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SEPTEMBER 1963, VOL. 54, NO. 7

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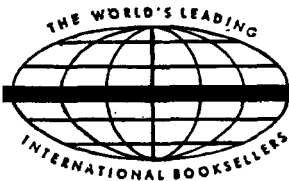


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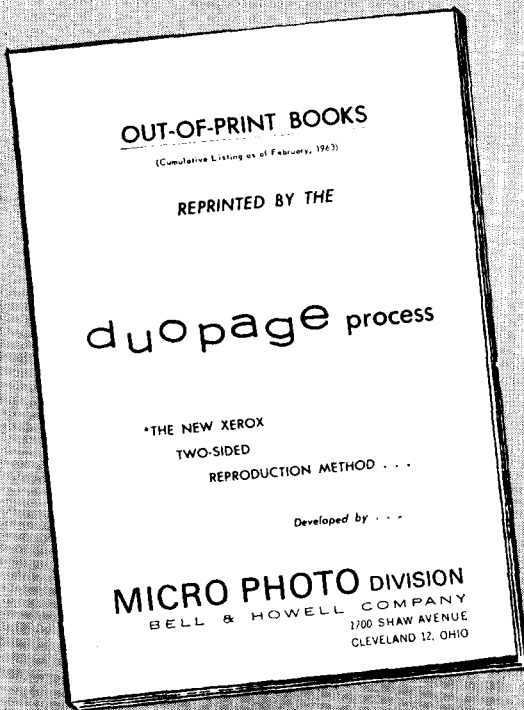
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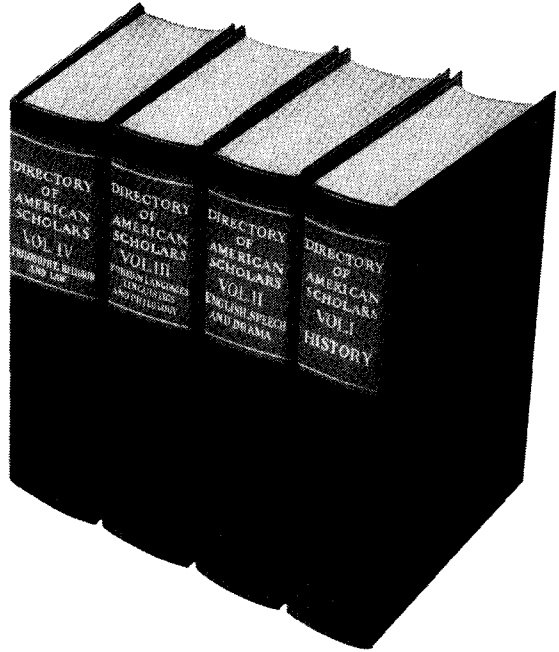
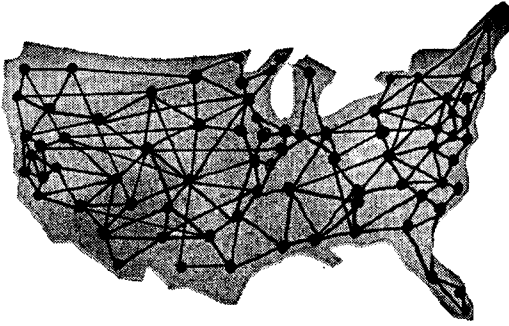
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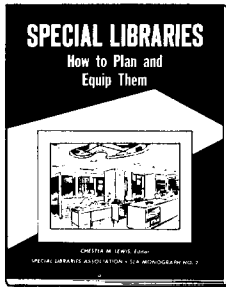
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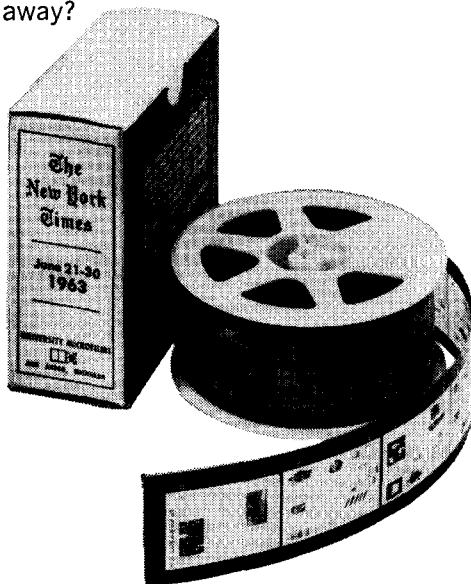
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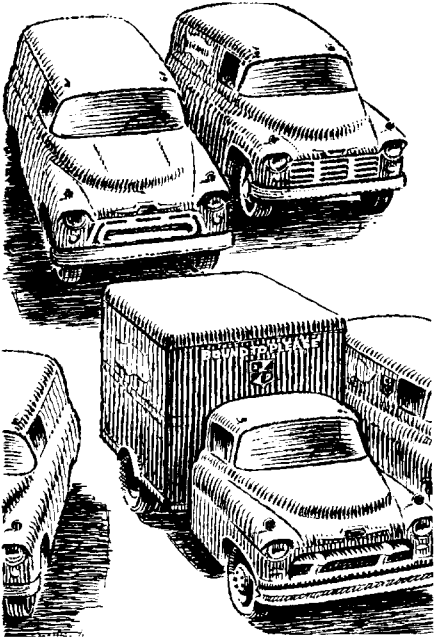
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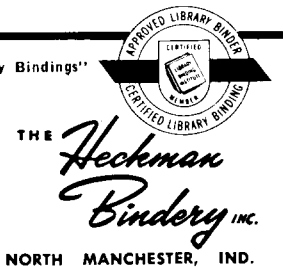
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Official Journal
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Volume 54, No. 7

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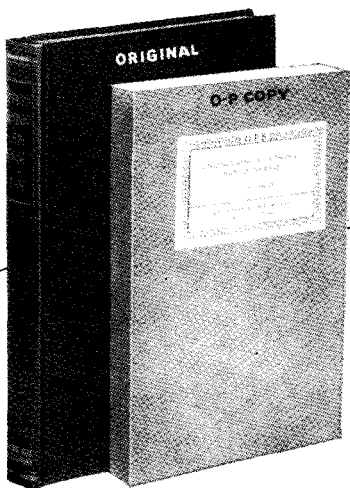
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ONE OF THE PRIVILEGES of the President as she nears the end of her term of office is that of reviewing the year's activities; but retrospection is useless unless it is intended to evaluate the progress of the year in terms of contributions to the future growth of the Association.

Each President has seen growth in various areas of activity. This year has been no exception.

The Executive Secretary summarized the work of the Association in his report to the Advisory Council. The proceedings issue of *Special Libraries* will include the full record of the year's activities. My report will contain some observations, some opportunities, and some obligations of the Association.

Observations

One Association characteristic that stands out above all others is the number of members who contribute untold hours to help achieve the various projects of the Association. Many of their names are to be found in the Association's *Official Directory of Personnel* or listed in committee rosters of Chapters and Divisions; but many never appear in print. Of those who can be counted, approximately 2,000, or one-third of all SLA members, contribute their time, energy, and knowledge to the work of the Association—a remarkable record and one SLA should look upon with pride.

Participation alone would not be enough. These efforts must be channeled in well-de-

fined directions toward specific goals. This is the work of the Board of Directors, the Association Committees and Special Representatives, the Chapters and Divisions, and Association Headquarters.

It would be rewarding indeed if each member reviewed the proceedings of SLA over a period of five, ten, or more years. Effectiveness of membership participation and well-defined direction are clearly shown in these reports.

A healthy trend is growing and should continue to grow within the Association. It is cooperation—cooperation of the various parts of SLA to accomplish a project. This Convention is a fine example. The Association's Education Committee worked with the Convention Program Committee to plan the general sessions and bring before the membership the need for continuing education. The Documentation Division planned the workshop sessions on automation. All Divisions, as usual, planned their parts of the program. The whole Convention was coordinated and carried out by the Convention Committee and members of the Colorado Chapter. Association Headquarters, of course, carried out its usual responsibilities.

To add emphasis to the Convention theme, the H. W. Wilson Company Chapter Award Committee selected the theme, "Putting More Knowledge to Work—Continuing Education for Chapter Members."

Another example of intra-Association cooperation is that of the Chapters and Divi-

sions working with the Professional Standards Committee on the preparation of standards for special libraries. Many other examples could be cited, but these are adequate to show the strength of combined efforts.

Another trend—that of inter-association cooperation—is growing and producing remarkable results.

Ten years ago SLA had 15 Special Representatives cooperating with other organizations and associations. In 1963 SLA has 45 joint committees and various other joint projects.

The latest of these inter-association activities is SLA's participation in the New York World's Fair, 1964-1965, American Reference Center, ALA-SLA-ADI are cooperating in obtaining scholarships and in making other plans for this unusual opportunity.

Other examples of inter-association activities are: ALA Statistics Coordinating Committee, International Management Congress, and ALA Commission on a National Plan for Library Education, to name a few.

Both intra- and inter-association activities make use of members' abilities and Association funds to the best advantage and with the greatest accomplishments.

Opportunities

Among the many opportunities of 1962-1963 are several in the field of management. There is nothing new in SLA's cooperation with management, but the horizons have been extended and the depth of participation is greater this year.

The International Management Congress, a once-in-25-year opportunity, first came to SLA's attention in 1961 at a meeting of the Federation of Management Organizations, of which SLA is a member. Membership in this organization was a definite attempt to extend the Association's public relations program and to make known what SLA is and what it could do for management. Since early in 1962, plans have been under way for participation in this project. The Congress will meet in New York in September 1963. The effectiveness of this program will have to be measured after that date.

The seminars sponsored by the American Management Association were the re-

sult of a definite request for participation.

A very recent opportunity in the field of management, the McKinsey Foundation Book Awards Program, is under way. A Committee has been appointed and is now working on this new project.

Committees on the International Management Congress, American Management Association Seminars, and the McKinsey Foundation Book Awards Program are contributing greatly to SLA's work with management.

Obligations

Now that SLA has the attention of management, what will management expect of the Special Libraries Association? An adequate number of well-trained librarians and information specialists to meet its needs! It will want standards, salary surveys, and other statistics. The next question is: what is the Association doing to meet these growing demands?

The two-year-old Education Committee, recognizing the need to reeducate the members to fill the requests of management for highly qualified personnel, has taken steps to improve the opportunities for continuing education, encouraging all members to take advantage of these opportunities. Much has been done in Chapters to accomplish this. Nine Chapters have Education Committees or other committees responsible for this area of activity. Many of these Chapters have done outstanding work in helping their members continue their education.

It would seem advisable, therefore, that each Chapter appoint an Education Committee whose responsibility it would be to plan educational programs, encourage participation, and work with the Association Committee in overcoming the lack of qualified personnel. The President's Science Advisory Committee Report, discussed in the Advisory Council meeting, points up the work that the Association and its members must do in this area.

Additional education is not enough. There are not enough librarians and information specialists. Greater emphasis should be placed on recruitment and more work done by both Chapters and Divisions to bring highly qualified students into the field of

special librarianship. For the first time, we can measure the effectiveness of our recruitment program. From this past year's experience alone, we can analyze the age groups, educational background, and subject interests of those who responded to the new recruitment brochure. Chapters are able to evaluate their efforts and concentrate them to produce the best results. But one over-all fact remains, whatever we have done—we have not done enough. Even if each SLA member would recruit one librarian or information specialist, we would only begin to prepare for future demands.

Management should have available professional standards for special libraries. It is urgent that the work of the Professional Standards Committee, the Chapters, and Divisions continue, and that this valuable tool

be made available as soon as possible.

To work with and for management opens wonderful opportunities. SLA must recognize and accept the added responsibilities that accompany these opportunities.

One very important milestone in 1962-1963 is the acceptance of the Goals for 1970 as presented by the Committee. These goals include, very briefly: recruitment and education, public relations, publications and services, and research. Several of these goals are discussed in my report as opportunities and obligations. Certainly, it is an obligation of the Association to set up the necessary machinery to carry out these goals.

If we accept our opportunities and obligations with equal enthusiasm, SLA will reach its goals by 1970 and will continue to be a strong and effective Association.

Annual Business Meeting Report

MRS. JEANNE B. NORTH, Secretary

THE ANNUAL BUSINESS MEETING of Special Libraries Association convened in the Denver Hilton Hotel at 9:00 a.m., June 11, 1963, under the chairmanship of Ethel S. Klahre, President. Mrs. Twyman Guard acted as Parliamentarian, and Elizabeth Mulhall as Chief Teller.

Miss Klahre, in her presidential message, "Observations, Opportunities, and Obligations," spoke of the several areas in which greater cooperation was evident. Cooperation of members as individuals and as Association units to accomplish projects, and cooperation of the Association with other professional bodies had grown markedly. Miss Klahre spoke of the opportunities the Association has for participation in activities with other management-related associations. Then she pointed to some of the obligations which these opportunities entailed, particularly in recruitment and standards efforts.

Ralph Phelps, Treasurer, reported that for the first time in four years, the Association finished the year, on September 30, 1962, without a deficit. He then indicated some of the factors responsible and discussed the prospects for the present year.

Robert W. Gibson, Jr. told of the role of the Advisory Council in its two meetings. The first focussed the thinking of the Association on two of the year's important matters—the Goals for 1970 and the proposed dues increase. In the second meeting, the Council again served as a sounding board, in an open discussion of the Report of the President's Science Advisory Committee.

William S. Budington summarized his report as Chapter Relations Officer, noting the imminent publication of the Chapter Relations Manual, cooperation with the Professional Standards and Recruitment Committees, and the formation of the Dayton Chapter.

Dr. Frank McKenna reported as Division Liaison Officer that the Divisions were progressing in their preparation of bylaws and in their understanding of their financial problems.

The Goals for 1970 Committee Chairman, Winifred Sewell, reported the completion during the year of the working paper and then of the formalized statement of the Goals for 1970, which latter had been accepted by the Board of Directors on February 16, 1963. Miss Sewell reported the ac-

tions of the Board in re-establishing the Goals Committee as a standing committee and giving it the responsibility of informing incoming officers of the Goals and of their implementation.

Chester M. Lewis reported on the American Management Seminar held in October 1962 and the workshop held in March 1963, in which librarians met management in a mutual exchange of ideas. Mr. Lewis reported that the American Management Association was enthusiastic about continuing these programs. Plans for the International Management Congress to be held in September 1963 were reported by Janet Bogardus. A workshop in information retrieval, a bibliography of management literature to be given to each delegate, and a management library and display of information-handling techniques are the activities SLA has planned for the Congress.

The McKinsey Foundation Book Awards Program, sponsored by the Academy of Management to recognize books of significant insight, ideas, information, or concepts of management, in which SLA was invited to participate, was reported on by Esther Kalis. The SLA committee is working to choose ten books published between July 1962 and July 1963 judged to be the most valuable to management, and recommendations were encouraged.

Marian Lechner reported for the Non-serial Publications Committee that 13 projects were active. Seven new projects were considered during the year, of which two were rejected. Miss Lechner noted that several of the current projects were Chapter and Division sponsored. Two of the 1962 publications were included in the list of outstanding reference books of 1963 published in *Library Journal*.

Gertrude Bloomer reported for the Scholarship and Student Loan Fund that there had been 65 applicants for the seven scholarships offered. Two additional awards were made during the year to students to allow them to continue their studies. Miss Bloomer told of the mail campaign, "Dollars for Scholars," launched in January 1963, from which \$656 had been realized. Donations had been received with membership renewals and from

Chapters and Divisions. The H. W. Wilson Company again donated \$2,000, and a generous donation from Time, Inc. was received.

Scientific Meetings Committee Chairman, Joan Hutchinson, reported on the steps in making the former Sci-Tech Division publication into an Association periodical. The appointment of an editor, Mrs. Marian Holleman, a questionnaire requesting meeting information from organizations, and decisions on scope and format have produced a publication even more complete and useful than before.

Following these Committee reports, the President ascertained the presence of a quorum for the consideration of a proposition presented to the membership from the Board. The Secretary moved the adoption of the following: "That eligible Active, Associate, Affiliate, and Emeritus members be allowed to affiliate with more than one Chapter and/or Division upon payment for each such additional affiliation of a sum equal to 20 percent of the dues paid by an Active member." After seconding, the vote was called for, and the motion was carried unanimously.

The second proposal was presented by Dr. Paul Wasserman, with a motion that beginning January 1, 1964, dues for Active membership be increased from \$15 to \$20 a year and Associate membership from \$10 to \$20 a year. After a second was received, Dr. Wasserman moved to divide the question. This motion being carried, Miss Klahre asked for a second, and receiving this called for discussion on the motion that beginning January 1, 1964, dues for Active membership be increased from \$15 to \$20 per year. The discussion brought out questions from the members regarding the necessity of an increase, whether all alternatives had been examined, and how the increased revenue would be spent.

When no further discussion was forthcoming, Miss Klahre asked for the vote, and the quorum having been determined present, an overwhelming majority standing vote was given the proposal.

Dr. Wasserman then moved that beginning January 1, 1964, Associate member dues be increased from \$10 to \$20 a year.

The motion was seconded and discussion called for. The privileges of Associate members were compared with those of Active members, and the fact was brought out that the present dues structure encouraged members to stay in Associate class of membership rather than advance to Active as they became eligible. After further discussion, there being a quorum, President Klahre asked for a standing vote. The tellers counted, reporting a favorable vote of 221 of 278 voting members present, and the motion carried.

Gertrude Bloomer, as Chairman of the Scholarship and Student Loan Committee, then read the names of the scholarship winners: Michael Borowyk, Robert Culp, Patricia Ann Huggins, Anita Louise Pope, Mrs. Judith Atkinson Scull, Richard Edmund Wallace, and Louise Mary Orr.

The Resolutions Reference Committee Chairman, William Richardson, read the resolution of appreciation for the 1962-63 President, Ethel S. Klahre, and resolutions of appreciation to those who had parts in the planning and execution of the Convention.

Elizabeth Mulhall reported that the mail ballot vote for 1963-64 officers had resulted

in the election of Mrs. Mildred H. Brode, President; William S. Budington, President-Elect; Charles Zerwekh, Jr., Chairman of Advisory Council; Mrs. Elizabeth M. Hutchins, Chairman-Elect of Advisory Council; and of Helene Dechief and Mrs. Dorothy B. Skau, Directors.

Miss Klahre declared the above officers duly elected. She thanked the Board, Association committees, Representatives, Chapter and Division officers, and all who had given support to the program of 1962-63. The new Board members were presented to the meeting and were seated at the table in the places of the retiring members.

Mrs. Brode, in her first presidential message, spoke of the implications of space-age librarianship. She likened the new statement of Association goals to the guidance system as we move forward in our work of relating research and new techniques to the ever-present human need for knowledge.

Following a call for any other new business, Mr. Budington moved an indication of thanks by applause to the retiring President and to retiring officers of the Board, and the meeting subsequently was adjourned.

Treasurer's Report

RALPH H. PHELPS

THE FINANCIAL STATEMENTS of the Special Libraries Association for the year ending September 30, 1962, together with the report of Price Waterhouse & Co., certified public accountants who examined the accounts, were published in *Special Libraries*, January 1963.

This is the first time in four years that SLA has not closed the year with a deficit.

| | Actual | Budget |
|---------|---------------|-------------------------------|
| Income | \$163,249 | \$144,860 |
| Expense | 155,563 | 154,880 |
| | \$ 7,686 bal. | \$ 10,020 anticipated deficit |

The favorable balance for the year was largely due to the remarkably high net Con-

vention receipts: Actual \$19,485; Budget \$10,000; Over budget by \$9,485.

This year's net Convention income was \$11,000 greater than the average of the preceding three years. Due to annual variations this cannot be considered as steady income.

The financial figures for the first six months of the current fiscal year are interesting, but they may or may not be indicative of end results for the entire year. For example, it seems that subscriptions to *Special Libraries* and *TBRI* were, in general, paid earlier this year because of the notices sent out about changes in subscription rates; most dues payments are received in the first six months of the fiscal year; and the transfer of any amount over \$50,000 in the General Reserve Fund to the General Fund is made

early in the year. This year the amount transferred was \$7,376 compared to \$1,572 last year, the bulk of the increase being due to the maturing of a block of government bonds with substantial interest accruals. As these were the last government bonds held, we cannot expect another lump sum such as this.

Comparative income and expenditures for the *six months* are:

| | 1961-1962 | 1962-1963 |
|--------------|-----------|-----------|
| Income | \$131,250 | \$154,395 |
| Expenditures | 78,669 | 91,641 |
| Balance | \$ 52,581 | \$ 62,754 |

the income from these two publications; increased advertising rates established last year are now bringing some increase in revenue, as are also increased rates for use of the mailing list; and new publications have been issued and others are in preparation. Association Headquarters has recently taken over, from volunteers, the work of handling *Scientific Meetings*, which, in all probability, will result in a loss this year. This is typical of such operations during a changeover period. Part of the loss can be attributed to the carry-over of subscriptions at old rates.

The above list, incomplete as it is, indicates the changing and expanding scope of

Fund balances as of March 31, 1963 were:

| | 1961-1962 | 1962-1963 |
|-----------------------------------|-----------|-----------|
| General Fund | \$122,976 | \$144,348 |
| General Reserve Fund | 50,688 | 51,456 |
| Life Membership Fund | 3,388 | 3,926 |
| Publications Fund | 30,626 | 17,344 |
| Scholarship and Student Loan Fund | 16,379 | 18,542 |
| Translations Center Fund | 32,520 | 16,437 |
| Translators & Translations Fund | — | 6,853 |
| Equipment Reserve Fund | 2,525 | 3,390 |
| | \$259,102 | \$262,296 |

Among items having financial importance are the following: previously made changes in investments and savings accounts are producing some improvement in return from SLA funds; increased subscription rates for *Special Libraries* and *TBRI* have increased

activities of our Association. With your help in working for the Association, in purchasing and promoting its publications, and in supporting the Association with your dues, the activities will grow to further benefit you and the special library profession.

Advisory Council Report

ROBERT W. GIBSON, JR., Advisory Council Chairman

THE ADVISORY COUNCIL held two meetings as usual during 1962-63. The Mid-winter Meeting held in Cleveland on February 14 and 15 was well attended with 24 Chapters, 14 Divisions, and 19 standing committees represented. The Council was fortunate in receiving informative reports from several committee chairmen. Especially interesting was the action to date regarding SLA participation in the International Management Congress, which is to be held in New York on September 16-20 of this year. The

first presentation of the Goals for 1970 was made to the Association through the Council. This Committee's report, which will undoubtedly have an important bearing on the future activities of the Association, was discussed by those present but, more importantly, those attending were urged to present the goals and discussions to those they were representing.

The major portion of this meeting was spent on a discussion of the proposal for an increase in Association dues. The proposal

was presented in a panel form shared by Eugene B. Jackson, our Immediate Past-President, and including President Ethel Klahre, Treasurer Ralph Phelps, and Finance Committee Chairman, Paul Wasserman. This discussion proved again that the Advisory Council has an important function as part of the Association in that it serves as the Association's sounding board and presents an opportunity for both the Board of Directors and the Association membership to present matters of importance for open discussion.

Our second major meeting on Monday, June 10, at Denver, featured a panel discussion of the President's Science Advisory Committee Report (Weinberg Report), entitled *Science, Government, and Information*. A panel headed again by Eugene Jackson and including William Budington, Winifred Sewell, J. Heston Heald, L. H. Linder, and Gordon Randall, discussed the Report and its implications for librarians. The meeting was then opened for active discussion from the Council.

Resolutions of Appreciation Adopted at the Annual Meeting

Resolutions Reference Committee, William H. Richardson, Chairman

WHEREAS, the Association has been guided in its activities and represented to others by one who displayed graciousness, competence, and efficiency in leading the Association in its program and examination of education for special librarianship:

BE IT RESOLVED: That the Association hereby expresses its debt of gratitude to its 1962-63 President, Ethel S. Klahre.

BE IT RESOLVED: That in its recognition of the time and hard work involved in the planning and execution of the 54th Annual Convention, the Association expresses its appreciation to all those who contributed, especially to:

The Convention Chairman, Phoebe F. Hayes, for her managerial efforts, and to the Board of Directors of the Bibliographical Center for Research, Inc., Rocky Mountain Region, for granting time to their Director to fulfill her duties as Convention Chairman; the Executive Committee and the Convention Committees whose Chairmen were: Program, H. William Axford; Treasurer, Magdalene A. Hughes; Exhibits, Jane Gould; Hospitality, Mrs. Maxine B. Beaton; Information, Mrs. Ruth M. Rogers; Local Arrangements, Leota Herren; Meals and Banquet, Barbara Hurley; Printing, George E. Halpern and Mrs. Victoria S. Barker; Publicity, Mrs. Eleanor W. RePass; Registration, Mrs. Elizabeth K. Buell; Transportation and Tours, Mrs. Charlotte Ratcliffe; and Dr. Stuart Baillie and Lt. Col. George V. Fagan, all of whom contributed to planning, organizing, and administering the Convention;

The Convention Program Committee, Efren Gonzalez, Chairman;

The Colorado Chapter for its cooperation in hosting the 54th Annual Convention, and the members from far and near who worked diligently in making the Convention a success;

All the university, public, and special libraries in the area for permitting visits of special library members during this Convention;

The Reverend Noble Kime for his invocation at the Opening Session;

Willard M. Grimes for his warm welcome to the City of Denver on behalf of the Mayor;

Mrs. Maxine B. Beaton, Chapter President, for her hospitable greeting from the Colorado Chapter;

Dr. Estelle Brodman, Keynote Speaker, for her challenging and inspiring address, which invited us to gain from "The Pierian Spring" fresh strength for continuing education;

The authors of the working papers, Sarah Reed, George Bonn, Samuel Sass, Grieg Aspnes, and Winifred Sewell for their stimulating thoughts on education for special librarianship;

The moderator of the General Session, Grieg Aspnes, the speakers, Dr. Stuart Baillie, Richard A. Davis, Dr. Robert Hayes, and Mrs. Claire K. Schultz, and the discussants, Elizabeth Ferguson, Ruth S. Leonard, John Sherrod, and Herbert S. White for their lively, penetrating, and thought-provoking look at education for special librarianship;

Reverend Stuart A. Plummer for the Banquet invocation; Theodore D. Phillips, who led the banquet festivities with humor and kindness as toastmaster; Max Morath for his musical entertainment;

John T. Eastlick, Librarian, Public Library of the City and County of Denver, and his staff for their hospitality at the reception in their beautiful building;

John Lamb, International Business Machines, for the use of his facilities and staff for the workshops on machine methods;

The staff of the Flying-W Ranch for the chuckwagon supper, rodeo, and entertainment for the

benefit of the SLA Scholarship and Student Loan Fund;

The staff of the Denver Hilton, including the Assistant Manager, Mr. Brown, Mr. Elges and Mr. Rames of Sales, and J. Pierre Belasco, maitre d'hotel, for all their assistance to the Convention Chairman and Convention Committee;

Mrs. Muriel Sibell Wolle for the cover of the banquet program;

Paul Joos of Friden and Harry Johnson of Royal-McBee for their collaboration, which produced the registration lists and the ticket cards;

The University of Denver for printing;

Denver Research Institute for the registration kit; The exhibitors, for providing helpful information about their products and services;

The Executive Secretary, Bill M. Woods, for his executive abilities in keeping the Association machinery running smoothly; the Publications and Public Relations Director, Mary L. Allison, for the effectiveness of her contribution; Grace Reynolds, Assistant to the Executive Secretary, for her vital contribution to the Association placement activities; all members of the Association Headquarters staff for their individual contributions to the Special Libraries Association program.

Special Libraries Association Membership as of April 30, 1963

| CHAPTERS | ACTIVE (Pd for ASSO- AFFILI- Life) CIATE ATE | | | | STUDENT | SUS- TAINING | EMERI- TUS | HONOR- ARY | TOTAL |
|--------------------------|--|-----------|------------|-----------|------------|-----------------|---------------|---------------|-------------|
| | ACTIVE | | | | | | | | |
| Alabama | 55 | — | 5 | 1 | 1 | — | — | — | 62 |
| Baltimore | 38 | — | 3 | — | — | — | — | — | 41 |
| Boston | 211 | — | 46 | 1 | 3 | — | 6 | — | 267 |
| Cincinnati | 42 | — | 6 | — | 1 | — | — | — | 49 |
| Cleveland | 102 | — | 21 | 5 | 21 | — | 3 | — | 152 |
| Colorado | 57 | — | 17 | 3 | 8 | — | — | — | 85 |
| Connecticut Valley | 78 | — | 13 | 3 | — | — | 3 | 1 | 98 |
| Dayton | 44 | — | 12 | 2 | 1 | — | — | — | 59 |
| Georgia | 78 | 4 | 6 | — | — | — | 3 | 1 | 92 |
| Greater St. Louis | 54 | — | 7 | 1 | 1 | — | 1 | — | 64 |
| Heart of America | 32 | — | 10 | — | — | — | — | — | 42 |
| Illinois | 253 | 1 | 34 | 4 | 11 | — | 5 | — | 308 |
| Indiana | 53 | — | 13 | — | 2 | — | 1 | 1 | 70 |
| Louisiana | 34 | 1 | 7 | 1 | 1 | — | — | — | 44 |
| Michigan | 130 | 3 | 26 | 2 | 4 | — | 6 | — | 171 |
| Minnesota | 66 | — | 16 | — | 2 | — | 1 | — | 85 |
| Montreal | 114 | — | 18 | — | 1 | — | — | 1 | 134 |
| New Jersey | 148 | 3 | 37 | 4 | 12 | — | 3 | 1 | 208 |
| New York | 879 | 4 | 146 | 25 | 59 | — | 20 | 2 | 1135 |
| Oak Ridge | 42 | — | 7 | — | — | — | 1 | — | 50 |
| Oklahoma | 24 | — | 4 | 1 | — | — | — | — | 29 |
| Pacific Northwest | 67 | — | 8 | 1 | 2 | — | — | — | 78 |
| Philadelphia | 221 | 5 | 36 | 2 | 8 | — | 6 | 2 | 280 |
| Pittsburgh | 102 | — | 27 | 2 | 2 | — | 2 | — | 135 |
| Rio Grande | 34 | — | 8 | — | — | — | 1 | — | 43 |
| San Diego | 44 | — | 8 | 1 | 2 | — | — | — | 55 |
| San Francisco | 219 | 1 | 47 | 5 | 7 | — | 2 | — | 281 |
| Southern California | 240 | — | 53 | 5 | 23 | — | 1 | 1 | 323 |
| Texas | 84 | — | 13 | — | 1 | — | — | — | 98 |
| Toronto | 104 | — | 39 | 1 | — | — | 1 | — | 145 |
| Washington, D. C. | 438 | 17 | 47 | 5 | 15 | — | 6 | — | 528 |
| Western New York | 129 | 2 | 16 | 2 | 4 | — | 2 | — | 155 |
| Wisconsin | 39 | — | 10 | 2 | 1 | — | 1 | — | 53 |
| Unaffiliated | | | | | | | | | |
| U.S. & Canada | 52 | — | 12 | 1 | — | 127 | 1 | — | 193 |
| Outside U.S. & Canada | 40 | — | 4 | 1 | 1 | — | — | — | 46 |
| | <u>4347</u> | <u>41</u> | <u>782</u> | <u>81</u> | <u>194</u> | <u>127</u> | <u>76</u> | <u>10</u> | <u>5658</u> |

BOARD OF DIRECTORS MEETING

The Fall Meeting of the Board of Directors will be held at the Belmont-Plaza Hotel in New York City, September 26-27, 1963.



Patricia Ann Huggins



Richard Edmund Wallace



Mrs. Judith Atkinson Scull



Robert W. Culp



Michael Borowyk

SLA Scholarship Winners 1963-64



Anita Louise Pope



Louise Mary Orr

MICHAEL BOROWYK, a Ukrainian-born Canadian citizen, has completed a B.A. in economics, a B.S. in L.S., and an M.A. in Slavic studies. He is currently working on a M.S. in L.S. at McGill University.

ROBERT W. CULP, after several years as a registered pharmacist, decided to pursue a M.S. in L.S. at Pratt Institute in New York to combine his scientific background with a potential job in a special library.

PATRICIA ANN HUGGHINS received a B.S. in education with a double major in school librarianship and social sciences from the University of Alabama. She will enter Peabody Library School in the fall.

LOUISE MARY ORR received a B.S. in chemistry from Marianopolis College in Montreal last May and will attend McGill University School of Library Science in the fall.

ANITA LOUISE POPE, after graduation from Antioch College with a B.A. in biology, took a job in a library at the University of Cincinnati and decided to combine her academic background with special librarianship. Miss Pope has entered the University of Michigan's Department of Library Science.

MRS. JUDITH ATKINSON SCULL, who holds a B.A. in physics from Rockford College in Illinois, worked for a time in the technical libraries of Northwestern University and Wiancko Engineering Company. She plans to do her formal training at the library school of the University of Southern California.

RICHARD EDMUND WALLACE majored in mathematics at Michigan State University, where he earned his B.S. this June. His future plans call for work in information retrieval, and he will attend Western Reserve University's School of Library Science.

Executive Secretary's Report



BILL M. WOODS

WHAT KIND of a year has it been? Busy, one of accomplishment, professionally meaningful. It was a year that saw the membership increase by more than 400 persons, the expense budget by \$28,000, and the distribution of recruitment pieces tripled. It becomes inevitable that many accomplishments must be measured in terms of how much, how many. It was a year in which significant breakthroughs to several management groups were made by special librarianship and Special Libraries Association. It was a year in which SLA was in the headlines of every daily newspaper in the country. (Happily, it was the State Liquor Authority in New York and not your Association, which was the attention getter.)

I am proud to report to you the following accomplishments for 1962-1963.

Membership

Members give strength to any organization and especially so when, as in SLA, they have the talents, capacity for leadership, and devotion to the purposes and objectives of

the Association. And in numbers there is strength.

Association membership on April 30, 1963 was an official 5,658, an increase of 309 over the same date a year ago. During the month of May a record number, 194 persons, have joined the Association for a present all-time high of 5,852. The increase between annual reports has been 434. By the end of 1963 it is likely that the membership will surpass 6,000. It should be noted that the growth since 1959 has been nearly 800.

As is usual there were a large number of members who were delinquent on March 31—516 were dropped for nonpayment of dues. Since that date, 126 have been reinstated. The Associate membership continues to be a preparatory and transitory membership. In the 1963 review of 131 Associates, it was found that 41 had already dropped their membership; 39 eligible for Active membership did not respond, three resigned, eight not eligible for Active became Permanent Associates, while 40 were advanced to Active.

Membership Breakdown By Class and Year at Annual Report Time

| | 1963 | 1962 | 1961 | 1960 | 1959 |
|------------------------|-------|-------|-------|-------|-------|
| Active | 4,484 | 4,255 | 3,932 | 3,897 | 3,926 |
| Active (Paid for Life) | 41 | 38 | 39 | 39 | 38 |
| Associate | 811 | 717 | 878 | 909 | 809 |
| Affiliate | 92 | 34 | 26 | 13 | 3 |
| Student | 209 | 189 | 165 | 195 | 132 |
| Emeritus | 76 | 57 | 53 | 49 | 42 |
| Honorary | 10 | 12 | 12 | 12 | 14 |
| Sustaining | 129 | 116 | 110 | 101 | 89 |
| Total | 5,852 | 5,418 | 5,215 | 5,215 | 5,063 |

Since June 1 of last year, 1,094 persons have been accepted for membership (795 since January 1, 1963, including 19 transfers from Active to Emeritus membership), and of that number, 946 have paid. Of the 167 not yet paid, 104 were accepted in the first five months of 1963. Assignments by class of membership in 1963 are as follows:

| | |
|------------|-----|
| Active | 210 |
| Associate | 270 |
| Student | 125 |
| Affiliate | 52 |
| Emeritus | 19 |
| Sustaining | 10 |
| | — |
| Total | 686 |

The membership procedure is handled by Association Headquarters in cooperation with the Admissions Committee. The Committee is particularly helpful in providing interpretations of requirements as outlined in the Bylaws adopted on August 9, 1962, and in reviewing denials for membership. Since June 1 of last year, 32 such denials have been necessary, 13 for lack of required education and experience, 11 unemployed, two not working in a special library (under definition in the old Bylaws), three as their work was in an unrelated field, two in non-professional positions, and one librarian, eligible for Affiliate membership, who would join only if the Association would get her a job for \$6,500. (Under present policy Affiliate members are not entitled to use the Placement Service.) It is urged that the Bylaws and Admissions Committee prepare for guidance a written interpretation of Article II, Section 4 of the Bylaws concerning the Affiliate membership.

Although the increase in number of Sustaining members was larger during the year than in any previous year, from 116 to 129, this class of membership has never been fully developed. In February the Board of Directors urged the Membership Committee to develop a Sustaining Membership campaign in cooperation with Association Headquarters.

Finances

The Auditor's statement for the year ending September 30, 1962 for the General

Fund of the Association showed an excess of income collected over expenses disbursed of \$7,685.51, the first such excess since 1958. Fund balances totaled \$194,460.51 compared with \$222,996.59 in September 1961. The only major difference was noted in the Translations Center Fund, which was some \$41,350.82 lower as the grant for the Translations Survey had been used and most reserves had been assigned elsewhere. On March 31, 1963, assets of \$262,296.15 were recorded, while in March 1962 they were \$259,102.34. The Translations Center Fund was just half the size; the General Fund was \$21,000 larger.

During the past year the Finance Committee and the Board of Directors have examined all sources of income and have taken steps to increase such income whenever possible to provide the necessary financial support for the expanding and demanding needs of a growing Association. The general 1962-1963 budget forecasts expenses of \$183,070 and an income of \$178,580 and a Translations Center budget of \$69,678. The 1961-1962 budget by comparison was \$154,880 for expenses and \$144,860 for income. Income from dues since the beginning of the current fiscal year was \$88,061.87 compared to \$84,208.58 a year ago. An additional \$6,347.80 has been received since April 1.

Principal investments of the General Reserve Fund are in mutual funds and in Savings and Loan Associations. A listing of these investments is given on the following page.

Publications

Last year this report told of publication of three books. During 1962-63 six titles were edited and prepared for production, four were published, two will be issued in the summer.

First to appear in November 1962 was Rosemary Neiswender's *Guide to Russian Reference and Language Aids: SLA Bibliography No. 4*. A practical guide to basic Russian materials, it was selected along with *Guide to Special Issues and Indexes of Periodicals*, published in May, as one of the outstanding reference books of 1962 by ALA's Reference Services Division.

General Reserve Fund Investments

MUTUAL FUNDS

| | | |
|--|--|------------|
| July 27, 1961 | Stein, Roe & Farnham Balanced Fund, Inc. | |
| 129 shares at \$38.64 | | \$4,984.56 |
| Earnings of \$562.43 reinvested | | |
| 144.270 shares held May 31, 1963. Current price | | \$37.70 |
| December 7, 1961 | Loomis-Sayles Mutual Funds | |
| 290 shares at \$17.23 | | \$4,996.70 |
| Earnings of \$301.18 reinvested | | |
| 311.3377 shares held May 31, 1963. Current price | | \$15.60 |
| December 8, 1961 | Johnston Mutual Fund, Inc. | |
| 318.066 shares at \$15.72 | | \$5,000.00 |
| Earnings of \$163.35 reinvested | | |
| 331.223 shares held May 31, 1963. Current price | | \$13.52 |
| February 28, 1962 | Stein, Roe & Farnham Stock Fund | |
| 146 shares at \$34.08 | | \$4,975.68 |
| Earnings of \$91.33 reinvested | | |
| 149.280 shares held May 31, 1963. Current price | | \$32.25 |
| February 28, 1962 | Scudder, Stevens & Clark Fund, Inc. | |
| 244.499 shares at \$20.45 | | \$5,000.00 |
| May 23, 1962 | | |
| 271.150 shares at \$18.44 | | \$5,000.00 |
| Earnings of \$723.27 reinvested | | |
| 551.953 shares held May 31, 1963. Current price | | \$19.52 |

SAVINGS AND LOAN ASSOCIATIONS

| | <i>Interest rate</i> | <i>Interest Earned</i> <i>May 1, 1962-May 31, 1963</i> | <i>Balance</i> |
|---------------------|----------------------|---|----------------|
| American | 4.75 | \$396.50 | \$10,000.00 |
| Lytton | 4.8 | 193.06 | 5,193.06 |
| Sterling | 4.75 | 181.27 | 4,321.68 |
| MUTUAL SAVINGS BANK | | | |
| Central | 4.75 | 75.85 | 342.21 |

OTHER FUNDS HELD IN SAVINGS BANKS AND SAVINGS AND LOAN ASSOCIATIONS

| | | <i>Interest Earned</i> <i>May 1, 1962-May 31, 1963</i> | <i>Balance</i> |
|--|------|---|----------------|
| <i>Equipment Reserve Fund</i> | | | |
| Fourth Federal S & LA | 4.25 | \$114.63 | \$ 3,389.63 |
| <i>General Fund</i> | | | |
| First National City | 4.00 | 716.58 | 18,431.24 |
| West Side S & LA | 4.00 | 542.52 | 13,904.05 |
| <i>Life Membership Fund</i> | | | |
| Central Savings | 4.75 | 137.42 | 3,748.67 |
| <i>Publications Fund</i> | | | |
| California Federal S & LA | 4.75 | 488.29 | 10,641.22 |
| Central Savings | 4.75 | 416.63 | 5,285.36 |
| <i>Scholarship and Student Loan Fund</i> | | | |
| Central Savings | 4.75 | 402.56 | 15,506.33 |
| Home Mutual S & LA | 4.8 | 168.23 | 3,638.79 |

The Rio Grande Chapter's project, *Dictionary of Report Series Codes*, edited by Mrs. Helen Redman and Mrs. Lois E. Godfrey, was published in December. Its 654 pages and four pound weight make it physically impressive, but even more impressive are the two alphabets listing 12,495 code designations used on reports issued by 3,992 United States and foreign agencies and their contractors. Senator Hubert H. Humphrey hailed it by writing: "This was certainly a monumental undertaking and will prove invaluable to documentalists in our country and abroad." 1,528 copies were printed; 779 have been sold; an additional 223 are on order; 59 were given on review or to Sustaining members; 465 copies remain in stock.

Publication of the biennial membership directory was authorized at the September Board meeting, and in less than three months the *SLA Directory of Members 1962* was off the press, giving names and addresses of approximately 5,700 members as of October 15, 1962. Lists of officers, award winners, and Bylaws were included, and 11 advertisements from library publishers and suppliers helped defray production costs.

An enlarged, updated sixth edition of *Directory of Business and Financial Services*

(formerly *Handbook*) was issued in March, and favorable reviews have already appeared. A project of the Business and Finance Division and edited by Mary A. McNierney, the *Directory* describes approximately 1,050 newsletters, bulletins, reports, and other series of 500 publishers. An Addendum of 125 entries updates the work to January 1963. As with other titles, an extensive direct mail campaign was conducted. Already 264 copies have been sold and 304 are on order.

Production of the New York Chapter monograph, *Special Libraries: How to Plan and Equip Them*, is about complete and printed copies are expected in July. Edited by Chester M. Lewis, the work will contain information about basic types of library furniture and equipment, moving and planning techniques, a checklist, ten case histories selected from the "Planning the New Library" series in *Special Libraries*, a bibliography, directory of suppliers, and a subject index.

A second work is at the printer and due this summer, *Literature of Executive Management: SLA Bibliography No. 5*, edited by Charlotte Georgi and assisted by a committee of special librarians. This bibliog-

1961-1962 Royalty Payments

| | | |
|----------------------------------|---|----------|
| Insurance Division | <i>National Insurance Organizations</i> | \$ 88.11 |
| Picture Division | <i>Picture Sources</i> | 900.15 |
| Georgia Chapter | <i>Translators and Translations</i> | 401.28 |
| Business and Finance Division | <i>Sources of Commodity Prices</i> | 168.10 |
| Metals Division | <i>Guide to Metallurgical Information</i> | 441.76 |
| Petroleum Section | <i>U.S. Sources of Petroleum Statistics</i> | 43.99 |
| Advertising Group, N. Y. Chapter | <i>Guide to Special Issues and Indexes of Periodicals</i> | 291.35 |

Sales Since Publication to May 31, 1963

| | DATE PUBLISHED | COPIES PRINTED | COPIES SOLD | COPIES GIVEN | PROFIT OR LOSS |
|---|-------------------|-------------------|----------------|-----------------|-------------------|
| <i>Checklist</i> | Aug. 1960 | 3,952 | 2,836 | 253 | \$1,224.76 |
| <i>Metallurgical Information</i> | May 1961 | 2,019 | 1,257 | 169 | 1,345.76 |
| <i>Loan Collection Guide</i> | July 1961 | 1,026 | 838 | 127 | 636.32 |
| <i>Petroleum Statistics</i> | Nov. 1961 | 1,279 | 621 | 102 | 602.13 |
| <i>Guide to Special Issues</i> | May 1962 | 2,052 | 1,513 | 180 | 3,240.82 |
| <i>Guide to Russian Reference and Language Aids</i> | Nov. 1962 | 1,242 | 592 | 49 | 236.75 |
| <i>Directory of Members 1962</i> | Dec. 1962 | 1,386 | 551 | 45 | —1,315.94 |
| <i>Report Series Codes</i> | Dec. 1962 | 1,528 | 779 | 59 | 2,863.22 |
| <i>Directory of Business and Financial Services</i> | Mar. 1963 | 3,000 | 264 | 60 | —2,242.04 |

raphy has been prepared as one of the Association's major contributions to the September 1963 International Management Congress. Each delegate will receive a copy with his registration, while the rest of the edition of 5,000 copies will be made available for sale.

Three other works are nearing completion and may be ready before the end of 1963: *Translators and Translations: Services and Sources*, second edition; *Picture Sources*, second edition; and *Advertising and Marketing Subject Headings*. In the twelve month period ending April 30, 1963, 5,140 books were sold and an income of \$27,719.05 received. 1961-62 figures were 4,563 items and \$14,117.10. May 1963 income was \$4,500.22 for 693 items. In April 1963 1,026 books were sold and \$6,583 in receipts recorded. (1,701 copies were sold during the year 1958-59.) Two revisions of the "Books and Journals" brochure were issued.

As usual, royalties of 30 per cent of net profits were paid to sponsoring Chapters, Divisions, Groups, and Sections of profitable publications.

Special Libraries

Circulation

In last year's report a recommendation was made to allow \$2 student subscriptions to *Special Libraries* for Student Members of the Association. The recommendation was approved, and 119 Student subscriptions are now current. The total subscriptions for *Special Libraries* number 1,769, an increase of 281 since last year and 687 since 1959. The subscription rate was increased to \$10 in January 1963.

Advertising

The Board of Directors at the September meeting authorized a 25 per cent increase in advertising rates. Full affect of these rates is not reflected in the following statistics inasmuch as they were not effective until December and a number of contracts extended into 1963. The increase in revenue went from \$15,856 for the period July 1961-June 1962 to \$18,814 for the same period this year. Income from advertising has nearly doubled since 1958-59. The May-June 1963

issue had the largest number of ads ever, 26 $\frac{1}{8}$ pages.

Contents

For some years the Annual Convention has been a principal source of papers for *Special Libraries*. Although 77 speeches, roundtables, and panel discussions were presented at the 1962 Washington, D. C. Convention, the Committee received only 29 papers for review. Of these, 14 were accepted and 15 rejected and returned to Divisions for publication in their bulletins or in subject journals. The Committee has read and evaluated 71 other papers; 28 have been accepted, 35 were rejected, five were accepted pending revision, and three are now being read.

Seventy-six feature articles and reports were published. Their sources were Convention, 14; solicited, 19; reprinted from Rio Grande Chapter *Bulletin*, 4, and *Canadian Library*, 1; John Cotton Dana Lecture, 1; unsolicited, 16; and solicited reports on Committee activities, meetings, and seminars, 18. Other short items included pieces prepared by officers concerning finances of the Association and a double spread of pictures showing the Association Headquarters staff at work.

A special issue devoted to United States government sources of information was presented in January, and it was gratifying to receive quantity orders from two college professors for use by students in political science classes. The *Committee and the Editor*, Mary L. Allison, worked several months preparing the survey of commercial library services published in May-June. They also endeavored, without success, to locate librarians who were utilizing mechanical or automatic information retrieval methods in nontechnical libraries as they feel information on this subject is very much needed. The search will continue. The two Consultants were asked for suggestions on both projects and were requested to evaluate some problem papers. The 1962 volume totalled 620 pages.

News and Notes

News and Notes was again published as a quarterly supplement to *Special Libraries* and

was devoted exclusively to Association news and activities. A regular listing of SLA Sustaining Members is included.

Scientific Meetings

Mrs. Marian Patterson Holleman assumed editorial responsibility for *Scientific Meetings* on July 1; however, much of the production detail has been handled from New York. Although the title remains the same, the scope has been enlarged to include meetings of scientific, technical, medical, health, engineering, and management associations and meetings, symposia, colloquia, and institutes sponsored by universities in the United States and Canada. Meeting information was solicited by questionnaire from 975 associations and 366 universities. The January 1963 issue, the first under Association sponsorship, is intended as a basic issue with the May and September issues as supplements.

A two-color promotion piece with an order form and a press release were prepared and sent to more than 6,000 potential subscribers and 800 journals. Ads were placed in four library journals and in *Association Management*. Subscriptions late in 1962 totaled approximately 700. The May 31, 1963 figure was 964.

Technical Book Review Index

TBRI, now in its 29th volume, is edited by Anthony A. Martin. A contract with the Carnegie Library of Pittsburgh for the use of space and services was signed in October. The May 31, 1963 subscriptions number 1,748, a slight increase from the 1,706 last year. Subscription rates were increased to \$10 beginning in 1963. A new four-page brochure describing *TBRI* was prepared in April. Copies soliciting subscriptions were sent to 600 college and public libraries.

Unlisted Drugs

During August Association Headquarters assumed responsibility on a service basis for the business management of the monthly, *Unlisted Drugs*, published by the Pharmaceutical Section. Approximately 756 subscriptions are involved.

Recruitment

A bright addition to SLA's recruitment stable is a 17" x 22" poster prepared by the Recruitment Committee. Against a background of librarians-wanted ads, an advertisement for a special librarian is featured with a red swirl that carries the eye to the "best-seller," *What Is a Special Librarian*, which was reprinted during the year. Over 310 of the coupons included with *What* have been returned to Association Headquarters and referred to the nearest Chapter Recruitment Chairman.

Putting Knowledge to Work has been allowed to go out-of-print and is being replaced by a new piece, which is now ready for final editing and design for distribution during the summer. Six new Data Sheets, each describing a single kind of special librarianship and prepared by the Recruitment Committee of the New York Chapter, have been reproduced in quantity bringing the total number in the set to 14. The leaflet, "Make Your Career in a Special Library" was reprinted. Two issues of the *Recruitment Newsletter* were distributed for the Committee. Material was supplied to several authors of books on librarianship as a career and to organizations preparing revisions of career pieces including one for the U.S. Bureau of Labor Statistics' *Occupational Outlook Handbook*.

In 1961-62, distribution of 19,000 copies of five principal recruitment items was reported. These totals are reported for 1962-63:

| | |
|---|--------|
| Putting Knowledge to Work | 6,000 |
| Training the Chemical Librarian | 1,500 |
| Make Your Career in a Special Librarian | 13,500 |
| Data Sheets (24,500 sheets; 8 sheets per set) | 6,000 |
| What is a Special Librarian | 29,400 |
| Recruitment Poster | 275 |
| | <hr/> |
| Total | 56,735 |

Nearly all were supplied without charge; only \$88 was collected for 12 quantity orders.

Scholarships and Student Loans

Association Headquarters worked with the Scholarship and Student Loan Fund Com-

mittee on a Dollars for Scholars program, which collected \$656.20. Total contributions to the Fund were \$7,892.06. Scholarship information was supplied in answer to 455 requests, and 280 applications were sent. Requests were unusually high as SLA scholarships were mentioned in a Hearst series on scholarships. Applications were received from 62 applicants (two did not qualify) and processed for consideration by the Committee. Details of payment for five scholarships, two new loans, and seven unpaid loans were handled.

Placement Service

Since appointment of a Placement Policy Committee in 1961, attention has been given to policy operation of the Placement Service. This Committee's recommendations are being presented at this meeting for consideration.

Since May 1962 all positions listed with the Placement Service have been described briefly on frequent lists sent to Chapter Employment Chairmen and all applicants registered with the Service. Twenty such lists have been issued and have noted 523 vacant positions. An additional list in January re-described 46 positions still unfilled. Another 24 special lists for higher paying, overseas,

and Library of Congress positions were also distributed. Attention was given to individual needs, and in this connection 121 interviews, exclusive of Convention, were held.

Placement activity in the Chapters decreased some, while at Association Headquarters a slight increase was observed. Again the difficulty to learn from applicants and employers whether a position has been filled and for what salary should be lamented.

Beginning salaries offered by employers are summarized as follows:

| | |
|---------------------|----|
| \$ 5,000- 5,499 | 90 |
| 5,500- 5,999 | 28 |
| 6,000- 6,999 | 91 |
| 7,000- 7,499 | 26 |
| 7,500- 7,999 | 13 |
| 8,000- 8,999 | 18 |
| 9,000- 9,999 | 3 |
| 10,000-10,999 | 6 |
| 11,000 and over | 1 |
| Competitive or Open | 55 |

Conventions

"Largest" is the best single word description of the 1962 Washington Convention. Attendance exceeded all previous conventions, with some 1,900 members, guests, and exhibitors. The exhibit program included 59

Placement Activities: May 1, 1962-April 30, 1963 Compared with Same Period 1961-1962

| | HEADQUARTERS | | CHAPTERS | | TOTAL | |
|------------------------|--------------|--------|----------------|----------------|--------|--------|
| | 1961-2 | 1962-3 | (20) 1961-2 | (21) 1962-3 | 1961-2 | 1962-3 |
| New positions | 434 | 527 | 436 | 332 | 870 | 859 |
| Positions listed 4/30 | 138 | 267 | 131 | 119 | 269 | 386 |
| New applicants | 241 | 242 | 539 | 485 | 780 | 727 |
| Applicants listed 4/30 | 314 | 237 | 335 | 276 | 639 | 513 |
| Placements | 101 | 109 | 109 | 89 | 210 | 198 |

PLACEMENTS BY SALARY

| | | | (21) | (9) | | |
|--|--------|--------|--------|--------|--------|--------|
| | 1961-2 | 1962-3 | 1961-2 | 1962-3 | 1961-2 | 1962-3 |
| \$ 3,000- 3,999 | — | — | 6 | — | 6 | — |
| 4,000- 4,999 | 8 | — | 17 | — | 25 | — |
| 5,000- 5,999 | 27 | 20 | 24 | 7 | 51 | 27 |
| 6,000- 6,999 | 31 | 31 | 23 | 14 | 54 | 45 |
| 7,000- 7,999 | 13 | 27 | 12 | 14 | 25 | 41 |
| 8,000- 9,999 | 7 | 16 | 5 | 8 | 12 | 24 |
| 10,000 and over | 5 | 5 | 3 | 1 | 8 | 6 |
| Subprofessional, Temporary, and Part-time | 10 | 18 | 7 | 4 | 17 | 22 |

exhibitors in 71 booths and 25 advertisers (20 pages) in the Convention Program. Profits from the Convention were \$13,356.32. Visits to several cities were made in connection with future conventions: St. Louis 1964, Philadelphia 1965, and Detroit 1970. Plans for the Denver meeting were aided by a visit by the Executive Secretary to Denver in December. The exhibit program for this Convention is even larger than in Washington—72 booths (60 exhibitors) and an income of \$12,519 has already been received. Seventeen advertisers are using 13 pages in the Program. Working papers on library education, the theme of the meeting, were duplicated and distributed from Association Headquarters.

Management

Association Headquarters cooperated actively with the American Management Association in planning their seminars on the company library held in October and March. President Klahre and the Executive Secretary represented the Association at two meetings of the Federation of Management Organizations. The Executive Secretary served as First Vice-President and Treasurer of FOMO, and in this connection attended several planning sessions. As mentioned earlier, ALA is participating in the September 1963 International Management Congress. The staff has met with the SLA-IMC Committee on several occasions and with the Congress management. Although Katharine L. Kinder is the Association representative to the Council for International Progress in Management, informal contacts with CIPM officers have proven mutually advantageous. Early contact with the Academy of Management outlined SLA participation in the McKinsey Foundation Management Book Awards Program.

Consultation Service

Consultation Service of the Association operates at three levels. The staff of Association Headquarters provides consultation by telephone, correspondence, and office interviews. Referrals are made to Chapter Consultants (94 in 1962-63) for possible consultation through provision of a single day

of free service arranged by the Chapters. Finally, requests for Professional Consultants (75 in the file) approved by SLA are received at Association Headquarters. Ten such requests were received and 50 names given (38 individuals). The brochure describing the Service was revised late in the year.

Special Classifications Center

In February the Board of Directors approved a name change from the Loan Collection of Classification Schemes and Subject Heading Lists to Special Classifications Center. Plans for expansion, possible if a grant is forthcoming, were discussed with officials of Western Reserve University, where the Center is housed at the School of Library Science, during a Cleveland visit in December and with the Assistant Curator during her visit to New York. Eighty-five referrals were made to the Center from Association Headquarters. Other requests for classification advice and loan of schemes were received by the Center. The *Guide* to the Collection went out-of-print in the spring, but work on a new edition will not be begun until future plans of the Center are formulated.

Translations Activities

Considerable administrative and other time is given to the translations activities of the Association. The Executive Secretary made four visits to the Translations Center in Chicago and conferred with the Center's Chief, Mrs. Ildiko D. Nowak, and officers of The John Crerar Library where the Center is housed. New contracts were negotiated with The Crerar Library and with the Office of Technical Services. On several occasions grant support was discussed with the National Science Foundation. Revision of the brochure describing the Center is completed.

Mrs. Lois M. Flury was employed on July 25, 1962, as Editorial Assistant to Frances E. Kaiser, Editor of the forthcoming second edition of *Translators and Translations*. Questionnaires have been mailed from Atlanta where the office is housed at the Georgia Institute of Technology. Publication is anticipated by the end of the year.

Public Relations

One association executive described public relations as everything from the usual press releases, brochures, and advertising to being pleasant to nasty members. PR efforts of SLA are described under nine headings.

Promotional Materials

The principal descriptive brochure, "Activities and Organization," revised last year, underwent another revision in January to reflect major changes in membership requirements and in programs of the Association. A new piece, "A Résumé," was prepared to give a quick overview of the Association's structure and range of activities. Brochures described elsewhere in this report were prepared for *Technical Book Review Index*, the Translations Center, the Consultation Service, and "Books and Journals." Future brochures are planned for the Placement Service, *Scientific Meetings*, *Special Libraries*, *Unlisted Drugs*, and the Addressing Service. Approximately 24,750 such items have been sent out this year to tell the SLA story.

Other promotional pieces include reprints of Association Bylaws, Katharine L. Kinder's *Library Journal* article on special librarianship, and Elizabeth M. Walkey's piece on translations in *Special Libraries*. Working papers on library education were sent major library schools in the United States and Canada. A newsletter was prepared for bulletin editors. The *Official Directory of Personnel 1962-1963* was issued in September, a nine-page supplement in January.

Television Film

The television film, "Is Knowledge Power?" was prepared for the 1962 Washington, D. C. Convention. Senator Hubert H. Humphrey and five government science administrators discuss the value of information in science research and development. In January a print was made available to meet demands for showing, with second and third prints ordered in February and March. In addition a separate ten-minute film of Senator Humphrey's introductory remarks and the sound tape are available. The 27-minute film has been scheduled 59 times with bookings running into 1964, the shorter film

eight times, and the tape once. Audiences have included seven Chapter meetings, 27 library and management staff meetings, 13 student groups, nine before military personnel, and three television showings.

World's Fair

SLA will sponsor along with the ALA and the American Documentation Institute the American Reference Center in the U.S. Pavilion during the 1964-1965 New York World's Fair. During the past several months principal efforts have been directed toward gaining industry support of the scholarship program for staffing the Center by professional librarians for the two six-month periods.

Exhibits

As part of its expanding public relations program, the Association exhibited at a number of state and regional library association meetings as well as at the ALA Conference in Miami and the SLA Washington, D. C. Convention. The Boston Chapter organized a display at the New England Library Association Conference in Swampscott, the Philadelphia Chapter manned a booth at the Pennsylvania Library Association, and the Rio Grande Chapter sponsored an exhibit at the New Mexico Library Association meeting. The Association participated in the successful CNLA recruitment exhibit at the American Personnel and Guidance Association Convention in Boston to which the Boston Chapter made an outstanding contribution by supplying sets of the Data Sheets and helping staff the booth. Southern California Chapter members set up an informal display at the California Library Association meeting and displayed recruitment material at the Los Angeles County Guidance Center Exhibit.

The Association also supplied brochures, exhibit books, pictures, display cases, and other pertinent items for the Metals Division booth at the National Metals Congress, the New York Chapter's recruitment seminar for guidance counsellors, the Congress for Librarians at St. Johns University, the AMA seminars on library management, and for National Library Week and recruitment ex-

hibits planned by Chapters and individual librarians.

Books and journals were displayed in the Combined Book Exhibit arranged at the following professional meetings: AAAS, IRE, eight mid-Atlantic library association meetings, ALA, First International Exhibition of Scientific and Technical Publications, International Congress on Medical Librarianship, Catholic Library Association, and Society of Technical Writers and Publishers.

The Translations Center's two exhibits were set up at the American Association for the Advancement of Science, Second International Congress on Medical Librarianship, Pittsburgh Analytical Conference, Medical Library Association, SLA, ALA, Western Chemical Show, Georgia Tech, Roger Young Auditorium in Los Angeles, Linda Hall Library, and UCLA.

Press Releases

The library press, trade and professional journals, library schools, Association officers, and Chapter and Division Bulletin Editors were kept informed of Association activities during the year by 47 press releases. Three related to scholarships, four to conventions, four to officers and staff, seven to awards, two to recruitment, seven to SLA books and journals, six to Chapter and Division publications and activities, five to National Library Week, two to translations, three to programs announced or completed by Association committees, and one each on the television film, participation in the AMA seminar, the forthcoming visit of British librarians, and new promotional brochures.

The effect of the Association's releases is becoming increasingly noticeable, especially in other library-oriented journals, which now regularly carry reports on SLA affairs. Also a growing number of business, industrial, and technical journals are reviewing SLA publications and running announcements of meetings and awards. Five Association units took advantage of the standing offer to distribute releases about their publications and meetings.

Media Lists

Twenty-eight classified lists of trade, technical, professional, and library journals are

maintained on mailing plates to facilitate effective distribution of press releases and other announcements. These addresses are in the process of being checked and updated and new titles added. Two other lists of publishers and suppliers of library equipment and services are also maintained for soliciting convention exhibits and advertising in *Special Libraries*. These, too, are being revised and corrected.

Articles and Publications

Association Headquarters staff conferred numerous times with editors and free-lance writers about articles on company libraries and on the Translations Center. The Prentice-Hall journal, *Office Executive*, plans to carry a major article on libraries shortly. Pictures were supplied *Compton's Encyclopedia* and *Library Journal*, and information and pictures were sent *Venture*, a magazine for young people, which carried a feature piece on library careers. Ideas were discussed with other writers and publishers.

National Library Week

SLA members were encouraged to participate in NLW by a series of short articles in three issues of *Special Libraries*, by reports prepared by the SLA representative to the National Book Committee, and by memos sent Chapter Presidents, Bulletin Editors, and Public Relations Chairmen outlining possible activities, urging members to compete for the NLW Publicity Award, and supplying lists of NLW state directors and samples of display pieces. About 300 copies of an article by Gilbert W. Chapman were distributed to Chapters and individuals for placement in house organs and trade papers. Tear sheets received indicate the article was used by Chrysler and National Cash Register, among others.

Meetings, Visits, and Miscellany

Association staff were also busy in other ways. Here are summarized the meetings, visits and visitors, publications, and activities not reported in more detail elsewhere.

With the Past-President, the Executive Secretary represented SLA on the CNLA (Council of National Library Associations)

as Secretary-Treasurer and was re-elected for another year. He also served as Chairman of the Committee on New Members, the Placement Committee studying possibilities of a profession-wide placement service, and as a member of committees, Planning for CNLA Secretariat and Protection of Cultural and Scientific Resources, and as SLA representative on the Joint Committee on Exhibit Managers.

Other memberships of the Executive Secretary are in the American Society of Association Executives, the New York Society of Association Executives, the National Association of Exhibit Managers, Association of American Geographers, and Beta Phi Mu.

Four articles by the Executive Secretary were published during the year—one on recruiting by special libraries in the July 1962 *Library Journal*, which was reprinted in a booklet along with others in the series, a report on SLA for *Libri*; a piece on indexing and filing of surveying materials in *Proceedings* of the Fifth Annual Illinois Land Surveyors Conference, and the Foreword in the recently published Gale Research Company's *Directory of Special Libraries and Information Centers*.

Talks were given to the Colorado and Indiana Chapters, to editors of the Chilton Company, to the Flint Library Club, and to Dr. Paul Wasserman's graduate class in Information Sources in Administration at Cornell University. During the second summer session he taught class in Selection of Library Materials and Reference Materials in Science and Technology at the Drexel Institute Graduate School of Library Science.

The Executive Secretary served on the Advisory Committee for the St. Johns University Congress for Librarians (attended with the President and the Publications and Public Relations Assistant), on an ad hoc committee planning the October 1963 visit of 137 British librarians to this country, on an ad hoc committee sponsoring a study of library resources in New York City, as a trustee of the New York Library Club, and on an advisory group for the Chemists' Club Symposium.

Association staff attended several meetings of the New York Chapter and meetings

of the Geography and Map, Publishing, and Science-Technology Groups, the Library Equipment and Planning Seminar, the Recruitment session, and midtown and downtown luncheons. The fall meeting of the Metals Division held in New York was attended by two of the professional staff. The Publications and Public Relations Director served on the Executive Board of the Library Public Relations Council attending a total of nine meetings, and attended a Seminar on Latin American Studies and the American College Library held at Brooklyn College. The Assistant to Executive Secretary attended the Columbia University School of Library Service Annual Alumni Day on new directions in reference work.

Other events attended included the Eastern College Librarians' Conference, National Book Awards presentation and reception, dedication of the University of Pennsylvania Library, University of the State of New York Convocation in Albany, a NSF sponsored meeting on documentation, the 75th anniversary dinner of the Newark Public Library, an American Standards Association meeting on trade catalogs, and an NAS-NRS session on associations and documentation, and numerous hotel, convention bureau, and other receptions.

The Executive Secretary attended the ALA Miami Beach Conference manning the SLA exhibit with help from several members and represented the Association at several meetings. During the ALA Midwinter Meeting he attended an ALA President's luncheon along with President Klahre and meetings concerned with exhibits and statistics. He attended a meeting of the ALA Commission for a National Plan for Library Education and the Interassociation Hospital Libraries Committee to which he has accepted appointment. He has also been asked to serve on the Library of Congress Librarian's Liaison Committee.

Visitors to Association Headquarters have included numerous foreign librarians including Wilfred Ashworth, Chairman of Aslib Council and Editor of the *Handbook of Special Librarianship*, members and officers of the Association, and numerous representatives of management. The Assistant to Ex-

ecutive Secretary conducted 91 office interviews with visitors. Business visits have been made to the offices of the ALA, Library Services Branch, Council on Library Resources, U. S. Book Exchange, National Science Foundation, and the Office of Technical Services.

Liaison was maintained with most of the 33 Standing and 11 Special Committees and with the 51 persons holding special representations. The meetings attended were: Goals for 1970, Foundation Grants, Placement Policy, *Special Libraries*, Convention Program, Professional Standards, Headquarters Personnel, Finance, Archives, Consultation Service, and Admissions.

Headquarters, Library, and Archives

A major accomplishment of the year was a complete physical reorganization of Association Headquarters. The entire office area, the eighth floor of the Hafner Building, was painted; a private office provided the Head, Accounts and Records Department; and the Addressograph and the Mail and Mimeograph Sections were relocated. Reception office furniture was purchased. Additional improvements were made in the lighting, and a new telephone switchboard installed. On March 1, 250 square feet of storage space was acquired on the sixth floor making it possible to move all publications storage out of public areas.

Final result of the several moves was to permit relocation of the library and archives files into the same area. A very special kind of special library, on special librarianship and Special Libraries Association, includes slightly over 1,000 books shelved under 61 broad subjects, approximately 100 bound volumes of journals, 121 current journal titles, eight file drawers of pamphlets, 12 drawers of interim correspondence, and 57 drawers of archives material.

Addressing and Addressograph Service

The work of the Addressograph Section can best be understood by a statistical review and comparison with last year. Records for 5,852 members and 4,481 subscribers to three journals in addition to special files for media, advertisers, exhibitors, and others

were maintained—a total of 30,650 plates. Rates for use of the Addressing Service were increased in June. A total of 140 outside runnings produced from May 1, 1962-May 31, 1963 an income of \$5,626.13 (97 and \$3,446.55 last year). In addition, 57 runnings were made without charge to Divisions and Sections and 138 internal runnings were completed. Arrangements were made to provide service to the Picture Division for subscribers to *Picturescope* and to the New York Library Club. Beginning in March, membership changes were supplied to subunits monthly rather than biweekly.

Other pertinent figures for the past two years are presented below:

| | 1962-3 | 1961-2 |
|--|--------|-----------|
| New and reinstated | 923 | 772 |
| Members changed name, addresses, or affiliation | 1,817 | 2,231 |
| Cards sent new officers | 18,682 | no record |
| Cards for changes sent Chapters, Groups, Divisions, and Sections | 11,461 | 11,587 |
| Total number of cards made for all purposes | 50,876 | 28,084 |

Personnel

Changes in personnel were at a minimum in 1962-63. Mrs. Adrienne Stanek became Editorial Secretary and Bowman Walsh part-time Subscription Clerk. John Burr, John Roth, and Lewis Rubman were part-time office clerks replacing Michael Marotta and Richard White who, upon graduation from New York University in the summer, became a research assistant at the NYU School of Medicine and a Peace Corpsman in the Dominican Republic, respectively.

Staff of the Association Headquarters who have participated in achieving these accomplishments and in preparing this report deserve every thanks from the Association and from the Executive Secretary.

Proposals

Once a year your Executive Secretary, when reviewing recent accomplishments, has taken stock of future needs and programs of the Association. Some work to the surface in recommendations made to the Board of

Directors, to the Finance, Headquarters Personnel, and other Committees. Some are never disclosed. This year several will be shared through this report.

1. One of the goals of the Association approved by the Board of Directors in February suggests that by 1970 SLA must have set in motion an active research program. The need for implementing such a goal is apparent. As this is an area in which the Association at the present time has no going program, plans should be developed soon. Appointment of a research coordinating or review committee should be made.

2. Foremost among the needs of special librarianship are professional standards. A well-thought through statement of standards for special libraries should be developed without delay under guidance of the Professional Standards Committee.

3. The Association working through the Personnel Committee should develop annual salary minimums for special librarians.

4. Serious attention should be given by the Recruitment Committee to preparation of a film describing special librarianship as a career and securing necessary support through efforts of the Foundation Grants Committee.

5. The Education Committee should consider and recommend possible cooperation between SLA and the American Management Association and/or other agencies for short courses and seminars for continuing education of special librarians.

6. Association-wide efforts should be undertaken to eliminate provincialism and parochialism from the programs and objectives of the Association and all the subunits.

7. The Goals Committee should be redefined as a review committee and continued as a standing committee of the Association.

8. The Convention Advisory Committee should be reestablished as a standing committee.

EDITOR'S NOTE: Positive action has been taken on all these recommendations.

SLA Hall of Fame

Five members have been honored in 1963 by election to the SLA Hall of Fame. This recognition is granted for outstanding contributions to the growth and development of the Special Libraries Association and is offered following completion of an active professional career or near the date of announced retirement.

BETTY JOY COLE

Librarian, Organic Chemicals Division, American Cyanamid Company, Bound Brook, New Jersey, 1930-1963

Home Address: 165 Crescent Avenue, Plainfield, New Jersey

Charter Member, New Jersey Chapter, 1935

Chairman, Science-Technology Group, 1938-1939

President, New Jersey Chapter, 1939-1941

Editor, *Union List of Scientific Periodicals in Chemical Libraries of Chemical Section of SLA*, 2nd ed., 1939

Chairman, Publications Committee, 1944-1946

SLA President, 1946-1947

Representative, Council of National Library Associations, 1936-1948, 1949-1958;
Chairman, 1947-1948

Representative, American Documentation Institute, 1947-1948

Representative, Joint Committee for Union List of Serials, 1947-1956

Representative, Joint Committee for Preservation of Cultural and Scientific Resources, 1953-1954

SLA member, 1933-date

JOSEPHINE I. GREENWOOD

Librarian, Consolidated Edison Company of New York, Inc., New York, New York,
1917-1962
Home Address: 104 Huntington Road, Garden City, Long Island, New York
Secretary-Treasurer, New York Chapter, 1926-1927
President, New York Chapter, 1932-1933
Member, SLA Executive Board, 1933-1934
SLA Treasurer, 1939-1941
Director, New York Chapter, 1947-1948
Member, Public Relations Committee, 1947-1949
Chairman, Public Utilities Section, Science-Technology Division, 1949-1951
Member, Archives Committee, 1962-date
SLA member, 1922-date

MRS. LUCILE L. KECK

Librarian, Joint Reference Library of Public Administration Service, Chicago, Illinois,
1932-1962
Home Address: 5551 University Avenue, Chicago 37, Illinois
President, Illinois Chapter, 1935-1937
SLA Vice-President, 1937-1938
Director, Illinois Chapter, 1937-1939
Chairman, Nominating Committee, 1939-1940
Member, Joint Committee to Survey the Special Library Field, 1939-1941
Group Liaison Officer, 1943-1944
Member, Committee to Study Affiliation between SLA and ALA, 1946
Co-editor, *Public Administration Libraries: A Manual of Practice*, 1934, 1948
SLA President, 1953-1954
SLA member, 1932-date

MRS. KATHLEEN BROWN STEBBINS*

Personnel Director, Detroit Public Library, Detroit, Michigan, 1953-1962
SLA Executive Secretary, 1940-1953
Member, Consultation Service Committee, 1956-1960
Chairman, Nominating Committee, 1959-1960
Recruitment Chairman, Michigan Chapter, 1960-1961
Member, Personnel Committee, 1960-1962
SLA member, 1940-1962
* Awarded posthumously

ROSE L. VORMELKER

Library Director, Forest City Publishing Company, Cleveland, Ohio, 1956-1962
Home Address: 1886 East 101st Street, Cleveland 6, Ohio
SLA Secretary-Treasurer, 1926-1927
SLA Secretary, 1928-1929
President, Cleveland Chapter, 1935-1936, 1945-1946
Editor, *Special Library Resources*, vols. 1 & 2, 1941-1945
Chairman, Business Division, 1946-1947
SLA President, 1948-1949
Winner, SLA Professional Award, 1953
Consultant Officer, Cleveland Chapter, 1958-1962
Chairman, Standards Committee, Newspaper Division, 1961-1962
SLA member, 1924-date

SLA-Time in the Rockies

MARIAN G. LECHNER, Librarian

Connecticut General Life Insurance Company, Hartford, Connecticut

WESTERN INFORMALITY and hospitality, a kaleidoscope of snow-capped mountain peaks, the fresh and clear sunshine of Denver—all provided a wonderfully appropriate setting for the 54th Annual Convention of the Special Libraries Association, a Convention with the challenging theme, "Start Learning Again." Over 1,100 librarians poured into the Denver Hilton Hotel, eager to participate in the Convention, to meet old friends and make new ones, to learn what is new and exciting in the world of special librarianship, and to see first-hand the beauties and magnificence of the West.

Registration proceeded smoothly and with dispatch, thanks to the efficient hotel staff and the careful planning of the Convention Committee. To expedite matters, the Convention Committee had devised an ingenious punched card system to sell tickets for meals and special functions. This had been checked and re-checked and seemed to be absolutely fool proof. All would have been well and the system would have proceeded as planned, except that on Sunday morning during the first rush for buying meal tickets, one of the cash registers refused to cooperate. Anyone who has ever tried to find a repairman for any appliance, to say nothing of a cash register, at 10:00 a.m. on a Sunday morning can well appreciate the predicament

of the Convention Chairman, Phoebe Hayes. But Phoebe triumphed, the cash registers were soon both functioning efficiently, the lines of ticket buyers moved on, the Convention Committee lost their harassed looks and became genial hosts again. The human element won this round.

Near the registration area the Hospitality Committee had arranged an attractive area identified by decorative metallic forms called "money trees." This quickly became a popular meeting place.

Sunday was a busy day for the exhibitors. Located in the passageway surrounding the Grand Ballroom, the exhibit area was a maelstrom of packing cases, supplies, signs, and paper required to set up 72 exhibit booths. By 6:00 p.m. everything was miraculously in order, the exhibits were opened, and the first Convention-wide reception was in full swing. The large number of people attending and their pleased comments indicated it was a huge success. In the exhibit area during the following busy days, the coffee-pot was kept going morning and afternoon, another nice evidence of western hospitality. Taylor-Carlisle Book Store, EBS Book Service, McGregor Magazine Agency, the SLA Publishing Division, and other exhibitors were offering a variety of prizes, and Eleanor K. Irwin, Charles A. Stevens, Wil-



At the reception in the exhibit area members talked to publishers and examined new library equipment and supplies. On the right Rosemary Neiswender, Chairman of the SLA Subcommittee on Transliteration, chats with William S. Budington and Edward G. Strable while manning the Association's Translations Center display.



Participants in the Opening Session at the Denver Convention: President Ethel S. Klahre; Willard N. Greim, Director, Department of Parks and Recreation, Denver; Mrs. Maxine Beaton, Colorado Chapter President; Bill M. Woods, SLA Executive Director; Estelle Brodman, Keynote Speaker; Phoebe F. Hayes, Convention Chairman; Reverend Noble Kime; and Jane Gould, Exhibits Chairman.

liam H. Soika, and Abraham I. Lebowitz were among the lucky winners of transistor radios and clock-radios.

Immediately after the exhibitors reception, various Divisions held open house—and a Division open house goes on and on. Old-time Denver residents assured us that our drowsiness was due to the unaccustomed altitude—a comforting statement. However, it is interesting to note that breakfast meetings became fewer and fewer.

Dr. Estelle Brodman, librarian and associate professor of medical history at the Washington University School of Medicine in St. Louis, Missouri, delivered the keynote address at the opening general session on Monday morning. Taking as her text Alexander Pope's couplet, "A little learning is a dangerous thing; Drink deep, or taste not the Pierian spring," Dr. Brodman urged librarians to welcome rather than fear the prospect of rapid change within our profession. She urged librarians to learn to understand such new tools as computers and punched card sorters and to use them to further the goals for librarianship. "There is another reason for studying the changes in librarianship which are occurring all about us," Dr. Brodman continued, "I refer to the joy of knowing; the intellectual excitement of learning." Dr. Brodman concluded that we should be masters of our environment

and not slaves, that librarianship will change as the conditions under which it labors change, that to keep the changes under our control we must study the conditions around us. Dr. Brodman's earnest plea for continuing learning brought about a standing ovation from her audience.

At the Sci-Tech Division luncheon on Monday, John F. Stearns, Chief, National Referral Center for Science and Technology, described another method of dealing with the information explosion. The National Referral Center for Science and Technology, a special government agency recently established at the Library of Congress, has been created in the last year to act as a "central switching plant" to keep track of information. The agency keeps no shelves full of books but stores information on computers and microfilm. General or specific questions are answered by pointing to a technical journal, to a laboratory researching a like problem, or to an expert in the field. Looking ahead, Stearns said computers and improved microfilming will help the agency keep control of the information explosion. "But the real answer," he asserted, "lies in a better structure of information. The need for specialization will continue to increase, but at the same time there will be a need for librarians who are acquainted with several fields to bring about the exchange of information."

Unless otherwise indicated, all pictures were taken by King's Service, Inc., Denver



Convention Chairman Phoebe F. Hayes introducing her Executive Committee at the Opening Session.



Robert W. Gibson, Jr., Chairman of the Advisory Council, presiding.



Eugene B. Jackson moderating the panel discussion on the Weinberg Report.

The Advisory Council meeting on Monday evening was so well attended that it had to be moved to a larger room. This was due, no doubt, to the well publicized panel discussion of The President's Science Advisory Committee Report, entitled *Science, Government and Information*, popularly known as the Weinberg Report. In this Report recommendations have been made for the dissemination of scientific information prepared by the government as well as its efficient use. Dr. Weinberg and his Committee have constantly used the word "documentalist" and "literature scientist" to describe the people in charge of the scientific information rather than "librarian." One of the panelists pointed out that this statement is the honest opinion of the Committee and that we must take some responsibility ourselves for the image of the librarian that we have created. If we want a different image, we must turn our backs on the past and look to the future with our current methods of literature control. A lively discussion period followed (EDITOR'S NOTE: This has been published almost *in toto* in the July-August 1963 *Special Libraries*.) in which some members felt that we were tilting at windmills and that it was merely a question of semantics; that we should stop talking about our image and get on with the many jobs that need to be done. Others felt that the document shows that we already have missed the boat and that we have been poor salesmen for our profession. Those of us who are not in scientific libraries and who have not read the Weinberg Report had best bombard the Government Printing Office with orders for it (available for 25¢); it would seem that this will have a definite effect on the future of special libraries.

As interesting as this session of the Advisory Council was, the opportunity to discuss mutual problems of the Chapters and Divisions was again ignored. Perhaps the Association is so well organized that we no longer have internal problems???

President Ethel S. Klahre presided at the Annual Business Meeting on Tuesday morning. In her report she observed that 2,000 SLA members—nearly one-third of the total membership—are active on committees or projects of the Association. In addition, members of the Association are active in 45 joint committees and projects with other library associations or interested groups. She pointed out that advances are being made in our cooperation with management. During the past year SLA has participated in two seminars sponsored by the American Management Association and will participate in The International Management Congress, which will be held in New York in the fall of 1963—a once-in-25-years opportunity to participate in such a congress. SLA will provide and staff a management library and exhibits of information-handling techniques at the Congress and, in addition, is publishing an annotated bibliography of management books to be included in the kit distributed to delegates at the conference. The New York World's Fair in 1964-65 will see the Special Libraries Association joining forces with the American Library Association and the American Documentation Institute to provide and man a model reference center in the United States Pavilion. In addition, SLA is participating in the selection of the books to be awarded the McKinsey Foundation Book Award.

The motion to increase annual Active membership dues from \$15 to \$20 and Associate membership dues from \$10 to \$20 created expected discussion. However, both motions passed by a large majority.

Several committees summarized reports during this meeting. Among them was the

Scholarship Committee which announced the winners of the seven scholarships and reported that there were 65 applications for these scholarships. It was also reported that the Dollars for Scholars campaign had netted the Scholarship and Student Loan Fund some \$656 this year.

The new officers were introduced and assumed their places on the platform. After a standing ovation to Ethel S. Klahre for her leadership during the past year, a satisfactory business meeting was adjourned.

The second general session on Tuesday returned to the theme of education and consisted of a panel, "Library Education: A License to Learn." An interesting and stimulating debate on the adequacy of library education was moderated by Grieg Aspnes, Research Librarian, Cargill Inc., Minneapolis. "The machine is not something for librarians to fear but something for them to utilize," urged Dr. Robert Hayes, President of Advanced Information Systems, Inc., of Los Angeles. "The machine will play only a minor role in the new information program. It is the task of the librarian to harness, direct, and utilize it as all other library tools are used. But competent trained personnel are badly needed to manage the new information systems."

Dr. Stuart Baillie, Director, Graduate School of Librarianship, University of Denver, defended the role of the library school, stating that librarians are and should be educated to fit into a multiplicity of library posi-

tions and not for one specific career which he may or may not stay with for a lifetime. Mrs. Claire K. Schultz of the Institute for Advancement of Medical Communication, Line Lexington, Pennsylvania, attacked the complacency of library educators who refuse to see the changes on the horizon of the information field and the unconcern of the practicing librarians for changes to come. "If effective actions to meet the new demands in librarianship are not taken swiftly, librarians will find themselves unemployed."

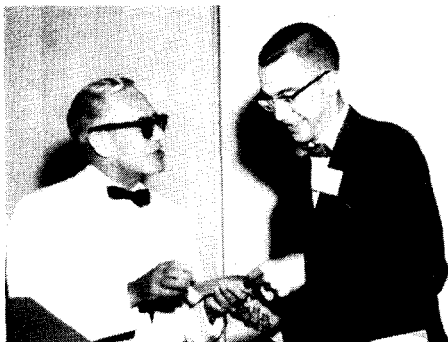
Richard A. Davis, Assistant Professor, Graduate School of Library Science, Drexel Institute of Technology, Philadelphia, observed that it is really the practicing librarian who is the conservative and that the library schools would welcome changes that are economically sound. The ensuing discussion stimulated the audience into active discussion—from time to time bravos could be heard from the audience.

Tuesday night's banquet started promptly, which put everyone in an extra fine mood. The room was festive with shaded candles on each table and arrangements of pink carnations on the head table. The ladies at the head table looked lovely in bright summer dresses: Ethel Klahre in turquoise and white print silk with a white orchid on her fox stole, Mildred Brode in Delft blue lace, Phoebe Hayes in rosy beige silk, Maxine Beaton in a black and white print with a bouffant skirt. The gentlemen were handsomely dressed in white dinner jackets.



Panelists and discussants at the General Session "Library Education: A License to Learn" were: Elizabeth Ferguson, John Sherrod, Ruth S. Leonard, Mrs. Claire K. Schultz, Dr. Robert Hayes, Dr. Stuart Baillie, Greig Aspnes, Richard A. Davis, and Herbert S. White.

President Klahre directed the presentation of awards at the end of the banquet dinner:



◀ Howard Haycraft, President of the H. W. Wilson Company, presented the H. W. Wilson Company Chapter Award to the San Francisco Bay Region Chapter for developing outstanding programs for continuing education for special librarians. Roger Martin, a member of the Chapter's Education Committee, accepted the scroll and check for \$100.



◀ Everyone was delighted to learn that the Colorado Chapter had earned the Membership Gavel Award for the second consecutive year. Chapter President Mrs. Maxine Beaton accepted the gavel from President Klahre. The runner-up was the Oklahoma Chapter, and third place went to the Louisiana Chapter. The award is given annually for the largest paid-up percentage increase in Chapter membership, and Colorado's increase was 32.5 percent.



◀ Margaret Madden, Librarian, Monsanto Chemical Company, St. Louis, was pleased to win the SLA National Library Week Publicity Award and to receive from Mrs. Irene L. Myers, librarian at the Procter & Gamble Company, which donated the Award, a scroll and \$75 for the St. Louis Chapter. The second NLW Award was presented to Paul J. Burnette, Director of The Army Library, who won \$25 for the Washington Chapter.

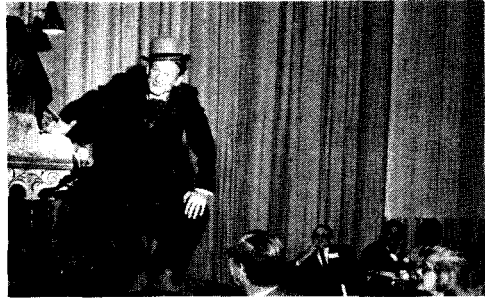


◀ And finally President Klahre bestowed upon her successor the informal presidential badge of office—a red, white, and blue ribbon signifying the colors of the United States and Canada, complete with a United States and a Canadian silver dollar and a lucky rabbit's foot. Incoming President Brode then gave Ethel S. Klahre an engraved pen set as a token of the Association's appreciation of her efforts during the past year.

Toastmaster duties were ably performed by Ted Phillips, Librarian, Federal Reserve Bank of Kansas City and "the only man in the Federal Reserve Bank library system."

After the awards came a completely different type of entertainment—Max Morath in "Ragtime Revisited." Mr. Morath played the piano and sang ballads recapturing the days of Jack Norworth and Nora Bayes, the legendary Benjamin Hapgood Burt, the young Irving Berlin and George M. Cohan. The songs were interspersed with magic lantern slides and illustrated songs—the whole program was tied together with suitable comments and chatter by Mr. Morath. "Meet Me in St. Louis" brought out a real sing-along session.

On Wednesday we were treated to a review of highlights of Pike's Peak history by a top expert in the field. Marshall Sprague, Colorado Springs author, addressed the Book and Author Luncheon with a rapid-fire series of anecdotes ranging from bloomer girls to the pre-Volstead goodies in Spec Penrose's Broadmoor Hotel wine cellars. Some of the highpoints—stories of Julia Archibald



Recreating the setting and costume of the era, Max Morath sang and talked about ragtime.

Holmes who in 1858 was the first woman to climb Pike's Peak and was an ardent follower of Susan B. Anthony; Cripple Creek gold; the first coming of Spencer Penrose to Colorado Springs and his tremendous Broadmoor Hotel; and the final military discovery of Pike's Peak region by the United States Air Force Academy.

As is true in every convention, attendees are forced to make a choice among many interesting meetings taking place at the same time. A panel of representatives from labor, industry, agriculture, government, and edu-



The Board of Directors, Hall of Famers, Convention Executive Committee members, representatives of other library associations, the headquarters staff, and invited guests shared the head tables: (back row): Ralph Phelps, Barbara Hurley, Fred Keck, Dr. Malcolm Weyer, Frank McKenna, James E. Skipper, Howard Haycraft, Dr. Robert Hayes, Paul Riley, William S. Budington, John Eastlick, Reverend Stuart A. Plummer, Mrs. Irene L. Myers, Mary L. Allison, Mrs. JoAnn Beths, Theodore Phillips; (second row): Gail Cohen, Bill M. Woods, Mrs. Elizabeth Roth, Robert W. Gibson, Jr., Mrs. Dolores C. Renze, Julius Marke, Mrs. Jeanne B. North, Edythe C. Porpa, Eugene B. Jackson, Grace Reynolds, Robert Kingery, Edward Strable; (front row): Mrs. Elizabeth Usher, Joan Hutchinson, Rose Vormelker, Mrs. Maxine Beaton, Ethel S. Klahre, Mrs. Mildred H. Brode, Phoebe F. Hayes, Josephine Greenwood, Mrs. Lucile Keck, Sara Aull.



▲ Former officers attending the Past-Presidents' dinner were Gretchen Little, Chester M. Lewis, Mrs. Lucile Keck, Mrs. Margaret Fuller, Ruth Savord, Grieg Aspnes, Winifred Sewell, Mrs. Ruth Hooker, Rose Vormelker, Eugene B. Jackson, and Elizabeth Ferguson.



◀ Representatives of other library associations were Robert Kingery, CNLA; James E. Skipper, ARL; Merl Cuzens, Library Association of Australia; Dr. Robert Hayes, ADI; James E. Bryan, ALA; and Julius Marke, AALL.

Speakers at ► workshop "Continuing Education for Life Science Librarians": Genevieve Cole, Elsie Bergland, Henry T. Murphy, Sherry Terzian, Diane Keenan, and Dr. Ralph Ellsworth.



▲ Harold R. Malinowski, Richard Hlarac, Anne Bruce, James G. Stephens, Donald Redmond, and Forrest Carhart, III.



▲ Adalaide Hammargden, Marilyn Modern, Elizabeth Mulhall, Joseph Simmons, and Marie Murphy.



Toastmaster Theodore D. Phillips.



▲ Panelists on the Science-Technology Division's program "Is Library Education Meeting the Challenges of a Changing World?" were: W. Roy Holleman, Sarah Rebecca Reed, Mrs. Doris H. Banks, Eugene B. Jackson, Mrs. Gretchen S. Koriagin, and Neal R. Harlow.

Mrs. Lucile Keck, ▶ Rose Vormelker, and Josephine Greenwood, the three Hall of Famers attending the Convention, chatting about old friends and old times.



Ethel V. Lyon and Ken Carroll enjoying the chuckwagon ▼ supper.



M. L. Allison

▲ Among those attending President Klahre's party for foreign librarians and the Board of Directors were: (standing) Merl Cuzens, Senior Librarian, Repatriation Department, Australia; L. H. Freiser, Chief Librarian, Toronto Board of Education, Sara Aull; (sitting) H. Arthur Vespry, Librarian, Atomic Energy of Canada, Ltd.; Mrs. Alma Rosenheck, Librarian, Weizman Institute of Science, Israel; President Klahre; Dick Koppel, Chief Librarian, Prime Minister's Office, Israel Institute for Biological Research; Margaret McRae, Canadian Broadcasting Corporation; Mary Thomson, Librarian, Australian Consulate, New York; Mrs. Elizabeth Usher; Indira Sukhtankar, Librarian, Indian Institute of Management, Calcutta.

cation all agreed that in the long run the Common Market would be good for the United States even though certain individuals and industries would undoubtedly be hurt by the competition. The attractive Mrs. Lorraine Pearce, author of the now famous White House guidebook, spoke at a joint dinner meeting of the Museum and Picture Divisions. Mrs. Pearce is a member of the Fine Arts Advisory Committee for the White House and was there day in and day out from March 1961 to last September while Jacqueline Kennedy went about restoring the executive mansion. In an attempt to evaluate the costs of library service as a management tool, Mrs. Elaine Woodruff, Librarian, U.S. Civil Service Commission, described her work measurement program to the Business and Finance Division.

Tours to special libraries in the area were also a part of the Divisions' agendas—an afternoon visit of the Museum Division to the Denver Museum of Natural History where a diorama under construction was shown to the group, resulted in one member having her picture taken showing her in the act of making friends with a stuffed sea lion. On Friday the Engineering Section spent a profitable day at Boulder visiting the Boulder Laboratories of the U.S. National Bureau of Standards and the National Center for Atmospheric Research. The Biological Sciences Division found time to visit the Penrose Hospital Cancer Research Center and Medical Library in Colorado Springs. The Military Librarians Division was privileged to attend

a briefing session at Headquarters of North American Air Defense Command at Colorado Springs.

During their business meetings several Divisions improved their individual organizations by passing Bylaws and by putting their financial affairs in approved order—many were the wails of Division treasurers while they were completing the required forms.

Committee meetings were sandwiched in the spare corners with Bill Woods' suite needing a traffic light to take care of the comings and goings. Perhaps part of the attraction was the magnificent view from his windows!

Additional western hospitality was dispensed by the Public Library of the City and County of Denver at a reception on Wednesday night. This library is one of the fine, new ones in the country and has a significant collection of Western Americana attractively displayed in the Western History Department.

Thursday was tour day for all Divisions. By 8:30 a.m. 13 buses were loading 600 SLA'ers at the side door of the Denver Hilton for a 75 mile tour along the front of the Rampart Range to Colorado Springs. There the various Divisions visited libraries in industries of particular interest. Luncheon at the Broadmoor Hotel gave us the opportunity to see for ourselves the opulence and grandeur discussed by Mr. Sprague the day before as well as a taste of unsurpassed Rocky Mountain trout.

Eugene B. Jackson, Immediate Past-President, John T. Eastlick, Librarian of the Denver Public Library, and Leota Herren, Librarian of the Marathon Oil Company and Local Arrangements Chairman, greeting visitors in part of the receiving line at the reception held in the new Denver Public Library.





As the sun was setting behind the mountains, SLA'ers enjoyed an outdoor chuck wagon supper—complete with beans, beef and gravy, and cowboys pouring hot coffee into tin mugs—at the Flying-W Ranch outside of Colorado Springs.

M. L. Allison

Then on to the United States Air Force Academy. The modern buildings rise up unexpectedly from the semi-arid desert—yet they seem particularly fitting, even to the much-discussed chapel. A snappy young airman was assigned to each group as a guide for the library tour. Up four flights of stairs at a brisk pace and we were very conscious of the President's physical fitness program, even though our very polite guide assured us that at least part of our puffing was caused by the altitude. The well-balanced reference and reading collection and modern equipment make the careful planning that has gone into this library quite evident.

By late afternoon the buses went on to the Flying-W Ranch where we really captured the spirit of the Old West. First, a rodeo at a nearby ranch with exhibits of bronco riding, steer riding, and roping; then to the Flying-W Ranch for a "good square" and the cry, "come and get it," from the waiting kitchen was as welcome as it was to yesterday's cowpunchers. After chow, the ranch hands doubled as musicians with guitars and fiddles and played and sang ballads of the Old West. The Metals Division sponsored this festive day for the benefit of the SLA Scholarship and the Student Loan Fund. Some \$610 was realized—more than ever before.

All during the Convention the Documentation Division sponsored informal teaching sessions dealing with some of the basic concepts of information retrieval. Capacity sessions were held in the Denver offices of In-

ternational Business Machines Corporation. At IBM, attractive young ladies demonstrated machines to illustrate how some of the concepts of machine retrieval are applicable even in a small special library. In addition, the Documentation Division maintained a suite in which seats were at a premium. Here displays gave examples of mechanized information retrieval actually in use in libraries, reading lists, and a film program showing how information retrieval can be applied to library techniques.

By Thursday large signs indicating the I.F.A. was arriving appeared throughout the hotel and surrounding areas. Then large yellow footprints labeled I.F.A. appeared on various corridor floors—even climbing a few walls. Appropriate research (sorry, not by machine retrieval) revealed that I.F.A. stands for International Footprinters Association, that they are friends of law-enforcement officers, and that they were having their annual meeting. They were just as puzzled by SLA—"You mean, these are *all* librarians?"

Those of us who were able to stay the remainder of the week were rewarded with a closer look at the Rockies. Properly festooned with cameras and low-heeled shoes, we went off on the tour buses for Mt. Evans and Pike's Peak and the Royal Gorge and Estes Park. The observation floor on top of the First National Bank Building provided a panoramic view of Denver and surrounding territory that was magnificent by day or by



The 1963-64 Board of Directors

Back row: Edward G. Strable, Director; Mrs. Dorothy Beckemeyer Skau, Director; William S. Budington, President-Elect; Paul W. Riley, Director; Helene Dechief, Director (and Secretary); Ralph H. Phelps, Treasurer; Joan M. Hutchinson, Director; Charles Zerwekh, Jr., Chairman, Advisory Council; Front row: Mrs. Elizabeth M. Hutchins, Chairman-Elect, Advisory Council; Ethel S. Klahre, Past-President; Mrs. Mildred H. Brode, President; Mrs. Elizabeth Boutelle Roth, Director.

night. And not to do anything by halves, on Saturday, June 15, we Easterners were treated to a sight of snow-plows making way through some six or eight or more inches of hail-stones.

Our thanks go to the Colorado Chapter for being such fine hosts, and our special thanks go to Phoebe Hayes and the Convention Committees for the planning that made everything run so smoothly. We had many stimulating discussions, we absorbed new ideas, we made new acquaintances and renewed old friendships, we examined the latest library equipment, and now we are looking forward to next year.

(Note: The 55th SLA Convention will be held at the Sheraton-Jefferson Hotel, St. Louis, Mo., June 7-11, 1964. The theme of the Convention will be "The Librarian as a Creative Catalyst." Particular emphasis will be placed on the problems of small, one-man libraries. We hope that you will be there.)

A Typical Library Convention Menu

Breakfast

Librerias with cream or overdue melon
Shredded serials
Hot stacks with syrup
Hot cross reference buns

Lunch

Anti-library-paste-o or soup de jour-nal
Filet of silverfish with verb sauce or broiled microfiche
Dewey decimated peaches or Appleton Century pie

Dinner

Best sellery soup or periodicals on the half-shelf
Lobster Thermofax or browsed pork folios or Xerox tail ragout
Quarto'd potatoes, wilted book leaves, buttered green quiet peas
Baked atlas or who donuts

Beverages

Who's brew, duplicator spirits, Ginn, dis-still due, Old Overheld, Iced gazetea

Chapter Relations Committee Report

WILLIAM S. BUDINGTON, Chapter Liaison Officer

As in previous years, the Committee has dealt with both the routine affairs of any year's business and with special activities of the current year. In the former category may be noted: the collection and summarization of Chapter annual reports; collection and examination of Chapter financial reports and ensuing allotment recommendations to the Board of Directors; arranging Chapter visits for the Association President (nine) and First Vice-President (seven); conducting meetings of Chapter Presidents at Midwinter Meetings and annual Conventions; and correspondence dealing with Chapter proposals and problems. Several non-routine activities have occurred during the past year. Assistance was given the Professional Standards Committee in selecting "good" libraries for a sample survey and in setting up Chapter committees to work on drafts of standards; at least five Chapters (Boston, Illinois, Montreal, San Francisco, and Toronto) have contributed in this undertaking. The Association's Bylaws Committee prepared, working through several draft stages, a sample set of bylaws for guidance of Chapters in formulating their own. The Chapter Manual was largely rewritten to bring sections into line with current practice and requirements. And, finally, welcome was extended to the new Dayton Chapter, whose installation was attended by the Chairman.

Chapter Activities

Annual reports from Chapters (not all present for abstracting herein) reveal in most instances SLA's well-known initiative and endurance in professional productivity. National Library Week continues to be observed in our special ways, as evidenced in Boston, Colorado, Greater St. Louis, Montreal, New Jersey, Philadelphia, and Toronto. Cooperation, coordination, and participation in work of nearby library schools was reported in Connecticut Valley, Colorado, San Francisco, and Southern California; Alabama compiled and published a survey of schools providing special library oriented courses. Short courses and workshops were greatly stimulated by the education goal of this year's H. W. Wilson Company Chapter Award; to date, Montreal, New Jersey, San Francisco, and Southern California report significant arrangements in this area.

Recruitment to SLA was successfully carried out in Colorado and Southern California, while Indiana and Oklahoma tell of general promotion among schools and counselors. Boston profitably distributed career "data sheets" to the American Personnel and Guidance Association Conference, while Southern California manned a booth at Los Angeles' Career Guidance Center. Publicity was also achieved by Boston's and Connecticut Valley's

SLA booth at the New England Library Association and Philadelphia's activity at the Pennsylvania Library Association. The latter typify joint meeting interest reported by nearly every Chapter, in conjunction with local, state, regional, and other national professional associations. The SLA kinescope, "Is Knowledge Power?," was shown at several group meetings as well as on TV during National Library Week. Connecticut Valley is undertaking a significant survey of industrial laboratories and other institutions, hoping to disclose potential members and create awareness of SLA and library and information services.

Publications and Programs

Publication of bulletins is reported by nearly all Chapters, and directories by nearly half. Greater St. Louis and New Jersey also participated in area resources surveys, bringing out special library strengths. Union lists, new and revised, were planned or under way in Connecticut Valley, Greater St. Louis, Montreal, Oak Ridge, Oklahoma, Philadelphia, and San Francisco, while attaining reality in Minnesota and Southern California. Chapter manuals were distributed in Greater St. Louis and New Jersey, and one is in the planning stage in Connecticut Valley. Many groups were hard at work bringing constitutions and bylaws into line with the revised Association document.

Meeting programs exhibited their usual great variety. Perhaps half the Chapters devoted one or more sessions to various phases of information retrieval and mechanization. Copyright implications continued a second year of interest in Philadelphia and Montreal. The proposed increase in Association dues was considered in many chapters and given extensive study with recommendations by Alabama, Connecticut Valley, Minnesota, and Oklahoma. Visits to libraries, old and new, continue to be the favorite program, with panels and methods sessions as popular as ever.

The Baltimore Chapter, last year and this, faced with seemingly diminishing strength and disbandment, determined to continue and in so doing revived interest and loyalty in its members.

Of top importance in coming years will be the implementation of the Goals for 1970. For significant progress in any of these areas, Chapter activity must be stimulated and brought to successful levels in recruitment, education, application of standards, publicity, and cooperation between libraries of all types. Perhaps the most unique among SLA's many attributes as an association is the spiritual, if not always geographical, cohesiveness within Chapter memberships. Their sense of group potential is found in few, if any, other professional associations, and it will continue as a great resource in the opening years before us.

Division Relations Committee Report

DR. FRANK E. McKENNA, Division Liaison Officer

The Divisions have not only been involved in their active professional programs of publications, projects, exhibits, meetings, and recruitment, but there has also been a concerted effort to establish suitable bylaws and to achieve uniform financial reports.

The Association's Bylaws, adopted in 1962, require that all Divisions have approved bylaws. In September 1962 only five of the 15 Divisions had Bylaws. A cooperative effort between the Division and Chapter Relations Committees and the Association's Bylaws Committee resulted in "model" bylaws, which can be adjusted for local needs. By the end of the Denver Convention, two-thirds of the Divisions had adopted Bylaws; the others will adopt theirs by mail vote during 1963-64 or at the latest during the St. Louis Convention.

In past years a number of Divisions had jeopardized or lost their annual allotments from the Association because of unclear financial reports. This situation has arisen usually when there has been no clear differentiation in the financial report between earnings (derived from projects) and funds accumulated from the regular Association allotments. As a first step towards uniformity, a date *before* the Convention (May 20) has been set as the start of the fiscal year for each Division. All reporting difficulties have not yet been unraveled, but we hope that a mutually satisfactory format for reporting the Divisions' financial status will be evolved during the coming year.

Almost all the Divisions have been forced to decrease both the number of issues and the number of pages in their bulletins. Many have adopted a

simple newsletter format. Increased production costs, particularly when not donated by the bulletin editor's organization, seem to be a primary factor in this change. The average number of issues for all Divisions has been two and one-half during the year with a range of one to five issues.

Another common difficulty has been to find a sufficient number of nominees to provide more than one nominee for each office. Part of this problem appears to be related to the curtailment of traveling expenses by many organizations.

The annual report of this Committee can be a statistical summary of membership changes, projects, publications, and the like. Rather than an enumeration of things accomplished, we wish to pay tribute to the Division officers and committee members whose labors during the year culminated in the superior Convention programs at Denver. The officers for 1963-64 have already accomplished much in working with the 1964 St. Louis Convention Committee (and thoughts are already percolating for the 1965 Philadelphia Convention).

With such enthusiasm and future planning in the Divisions, it is perhaps appropriate that, in February 1963, the Board of Directors assigned to the Division Relations Committee the "chore" of examining the structure of the Association to help in achieving the Association's Goals for 1970. We can only begin this task with humility as we view the many years of earnest thought and effort that have been expended in developing our present structure. We hope that future developments or recommendations will be charitably received by all—whether they are members of large, small, or in-between Divisions.



King's Service, Inc.

The display of books and serials published by the Chapters, Divisions, and Association.

Committee Reports, 1962-63

By Committee Chairmen

Admissions

The Admissions Committee has met twice during the year, at Washington, D. C. with the Chairman of the Bylaws Committee and at Cleveland. At the latter meeting the decision file was brought up to date in the light of recent revisions in the Bylaws. This file, based on previous acceptances and denials, was originally created to be of help to Association Headquarters staff and to the Committee itself in an effort to be consistent.

The chief responsibility of the Admissions Committee has been to decide upon eligibility for membership of applications referred to it by Association Headquarters. These referrals have been made because of doubt as to the applicant's qualifications on the basis of education, experience, or position. In this task the concern has been to interpret the membership qualifications according to the intent and wishes of the Association as expressed through the Bylaws passed in August 1962.

This first year of the new revisions has been an interesting one for what it has revealed. Obviously it has been possible to accept certain classes of people who were formerly ineligible. At the same time it has become apparent that the wording of the Affiliate category has been subject to different interpretations of meaning both within and without the Association. When in doubt, the Admissions Committee has sought the advice and guidance of the Bylaws Committee and has acted in the belief that it was making a true interpretation of the membership requirements. The wording as it stands, however, is creating problems. Therefore as a help to future committees and to applicants alike, the Admissions Committee made a recommendation.

Recommendation

The Admissions Committee recommends that the Board ask the Bylaws Committee to study the wording of Affiliate as contained in Article II, Section 4 of the bylaws in an effort to define its terms more specifically and thereby clarify its possible interpretation.

ROWENA PHILLIPS

EDITOR'S NOTE: The Board of Directors approved the recommendation.

Archives

The Archives Committee is pleased to report that filing in the Archives file is on a current basis. This would not have been so without the assistance of Gail Cohen, Secretary to the Executive Secre-

tary. For the past eight months she has 1) subject headed and filed into the Archives file copies of forms, notices, releases, reports, and letters mimeographed at Association Headquarters; and 2) filed Archives material to which Committee members have headed but not filed.

Mr. Woods finds that his secretary is now becoming too busy to perform this added duty and he is requesting an additional clerk to do this and other chores at Association Headquarters. Without such assistance a backlog of filing will rapidly accumulate and the files will revert to the chaotic condition from which Miss Ford so ably extricated them in 1959. The Archives Committee unanimously recommends and urges, as it has now for several years, that ten hours of clerical assistance be assigned to it weekly for filing and maintaining the files in a current and useful condition.

Genevieve Ford has completed the indexing of the minutes of the Board of Directors and the Advisory Council for 1962. Fannie Simon is bringing the Association's detailed chronology up to date starting with 1950.

Shelf space occupied by Archives copies of the Association's publications has been substantially reduced by limiting the number of copies retained as follows:

- | | |
|-------------------------------|------------------|
| 1. <i>Special Libraries</i> | 2 copies (bound) |
| 2. <i>TBRI</i> | 1 copy (bound) |
| 3. <i>Scientific Meetings</i> | 1 copy (bound) |
| 4. Each nonserial publication | 2 copies |

Recommendation

That a minimum of ten hours per week of Headquarters staff time be set aside for filing material into the Archives and interim files and for typing of the necessary index cards and file folder labels.

MARTHA O'LEARY

EDITOR'S NOTE: The Board of Directors authorized employment of a subscription-file clerk on October 1, whose duties will include Archives' filing.

Awards

During the year the Awards Committee has considered four proposals. The following two are submitted to the Board:

1. National Award for Contribution to the Literature
2. Hall of Fame Award
 - a. International participation in Association activities compared to contributions on the Chapter level.
 - b. The Association's recognition be in the form

of a scroll or certificate to be presented to the recipient.

Proposal for Literature Contribution Award

It is proposed that the Special Libraries Association shall establish an annual publication award for the year's outstanding contribution to the literature made by a SLA member.

This publication award is intended to provide recognition at the Special Libraries Association Convention of the SLA member who has made the most significant contribution of the year to the literature of special librarianship. Such an award would provide additional emphasis to the high professional standards of librarianship set by the aims and objectives of the Special Libraries Association.

The many contributions to the professional literature made by SLA members constitute important examples of the communication of information not only within SLA but for librarianship as a whole. These contributions are intended to stimulate, inform, and instruct members on a professional level. The cooperative sharing of research information and ideas is the very basis of professional library activity and, as librarians, we should be intensely aware of the role which the literature plays in this. Whether individuals become more deeply interested in the Special Libraries Association, and indeed, the actual success of the Association itself, depend to a great extent on the usefulness and the quality of these contributions. Recognition of exceptional efforts which have broadened and deepened the literature will create a challenge for members. The award should focus attention upon the professional obligation of members to contribute to the literature and to make their contributions as valuable to the profession as possible. Should this award encourage the production of a literature which is original and stimulating, it will contribute to the development of individual members, Chapters, the Association, and the profession.

These features, among others, may be suggested as considerations in granting the award:

a) The national award for individual contribution to the literature will be given for a book, pamphlet, series of articles, or single article by an individual member, or by working in collaboration.

b) Among other criteria, the publication shall demonstrate one or more of these features to an unusual degree:

1. A research contribution of importance to professional librarianship.
2. Extraordinary success in achieving communication of professional information, standards, ideals, or aims.
3. Originality in theme, presentation and expression.

c) The award should be given to a publication representing a contribution to the professional literature of librarianship rather than a contribution to the general literature; that is, bibliogra-

phies, reference works, and other publications that constitute major contributions to the literature of particular fields other than librarianship, would not be eligible. It would, of course, be both possible and appropriate to have a separate award for publications of this kind.

W. ROY HOLLEMAN

EDITOR'S NOTE: The Board of Directors did not approve the first recommendation and asked the Committee to discuss further and provide additional documentation regarding the SLA Professional Award, rather than the SLA Hall of Fame.

Bylaws

This report summarizes Committee activities for the year. It is submitted for information and contains no recommendations.

The Proposed Bylaws, as amended at the 1962 Annual Business Meeting, were adopted August 9. Returns on the mail ballot sent to Association members yielded 2,189 affirmative and 109 negative votes.

Most changes became effective immediately. Exceptions were the provisions affecting the election of certain Association officers. With the year 1963-64 the new office, Chairman-Elect of the Advisory Council, is introduced, and for the first time the Board of Directors will elect one of its members to serve as Secretary. In 1964-65 a three-year term for the office of Treasurer begins.

Following adoption of the Bylaws, further consideration was given to the possibility that the new statement of Association objectives might require a like change in the Certificate of Incorporation. This matter was considered by the Association's attorney. Since, in his opinion, there was no legal necessity for amendment of the incorporation papers, it was agreed that no action should be taken.

In cooperation with the Chapter and Division Liaison Officers, "sample" bylaws were developed to guide Chapters and Divisions in drafting rules for their own government. The "sample" is an adaptation of the Association Bylaws and similar to them in content and form. Particular attention was directed toward inclusion of statements to cover areas requiring coordination of Association, Chapter, and Division policy.

To date, four Chapters and three Divisions have submitted completely revised or new bylaws for review. The Chapters were Greater St. Louis, New Jersey, Wisconsin, and the recently installed Dayton Chapter. Divisions were Biological Sciences, Business and Finance, and Newspaper. Each is to be commended. Admirable, appropriate use of the "sample" was demonstrated. In every case the specific needs of the Chapter or Division concerned had been considered and adjustments made accordingly.

KATHARINE L. KINDER

SPECIAL LIBRARIES

Committee on Committees

The transition of turning over responsibilities of a Committee from one chairman to another is always a complicated task. Finding out the aims, backlog, and new assignments, which usually go along with such a responsibility, is a tedious one. Accepting the chairmanship from a chairman who had several years experience on the committee to a chairman who has never been associated with the committee previously would slow down such a transition period even more. This is what the present Chairman has experienced. Although we were faced with these difficulties, the Committee on Committees can look back on an activity which would fit into the heading of "getting acquainted with the past, present and future assignments and responsibilities of our Committee." A summary report giving a review of unfinished and new business to be considered by the Committee was submitted to the Board of Directors at their Mid-Winter Meeting in Cleveland, Ohio. Since then, the following action as related to this report either took place or is contemplated.

Archives Committee

The Committee on Committees submitted to the Board of Directors the definition of this Committee: "The Archives Committee shall be a standing committee of three members from the same geographic areas as the Association's Headquarters, appointed for overlapping terms of two years each. Its duties shall be to collect, review, and organize historical data concerning the Association and to assure its proper preservation and suitable storage. The Committee shall be responsible for maintaining a chronology of the Association and for the indexing of the meetings of the Board of Directors."

The Board of Directors has decided to defer any action on the Archives Committee's definition largely because the Archives Committee itself is uncertain as to just what its responsibilities should be. Actions on this are continuing.

With the acceptance of the Special Library Association's new Bylaws, as adopted August 9, 1962, the Committee on Committees has found that several actions are required on their part. They are as follows:

Nominating Committee

A change took place in the procedure for selecting the Nominating Committee as stated in Article X, Section 1. Upon Miss Kinder's recommendation, the Committee on Committees shall give consideration to a regional idea for the Nomination Committee. This consideration shall be directed toward a plan whereby candidates for election to the Nominating Committee be selected on a regional basis and that such a plan include a scheme for defining and rotating the regions. The Committee is presently working on that recommendation.

Bylaws Committee

As a result of the new Bylaws, the Constitution and Bylaws Committee is called the Bylaws Committee. This will need to be noted in all future references to this Committee, and the Association's Executive Secretary is herewith notified to make such a change in the *Official Directory of Personnel*.

Elections Committee

As a result of the new Bylaws, the Elections Committee is called Tellers Committee. This will need to be noted in all future references, and the Association's Executive Secretary is herewith notified to make such a change in the *Official Directory of Personnel*.

H. W. Wilson Company Chapter Award Committee

The membership on the H. W. Wilson Company Chapter Award Committee shall be selected from the Association's former members of the Board of Directors. This stipulation has not always been carried out, and recommendation has been made to liberalize these stipulations, which would make it easier for future Presidents to appoint members to this Committee. The recommendation is presently under consideration by the Committee.

Persons Qualified for Committee Appointments

Suggestions have been made that the Committee on Committees prepare a list of persons qualified for committee appointments. The Committee on Committees has taken the above-mentioned suggestion under advisement and submitted to the Board of Directors the following statement: "After due consideration the Committee on Committees appreciates the difficulties of committee appointments. At the same time the Committee on Committees felt that it should not have the responsibility of making recommendations or preparing a list of persons qualified for committee appointments. The Committee further is of the opinion that suggestions made by them may not be more helpful than those which may come from officers and members of the Association."

The Board of Directors agreed, and the matter of preparing a list of persons qualified for committee appointments has been dropped.

Special and Ad Hoc Committees

The assignment to the Committee on Committees covered actually two parts: 1) that of interpreting the meaning of a Special Committee versus an Ad Hoc Committee; and 2) how these Committees shall be listed in the *Official Directory of Personnel*.

While some compromise agreement in connection with the temporary listing in the *Official Directory of Personnel* of these Committees has been

reached and accepted by the Board of Directors, the main problem as stated in the first part of the assignment is still under consideration. The Committee on Committees will undertake a thorough study on this problem based on the Roberts Rules.

Public Relations Committee

A good deal of work needs to be done on this item, especially its relationship to the new appointment by the Board of Directors of a Public Relations Director at Association Headquarters.

The Committee on Committees has initiated proper actions and plans to work closely with the present Chairman of the Public Relations Committee. We feel certain that an acceptable solution will be found during the 1963-64 Association year.

Photographic Reproduction Committee

While the Board of Directors at its February meeting in Cleveland approved the change in the name to Document Reproduction Committee, the scope of the new committee is still under consideration by the Committee on Committees.

Personnel Committee and Personnel Committee Chairman

There is confusion regarding the Personnel Committee Chairman. The Professional Standards Committee definition and its membership, the Statistics Committee and its membership, as well as the Personnel Committee note that the Personnel Chairman shall be on all three Committees. However, there is conflicting description in the scope and membership of these committees. These need to be brought together in order to be compatible. The Committee on Committees is presently reviewing these discrepancies and shall report on its findings at the next Midwinter Meeting of the Board of Directors.

Statistics Committee

It has been recommended that the Research Library Specialist of the U. S. Office of Education become an ex-officio member of the Statistics Committee. Also the Chairman of the Statistics Committee should be an ex-officio member of the Personnel Committee. Since these recommendations somewhat overlap with some of the problems as spelled out above under Personnel Committee, the Committee on Committees is presently reviewing the whole concept of these two Committees.

Finance Committee

The Finance Committee is wondering if in its functions as a budget review committee, whether it also should function as a program evaluation committee. In other words, by saying no to some committee that is asking for a large amount of money it is asserting judgment that the committee's activities might not be well enough de-

finied or might not be appropriate for an expenditure of that amount of money at the particular time. Consequently, it might act both as a budget and program committee since one cannot approve money unless one seemingly is approving of the ideas as presented. The Committee on Committees is presently reviewing the above mentioned discrepancies.

Goals for 1970 Committee

In its May 17, 1962 report to the Board of Directors, the Goals for 1970 Committee had submitted four recommendations, which the Board approved. The Committee on Committees is presently studying these four recommendations for appropriate action and implementation.

Special Representatives

Special Representatives are listed in the *Official Directory of Personnel*. They are becoming larger each year, and in many cases there is not sufficient information known or passed along from one representative to another. It would be advantageous if a definition of their responsibilities be drawn up comparable to those appearing in the *Official Directory of Personnel* for all standing and special committees. To do this the Committee is presently undertaking a review of all minutes of the Board of Directors and the Advisory Council for the past five years. We hope in this way to get a better understanding and explanation of these special representatives' duties, which will enable us to recommend an intelligent scope and duty outline for these representatives.

New Assignments

The Committee on Committees is also presently reviewing and/or expanding or composing a definition for the following committees: Publications Committee, Scientific Meetings Committee, Convention Advisory Committee, McKinsey Foundation Book Awards Program Committee, and possibly the Goals Committee.

CHARLES K. BAUER

Consultation Service

The Consultation Service Committee met twice during 1962-63. The Executive Secretary joined us at the second meeting during a trip to Detroit.

Chapter Activities

The New Jersey Chapter continues an active publicity program. A mailing to approximately 175 companies with research laboratories and no librarian stimulated a significant response resulting in five consultations and the establishment of five new libraries.

Newsletter

Association Headquarters mailed the first number to Chapter and professional consultants on

March 18, 1963. Excerpts from 11 replies received follow:

Suggestions for Manual

1. Add table of contents, statement of policy re revision, and invitation to submit suggestions.
2. Eliminate detail. Seems cumbersome. Is system too elaborate?
3. Define in detail statistical information desired on inquiries and consultations.

Others

1. Add current material to kit including information on job descriptions, cost of establishing library; standards.
2. Increase local publicity.
3. Consider whether fee is appropriate when consultant loses no salary.
4. Improve internal communication. Summarize action at Committee meetings in newsletter.

All suggestions are being considered and the Committee members urge that others forward their comments.

As the Chairman completes her term of office, she wishes to express her thanks to each member of the Committee for individual support and assistance over the past two years. The Committee members wish to extend a special "thank you" to the Executive Secretary for his assistance especially in arranging for the mailing of the newsletter and revision of the brochure.

Recommendations

1. Manual. At a meeting on May 21, the Committee suggested the following revisions, p. 21 (In these statements additions are in italics.). EDUCATION: Subject specialization at the college level should be considered of particular importance, especially as it relates to the type of employment of the librarian *or information specialist*. Standing of library schools attended should be considered also; EXPERIENCE: 1) Intensity, that is, the percentage of time given to organization and administration of special libraries *or information centers*.

2. Fee. At the consultation meeting during the 1962 Convention, it was voted to increase the minimum fee from \$50 to \$75.

3. Three consultants presented for approval.

4. The Committee recommends closer geographical proximity of its members to improve communication and thereby improvement of the service.

The attached tabulation represents an increase over last year. Twenty-nine Chapters report 133 inquiries, 67 consultations, 27 inquiries pending, and 22 libraries started.

To avoid delay in mailing this report, it is submitted before receiving statistics from Headquarters on referrals and requests.

CHAPTER CONSULTATION STATISTICS
May 1, 1962-May 1, 1963

| CHAPTER | INQUIRIES | CONSULTATIONS | IN-QUIRIES PENDING | LIBRARIES STARTED |
|---------------------|-----------|---------------|--------------------|-------------------|
| Alabama | 0 | 0 | 0 | 0 |
| Baltimore | 6 | 0 | 0 | 0 |
| Boston | 11 | 3 | 2 | 0 |
| Cincinnati | 2 | 2 | 0 | 0 |
| Cleveland | 7 | 6 | 4 | 1 |
| Colorado | 0 | 0 | 0 | 0 |
| Connecticut Valley | No Report | | | |
| Georgia | 10 | 6 | 3 | 2 |
| Greater St. Louis | 4 | 2 | 1 | 2 |
| Heart of America | 1 | 1 | 2 | 0 |
| Illinois | 15 | 4 | 1 | 2 |
| Indiana | 3 | 1 | 0 | 0 |
| Louisiana | 0 | 0 | 0 | 0 |
| Michigan | 3 | 2 | 0 | 1 |
| Minnesota | 2 | 1 | 1 | 0 |
| Montreal | 4 | 4 | 0 | 0 |
| New Jersey | 17 | 7 | 0 | 7* |
| New York | 9 | 7 | 0 | 1 |
| Oak Ridge | 2 | 0 | 0 | 0 |
| Oklahoma | 2 | 2 | 2 | 0 |
| Philadelphia | No Report | | | |
| Pittsburgh | 1 | 0 | 0 | 0 |
| Puget Sound | 4 | 2 | 2 | 1 |
| Rio Grande | 0 | 0 | 0 | 0 |
| San Diego | No Report | | | |
| San Francisco | 4 | 3 | 1 | 0 |
| Southern California | 4 | 3 | 1 | 0 |
| Texas | 5 | 2 | 3 | 1 |
| Toronto | 7 | 2 | 0 | 1 |
| Washington, D. C. | 3 | 3 | 0 | 2 |
| Western New York | 3 | 1 | 2 | 1 |
| Wisconsin | 4 | 3 | 2 | 0 |
| Totals | 133 | 67 | 27 | 22 |

* In some cases libraries had been started before the consultation.

GERTRUDE LOSIE

EDITOR'S NOTE: The Board approved all the recommendations except the one for closer proximity of its members.

Convention 1963

The 54th Annual Convention of the Special Libraries Association was the first occasion on which the Association has met in Denver. 1,374 members, visitors, guests, and exhibitors went to 77 meetings, 19 tours, 23 business meetings, 26 receptions, 43 meal functions, and listened to approximately 80 papers. Once processed by the innovation of semi-automated registration and meal ticket systems, those in attendance mixed Association business and professional Division meetings, tours, workshops, and visits to exhibits with a measure of entertainment.

Sixty-one firms rented 72 exhibit booths staffed by 112 representatives in an exhibit area immedi-

ately adjacent to the major meetings. The lounge area established among the exhibits again this year furnished an easily accessible meeting place for friends and exhibitors to visit over coffee for two periods each day of the Convention.

The Colorado Chapter, in following the directives of the Association officers, the Executive Director, the Divisions and the Convention Program Committee, planned the mechanics of the Convention. This Chapter functioned with 29 of its members on Convention committees under the direction of the Convention Chairman, provided liaison to represent the Divisions from its members and from two neighboring Chapters, and offered suggestions in program planning to supplement the activities of the Convention Program Committee and the Divisions. During the week of the Convention, a total of 69 Chapter members, assisted by 76 volunteer librarians from the area, worked at various assignments.

The program planning was fulfilled by the following persons in their respective capacities as Committee Chairmen:

Convention Treasurer: Magdalene A. Hughes, U.S. Air Force Accounting and Finance Center Library

Exhibits: Jane Gould, University of Denver Libraries

Hospitality: Mrs. Maxine B. Beaton, Medical Library and School of Nursing Library, Presbyterian Hospital

Information: Mrs. Ruth M. Rogers, U.S. Air Reserve Record Center

Local Arrangements: Leota Herren, Research Center Library, Marathon Oil Company, Littleton

Meals and Banquet: Barbara Hurley, Science and Engineering Department, Denver Public Library

Printing: *George E. Halpern, The Martin Company and Mrs. Victoria S. Barker, Boulder Laboratories Library, U.S. National Bureau of Standards

Publicity: Mrs. Eleanor W. RePass, Advanced Technical Library, The Martin Company

Registration: Mrs. Elizabeth K. Buell, Technical Department, Gates Rubber Company

Transportation and Tours: Mrs. Charlotte Ratcliffe, Boulder Laboratories Library, U.S. National Bureau of Standards, Boulder

The Convention Chairman, the Convention Treasurer, the Chapter President, and H. William Axford, George E. Halpern, Victoria S. Barker, Dr. Stuart Baillie, and Lt. Col. George V. Fagan served as the Convention Executive Committee.

* *Deceased*

The attendance is recorded in the following tables:

CHAPTER REGISTRATION

| | | |
|---------------------|-------|-------|
| Alabama | | 18 |
| Baltimore | | 5 |
| Boston | | 40 |
| Cincinnati | | 13 |
| Cleveland | | 23 |
| Colorado | | 69 |
| Connecticut | | 9 |
| Dayton | | 6 |
| Georgia | | 19 |
| Greater St. Louis | | 18 |
| Heart of America | | 16 |
| Illinois | | 72 |
| Indiana | | 11 |
| Louisiana | | 7 |
| Michigan | | 39 |
| Minnesota | | 23 |
| Montreal | | 20 |
| New Jersey | | 34 |
| New York | | 108 |
| Oak Ridge | | 6 |
| Oklahoma | | 4 |
| Pacific Northwest | | 19 |
| Philadelphia | | 40 |
| Pittsburgh | | 16 |
| Rio Grande | | 17 |
| San Diego | | 5 |
| San Francisco | | 40 |
| Southern California | | 58 |
| Texas | | 21 |
| Toronto | | 18 |
| Washington, D. C. | | 73 |
| Western New York | | 21 |
| Wisconsin | | 10 |
| Paid registrants | | 1,188 |
| Members | 1,106 | |
| Nonmembers | 82 | |
| Guests | | 55 |
| Students | | 13 |
| Staff | | 6 |
| Exhibitors | | 112 |
| | | <hr/> |
| | | 1,374 |

DIVISION REGISTRATION

| | |
|----------------------|-----|
| Advertising | 36 |
| Biological Sciences | 58 |
| Business and Finance | 100 |
| Documentation | 46 |
| Geography and Map | 15 |
| Insurance | 18 |
| Metals | 45 |
| Military Librarians | 52 |
| Museum | 23 |
| Newspaper | 33 |
| Picture | 15 |
| Publishing | 17 |

SPECIAL LIBRARIES

| | | |
|--|-----|-----|
| Science-Technology | | 462 |
| Chemistry Section | 124 | |
| Engineering Section | 206 | |
| Paper and Textile Section | 16 | |
| Petroleum Section | 53 | |
| Pharmaceutical Section | 43 | |
| Public Utilities Section | 29 | |
| Social Science | | 55 |
| Planning, Building and Housing Section | 9 | |
| Social Welfare Section | 4 | |
| Transportation | | 12 |

Committees

The Convention Program Committee, functioning for its second year and chaired by Efrén W. Gonzalez, and represented in the Colorado Chapter by H. William Axford, provided "Continuing Education for Special Librarianship" as the 1963 Convention theme. This Committee secured a speaker, Dr. Estelle Brodman, Librarian and Associate Professor of Medical History, School of Medicine, Washington University, St. Louis, whose speech, "The Pierian Spring," was the Convention Keynote. The second general session program, also arranged by this Committee, was a panel, "Library Education: A License to Learn," moderated by Grieg Aspnes. Four speakers, Dr. Stuart Baillie, Richard A. Davis, Dr. Robert Hayes, and Claire K. Schultz, were followed by an equal number of discussants. Divisions in many instances pursued the Convention theme and helped to sustain program continuity in their separate meetings.

Divisions

The major responsibility for Division programs rested with the 1963 Division Chairmen, or their appointed representatives, and with the Division Liaison representatives. The successful linking of so many of the Division meetings to the general Convention theme involved the active efforts of:

Advertising: Mrs. Lois B. Hayna, Cameron and Jones, Inc.

Biological Sciences: Myrna Barrett, Medical Library, Fitzsimons General Hospital

Business and Finance: Idris Smith, Business and Technical Department, Kansas City Public Library, Kansas City, Missouri

Documentation: James G. Stephens, Science Library, University of Denver

Geography and Map: Irvil Shultz, Denver Branch, U. S. Geological Survey Library

Insurance: Mrs. Barbara J. Conroy, Business Division, Denver Public Library

Metals: Mrs. Jacqueline R. Evanger, Climax Molybdenum Company, Climax

Military Librarians: Lt. Col. George V. Fagan, U.S. Air Force Academy Library, U.S. Air Force Academy

Museum: Mrs. Edith H. Throckmorton, Social Science Foundation, University of Denver

Newspaper: Mary Ann Bohan, The Denver Post

Picture: Mrs. Laura Ekstrom, State Historical Society of Colorado

Publishing: Glenn H. Johnson, Jr., University of Colorado Libraries, Boulder

Science-Technology: Jack M. McCormick, National Center for Atmospheric Research, Boulder

Chemistry Section: Mrs. Elizabeth K. Buell, Technical Department, Gates Rubber Company

Engineering Section: Kenneth D. Olson, Engineering Library, Colorado State University, Fort Collins

Paper and Textile Section: Mrs. Mildred K. Cowan, University of Wyoming, Laramie

Petroleum Section: Virginia Lee Wilcox, Arthur Lakes Library, Colorado School of Mines, Golden

Pharmaceutical Section: Robert T. Divett, Library of the Medical Sciences, University of New Mexico, Albuquerque

Public Utilities Section: Cynda Lou Buxton, Public Service Company of Colorado

Social Science: Margaret L. Hayes, Documents Division, Sociology and Business Department, Denver Public Library

Planning, Building and Housing Section: Mrs. Frances H. Busch, Colorado State Planning Board

Social Welfare Section: Mrs. Bernice Stone, Fort Logan Mental Health Center

Transportation: Myrtle A. M. Swenson, Colorado Department of Highways

Program

One hundred eighty-eight separately scheduled activities took place on the scheduled Convention calendar. The opening session reception on Sunday in the exhibit area immediately established the atmosphere of the Convention and created a rapport with Convention-goers and exhibitors that did not diminish in the succeeding days. The stimulating general session presentations of the Convention theme were followed by successful Division meetings, which presented complementary treatment of considerable substance. These included the Newspaper Division's "The Education of Librarians:

Applications to the Newspaper Field"; the Metals Division's "The Metals Librarian: How Did He Get Here? Where Is He Going?" as well as the Science-Technology Division's panel, "Is Library Education Meeting the Challenges of a Changing World?" and the session on "Continuing Education for the Life Science Librarian" presented by the Biological Sciences Division.

In the field of information and documentation retrieval, several Divisions programmed meetings directed at their particular interests. The informal talks sponsored by the Committee on Government Information Services of the Science-Technology Division and a panel on NASA programs proved to be of particular interest, as did the Advisory Council's decision to include in its usual meeting a discussion of the Weinberg Report. For other topics, speakers on the Common Market, Marshall Sprague on the local history of the Colorado Springs area, and Mrs. Lorraine Pearce on pictorial research for the renovation of the White House attracted audiences. Tours to the Titan Missile operations of the Martin Company, to the various Denver museums, to the Topographic Division of the U.S. Geological Survey, to the Air Force Academy, the North American Air Defense Command, and other places in Colorado Springs, and a post-convention trip to Boulder to the National Bureau of Standards and the National Center for Atmospheric Research proved popular. An evening reception hosted by the Denver Public Library was also a success.

The introduction of a program of superb entertainment by pianist and ragtime expert Max Morath at the Annual Banquet was a highly successful departure in Convention programming, as was the Chuckwagon Dinner at the Flying-W Ranch, sponsored by the Metals Division. This affair netted \$613 for the SLA Scholarship and Student Loan Fund.

Local Arrangements

Local newspaper publicity for the Convention was excellent, particularly during the Convention week when a rotogravure feature appeared in the Sunday edition of the *Denver Post*, followed by features and special stories on Convention personalities, including general news coverage.

The attractive and well-located physical facilities of the Convention hotel proved an important asset in the handling of the Convention. Meeting rooms were convenient and accessible and well located in relation to the exhibit area.

Special mention should be made of the new methods in handling registration and meal tickets. The registration of Convention delegates was processed by means of a Friden Flexowriter and IBM print-out of registration lists in an effort to reduce manpower requirements at the registration desk. This was moderately successful. In review, our conclusions are that the coding and production of the lists on time could have been improved. Actual registration moved quickly and efficiently

once initial organization of the desks was established.

A somewhat more complex operation was effected by the use of Royal McBee Keysort cards adopted as an activity ticket in lieu of individual meal and tour tickets. Some confusion resulted in the marking of these prior to punching; this might have been avoided by a clearer identification of functions on the ticket itself and by a better set of instructions to ticket clerks and to the Convention delegates. We regard this as a successful experiment on the whole, and perhaps with further refinement it might prove thoroughly workable as an example of applying new methods to an ordinarily tedious and cumbersome operation. The measure of success in ticket sales was that lines at this desk usually moved with efficiency. The most serious failure of this method proved to be in checks and sales of tickets at the door for some events; here, breakdown was due to human rather than mechanical deficiencies.

Conclusion

Although this Convention was smaller than some, it has been good to know that it has been termed one of the more successful in its planning, its organization, and its programming. The local Convention Committee feels most rewarded and honors with thanks and appreciation the work of all who helped to make it so.

PHOEBE F. HAYES

Convention Program

Three years after its inauguration, the Convention Program Committee shows every sign of being a permanently useful addition to the intricate mechanisms the Association maintains to insure advance planning and meaningful content of its Conventions. As in the two previous years, the Committee has been able to work closely with others in selecting a Convention theme and principal speakers well in advance.

A pattern is developing that permits the outgoing Chairman to continue Committee work on the upcoming Convention after he has had the previous year to guide the Committee's planning for the event. Because of continuing arrangements with speakers, this procedure seems most useful and allows each new Chairman essentially two years to concentrate on the Convention to be held in his city.

Following this pattern, the Committee devoted its time this year to consideration of the 1964 Convention in St. Louis. The bulk of the work was accomplished during the Midwinter Meeting in Cleveland where representatives of the Education and Goals Committees joined with the Convention Program Committee in a thoughtful discussion to choose a theme and keynote speaker. It was decided to adopt "The Special Librarian as a Creative

Catalyst" as the theme and invite Don R. Swanson, newly appointed Dean of the Graduate Library School, University of Chicago, to give the keynote address. It was also agreed to carry out the theme in two General Sessions emphasizing new horizons in the psychology, technology, and public relations aspects of special librarianship. There was a recommendation that another major session be sponsored by one or more Divisions. Subsequently, Dr. Swanson graciously accepted the invitation, at the same time expressing his personal satisfaction with the Convention theme and emphasis.

Selection and invitation of speakers for the other General Session of the 1964 Convention will be initiated after a meeting with Division representatives at the 1963 Denver Convention. At that time, the St. Louis Convention Chairman and the writer will review the extent of planning and scheduling to date and elicit reactions and suggestions regarding specific programs contemplated by the Divisions to implement the Convention theme and emphasis. Thereafter, completion of the Committee's work for the 1964 Convention will be made by obtaining remaining speakers for the other General Session. In the meantime, the Committee, under its next Chairman, will concentrate its efforts on the 1965 Convention in Philadelphia.

The Committee has succeeded over the past three years in meeting its responsibilities. Much of its success is due to the vision of its founders in providing a meaningful group and to successive Presidents who have continued to appoint knowledgeable members to its ranks. Although the Committee is always interested in comments and suggestions from any and all Association members, its own membership tends to reflect a variety of viewpoints and hopes about the Association which, when heard in formal discussion, approaches a consensus of Association members.

It has been a distinct pleasure to work on this Committee, especially for one year as Chairman. I hope that succeeding Chairmen will find the past efforts of the Committee as useful. There is no doubt that the Committee can continue to contribute its useful share to future Conventions. While there are no specific recommendations, some changes will undoubtedly be made in the natural course of operations as more experience with the needs of the Association are evaluated.

EFREN W. GONZALEZ

Copyright Law Revision

No annual report.

Document Reproduction

The Committee has kept current with new developments in microforms and copying processes, including the related equipment and techniques both in this country and abroad and has supplied

such information to the members of the Association.

The Committee recommended at the Association's Midwinter Meeting in Cleveland that the name Committee on Photographic Reproduction be changed to Document Reproduction Committee. This change was approved by the Board of Directors. It further recommended that the definition of the Committee's purpose be changed to broaden the scope of its activity. The improvement of processes in existence and the development of copying processes linked with electronic devices have broadened this area of interest. Duplication is also of interest as evidenced by the number of inquiries received for information. This recommendation was referred to the Committee on Committees for study.

The recommendation to appoint a special representative to the National Microfilm Association was approved by the Board.

The following activities were carried on:

1. Supplied information to the Editor of *Special Libraries* for publication under the title, "Developments in Photoreproduction."
2. Brought current the "Bibliography on Reproduction of Documentary Information" through December 1962.
3. Handled a number of requests for information including some from foreign libraries.
4. Maintained a file of current trade literature.
5. Attended several trade demonstrations of equipment.

LORETTA J. KIERSKY

Education

In its report of June 1962, the SLA Education Committee made certain recommendations. During the year just past, some progress was made on those recommendations, namely:

Past Progress

1. SLA 1963 CONVENTION. The theme of the Convention was "Education for Special Librarianship," and the slogan "Start Learning Again." Two General Sessions, various Division meetings and the Advisory Council meeting focussed attention on the many changes occurring in the practice of special librarianship, the new demands that the future will bring for librarians better prepared to cope with those new and greater demands, and the many problems these changes have created in the field of education for librarianship.

The Convention must be considered a success in its aim to impress SLA members with our great need—as individuals and as members of a professional association—to concern ourselves with the education problem. This problem includes a re-examination of the present formal programs of undergraduate and graduate training in colleges and universities leading to a degree in librarianship; it also includes all the various informal means working librarians may use to continue their

education to keep themselves up to date with new developments and new demands of our rapidly growing and ever-changing profession.

2. **SLA CHAPTER EDUCATION ACTIVITIES.** This year the H. W. Wilson Company Chapter Award went to the SLA Chapter that had the best program for helping its members continue their professional library education. Full details of this award can be found in the report of the Wilson Award Committee; the many fine entries for this award show that most SLA members are acutely aware that new developments in librarianship call for renewed efforts at learning about new concepts, new methods, new techniques, and reconsidering the basic philosophy of special librarianship.

3. **COOPERATION WITH OTHER PROFESSIONAL LIBRARY ORGANIZATIONS.** Any efforts SLA might make toward improving the present methods of education for librarianship should be done in concert with other agencies concerned with the same problem. In the fall 1962 the American Library Association announced the formation of a Commission on a National Plan for Library Education. Supported by a grant from the H. W. Wilson Company, this Commission includes representatives from all the major professional library organizations, from library schools, public and academic libraries, private industry, government agencies, research institutions, and other professional, scientific, and scholarly organizations.

This Commission will attempt the first major study of professional library education in 15 years. Its main goal will be to re-assess the needs of professional education and to decide the best course of action that might satisfy those changing and increasingly vital needs. SLA is represented on the Commission by the Chairman of the SLA Education Committee. The Commission has held two meetings to date, at which preliminary discussions began toward defining the problem. At least one part of the problem concerns "the adequacy of opportunities for preparation for library specialization." SLA's representative will seek to bring to the Commission the views of SLA and special librarianship, based on the broad experiences of SLA members.

The Commission should provide the ideal means for librarianship as a whole to re-examine itself, re-evaluate its purpose and goals, reconsider its present and future needs, and to design a program of education that will provide the proper number of qualified librarians to fill those needs, to achieve those goals and purposes.

Future Plans

With these developments of the past year the Education Committee feels that it has made a start toward the accomplishment of its mission. In the year ahead, the following lines of action will be pursued.

We will participate in the deliberations and discussion of the Commission on a National Plan for Library Education, seeking to be the voice of special librarianship to the Commission and bringing

to it what we believe are the particular educational criteria for a successful career in special librarianship.

We will continue to review and study educational activities of SLA Chapters. With the help of the Chapter Relations Committee, we will try to stimulate more Chapters to do what some Chapters have and are doing in all areas of library education. Some Chapters already have an Education Chairman; others have a combined Recruitment-Education Committee. We can suggest that all Chapters do something similar to develop more aggressive educational programs.

In cooperation with the Professional Standards and the Recruitment Committees, we should examine thoroughly the highly controversial matter of education for sub-professionals. This would focus especially on "short courses," which have a noble purpose but which may do special librarianship a disservice by creating the illusion that librarians can be educated, trained, and qualified in a few days under the tutelage of part-time, amateur instructors.

We will investigate the opportunities for cooperation with non-library organizations. The American Management Association, for instance, has shown interest in holding regional seminars relating to special libraries in business.

If one year from now the Education Committee can report substantial progress along the lines outlined above, SLA members should be able to feel that our Association is filling its responsibility as a professional organization concerned with the continuing education of its members, and the best possible education for those who are now and in the future will be preparing for careers in special librarianship.

GRIEG ASPNES

Finance

The principal activity of the Committee during the year centered in the development of a program through which to inform the membership of the reasons why a dues increase is necessary. The result of Committee effort, in concert with the work of Board members, was a series of one page articles in *Special Libraries* by individual Board members and committee chairmen and a question and answer feature prepared by the Committee, designed to provide the background of understanding against which individual members could evaluate the proposed dues increase. To this end as well, the Chairman, along with other Association officers including the Association President, the Immediate Past-President, and the Treasurer, discussed the Association's need for funds at a panel meeting during the Midwinter Advisory Council session in Cleveland.

Jean Flegal represented the Committee during the fall Board of Directors meetings in the absence of the Chairman. Once again, during 1962-1963, following a practice which had been estab-

SPECIAL LIBRARIES

lished during the previous year, the Chairman of the Finance Committee or his representative sat with the Board in order to offer suggestions on those matters deliberated by the Board of Directors that were deemed to affect the Association's financial situation.

The work of this year's Finance Committee can be measured in the success that the recommendation of increased dues met when it was put to a vote during the Annual Business Meeting in Denver, Colorado.

The Committee once more recommends the services of Price, Waterhouse & Co. for auditing the Association's accounts.

PAUL WASSERMAN

EDITOR'S NOTE: The Board of Directors approved the recommendation.

Foundation Grants

The Foundation Grants Committee wishes to inform the Board of Directors of the current status of outstanding proposals and other work performed by the Committee during the current year.

As indicated in previous reports, the Council on Library Resources was reevaluating the proposed joint SLA-ALA statistical study. A new project design was presented at the ALA Midwinter Meeting and was adapted in principle by the ALA-LAD Statistical Coordinating Committee, which was the Ad Hoc Advisory Committee of this revised project. The current proposal will be an ALA proposal, which will lead to the development of areas where statistics are needed with an ultimate goal of a coordinated series of periodic studies covering public, academic, school, and special libraries. One of the four specialists to be appointed to the project staff would represent special libraries. Negotiations are currently nearly complete, the major resources coming from the Council with a possibility of some additional support from the National Science Foundation.

Additional work has been completed on a revision of the proposal to the Council on special library standards. A project as currently amended would request funds for the completion of a manuscript describing these standards. It is hoped that this proposal will be in final form for resubmission to the Council in the early summer.

Although the Committee had formed the opinion that our request for support of the SLA Special Classifications Center had been accepted in principle by the National Science Foundation, we still do not have the signed agreements. It is hoped these negotiations may be completed in the near future to implement the work of this activity.

In the last annual report, the Committee indicated that the negotiations with the Soviet Union on the proposed exchange visits of Russian and American scientific and technical librarians had been unsuccessful. It is now possible that the cur-

rent negotiations for the next exchange program between our two countries may include another request for an exchange of librarians.

A new proposal has been completed by the Committee and will be submitted to the NSF within the next few days, requesting support for the completion of a manuscript entitled "Guide to Cartographic Research." This request would supplement the work of a Geography and Map Revision Subcommittee, which was formed to prepare a manuscript. The estimated budget is \$26,250 and, if accepted by NSF, would result in a completed manuscript, which would then be published by the SLA Nonserial Publications Committee.

The Foundation Grants Committee has spent some time this year trying to secure additional funds for the Translations Center's work. Meetings were held in New York and Cleveland and many contracts were made with foundations, industry, and individuals. These funds were deemed necessary by the Translations Activities Committee to expand the work of the Center. To date the Committee results have not been at all encouraging. We are still hoping, however, to be successful in implementing the work of the Center, which is deemed to be so important to SLA.

ROBERT W. GIBSON, JR.

Goals for 1970

During the past year, the Goals for 1970 Committee wrote a working paper for the Denver Convention entitled "A New Philosophy for Special Librarianship." This paper concluded with a generalized statement of goals. Subsequently the Goals statement was formalized, reviewed by the Advisory Council, and accepted by the Board of Directors on February 16, 1963.

On June 11, the Committee recommended to the Board of Directors several steps for implementing the Goals for 1970. As amended and approved by the Board of Directors, the steps are:

1. That the function of reviewing the advancement of Goals by various parts of the Association each year be assigned to a specific committee, either a continuing Goals Committee or some other existing committee.
2. That the Goals for 1970 Committee be reestablished as a standing committee.
3. That the Goals for 1970 statement be distributed by the Goal Committee soon after new officers are installed each year to all officers of the Association and its units, including committee chairmen and other officers at the Chapter and Division level.
4. That the Chapter and Division manuals and any future Committee manual contain, in addition to its request for financial reporting, a statement like the following: "In planning the year's activities and programs, the Association's Goals should be kept in mind. The extent to which these Goals have entered into your year's work must be reviewed in your annual report."

Because it was necessary to recruit the Committee from the Washington-New York area, the broadest Chapter representation was not possible. But the Committee has come from libraries of varying size covering a wide spectrum of subjects. We feel that the cross section of the Association thus represented has helped us throughout in studying the Association and has been particularly useful this year in our joint efforts on the working paper and the Goals statement.

Perhaps the essence of this year's accomplishments can best be stated by quoting the Goals as expressed in the conclusion of our working paper:

"In order to insure fruition for the special librarian in the future information picture, the Association must work concertedly in several areas. First, we must assure adequate availability of the right kind of special librarian/information specialist through recruitment, basic training, continuing education, and maintenance of standards.

"Next, we must attain recognition of the information field and the basic part played in it by the special librarian. Primary efforts to gain this recognition must be directed to those in management, public figures who have recognized the need for improved information handling but may not be fully aware of the ability of the special librarian, potential recruits to the profession, and those responsible for career guidance.

"A continuing responsibility of the Association in which the special librarian has long played an important role is that of insuring the necessary secondary bibliographic resources. With increased pressures recently, it has become more difficult for the individual member to do as much on a volunteer basis as has been possible in the past. In the future it may be necessary for him to participate more in an advisory capacity; but his responsibility cannot be abrogated.

"Finally, more knowledge is required to analyze the trends and changes suggested here and their effects. And experimentation is necessary in techniques to solve problems as they are identified. In short, a basic and continuing research program should be carried on.

"If the special librarian can accomplish these goals and encompass this philosophy, he has an exciting and challenging future in a field that is basic to continued human progress."

WINIFRED SEWELL

Governmental Relations

No annual report.

Headquarters Personnel

No annual report.

International Management Congress

This report is submitted for information and contains no recommendation.

The International Management Congress, sponsored by the Comité International de l'Organisation Scientifique, will be held in New York, September 16-20. The United States affiliate of CIOS and host to the 1963 Congress is the Council for International Progress in Management, of which the Special Libraries Association is a Class A member, with Katharine Kinder as our representative on the Council.

The purpose of our Committee is to provide for SLA participation in the Congress. We report the following progress:

1. A workshop program, "Information Retrieval for Management," sponsored by SLA, will be given Thursday afternoon, September 19, with Katharine Kinder as Co-chairman with a representative from management. Bart E. Holm, information systems specialist of E. I. Du Pont, will speak on "Techniques and Equipment to Handle the Expanding Information Flow." Norman Zachary, Vice President, General Telephone and Electronics Company, will follow with "Relating a Retrieval Program to Your Company Needs."

2. *Literature of Executive Management*, an annotated bibliography of some 500 titles, has been compiled by Charlotte Georgi as editor. Other contributors are Eleanor Allen, Lorna Daniells, Esther Kalis, Audree Malkin, Shirley Margolis, Marion Smith, and William Woods. The bibliography is now in the hands of the Publications Director and will be published in 5,000 copies—4,000 to be presented to the delegates to the Congress in their registration kits and 1,000 copies to be sold by SLA.

3. The Committee will set up and operate a management library at the Congress headquarters. Lee Traven is directing the work on the library and has made arrangements with library furniture and equipment dealers to provide a fully furnished library. Elizabeth Gibson, assisted by Anne Mendel and Mildred Breznell, with the cooperation of book dealers, is assembling a collection based on titles in the bibliography as well as sample vertical file arrangements and a card catalog. Jeanette Sledge is developing a visual presentation of information systems chosen to illustrate various techniques used in information handling and its dissemination to management. Some 35 volunteers from the New York and New Jersey Chapters have been recruited to staff the library under the direction of Virginia Smyth.

While we believe that our plans are progressing satisfactorily, we know that there is still much work to be done in the time remaining before the Congress.

JANET BOGARDUS
SPECIAL LIBRARIES

International Relations

This Committee has been concerned with a number of activities during the year, both through correspondence and through the Chairman's representation on other related committees (CNLA Joint Committee for Visiting Foreign Librarians and Jointly Sponsored Program for Foreign Librarians).

Association Headquarters has referred letters to the Committee (for reply or advice) from foreign students and/or librarians who wish to come to the United States for work, study, or other reasons; there have also been several letters from foreign librarians who have an interest in attending the Annual Convention.

Tentative plans have been made for hospitality to foreign librarians who will attend the conference. Hospitality will include free registration, help in planning daily schedules, free banquet tickets, and one or two social events. The allocation of a budget of \$75.00 to the Committee makes the "free" items possible. Since the Chairman of the Committee is unable to attend the conference, the other two members of the Committee will share the responsibility of carrying out the plans.

The Chairman of the Committee is currently serving as a local chairman of the British Librarians Committee. The responsibility involves the planning of a Washington itinerary and finding free bed and breakfast for 5 nights for 137 British librarians who will visit the United States in October. Upon the Committee's request, the Board of SLA has authorized a contribution of \$250 toward the expenses of the British librarians who are travelling on their own personal budgets.

ELAINE A. KURTZ

McKinsey Foundation Book Awards Program

In March of this year Special Libraries Association was invited by the Academy of Management to participate in nominations for the second McKinsey Foundation Book Awards Program sponsored by the Academy. The Academy is made up of representatives of business and government administration and professors of higher education who have made a significant written contribution to the theory and practice of management.

The prime objective of the McKinsey Book Awards Program, initiated in 1962, is to recognize books that contribute significant insights, ideas, information, or concepts to managers with major policy responsibilities—the chairmen, presidents, and chief executive officers, who influence our economy and our culture. The awards are restricted to books that make an original and valuable contribution to basic understanding and knowledge of top management and advance the actual practice of such management in business or public administration.

SEPTEMBER 1963

By the middle of April 1963 our Board of Directors had considered favorably our participation in this unique opportunity for SLA to work closely with an important management group. By May 8th the SLA McKinsey Foundation Book Awards Committee had been appointed by the President. On May 21st the chairman received from the Coordinator of the Program, Richard H. Viola of the Graduate School of Business Administration, Columbia University, the necessary information and criteria to enable our Committee to start selecting, culling, and evaluating those eligible management titles published between July 1, 1962 and July 1, 1963.

Because SLA was late in being approached, the McKinsey Committee has only until August 1, 1963 to select a list of from one to ten nominations for the awards to be chosen by a panel of judges representing business and education. Announcement of the awards will be made to the Academy of Management's membership at the annual meeting in December 1963. Presentations of the awards will be made in January 1964, with national press coverage.

Nominations will be accepted from: 1) Academy of Management members; 2) publishers; 3) reviewers of management books; and 4) members of Special Libraries Association as represented by this Committee. The nominations take the form of: *a*) concise (five to ten pages) synopses and critiques of each book, giving the author's concepts and his rationale; *b*) a summary of reviews by competent critics; and *c*) any other pertinent information or promotional material as evidence for the nomination.

Obviously we are working against time for a project that includes us as peers with an association representing the executive officers of American business and finance, government officials, and the educators who staff the management and business administration schools in our colleges and universities. The members of Special Libraries Association have the knowledge and experience to participate with the Academy of Management in the nominations for the McKinsey Foundation Book Awards Program.

We recommended that the Association members be encouraged to submit recommendations to the 1963-1964 Committee through the year.

ESTHER S. KALIS

Membership

The Chairman has attempted to carry out the directions of the Board given at the meeting in Cleveland in February 1963. Copies of the "Manual of Procedure for the Membership Chairmen" were to have been sent from Association Headquarters to Committee members, per request made prior to the Board meeting. Unfortunately, two members did not receive theirs, and additional copies were mailed out at a later date. No word was received from the other two members, al-

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though comments and suggestions had been requested.

The member who has, so far, had an opportunity to respond agrees with the Chairman's feeling that the present Manual is too bland; we also believe that certain procedures should be followed as they are now set forth, and that a more effective Committee would be composed of persons geographically close enough for better communications. As the Manual states that Chapter and Division Membership Chairmen are part of the Association Committee, it should not be necessary to have regional representation within the appointed Committee.

So far, no one has produced an outstanding idea for a "Sustaining Membership" brochure—from the end of February to the end of May is not enough time for such a large project. We shall try to have some suggestions for next year's Committee.

Letters have been written to several individuals listed in the *American Library Directory* but not in the *SLA Directory*. Several Chapters and Divisions have undertaken extensive campaigns, and there has been gratifying enthusiasm evident in their letters and reports.

EUNICE V. SALISBURY

Nominating

For report, see *Special Libraries*, vol. 53, no. 9, November 1962, p. 549.

Nonserial Publications

Four projects have resulted in completion during the year: *Guide to Russian Reference and Lan-*

guage Aids; Directory of Business and Financial Services, revised edition; *Dictionary of Report Series Codes*, and *SLA Directory of Members 1962*. Two projects, *Special Libraries; How to Plan and Equip Them* and *Literature of Executive Management*, are at the printers now. Two others are approaching the final stage: *Picture Sources*, second edition, and *Advertising and Marketing Subject Headings*. Eight other projects are making satisfactory progress. A total of twelve projects remain active at the end of the year. An additional project was submitted May 15, 1963.

One project, *Subject Headings List for a Transportation Library*, was cancelled because of lack of interest. Another project, *Subject Headings for Audio-Visual Materials*, was withdrawn because new methods are being developed to prepare the necessary lists.

Six new projects have been considered by the Committee during the year. Two of these were rejected because they did not meet SLA publication standards. Favorable Committee action has been taken on the other four projects and preliminary approval has already been received from the Executive Board.

Details of each numbered project are given on the accompanying chart.

Two of our SLA publications, *Guide to Special Issues and Indexes of Periodicals* and *Guide to Russian Reference and Language Aids*, have been included in the outstanding reference books of 1962 according to the April 15, 1963 issue of *Library Journal*. SLA can be proud of its publications program.

MARIAN G. LECHNER

Nonserial Publications Committee Project Report as of May 15, 1963

| Project | Title | Author | Preliminary Approval | Action; Remarks |
|---------|--|--|----------------------|--|
| 61 | Nicknames of American Cities, new edition. | Gerard L. Alexander | | Rejected by NPC. Copyright to be released upon request. |
| 109 | Subject Headings List for a Transportation Library | Transportation Division B. Hickok | May 1957 | Cancelled April 1963. |
| 110 | Guide to Cartographic Research | Geography & Map Division W. W. Ristow | Nov. 1955 | Plan to request grant from Foundation Grants Committee. At least a year necessary for completion. |
| 111 | Subject Headings for Audio-Visual Materials | M. Lois Gauch | | Withdrawn January 1963. |
| 113 | A Guide to the Published Series of College and University Engineering Research Departments in the U.S. | John M. Bobb | 1955 | Engineering Section, Science-Technology Division will consider need for this publication at June 1963 meeting and report to NPC. Very little progress has been made. |

| Project | Title | Author | Preliminary Approval | Action; Remarks |
|---------|---|---|----------------------|---|
| 123 | Subject Headings List in Chemical Engineering | Sci-Tech, Chemistry Section Mary F. Pinches | May 1957 | Very little progress. Still hopes to complete list in 1965. |
| 135 | Special Libraries: How to Plan and Equip Them | New York Chapter Chester Lewis | June 1956 | At the printers. |
| 140 | Sources of Insurance Statistics | Insurance Division Elizabeth Ferguson | Sept. 1959 | Have made substantial progress. Estimated completion, 1964. |
| 144 | Guide to Russian Reference and Language Aids (SLA Bibliog. no. 4) | Rosemary Neiswender | Aug. 1961 | Published November 1962. |
| 146 | Directory of Business and Financial Services, revised edition | Business & Finance Division Mary A. McNierney | April 1960 | Published April 1963. |
| 147 | Dictionary of Report Series Codes | Rio Grande Chapter Helen F. Redman Lois E. Godfrey | June 1960 | Published December 1962. |
| 148 | Development of Special Libraries for American Business and Industry | Anthony T. Kruzas | Sept. 1960 | Making suggested revisions. Expects to complete manuscript by September 1963. |
| 154 | The Organization and Management of Special Libraries | John P. Binnington | Sept. 1961 | Half of the chapters are completed. Estimated completion early in 1964. |
| 155 | Special Libraries: A Guide for Management | Illinois Chapter Edward Strable | Sept. 1961 | Progressing slowly. Estimate first draft completion December 1963. |
| 156 | Translators and Translations, revised edition | Translations Activities Committee Frances Kaiser | Sept. 1962 | Total advance of \$10,000 (\$6,000 from Translations Center Fund, \$4,000 from Publications Fund). Reimbursement will be made from sale of the directory. Progressing satisfactorily. First draft to be submitted late in 1963. |
| 159 | Picture Sources, second edition | Picture Division Celestine Frankenberg | May 1962 | Total of \$525 has been advanced from the Publications Fund. Nearing completion. |
| 160 | Forum on Abstracting . . . Petroleum . . . Literature | Sci-Tech Petroleum Section Lee Traven | | Published by Petroleum Section with NPC approval. |
| 161 | SLA Membership Directory, 1962 edition | SLA Headquarters | August 1962 | Published December 1962. |
| 162 | Advertising and Marketing Subject Headings | Advertising Division Edward Strable Elin Christianson | Jan. 1963 | Total of \$75 advanced from Publications Fund. Expects to submit manuscript August 1963. |
| 163 | Literature of Executive Management | Charlotte Georgi | Oct. 1962 | At the printers. |
| 164 | Supplement to Guide to Metallurgical Information | Metals Division Elizabeth Tapia | | Submitted May 15, 1963. To update original publication of April 1961. |

Personnel

No annual report.

Placement Policy

In the spring of 1961, the Placement Policy Committee was reactivated to make a study of the present state of the SLA Placement Service and to formulate a policy to be used in guiding the Placement Service in the future.

On August 4, 1961 a report was sent to the 32 Chapter Presidents of the Association, outlining the status of the placement service. Their advice and counsel was requested to help the Placement Policy Committee develop a program which would benefit the Placement Service at Association Headquarters.

This report made the following proposals for the Chapter Presidents' consideration: 1) recommended that placement on a Chapter level be strengthened by appointing an aggressive Placement Officer; 2) combine the position of Chapter Placement officer with that of Consultant; 3) abolish the Placement Service; and 4) continue the Placement Service.

Responses were received from 18 Chapters or 56 per cent of the number contacted.

A summary and analyses of these findings were submitted to the Executive Board on December 20, 1961. A recommendation was made that further study was needed in certain areas and a final report would not be submitted until a future date.

A meeting was held in Washington, D. C. on May 30, 1962, and the problems and issues were discussed. From this meeting and the one in San Francisco, plus our survey, we were finally in a position of preparing a report to be used as a guide for the Placement Service.

Recommendations

1. Placement Service is valuable and should be continued.
2. This service should be continued as a free service.
3. Service restricted to members of the Association except:
 - a) Executive Director has the authority to approve service to others (librarians not members of the Association who are interested in special librarianship)
 - b) Placement Service will cooperate with other agencies, except employment, whenever possible (assist in placing qualified librarians from foreign countries).
4. The "list method" will be used to notify applicants of vacancies. The list will be issued semi-monthly.
5. When vacant positions require special competencies or when an applicant has unique qualifications called for by a position, a more direct personal service will be provided. Vacancies will

be called to the attention of members not registered with the Placement Service whenever appropriate.

6. The Placement Service will provide full interview and referral service during the Annual Convention.

7. Interviews on job placement and career counseling will be scheduled by appointment at Association Headquarters at other times whenever possible. The service will do all it reasonably can to assist applicants to locate suitable positions but cannot assume responsibility for persons lacking adequate personal or professional qualifications. It cannot be responsible if the position lacks the challenge or future potential expected.

8. As a general principle the names of applicants in the file will not be given to employers without permission of applicant. Under special circumstances and at the discretion of the Executive Director this rule will be waived.

9. Applicants will be removed from the file after a one year period. If an applicant has been unable to locate a suitable position during this period, he may ask to be reinstated.

10. Members shall notify Association Headquarters and the local Chapter employment officer when accepting a new position.

11. Part-time, low-paying, nonprofessional, and other positions requiring some library skills will be listed for the information of Student and Emeritus members interested in these types of vacancies.

12. The Placement Service will attempt to acquire information about vacant positions that have not been listed with the Service.

13. Chapter Employment Chairmen will receive copies of the lists issued by the Service. They, in turn, will keep Association Headquarters informed of their activities and supply necessary information and statistics as requested.

This report should not be considered as final, and the Committee recommends that it be studied and reviewed annually. We suggest amendments or changes to eliminate any inequities and to make changes whenever necessary to keep abreast with the economic, sociological, and professional atmosphere in the future.

JOSEPH M. SIMMONS

EDITOR'S NOTE: The Board of Directors approved all recommendations.

Professional Standards

The Professional Standards Committee is pleased to report significant progress toward the establishment of standards for special libraries, especially standards on objectives, services, and staff. These represent the thinking of the Committee on these subjects and are based on work by the Professional Standards Committee, by Division committees last year and by Chapter committees during the current year.

On September 27, 1962, the Committee met in New York with the President of SLA and other individuals interested in furthering the standards project. Among other things, it was agreed to invite the assistance of selected Chapters. It was felt that Chapter committees would have an advantage over divisional committees because they would be comprised of individuals located in a limited geographical area and thus could meet more readily for discussion.

With the help of the Chapter Liaison Officer, the cooperation of the following Chapters was obtained: Cleveland, Connecticut Valley, Michigan, Montreal, New Jersey, Rio Grande, San Francisco, Toronto, and Western New York. Chapter committees were appointed by the Chapter Presidents, and the chairmen of these committees accepted assignments in each of the six areas to be covered. The reports sent in by these chairmen were read and criticized by each member of the Professional Standards Committee, and the usable material contained in them was combined with that which the Committee already had. The Committee met in Boston on April 13th with the purpose of producing final drafts in those areas where it was felt there was sufficient material and sufficient agreement among the Committee members.

In the areas of budget, space, and collection no drafts approved by the Committee exist as yet, although there is a considerable amount of material in the files. The Committee feels more work is necessary here, especially in the areas of budget and space, where it recommends that surveys be made to get an adequate picture of what the requirements are in various types of libraries. The Committee has collected a list of representative libraries and has done some work toward preparing questionnaires.

As the Board is aware, an application for a grant from the Council on Library Resources has been made. The application has yet to be acted on. Although the Committee feels that progress has been made during the past year, it feels that efforts to obtain a grant should still be continued "with vigah," since even if the work can be completed without it, the funds will be needed for implementation.

The Committee wishes to express its thanks to the Chapters which cooperated with it; such cooperation not only helps to expedite the project but also provides grass roots support, which brings the Committee closer to the general membership.

SAMUEL SASS

Public Relations

In response to the Board of Directors' request that the Public Relations Committee develop guide lines for proper and dignified use of the seal for the Association, the Committee's suggestions are as follows:

1. Use of the Seal. The Committee suggests that the seal be used as widely as possible, but within the bounds of dignity. The Committee would approve the use of the seal as proposed by the Boston and Connecticut Valley Chapters. It is felt that the dignity of the Association would not suffer if the seal was used on pins, membership cards, stationery, library displays, and Association, Division, and Chapter publications.

2. Design of the Seal. The Committee suggests that the design of the seal be changed to include the name of the Association. An example of a design is to be found in the proposal of the Boston and Connecticut Valley Chapters.

3. Procedure for Use of Seal. The Committee suggests that the use of the seal be approved by the Executive Secretary or his representative, and that all materials bearing the seal be ordered and distributed from Association Headquarters. When materials are designed for the use of a Chapter or Division, it is suggested that expenses and income be assumed by the Chapter or Division.

JOHN P. BINNINGTON

EDITOR'S NOTE: The Board of Directors has asked the Public Relations Committee to submit a new design or designs for a seal for the Association. Until a new seal is accepted, the present policy on use of the present seal will continue. The Board also moved that Chapters using seal stickers discontinue doing so until a decision has been reached about a possible new Association seal or device.

Publications

In the absence of any specific assignments to the Committee and in view of the study of its composition by the Committee on Committees, no formal action has been taken by the Publications Committee during the period of this report.

A preliminary study was made of the various publications of Divisions and Chapters that have been sent to the Chairman during the past year. If it is decided that the Publications Committee should have a major responsibility for providing continuing assistance to the serial publications of Association units, better communications will need to be established between the Committee and the editors of the serials to insure that the Committee will have a more representative sampling of the publications than is now available.

HELEN F. REDMAN

Recruitment

The Recruitment Committee engaged in a number of major activities during the past year. Probably chief among these was the preparation of a new detailed recruitment brochure as a replacement for the out-of-print "Putting Knowledge to Work." Written by Marian Veath and Herbert S. White, with editorial assistance from the rest of

the Recruitment Committee, from Mary Allison and from Bill Woods, the new brochure was planned for distribution at about the time of the 1963 Convention. With the publication last year of "What is a Special Librarian?" the Association will soon have two new up-to-date major recruitment publications for distribution.

The project for a recruitment poster, initially contemplated in 1961, was brought to fruition in 1963, with the publication and widespread distribution of a provocative 22" x 17" poster designed for use on bulletin boards and with displays. The poster design and production were accomplished by Committee member Mary Lee Tsuffis and other members of the Connecticut Valley Chapter.

The John Cotton Dana lectures, initiated in 1961, were brought to their third successive year with seven additional speeches by members of the Association. In the three years of their existence, the Dana lectures have now been presented at 21 of the accredited library schools. As an added feature, this year's lectures were taped at the request of the Committee, and this practice, which will be continued for future JCD lecture series, will make available at Association Headquarters recorded recruitment lectures for loan to library schools, Chapters, or other interested organizations.

The 1963 John Cotton Dana lectures include the following:

1. "Special Librarianship, with Emphasis on Application of Automation to Information Retrieval," presented at Florida State University on February 8, 1963, by Charles Bauer.
2. "Special Libraries—One of a Species," presented at the University of Wisconsin on April 24, 1963, by Dr. Paul Wasserman.
3. "What's So Special?" presented at the University of North Carolina on April 26, 1963, by Robert W. Gibson, Jr.
4. "A Hidden Resource for Industrial Development," presented at the Peabody College on May 1, 1963, by Bernard Foy.
5. "Putting Knowledge to Work—A Goal and a Reality," presented at the University of California, Berkeley on May 6, 1963, by Thelma Hoffman.
6. "John Cotton Dana, the Business Man, and the Telephone Directories," presented at the University of Illinois on May 9, 1963, by Edward Strable.
7. A lecture to be presented at the University of Oklahoma in the fall of 1963 by Elizabeth Owens.

Two issues of the *Recruitment Newsletter* were written by the Committee Chairman and distributed in September 1962 and May 1963. These issues carried announcements of new publications, lectures, and Chapter activities.

Six additional Data Sheets were written by the New York Chapter Recruitment Committee. A total of 14 Data Sheets are now available for distribution—all written by the New York Chapter. Additional Data Sheets, and particularly participation by other Chapters, are still required.

William S. Budington has completed the first draft of the brochure on special libraries, as re-

quested by the Recruitment Committee, for distribution by the American Library Association as part of a series financed by Demco Library Supplies. The brochure will be published during the forthcoming Association year.

As of May 7, 1963, 289 coupons expressing interest in a career in special librarianship had been received at Association Headquarters in response to the brochure "What Is A Special Librarian?" These responses have been analyzed to determine the areas in which our recruitment campaign is achieving its greatest impact and to provide needed feedback to the Recruitment Committee for planning its future projects. A partial analysis of these statistics appeared in the May 1963 issue of the *Recruitment Newsletter*.

All coupons received at Association Headquarters have been forwarded to the nearest or most appropriate Chapter for direct contact. Chapter Recruitment Chairmen have been asked to submit annual reports to the Recruitment Committee. These reports indicate that the contacts are receiving aggressive follow-up and that the program is achieving its primary objectives. Chapter Recruitment Chairmen have been asked to document all contacts and to maintain records to permit further inquiries and follow-up. These records will become part of the Chapter recruitment files and will be transferred to future Chapter Recruitment Chairmen to insure continuity of effort. The SLA Recruitment Committee will continue to analyze returns and responses to determine the effectiveness of the program and to get indications of needed changes in the program.

Many of the Chapters carried on active and significant recruitment programs at the local level. While too numerous to spell out in detail, these included programs at library schools, visits from students, career day programs, exhibit booths at national, statewide and local conventions, and cooperative efforts with guidance counselors. These efforts have been encouraged and assisted by the Committee.

Voluminous correspondence was carried out by the Committee Chairman and members with regard to specific Committee projects and in response to inquiries and suggestion.

For the year 1963-64, the Recruitment Committee makes the following suggestions and sets itself the following tasks:

1. A continuation of the John Cotton Dana lectures, and widespread publicity and distribution of former lectures to schools, Chapters, and other organizations.
2. Further development and publication of the Data Sheet series.
3. Further analysis and increased follow-up for the response coupons to "What Is a Special Librarian?"
4. Investigation of the need for a new recruitment publication within the range of "Make Your Career in a Special Library."
5. An investigation, with the Foundation Grants

Committee, of the feasibility of preparing and distributing a professionally produced recruitment film on the special library profession, as initially recommended by the New Jersey Chapter.

6. Close coordination with the Membership Committee and the Education Committee to move toward meeting the requirements recommended in the Goals for 1970 program.

7. Continued investigation, in coordination with the Scholarship and Student Loan Fund Committee, of the feasibility of using stamps as a vehicle for recruitment and as a fund-raising venture for scholarships.

8. Institution of an active campaign to secure publicity for the special library profession and its recruitment needs through journal articles, newspapers, and other media of public information.

HERBERT S. WHITE

SLA Professional Award and Hall of Fame

Recently suggestions for the Professional Award have been few, apparently because the statement of purpose seems restrictive. On the other hand, such nominations as have been received reflect a lack of distinction between the Professional Award and membership in the Hall of Fame. It appears that more initiative must be taken by the Committee itself in collecting and evaluating ideas for the Professional Award. But the time between the closing date for nominations and choice of the recipient is not sufficient for the necessary research.

The Committee proposes the following redefinition of the Professional Award: The SLA Professional Award is given to an individual or group who may or may not hold membership in the Association, in recognition of major achievement in, or significant contribution to, the field of librarianship or information science, which advances the stated objectives of the Special Libraries Association. The timing of the Award shall follow, as soon as practicable, the recognized fruition of the contribution.

The Committee also suggests that the incoming Committee request recommendations for the two awards at different times and that nominations for the Professional Award be received in the fall, possibly before the Fall Board Meeting. This would enable the Committee to evaluate recommendations, to consider ideas of their own and to do research on the value and impact of those contributions being given serious consideration.

No further statement on the Hall of Fame Award is recommended, pending a report from the Awards Committee on the question of the recognition to be given to Chapter and Division activities.

Recommendation

The Committee recommends adoption of the

revised definition of the Professional Award.

WINIFRED SEWELL

EDITOR'S NOTE: The Board of Directors approved the recommendation.

Scholarship and Student Loan Fund

Sixty-five applications for the seven announced \$1,000 scholarships were received this year. The majority of the applicants were very well qualified, many of them having worked in libraries at times and having strong motivation toward the special library field. The Committee was able to make final selections only after extensive consideration of several factors in each individual's case.

The winners of the 1963-1964 Special Libraries Association \$1,000 scholarships are: Michael Borrowyk, Ottawa, Ontario; Robert Culp, New York City; Patricia Ann Huggins, Selma, Alabama; Louise Mary Orr, Montreal, Quebec; Anita Louise Pope, Cincinnati, Ohio; Mrs. Judith Atkinson Scull, Altadena, California; and Richard Edmund Wallace, East Lansing, Michigan.

The seventh scholarship had been offered to Diana Gifford Cross, Colby College, Waterville, Maine, who could not accept, and her alternate was Louise Mary Orr, Montreal, Quebec, who accepted.

Report on 1962-1963 Scholarship Winners

Letters were written in May to the three 1962-63 scholarship winners who are now attending library schools. Replies were received from two of them. Mary Lou Woehlk, winner of the \$500 Cavanaugh Scholarship, wrote that she has enjoyed her studies at Western Reserve University library school and is now eager to put some of her learning into practice. She appreciated the SLA scholarship because it enabled her to spend all her time on her studies. Miss Woehlk has taken a job as cataloger at California State Polytechnic College at San Luis Obispo, California. She states that the California Chapters of SLA helped her, but that no special library openings were available to her.

Barbara Biebrich wrote that her year at the University of Michigan would have been difficult, if not impossible, without the \$1,000 scholarship she was awarded by SLA. She has been working part-time in the chemistry library at the University. She has taken a position as an Army librarian and expects to be sent abroad for two years, at the end of which she hopes to return to work in an industrial library.

One 1962-1963 scholarship was offered to an alternate, but too late for her to accept it. By consent of the Board of Directors in January, this scholarship is still being held for Dorothy Ann Lundeen, who wishes to enter the University of Wisconsin Library School in September 1963.

Contributions to the Scholarship and Student Loan Fund

The H. W. Wilson Foundation, Inc. has again contributed \$2,000 to the Fund. Gifts have been received from other organizations also, including \$500 from Time, Life Broadcasting, Inc. Three Divisions have donated amounts, Science-Technology giving \$1,200. The Pharmaceutical Section once again donated \$200, and several Chapters have made gifts. Many memorial donations have been received, several of them being sent in memory of George Halpern.

In January the Committee launched a "Dollars for Scholars" campaign to raise funds. As of April 30, 221 individuals had contributed \$628.30 in this drive.

Helen Loftus has supervised the building of a wishing well to be placed in a conspicuous area to attract contributions to the Fund by those attending the Denver Convention.

Loans

During the year two loans amounting to a total of \$1,039 were granted. In January, William Baum, the recipient of a previous loan, declared bankruptcy, owing \$500. This amount reduces the funds available for loan for a period of several years. In order to restore a workable amount of \$4,000 to the Fund, the Committee recommends that the Board of Directors approve the raising of the loan fund ceiling to \$4,500 from its present ceiling of \$4,000.

**FINANCIAL STATEMENT
SCHOLARSHIP & STUDENT LOAN FUND
May 1, 1962 to April 30, 1963**

Contributions

| | |
|---|------------------|
| <i>Individual members</i> | \$2,152.06 |
| <hr/> | |
| <i>Memorial donations</i> | |
| In memory of Isabelle Bronk | 50.00 |
| In memory of Franziska Schacht (\$100 from Picture Division) (\$20 from individual donations) | 120.00 |
| In memory of Kathleen B. Stebbins (from Eleanor Gibson) | 25.00 |
| In honor of Margaret Rocq (from Petroleum Section) | 25.00 |
| In memory of Rose Boots (from McGraw-Hill) | 40.00 |
| In memory of Rose Boots (from Mrs. Jean A. Guasco) | 10.00 |
| In memory of George Halpern (from Science-Technology Division) | 25.00 |
| In honor of Thelma Hoffman (from Petroleum Section) | 35.00 |
| <hr/> | |
| | \$ 330.00 |

Organizations

| | |
|------------------------------------|------------------|
| Standard Oil Company of California | \$ 100.00 |
| Time, Life Broadcasting Inc. | 500.00 |
| Atlas Chemical Inc. | 250.00 |
| E. I. DuPont deNemours & Co. | 100.00 |
| <hr/> | |
| | \$ 950.00 |

Chapters

| | |
|--------------------|------------------|
| Minnesota | \$ 25.00 |
| Oklahoma | 50.00 |
| Western New York | 200.00 |
| Wisconsin | 25.00 |
| Connecticut Valley | 50.00 |
| Puget Sound | 25.00 |
| San Francisco | 65.00 |
| <hr/> | |
| | \$ 440.00 |

Divisions

| | |
|--------------------|-------------------|
| Business & Finance | \$ 100.00 |
| Metals | 520.00 |
| Science-Technology | 1,200.00 |
| <hr/> | |
| | \$1,820.00 |

Sections

| | |
|----------------|-----------|
| Pharmaceutical | \$ 200.00 |
| <hr/> | |

| | |
|--|-------------------|
| Total Contributions | \$5,892.06 |
| Total interest earned May 1, 1962 to April 30, 1963 | 591.02 |
| Repayments on loans May 1, 1962 to April 30, 1963 | 275.00 |
| <hr/> | |
| | \$6,758.08 |

SUMMARY

| | |
|--|--------------------|
| Cash balance May 1, 1962 | \$13,973.28 |
| <i>Less</i> —Scholarships and Student Loans (1962-1963) | \$4,039.00 |
| <i>Less</i> —Bank charges | 2.24 |
| <hr/> | |
| | 4,041.24 |
| Balance | \$ 9,932.04 |
| Additions May 1, 1962 to April 30, 1963 | 6,758.08 |
| <hr/> | |
| Cash balance in fund April 30, 1963 | \$16,690.12 |
| Loans outstanding | 3,710.00 |
| <hr/> | |
| Balance in Scholarship and Student Loan Fund April 30, 1963 | \$20,400.12 |

Recommendation

The Scholarship and Student Loan Fund Com-

mittee recommends that the Board of Directors approve the raising of the loan fund ceiling from its present level of \$4,000 to \$4,500.

GERTRUDE BLOOMER

EDITOR'S NOTE: The Board of Directors approved the recommendation.

Scientific Meetings

Scientific Meetings was turned over to the Special Libraries Association on January 1963 by the Science-Technology Division. In anticipation of this changeover, a committee was appointed to give advice and make recommendations concerning this publication.

As a starting point, Mrs. W. Roy Holleman was recommended for the position of Editor, *Scientific Meetings*. She accepted, and the planning began.

During the Washington, D. C. Convention, the Committee met and drafted the scope of this publication with the intent to increase the coverage to include regional, national, and international meetings, symposia, conventions, and colloquia of scientific, technical, engineering, health and medical, and management organizations including divisional meetings of national or international organizations. It was suggested that information concerning meetings be solicited from the associations. A letter describing the publication and a questionnaire were drafted to include the following information: name of organization, inclusive dates of meeting, city, state and hotel, name of meeting and number of annual or national meetings, theme, registration fee, sponsor or sponsors, address for additional information, where proceedings will be published, limitation of attendance, and additional information of interest. Several books, which list names and addresses of organizations, were to be used for compiling a mailing list for sending the letter and questionnaire.

The format for *Scientific Meetings* was suggested to be: Part 1, an alphabetical arrangement by name of sponsoring organization; and Part 2, a chronological arrangement and alphabetical under each set of dates. The first issue of each year was to be a compilation of all known meetings for that calendar year and succeeding calendar years. The other issues to be published in spring and fall were to serve as supplements and carry meetings not listed in the first issue.

The problem of obtaining information about symposia and meetings sponsored by universities was considered. It was suggested that the Public Relations Department of the universities be sent the explanatory letter and the questionnaire. This was done but did not prove too successful.

In order to make the transition of responsibility more evident, a note of explanation was drafted by Ethel S. Klahre for publication in volume 7, number 1 of *Scientific Meetings*, and the Committee approved the inclusion of this note.

Since the publication of the first issue, suggestions and comments have been made by the Committee members for improvements and changes in future issues. Also Mrs. Holleman, Editor, has referred several problems to the Committee for their opinion.

JOAN M. HUTCHINSON

Special Classifications

The Special Classifications Committee has continued relatively inactive, pending decision on the request for a National Science Foundation grant to support the Loan Collection. Despite this, use of the Collection has continued to increase, and the curators at Western Reserve University report that new inquiries for service are being received at the rate of 25 a month. To reflect an anticipated enlarged scope of activity and support, the Association has approved a change in name from Special Libraries Association Loan Collection of Classification Schemes and Subject Heading Lists to Special Libraries Association Special Classifications Center. The Committee's activities during 1963-64 will include planning for this increased support and the preparation of a new edition of the *Guide to the SLA Loan Collection of Classification Schemes and Subject Heading Lists*, now out of print.

MEREDITH S. WRIGHT

Special Libraries

In fulfilling its prime purpose, the Committee this year reviewed about the same number of manuscripts as last year, although the total number of pages involved was almost 20 per cent greater. A comparison of Committee actions for the past three years is given below:

| | Mss Sub- mitted | Ac- cepted | Re- jected | In Process of Review* |
|-----------|--------------------|---------------|---------------|--------------------------|
| 1960-1961 | 73 | 29 | 44 | 0 |
| 1961-1962 | 103 | 47 | 46 | 10 |
| 1962-1963 | 98 | 40 | 48 | 10 |

* As of mid-May.

The Committee continued to have deep concern over the high rate of manuscript rejection. Some of the usual reasons for this action are: 1) unsuitable subject for use in the journal; 2) subject on which there had already been much published in the journal and on which nothing new is offered; and 3) poor composition, grammar, and format and rambling treatment of subject.

The Committee decided to urge authors to conform to a more standardized format and accordingly a set of suggested instructions was published as a guide in the January 1963 issue. In order to stimulate a larger number of manuscripts of a still higher quality and with more suitable subject content, an editorial was prepared for publication in the November 1962 issue, and in March 1963 a

list of suggested subjects was sent out to all Chapter bulletin editors. In many instances the list was published, but the success of this approach cannot, of course, be immediately determined.

A suggestion from the New Jersey Chapter that there be set up an annual Association award for the best paper by an SLA member was looked upon with favor except for the frequency mentioned. It was recommended that this not be made mandatory. The matter was successively considered by the Association's Publications Committee, the Board of Directors, and the Awards Committee. The latter will present a report to the Board in Denver.

The Committee compiled a list of organizations known or thought to provide library reference, bibliographic, or consulting services on a commercial basis. Data from the 20 responses to the questionnaire were published in the May 1963 issue.

The Committee felt that there was just cause to raise the advertising rates for *Special Libraries*. Accordingly, seven recommendations were made known at the September 27, 1962, meeting of the Board of Directors, and all points were accepted. The new rates became effective December 1, 1962.

The second annual open meeting of the Committee was held on June 12, 1963, at the Denver Convention. Wider publicity had been given the meeting this year.

ROBERT G. KRUPP

Statistics

Activities during the year dealt primarily with continued consultation and promotion of the National Library Statistics Coordinating Project proposal. A new project design was presented at the Midwinter Meeting of the ALA-LAD Statistics Coordinating Committee and was subsequently adopted in principle, with revisions suggested at the meeting to be incorporated.

The revised form was prepared by Joel Williams, Chief, Statistical Operations Section, Division of Educational Statistics, Department of Health, Education and Welfare, and was subsequently accepted by the LAD Statistics Coordinating Committee, the ad hoc advisory committee to the proposed project and the Council on Library Resources.

As approved the present proposal calls for \$8,000 more than the original budget approved in principle by the Council on Library Resources, which called for funding in the amount of \$48,970. As of this date the difference has, in part, been made up through the generosity of the National Library of Medicine, which has arranged to provide the project with 500 square feet of space and basic furniture for a 12-month period beginning July 1, 1963. Negotiations are underway with the National Science Foundation for \$5,000, which will take care of the remaining amount. Although negotiations have not been completed, informal concurrences have been sufficient to warrant

the appointment of a project director and on May 2, Joel Williams was offered the post. The appointment will be for one year beginning July 1.

In its present form the project will lead to the development of a set of generally acceptable concepts and the design of a program for the collection of library statistics for administrative use "with its ultimate goal a coordinated series of periodic studies" covering public, academic, school, and special libraries.

As in the case of the earlier drafts of the project, four specialists are to be appointed to the project staff for a three-month period. One of the specialists will represent special libraries and the Board of Directors will be called upon to make recommendations for this appointment. It is not clear whether the specialists will be appointed for a continuous three-month period or at what time during the life of the project they will be needed. These questions of necessity must await the appointment of the Director of the project and the development of his work program. The Board of Directors will be advised as soon as firm information is available.

It is expected that all sponsoring organizations and the Council of Library Resources will announce the project at the same time.

RUTH FINE

Technical Book Review Index

The *Technical Book Review Index* completed its 28th volume in 1962. The *Index* included abstracts or excerpts from reviews of more than 1,200 books. Including the annual author index of seven pages, there were 204 pages. Since the *Book Review Digest* has revised its policy and includes only scientific and technical books of interest to the layman, it leaves the *Technical Book Review Index* as a valuable and unique tool in its coverage of materials intended for the specialist.

For many years *TBRI* and the Carnegie Library of Pittsburgh have had an informal understanding concerning their respective benefits and responsibilities in the publication of the *TBRI*. An agreement between the two parties was signed in October 1962, in which the library furnishes space, use of periodicals, and facilities. The Association, by this agreement, pays Carnegie Library \$100 per annum. The agreement was made for a period of three years, terminating September 30, 1965, and thereafter to be renewed annually.

The staff of *TBRI* consists of the Editor, Anthony A. Martin, and his clerical assistant. The assistant works approximately 38 hours a month. During the summer months when she is not available, the Technology Department staff assists with the location of the reviews.

The Publications and Public Relations Director of the Special Libraries Association prepared a brochure on *TBRI*. The brochures were mailed to

600 public and university libraries with budgets exceeding \$25,000. It is hoped that this promotional activity will offset any dropouts caused by raising the cost of the publication to \$10 in the United States and \$11 for foreign subscribers, which took effect January 1963.

The *TBRI* continues to show a profit as revealed in the following table:

| | 1960 | Oct. 1, 1960- Sept. 30, 1961 | Oct. 1, 1961- Sept. 30, 1962 |
|--------------|-------------|---------------------------------------|---------------------------------------|
| Income | \$12,723.65 | \$13,191.20 | \$14,757.18 |
| Expenditures | 10,407.23 | 10,691.21 | 10,721.43 |
| Profit | \$ 2,316.42 | \$ 2,499.99 | \$ 4,035.75 |

In September 1962, extra copies of *TBRI* were sent to Association Headquarters for storage.

VIRGINIA L. GARLAND

Tellers

An official count of the mail ballots for the revision of the SLA Constitution and Bylaws was made at Association Headquarters on August 9, 1962. A total of 2,316 ballots were received. Eighteen were eliminated as invalid and 2,298 valid ballots were counted with the following results:

Yes Vote — 2,189
No Vote — 109

The mail ballots for the SLA Officers and Directors were tallied at Association Headquarters on May 15, 1963. 2,711 ballots were received, 14 of which were declared invalid by the Committee, leaving a total of 2,697 ballots valid and counted. The following officers were elected:

President Mrs. Mildred H. Brode
President-Elect William S. Budington
Chairman, Advisory Council Charles Zerwekh, Jr.
Chairman-Elect, Advisory Council Mrs. Elizabeth M. Hutchins
Directors Helene Dechief
Mrs. Dorothy B. Skau

On June 11, 1963 at the Annual Business Meeting held in the Denver Hilton Hotel, Denver, Colorado, an official count was made of the voting on the proposal to increase dues for Associate Members. The count was made by four members of the 1962-63 Tellers Committee with the assistance of three SLA members who offered their services for this meeting. The number of voting members present was tallied by a Monitors Committee headed by Leota Herren, Chairman, Local Arrangements, Convention Committee.

The results were as follows:

| | |
|---|----------|
| Voting Members Present | 278 |
| Votes No | 41 |
| Voting Members Abstaining | 16 |
| Votes Yes (By subtraction of votes no & abstentions) | 221 |
| Number Voting Members Votes Needed to Carry (2/3 of voting members present) | 185 |
| Resolution Carried by | 36 votes |

ELIZABETH M. MULHALL

Translations Activities

First the Chairman wishes to acknowledge the strong support and interest received this year from the Committee members, NSF, OTS, the Headquarters staff and members of the Association, the Translations Center staff, John Crerar Library, Federal Society of Linguists, American Translators Association, a number of commercial translators, and the many individuals who have written regarding their problems and interests in this challenging and stimulating field.

During the year the Committee and the Center's staff have followed up, by correspondence, many of the translations sources discovered through the *Translations Survey*. As a result, about 60 new donors have forwarded material to the Translations Center in 1962-63. While some of these contributors represent only five or less translations, the Committee is in the first stage of a threefold direct mail campaign to reach all members of appropriate Divisions, translations users and donors, and the general public to assure the Center of a large and continuing flow of English science-technology translations.

In conjunction with Committee meetings the Chairman attended Board meetings in New York and Cleveland. The Committee itself met in Washington in September 1962 with OTS and NSF representatives, and in Chicago in February 1963 with Bill Woods. The latter meeting provided opportunity to tour the impressive new home of the Translations Center and the John Crerar Library on the campus of the Illinois Institute of Technology. The move from Randolph Street was accomplished with a minimum disruption of service in late September 1962, although a temporary backlog was accumulated at the Center. During and following these meetings, opportunities for additional translations services were under investigation, and at least two of these may be announced in the near future.

Contracts

To prepare the Center for additional activities, the Committee, after appropriate study, presented a statement of the Center's status and potential to the Board of Directors in September 1962. This statement, accepted by the Board, acknowledged

that the Center performs needed services in collecting, processing, and disseminating translations and related information but must also exert firm national leadership in translations matters by becoming a complete national union catalog of all existing English language science-technology translations, cooperating with all groups and individuals actively working in this field, and offering an expanding program of services.

As a first step, the Association's contract with John Crerar Library was modified to facilitate operational details covered by these recommendations. Recently the Association's contract to supply translations to the OTS also was reviewed and divided into two different documents—an official contract and a separate "agreement." Both contracts were studied in detail by the Executive Secretary and the Committee before agreement was reached.

Exhibits

Since June 1962, the two copies of the Translations center exhibit have been seen in: Miami Beach (American Library Association), Atlanta (Price Gilbert Memorial Library, Georgia Institute of Technology), Philadelphia (American Association for the Advancement of Science), Kansas City (Linda Hall Library), Pittsburgh (ACS Pittsburgh Conference), Los Angeles (ACS Western Chemical Show; Rodger Young Auditorium, and Engineering and Math Library, University of California), Denver (SLA), San Diego (San Diego Public Library), and Washington, D. C. (International Congress on Medical Librarianship). In addition, space is reserved in New York and Cleveland.

As Mrs. Nowak, or other members of the Center's staff, cannot always be present for discussion at the Translations Center booth, the Southern California Chapter, at the Committee's suggestion, took over handling the exhibit at the Western Chemical Show during the spring 1963 American Chemical Society meeting in Los Angeles. The experiment was so successful in interest and good will generated among Chapter members and visitors that the information kit and plan developed at this time will be used in inviting future Chapter cooperation in other important exhibit areas. For the Denver Convention the Committee was especially fortunate to have assistance from former Committee members Jackson, Weiser, and Binnington, and others informed on translations matters: Margaret Pflueger, Richard Davis, and Ethel Lyon, as well as present Committee members.

Publications and Talks

The Committee, with NSF, OTS, and other Association members cooperated in editing the taped record of the Washington translations luncheon proceedings, subsequently published in the February 1963 *Special Libraries*. Reprints of this discussion have been disseminated widely and are used in explaining the Center's work.

Two open letters on translations, from the

Chairman, published in the Southern California Chapter bulletin brought response from far outside the area, through Chapter bulletin exchange. Additional articles will be prepared for wider distribution.

The brochure on the Center's services was rewritten to incorporate Committee suggestions and was ready in time for the Denver Convention. The folder will be mailed to members of Sci-Tech, Biological Sciences, Metals, and Documentation Divisions, and to others as appropriate.

The Chairman cooperated with Southern California Chapter's and the SLA's Public Relations Directors in two interviews. As a result articles describing SLA's translations activities appeared in the *Los Angeles Times* (June 9, 1963) and the *Denver Post* (June 13, 1963).

Talks on translations activities were given by Frances Kaiser in the Atlanta area in March 1963, and by Dr. Gingold at the December 1962 meeting of the American Association for the Advancement of Science in Philadelphia.

Subcommittee Activities

Although the Committee cannot claim it officially, it is indeed proud of Rosemary Neiswender's published *Guide to Russian Reference and Language Aids* and salutes Frances Kaiser for her diligence and devotion to her subcommittee's current project of compiling the second edition of *Translators and Translations: Services and Sources*. Reports from these Subcommittee Chairmen follow.

ELIZABETH M. WALKEY

Subcommittee on Translators and Translations

Origin of Project

The present project of compiling a second edition of *Translators and Translations: Services and Sources* was initiated by the Special Libraries Association in the form of a proposal submitted by the SLA Foundation Grants Committee to the National Science Foundation on May 5, 1961. This proposal remains the most complete statement of the purpose and procedure of the project, and all subsequent proposals are based upon it.

While action on the NSF proposal was pending, the project was submitted to the SLA Nonserial Publications Committee on August 26, 1961, for preliminary approval as a publication project, and approval was subsequently granted.

On January 30, 1962, the National Science Foundation notified SLA that it could not support the project. The TAC Subcommittee then revised the NSF proposal and submitted the project to the Translations Activities Committee on May 15, 1962. The estimated mailing list had increased meantime from the 1961 total to 2,500 translators, 150 pools, and 250 bibliographies. Compensation for the editor was eliminated, and one part-time editorial assistant was requested. The SLA Board of

Directors, at its meeting of May 27, 1962, gave the project preliminary approval, authorized the issuance of a news release, approved the hiring of a part-time assistant, and authorized the Editor (Subcommittee Chairman) to charge necessary expenses to the Publications Fund. The exact budget was not stipulated to allow for increases in the mailing list resulting from the news release. The Subcommittee was instructed to prepare a firm budget for consideration by the Board of Directors at its meeting in September 1962.

Participation of Georgia Chapter

The Subcommittee voted on April 14, 1962, to submit the project to the Executive Board of the Georgia Chapter of SLA for acceptance as a joint project of the Subcommittee and the Chapter. The Chapter Executive Board accepted the project on May 9, 1962, appointing the Subcommittee Chairman to serve simultaneously as the Chapter Committee Chairman for the project.

In addition to supplying volunteers to help at all stages of the project, the Georgia Chapter, at its Executive Board meeting of April 1, 1963, appropriated \$200 from the Chapter treasury, to be used at the discretion of the project chairman in any emergency which might develop in the closing stages of the project.

Participation of the Georgia Institute of Technology

The Subcommittee Chairman (Editor), as a member of the staff of the Price Gilbert Memorial Library, enjoys faculty status and benefits in many ways, both tangible and intangible, on the project. Office space and some equipment have been provided through this relationship.

The Rich Electronic Computer Center at Georgia Tech generously offered, in a letter dated May 9, 1962, its data processing and computer facilities, in order to use the project as an experiment in information retrieval on the Burroughs 220 computer. The terms of the offer were that the Rich Electronic Computer Center would furnish at no charge professional help in redesigning the project questionnaires, in developing a computer program, and in producing the final manuscript as a print-out from the computer. In return, the Special Libraries Association was asked to defray the cost of keypunching, materials, postage, printing, etc. and to guarantee the continuation of the project to the extent of updating the directory at a later date, preferably annually. Subsequent informal negotiations between SLA and the Center in September 1962, led to a commitment by SLA of its intention to publish at least one supplement, in order for the Center to be able to update its computer tapes and retest the program, but the time of such supplement was left indefinite.

Budget Revisions during 1962-1963

A firm budget of \$9,000 was presented to the Translations Activities Committee and by this Committee to the Board of Directors on September

27-28, 1962. The Board authorized a separate fund for the duration of the project, transferring \$6,000 from the Translations Center Fund and \$3,000 from the Publications Fund, with a stipulation that monies received from the publication be repaid to the respective funds in the order named, and that consideration of reimbursement of indirect costs be considered at the appropriate time. The Board also approved the appointment of Mrs. Lois M. Flury as part-time editorial assistant to begin work on the project immediately.

On February 14-16, 1963, a revised budget in the amount of \$9,894.40 was presented to the Translations Activities Committee and by it to the Board of Directors. The increase of nearly \$1,000 resulted from: 1) an increase in domestic postal rates; and 2) an increase in the mailing list, as a result of a special mailing to SLA Survey Respondents on January 18, 1963, as well as further replies to the news release. At this time the Board authorized an additional expenditure of \$1,000 if necessary, bringing the total budget to \$10,000.

Current Status

Questionnaires were mailed to approximately 3,000 translators in the United States and Canada during the last week in April 1963, with May 31, 1963, set as the deadline for reply. To date, hundreds of valid replies have been received, although a surprising number of respondents have failed to complete essential elements of this carefully designed questionnaire, necessitating some repeat contracts. Also a number of forms have been returned by the post office as undeliverable for a variety of reasons, despite first class mailing. The Computer Center already has begun keypunching a test sample of these returns.

Still to be mailed are approximately 600 questionnaires to national, international, professional, and other noncommercial organizations, the replies from which will be keypunched as received. Also still to be keypunched are approximately 300 references to bibliographies of translations, although bibliographic data is nearly complete on these entries. Short annotations must be written.

The Rich Electronic Computer Center has begun designing the computer program, but this stage of the project will take several weeks of work with the Subcommittee and correspondence with Mary Allison, SLA Director of Publications.

While the Subcommittee and its chairman are making the maximum effort to speed the project to completion, the sheer volume of material to be handled presents a problem. Barring unforeseen emergencies, the manuscript should be ready for the Nonserial Publications Committee by September 1963, and the computer staff hopes to turn out a preliminary printout in August 1963 for final editorial review prior to the official printout.

This report would not be complete without a sincere expression of gratitude to all of the SLA members and committees who have helped the

project with their service, advice, and encouragement. We are particularly grateful to Mrs. J. H. Crosland, Director of Libraries, Georgia Tech; Clarence E. Miley and the Computer Center staff; Georgia Chapter and Executive Board, Mrs. Lois Flury, editorial assistant; Bill M. Woods and Mary Allison of the Association staff; and Elizabeth M. Walkey and the Translations Activities Committee.

FRANCES E. KAISER

Subcommittee on Transliteration

Since the Association does not formulate transliteration standards but, rather, makes recommendations based on library and bibliographic needs, the Subcommittee's principal activity this year has been participation and cooperation in the program of the American Standards Association as a member of its Z-39 Subcommittee on Transliteration. The Z-39 Subcommittee met April 19 at Chapel Hill, North Carolina, with Chairman Jerrold Orne. Discussion at the time focused on Cyrillic transliteration and romanization of Chinese and Japanese characters.

ROSEMARY NEISWENDER

H. W. Wilson Company Chapter Award

The theme of the H. W. Wilson Company Chapter Award for 1963 was "Put MORE Knowledge To Work—Continuing Education for Chapter Members." The amount of educational activity among Chapters, as reflected in the entries, is evidence that education is considered of vital importance.

The Committee gave the Award to the San Francisco Bay Region Chapter on the following bases:

Since the Association is dedicated to professional education and advancement, the Committee believes that a tie-in with library schools has great reciprocal advantages both to the schools and to special libraries. It believes that Chapters can make a great contribution to the library schools by providing professional experience, instructional talent, and information resources, and that academic credit for Chapter educational projects is a desirable potential.

The San Francisco project strongly bears out

this belief and offers a good example of practical ways and means for accomplishing it. These features made the presentation outstanding:

1. The program attacked the problem on four fronts: *a*) professional librarians; *b*) library assistants; *c*) automation; and *d*) built-in future planning.
2. The procedures are adaptable for other Chapters. (The other entries are also suggestive.)
3. There was high participation by the Chapter membership.
4. Cost was very low.
5. The program had excellent public relations and press coverage.
6. There are possible uses of the program for recruitment.
7. The format of the presentation was excellent.

Seven Chapters entered the competition. They were: Cleveland, Montreal, New Jersey, Pittsburgh, San Francisco Bay Region, Southern California, and Wisconsin.

ELIZABETH FERGUSON

Ad Hoc Committee to Study the Publications Fund

As reported informally at the Board meeting of February 16, the Ad Hoc Committee to Study the Publications Fund met during the Midwinter Meeting and reviewed the outline of questions concerning the Fund that had previously been prepared. It was the consensus of the Committee that in general the present management of the Fund is satisfactory, although some uses to which the Fund is put should be reconsidered. The areas in which the Committee felt the great problems lie are the pricing policy, the discount policy, and royalties and payments to authors. The Committee members agreed to study these questions further, comparing them with the policies and practices of other professional associations. The Committee will meet again in Denver and will draw up recommendations concerning these policies and the uses of the Fund. It is hoped that an informal report can be made available to the Board before the end of the Convention and that it will be followed soon by the Committee's formal report and recommendations.

HELEN F. REDMAN

SLA Sustaining Members

The following organizations are supporting the activities and objectives of the Special Libraries Association by becoming Sustaining Members for 1963. These are additions to the Sustaining Members listed in earlier issues and include all applications processed through August 16, 1963.

NATIONAL PUBLICATIONS COMPANY
Los Angeles, California

STAUFFER CHEMICAL COMPANY
Mountain View, California

Sci-Tech Division Publication Award

THE SCIENCE-TECHNOLOGY DIVISION'S Publications Award was "bestowed upon the Rio Grande Chapter for their sponsorship of the *Dictionary of Report Series Codes*, and to Helen F. Redman and Lois E. Godfrey for their outstanding joint editorship of the publication." This citation was presented at the Division's June 13 Business Meeting in Denver.

The Report Series Dictionary Committee of the Rio Grande Chapter, which undertook the project in 1959, was composed of librarians from Los Alamos Scientific Laboratory, Kirtland Air Force Base, White Sands Missile Range, and Sandia Corporation. The *Dictionary* lists 12,495 code numbers and letters identifying the technical documents issued by 3,992 United States government agencies and their contractors and similar foreign government agencies. Published by SLA late in 1962, it has been enthusiastically received by the scientific community.

Mrs. Redman, who has been Head Librarian at Los Alamos Scientific Laboratory since 1953, served as the Dictionary Committee Chairman. She received an A.B. degree from Wellesley College and a B.S. in L.S. from Western Reserve University. Prior to her present position, she worked in the libraries of Howard and Western Reserve Universities.

Working closely with her on the *Dictionary* as well as on the job is Mrs. Godfrey, Assistant Head Librarian at LASL. Mrs. Godfrey attended the University of Michigan and received her B.S. (L.S.) from Simmons College. Before her move to New Mexico, she was Reference Librarian at Johns-Manville Research Center in New Jersey.



Los Alamos Photo Laboratory

Mrs. Lois E. Godfrey and
Mrs. Helen F. Redman

Geography and Map Division Award



Library of Congress

Dr. Walter W. Ristow

DR. WALTER W. RISTOW, Chief of the Map Division at the Library of Congress, received the SLA Geography and Map Division's 1963 Award for Outstanding Achievement. The award, which was presented at the Division's June 10th Business Meeting in Denver, recognized Dr. Ristow's contributions to the fields of geography, historical cartography, and map librarianship.

Dr. Ristow has spent more than a quarter of a century in service as a map librarian—first, from 1937-1946 with the New York Public Library, with the war years spent in the Military Intelligence Division of the War Department, and since then with the Map Division at the Library of Congress. His achievements are too numerous to be listed in detail, but he is widely acknowledged as a bibliographer in the areas of three-dimensional maps, aviation cartography, marketing and road maps, and historical cartography; a long-time representative to the Board on Geographic Names; a scholarly student of American cartography; and author of works on Christopher Colles, John Melish, and early American atlases, among many others; and as an adviser of geographers and librarians in need of help. He is currently the editor of the Division's publication project, "Guide to Cartographic Research."

Dr. Ristow received his B.A. degree from the University of Wisconsin in his native state and taught geography for several summers while obtaining an M.A. from Oberlin College and a Ph.D. from Clark University.

Special Representatives' Reports 1962-1963

By the Association's Special Representatives

American Association for the Advancement of Science

The SLA Representative attended the annual meeting of the American Association for the Advancement of Science held in Philadelphia, December 26-30, 1962, and participated in the Council meetings. SLA members may be interested in knowing that the Section on Information and Communication of AAAS, which was inaugurated in 1961 and of which SLA is a charter member, now numbers 17 professional societies as associated groups. Plans are being made for a Section program emphasizing interdisciplinary communications at the AAAS convention in Cleveland, December 26-30, 1963.

JOHN SHERROD

American Association of Colleges of Pharmacy

Joint Committee on Pharmacy College Libraries

Composed of two members each from the American Association of Colleges of Pharmacy, Medical Library Association, and SLA, this Committee will meet on June 15 for the first time in several years. With the stimulation provided by personal exchange of ideas, renewed efforts will be made to carry out or initiate new projects of interest to pharmacy in general. Several possible projects are under discussion.

The year 1963 marks the culmination of two projects several years in process, the first being publication of the "World List of Pharmacy Periodicals" by Mrs. Theodora Andrews and Winifred Sewell in the February issue of *American Journal of Hospital Pharmacy*. This superb example of bibliographic workmanship includes 911 publications, approximately 650 of them current, including standard scientific journals, business and professional types of publications, papers of official and legal bodies, news and trade magazines, abstract and review journals, and lists of new drugs. Both *Unlisted Drugs* and *Copnip* are included. Covering, as it does, the whole field of pharmacy publications, scholarly as well as less weighty publications, this list has attracted world-wide attention. It is helpful in locating obscure journals and publications of trade organizations or similar

hard-to-find titles. The Committee is pleased that it was instrumental in encouraging final preparation of the list. Reprints will be supplied to all pharmacy college libraries with Committee funds.

A second publication appearing soon in the *American Journal of Pharmaceutical Education* is "Selected List of Monographs in Pharmacy" by Mrs. Martha Jane Zackert and C. Larry Thomasson. This is the second edition, in somewhat revised form, of an earlier list of recommended books, reference works, and periodicals for pharmacy college libraries. The new list excludes periodicals. The citations are those selected from recommendations by some 600 pharmacy college personnel. Mrs. Zackert of MLA agreed to undertake this revision while still a member of the Committee and librarian at Southern College of Pharmacy. Assistance and criticism have been offered by other Committee members. Reprints of this list will also be provided by the Committee to pharmacy college libraries.

Philip Rosenstein, Brooklyn College of Pharmacy, has prepared the first two numbers of the Committee's *Newsletter*, which is sent to AACP personnel and libraries. Containing items and reports on a variety of subjects, its pleasant, informative style and attractive appearance have earned a cordial reception, with requests for more detailed information on some reported items.

American Standards Association Sectional Committee Z-39 on Library Work and Documentation now has under consideration the important "Proposed American Standard for Periodical Title Abbreviations," which was completed after several years of effort by a subcommittee of Z-39. Mrs. Mildred Clark has been the AACP representative on both committees since AACP became a member of the parent committee. Eloise Givens served as a Subcommittee member and both Section members actively assisted in the several stages of preparing the standard. Since a number of procedural steps are necessary before the standard is accepted by ASA, it is impossible to say when, or even if, this will become an American Standard and eligible for submission to the International Standards Organization for adoption. Committee members feel this is a workable standard, which effects a compromise between currently used methods of abbreviating the elements of periodical titles, a fact that should make it acceptable to those concerned with the orderly presentation and use of such abbreviations.

EFREN W. GONZALEZ
MILDRED P. CLARK

SPECIAL LIBRARIES

American Documentation Institute

No annual report.

American Library Association Library Technology Project Advisory Committee

No annual report.

Resources and Technical Services Division, Book Binding Committee

No annual report.

Statistics Coordinating Committee

See Statistics Committee report, page 438 of this issue.

American Standards Association

ASA PH-5 Sectional Committee on Photographic Reproduction of Documents

Two meetings of PH-5 were held. Actions at the meetings were as follows:

1. November 16, 1962.

The Proposed American Standard Dimensions of Paper Sheets for Photo-Reproduction of Documents, PH5.2/72, Revision of PH5.2-1957, was submitted to the sponsor with a recommendation for favorable action.

PH5-1 Subcommittee on Micro-transparencies analyzed the merits of the micromire, which is a test object proposed by the International Standards Organization. It would be used principally in Europe to find out if film is legible.

PH5-2 Subcommittee on Micro-opaques submitted a proposed American Standard Specification for Micro-opaque Readers, PH5.7 for letter ballot of the sectional committee for approval and transmission to the sponsor with a recommendation for favorable action.

2. May 24, 1963.

PH5-1 Subcommittee on Micro-transparencies analyzed problems in regard to resolution targets, proposed standards for readers for microfiche and aperture cards, standards for processors, and methods of reader luminance.

PH5-2 Subcommittee on Micro-opaques is working on a standard for micro-opaques, considering quality requirements for micro-opaques and image location in microfiche.

PH5-3 Subcommittee on Documents Readable without Optical Devices has resolved or defined the areas in which it will work. It will concern itself with "production of images by action of light," or radiant energy.

CHESTER M. LEWIS

ASA Z-39 Sectional Committee on Library Work and Documentation

The American Standards Association Sectional Committee Z-39 on Library Work and Documentation held two all-day meetings during the past year, on November 2, 1962, and April 5, 1963. Under the chairmanship of Robert E. Kingery, of the New York Public Library, with the assistance of Marguerite von Geyr, Administrative Associate, the group with its 13 subcommittees has been very active. Thirty-one organizations are now represented on Z-39, and members of the Special Libraries Association are playing key roles.

Among the achievements of the past year was the completion of the long-awaited Proposed American Standards for Periodical Title Abbreviations, prepared by the subcommittee headed by James L. Wood of *Chemical Abstracts*, representing the American Chemical Society. This excellent and impressive work is now being voted upon by members of the Z-39 Committee and will shortly go to the Miscellaneous Standards Board of the ASA with the recommendation that it be adopted and published as an American Standard. The document consists of a statement on purpose, scope, and needed definitions, sets forth 16 rules, and contains a list of recommended standard abbreviations for approximately 2,500 of the most common title words.

Dr. Jerrold Orne of the University of North Carolina Library and his Subcommittee on Transliteration have been busy following the assignments received at the International Standards Organization, Technical Committee 46, meeting held in Paris last summer. Work is in progress on revising the existing ISO International Standard for the Transliteration of Cyrillic Characters in addition to preparation of a working draft on the romanization of Japanese, a responsibility assigned the American delegation. Meanwhile a working team of specialists in Chinese is being assembled, pending the receipt of the initial working papers on this project from France, whose delegation was given the task of drafting standards on the romanization of Chinese.

Dr. Orne's Subcommittee on Terminology, which he had represented in 1960 at an ISO meeting in Berlin, continued to serve as a referral group, and the third draft proposal on Naming Principles, stemming from the Berlin meeting, has now been approved.

Dr. Frank L. Schick of the Library Services Branch, Office of Education, Chairman of the Subcommittee on Library Statistics, which has been in close contact with the SLA Statistics Committee as well as those of other library organizations, reports that the Council on Library Resources has undertaken to fund the Library Statistics Coordinating Project proposed by these joint groups.

The chairmanship of the Machine Coding Subcommittee passed from Miss Mandalay Grems, representing the Association for Computing Machinery, to Dr. Irving Sher, representing the American Documentation Institute.

A new subcommittee under the chairmanship of Dr. Karl Baer, representing the National Association of Home Builders, is at work on proposed standards for trade catalogs.

Other subcommittees include the international, proof corrections, bibliographical references, abstracts, layout of periodicals, finance, and indexing.

An invitation to hold the next ISO meeting in the United States has been declined, due to the costs of travel. Hungary is to be the host country.

Special Libraries, in its February 1963 issue, carried an article entitled "Z-39 Today: Its Work and Its Subcommittees." This material was reprinted and has been widely distributed. A release, News about Z-39, condensed from this article was prepared and sent to all library periodicals this spring.

ANNE J. RICHTER

ASA Z-39 Subcommittee on Bibliographic References

No annual report.

ASA Z-39 Subcommittee on Machine Coding

The Subcommittee did not meet at all from July 1, 1962 to June 30, 1963.

C. D. GULL

ASA Z-39 Subcommittee on Transliteration

See Subcommittee on Transliteration report, page 442 in this issue.

ASA Z-84 Sectional Committee on Glossary of Environmental Terminology

No annual report.

ASA Z-85 Sectional Committee on Library Equipment and Supplies

No annual report.

Conference on Science Manuscripts

No annual report.

Council for International Progress in Management

This report is submitted for information and contains no recommendations.

The Council for International Progress in Management is considered the only United States management association devoted entirely to encouraging better management internationally. As of January 30, 1963, its membership consisted of 17 associations, 59 business firms, and 22 educational institutions.

The membership application of Special Libraries Association was accepted by the CIPM Board of Directors on June 20, 1962. Associations are Class A members of the Council and the representative for each serves as a Director. Members from the industrial and educational fields are represented proportionately on the Board.

Four Board meetings and the Annual Membership Meeting were attended. On the occasion of the Council's yearly banquet, SLA was most ably represented by Esther S. Kalis.

A major interest this year was preparation for the CIOS (Comité International de l'Organisation Scientifique) 13th International Management Congress, September 16-20 in New York City. CIPM is the United States affiliate of CIOS and host for the Congress at which an attendance of approximately 4,000 is expected. On April 17, 1963 a total of 717 registrations had been entered. Of these, 407 were from the United States and 310 from abroad. The budget for the Congress is based on 2,500 attendees. It should be noted here that the activities of the Special Libraries Association in contribution toward the success of the Congress are considered extremely valuable by CIPM. The details of SLA activities are more appropriately reported by the Committee directly responsible.

The CIPM program conducted under contract with the Agency for International Development consisted mainly of four-man teams holding six-week seminars in foreign countries. In addition, 20 individuals recruited by the Council supervised projects abroad which extended over periods of from one week to six months. Change in the technical assistance program from industrial countries to the developing nations of Latin America, Asia, and the Middle East reduced the number of study programs arranged for visitors to the United States. A 1963 contract with AID is in effect but the amount of money involved is smaller because of reduced work load.

The Council also arranged study programs for 21 groups coming to the United States under their own company's or government's sponsorship. Next year, eight groups are scheduled to come from

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West Germany and five from West Berlin. Arrangements for groups organized by the Japanese Management Association are anticipated.

In the coming year, attention of the SLA Representative to CIPM will be given to investigation of ways in which our Association interests may be coordinated further with the several aspects of this international management program. Suggestions will be most welcome.

KATHARINE L. KINDER

Council of National Library Associations

The representatives attended meetings of the CNLA on December 3, 1962, and May 3, 1963, the Executive Director serving his term as Secretary-Treasurer.

The Committee on Placement, of which Mr. Woods is Chairman, recommended the following, which were approved:

1. CNLA should establish a Joint Committee on Placement to study and recommend the best possible method for the needs of the profession for placement.
2. CNLA should authorize the Chairman of CNLA to seek funds for use of the Placement Committee to support its study.
3. CNLA should consider sponsorship of a Placement Seminar to be attended by several appropriate representatives of member associations and other invited, interested guests.

For reports of other CNLA Joint Committees, see below.

EUGENE B. JACKSON
BILL M. WOODS

CNLA Joint Committee for Visiting Foreign Librarians

No annual report.

CNLA Joint Committee on Exhibit Managers

The Committee met in February during the ALA Midwinter meeting. No recommendations were made.

BILL M. WOODS

CNLA Joint Committee on Library Education

No annual report.

CNLA Joint Committee on Library Problems Related to the Peace Corps

No annual report.

CNLA Joint Committee on Library Work as a Career

No meetings of the Committee were held of which the SLA representative was informed, and no communication from the Chairman or any other member was received. A meeting of the Committee has now been scheduled during the ALA Convention in July 1963, and the Representative will attend this meeting.

HERBERT S. WHITE

Federation of Management Organizations

The representatives attended the September 7, 1962 and the April 23, 1963 meetings of FOMO. The Executive Secretary served as Treasurer and First Vice-President during 1962-63.

It was proposed that FOMO consider establishing a Management Week on an annual basis, with each society having its own program but common registration.

President Clarence E. Davies suggested that all societies currently on the paid membership list carefully review their plans for the future in education as one of the principle objectives of FOMO is aimed at education and research.

Also, see the report of the Executive Secretary, page 397 in this issue.

ETHEL S. KLAHRE
BILL M. WOODS

Interagency Council on Library Tools for Nursing

The role of the Interagency Council on Library Tools for Nursing, heretofore an advisory body only for the organizations concerned with nursing and nursing education, changed in 1962-63 when it undertook its first independent activity—the planning and presentation of a program and an exhibit on library service at the 1963 biennial convention of the National League for Nursing. The NLN acted on a suggestion from the Interagency Council when it allotted time for the program, Thursday, May 16, 2 p.m., and donated a booth in an excellent location. The theme for both program and exhibit was "Libraries: A Force for Better Nursing Care." The program was a panel discussion in which the participants, two library and two nursing representatives, were: Gertrude Annan, Librarian of the New York Academy of Medicine; Mrs. Barbara Coe Johnson, Director of Libraries, Harper Hospital, Detroit; Dorothy Taylor, Supervisor of Surgical Specialties, Hartford (Connecticut) Hospital; and Veronica Lyons, Associate Dean, Cornell University School of Nursing. The moderator was Lucy D. Germain, Executive Director, the *American Journal of Nursing*

Company. The exhibit emphasized selected reference tools important to nursing libraries with books and photoenlargements of sample pages; a more comprehensive list of "Reference Tools for Nursing" was available for distribution, and a member of the Interagency Council was on duty throughout each day to meet the public. Because the Interagency Council has no funds or budget, the modest expenses of the exhibit were defrayed by contributions of the Council members or the organizations they represent. The Biological Sciences Division of SLA was one of the contributors.

According to custom, the Interagency Council met twice during 1962-63, on October 19, 1962 and February 8, 1963, at National Nursing Headquarters, New York City. The Special Libraries Association was not represented at the October 1962 meeting. Mrs. Jacqueline W. Felter, Director, Union Catalog of Medical Periodicals, Medical Library Center of New York, represented SLA at the February 1963 meeting. Mrs. Felter succeeded Mrs. Barbara Coe Johnson as SLA representative in January 1963.

At the February 8 meeting the items on the agenda, in addition to the plans for participation in the NLN 1963 convention, were:

1. American Nurses' Association biennial convention, April 1964. It is anticipated that the Interagency Council will have another opportunity to make a library exhibit and to participate in planning a library program. It is hoped that an earlier start will enable the Council to plan a more elaborate exhibit than that in 1963. If such activities are to continue, sources of funds will have to be found.
2. *Library Handbook for Schools of Nursing* (National League for Nursing). Copies of the second edition, 1963, in stock are sufficient for the time being. No revision is planned in 1963, and the *Handbook* has no priority in the NLN publishing program. The book is still generally useful, except in sections where publication dates and prices are no longer current.
3. *Nursing Studies Index*. Virginia Henderson, Editor, reported that volume 4, 1957-1959, of this comprehensive, retroactive index to nursing literature will be published by Lippincott in April 1963 and will cost \$10. Though the last of a four-volume set, volume 4 is the first to appear. Volumes 1-3 are being compiled and will be published later.
4. Film on research and nursing. Kay Linden, the American Nurses' Association film specialist, reported that a survey of educational films showed that there is not an adequate film about research and nursing, including utilization of library resources. The survey was conducted as a result of a recommendation of the Interagency Council in 1960 that such a film be produced. It is expected that the American Nurses' Association and the National League for Nursing will be willing to sponsor such a film and attempt to obtain funds for it. The production is being turned over to the

ANA-NLN Film Service. Miss Linden stated that the cost would be \$35,000-\$40,000. The first step, to be taken before funds can be solicited, is the making of an outline of content. Miss Linden asked that members of the Interagency Council serve with film experts on an advisory committee to assist the ANA-NLN Film Service. It should be possible to make progress on the outline before the Interagency Council meets in October 1963.

MRS. JACQUELINE W. FELTER

Interassociation Hospital Libraries Committee

No annual report.

International Federation of Library Associations Committee on Library Building

No annual report.

Joint Committee on Union List of Serials

The work on the third and final edition of the *Union List of Serials* is progressing according to the time schedule previously set up. A first printing of 3,000 to 3,500 copies is anticipated by the H. W. Wilson Company. The analysis of the funds of the Committee indicates that they should be sufficient to finish the project.

IDRIS SMITH

Joint Libraries Committee on Fair Use in Photocopying

On March 10, 1961, the Committee issued its Report on Single Copies. This report was subsequently published in the September 1961 issue of the *American Library Association Bulletin* and was adopted by the American Library Association, the American Association of Law Libraries, the Association of Research Libraries, and by the Special Libraries Association. In the intervening period the Committee has followed further developments, has discussed the matter with representatives of publishers and with counsel to the Committee, and now recommends that its constituent associations approve an amended statement of policy reading as follows:

The Committee recommends that it be library policy to fill an order for a single photocopy of any published work or any part thereof. *Before making a photocopy of an entire work, a library should make an effort by consulting standard sources to determine whether or not a copy is available through normal trade channels.*

The amendment to the report is the italic sentence. This has been approved by the Committee. Your representative would recommend affirmative action by the Board of Directors on the amendment.

The Committee proposes the amendment in fairness to publishers who have authorized agents to make and distribute photocopies of their copyrighted out-of-print works.

CHESTER M. LEWIS

EDITOR'S NOTE: The Board of Directors approved the recommendation.

Jointly Sponsored Program for Foreign Librarians

The Special Libraries Association has continued to cooperate with the American Library Association and the Department of State on the Jointly Sponsored Program for Foreign Librarians.

The Washington Committee has placed a total of 41 foreign librarians in American libraries since the program began in late 1956. Of this number 31 librarians from abroad have completed their year in the United States (11 months of which was in a sponsor library, which paid a maintenance allowance to the participant sponsored) and returned home. As of May 1963, six foreign librarians are in the United States, and four (one each from Israel, Thailand, Uruguay, and Yugoslavia) have accepted invitations from four American libraries and will arrive in this country shortly. The Committee is negotiating in the placement of several other candidates who have recently been nominated by American overseas posts for participation. A total of 31 American libraries have thus far participated in the project.

ELAINE AUSTIN KURTZ
LUCILE DUDGEON

Library Binding Institute

No annual report.

Library of Congress Advisory Committee on Public Law 480

No annual report.

Liaison Committee of Librarians

No annual report.

National Academy of Sciences-National Research Council, Advisory Board of the Office of Critical Tables

The *Consolidated Index of Property Values: Physical Chemistry and Thermodynamics*, mentioned in last year's report, was issued in 1962 in hard cover as NAS-NRC Publication 976 (\$6). It covers the physicochemical, thermodynamic, and thermochemical properties of 12,000 substances, elements, and their compounds and alloys. Use of the "Alphabetical List of Elements with Finding Numbers and Page Guide to Chemical Groups" at the end of the volume provides the Standard Order System Code to use for the substance searched.

The Office of Critical Tables is working to have the *International Critical Tables* replaced by an array of publications periodically revised and issued from a number of scientific centers, each qualified in a special field. These centers would critically evaluate published data and produce needed data.

It is planned that the *Consolidated Index* would methodically incorporate these additional compilations. The *Index* does not itself supply the numerical value of a property, but under each substance or compound directs the inquirer to the proper published source for the data by the use of codes for the substance, for the name of the property, and for the original compilation. The codifications are amply revealed in the book. Having this single directory to all the critical properties of one compound given in six publications makes any necessary short study of the codification worthwhile. The Office of Critical Tables suggests that the code forms could be adapted to machine handling for information storage and retrieval.

In May, an announcement of a meeting of the Advisory Board of the Office of Critical Tables to be held at the Academy on June 20 was received. The writer expects to attend.

ANNE L. NICHOLSON

National Book Committee

National Library Week was launched in 1958 to help build a reading nation and to spur the use and improvement of libraries of all kinds; and from its inception SLA has participated in its observance.

Each year an increased amount of interest and activity has been noted, and 1962-1963 is no exception. For example:

1. Thanks to the efforts of Mrs. Dorothy McNutt, our last year's Representative, The Procter & Gamble Company agreed to contribute \$100 for NLW publicity awards. These awards, one of \$75 and another of \$25, will be presented at the Annual Convention Banquet and will be given for the two

most effective 1963 NLW projects carried out by a library represented in the Association's membership. It is a pleasure to report that the response to this competition has been enthusiastic and the projects undertaken outstanding.

2. Letters were sent to Chapter Presidents, SLA Chapter and Division Bulletin Editors, and Public Relations Chairmen suggesting possible projects and urging them to get their memberships to participate in National Library Week.

3. A listing of the State NLW Chairmen was sent to Chapter Presidents, and it was suggested that they encourage cooperation between those Chairmen and our special librarians.

4. Subsequently, another letter was sent to Chapter Presidents, enclosing an article by Gilbert Chapman, former President of Yale and Towne Manufacturing Co., President of the New York Public Library, Chairman of the Council on Library Resources, Inc., and a member of the NLW Steering Committee. This article was written as a possible insert for company publications or trade papers and was open-ended so that each librarian could add material on his own library. Chapter Presidents were asked to alert their members to this article so they might make the necessary arrangements with the editors of their companies' publications.

5. Constant reminders about NLW were published in the various issues of *Special Libraries*. "How Many Times Is Enough?" started off the campaign, and "Is Your Slip Showing?" tried to stimulate the late starters to positive action. Interim issues carried articles on past NLW activities by special librarians.

6. Contact was maintained throughout the year with Beryl Reubens, Director of National Library Week, who reported the tremendous cooperation he was receiving from the various media of advertising—radio, television, newspapers, and magazines—and from many stars of stage and screen.

7. The New York Chapter exhibited a NLW poster prepared by Young & Rubicam, Inc., at its Library Furnishings and Equipment Seminar.

Undoubtedly the interest in NLW and the resultant activities are increasing, but it seems that the greatest place for improvement and emphasis lies in the channels of communication. The need is to get closer to the librarian in this drive for more projects, more public relations programs, more effort to promulgate National Library Week.

Possible approaches toward this end are:

1. A better liaison between the special librarian and the NLW State Chairman. Particular attention is directed to the article in *Life* magazine of April 19, 1963, which indicated the various projects undertaken for NLW throughout the country. If there had been a better working arrangement and communication with the NLW State Chairmen, from whom this information was obtained, some mention might have been made of the projects of special libraries as well as those of public libraries and communities.

2. A particular appeal to librarians of those companies who have personnel on the NLW Steering Committee. Perhaps an article on special librarianship or on the functions of special libraries might be initiated by the cooperative interest and support of the librarian-Steering Committee member combination, if the company were a publisher; or a special program might be developed if the company were a radio or television network.

3. Communications should be sent to the Groups within Chapters, and these Groups should be urged to appoint committees to undertake the encouragement of NLW projects by individual members.

As SLA Representative for 1963 National Library Week, this reporter attended the SLA Advisory Council Meeting at Cleveland, Ohio, in February and reported on activities to date. At that time a plea for renewed interest and efforts was made.

MRS. ELIZABETH M. HUTCHINS

National Microfilm Association

The SLA Representative to the National Microfilm Association was appointed in May 1963.

During the year, informal discussions were held with members of the National Microfilm Association on the need for low cost reading equipment, trends in microforms, and related problems.

A new organization under the sponsorship of the NMA, The International Micrographic Congress held its first meeting concurrent with the 12th annual meeting and convention of the NMA. Its purpose is to broaden understanding and cooperation among the professional societies of the world, which are engaged in furthering the progress and application of microreproduction.

LORETTA J. KIERSKY

United Nations Nongovernmental Observer

The Observer has no specific actions to report this year.

Invitations to briefing sessions at the United Nations continued to be received, but since, as in the past, they did not concern Association activities, the Observer has not attended.

In spite of lack of activity, it is strongly recommended that the Association show its support of the United Nations by continuing to maintain this relationship.

DONALD WASSON

United States Book Exchange

The Representative of SLA attended Board meetings of the USBE on July 27, 1962, January 11, 1963, March 24, 1963, and April 8, 1963. The 15th Annual Meeting of the Corporation was held in Washington on March 25, 1963.

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Your Representative became the President and Chairman of the Board following the untimely demise of Mrs. Henrietta Perkins on September 26, 1962. In the course of the Annual Meeting in March, he was reelected for the year 1963-64.

This year has seen the USBE continue its steady growth in service and operations, both domestic and foreign. A serious threat to the good direction of USBE was surmounted with an amicable final agreement with union negotiators on a contract for certain USBE employees. The establishment of a West Coast branch is still in the offing, with formal requests for initial funding pending. It has been a difficult year for USBE, but every indication is for more progress in the next, with less time required for emergency actions or jurisdictional disputes.

JERROLD ORNE

United States National Committee for the International Federation for Documentation (FID)

During 1962 the Committee held two meetings (February 28 and June 12, which your Representative attended); in addition, the Executive Committee met on several occasions to consider various problems referred to it by the FID Bureau or Secretariat.

Substantive advances can be recorded for several of the programs of FID. Work is proceeding actively on the updating of UDC with particular emphasis on scientific fields, including pharmaceu-

ticals and meteorology and related subjects. In the latter field, a first attempt to mechanize the use of UDC in the United States is proceeding under the auspices of the American Meteorological Society.

Active study committees of FID are continuing work in the fields of mechanization of information handling, technical information for industry, and general classification. Progress in all these areas was recorded during the 28th meeting of FID held in The Hague last September. Also, at the same meeting, FID convened the first international meeting of editors of documentation journals. Among those present was Dr. Herman Skolnik, Editor of the *Journal of Chemical Documentation*.

FID is also initiating the development of a standardized vocabulary of documentation which, as it comes to fruition, will be of inestimable help to all of science in talking about their documentation problems meaningfully, regardless of national or disciplinary boundaries.

Under the explicit guidance of the United States National Committee, the Organizing Committee for the 1965 Congress to be held in Washington, D. C. in October 1965, is taking form and developing plans for its program. Its makeup includes R. A. Harte, Chairman and General Secretary; M. O. Lee, Program Committee Chairman; G. J. Sophar, Finance Committee Chairman; and John Sherrod, Local Arrangements Chairman.

At its meeting of February 20, 1963, USNCFID voted to defer contribution solicitations from member societies and bodies for two years and ask NSF to bear 100 per cent of the cost. SLA is therefore free of any budget obligation in 1963 and 1964.

RITCHIE R. WARD

Convention Papers

The following papers presented at the 54th Special Libraries Association Convention will be published in future issues of *Special Libraries*. Not all papers have been received, so the list includes only those manuscripts that have been reviewed by August 16, 1963. Extracts of about six other Convention speeches will also be published.

BRODMAN, ESTELLE, The Pierian Spring

DAVIS, RICHARD A., Is the Traditional Library School Meeting the Needs of the Profession?

EASTLICK, JOHN T., The Conservation Library Center of North America

EADS, ROSCOE C., Purpose of a Library Survey

FARLEY, EARL, A New Permuted Title Index in the Social Sciences and the Humanities

FURTH, STEPHEN E., Mechanized Information Storage and Retrieval

GERLACH, DR. ARCH C., National Atlas of the United States

HARLOW, NEAL, Bookman, Information Expert, and Documentalist—How Library Schools Meet the Challenge

HAYES, DR. ROBERT M., Directions for Library Education

MURPHY, MARY, Will Automation Work for Maps?

ORGAIN, MARIAN, Newspaper Library Budgeting

RHYDWEN, DAVID A., The Application of Microphotography to Newspaper Clippings

SLA Official Directory 1963-1964

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ALA RESOURCES AND TECHNICAL SERVICES DIVISION, BOOK BINDING COMMITTEE: Paul Howard, Department of the Interior, Washington 25, D. C.

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ASA Z-39 SUBCOMMITTEE ON TRANSLITERATION: Rosemary Neiswender, 3720 Strand, Manhattan Beach, California

ASA Z-84 SECTIONAL COMMITTEE ON GLOSSARY OF ENVIRONMENTAL TERMINOLOGY: Robert J. Havlik, U.S. Office of Education, Library Services Branch, Washington, D. C.

ASA Z-85 SECTIONAL COMMITTEE ON LIBRARY EQUIPMENT AND SUPPLIES: Gordon E. Randall, 2240 Van Cortland Circle, Yorktown Heights, New York
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NATIONAL MICROFILM ASSOCIATION: Loretta J. Kiersky, Central Research Laboratory Library, Air Reduction Company, Murray Hill, New Jersey

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UNITED STATES BOOK EXCHANGE: Elizabeth Ferguson, Institute of Life Insurance, 488 Madison Avenue, New York 22, New York

UNITED STATES NATIONAL COMMITTEE FOR FID: Robert W. Gibson, Jr., Thomas J. Watson Research Center, IBM, P.O. Box 218, Yorktown Heights, New York

CURRENT CONCENTRATES Of The Library World

NSF Programs and Problems

SCIENCE and technology in our time have taken on a new order of magnitude that promises bold new achievements and poses problems of new dimensions. Nations have come to regard scientific and technological achievement as essential not only to national goals but as symbolic of national prestige and the object of international competition. More and more the responsibility for financing and often for operating research and educational enterprises is being assumed by national governments. The scope of today's research and development programs—some of them global and even extraterrestrial—have created extraordinary requirements for both funds and skilled manpower, thus making them the direct concern of government. Science, and especially technology, have become the subject of long-range planning and special management techniques.

The breathtaking acceleration of science and technology is a phenomenon that carries with it a critical need for increasing study and attention, first because of the urgent requirement for planning that it forces and, second, as a social problem of far-reaching significance. Certain problems can already be identified that are of such magnitude, global significance, or involvement in human survival as to preclude confinement within national boundaries. Others will ultimately be forthcoming. Besides, from the scientific viewpoint alone, there are many aspects of modern basic research in which international cooperation and consultation are highly desirable, even essential.

On the planning side, one is necessarily concerned with objectives, feasibility, efficiency, and economy. These points become all important nowadays because of the necessity for overall planning. In private enterprise, in business and commerce, the element of competition has traditionally taken care of

the quality of this type of planning. When planning is national in character, one has to compensate somehow for the lack of the corrective influence of this competitive factor. Unfortunately, our experience with program planning has grown far less rapidly than our organizations, so that the sheer task of collecting and analyzing data on which so vast an entity as a modern government can make decisions is one that is still to be solved.

Nevertheless, certain general considerations stand out. Recognizing the overall limitation in national terms with respect to what can be done in science and technology, a study of priorities indicates that a large proportion of the major undertakings stem from military requirements, others from promising and desirable commercial enterprises, still others from national needs apart from defense, such as health, housing, transportation, and communications. As a relatively new factor in modern times, there are increasingly insistent demands for elaborate basic research programs and facilities, such as high-energy nuclear accelerators, radio telescopes, high-altitude observations by balloons and rockets, and studies of the deep crust and upper mantle of the earth. Notable among such ambitious research and development plans are the exploration of space and broad programs such as oceanography.

Because basic research in science is closely related to scholarly work in all disciplines and to the arts, it is the mark of a mature nation to allow full play to exploration of the mind in these directions.

Although the desirability and importance of such an ideal is surely understood by thoughtful people everywhere, it appears to be one that is very difficult for a country to adopt as a national objective.

Extracted from "The Director's Statement" by Alan T. Waterman in *National Science Foundation 12th Annual Report, 1962.*

Have You Heard . . .

SLA Participating in XIII CIOS International Management Congress

Special Libraries Association is among the management organizations, educational institutions, and corporations that are members of the Council for International Progress in Management (CIPM), which will host the XIII CIOS International Management Congress, September 16-20, 1963. An estimated 4,000 managers from business and government, and management educators are expected to attend the eight general sessions and 52 symposia at which 185 papers will be presented on a wide variety of important management subjects relating to the general Congress theme of "Human Progress Through Better Management." During the past two years an SLA Committee chaired by Janet Bogardus, Librarian, Federal Reserve Bank of New York, and composed of eight other prominent special librarians (Esther S. Kalis, General Electric Company; Katharine L. Kinder, Johns-Manville Research Center; Charlotte Georgi, Graduate School of Business Administration, University of California; Mrs. Elizabeth J. Gibson, Merrill Lynch, Pierce, Fenner & Smith; Jeanette Sledge, McKinsey & Company, Inc.; Virginia M. Smyth, American Petroleum Institute; Lee W. Traven, Socony Mobil Oil Co., Inc.; and Chester M. Lewis, *New York Times*), has been developing plans, programs, and publications as the Association's contribution to the Congress. All registrants will receive a copy of the new SLA publication, *Literature of Executive Management: SLA Bibliography No. 5*. In the spacious Rhineland Gallery near the Congress registration area at the New York Hilton at Rockefeller Center, SLA will set up and man an information center and a management library. The library will contain most of the titles listed in the bibliography, plus other basic reference volumes, while the information center will feature visual presentations and equipment demonstrating successful techniques and systems for information processing, documentation, and retrieval. The area will be staffed throughout the Con-

gress by special librarians from the New York and New Jersey SLA Chapters. A symposium on "Information Storage and Retrieval for Management" will be co-chaired by Katharine L. Kinder.

ADI-SLA Joint Operating Group Organized

The Board of Directors of Special Libraries Association and the Council of the American Documentation Institute have approved the formation of a Joint Operating Group (JOG) that will coordinate and utilize the breadth of talent in the memberships of both organizations to assume responsibility for and take action on matters of mutual concern. This cooperation and participation has been prompted by the recent report of The President's Science Advisory Committee, *Science, Government, and Information*. The need for positive action seems urgent since this document, popularly known as the Weinberg Report, presents a challenge to all who are involved with disseminating, storing, retrieving, and using scientific and technical information.

The objectives of JOG will be:

1. Marshalling existing skills and recruiting as necessary to fulfill the objectives suggested by the Report.
2. Identification of specific problem areas and prompt response to them.
3. Initiation of additional activities of mutual interest.
4. Participation in future government-sponsored information-handling studies.

Earlier this summer the Presidents of Special Libraries Association, Mrs. Mildred H. Brode, and the American Documentation Institute, Dr. Robert M. Hayes, sent a jointly signed letter to Dr. Jerome B. Wiesner, Special Assistant to President Kennedy for Science and Technology, in which they informed him that the two professional societies intended to set up the JOG.

Reference Data System for Physical Sciences

The National Standard Reference Data System, which is administered by the National Bureau of Standards, will provide evaluated

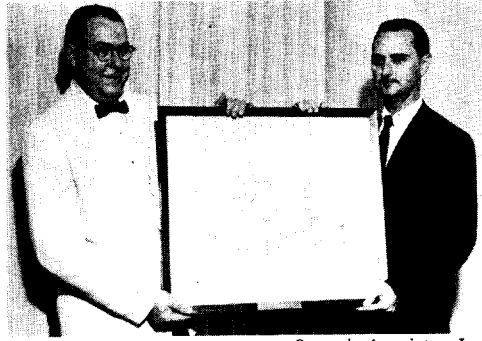
data on the physical and chemical properties of materials on a national basis. The NSRDS will consist of a National Standard Reference Center at NBS, other government agencies, universities, research institutes, and other organizations. With an advisory board to review and recommend operational policy, the NSRDS will receive data from scientists who are critically reviewing and evaluating the literature in their fields for classification and storage. The Center will make the data available by means of: 1) a periodical service designed to list new acquisitions; 2) a paid subscription service supplying data on a particular subject on a continuing basis; 3) a referral service, which will handle special requests; 4) a correlation and prediction service for computing values of data not contained in the Center; 5) a mathematical and statistical service for evaluating new data; 6) a periodical products such as tabulations, review monographs and papers, and computer card decks and tapes; and 7) summary reviews to provide a rapid assessment of the state-of-the-art in fields where there is little but important data.

New Rapid Electronic Reporting System

The Lockheed Missiles & Space Company in Sunnyvale, California, has inaugurated a new electronic data system in which production information is conveyed from missile and space vehicle assembly lines to management personnel 400 miles away in fractions of a second. The system is called ADA for automatic data acquisition. RCA produced the "nerve ends," called EDGE units (electronic data gathering equipment), and the "brain" consists of two RCA computers, which have a 88,000,000-character memory. At present 206 remote-reporting EDGE units are being used in missile and space production work, and by the end of 1964 the Lockheed Aircraft Corporation expects to have 850 reporting units operating in five Lockheed Divisions in the United States.

82nd ALA Conference

Two events made the 82nd Conference of the American Library Association in Chicago, July 14-20, unique—first, the "Conference Within A Conference" in which



Oscar & Associates, Inc.

In a private ceremony William S. Budington presented to ALA President James E. Bryan a framed pen and ink drawing of the ALA headquarters executed by Chicago artist James Swan. The accompanying plaque reads "Presented by the Special Libraries Association to the American Library Association on the occasion of the dedication of its new headquarters building, July 14, 1963." The framed picture is now hanging in the ALA staff room.

librarians considered in a series of workshop sessions the problems confronting them due to the increasing use of libraries at all age levels, and second, the dedication of the newly constructed ALA headquarters building at 50 East Huron Street. Attendance hit an all-time record as librarians flocked to Chicago to tour the new quarters, attend general sessions and committee meetings, and take action at the business meeting on a report on the "Access to Public Libraries," a study based on a nation-wide survey of access to libraries by racial, religious, and political groups and individuals. Printed copies of the report are expected to be ready by early fall. Dr. Frederick H. Wagman, Director of the University of Michigan, was installed as 1963-64 President, and Edwin Castagne, Director of the Enoch Pratt Free Library, was elected Vice-President and President-Elect. Among the many awards bestowed were the Clarence Day Award to Dr. Robert B. Downs for serving "librarianship with distinction at home and abroad" and the Margaret Mann Citation for outstanding professional achievement in cataloging and classification to Arthur Hugh Chaplin, Keeper in the Department of Printed Books, British Museum, London.

Library Statistics Coordinating Project Established

A national statistics coordinating project whose objective is the establishment of a national system of standardized library data collection for administrative use and research needs has been set up. Although the project will be administered by the American Library Association, it will serve the interests of the Special Libraries Association, which supported the request for funds to support the project. Grants of \$48,960 from the Council on Library Resources, Inc., and of \$5,000 from the National Science Foundation, plus the contribution of office space and equipment by the National Library of Medicine in Bethesda have been made to support the project for one year. Joel Williams, Chief of the Operations Sections, Standards and Processing Branch, Division of Educational Statistics, U. S. Office of Education, Department of Health, Education and Welfare, has been given a year's leave of absence to direct the project. Plans for the project have been worked out during the past several years by the ALA-LAD Statistics Coordinating Committee on which Ruth Fine, Librarian, Bureau of the Budget, Washington, D. C., serves as SLA's official representative. The over-all purpose is the coordination of statistics of academic, special, school, and public libraries on national, regional, state, and local levels. Plans call for the compilation of a list of cooperating organizations, which would be called upon to take an active part in the study; compilation of a check list of basic items and useful classifications in each statistical field; development of a handbook that would be published; and operating a national program of library statistics.

H. W. Wilson Company Chapter Award Theme for 1964

"The SLA Chapter as a Member of the Business and Professional Community" has been selected as the theme for the 1964 H. W. Wilson Company Chapter Award. This award has been given annually since 1959 by the H. W. Wilson Company to the SLA Chapter that has carried out the most

effective program built around a chosen theme. The winning Chapter will receive a \$100 check and a scroll, which will be presented at the banquet at the 55th Annual Special Libraries Association Convention in St. Louis in June 1964. This year's theme is intended to encourage the 33 SLA Chapters to cooperate actively with business and professional associations in their geographical areas. Offering speakers, organizing joint meetings, initiating joint projects, co-sponsoring seminars, and similar activities are examples of what Chapters can do. The success the Association itself has had in participating in workshops, meetings, and projects jointly sponsored by the Council of National Library Associations, American Management Association, International Management Congress, and other societies indicates that the SLA Chapters have excellent opportunities for developing mutual understanding and cooperation with similar organizations in their own communities.

Members in the News

MRS. CLARA EGLI LE GEAR, honorary consultant in historical cartography to the Library of Congress, was named the first winner of the C. S. Hammond Company Library Award at the ALA Conference in Chicago.

ROBERT R. KEPPLER, Supervisor of Readers' Services in the Library Services Department, Argonne National Laboratory, has a two-year appointment as Head Librarian at the International Atomic Energy Agency in Vienna, Austria.

RALPH J. SHOEMAKER has retired as Librarian of the *Courier-Journal* and the *Louisville Times*, a post he had held since 1947. One of the deans of newspaper librarians, Mr. Shoemaker plans to continue his professional interests by lecturing on journalism and library science and acting as a consultant on newspaper libraries.

CHARLES E. ZERWEKH, JR., newly elected Chairman of the Advisory Council, has been named Manager of the recently created Records Management Division of Standard Oil Company (New Jersey). He will make his headquarters in New York City, leaving

Baytown, Texas, where he was Head of the Technical Information Section of the Humble Oil & Refining Company.

Coming Events

The AMERICAN DOCUMENTATION INSTITUTE's 26th Annual Meeting will be held at the Pick-Congress Hotel, Chicago, October 6-11. Based on the Convention theme "Automation and Scientific Communication," the program will be concerned with operational and experimental automated procedures and deal with the problems of gathering, processing, and retrieving information. Registration is \$20 for nonmembers and \$12.50 for members. Further information is available from the Executive Director, ADI, 1728 N Street, N.W., Washington 36, D. C.

The Minnesota and Wisconsin Chapters of SLA will participate in a TRI-STATE REGIONAL LIBRARY CONFERENCE at the Pick-Nicollet Hotel in Minneapolis on October 2-4. Various aspects of school, special, and public

libraries will be discussed. A meeting on interlibrary loans will be held October 4. Other participating groups are the State Library Associations of Minnesota, Wisconsin, and Iowa. Registration is \$4 or \$2 per day.

Library Courses and Workshops

The course, Search Strategy, an introduction to and survey of the whole field of information science, is being offered in three parts by DREXEL INSTITUTE OF TECHNOLOGY's Graduate School of Library Science during its 1963-64 academic year. Mrs. Claire K. Schultz, SLA member and Research Associate at the Institute for the Advancement of Medical Communication, who first taught the course last year, is the instructor for the weekly three-hour Friday evening sessions, thus enabling working information and research personnel to attend. Part I, given during the fall term, covers the historical development and includes equipment, principles of classification and indexing, and how

In Memoriam: Catherine Deneen Mack



CATHERINE MACK died suddenly of a massive cerebral hemorrhage on July 24. What can one say when an active and productive life is suddenly snuffed out, except that both the library profession and the world are the poorer. She left behind her a rich professional heritage and many friends, who not only mourn their personal loss, but whose lives have been enriched by her friendship.

Since 1930 Mrs. Mack was connected with the Corning Glass Works where she served as the company librarian and for two years (1951-53) as librarian in the museum housing the antique collection of glass. She was a Life member of Special Libraries Association who devoted much time and effort to serving the Association. She served as a member of the Board of Directors (1956-59) during which time she displayed both enthusiasm and devotion to the office and to which she contributed intelligent and imaginative service. She was also a leader of that small group known as the "glass librarians," who looked to her for both advice and inspiration, and was active in the Western New York Chapter.

The library profession in general and the Association in particular have been nurtured and advanced by persons with her abilities and ideals. She left behind her a rich body of professional accomplishment and many friends as well, who will not only miss her personally but for whom the light of leadership has been dimmed. Her personal labors are over, but her inspiration and contributions to the profession will live as a memorial to her life.

Requiescat in pace!

ALBERTA L. BROWN

to compile a thesaurus. Part II, given from January 3 to March 20, and Part III, given from April 3 to June 12, will offer workshop sessions and field trips, which will compare and evaluate various computer techniques. Applications may be obtained by writing in care of the course at the School, Philadelphia 4, Pennsylvania.

The School of Library Science at the UNIVERSITY OF SOUTHERN CALIFORNIA is offering a new course, Information Retrieval, during its 1963 fall semester. Mrs. Sophia White, SLA member and Librarian at Burrells Corporation, is teaching the course, given on Saturday mornings, beginning September 28. The program includes information theory, characteristics, and methods of communication and use; linguistic problems; documentation techniques; and a survey of mechanized information systems, with emphasis on the nonconventional systems. Further information is obtainable from the School, Los Angeles 7, California.

In Memoriam

ETHEL CLELAND, Head of the Indianapolis Public Library's Business Library for 30 years before her retirement in 1948, died June 22 in Indianapolis. She was 85.

ALICE LOUISE LE FEVRE, retired Professor Emeritus of Librarianship at Western Michigan University, died June 18.

Letters to the Editor

NASA DOCUMENT DISTRIBUTION POLICY

I have this morning a letter from NASA's Office of Scientific and Technical Information, indicating they are going to establish a new procedure for the distribution of NASA documents, including STAR.

Apparently an organization will receive such items only while actually registered with NASA as on a contract involving the space program. At first sight this sounds reasonable. However, those smaller organizations which have gone through the same procedure in the past with ASTIA know how unworkable this can become.

Only the very largest contractors are *always* working on a NASA contract. The others are on and off several times a year. Each time a contract ends, they automatically stop receiving documents, including their subscription to STAR (according to the new procedure). Then, when a new contract starts, they must obtain a new application from NASA, fill it out, send it to the cognizant authority, forward to NASA, then NASA forwards to

the Technical Information facility, and then (after how many weeks?) documents begin to flow again. Meanwhile, there is a gap in the library's file of STAR. First thing the librarian does is request and obtain the missing copies. Then he checks his shelves for missing reports in the categories of interest to the new contract. He orders them. After a certain number of weeks, he now has an up-to-date file of NASA material. Meanwhile, the contract has been in force and the people he serves are demanding the latest NASA data. Their library naturally does not have it yet.

Why in the world could not NASA stick to the older procedure of continuing those organizations on the distribution lists which are more or less constantly doing space work? This would seem to be easier, cheaper, and much better for the progress of the space program. I have written to NASA in protest but have no reply. This is no time to stifle the flow of technical information unnecessarily, there is so much we can do nothing about. I urge that users of NASA technical information request a change.

RINEHART S. POTTS, Librarian
Aero Service Corporation
Philadelphia, Pennsylvania

SCIENTIFIC LIBRARY SERVICE GROUP

I have just had the occasion to review the listing of commercial library services, which appears in the May-June issue of *Special Libraries*. This sort of listing is a valuable information resource, and I would encourage the pursuit of this kind of activity on the part of SLA.

In the past, I have used several of the services listed and from the results would be hesitant to give an unqualified endorsement to any of them. One group, which does not appear in your listing and which has given us excellent service, is the Capitol Hill Research Group. It is my understanding that this is a group of expatriate Polish scientists—some of whom work for the Sci-Tech Division of LC—who have banded together in this activity. They specialize in searches of the open literature of the Russian scientific press. If you desire further information concerning this group, I suggest you contact: Zdzislaw Milobedzki, Capitol Hill Research Group, 326 Pennsylvania Avenue, S.E., Washington 3, D. C.

PETER G. POCKO, Manager-Library
General Electric Company
Santa Barbara, California

CORRECTION

Figures 3 and 5 were inadvertently transposed in "Circulation Control by Computer," by R. W. Gibson, Jr., and G. E. Randall, pages 335 and 336, in the July-August 1963 *Special Libraries*.

Off the Press . . .

National Catalog of Patents

Rowman and Littlefield, Inc., with cooperation from the United States Patent Office, has undertaken the publication of *The National Catalog of Patents*, a projected multi-series catalog of patents. The *Catalog* will cover the classifications of: 1) chemical and related arts; 2) electrical, communications, radiant energy, and related arts; 3) mechanical, manufacturing, and machine element arts; 4) transportation, material handling and treating, motor and pump, weapon arts; 5) instruments of precision, body treatment and care, heating and cooling, static arts, and miscellaneous; and 6) designs. In print, to date, are the 1961 chemical and electrical *Supplements*. The patents are listed according to subject classification, and the volumes contain a numerical and subject classification index as well as a related patents index, which lists, numerically, the patent numbers of similar items. The 1961 mechanical *Supplement* will be available in October. In preparation is a cumulative index for patents from 1790-1960. Six volumes for the chemical and five for electrical and mechanical sections will be ready by October, November, and December 1963 respectively. The actual catalogs for the first three classifications will be ready by the end of 1964 and for the remaining three, by the end of 1966. Each volume of the *Supplement* and *Index* will be \$50. No price has been set for the catalogs. A free examination period is extended for the publications. For further information write the publisher at 84 Fifth Avenue, New York 11.

Biological Abstracts Searching Aid

A machine-produced Systematic Index has been developed as a searching service in each semi-monthly issue of *Biological Abstracts* to enable scientists to find quickly, under one taxonomic unit, the abstract number and field of study for all organisms used, whether as laboratory tools or as the primary object of research. The Index, although still in an experimental stage, is a detailed guide for selecting specific taxonomic data from over 4,000 abstracts appearing in each issue.

Library of Education

The Center for Applied Research in Education, Inc. has initiated a publishing program called the Library of Education, which will contain information on historical background, current educational research theories and practices, and developments and their application and implications for educators. Each volume of the planned 100 matched volumes also contains a bibliography and index. Eighteen volumes of the Library have been published and are available, as will be the future volumes, on a subscription basis. For further informa-

tion write the Center at 1808 Adams Mill Road, N.W., Washington 9, D. C.

Technical Translations Index

Cumulative Indexes to Technical Translations, volume 5, January-June 1961, and volume 6, July-December 1961, are now available. Each volume is \$1 and may be purchased from the Superintendent of Documents, Government Printing Office, Washington 25, D. C.

New Edition of New York Chapter Directory

The 10th edition of the *Special Libraries Directory of Greater New York* was issued during the summer. It describes 1053 special libraries and collections in the metropolitan area, 250 of which are listed for the first time. Entries are arranged in 28 subject categories and include for each library the address, telephone number, names of staff members, size of collection, subjects covered, clientele served, inter-library loan service, whether open to public and/or SLA members, and hours of business. There is also a single alphabet index of libraries, personnel, subjects, and special collections. The price for Association members is \$6 (\$5 each for orders of two or more) and \$12.50 for nonmembers. Orders should be sent to Beulah Kramer, Metropolitan Life Insurance Company, 1 Madison Avenue, New York 10, New York, and checks should be made payable to "Special Libraries Association, New York Chapter."

New Serials

ASIAN ABSTRACTS, a weekly account of Asian political and business affairs, began publication July 1. The 12-16 page journal, published at 2-J, Clifford House, Collyer Quay, Singapore, will be indexed quarterly. The annual subscription rate is \$51 airmail and \$37 seairmail. A one-side printed edition, arranged for clipping, is printed on air-mail paper and costs \$63 a year, airmail.

CURRENT LITERATURE ON AGING, formerly titled *Selected Acquisitions*, will begin publication on a

Back Issues Wanted

The supply of January 1963 issues of *Special Libraries* is very limited. It will be appreciated if those who have extra copies will send them to Association Headquarters at 31 East 10th Street, New York 10003.

quarterly basis in 1964. The journal will list selected publications and articles relating to aging in fields such as housing, employment and retirement, health, social welfare, recreation, and others. The publisher is the National Council on the Aging, 49 West 45th Street, New York 36. Distributed on a subscription basis only, annual rates are \$2.25 in the United States and Canada; \$2.50 elsewhere.

JOURNAL OF DATA MANAGEMENT is the new official journal of the Data Processing Management Association and is published monthly. Articles cover data processing and computer techniques, management, personnel systems, accounting, purchasing, production control, and other data processing problems. Yearly subscriptions are \$5 in the United States; \$10 elsewhere; available from the publisher at 524 Busse Highway, Park Ridge, Illinois.

METHODS OF INFORMATION IN MEDICINE, an international journal for the methodology of medical research, information, and documentation, is published quarterly in English or German. Abstracts accompany the articles, which are devoted to the theory and mathematics of medical research, methodology of clinical and other research, problems of nomenclature and classification, automatic data processing, and literature documentation. Subscriptions are \$5 available from Joseph Bourgholtzer, Inc., 170 East Ridgewood Avenue, Ridgewood, New Jersey.

PETROCHEMICAL NEWS is a weekly news service concerned with news of corporate changes, expansions, markets, legislation, and other items of interest to management in the field. The journal is produced by offset and will be sold by subscription only for \$85 a year from 54 West 40th Street, New York 18.

PSYCHEDELIC REVIEW is a quarterly containing original research, reviews, pharmaceutical literature, and essays on various hallucinatory substances such as LSD, mescaline, and psilocybin. The journal, published by the International Federation for Internal Freedom, P.O. Box 9, Cambridge 40, Massachusetts, costs \$5 a year and \$1.50 per issue.

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A report on 855 Canadian public libraries, 221 larger, urban, regional and provincial libraries, and summary statistics on 634 smaller libraries. Information includes services, scope, holdings, borrowers, staff, and other pertinent data. In both English and French.

———. Part II: *Academic Libraries, 1960-61*. Ottawa, Canada: Dominion Bureau of Statistics Education Division, April 1963. 45 p. pap. 75 cents (Sold by the Queen's Printer).

A report of three surveys, two covering university and school libraries for 1960-61 and one covering professional library school graduates in 1962. Statistics on holdings, type of school, scope and staff of library, services and location, and the type, salaries, placement, and experience of graduates. In both French and English.

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An introduction to medical and hospital libraries, materials, classification, medical bibliographies, and reference work. Lists some medical libraries around the world. Index.

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1,855 titles originating in 40 countries with 365 U.S. titles, 195 from Great Britain, 182 from West Germany, 147 from France, and 117 from the USSR. Services are arranged by UDC, title, and country with subject index. This compilation brings up to date *A Guide to U.S. Indexing and Abstracting Services in Science and Technology and Index Bibliographicus*, 4th ed., vol. 1, *Science and Technology*.

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An English basic word-list with equivalents and separately keyed indexes in English, Spanish, Russian, Italian, and German. Also available in an Arabic-French-English edition.

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First large-scale, systematic presentation of these tables. Contains 24 illustrations and 286 tables, which were compiled with the aid of a digital computer. Numerical values for a very wide range of angles are given in five degree intervals in nine systems each for the active and passive coefficients. References, index.

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Introduction to alphabet and pronunciation, grammar, and reading lessons. Russian and English indices. Appendices and glossary.

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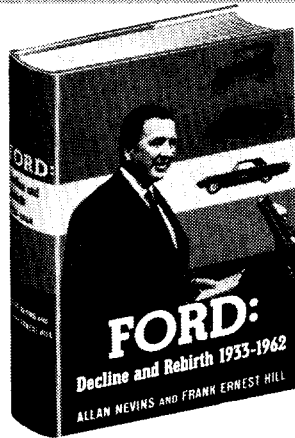
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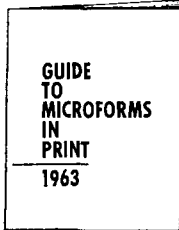
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