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## Special Libraries, October 1940

Special Libraries Association

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# Special Libraries

*Official Journal of the Special Libraries Association*

October 1940

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# Special Libraries

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# The Financial Cost of War\*

By FREDERICK ROE

Stein & Roe, Investment Managers and Consultants, Chicago

TALKING with a group of librarians I should feel at home because a considerable part of my business life has been spent in work which has been based on information carefully collected and compiled by libraries. However, one aspect seems unusual. In the past I have enjoyed the favored position of being on the receiving end of the information circuit. My diffidence in appearing before you is sharpened by my fear of being unable to tell you anything you do not already know. However, with a violent war raging in Europe and with its influence on us absorbing so much of our attention, I may be able to justify my presence by reviewing briefly: First, a theory of war costs; second, the costs of the last World War; and, third, some estimates of the cost of today's war and of our defense preparations. Lastly, I shall venture a guess as to the possible fiscal cost to this country should we become engaged in a major conflict.

## A THEORY OF WAR COSTS

The term "cost of war" has several meanings. Facing currently shocking headlines, the first cost that comes to our mind is measured in terms of human stress and suffering. This aspect, however, is not susceptible of economic analysis. A second definition — economic cost — refers not only to direct outlays which we can measure, but also to the goods and services foregone under war pressure, as, for example, smaller purchases of library books. Obviously the extent of forbearance cannot be measured. Hence we are confining our subsequent analysis to those

\* An address given before the Financial Group at the Indianapolis Convention of the Special Libraries Association. Revised by the author to Oct., 1940.

war costs of a fiscal nature that can be directly appraised.

The prime war costs of a fiscal nature during war time are reflected in the national budgets. These become enormously enlarged because the governments act as the intermediate agents through which the resources of the people are diverted to the conduct of the conflict. Perhaps we should note at this point that some items of fiscal cost do not involve economic cost; an example is provided by the pay of a soldier who might in peace time be unemployed but not on relief. In contrast, a genius at peacetime production might be conscripted or voluntarily dig trenches in wartime; the diversion of his efforts would result in no fiscal cost to the Treasury, but would represent a serious economic loss to society.

The costs of war must be paid for out of the human and physical resources of a country. These resources are the same in times of war as in times of peace, but they are used through different channels, for different purposes, and with different intensity. In peacetime society uses these resources to provide its people with day-to-day subsistence, to afford them leisure, and to add to capital equipment. In times of war the imperative need is to squeeze out of society the maximum amount of goods and services for immediate use in the conflict.

There are four sources from which this need can be met. First, production can be increased by such means as the elimination of unemployment, by the reduction of leisure, by the elimination of immediate "bottlenecks" and by avoiding stoppages of work. We must emphasize, however,

that a large part of what superficially appears to be additional production for war use is really a diversion of existing productive power from private to war channels. Hence reduced private consumption is the second source. Thus factories which in peace times would make guns and shells for well-to-do quail hunters must when war comes devote their output for the use of the army. The third source is the curtailment of new capital investments, particularly those not needed to make war goods. The fourth is depletion of existing capital by using stocks, by refraining from normal repairs and replacements, as well as by selling assets to foreigners, and by borrowing from abroad and using the proceeds for war purposes.

The question before us at this point is: How are the fiscal costs I have mentioned to be covered? In the first instance the costs of war are met by taxes, by loans, and by issuing paper money. Taxes and loans out of savings are merely the means of transferring purchasing power from individuals to the government. Both forms of "payment" decrease the goods and services applicable to individual members of society and increase the goods and services that the government can buy. Further, loans coming from credit expansion — and this applies also to issues of paper money — give the government control of newly created purchasing power.

The question is frequently asked whether domestic loans defer part of the cost of the war to future generations. The food an army consumes and the munitions it fires or stores are produced in the present, not the future, and for the most part are taken out of the current stream of production. What is not yet produced cannot meet a present need. Consequently, that part of the cost of war which is met by increased production and by decreased private consumption is paid for by the present. The burden to be borne by future generations is represented by the degree to which their *inheritance in existing capital is reduced*

by the depletion of that capital during the war. What loans postpone is not so much the cost of the war to society as a whole, but the final allocation of the cost of war among the various members of society. At the time they are raised, loans take present purchasing power away from the lenders and put it in the hands of the government. When the loans are paid, either as to interest or principal, purchasing power is taken from one group — namely, taxpayers — and put into the hands of another group — namely, bondholders.

Of course, from the standpoint of an individual there is a vast difference between taxes and loans. When a taxpayer relinquishes purchasing power he receives nothing in return, but the buyer of a bond receives a claim on future income. It is this difference which accounts for the problems of social equity created by the two forms of finance.

#### THE COSTS OF THE LAST WAR

Having briefly touched the high spots of a theory of war costs, I should like now to present a brief review of the fiscal cost of the last World War. Professors Seligman and Bogart have estimated that, excluding inter-Allied loans, the fiscal cost of that war to all the belligerents, from August 1, 1914 to the end of the fiscal year during which the Armistice was signed, was \$210 billion. These costs were incurred while price levels were inflated, and in making the studies foreign currencies were converted into dollars at the parities of 1914 rather than at the rates of exchange which existed at the time of the expenditures.

The fiscal cost of the first World War to the United States from April, 1917, to June, 1919, is estimated at \$32 billion, including advances to the Allied Powers. The expenses of the Federal Government rose from \$0.7 billion in 1916 to \$16 billion in the calendar year 1918. In the last quarter of the calendar year 1918 the government was spending at the annual rate of

about \$22.5 billion. Expenditures for war in the calendar year 1918 were not less than one-fourth of our total national income in that year. During the period of the war about one-third of the total expenditures were financed by taxes and two-thirds by loans.

Professor John M. Clark has roughly estimated that of the cost of the war about one-fourth came out of increased productive effort and the balance from decreased private consumption. How was this burden distributed among the various classes of our society? Professor Clark's studies reveal that after paying taxes and subscribing to Liberty Bonds, farmers' income available for consumption in terms of pre-war purchasing power increased several billion dollars. Farmers were the only group whose purchasing power increased during the war. Wage earners came out just about even, but they had to work harder to do this. Government employees lost about \$2 billion in purchasing power. Salaried workers lost perhaps \$5 billion in purchasing power and they decreased their consumption further by paying \$3 billion for increased taxes and government bonds. Business incomes increased moderately in real purchasing power but the recipients of these incomes paid \$3.5 billion increased personal taxes and subscribed to around \$10 billion of government loans. Investment in corporate enterprises did not decrease, so this entire \$13.5 billion came from the reduced consumption of the recipients of these incomes.

#### COST OF TODAY'S WAR

I would now like to turn to the present war expenditures of the major powers. France, at least before her surrender, had a national income of almost \$15 billion, of which she was spending about 47 per cent, or \$7 billion annually for war. The United Kingdom's national income is probably in the vicinity of \$30 billion; the last supplementary budget calls for expenditures for war during the current year of \$14 billion

or 47 per cent. Large as this figure appears, the estimate of expenditures is probably too low. It has been roughly estimated that Germany has a current national income of around \$33 billion and has been spending annually about 45 per cent of this, or \$15 billion, for war purposes.

As you know, the national income of the United States has been running at about an annual rate of \$73 billion. The Treasury Department has estimated that for the current fiscal year defense expenditures will be \$5 billion, or 7 per cent of our current national income. Compared with expenditures of the major belligerents, this sum is small both absolutely and relative to our national income.

Every one of us is wondering what will be the effect of increasing armament expenditures on our economic life. Germany is a relatively poor country and the alternative which General Goering had been posing for several years of "Guns or Butter" is familiar to all of you. The United States is a rich country and in recent years we have been going along with large unemployed human and plant facilities. My guess is we are rich enough to have at the same time any two of the following three alternatives: Guns, butter, or unemployment. In the past we have had butter and unemployment. Now we want more guns but we are unlikely to have to give up much of our butter until we have eliminated most of our unemployment. It is obvious that the more a country can increase its production, the less it will have to curtail consumption.

#### A POSSIBLE PROSPECT OF THE FUTURE

Of course, no one wants to engage in another war, but we might as well face the possibility. One, and only one, formula governs the right amount to spend in a war; namely, that amount which will win the war; anything less is tragically inadequate. I won't even try to guess what sums would be adequate, but I would like to draw some comparisons from the past.



During the last war our national income in dollars of pre-war purchasing power increased about 15 per cent. During recent years with all our unused plant capacity and idle workers we have had a national income of about \$67 billion. Under the impact of vastly increased war expenditures, a 15 per cent increase would give us a national income of \$77 billion in present purchasing power. You will recall that in 1918 we spent one-fourth of our national income for the prosecution of the war. If we were again to devote the same portion of our energies to war our annual expenditures for that purpose would be around \$19 billion. This sum, incidentally, would be only slightly more than the estimated current annual expenditures of Germany and the United Kingdom alone. Due to our high standard of living it is unlikely that we can buy as much war with \$19 billion as other countries.

You will ask how will this cost be met? Once the country reaches its productive capacity it will be necessary to curtail private consumption, and this can be done by increased taxation, compulsory loans, selective price controls, and rationing. The National Resources Committee has estimated how our people would spend a national income of \$80 billion under conditions of peace. These estimates show the public would be spending about \$46 billion for food, clothing, household operation, medical and personal care. If those items were reduced by, say, \$3 billion, the amount spent would still be larger than would be regarded as normal if the national income were \$70 billion. The Committee's estimates show that with a national income of \$80 billion the amounts spent for housing, automobiles, refrigerators, et cetera, would be \$20 billion. If this were reduced by, say, \$5 billion, the balance would represent the expenditures which might be expected with a national income of \$60 billion. Phrased in a different way, what we have assumed is an \$80 billion national income with expenditures for

food et cetera, at a \$70 billion level and expenditures for houses and autos, et cetera, at a \$60 billion level. Although the total reduction in consumption of \$8 billion sounds large, actually it would provoke less hardship than a bad business depression. It should be emphasized that the reason for curtailing consumption is to release purchasing power and productive facilities for war use.

The National Resources study also shows that with a national income of \$80 billion savings after taxes would be \$8 billion. However, under war conditions personal taxes will be much higher and the amount of savings correspondingly lower and a large part of even these reduced savings would have to be canalized through the Treasury to finance the war. There are other sources from which purchasing power could be diverted. We have been spending several billion annually for public works and it is obvious that such projects are not a war necessity and should be curtailed. Purchasing power could be diverted from new capital investment in private enterprise. However, in recent years we have been making practically no new investments in our business properties over and above the funds provided by depreciation, so there has been virtually no flow of funds here that need be diverted. In the last war we set up a Capital Issues Committee to limit unnecessary issues, but in recent years we have had practically no new capital issues. As a matter of fact, the needs of war should necessitate expansion of certain types of industrial plants. A potential source of funds lies in the repairs and replacement expenditures of business and government. Possibly some of these could be curtailed without impeding the flow of war goods. In this connection there are two conflicting forces worth mentioning. The first is that with the imposition of excess profits taxes, the temptation to over-maintain increases. The second is that with the step-up of output in the war industries it may be physically impossible,

without interrupting work, to make repairs adequate to offset the increased wear and tear. Should this prove to be the case, it would be wise to set up a maintenance reservoir to be drawn down after the war ends. Such funds, if invested in government bonds during the conflict, would divert purchasing power to the Treasury, and if spent after the war ends, they would provide a helpful cushion for the usual post-war depression.

I believe it can be demonstrated that our potential productive facilities are so great

and our standard of living has been so high that we could divert the purchasing power needed to finance a war without undue hardships. Certainly the hardships would be far less than in other countries. However, it is clear that some of the services which our government is providing will have to be sharply curtailed or eliminated if all our energies are to be devoted to war. In order to do the job that lies ahead with effectiveness we will have to have not only wisdom in our leaders, but a degree of social discipline not heretofore exhibited.



## Roaming Exhibit

**D**URING the past year one of the most interesting projects of the Methods Committee was the Methods Exhibit, that was on display at the Thirty-Second Annual Convention of Special Libraries Association held in Indianapolis last June. Under the supervision of the National Methods Committee, the material for this display was collected by Chapter Methods Representatives and Group Methods Representatives from members throughout the entire United States. It represented an excellent cross section of the types of Methods used in all the libraries of the Association.

This Exhibit aroused so much favorable comment, that many Chapters have requested that it be sent to them for use at joint meetings with other librarians and organizations.

First to take advantage of this generous offer was the Illinois Chapter, which showed the Exhibit of the Methods Committee at the first meeting of the season on September 24th, 1940. The next week the Milwaukee Chapter showed the Ex-

hibit at its meeting on September 30th and later exhibited it before the meeting of the Wisconsin Library Association at Fond du Lac, Wisconsin, October 11th-13th. Since both SLA and WLA members in northern Wisconsin have had an opportunity to see the Exhibit, the Milwaukee Chapter felt well-rewarded for the efforts.

Later it is hoped that the California Chapters will have an opportunity to see the Methods Exhibit before it returns to the East.

So far the New Jersey Chapter has requested it for the first week in March, while the Connecticut Chapter has planned to use it later in the Spring. On May 6th the display will go to Pittsburgh for the Methods meeting to be held there.

Undoubtedly many other Chapters will wish to avail themselves of the opportunity to feature this Exhibit. In order to facilitate the routing of it during the coming months, it is suggested that all Chapters interested in using this worthwhile exhibit communicate at once with the Executive Office.



# SLA National Defense Committee Report

By MARY LOUISE ALEXANDER

Director, Bibliographical Planning Committee, Philadelphia

WHEN Editor Aikenhead asked me for this report she said that it was wanted because this committee was "making the direct connection between our association and preparedness." I was delighted to have her use that word, preparedness, rather than defense because our activities are in no way limited to military defense.

SLA's action in forming a defense committee was neither unique nor original. For months the daily press has been filled with announcements of similar action on the part of other associations, trade and professional, large and small, — some so remotely connected with defense problems that one suspected them of using this emergency only as a chance for publicity. Or it may be that some groups that for too long a time have drifted along and appointed the same old committees to go through the standard routines are recognizing this as an opportunity to justify their existence and to devote themselves to more useful things, in more efficient ways.

I do not mean to imply that SLA is that type of association. On the whole we have been spending busy, profitable years, but there are many practical projects that have needed a springboard of universal appeal to give them precedence over more local, personal problems. I believe that the present world emergency which is leading to planning, evaluation, and analysis in every field of endeavour can contribute greatly to the progress of SLA if we are smart enough to grasp the opportunity.

First, let me trace the activities of the

SLA National Defense Committee to date. The committee is composed of Eleanor Cavanaugh, Librarian of the Standard Statistics Company, New York; Rose Vormelker, Business Information Department, Cleveland Public Library; Emma Quigley, Librarian of the Los Angeles Railway Corporation; Elsie Rackstraw, Librarian Federal Reserve Board, Washington, D. C.; with myself as Chairman. Later we hope that this committee may be increased so that all sections of the country will be represented.

THIS committee was set up during the Indianapolis Convention in June because members felt that librarians should take an active part in any emergency that touches every phase of our national life. Naturally our first step was to offer our services and resources to the Government, in any way that it might be able to utilize them. But I repeat, that there is no thought of limiting our activities to military operations, nor to a cooperative program touching only Washington. Our earliest contacts with Washington showed: (1) that libraries *could* help in many ways; (2) that the ALA was also setting up committees and offering library service; and (3) that as far as the Government was concerned, the National Defense Advisory Commission and other official agencies were looking to the Library of Congress as their central point of contact with the libraries of the country. The wise thing, therefore, was to combine forces and accordingly the Joint Committee on Library Research

Facilities for National Emergency was formed with the following personnel: Dr. Luther Evans, Library of Congress; Mr. Frank T. Sisco, Engineer, New York City; Dr. Donald E. Cable, Librarian, U. S. Rubber Company; Mary Louise Alexander, Bibliographical Planning Committee of Philadelphia; Robert B. Downs, Director of the Libraries, New York University, New York City, Chairman.

All of us agreed that before libraries could be mobilized for any broad national service, it was necessary to have much more information about their research resources than has hitherto been available. First it was decided to conduct a survey of these resources along those lines of greatest interest to the National Defense Program. Mr. Downs, as Chairman of the ALA Committee on Resources, is responsible for collecting information on the larger libraries, both university and public; I, as Chairman of the SLA Defense Committee, am making contacts with the members of this Association.

Early in August, letters and questionnaires were mailed to approximately 400 special libraries, largely technical and business libraries because Archibald MacLeish, Librarian of Congress, reports the most immediate needs to be in those fields. As I write this, more than 150 reports have come in from special libraries, nearly all of them good, full reports which give an impressive picture of special library service and which, taken together, offer a unique tool for research. May I urge every member who has not answered this questionnaire to do so at the earliest possible moment? And I assure those who have not yet been approached that their turn will soon come.

From these replies, we plan to build a master file for the use of the Library of Congress which will show by subject groups those libraries specializing in each field or important subject and specifically what their strength is. Later such a file can be duplicated at small cost in as many cities and research centers as want it. Right now

we are studying ways to classify, edit, and present the information we are getting. I may say that it is not easy to find a formula that applies to such a variety of libraries and subjects and to so many types of materials and operation.

This project re-emphasizes several problems that have long needed solution by the library profession. One such problem is how to describe and evaluate a library to show the relative strength of subject coverage (1) within the library and (2) in comparison with other libraries specializing in the same field. When a library finds out how to assess its own value as a place for research and knows which libraries in specific fields have better resources than its own, undoubtedly policies of acquisitions will be changed. Then librarians will stop doing only a fairly good job in many directions and will do a really complete one in a few highly specialized subjects. Then librarians will cooperate in the use of their materials and expert knowledge. The big university and public libraries always will contain the basic reservoirs of books and periodicals and the special libraries, really living up to their name, will supply the unusual materials, exceptionally well organized for instant use and will offer expert information services.

THE foregoing may seem a digression from the main theme of this report, but it seems to me to be one of the major objectives of this program to mobilize libraries. Librarians readily agree that there has never been an adequate analysis of the research resources in this country. Scholars and research workers have had to use what happened to be at hand because they could not know of the more highly specialized resources elsewhere. Now they can know. And librarians stand to profit more by this so-called mobilization than scholars or research workers or people engaged in National Defense.

Already members of SLA are seeing many plus values for the Association from this

program. It lends prestige to our whole profession because at the moment special libraries can be more immediately and vitally useful in technical and industrial fields than can most of the general libraries. It offers an unparalleled opportunity for a public relations or educational program for special libraries.

This project can greatly increase our membership because we plan to include sources of information everywhere, whether members of SLA or not. If we do an intelligent, useful job, other individuals, companies and organizations will then want to join SLA and share the practical benefits.

Local chapters and groups in SLA can share the information we are now collecting and through the use of it can know more about their members than they have ever known before. Individual libraries can cooperate in the purchase and use of the more expensive or less-used materials when they learn that a neighbor library is duplicating some of their most space-consuming files of periodicals, documents or other materials.

These and other ideas are occurring to librarians and this committee has already received fine suggestions and offers of cooperation. The committee can serve as central machinery and can support related projects that may now be under consideration. Will committee chairmen and chapter officers please write and tell me what we can do for them?

One thing that you all want to know and which, unfortunately, I cannot tell at this time is how the Government and the Library of Congress expect to make use of special libraries. Washington is postponing the setting up of any routine until the information from the survey is tabulated and available at the Library of Congress. For many months Dr. Luther Evans, whom Mr. MacLeish has put in charge of this work, has been receiving daily re-

quests from the National Defense Commission and other groups related to the new national program. Naturally a great many of these can be answered easily from the vast resources of the Library of Congress and other Washington libraries, but many need more specialized materials and the advice of specialists. When the source file is ready, Washington will know where the specialists are. In expanding industrial production for defense, we are told that cities throughout the country that seek to share in new developments are asked what are the library and research facilities in their area. Thus the geographic location of a library may be as important a factor as its collection and service. No area and no type of library should feel excluded from the preparedness program.

At this time we cannot tell what specific service may be expected of librarians. It may be that technical and business libraries will be tapped only through their present organizations and never directly from Washington. In no case will a library be expected to do anything contrary to the policy of its company, but we all know that policies are constantly being broadened and cooperation is now being extended in every field of human endeavor. It would be sad, indeed, if libraries were *not* expected to play a part in present world events.

We solicit the cooperation of the entire membership and ask you to be patient until we can be more specific about our plans. However, it should be gratifying to members that SLA is doing some long range planning and is ready to help individuals take whatever immediate steps are indicated in this National Preparedness program. And while we all think of the program as one which allows libraries to help their country, it is equally true that it is "preparing" each of us to help each other and to do a better job, now and in the future.

# War and Preparedness and Special Libraries

## *A Symposium*

*When unusual conditions arise in our country how do Special Libraries respond to meet such emergencies? Under the stress of additional work a number of Special Librarians throughout the country have kindly contributed their ideas to this Symposium.*

**William F. Jacob**

*General Electric Co., Schenectady*

A period of "war and preparedness" gives all librarians the supreme opportunity to make their services worth while to our country, and every one of us will doubtless find the necessary ways and means.

To the layman, "war and preparedness" means guns, cannon, battleships, submarines, airplanes, tanks, bombs — in other words, the spectacular, terrifying, and destructive side of warfare. But present-day warfare and preparedness involves other important services — the service of supplies, both of a military and subsistence nature; transportation, for troop movements and supplies; armament production; electric power at strategic points; civil, military, and naval intelligence to out-guess a possible enemy's moves against us. And now the newest non-combat activity is that of propaganda, to undermine enemy morale and to bolster our own.

All these are non-spectacular yet vitally essential means of supporting our armies and navies. In such "behind-the-scenes" activities we librarians can be of immense assistance to our military machine and defense production set-up, by keeping them posted on the latest technical and military developments. War and preparedness involve great concentration of mental effort to devise new means of combat, or to counteract unique means of a possible enemy's attack. Our best scientists and

military strategists will devote their time to such problems, and we librarians can furnish them with data, ideas, and other published facts that may help them evolve the methods that will make our beloved country impregnable to any foe casting eager eyes in our direction.

Let us hope that the effective help we may be called upon to render in this time of stress will once and for all dispel the misconception that we librarians are merely glorified filing clerks, "bookworms," or book-keepers.

Special librarians! Are we prepared to serve?

**Florence Wagner**

*The Wall Street Journal, New York City*

For the present, at least, government contracts seem to be the most important item in the defense program to interest the financial world, so perhaps it might be well to describe just how the financial librarian can measure up to this need.

There are several sources for this information. Each day the *Wall Street Journal* publishes a list of army and navy awards in its columns and on Monday issues a recapitulation for the week, arranged alphabetically by companies and listing address, commodity and amount. Its outstanding feature is its promptness and simplicity.

There are several government agencies, which also provide information on contracts. The Division of Public Contracts of the Department of Labor issues a weekly list, whose outstanding information is the

date of delivery. Other features include number of contract, name of company, address, government agency, commodity and the amount.

From the Office of Government Reports (Executive Office of President), there appears a semi-monthly recapitulation of government contracts by states, which includes WPA and United States Housing Authority contracts. It also summarizes the total for each state and the country as a whole from June 13th.

In addition the National Defense Commission, the Army and the Navy departments mail releases, giving varying amounts of information regarding contracts, but no summaries.

The financial world is also interested in effects of excess profits tax on earnings, readjustments resulting from conscription and government control of prices, but their importance is subordinate to contracts.

#### **Nellie Jane Rechenbach**

*Municipal Reference Bureau, Cincinnati*

In a time of crisis, libraries have a peculiar function to perform — that of balance wheel, of preserver of the even keel at a time when the eddies of doubt, unbalance, and accelerated change swirl about every citadel of security.

This position does not imply reaction or an unwillingness to face reality and to serve the present need. Quite the contrary, for it is, of course, implicit in the service code of every special library that all calls be met, whether they be the more routine calls of our usual existence or the stepped-up, specialized, more urgent calls of the emergency. Because of the varied, constantly unexpected demands of the job, the special librarian has been trained to anticipate and meet the day-to-day contingencies. Wartime preparedness is just another, though greater, challenge to the librarian. The details of service will vary from place to place, in response to specific needs. The willingness to serve remains constant.

But in the press of the hour, the less demanding but nonetheless vital needs of the

future must not be overlooked. No matter how hectic today may be, there will be, sometime, a calm tomorrow, when it will be possible and necessary to look back on and evaluate what is going on today. The librarian must see to it that materials, however fugitive, are available for this evaluation. The librarian must preserve in this period of flux whatever may be valuable in years to come.

And finally the library should set an example of controlled thinking today, should aid in avoiding extremes of emotion, of precipitant action, of bias, should supply both data and encouragement for balanced, reasoned, effective action.

The library must join forces with all other agencies working toward our Nation's upbuilding and protection. It must do efficiently the task which today presents, and at the same time be constantly prepared for any eventuality.

#### **Linda H. Morley**

*Industrial Relations Counselors, Inc.,  
New York City*

From the point of view of special librarians, some of the significant factors in the present war situation are the many new laws and detailed regulations coming into force and the rapidly changing situations and objectives that are inevitable in a war economy. These will entail a mental re-orientation and a new evaluation of policies on the part of the information department or special library and the elimination of some activities previously found useful in order to make time for new needs, and an increase in the speed with which information is produced to meet requests. Most corporations and other organizations must make decisions and new plans or adjustments of old policies and operating methods within brief periods, in order to conform to new regulations and shifting situations. This means that information must be in a form more nearly ready to be applied than has often been the case heretofore.

In the industrial relations field, for example, new company policies have had to

be worked out affecting employees called into military service. There was not time to wait for such facts to be gathered and published in the normal course; therefore, this library set up a new procedure to make pertinent information ready to use, by abstracting each announcement of military policy affecting employees as soon as released by any company. This information is maintained in a loose-leaf binder and in standard form, showing the company name, number and kind of employees affected and a concise statement of the detailed provisions of the policies adopted. Since these facts are abstracted each day from whatever source they can be obtained, the latest information in condensed form is always available in one place.

Because of the temporary or shifting patterns of life under war conditions, objectives in many fields of endeavor are in a state of flux. It seems desirable, therefore, that the special library organize material bearing on war conditions on a flexible basis, but in such a manner that the general plan of organization for informational material is not vitiated. It was decided that war material should be classified, not under war headings *per se*, but according to subjects in the general classification scheme used in the library for both shelf and file material, but to add to the classification symbol used for this material the letter "W" to indicate the war aspect. This material at present is all kept together so that it is easy to discover what information we have. Eventually, however, without additional work this material can be distributed within the general collection, without the necessity of changing records. Moreover, before it is so distributed it can be readily examined, and material no longer important can be disposed of. A similar plan has been used in the catalog. Standard headings have been assigned to all material bearing on the war situation, to which a subhead, "War Conditions," has been added. At present, to facilitate use, these cards are all kept together, but eventually they will be

distributed according to their primary headings without additional work other than refileing.

**Jeanne McHugh**

*American Iron and Steel Institute, New York City*

Today the preparedness program has assumed an important place in the American mind. It is affecting not only the thought processes of millions of individuals, but in many cases it is bringing about new thought habits and an entirely different approach to arising circumstances. Probably one of the least affected groups in this new program is the special library, because preparedness is the very reason for the beginning and continued existence of special libraries. The swirl of requests for widely varied information, which the special librarian receives, has made her one of the most adaptable and alert persons imaginable. In other words, I would venture to say that the special library field is one of constant awareness to change and newly arising situations. It is a preparedness of anticipation to coming needs, as well as the ability to cope with a situation already developed.

In a library devoted primarily to the subject of iron and steel, it is still too soon to judge just what changed activities will be indicated. The steel industry is a progressive one and because equipment and manufacturing processes are constantly being modernized, it is always in a state of change. Whether participating in a preparedness program, or taking part in the normal business of more peaceful times, the industry has maintained its interest in new developments.

The point which I wish to emphasize is that preparedness measures will less affect those industries and professions which, by the nature of their activities, have learned to meet constant changes with alertness to the trends of the day. Almost everyone will agree that the present program has far-reaching implications. However, although I believe that it will require of the special librarian an increased sensitivity



to her subject, I also believe that long ago she has conditioned herself to meet the new demands.

**Walter Hausdorfer**

*School of Business Library, Columbia University,  
New York City*

Special libraries are strategically placed to be of the greatest assistance in the realization of defense plans. By their very nature they are functionally organized for "emergency," to handle new problems and to supply factual information of every sort. Speed, so necessary at present, has also characterized the service of these libraries. With the mobilization of every force toward a given end special libraries have long been familiar, for they have met the varied demands of science and business successfully for many years. They are efficient because they have had to learn how to be efficient. Other libraries, having cultural and social aims, on the other hand, may help to soften the stark regimentation during military preparations, and to supply vocational material.

But the nation must succeed even more fully than in the last war to mobilize every force, for the technique of war has vastly improved. For that reason, too, special libraries are important, for they are represented in every organization that would be involved: in the construction of tools and machines, in chemistry, in finance, in government, in medicine, in management and personnel. The present European war, moreover, has been characterized by technical surprises, new inventions which are the products of research. As all research is based on an accumulation of knowledge, it must begin in libraries which are organized to serve the researcher best, namely in those that are specialized in factual information.

Any specific action of the Special Libraries Association, of course, will have to be based on plans of the government. As they are formulating, they can be studied to see how libraries can assist. Although there is at present a joint committee of the several library associations to cooperate

with the Advisory Commission of the Council of National Defense, our Association could, nevertheless, set up a special committee to study the library needs of vital industries and how far, in view of experience in the war of 1917-18, those needs are met by present resources.

As facilities for production are being adapted, and additional factories are being built for the new order of things, so change of emphasis in existing libraries, and the establishment of new ones should also be considered. One obvious task of libraries now functioning is to build up files of dependable data on national defense, so that service to one's own organization in its contributions to the government program may be intelligent and effective. As individuals we need to study the defense measures that are being undertaken, so that we can relate to the whole plan not merely our own special library, but the larger organization which we serve.

**Marian C. Manley**

*Business Branch Library, Newark*

War and preparedness narrow the range, change the focus, heighten the tempo of questions asked of a business branch. These inquiries, however, do not vary essentially from peace time questions. But they are geared to death, not life. The stress is still on production, but production for destruction instead of production for consumption.

It costs \$50,000 to kill a man, the military experts tell us. To meet this in terms of defense means turning our peace time way of life upside down. The housewife ceases to be the goal of super sales drives and the government takes her place. Metals from scrap iron to iridium move into the spotlight and luxury commodities from terrapin to cosmetics taper off.

But in answering questions on price of metals, on their export and import, we use the same sources that we used in peace time. And in analyzing how much oil and fat we consume as a nation, we consult the same statistical sources.

We make new applications of these sources. We feature new facets of the information they contain. But we do not change our tools essentially.

For example, let us take exports and imports. We no longer try to balance our trade, for we must now destroy the market we once tried to sell.

A changed tempo may show in the requests. Time seems to press more in meeting a specific problem of defense than in attacking the less tangible problem of stimulating industrial progress. But to public libraries and their special departments all times are times of preparedness or that, at least, is the standard sought. To provide the information needed for all demands rapidly and in easily accessible form is the continual effort. To foresee possible needs and to devise effective methods of meeting them is our constant preoccupation.

**V. N. Rimsky-Korsakoff**  
*General Foods Corporation,*  
*Central Laboratories, Hoboken*

Many industrial libraries in the United States as yet have not been affected in any way by the present world crisis. However, it is reasonable to assume that in the near future all special libraries will be vitally concerned. The national emergency defense program has already stimulated certain phases of industrial research to an unprecedented degree. War, if and when it comes, will have an even more far reaching effect. Industrial libraries will be confronted with new and in many cases totally unexpected demands. In some instances the facilities of such libraries will be entirely inadequate to meet these new requirements. It is of paramount importance that library staffs should be well prepared in advance for any emergency which may arise.

With this end in view the following four point program is suggested:

1. Regional bibliographical centers should be organized in conjunction with the learned societies and the larger university and research libraries where a staff of scientists and technologists with a special

aptitude for bibliographical research would be available for searches of information requested by industrial firms.

2. Immediate compilation of precise information on the location of research materials in various libraries with special reference to the more obscure foreign periodicals. The resulting guides should be made available without delay in the Library of Congress and in other important libraries throughout the country.

3. Close cooperation and frequent exchange of views among librarians of the same type of libraries within the established groups of the SLA is very desirable. Librarians interested in literature on any specific subject, such as aeronautics, munitions, food supplies, or any other field vital to national defense, should hold informal meetings at which pressing problems could be discussed in a spirit of helpful cooperation.

4. Inasmuch as no one library can furnish all the requirements of an industrial research organization, rules governing inter-library loans should be relaxed. Libraries should be prepared to lend recent unbound issues of periodicals.

**Virginia Meredith**  
*National Association of Manufacturers,*  
*New York City*

"Industry is Defense."

The problems of industry are the concern of the National Association of Manufacturers. These problems include industrial production, strategic materials, labor control, price control, regulations under government contracts, industrial research, industrial health, industry and wealth, taxation, government financing, conscription of men, training of skilled workers, policies relating to rehiring and payment of employees in military service, transportation and cooperation with agriculture.

The NAM is carrying out its declared four point defense program:

1. Through its affiliated National Industrial Council, it is taking the most comprehensive inventory of industry ever attempted, of the amount and location of labor supply, and of usable machinery and tools

and their adaptability to defense production. This inventory is reaching into not only large industrial plants but moderate sized and small companies as well.

2. It has prepared a thorough analysis of economic aspects of war operation: war financing, war price control, and war labor control — in the light of English, French and German experience.
3. It is sponsoring a survey of industrial research possibilities, with the view of stimulating a greater corporate expenditure for the development of inventive genius directed toward improving the efficiency of the country's defense.
4. It is making an intensified study of industrial health, in order to advise industry in attaining the maximum efficiency of personnel engaged in defense work.

The "present emergency" has also stimulated authors to write of the glories of America, its opportunities for free enterprise, its high living standards, its liberties, and its Democracy. These too are subjects vital to the NAM. Admittedly, the subject interest of the NAM is the subject interest of its library.

#### Anonymous *Industrial Library*

Just after receiving your request for my opinion on "War and Preparedness" I saw quoted a review from *Time, Inc.*, of the book *While England Slept*, by J. F. Kennedy, which said in part "— a terrifying record of wishful thinking for peace when peace was impossible, of shilly-shallying about rearmament when war was inevitable."

Why kid ourselves that what happened to them cannot happen to us? Bombs and airplanes are the only arguments which have any weight with the power-mad dictators of Europe. Therefore, in order to avoid finding ourselves in the position in which England now stands, let us have quantities of bombs and the most modern airplanes on our flying field — in fact and in metal — not in government estimates of production six years hence.

And it is an unfortunate fact that we have to have personnel to operate our modern engines of war, so let us train them before we need them, so that if the necessity arises we are prepared to meet it with the minimum expenditure of men's lives.

Thomas S. Dabagh  
*Los Angeles County Law Library, Los Angeles*

It seems obvious that it would be unwise to overlook the importance of preparedness for the mobilization of knowledge in time of threatened war. Preparedness for the mobilization of man power, material, and industry come foremost, as factors most effective in meeting physical dangers of war, but failure to prepare to mass the written record of experience and thought, and to utilize research equipment, on the myriad subjects that bear on national action in time of war, may prove costly or even disastrous in the long run.

The steps which seem most appropriate to adequate preparedness for the mobilization of knowledge are:

1. The designation of a central agency to be responsible for effective preparedness in this field.
2. The gathering of data on the library and research resources of the country, and on the trained personnel connected with each institution.
3. The classification of this data to facilitate ready reference and direct communication in case of need.
4. The establishment of a uniform, efficient procedure for the requesting and transmission of information, and a determination of the basis upon which information is to be furnished to governmental or business agencies, and
5. The proper development of awareness, among those who could benefit by such information, of its availability so that when needed use will be made of the services offered.

Meanwhile, each library and research agency can not only carry on, but can emphasize those phases of its development or work which its head realizes will be of most value in case of crisis. Collections may be expanded along suitable lines, basic equipment improved, personnel given in-service training in appropriate subjects, and in other ways staff and equipment prepared for quick, efficient response to calls for aid.

The American library world, especially the special libraries world, is presented with an opportunity to demonstrate its importance, as well as to serve its country. Anyone who knows the type of people who are in the profession of librarianship, knows that the opportunity will be grasped fully.

# American Preparedness and National Defense

By FRANCES E. CURTISS

Research Librarian, The George B. Catlin Memorial Library, *The Detroit News*, Detroit

MUCH of the literature on National Defense for the United States has become obsolete through time and the fortunes of war, the methods of prosecuting its strategy, and the contraction of time and space caused by modern equipment. Many books are purely theoretical, some definitely for propaganda and pacifism, and others wishful thinking, so it has been difficult to choose those which are practical and allied to present conditions.

Major George Fielding Eliot, formerly with the Military Intelligence Reserve, United States Army, an outstanding military critic and analyst of the United States, furnishes two books, indispensable in a list of this type. In *The Ramparts We Watch* is a convincing presentation of the problems of national defense, our military and naval policy, and the component elements of military and political strategy, and it gives the layman the military principles upon which his security stands. Charts and maps add to the value of the book. *Bombs Bursting in Air*, a handbook of 173 pages, discusses American air power in the light of the developments in the present war, the essential difference from the European condition, the danger of attack from the air, and the problems confronting the United States.

George Theron Davis, Research Associate, Institute of International Studies, Yale University, in *A Navy Second to None*, traces the development of modern American naval policy, with an outline of the United States Naval Policy, followed by statistics of officers and enlisted men in the

Navy and Marine Corps, naval appropriations, vessels of all classes in the United States Navy by name and classification, in actual service and under construction. The book is well documented and warns against depending upon the theory of isolation.

It is well to know about the governmental services organized for our protection. The 7th edition of the *Marine's Handbook* by L. A. Brown, has recently been issued by the United States Naval Institute, giving organization, duties and history of the soldiers of the sea.

Livingston Hartley, in *Our Maginot Line*, presents the salient requirements for the safety of the Americas, revealing how the Reich may gain access to the Atlantic, where it will be a serious threat to the Western Hemisphere. Its military strategy is criticized by specialists but its value lies in the appeal to those Americans who still regard with traditional complacency, the advance of the totalitarian countries, and their menace to the Americas. More is at stake than peace or war. National independence is contingent upon our ability to preserve our form of democracy and all America has stood for, which will certainly fall if this hemisphere is invaded.

*Blitzkrieg*, by S. L. A. Marshall of *The Detroit News* staff, is the first critical analysis of modern war. All the phenomena of blitzkrieg, its tactics, strategy, history, economics and politics, are, in a sense put into a test tube for examination and report. From this study, which covers the progress of warfare from 1914 to October 1940, the author reaches certain irreducible conclu-

sions as to the position of the United States in a new war. His pre-determinants are, that the economics of blitzkrieg are such that Hitler can't stop, even if he conquers all of Europe, and its politics are such that he would have no desire to stop as long as there were lands beckoning him to further conquest. The relationship of Japan and the Axis under the new military alliance, is also considered, and appraised according to its bearing on American defense. There are eleven maps with the text.

No more can war be solely a military project. All resources, economic, industrial, civilian, must be marshalled for a total defense program. Harold J. Tobin and Percy W. Bidwell in *Mobilizing Civilian America*, have outlined the history of industrial and civilian mobilization from 1917 to 1939, and presented the plans for financing essential industries in the future, defining the part labor must play. The appendix include plans for the control of raw materials, essential industries, and anticipatory measures, to which is added a bibliography. A chart shows the plans made by the Army and Navy Munitions Board in 1939 for the coordination of national defense.

John F. Kennedy, son of the American Ambassador to the Court of St. James, has brought out a pertinent book, *Why England Slept*, born of his experiences in England. Here he gives a sobering diagnosis of pre-war England, and reveals that the lagging of England was due to pacifism, luxury loving and ignoring the truth that eternal vigilance is the price of freedom. The warning may be too late for England, but for America there is still a period of grace.

Those who are confident that the United States will best serve the world and America by following the isolationist theory, should read Raymond L. Buell's *Isolated America*. Here he presents the problems which economists have found baffling, and reveals that our so-called security is not secure, and it is time to prepare.

As an antidote for isolationists, William Allen White has edited short articles

by fourteen Americans, under the title, *Defense for America*. It is a handbook, pleading for aid for the allies, a survey of the situation in the United States, and a revelation of the fallacy of Isolationism.

PRIOR to the outbreak of the Second World War, Stuart Chase and Marian Tyler collaborated in *The New Western Front*, a brief exposition of the reasons for confining American defense to this hemisphere. Subsequent events have proved many of their conclusions false, but it is an answer to war hysteria, and to Lewis Mumford's *Men Must Act*. Bewildering as the various "isms" are, and the necessity for counteracting their growth and influence, Mr. Mumford warns of the perils which must be met and defeated if we are to continue a free people.

Diplomacy is also an integral part of National Defense. In *The Diplomatic History of the American People*, Prof. Thomas A. Bailey of Leland Stanford University, discusses the facts and principles of the foreign policy of the United States in a lively chronicle of diplomatic events, accompanied by excerpts from contemporary material and illustrated by cartoons. Authoritative in content and superior in literary style, the book is a valuable addition to the study of today's problems in the light of yesterday's events.

Compulsory military training having become a part of our national life, it is well to know the fundamentals of military strategy and routine. For this, is recommended a handbook, *Military Basic Course*, by Frank X. Cruikshank. It is a textbook used by the ROTC, the National Guard and military schools.

*Total Defense*, by Clark Foreman and Joan Rauschenbush, is in two parts. The first addressed to Hitler, reveals the weakness of American defense, and the plans which Germany already has for conquering the western world. Part two is addressed to the President of the United States suggesting a program for economic defense.

Mobilization Day having become a fact on October 16, a book much discussed, has been superseded by orders issued by Congress and the War Department. It is *M-Day; If War Comes; What Your Government Plans for You*, by Donald E. Keyhoe.

Looking forward to the end of the war, and the building of a better world and America's part in it, is the gist of a recent book, *America and a New World Order*, by Graeme K. Howard. As Vice-Chairman of the Foreign Trade Council and Vice-President in charge of overseas operation of the General Motors Corporation, Mr. Graeme has written an interesting book from an economic outlook. A suggestive course for future America in foreign affairs is outlined with annotations.

WHILE books are being printed, they often become out-dated, so periodical literature is becoming increasingly important. In the 1940 October *Atlantic Monthly*, F. V. Drake furnishes a timely article, "Hitting Power: Does Our Force Lack It? In this he calls attention to the relation of our indispensable air force as related to national defense, the essential requisite of this arm of the service being its ability to aim the bombs accurately, and to have the facilities for training of expert pilots.

*Foreign Affairs* (American) for October 1940 offers several worth-while articles.

*Hemisphere Solidarity* by Alvin H. Hansen, considers important economic situations and shows how the countries are dependent upon one another, especially if Hitler continues to dominate Europe. Hanson W. Baldwin, military correspondent of *The New York Times*, contributes *The New American Army*, which is an elaboration of the new military policy of the United States, with statistics regarding the strength of the army, equipment, cost, man power, anti-aircraft, arms artillery, ammunition, armored vehicles, engineer equipment, chemical warfare and aviation, the estimated cost of plants for making war equipment, the necessity for training and the time now being wasted through lack of vision and understanding of the situation by the people. United effort only will bring success. Showing the importance of Alaska as a defense base, Wm. M. Franklin presents *Alaska, Outpost of American Defense*. Six thousand six hundred and sixty miles from Japan, 3,000 miles from a Soviet base, with Bering Strait only 56 miles across, the gathering clouds of the Orient make Alaska strategically important.

In the October *Survey Graphic* is a short article by Jay Allen, *Refugees and National Defense*, in which he emphasizes the great value and increasing importance of using the large number of refugees to bulwark our defense program.



## Philadelphia's War Documentation Service

By RUDOLF HIRSCH

Bibliographical Planning Committee, Philadelphia

A PROGRAM for war documentation was originated by the Bibliographical Planning Committee of Philadelphia during September, 1939, shortly after the declaration of war. Under a grant

by the University of Pennsylvania, the War Documentation Service was set up as a joint enterprise of the University, the Bibliographical Planning Committee and the Union Library Catalogue. Dr. Richard

Heindel of the History Department of the University was appointed its director.

The project was an experiment to test libraries' interest in closer cooperation. War materials, naturally important to many libraries, served well as a subject. The War Documentation Service offered help on specialization, the joint collecting of war information, soliciting of source materials, uniform organization of files and publication of bibliographies.

From the start, several libraries agreed to collect material on special aspects of the war. How far this part of the program is successful only time will tell. However, it is already clear that propaganda and other material collected in quantity by Dr. Heindel and deposited at the University Library is the nucleus of a valuable collection of ephemeral publications.

Little use was made of the central card index which showed what has been published on all phases of the war and where specific material can be found. This was due to the fact that demand for reading matter on the war has as yet not been felt in most libraries. This experience in Philadelphia has been corroborated by reports from libraries in other cities. It was decided to present guides to important current information through publications.

The War Documentation Service has to date published five mimeographed bulletins:

1. *Tentative List of Subject-Subdivisions for Current European War Material.* 13 p.
2. *Notes of War Documentation and Research Activities.* 6 p. Out of print.
3. *Selective List of Periodicals and News Letters, with Other Notes on Documentation and Films.* 8 p. Out of print.
4. *War Check List. A Working Guide to the Background and Early Months of the War.* . . . Part I. The Background. 47 p. Part II. Five Months of War. 78 p.
5. *More Notes on War Documentation and Research Activities.* 8 p. Out of print.

All these publications proved timely and valuable, if we are to judge from published reviews, from letters received and from sales to libraries throughout the country.

Bulletin 1 was primarily compiled for the use of librarians, as a basic list for the subject arrangement of war information. The first edition of this Bulletin was sold out in a short time and has since been reprinted (cf. also *SPECIAL LIBRARIES* 31: 336, September, 1940).

Bulletins 2, 3 and 5 are of informal character. They list and describe current reports, news letters, and research projects covering the war. To our knowledge these Bulletins are the only attempts of this kind undertaken in the United States, so far, on the war.

The most comprehensive is Bulletin 4. Part I contains over 900 items illustrative of the conditions and events leading to the war. It is arranged by countries with subdivisions for such subjects as politics, government, economic and legal aspects, international relations, armed forces and air forces. Part II lists over 1,800 items, first, general material arranged by subject; second, specific materials under countries. A simple subject index at the beginning facilitates its use.

Some interesting trends and differences between the literature of this and the World War can already be noted. Pacifist writings and propaganda seem more voluminous than for a comparable period of the World War. American contributions bulk large, for our scholars and research organizations are better prepared to analyze international affairs than in 1914.

Although the experimental period of the War Documentation Service, as covered by the grant, ended months ago, the results achieved were sufficient to encourage Dr. Heindel to continue collecting materials and information.

Dr. Heindel is on leave from the University of Pennsylvania for one year, having been appointed by Mr. Archibald MacLeish as one of the five new Fellows at the Library of Congress. He may be addressed there, while information on publications can be secured from the Bibliographical Planning Committee of Philadelphia.

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## Chapter News

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### Connecticut Chapter

At Willimantic on October 24th, the Connecticut Chapter of the Special Libraries Association joined the Connecticut Library Association for a special session. At this time Mrs. Grace Bevan, Librarian of the Phoenix Mutual Life Insurance Company, represented the Connecticut Chapter on the program and spoke on "The Value of Special Libraries to Public Libraries."

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## Personal

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### A Well-rounded Library Career

After twenty years of devoted service to the library profession, Mrs. Grace Bevan, Librarian of the Phoenix Mutual Life Insurance Company, plans to resign this Fall.

Mrs. Bevan started her library work at the Hartford Public Library in 1897, when she organized the Reference Room. She has served as President, Vice-President and Secretary of the Connecticut Library Association.

When the Connecticut Chapter of SLA was organized, she became the first Vice-President and served for five years from 1933-1938. She is a Charter Member of the Connecticut Chapter. Later she became Editor of the Connecticut Chapter Bulletin. Mrs. Bevan has always been an enthusiastic member of the Insurance Group and served as Chairman of the Group from 1934-1935 and as Editor of the Insurance Book Reviews from 1934-1936.

Mrs. Bevan will remain in Hartford and plans to help with the Convention next year. A host of friends in SLA extend best wishes for a full and happy life.

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## Publications

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### War Checks and Rechecks

At the Indianapolis Special Libraries Convention one session of the Newspaper group was devoted to a symposium devoted to "War and the Newspaper Library." Several timely aids valuable to all Special Libraries were included among the papers presented. Unfortunately due to lack of space these could only be mentioned in the *Proceedings*, so we wish again to call them to our readers' attention.

1. *A Master List of European War Subject Headings* gave the results of a recent survey of practices in the

use of subject headings in fifteen newspaper libraries in New York City. It was compiled by S. Richard Giovine of PM Library. This tentative list included 280 headings and will be revised later.

2. *Photographs — List of War Headings Prepared for England*. This special list was prepared to take care of the greatly increased demand for pictures from the scenes of the European conflict by Maurice Symonds, of *The Daily News* Library.

3. *Books on the Second World War* was ably covered by Frances E. Curtiss of The George B. Catlin Memorial Library, *The Detroit News*. A splendid list of background material for general readers.

4. *Bibliography of World War I and II and Related Subjects*. Sources in Time Inc. Editorial Library. This was presented by Alma Jacobus, Librarian of *Time Inc.* A most useful check list for any library. The second section in a revised form is printed in full in this issue of *Special Libraries*.

### Industrial Preparedness

The American Library Association has issued as a supplement to the August *Book List* a list entitled, *Industrial Training for National Defense*, compiled by SLA member Charles M. Mohrhardt, Chief Technology Department, Detroit Public Library, in cooperation with H. C. Bauer, Technical Librarian, Tennessee Valley Authority; P. Howard, Head, Industry and Science Dept., Enoch Pratt Free Library, Baltimore; E. H. McClelland Technology Librarian, Carnegie Library, Pittsburgh; M. C. Scoggin, In Charge of Work with Vocational High Schools, New York City; G. O. Ward, Technical Librarian, Cleveland Public Library. It is most interesting to note that practically all of these technical experts are SLA members.

This list includes annotations or books on subjects mentioned in the recent report of the Commissioner of Education on "Training for National Defense." This publication is of great value just now to educators and librarians.

### Coordinator Plus

Less than ten years ago a unique research organization came into existence with the avowed purpose to aid business men by keeping them informed in a simple, direct way of the laws and their relation to everyday business affairs. This idea expanded into a service on legislation and business with bi-weekly, objective reports tuned to the problems of business and industry.

At the head of this group of realistic researchers for business, called the Research Institute of America, Inc., is a young lawyer, Leo M. Cherne. The reading public know him as the author of several books, among them *Adjusting Your Business to War* and his latest one, *M-Day Plan*. For a spirited account of his upsweep to prominence read the *Profile* on him in the *New Yorker* for October fifth.



Last year this group launched a new coordinating service to guide these same business men in the problems which would arise from the mobilizing of men and industry for defense purposes. It is called *War Coordinator* and gives practical recommendations including changes, precautions and dangers for each type of business. As the country proceeds to arm, and a new economy emerges these reports become almost a handbook for business operation.

### This War

A most interesting bibliography, *World War II*, has been prepared by Marjorie Elise Bang of the History, Travel and Biography Department of Enoch Pratt Free Library at Baltimore. It is a captivating, running book review of the outstanding books subdivided into general and individual countries. After you have read about foreign streams of thought which have whirled toward the present crisis you will read eagerly the last section on the United States and the War.

### Duplicate Exchange

Miss Mariana Thurber of the Employers Mutual Liability Insurance Co., 502 Third Street, Wausau, Wis., has become the chairman of the Duplicate Exchange Committee. Please send her lists of free material available to be included on the *Duplicate Exchange Lists* which are issued several times each year. These lists are sent free upon request to Institutional Members and are available to other members of the Association at one dollar a year.

### Classified List of Photographs

The October number of *Current Geographical Publications*, issued by the American Geographical Society of New York, initiates a service of interest to geographers, teachers, writers, and workers in many fields. Each number will have as a special supplement a classified list of photographs contained in publications received in the American Geographical Society's Library and indexed in its Photograph Catalogue. The Supplement is sent to all subscribers to *Current Geographical Publications* and can also be obtained separately at a subscription rate of one dollar a year.

### Railroad Quiz

Do you know your railroads? Then test yourself on this: How many cross-ties do the railroads install in a year?

If you are not up-to-date on this industry all you need to do is to consult the timely new booklet, *Quiz on Railroads and Railroadings*, recently published by the Association of American Railroads, Washington, D. C.

Here are all the pertinent answers on the railroad industry, its organization, investments, capitalization, operations and accomplishments.

### Trade Associations Tie in with National Defense

The constructive part played by trade associations in the national defense program is aptly told in the September issue of the *Trade Association Letter* published by the Chamber of Commerce of the United States at Washington, D. C.

Recently the associations in the construction industry were called in conference with the government on the problems in the erection and equipment of cantonments. We quote, "It has been estimated that 1,300 board feet of lumber, 40 pounds of nails, 75 pounds of galvanized material, per man, may be required. Multiply these estimates by 500,000 or a million and you have some idea of the amount of a few items which may be required."

Among the numerous aids given by trade associations the following were noted:

- Lists of firms by types of products
- Product specifications to meet military needs
- Production and delivery schedules
- Prevention of price change
- Availability of professionally trained people
- Lists of companies not working at capacity
- Lists of idle plants
- Development of technical research, processes and practices
- Ways of minimizing industrial espionage
- Information re housing and industrial areas.

Here is an opportunity for Special Libraries to assist trade associations in every way possible to meet these new developments.

### Research Bibliography

At this time when research is playing such a vital part in our national preparedness program in industry a most interesting study entitled *Administration of Research, a Selective Bibliography*, compiled and annotated by the U. S. Forest Service Library, Washington, D. C., has just come to hand.

Although this study was made in 1938, still the sections devoted to General Research, Organization and Management, Methodology and Publication, Scientific Attitude and Returns — Financial and Economic — are valuable to all research workers. The references were taken from a wide range of sources in the industrial fields of pure and applied research. The last section is devoted to the special field of Forest Research. This is a worthy contribution to fundamental background material.

### Significant Scholarly Books and Studies Launched

In order to obtain widespread attention for the findings of scholars and experts, the American Council on Public Affairs of Washington, D. C., is now con-

*(Continued on page 379)*

# World War II\*

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\* U. S. aspects to be noted in continuation in next issue.

(Continued from page 372)

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## News Briefs

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### The Society of American Archivists

A program of interest both to the users of archives and historical manuscripts and to their custodians has been arranged for the Fourth Annual Meeting of the Society of American Archivists. The sessions will be held at Montgomery, Ala., November 11-12, 1940, at the time of the dedication of the new Alabama Memorial Building which houses the Department of Archives and History. Famous personalities revealed in archival records, the training of archivists, administrative history of governmental agencies in relation to archives, archival materials of the Civil War and Reconstruction, and agricultural records of the South are among the subjects scheduled by Dr. Lester J. Cappon, chairman of the program committee.

Information concerning the meeting can be had from Mrs. Marie B. Owen, Director, Alabama Department of Archives and History, Montgomery, who is chairman of the local arrangements committee.

### Abstracts

An interesting list, *Current Abstract and Index Periodicals of Interest to Chemists*, selected by T. E. R. Singer, a member of SLA, appeared in the News Edition, American Chemical Society for June 25, 1940.

This is a comprehensive list of American and foreign periodicals of interest to chemists, which includes abstracts.

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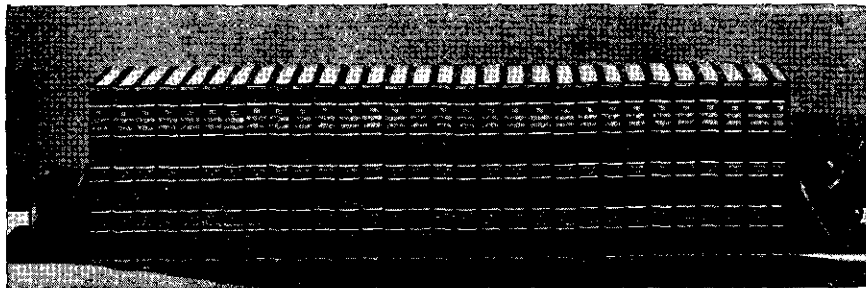
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