolitan Area."

The above facts are taken from a history of the Society written by Gertrude D. Hess, Assistant Librarian, which was published in the Bulletin of the Special Libraries Council of Philadelphia and Vicinity, June 1939.



# Library Methods

Compiled by

Virginia L. Garland

Librarian, Philadelphia Company, Pittsburgh, Pennsylvania

## Index to National Board of Fire Underwriters Publications

A card index to the publications of the National Board of Fire Underwriters was compiled last year by the Technology Department of the Carnegie Library of Pittsburgh. The publications contain about 1800 reports on several hundred cities. There was no index to this material, and no approach except by searching many volumes which had little semblance of arrangement. The library's index covers all the material which the Technology Department has bound. Arbitrary numbers were assigned to volumes of Bulletins and (original) and (revised) Reports. Because of the arbitrary numbering, this card index can be of service only in the Carnegie Library of Pittsburgh.

RALPH H. PHELPS  
*Technology Department  
Carnegie Library of Pittsburgh  
Pittsburgh, Pennsylvania*

## Printed Author Catalogue

A printed author catalogue of books in the library has been published and a subject catalogue is in preparation. The librarian finds that a printed catalogue saves many telephone calls since the library serves workers in several buildings.

HELEN BASIL  
*Research Laboratories  
Crane Company  
Chicago, Illinois*

## Pillar Bookshelves

Recently the Mechanics' Library has installed some quite successful bookshelves against the large round pillars in the reading room. They are on one side only, very shallow and not quite so wide as the diameter of the pillar. The framework is cut away at the base in such a way that it falls into the decorations at the lower part of the pillar. It does not reach the floor. Thus these cases occupy very little space but accommodate a considerable number of books for convenient display.

MARY O. CARMODY, *Librarian  
Mechanics' Institute Library  
57 Post Street  
San Francisco, California*

## Bindings to Match

In making out bindery slips, instead of wandering around the stacks looking for a set of bound periodicals to match in making out the slip, we have pasted a sample slip on the back of each check card in our periodical file.

DOROTHY H. MARTIN  
*Library of the Los Angeles Museum  
Exposition Park  
Los Angeles, California*

## Shelving Authors

We believe that we are saving time and money when we put the first three letters of the author's name on the binding of a book and on the catalog card instead of purchasing a Cutter table and looking up a number for every book that we letter.

DOROTHY H. MARTIN  
*Library of the Los Angeles Museum  
Exposition Park  
Los Angeles, California*

## Useful Tool

Our list of periodicals currently received is for sale at 25 cents each to anyone interested. It is arranged under 58 subject headings. Subscription rate and address are given for each entry.

LUCILE L. KECK, *Librarian  
Joint Reference Library  
Chicago, Illinois*

## Meetings for Book Reviewing

A promising feature of our work for the year just closed has been our Book Review on one Monday morning of each month from October through April. . . . At these reviews a large number of important books have been discussed. . . . After each review there has been a question period, often prolonged, revealing the keen interest of those present. We have been careful to invite scholars of different denominations, and this policy is to be continued. Our average attendance at the seven reviews has been twenty-two.

ANNUAL REPORT . . . 1939  
*Congregational Library  
The American Congregational Association  
Boston, Massachusetts*

# A Course on Business Information Sources

By Marian C. Manley

Branch Librarian, Business Branch  
of the Newark Public Library

SO as to increase familiarity with important groups of business information, the University of Newark, in its Extension Division, inaugurated a course on "Business Information and Its Sources." This course was planned to introduce the students to directories, trade association proceedings, services, the trade press, government documents, and other classes of publications that serve in solving problems in business and professional fields. Typical illustrations of these needs are:

1. Finding the business, professional and social affiliations of persons to be contacted.
2. Discovering the nearest source of supply for some commodity or product.
3. Finding the principal sources of information on a community or country of sudden personal importance.
4. Investigating conditions immediately affecting an industry.
5. Checking on the training, length of practice, and other factors affecting professional people, such as lawyers, doctors, etc.
6. Discovering the organization or association most interested and best equipped to assist in an unexpected problem.

The course was given in ten classes of two hours each, divided into review and quiz on previous class work, lecture and discussion on the current phase, and examination of various publications illustrating those under discussion. As an underlying project exemplifying the uses of the material, students were assigned topics as follows:

"From information available in print, report in detail the possibilities of operating a successful designated business in a designated locality. List the information sources used and develop deductions from the assembled data.

On the industry — Its history, growth, present conditions, future outlook, personnel, methods;

On the community — Its history, growth, present conditions, future outlook, personnel, physical environments."

Projects completed by students were on the advisability of going into the restaurant business in Portland, Maine; the bakery business in Hartford; the newspaper business in Salina, Kansas; the drug store business in Raleigh, N. C.; the printing business in Indianapolis; library service in New York; grocery business in Racine, Wis.; and shoe manufacturing in Rochester.

The general outline of class sessions was as follows:

## Business Information in General

1. Development, contrasting 1910 and earlier periods with present-day sources.
2. Agencies active in promoting use of business information.
3. Standards for evaluating such information.
4. The application of available business information to the designated projects.

## Materials examined and discussed:

Special Libraries Association publications  
Bureau of Foreign & Domestic Commerce publications  
Business Branch publications  
Industrial Arts Index  
Public Affairs Information Service

## Business Magazines

1. History and development of trade press.
2. Editorial standards and practices.
3. Use by the business man of his trade and industrial publications.
4. Special issues and the trade press.

## Materials examined and discussed:

### Texts:

Woolf, "Business Paper Editor at Work"  
Hanford, "Advertising and Selling"  
Associated Business Papers — Blue Book

### Tools:

Ayer, Directory of Newspapers and Periodicals  
Business Branch, Business magazines: classified by subject  
Advertising Publications, Inc., Market Data Book  
Ulrich, Periodicals Directory

### Illustrations — Magazines:

General — Business Week, Fortune, Nation's Business  
Industrial — Textile World, Automotive Industries, Engineering News-Record  
Management — Factory & Industrial Management, Personnel, Advertising & Selling, Journal of Accountancy  
Financial — Barron's, Commercial & Financial Chronicle  
Statistical — Annalist, Survey of Current Business  
Research — American Economic Review, Harvard Business Review, Journal of Business of the University of Chicago

## Special Contributions of Business Papers

1. Special annual issues:
  - a. Statistical summaries: i.e., Electrical World.
  - b. Market studies: i.e., Sales Management.

- c. Directory issues: i.e., Distribution & Warehousing.
- 2. Separate publications as side line to trade press:
  - a. Statistical summaries: i.e., Metal Statistics.
  - b. Directory publications: i.e., Official American Textile Directory.
- 3. Sources of information on special issues:
  - Special Libraries Association — Guide to Business Facts and Figures
  - Special Libraries Association — Directories for the Business Man
  - Business Information Bureau, Cleveland — Special issues of business magazines
  - Associated Business Papers — Blue Book
  - Advertising Publications, Inc. — Market Data Book

Illustrations listed with additional material examined and discussed.

#### Directories as Basic Tools

- 1. Directory as product of specific demand.
- 2. Definitions and varieties of directories.
- 3. Uses of directories:
  - a. Trade.
  - b. City.
- 4. Editorial problems.

Materials exhibited and discussed:

#### Tools:

Morley & Kight, "Mailing List Directory"  
 Business Branch, Business directories: a key to their use  
 P.A.I.S., Annual volume 1938  
 Special Libraries Association, Directories for first purchase  
 Special Libraries Association, Directories for the business man  
 Bureau of Foreign & Domestic Commerce, Market research sources

#### Illustrations — Directories:

City — Newark  
 Telephone — Essex County  
 Classified — Manhattan Red Book  
 Regional — Directory of New England Manufacturers  
 State industrial — New Jersey  
 Trade — Hotel Red Book  
 Who's Who — America's Young Men  
 Service — Poor's Industrials  
 Association list — Canner's Directory

Additional illustrations of leading publications available for examination.

#### Services in the Business World

- 1. Definition of services.
- 2. Standards for evaluating services.
- 3. Types of services:
  - a. Business conditions: i.e., Economic Statistics.
  - b. Investment: i.e., Moody's.
  - c. General business: i.e., Standard Advertising Register.
  - d. Political and current events: i.e., Kiplinger.
  - e. Tax and legislative: i.e., Prentice-Hall.
- 4. Services as related to special problems:
  - a. To the individual.

- b. To general business practice.
- c. In forecasting.
- d. As applied to class project.

#### References for study:

Bulletin of the American Library Association, August 1936. Proceedings of the 58th annual conference. Business and Technology Section. Sources of investment information: a bibliography, p. 648-658;  
 Bulletin of the American Library Association, July 1936. Vormelker, Rose. Investment information for the public, p. 534-540;  
 SPECIAL LIBRARIES, February 1937. Manley, Marian C. The use of services in a business library, p. 49-53;  
 Wilson Bulletin, March 1937. Manley, Marian C. The library's investment service, p. 472-474.

#### Trade Associations

- 1. Types of association relating to business:
  - a. Trade association: i.e., National Paint, Oil & Varnish Association.
  - b. General association: i.e., Chamber of Commerce of the U. S.
  - c. Professional association: i.e., American Economic Association.
  - d. Research association: i.e., National Industrial Conference Board.
- 2. Possibilities in association development:
  - a. Good — Cooperation for improved standards, in research, in public relations.
  - b. Bad — Undue pressure and lobbying, propaganda, combination for restraint of trade, unfair labor practices.
- 3. Major activities of trade associations:
  - a. Improved business practices.
  - b. Improved accounting practices.
  - c. Systematized education.
  - d. Research in trade associations.
  - e. Statistical activities.
- 4. Special periodicals of trade associations.
- 5. Trade associations and research.
- 6. The make-up of a major trade association.
- 7. Trade association promotion.

Material for discussion and display:

Bureau of Foreign & Domestic Commerce — Trade Association Activities  
 Bureau of Foreign & Domestic Commerce — Market Research Sources  
 American Trade Association Executives — Proceedings  
 Illustrative proceedings of associations  
 Chamber of Commerce of U. S. — Trade Association Business Figures

#### The Federal Government: Its Relation with Trade Associations; Its Place as a Periodical Publisher

- 1. The Federal Government and Trade Associations — Projects of the Trade Association Section of the Bureau of Foreign & Domestic Commerce:
  - a. Studies of major industries and their trade association development.
  - b. Directory of trade associations.
  - c. Trade association survey.
- 2. Other Departments and Bureaus concerned with Trade Associations:
  - a. National Bureau of Standards.

- b. Federal Trade Commission.
- c. Department of Justice.
- d. Department of Labor.
- e. Bureau of Labor Conditions.
- 3. The Federal Government as a Periodical Publisher:
  - a. Subject range of periodicals.
  - b. Government periodicals important as basic reference sources:
    - Federal Reserve Bulletin
    - Monthly Labor Review
    - Survey of Current Business
    - Commerce Reports
  - c. The weekly business report — Domestic Commerce.
  - d. The Department of Agriculture and its periodical publications.
  - e. The Department of Labor and its periodical publications.

#### **General Government Publications as They Serve Business**

1. Cooperation between business and the government:
  - a. Statistical work.
  - b. Survey.
  - c. General activities.
2. What business receives from the government:
  - a. Special studies.
  - b. Bibliographies.
  - c. Statistical data.
3. How can business men find the information they seek:
  - a. Price lists.
  - b. Periodical notes.
  - c. Written requests.
4. Some government departments of particular interest to business:
  - Bureau of Agricultural Economics
  - Weather Bureau
  - Commerce Department:
    - Census Bureau
    - Bureau of Foreign & Domestic Commerce
    - Bureau of Standards
  - Labor Department:
    - Employment Service
    - Bureau of Labor Statistics
  - Independent offices:
    - Federal Reserve Board
    - Federal Trade Commission
    - Tariff Commission

#### **Material for discussion and display:**

##### *Periodicals:*

Domestic Commerce  
Industrial Arts Index  
Monthly Catalog-U. S. Public Documents  
Public Affairs Information Service Bulletin

##### *Check Lists:*

Guides to Business Facts and Figures  
Price Lists  
Market Research Sources  
Wilcox United States Reference Publications

##### *Discussions and Guides:*

Schmeckebier — Government Publications and Their Use  
Boyd — United States Government Publications

##### *Material for Exhibit:*

United States Government Manual

Official Congressional Directory  
Financial Statistics of Cities  
Census of Business — Retail Distribution  
Census of Business — Wholesale Distribution  
Statistical Abstract  
Bibliography of Information — Air Conditioning  
Consumer Use of Selected Goods  
Manufacturing Market Statistics  
Market Data Handbooks

#### **Business Books and the Business Man**

1. Increase and trends in business book publications.
2. Sources of information about business books.
3. Book reviews:
  - a. Canned versus selective.
  - b. Points to consider.
4. Standards for book content.
5. Relative importance of current discussion for different subjects.
6. How to meet the problem of selection.

#### **Material for discussion and display:**

Book selection bibliography  
Standard Catalog for Public Libraries  
Amos Tuck School of Administration & Finance — Reading List on Business Administration  
2,400 Business Books  
1,600 Business Books  
Business Books, 1920-1926  
Business Bookshelf

#### **Business Information and Its Sources — Written Quiz on Topics Discussed**

##### *Group A — Answer one.*

1. In helping a friend to decide on the advisability of investing in an industry, what material would you consult and why?
2. What are the sources of information available on
  - a. An individual
  - b. An industry
  - c. A community
3. Name and describe some of the major contributions to business information development made by trade associations, the trade periodical press, and federal departments.

##### *Group B — Answer two.*

4. Name and describe useful guides to business information sources.
5. What are types and purposes of publications other than magazines developed by the trade periodical press? Illustrate.
6. What are major forms in which government information on business is presented? Illustrate.
7. What are variations in methods of presentation used by the different service organizations? Illustrate.
8. What different publication forms are used by trade associations and why? Illustrate.
9. Describe three of the publications most interesting to you noted in the course and say why you found them interesting.

##### *Group C — Answer one.*

10. What do you consider major agencies in promoting the use of business information and what methods are they using?

11. In what ways do various agencies for business information cooperate?
12. What is the general history of the development of business information sources in this country?
13. What kinds of business information tools do you think could be developed with profit?

*Group D — Answer one.*

14. What are the differences in form of presentation of business information use in
  - a. Business books
  - b. Business magazines
  - c. Business directories
  - d. Business service
15. In using the information distributed by service organizations, trade associations, government bureaus and found in business texts, what are factors to weigh in gauging the value of the data?

The course was stimulating to the students in the introduction given to information sources of wide range and definite application to immediate personal problems. As an experiment, ten sessions of two hours each were assigned, but experience has proved this time too short for the range of information that should be considered in government publications, services, trade

associations and directories. Certain special types of information such as market surveys and maps, omitted from the experimental course, should be included in the future.

According to the available information, this course is the third of its type to be given in this country. The first was inaugurated in September 1931, by Professor Eliot G. Mears for first year students in the Stanford Graduate School of Business. The second was developed by Rose L. Vormelker for Cleveland College, and has been carried on under her tuition for some time. This third course, under my instruction, has been purely experimental. I would appreciate the criticism and help of the members of the Association in its development. My first course has shown the need for a longer term and more time on individual topics. The actual teaching brought out the value of certain techniques and the limitation of others. Because the promotion of courses of this kind would seem a proper function of the Special Libraries Association, I am presenting this outline for the use of any who may wish to experiment along these lines, and in the hope that I may receive much helpful criticism.

## Chapter News

### Baltimore—New Jersey—Philadelphia

A joint meeting has been tentatively planned at Hershey, Pennsylvania, October 12th-14th. This meeting is to coincide with a joint meeting, at the same time and place, of the Library Associations of District of Columbia, Maryland, New Jersey and Pennsylvania.

### California

Southern California reports, among its 1938-39 accomplishments: five articles published in *Pacific Bindery Talk*; notices mailed to seven newspapers each month; a scrapbook of "Histories of Special Libraries in Southern California" which now includes over seventy-five libraries; two bibliographies published in the Chapter's Bulletin; "A Special List of Resources in Special Libraries of Southern California" partially completed.

Mrs. Norma Olin Ireland was Chairman of the Publicity Committee. Other members were R. C. Callender, Helen E. A. Knight, Harriet F. Mar-rack, and Louise Shipp.

### Connecticut

A Committee on Revision of the Constitution has been appointed. Mr. Howard L. Stebbins, Librarian of the Social Law Library of Boston, is Chairman. Other committee members are Mil-

dred B. Potter, Business Branch, Hartford Public Library; Leslie Reid French, Connecticut State Library. Revision is to be in conformity with the "Suggested Form of Constitution for Chapters of the Special Libraries Association," published in *SPECIAL LIBRARIES*, April 1938.

### Montreal

The Managing Editor of *Canadian Business*, Mr. Kenneth J. McArdle, has stated, "I have become very much interested in the work of special libraries and propose to run items from time to time in *Canadian Business*, urging upon our executive readers the necessity and value of this work." Mr. McArdle addressed the Chapter at one of its recent meetings.

### Philadelphia

A manual which will cover the duties of the President, Vice-President, Secretary, Treasurer, Editor and Chairmen of Standing Committees, has been in preparation by the Manuals Committee whose Chairman is Miss R. Louise Keller.

The Council Bulletin's four printed issues of 1938-39 had an income of \$113.75 from advertising. Three hundred copies of each issue were distributed.

## News Briefs

### S.L.A. Moves

Special Libraries Association Headquarters moved on August 29th to 31 East 10th Street, New York City. At this new address our national Headquarters office is occupying the fifth floor front of the recently remodeled building of G. E. Stechert & Company.

Standard Statistics Company, because of readjustments in departmental activities, needed for its own use the space which it has so generously allotted during the last eight years to S.L.A. Headquarters.

Miss Elizabeth Lois Clarke, S.L.A. Secretary, cordially invites all members to visit the new Headquarters office.

### Rademaekers — New office

Rademaekers, library binders and booksellers, have moved their branch office from Brooklyn, N. Y., to Manhattan. The new office is at 580 Fifth Avenue, New York City.

### British Librarians' Meeting

The Association of Special Libraries and Information Bureaux was to hold its sixteenth annual conference at University College, Nottingham, the week end of September 15th. Papers to be given at the meetings were to include:

- Library Service in Times of Emergency
- Review of Microphotography in Great Britain
- Agriculture: An Art or an Industry
- The Use of Films in Technical Instruction
- The Information Services of the B.B.C.

The "Forum for Ideas" was to be open for discussion on:

- A Review of Technical House Journals
- Methods of Book Selection for Industrial Use
- Works Visits by Special Librarians
- Disposal of Unwanted Technical Periodicals
- Principles of Analytical Abstracting

### Magazines for Seamen

The Joseph Conrad Memorial Library of the Seamen's Church Institute of New York, 25 South Street, celebrated on May 24th its fifth birthday.

The library was officially opened on May 24, 1934, by Mr. Christopher Morley, on which occasion friends of the great novelist, Joseph Conrad, gathered.

During the past five years 102,436 seamen have used the library. The library has grown to such an extent that more space is needed, and it is hoped that funds may be raised to rebuild a room adjoining the library into a periodical room. Miss Anne Conrow, librarian, is particularly anxious

to receive donations of subscriptions to the leading magazines of general interest to augment those now received. Many of the popular periodicals receive such wear and tear that more than one copy is needed each month. The library now contains 7,000 volumes and has a particularly fine collection of technical books on navigation, seamanship, marine engineering, etc. It is the largest library in the world exclusively for merchant seamen.

### S.L.A. Convention, 1940

Indianapolis has been chosen for the next annual convention. Mrs. Irene M. Strieby, librarian of The Lilly Research Laboratories, Eli Lilly & Company, Indianapolis, is convention chairman. It remains for her committee to set the dates and to decide upon a slogan for the convention. Mrs. Strieby would like S.L.A. members to send her their slogan suggestions. The Baltimore rallying-cry was "Mobilization of Knowledge"; in 1937, we heard "Pittsburgh Promotes Promptness."

### Charts with the Third Dimension

*Dun's Review*, August 1939, has achieved two successful three-dimensional charts. The third dimension effect has been accomplished with the aid of photography. Actual coins were accurately stacked, background lines were drawn in on the base board, card labels were put in place, and the photograph made from an angle of forty-five degrees from the top. This is a new process upon which Dun & Bradstreet is working for further development.

### The Ford Motor Company Library

Organized in 1920, the library collected material relating chiefly to the automotive industry: new discoveries in raw materials and their adaptation to the industry . . . rubber, glass, chemicals, textiles and agricultural products; pamphlets and books for the use of engineers, chemists, shop men and salesmen.

In coöperation with Mr. Ford's conservation of objects indicative of the culture of past generations; with the creation and expansion of the Edison Institute Museum, Greenfield Village, and the Edison Institute school system, the library has established separate collections for the use of these activities. It contains small unit libraries on each activity.

The main catalog for the branch units is in the Ford Motor Company Library. The book selection is also done there.

Mr. Ford's McGuffey Reader collection, gathered over a period of more than twenty years, now amounts to several hundred volumes

and is one of the three largest and finest in existence. Though small, the New England primer collection is of great value. The Webster collection, though fairly large, is far from complete; it increases day by day.

The library has a staff of four: chief librarian, two full time assistants and one half time assistant. . . . — RACHEL MACDONALD, *Librarian*.

#### **S.L.A. Group Plans — Biological Sciences**

The Project Committee Chairman, Miss Grace Van Nostrand of the Metropolitan Life Insurance Company Library, New York City, has circularized group members, asking them to designate their choice of the following proposed projects for 1939-40: (1) Evaluative survey of basic periodicals in certain fields, of use to small libraries. (2) Study of reference books in different fields. (3) List of special collections and services in the libraries of group members. (4) List of health books for public libraries. (5) Checklist of journals in certain fields. (6) History of some type of library in the group. (7) Checklist of fellowships and scholarships in the U. S., in biological sciences. (8) Index to articles pertaining to the history of medicine and drugs, now buried in the pharmaceutical journals of the past 100 years. (9) Temporary index to a selected list of journals, prior to the publication of the regular indices.

#### **Missionaries Get Books**

The Library of The American Congregational Association has been lending books to missionaries of the American Board on the field. Dr. John H. Quint, Chairman of the Library Committee, reported on December 19, 1938, that "a consignment of twenty books has been sent to the East Africa Mission with the understanding that they are entitled to keep them for six months, after which they shall be returned to the Library. Owing to the great distance to be traversed the books will be gone from the Library upwards of a year. But since only books in circulation for a year or more are to be sent at all we feel that it will be necessary to buy very few duplicates or none at all. All transportation is to be paid for by the Board. If this attempt proves successful the privilege will be gradually extended to other stations." Rev. Frederick T. Persons is Librarian of the Congregational Library.

#### **Librarians Televised, Talk Shop**

At the New York World's Fair, librarians have been interviewed on television by William A. Gluesing of General Electric Company. Edith L. Mattson told about her Consolidated Edison Company of Chicago library, Josephine I. Greenwood, Librarian of Consolidated Edison Co. of New York, talked about special library work, and

Elizabeth Lois Clarke, our secretary, told about the S.L.A. Any S.L.A. members visiting the Fair may arrange to be televised by writing to Mrs. Florence Fuller Gluesing, Apartment 4A, 48-45 46th Street, Woodside, Long Island, New York. You may have television in your library of tomorrow!

#### **Radio Interviews**

Columbia Broadcasting System carried the voices of two S.L.A. members last June, during the A.L.A. conference in San Francisco. Mrs. Mary Duncan Carter took part in two interviews: "Plays and Films: Gateway to Books" and "Scout Reading." Mrs. Carter is Director of the School of Library Science, University of Southern California. She was formerly a member of the Montreal Chapter of S.L.A.

K. Dorothy Ferguson, Librarian of the Bank of America, San Francisco, was interviewed on "When Books Saved Money." Miss Ferguson was President of the San Francisco Bay Region Chapter during 1938-39. She was also Chairman of its Publicity Committee during the A.L.A. conference.

#### **Name Plate for a Gift**

S.L.A. Headquarters needs a name plate for its new office entrance. A plate, in chromium finish to match the entrance, would cost from \$40 to \$50. This is the Association's thirtieth anniversary year. There are sixteen chapters. Could every chapter donate \$3 or \$4 for a birthday gift, or can someone find an "angel"? Any suggestions should be directed to Headquarters.

## **Publications**

#### **Agricultural Libraries Directory**

The International Institute of Agriculture in Rome has just published an *International Directory of Agricultural Libraries*. This reference book is based chiefly on the results of an inquiry carried out through questionnaires, in six languages, sent to a great number of libraries in the various countries. The information thus secured is in most cases of a very detailed character and gives to the readers exact data on the general character and importance of the libraries.

The contents of the handbook may be summarized as follows: (a) General agricultural libraries of over 2,000 volumes; (b) Agricultural libraries specialized in particular subjects, including small libraries; (c) Agricultural collections in general libraries; (d) Centers of agricultural documentation.

In most instances, there is given for every library the following elements: (1) History; (2) Collection (subjects represented; size of the

whole collection; special collections); (3) Library administration (cataloguing and classification systems; staff, etc.); (4) Use of the library (hours of opening, reading and reference rooms, external loans; annual average of readers and of circulation); (5) Relations with other libraries (inter-library exchanges of publications and of duplicates; inter-library loans within the country and with foreign countries); (6) Bibliography of writings on the library; (7) Publications edited by the library.

The text is in English and French and contains the description of 1200 agricultural libraries, arranged alphabetically by country.

The publication is listed at 25 lire.

#### Reference Chart

The San Francisco Bay Region Chapter and the University of California School of Librarianship have collaborated in the compilation of a remarkable chart which analyzes 116 sources for statistical information on 84 California products. By means of a code, one may quickly learn whether any of the 116 publications give figures for the commodities on acreage, carryover or stocks, imports and exports, index numbers, prices, production, sales, statistics (miscellaneous), or value. The chart is extremely interesting as an example of compact informativeness, aside from being a useful tool for quick reference to those needing California statistics. It is dated June 1939 and may be purchased from the Special Libraries Association, 818 Merchants Exchange Building, San Francisco, for 50 cents.

#### Annual Report Gets Special Mention

The Albany (N. Y.) Public Library, whose Director is Elizabeth M. Smith, is given a note of high praise in the July 1939 "A.L.A. Bulletin." The report is described as being generously illustrated and "the 'Year-Round Service' which the library provides gives convincing proof that Albaniana, young and old, make significant use of their library."

#### Scientific and Technical Purchases

The John Crerar Library Quarterly, Vol. X, No. 2, is concerned with "Book Selection for a Scientific and Technical Reference Library." This is a review of the library's growth and the class group acquisitions from its beginning. The author says, "I have refrained on purpose from mentioning here titles of specific works, because any enumeration would be endless. We have purchased liberally for our needs as indicated by our *patronage*. Except in important instances we have permitted our statistics of use to guide us in the distribution of our purchases. If the use of all classes in the field of the 600 classes was 27%, the same proportion of our book budget for new

books was spent on the same classes. This applies to all groups, although in a flexible way, dependent somewhat upon our opportunities for making special purchases."

#### List of Accessions

The Social Law Library of Boston has issued its "Bulletin of Principal Accessions July 1, 1938-June 30, 1939." The year's additions are listed under American and under English Legal Treatises, Foreign and International Law, Massachusetts Books, New Federal Rules, Taxation Books, Legal Periodicals, Legal, Political and Historical Literature, and Miscellaneous. The report states that the library now has about 96,500 volumes, nearly all of which may be classified as law books or government documents.

Howard L. Stebbins is the Librarian. Mr. Stebbins is a Director of S.L.A., Chairman of our Finance Committee, 1939-40, and Chairman of the Connecticut Chapter's Committee for Revision of its Constitution.

#### Bliss Classification

Henry E. Bliss, formerly Head of Departmental Libraries of the College of the City of New York, in replying to a correspondent in The Library Association Record (London) June 1939, says that the first volume of his classification in expanded form is due to be published this autumn. Subsequent volumes may follow. A fourth volume would index the entire classification completely.

A second edition, revised and partly rewritten, of Bliss' "The Organization of Knowledge in Libraries and the Subject-Approach to Books," has been published by The H. W. Wilson Company, New York City.

#### Chronology, 1929-1938

The Newark Public Library's 1938 Annual Report includes "Ten Years of Newark Public Library" compiled by Marguerite L. Gates, Assistant Librarian.

#### Report — British Press

P. E. P. (Political and Economic Planning) is an independent group consisting of journalists, physicians, industrialists, teachers, government officials and others who are organized to conduct surveys and publish reports on many questions of national interest and importance. Some of their later reports have been on such matters as housing, coal mining, electricity, health services, etc.

The tenth such survey, "Report on the British Press,"<sup>1</sup> proves to be one of the most searching

<sup>1</sup> "Report on the British Press"; a survey of its current operations and problems with special reference to national newspapers and their part in public affairs. London, P. E. P., April, 1938. 333 p.



examinations ever made of British newspapers. They are covered from practically every angle, including advertising, circulation, personnel and financial, editorial, and mechanical aspects. The very readable text (much larger type than commonly used in this country) is accompanied by some excellent explanatory charts and tables.

A great deal of space is given to a discussion of the extent to which advertisers and potential advertisers can and do influence the editorial and news content of English papers.

One of the most interesting suggestions advanced is that for the creation of a central cooperative information service, not directly dealing with the news, but equipped with a complete range of scientific and technical periodicals and reference works and with a staff qualified to answer questions in these fields for the members' newspapers. This would be something on the order of our Engineering Societies Library which maintains service for member engineers and corporations.

Concerning unemployment, the report states "the degree of unemployment among those connected with the press is always low, and even in the depths of the depression amounted to no more than 7 per cent." This figure is astoundingly small, and one wonders how it compares with unemployment among newspapermen in the United States.

This is a valuable reference book, and ought to be in many of our special and public libraries.

The book is adequately indexed.

S. RICHARD GIOVINE, *Assistant Librarian,*  
*New York Herald Tribune.*

Hyers, F. H. *Library and the radio.* Univ. of Chicago Press. 1938. 101 p. 75¢.

A survey of the different phases of library radio contact first in supplementing specific programs with books and second in the use of the radio to publicize books and the library. A number of quotations effectively illustrate various points. Selected bibliography is included.

Jones, J. P. and Church, D. M. *At the bar of public opinion.* Inter-river Press, N. Y. 1939. 181 p. \$2.00.

An analysis of the development of public relations programs showing techniques and factors involved, and problems that may be solved through the working out of a judicious well-thought-out program.

Meriam, Lewis. *Public personnel problems.* Brookings Inst., Washington. 1938. 440 p. \$3.00.

The many problems involved in position analysis, filling vacancies, fixing salaries, adjusting routines for vacation, overtime, sick leave, the rules affecting safety, the retirement problem, morale, organization and other phases of management considered by an expert whose ability for objective consideration is illumined by understanding of the human factors.

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Lyle, G. R. and Trumper, V. M. *Classified list of  
periodicals for the college library.* Faxon, Bos-  
ton. 1938. 96 p. \$1.25.

An excellent annotated and evaluated list of nearly 500  
magazines grouped by general subject and noting for each  
title the indexes covering it. The notes show discrimination  
and sound judgment. An extremely helpful tool for mag-  
azine selection.

Wilson, L. R. *Geography of reading.* Univ. of  
Chicago Press and American Library Assoc.,\*  
Chicago. 1938. 481 p. \$4.00.

\* The name of the American Library Association as joint  
publisher was omitted in the listing of this publication in  
SPECIAL LIBRARIES, April 1939, page 139. — The Editor of  
SPECIAL LIBRARIES is sorry.

## Very Personal

### SPECIAL LIBRARIES Contributor Speaks in Zürich

Arthur B. Berthold, a contributor to this  
month's issue of SPECIAL LIBRARIES, attended the  
fifteenth annual conference of the Federation  
Internationale de Documentation, August 10th-  
13th, in Zurich, Switzerland. At the opening  
session, the subject of which was "Division  
of Work Between Library and Documentation,"  
Mr. Berthold delivered a paper entitled, "Union  
Catalogues and Documentation; Report of a  
Survey of Union Catalogues in the United States."  
The other five persons giving reports at that  
session were representatives from Copenhagen,  
Berne, London, Paris and Aachen.

Mr. Berthold is a graduate of Colgate Univer-  
sity. He received his library school degree at  
Columbia University and his Master's degree at  
the University of Chicago. His early training was  
received in Latvia. That gave him a very rich  
linguistic background, Latvia having been at one  
time or another Polish, Russian, German.

### Librarian Gets a Doctorate

Harriet C. Long, a member of the A.L.A. Ex-  
ecutive Board and an active member of S.L.A.,  
has been given the degree of Doctor of Letters by  
Willamette University, Salem, Oregon. This  
honor was in appreciation of her administration  
as Oregon state librarian and her contribution to  
library service in this country and abroad.

### Middle West Question Mark

You in the vast Middle West, what are you  
up to? Mischief and miracles and every day liv-  
ing? Tell us about it. Write the Editor.

### Engineer — Librarian Retires

Albert Althoff, Librarian of the Technical  
Library of the General Petroleum Corporation of  
California, retired on December 31, 1938, after  
having been in that position since September,

SPECIAL LIBRARIES

1927. From 1919-27, he had been in the Corporation's Engineering Department. For the twenty-three years prior to that, he had been in the Engineering Department of the United Gas Improvement Company of Philadelphia.

The Technical Library's organization and growth may be almost entirely attributed to Mr. Althoff. It now contains over 2,100 volumes, receives about 115 periodicals regularly, in addition to government publications, etc., all pertaining to the oil industry. The library issues periodically a 350-page Review of Current Literature, made up of about 200 abstracts. The Review is sent to officials, institutions and friends throughout this country, France, Germany, England, China and South America.

Mr. Althoff and his wife are now living in Hollywood, California.

#### **Librarians on the Move — Philadelphia**

Rebecca K. Bonner, formerly of the Lippincott Library of the Wharton School, University of Pennsylvania, is now Assistant Librarian of the Business Library, Temple University.

Marcella Hasselberg resigned as Librarian of the Business Library, Temple University, to accept the post as Librarian of the Commercial Research Division, Curtis Publishing Company. Donald E. Thompson succeeds Miss Hasselberg at Temple University.

Matilda H. Turner, Assistant Librarian in the Presbyterian Historical Society, resigned after twenty-one years of service.

Last March, Paul Gay resigned his position in the Library of the Philadelphia Museum of Art to accept that of editor in the recataloguing project of the Library Company of Philadelphia.

#### **Librarians on the Move — New York**

Elizabeth Huene, formerly Librarian of the Lederle Laboratories, Inc., Pearl River, New York, is now on the library staff of the Research Laboratories of the Interchemical Corporation, New York. Mr. S. Wieder has succeeded to the librarianship of the Lederle Laboratories.

On June 1st, Ethel Wigmore resigned from the Carrie J. Brink Memorial Library, Bellevue School of Nursing, New York City, to join the library staff of the Winthrop Chemical Company, New York.

Emma L. Chaffin, R.N., former Assistant Librarian, succeeded Miss Wigmore at Bellevue.

#### **New York to Alaska**

Janet B. Whitenack, formerly connected with the Field Division of the American Birth Control League, New York, left the Continental United States on May 1st for Fairbanks, Alaska. She anticipates organizing library service there.

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16★

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### Working for a Master's

Evelyn E. Huston, Librarian of the Bureau of Governmental Research of the University of California at Los Angeles, and 1938-39 President of the Southern California Chapter, is taking a year's leave of absence to study for an M.A. degree at the University of California Library School in Berkeley.

### In the Swim

Mildred B. Potter vacationed in Nassau. (Miss Potter's working hours are spent in the Business Branch of the Hartford Public Library. Aside from that, she is the Employment Committee of the Connecticut Chapter, and a member of it's Committee on Revision of the Constitution.)

### Five Weeks in Italy

Mary Ethel Jameson, Librarian of the National Industrial Conference Board, New York City, sailed August 12th, on the Italian liner Rex. Reports were that Miss Jameson was going to cover Italy from top to toe, skipping only Venice. She was scheduled to have an audience with the Pope in Rome, maybe to talk peace? Miss Jameson was in France with the Red Cross during the World War. Last May she attended the Red Cross convention in Washington, D. C.

### Around a World in New York

The New York Career Tours Committee, through the cooperation of the New York Library Club and the Special Libraries Association, has arranged comprehensive tours to some of the foremost New York libraries. These libraries are in advertising agencies, newspapers, government bureaus, research foundations, museums, banks, investment houses, law firms, insurance companies, business corporations, social welfare agencies and many others. The tours also give one an opportunity to see the work that is being done with adult education groups, and racial and foreign-born groups.

Through the courtesy of the New York Library Club, the work done with children in the school libraries and in the Main Branch of the New York Public Libraries will be shown. The Main Branch Children's Room is patronized not only by the children themselves, but by many illustrators and authors of children's books. In the Brownsville Children's Branch excellent work is being done with children in a particularly densely populated district.

The Hospital for Joint Diseases and the Neponsit Hospital, both of which will be open to Career Tours subscribers, conduct bedside library service for patients as well as story hours for children.

At the Main Branch of the New York Public Library, one may also examine the collection of books for the blind and see the actual composition of books in braille. The Library's 135th Street Branch houses the most outstanding collection of Negro literature in the world.

During each of these trips, one will be accorded ample opportunity to meet the directors and staff-members of these libraries, and to exchange ideas with them on library techniques and other problems related to library service.

Career Tours will take visitors back-stage in every field in which women work.

The number of the tours is no more impressive than their coverage. Anyone with the time, the curiosity and the 50-cent registration fee can watch the wheels go round in everything from transportation to retailing, teaching to banking, marketing to medicine. Nurses, physicians, advertising and publicity women, musicians, artists, interior decorators, architects, educators, engineers, personnel directors, home economists, buyers, dieticians — every business or professional woman who comes to the Fair — will have the best opportunity of her life to see how women in her own profession work in New York.

Among the trips for which the schedules have been completed is a tour of New York's markets: Farmer's Market and a banana-ripening plant; West Washington Market, where crates of squawking fowl are piled high on top of each other; the Auction Market, where butter, eggs, poultry and fruits are sold; the Fulton Fish Market, where more than 500,000,000 pounds of fish are handled each year.

City newspapers are opening their plants.

Women interested in communication — telephone, telegraph and radio — can see long-distance operating rooms, overseas switchboards, a control room where transatlantic telephone calls are conditioned for ocean crossing; the machine which sends and receives news pictures sent over the wires; the processes by which telegrams are shot through pneumatic tubes under miles of city streets.

Career Tours has also published a book, "Women At Work." This story about, by and for women, is told by Ida Tarbell, Inez Haynes Irwin, Margaret Culkin Banning, Dorothy Canfield Fisher, Mary R. Beard, and 70 other women who have made conspicuous successes in their work. The illustrations are the work of such eminent photographers as Berenice Abbott and Margaret Bourke-White.

Registration for Career Tours may be made at their headquarters in New York City at the American Woman's Club, 353 West 57 Street, or at the Science and Education building on the Fair grounds.

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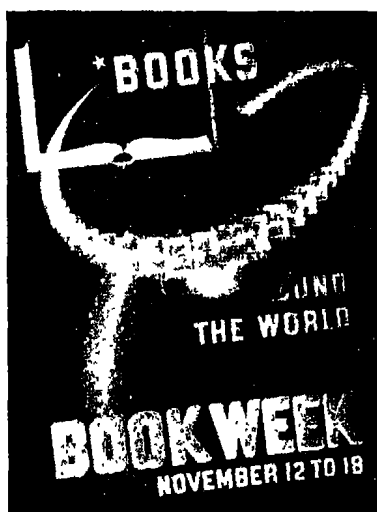
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