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Please Mention Special Libraries When Answering Advertisements
The first rule of the "clinic approach" which has been injected into SLA's life this year is: "Define the problem." Following it, I should like to look at the activities of this administration in terms of the problems we faced and what we have tried to do about them.

Problems
1. Lack of a Clear Statement of Purpose and Objectives of SLA

This is peculiarly a president's problem. When you asked me to assume this office it became my duty to be your spokesman—to explain and interpret our Association in all sorts of situations, to our own members and to outsiders. I had to try to get into words the values and ideals we all know SLA has, but which we don't state very well. This isn't as easy as you might think. Woodrow Wilson once said that you don't really have an idea until you can express it clearly. The longer I live the more I believe this. So it seemed vitally important to me to formulate a good definition of what SLA means.

Why is this process of clarification, this formulation, so difficult for us? I think because we are essentially "doers" and not "theorizers". We are hired to do a job. Problems come up and there is no rulebook to guide us in solving them. We get together with other people who are doing similar jobs and talk them over. If it seems desirable, our group forms itself into a working party to try to find a solution. Gradually working parties evolve into committees, chapters, divisions. This has been going on for over forty years now.

It's not at all surprising that we find ourselves in this year of our Lord 1953 with an intricate organizational structure which has literally "just grewed" like Topsy. It is so complicated that we have had to be concerned about it. All honor to the noble efforts of my predecessors to set our house in order. We needed it! The progress, from the time the Association bound itself to the risky responsibility of supporting a headquarters office, through a useful period of developing directives and manuals for operation and general tightening of internal organization, has been more than satisfying.

But, in our concern about our organization, we were in danger of forgetting what the organization was for. Organization without a useful and clearly defined purpose is an empty shell. We recognize that every unit of our Association started with a purpose—a job that needed to be done. Let us pause now to look at the Association, the sum total of all these units. Let us see if it has a clearly defined purpose and if its activities bear out this purpose.

For your thinking (not for official or constitutional action), I offer this analysis of our purpose and activities, what we are and what we have:

What are we?
A membership of working librarians unswervingly devoted to the principle of service on the job no matter what the difficulties.

An Association based solidly on the interests involved in these services rendered by our members to business, professional, governmental and industrial organizations, and dedicated to these interests.

What do we have?
A history of mutual helpfulness, of individual and joint accomplishment, and the vitality and enthusiasm generated by creative people who are literally making their own jobs.

An organizational set-up which offers an apparatus (division, chapter, local group, association committee or headquarters) through which any special library problem can be tackled.

An Association of individual and institu-
tional members in which the greater part of the creative work is carried on not by the officers or the Executive Board but by the members, with assistance from headquarters and editorial services.

I personally am very proud to make these claims for SLA and we all should be. I think they are realistic—what we actually are and have—not visionary hopes for the future. They look to me like solid bed rock to build upon. Let's have confidence in them.

To complete the picture, however, let's give a little thought to the claims I do not make. Obviously there are a lot of things which might be expected of a professional association like ours, but which in actual practice, we either do not do at all, or we do in a most limited way. By our very nature we do not:

1. operate under an endowment of any sort
2. have facilities for research jobs
3. conduct a big-time publishing business
4. act as a lobby group or a protective brotherhood
5. make and enforce professional standards

But, let us remember, because we aren't committed to any such rigid programs and policies, we are free to make a distinctive contribution to the work of the world. What's more, we can move with the times. Nobody would dream of denying, for instance, that science is the keynote of the world today, so our members in that field carry a particularly heavy responsibility. This wasn't true forty years ago when SLA was founded. And as for the future, I see a great deal of literature which says that the human or social sciences must match the development of the physical sciences. Special librarians are going to play their part wherever they are needed and whatever develops and their Association is going to back them up.

2. What Are SLA's Proper Professional Activities?

Practically speaking, I ran up against this problem when I tried to organize the Professional Activities Committee. Here was a committee elaborately set up into five sub-committees to deal with such questions as education, standards, and recruiting with which the Association was obviously concerned. It sounded logical. And yet the surprising fact was it hadn't been functioning. Why was this and what could be done?

I decided to appoint a chairman on the understanding that his primary job would be to see if a workable program could be evolved in this area during the year. I also counted heavily on the study being made by the Committee on Committees.

The findings of the Committee on Committees seem to me to clarify a basic concept of professional activity as it applies to us. This committee suggests that the Public Relations Committee should assume an overall responsibility "to promote and stimulate the entire field of special librarianship and to initiate any programs that will add to the professional status of the Association and to the profession itself". This is with the understanding that the specific and useful functions of the present sub-committees on training and recruiting be assigned to the joint committees representing all library associations or to independent committees.

To me this means two things: (a) that it is inconsistent to label any one part of the program of a professional association "professional activities"; and (b) that the best professional approach for us is the public relations one—building understanding rather than issuing edicts. This seems to me a real addition to the effort to define purpose and activities. It is not simply reorganization of committees.

3. Public Relations Problem

If you ask any special librarian what his most pressing problem is, the chances are about a hundred to one he will say "Selling to management". This is our distinctive definition of our public relations problem. Over the years, individual libraries and groups have
produced some splendid stories, bro-
chures and the like. Obviously many
 librarians do a superb personal selling
job, either consciously or unconsciously,
as the popularity and success of their
libraries bear witness. But no one was
satisfied. I had come to think of the
dilemma as, “We think we have a story
—why can't we tell it?”

I seriously believe we had gone as
far in our thinking on the problem as
we could among ourselves. We were
probably too busy doing our jobs to
describe or evaluate them effectively.
It seemed to me that we badly needed
perspective, the fresh approach of a
sympathetic outside expert. So we tried
the Public Relations Clinic as a way of
getting this outside view from Mr.
Sidney Edlund who specializes in such
problems.

To my great satisfaction, Mr. Edlund
and the Clinic were able to shape up
some fundamental working concepts on
which we can build library stories for
years to come. They sound simple now
that we have them but I would ask
you to remember that we had never
before succeeded in stating them. The
secret is that they spell out the values
a library has to management in man-
agement’s own terms. Some of them are:

- Special library services are not widely recog-
nized because the public as a whole does not
understand the extent to which the recorded
past can be of value in solving current prob-
lems. (Our slogan Putting Knowledge to Work
is evidence that we believe the recorded past
is useful. The principle applies to all library
service, of course. It has undoubtably always
been felt by thoughtful librarians but never,
to my knowledge, so clearly defined.)

- Libraries are the key to the recorded past
(a corollary of the above).

The value of special library services to an
organization may best be shown in terms of:
(a) saving time, (b) saving money, and
(c) providing better information.

Concrete illustrations of actual services
rendered are most effective in describing a
special library. Each illustration should cover:
(a) statement of the problem, (b) what was
done about it, and (c) the results. (Writers
have been asking for these illustrations and
we haven't been able to furnish them.)

Since special library jobs and working situa-
tions are so varied and individual, the libra-
rian himself can do the most effective public
relations job.

Using these basic principles, the
Clinic project has produced two public
relations tools: (a) A visual presenta-
tion, Our Library, by which the individ-
ual librarian can more effectively tell
the story of his library services in his
own situation. This is implemented by
a guide for its use and a plan for dem-
onstrating its use throughout the Asso-
ciation. (b) A pamphlet, Every Special
Librarian Should Have a Sound Pub-
lic Relations Program, to be provided
with the visual presentation and to be
available for wide distribution.

4. Recruiting Problem

This is too well recognized to detail.
It was another problem to which the
Clinic gave serious attention. The group
decided that the theme, “Make Your
Own Job”, had real appeal to energetic
and ambitious young people. Building
on this, it has produced a folder which
can be used as a poster. This is designed
for use by vocational advisors, to at-
tract students and to promote fuller use
of existing career literature.

5. Chapter Problem

Like the first problem of defining the
Association, this is a problem a presi-
dent tends to take to heart. Almost no
one else has the privilege of visiting and
being royally entertained by so many
chapters in quick succession. Neither
do other members undergo the salutary
experience of having to answer pointed
questions like “What does National
(sic) expect of us?” or “Why aren't
more of our members appointed on na-
tional committees?” The cumulative ef-
fect of all this on me was the determina-
tion to bend every effort to bring chap-
ters into closer relation with the Asso-
ciation they so loyally represent and
support.

It seems to me that chapters differ
strikingly from other units in the Asso-
ciation. In a very real sense they are
the Association, SLA localized, at the
grass roots, whatever you choose to call
it. The roster of any chapter is a cross-
section of divisional interests. Chapter
meetings keep alive our most vital tradition—the cooperative solving of individual problems and that intimate acquaintance with fellow librarians and knowledge of their resources which I have been calling our “secret weapon.” The groups get recognition by, and make contributions to, the community or area in which they function. Certainly, to its community, a chapter is SLA. For these and many other reasons they are a very special source of strength. No other library association has such effective units.

But there is a lot of work to be done by way of integrating chapters into the overall program of SLA. There are shortcomings on both sides of the picture. Chapters feel that they get very little help or recognition from the Association. The Association, on the other hand, is the loser because it fails to make the use of the new ideas which constantly originate in chapters.

It isn’t enough to say that communication is difficult. Actually this past year shows a big improvement in communication. I am much impressed with the missionary work accomplished by the simple expedient of exchanging chapter bulletins, for instance. Each chapter president and editor reads all of them carefully, I find, and shares interesting items with his group in one way or another. Furthermore, the Association editor reports a great deal of chapter news in SPECIAL LIBRARIES. This is good communication.

But two-way integration means more than reporting activities. The Public Relations Clinic was keenly aware of its obligation to make its findings helpful to chapters. From its study three suggestions have been developed.

a. Work with the visual presentation:
Chapter representatives have the opportunity to see and discuss demonstrations of the presentation at convention. They are thus in a position to devote one or more chapter meetings to similar working sessions. This guidance will make it possible for individual members to put the tool to use in their own public relations efforts—the purpose for which it is designed. Then, as it is hoped, chapters will collect copies of individual adaptations of the outline and channel them to the Public Relations Committee so that they can be used in future publicity articles and projects.

b. Use of clinic ideas in chapter programs:
The official report of the Public Relations Clinic, which was required in its directive, is published under the title, The Clinic Approach to the Solution of Special Libraries Association’s Problems. It is a “how-to-do-it” guide book. The Clinic believes that this method of joint study is a “natural” for chapter programs. It can be applied to many problems of professional interest.

c. Chapter contribution to conventions:
Our new Convention Manual recommends that matters of general interest, anything from filing to administration, be handled at convention by the workshop or seminar method. This suggestion is designed to leave division programs free for subject interests.

The Clinic makes bold to suggest that the planning and production of these workshops might well become the function of chapters. Ideas could be tried out and preliminary work done in chapter clinics and programs. Many programs that chapters have already conducted might well be adapted to this use. The plans could be correlated through the existing machinery of the Chapter Relations Committee working with the Convention Advisory Committee.

It seems to me that this proposal has everything to recommend it. To cite just two of its good points—it gives chapters a well-deserved place in our conventions which they have not had and at the same time it gives the Association a chance to benefit from rich chapter experience.

With all my heart, I hope this can be put into practice.

6. Division Problem
One of the first questions this administration faced was a request to have help from Headquarters on mailings to sections as well as to divisions. Since the answer to this question involved a lot of tricky points of division organization, it was recommended that the Division Relations Committee make a survey of division structure. Mrs. Blomshield’s interpretation of this directive was the study she gave at the October Advisory Council meeting and has since had published in SPECIAL LIBRARIES, “SLA Division Structure.”

This is a classic statement, understanding and realistic, of a state of affairs which is intrinsic to SLA. We represent subject interests which will al-
ways overlap; we shall probably never achieve a perfectly logical divisional representation of these interests; but the work and projects divisions do, are much more important than a perfect structure.

I have already stated my personal conviction that SLA is dedicated to the "interests involved in the services rendered by our members to business, professional, governmental and industrial organizations." This statement of the function of divisions reinforces my conviction. Divisions exist for the purpose of doing constructive work in subject fields. The work (the projects) may take any form—a booklist, a convention meeting to meet a key figure in a business, an index, a manual, a bibliography, in fact, anything that makes a contribution to the field. Division leaders themselves must agree to this philosophy fundamentally, because I notice that projects are usually the first items mentioned in their reports.

I hope that all this points to a criterion we can use in any question of division organization. Let's decide all such questions by considering "Will this set-up make for more effective work and relationships in a subject field?" SLA has a place for any division that can say "Yes" to this question.

7. Relations with Other Associations

It is as natural for SLA to cooperate with other associations as it is for special librarians to have the obligations of their own jobs uppermost in their minds. The endless variety of our interests demands it. We do it at all levels of the Association. The Insurance Division goes all out to help produce an index needed by the Life Underwriters Training Council; the Metals Section of Science-Technology produces exhibits and programs for the International Metals Congress; the Colorado Chapter puts on the best program at a meeting of the Colorado State Library Association; the Association, working with the Council of National Library Associations, is active in the extensive American Standards Association microfilm project; SLA is several steps on the way toward a working rapport with American Documentation Institute—to mention just a few instances.

Directory

The forthcoming Directory of Special Libraries in the United States and Canada was conceived to meet a need often expressed by other associations, a need to locate the specialized collections we have at our command. We hope it may prove to be a useful working tool for them as well as for us, a characteristically SLA contribution.

If there is a problem in this area, and I believe there is, it lies in the fact that we do not always recognize the far-reaching importance of these associational relationships, formal and informal. We need to be better informed about the jobs our delegated representatives quietly do. We need to carry a more significant share of the joint library association efforts which concern all librarians. This activity is a proper measure of a mature association.

Continuing Objectives

After all this stock-taking and analysis, can we point to objectives toward which we want to continue to work and which we can use as criteria for our decisions and activities? I think so.

(a) We will continue to carve new trails in librarianship, both individually and collectively.

(b) We will govern our Associational decisions by keeping always in mind the end results, the useful projects or the constructive growth for which any of our organizational units—divisions, chapters, committees—are created.

I think I can't do better than close with two expressions of principle and faith.

"Our Association is unique in that a large group of libraries with specialized interests are loosely knit by chapter ties, Association officers, Headquarters, our subject interests and our annual convention. We have managed to avoid
restrictions which deter our growth—both in knowledge and in size. We welcome new interests and all those who are faced with the problem of setting up or running a special library. New problems are being met in original ways and imaginative new ideas are solving old problems. We have kept ourselves free from traditional bonds and let's hope we can continue to do so."—“SLA Division Structure” by Angelica Blomshield, SPECIAL LIBRARIES, May-June 1953.

And finally, may I, for the last time, remind us of the little motto I have been quoting all year:

“Please God, let us not do efficiently that which should not be done at all.”

Annual Business Meeting
Katharine L. Kinder
Secretary

The Annual Business Meeting of Special Libraries Association was held at the Royal York Hotel, Toronto, Canada, on June 25, 1953. The meeting was called to order at 2:20 P. M., with the president, Elizabeth Ferguson, presiding. After greeting the assembly, the president made her official report for the year 1952-53. Other reports heard at this meeting were those of the treasurer, standing committees, and special committees. All reports were acknowledged by the president and the committees were commended on their fine work.

Mrs. Hazel L. Bottom, chapter liaison officer, announced that two new chapters, Alabama and Oak Ridge, had been formed during the present session. Mrs. Angelica Blomshield, division liaison officer, reported the authorization of a Metals Division and the addition of a Military Librarians Section within the Social Science Division. Mrs. Elizabeth W. Owens, chairman of the Awards Committee, noted the selection of Rose L. Vormelker for the 1953 SLA Award.

The Convention Manual Committee reported the completion of its project and presented A Manual of Procedures for Special Libraries Association Conventions. The Nominating Committee stated that a preliminary draft of a Manual of Procedures was submitted to the Executive Board at the meeting on Sunday, June 21, 1953.

Upon motion made by Marian E. Lucius and duly seconded, it was voted that the Finance Committee’s recommendation to raise the ceiling of the Reserve Fund from $50,000 to $75,000 be denied.

Constitution and By-Laws
Fourteen proposed amendments were presented for discussion by Carol C. Moreland, chairman of the Constitution and By-Laws Committee. Proposal 6, to make the president a member ex-officio of all committees, was amended by adding, “but shall not have the right to vote.” Proposal 9 was clarified by changing the wording to read, “in the work of each proposed division.” Proposals 13 and 14 were declared minor changes and adopted. The former deleted a temporary provision for adjusting the term of the office of director to three years, and the latter eliminated the use of a covering envelope for election ballots. The other proposals were favored by the majority of members present.

Upon motion made by Eleanor S. Cavanaugh and duly seconded, it was voted that the Bulletin be continued as a vital medium of communication between the Association and its members.
Honorary Members

Mrs. Hazel Izzo, chairman of the Membership Committee, presented the following nominations for honorary membership: Florence Bradley, Richard H. Johnston, Louise Keller and Helen Mar Rankin. Upon motion made by Ruth Savor and duly seconded, it was voted that the nominees be elected.

Resolutions

Catherine A. Pearce, chairman of the Resolutions Committee, read official acknowledgments of the contributions made by convention speakers and committees, and by Association officers. Upon motion made by Mrs. Ruth Hooker, it was noted that the resolutions be adopted.

Gavel Award

The three chapters having the greatest increase in membership during 1952-53 were: Toronto, first; Cincinnati, second; and Minnesota, third. Pauline M. Hutchison in behalf of the Toronto Chapter, accepted the gavel awarded annually to the SLA chapter showing the greatest increase in membership.

The president called for other new business. Upon motion made by Rose Boots, and duly seconded, it was voted that consideration be given to holding the Annual Business Meeting in the morning rather than in the afternoon of the last day of the convention.

The report of the Elections Committee was read by Jeannette Sledge, chairman. Immediately following this report, the president called forward the new officers for the coming year and presented the gavel to Mrs. Lucile L. Keck, the Association's incoming president. In accepting her office, Mrs. Keck expressed gratitude to the membership for its evidenced trust and congratulated the past president and the previous Executive Board on their achievements. The meeting adjourned at 6:00 P.M.

Report of the Treasurer

Edward H. Fenner

The annual report of the Treasurer of the Special Libraries Association for the year ending December 31, 1952, was published in SPECIAL LIBRARIES, May-June 1953, pages 184-187.

A summary of the latest information available on Special Libraries Association finances lists the following assets as of March 31, 1953:

- General Fund, Cash $56,603.74
- General Reserve Fund 44,710.03
- Publications Fund 19,012.32
- Student Loan Fund 4,122.23
- Life Membership Account 2,163.43

For the three months ending March 31, 1953 the total income for the General Fund was $32,135.18 and the total expenditures were $23,400.86, giving an excess of income over expenditures of $8,734.32.

At this time, I would like to express my deep appreciation to the Finance Committee, particularly to Donald Wasson and Chester Lewis, and the Headquarters Staff, particularly Mrs. Kathleen Stebbins and Mrs. Shoemaker, for their advice, interest and assistance during the past year.
It is a great pleasure to present the report of the executive secretary for the Association year, 1952-53, at the forty-fourth annual convention of Special Libraries Association. Just twenty-six years ago SLA was holding its nineteenth annual convention at the King Edward Hotel in Toronto, June 20 to 22, 1927. One hundred and thirty-six members attended, compared to the 1000 expected to register at the 1953 meeting. It is most heartening to reflect that several of those in attendance twenty-six years ago are now present.

Both Marjorie Beaton, exhibits chairman, and the executive secretary have been very pleased with the response for exhibit space at this convention. Due to the conflict of dates with the ALA and the fact that the offices of many prospective exhibitors are located in the U. S., it was felt that it might be more difficult to sell exhibit space this year. The eighteen booths on the convention floor were sold quickly at $85 a booth and nine booths have been sold to date on the convention mezzanine at $65 each. A total of $2054 will be received from the 27 booths sold plus $25 for distribution of pamphlets for Technical Information Service. Five pages of advertising in the convention program have been secured at $225 or a grand total of $2,334 from exhibit and advertising sales.

The Public Relations Committee again has a booth which contains exhibit copies of SLA publications, reports on various SLA exhibits, SLA pamphlets and applications for membership blanks. Your attention is called particularly to the exhibit copy of the visual presentation prepared by the Public Relations Committee as an aid in demonstrating the special library to management. Orders for this visual aid or any SLA publications left at the Public Relations booth will be filled promptly from Headquarters.

The placement service is operating at the convention this year with the assistance of various chapter employment chairmen. The Placement Breakfast and Round Table is chaired by Toronto Chapter Employment Chairman Pauline Hutchison.

The placement service has had a very active year throughout the U. S. and Canada. At the present time there are more requests for technical librarians than can be filled, with a special demand for engineering, chemistry and physics. A number of members of the Science-Technology Division did send copies to Headquarters of the form which they filled out: Register of Technical Librarians and Information Specialists. A number of these persons also filled out personnel record cards and have been notified of available openings for which they are qualified. Many of the openings are in isolated areas and even though they offer standard salaries, they are not attractive to applicants.

The chapter employment chairmen were again asked to provide high, low and average salaries in their areas for both professional and subprofessional or clerical employees to give some indication of local salaries. A number of chapters responded with this information with Pittsburgh and Texas polling their members and sending very detailed information which will be helpful. To date, a total of 445 positions have been listed at Headquarters or through chapters for the Association year 1952-53 of which 144 have been filled. This represents an increase of 125 openings and 27 more placements over the same period a year ago, an encouraging sign. Washington, D. C. Chapter reported an excellent year for placement activity until spring when the "freeze" prevented further hiring and made it difficult to absorb those librarians whose positions were eliminated.

The following is a tabulation of positions from chapter areas handled during the past Association year at Headquarters.

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Open</th>
<th>Filled</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baltimore</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>Boston</td>
<td>4</td>
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</tr>
<tr>
<td>Cincinnati</td>
<td>10</td>
<td>2</td>
</tr>
<tr>
<td>Cleveland</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Connecticut Valley</td>
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<td>Georgia</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Greater St. Louis</td>
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<td>1</td>
</tr>
<tr>
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<td>0</td>
</tr>
<tr>
<td>Indiana</td>
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<td>Michigan</td>
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<td>0</td>
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</tr>
<tr>
<td>Philadelphia</td>
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</tr>
<tr>
<td>Pittsburgh</td>
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<td>0</td>
</tr>
<tr>
<td>Puget Sound</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>San Francisco</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Southern California</td>
<td>1</td>
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</tr>
<tr>
<td>Texas</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td>Toronto</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

304 SPECIAL LIBRARIES
Washington, D. C...... 11 0
Western New York... 12 1
Unaffiliated ............. 14 2

Total .................. 291 75

Chapters have reported the following during this period:

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Open</th>
<th>Filled</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cleveland</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Connecticut Valley</td>
<td>16</td>
<td>2</td>
</tr>
<tr>
<td>Greater St. Louis</td>
<td>2</td>
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<td>Michigan</td>
<td>4</td>
<td>2</td>
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<tr>
<td>Philadelphia</td>
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<td>6</td>
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<tr>
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<td>4</td>
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<td>San Francisco</td>
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<td>9</td>
</tr>
<tr>
<td>Texas</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>Washington, D. C.</td>
<td>34</td>
<td>28</td>
</tr>
<tr>
<td>Western New York</td>
<td>4</td>
<td>0</td>
</tr>
</tbody>
</table>

Total .................. 154 69

Visitors to Headquarters from overseas during the past Association year represented a number of foreign countries: Dr. Fernanda Ascarelli, director, Library of Modern and Contemporary History, Rome, Italy; Robert L. Collison, reference librarian, Westminster, England; Govind Das, Indian Parliament, New Delhi, India; A. R. Hewitt, librarian, Institute of Commonwealth Studies, University of London, England; Dr. T. Ichikawa, director, Division of International Affairs, National Diet Library, Tokyo, Japan; Berit Lundgren, assistant librarian, General Export Association, Stockholm, Sweden; J. W. Moule, secretary, South African Mutual Life Association Society, Cape Town; Ingeborg Steinsvik, on leave from Town and City Planning Office, Oslo, Norway.

The executive secretary will meet again at the Toronto Convention with chapter and division officers in an effort to assist them with information about handling membership records during the coming Association year. Up-to-date lists of chapter and division members will be sent to all secretaries or membership chairmen during the summer so they may start the Association year with a new list of chapter and division memberships. Extra plates have now been cut for all division members numbering less than 500 members so that cards or envelopes can be addressographed in approximately one-quarter of the time which it formerly took. Headquarters welcomes inquiries from chapters and divisions about any records, and stands ready to assist members at all times.

A mimeographed directory of officers was sent to all members of the Board and Council in the fall. As this is a regular service of Headquarters and the earlier it is available the more valuable it is to officers, it is urged that all chapters and divisions report the election of 1953-54 officers to Headquarters as soon as possible.

Fourteen requests have been received for addressographing envelopes for the membership or some part thereof. This work is undertaken at Headquarters when the mailing would be of interest to members and when it does not interfere with regular work. A fee of $60 is charged for the entire membership list or $35 for any part of it. A total of $610 has been received from this service during the past Association year.

It has been found impossible to sublet the space at Headquarters formerly occupied by Augustus Kelley. Only this week has he removed several packing cases for which he was charged $10 a month but for which $110 is owing. This space is possible only for storage and with the number of new SLA publications in process which will require storage at Headquarters until they are completely sold out, it will be needed by SLA. The executive secretary therefore recommends: (1) that no further effort be made at this time to sublet space at Headquarters.

The volume of mail sent out from Headquarters has increased considerably during the past two years. The result has been that the amount of postage has been increased monthly from $100 to $150. This necessitates a large number of stamps being kept on hand at the beginning of the month, and the difficulty in keeping track of the exact amount used. The auditor, Price Waterhouse and Company suggests, that in order to eliminate the necessity of keeping large amounts of stamps on hand and to keep an accurate account of postage used at all times, that a postage meter machine be purchased. The executive secretary investigated the best machine for SLA headquarters and found that Pitney-Bowes Model H postage meter machine costing $148.37, including taxes, plus a rental of the meter at six per cent of postage used ($18-$36 a quarter), would be best for SLA purposes. The machine is equipped with tape for packages. A slogan can be included on the meter for an additional $15. The machine would reduce the time spent in mailing letters and packages by about one hour a day as the machine stamps and seals simultaneously. Metered mail is also faster and is given special handling in the post office. It shows the date and the time, and provides a record at all times a visible register of the postage used by the day, week or month. The executive secretary, therefore, recommends: (2) that the Executive Board authorize purchase of the Pitney-Bowes Model H postage meter machine at $148.37 plus meter rental and $15 for SLA's slogan "Putting Knowledge to Work."

During the past Association year several problems have arisen which necessitate legal advice. The only member who is a lawyer in

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New York and available for consultation occasionally is Sidney B. Hill. He has been most generous with his time during the past year but both the president and the executive secretary have felt that it was an imposition to ask a busy person to volunteer so much time. Several questions referred to him, including the proposal of the S-T Division regarding joint publication of microcards with the Microcard Foundation, are still pending.

The auditors have suggested that SLA engage legal counsel in New York so that immediate advice would be available. Price Waterhouse and Company furnished the names of three important law firms in New York City: Mudge, Stern, Williams and Tucker; White and Case; Cahill, Gordon, Zachry and Reindel. A vice-president of Price Waterhouse, who was consulted, stated that he believed the cost of such service with a leading New York law firm would greatly outweigh the advantages and suggested that an individual lawyer be consulted. At President Ferguson's suggestion, the executive secretary contacted Alan Fenner and showed him the three matters on which SLA needed advice this year which are still pending: (1) contract with John Crerrar; (2) petition to the Rhode Island legislature to allow increase in SLA assets; (3) microcard publishing for the Science-Technology Division. The cost of such legal advice would be approximately $300-$500 annually if the lawyer were available for consultation when necessary, and if no litigation were involved. The executive secretary recommends: (3) that the Executive Board consider retaining legal counsel in New York.

All publications in print are selling well. The revised edition of Source List of Selected Labor Statistics was received in May and to date 186 orders have been received. As are approximately 200 copies of the 1950 edition on hand, and no more were sold after March 15, 1953 by Board action, the executive secretary recommends: (4) that the 200 copies of the 1950 edition of "Source List of Selected Labor Statistics" be offered to library schools for the cost of transportation. As of May 29, 1953 there were 1,227 subscriptions to Technical Book Review Index, indicating that this periodical is in a healthy condition.

Loan of classification schemes was active during the past Association year with 189 classification schemes and subject headings loaned, 39 manuals and 15 books from the professional literature library.

The editor has graciously made available a column in SPECIAL LIBRARIES, starting with the November 1952 issue, entitled The Executive Secretary's Desk. Various Headquarters' services are described in order to inform the membership of the activities available to them. The executive secretary prepared a short article about SLA for Collier's yearbook and wrote a recruiting article for The Story of Our Time, 1953. Reprints of the latter article, "Behind the Specialist—The Special Library" are available from Headquarters. Her article, "What Price Vocational Guidance?" in the Stechert-Hafner Book News for September 1952, aroused favorable response from library educators. She spoke to the Michigan Chapter on November 13, 1952 and to the New Jersey Chapter on February 5, 1953. She addressed the students of St. John's University Library School on February 13 and Pratt Institute Library School on February 20. She visited the annual meeting of the Alumnae Advisory Center on April 20. She accepted a three-year appointment on the Council of the New York Library Club and is serving as hospitality chairman (arrangements for visiting librarians from overseas) and as a member of the Scholarship Committee. When the executive secretary visited Toronto on November 17, 1952, arrangements were made for exhibit space with Marjorie Beaton, Pauline Hutchison and the Royal York Hotel. President Ferguson and the executive secretary will be on TV (Channel 7, WABC) on June 17 as guests and hosts in the program "Good Looks and Good Living".

The report of Price Waterhouse for the calendar year 1952 shows SLA to be in the best financial condition in its history with a total income of $91,425 and expenses of $78,755. The 1952 convention surplus, after deducting the cost of such service with a leading New York law firm would greatly outweigh the advantages and suggested that an individual lawyer be consulted.

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Total advertising revenue for 1952 was $7202, an increase over the preceding year of $673. The following amounts have been listed since December as compared with the same issues a year ago:

<table>
<thead>
<tr>
<th>Month</th>
<th>1953</th>
<th>1952</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$ 884</td>
<td>$ 684</td>
</tr>
<tr>
<td>February</td>
<td>789</td>
<td>597</td>
</tr>
<tr>
<td>March</td>
<td>872</td>
<td>752</td>
</tr>
<tr>
<td>April</td>
<td>654</td>
<td>852</td>
</tr>
<tr>
<td>May-June</td>
<td>717</td>
<td>692</td>
</tr>
</tbody>
</table>

$3916 $3577

In the first five issues of 1953, therefore, there is an additional revenue listed of $339 which augurs another banner year. At the suggestion of President Ferguson, prospective exhibitors who had not booked space in Toronto and who probably were not able to do so, due to the conflict of dates with the ALA, were given the opportunity for special attention in the May-June issue of SPECIAL LIBRARIES. Advertisers were pleased with the attention given their ads and will undoubtedly continue to advertise in future issues of the Journal.
Report of the Editorial Board

Chairman's Annual Report

ALMA C. MITCHELL

This report will contain only those happenings which pertain directly to the editorial policy and to the physical operation of SPECIAL LIBRARIES. The changes in make-up of the magazine, contents, reprints, and other editorial matters will be covered in the report of the editor, Dora Richman.

Acting upon recommendations presented by the Editorial Board of SPECIAL LIBRARIES at its fall meeting, October 9, 1952, the SLA Executive Board approved: (1) the change in title for Dora Richman from associate editor to editor to take place immediately; (2) the enlargement of the editor's office at Headquarters; (3) the purchase of additional equipment necessary for the smooth running of such a department; (4) the employment of an editorial assistant; and (5) the allotment to the editor of the same amount of money as that given the executive secretary for expenses to attend annual conventions and the fall and spring Board and Council meetings.

With these needed changes a definite reality, the journal progressed another step in its interesting and, at times, hazardous development. To one who has been very close to its growing pains, the fact that a full-time paid editor is now a fait accompli is indeed a great satisfaction. Under Dora Richman's editorship, I feel confident that the magazine will make enormous strides in reaching its maturity and that it will be known, even more than now it is, as representing the best thoughts in the special libraries profession.

However, the editor cannot do this alone. A meeting of the Editorial Board held on May 14, was attended by Elizabeth Ferguson, SLA president; Edith Stone, chairman, Publications Committee and ex-officio member of the Board; Kathleen Stebbins, executive secretary; Ernest Spitzer, Dora Richman and Alma Mitchill. The possibility for an all-round, long-range publishing program for SLA was discussed. Such a program would include not only SPECIAL LIBRARIES but all SLA publications. It was felt that the present publishing program does not provide the greatest service with the greatest economy and that the time has come when we, as an Association, should consider our publications program from all angles.

Recommendation 1. The Board strongly believes that what is definitely needed is a survey of the entire publications procedure by an outside concern—one which will have an entirely unbiased viewpoint. Such pertinent factors as production, advertising, sales, distribution, etc., should be carefully weighed and considered. It is only through such a study that the Association will know what is wrong with its present set-up and how it can be remedied. Therefore, the Editorial Board recommends that J. K. Lasser Company, 1440 brochure—SLA, What It Is and Does. The such a survey, at a cost not to exceed $500. This company is well-known and is frequently called upon for expert advice by many publishers throughout the country.

Recommendation 2. The Editorial Board also recommends that it be placed under the direct jurisdiction of the Executive Board and that it be so indicated in the organizational chart of the Association published in the brochure—SLA, What it is and Does. The current edition of the brochure does not include any listing of the Editorial Board. It was felt that this proposed arrangement was more in line with SLA's practice of determining the Association's publishing program (which necessarily involves expenditure of considerable sums of money) than if the Editorial Board were lined up with the committees, making it part of the Advisory Council.

Recommendation 3. The University Microfilms in Ann Arbor, Michigan, has requested the privilege of including SPECIAL LIBRARIES in its list of periodicals appearing in microfilm edition. This list includes outstanding trade and professional journals. In the library field there are such titles as Library Journal, Library Quarterly, College and Research Libraries, and The Wilson Library Bulletin. A 10 per cent royalty on sales is stipulated in the agreement, but since this is based on cost at one-quarter cent per page, the financial returns are negligible. For reasons of prestige and increased service to SLA members, the Editorial Board recommends that it be authorized to conclude the arrangements providing for a microfilm edition of SPECIAL LIBRARIES to be issued by the University Microfilms as stated in the contract form submitted.
The past year has been one of exploration, examination and experimentation for your editor. The transition from volunteer, part-time editing of SPECIAL LIBRARIES, carried on for many years from Newark, New Jersey, to paid full-time editing carried on at Headquarters, was a rapid one. Although the Association had contemplated such action for some time, the changeover in a period of emergency precluded any immediate consideration for the inevitable adjustments that would have to be made structurally and financially within the bounds of established Association policy. Indicative of this transitional state is the fact that the Editorial Board was not even listed in the organizational chart published in the brochure, SLA—What It Is and Does (1952).

The only immediate concern, naturally enough, was to get SPECIAL LIBRARIES to press and to meet crowding deadlines. It was a matter of early discovery that it would be necessary to establish and organize a functional editorial office at Headquarters and to set up standard editorial procedures and routines.

**Editorial Office as a Clearing House**

To establish the newly centralized Editorial Office as a clearing house for all Association and professional news, mailings were sent to all chapter and division chairmen and bulletin editors and other strategically placed individuals, to solicit local or special news of general interest to SLA members for publication in SPECIAL LIBRARIES, and to request where possible, that the Editorial Office be placed on mailing lists for publications issued.

To further establish the Editorial Office as a clearing house for news, four regional representatives were appointed to assist in providing fullest possible coverage. Meeting with Alma C. Mitchill, chairman of the Editorial Board, and with the editor, during the SLA convention in New York, were the following appointees: Representative for the West, Isabella M. Frost; for the South, Mrs. Louise T. Jackson; for the Middlewest, Eugenia P. Tenney; and for Canada, Grace Reynolds. Your editor is deeply grateful to these regional representatives for their continued interest and assistance.

Particular thanks are due to the regional representative from Canada, Grace Reynolds, who entered whole-heartedly into editorial plans for special Canadian coverage and promotion to precede and build up to the Toronto Convention Committee's program and publicity.

Excellent cooperation from Convention Committee Chairman, Pauline Hutchison, and from Convention Publicity Chairman, Agatha Leonard, has produced unprecedented convention coverage in SPECIAL LIBRARIES.

The editor was extremely indebted also to the many SLA members who, on their own initiative, sent information to the Editorial Office about forthcoming events of professional importance or submitted items or ideas of general interest to all members.

**Correspondence**

Correspondence has increased enormously in the past year and continues to grow. While no precise count of the editorial mail has been made, a conservative estimate of weekly outgoing mail would average at least one hundred items. The editor acknowledges all contributions received. Galley proof is mailed to authors for checking prior to publication. Letters to the editor are cleared before they are published. Assignments for on-the-spot reporting of outstanding professional activities are made whenever possible.

Queries are received from non-members who come across SPECIAL LIBRARIES and want further information on the Association, on membership requirements, on space rates in the journal, and on exhibit arrangements at the convention. Requests of this nature are turned over to the executive secretary for follow-ups.

Requests for editorial space are numerous and come from officials of other professional societies, from educators in colleges and universities, from publishers, from a wide variety of business concerns, and from individuals promoting services or products.

**Reprints**

An unprecedented number of orders for reprints from articles in SPECIAL LIBRARIES has been received. In addition, permission to reprint or reproduce has been granted as follows:
(1) to the National Microfilm Association, for distribution at its annual meeting in New York, the article, Legal Aspects of Machine Documentation, by A. S. Davis, Jr.

(2) to the Superintendent of Documents, in Washington for distribution to depository libraries, the paper on Publications, Maps and Charts Sold by U. S. Government Agencies, by Nellie M. Bowman

(3) to the American Institute of Architects, for distribution at their annual meeting, What Price Bulletins?, by Chester M. Lewis

(4) to the Westinghouse Electric Corporation, for use in their company bulletin, Books for Gift-Giving

(5) to Dr. Mortimer Taube, for reproduction in a forthcoming book, his article on Special Librarianship and Documentation

(6) to Bernard Fry, for reproduction in his published thesis on “Library Organization and Management of Technical Reports”, the chart appearing in How to Obtain Research and Development Reports from the Government, by Eugene B. Jackson

(7) to Miles Conrad, for distribution at the Workshop on the Production and Use of Technical Reports at the Catholic University of America, the Jackson chart

(8) to the Administrative Office of the U. S. Navy Department, for distribution in the Navy Department, the Jackson chart

(9) to the Science-Technology Division of SLA, for reproduction in the Correlation Index—Document Series and PB Reports, the Jackson chart

(10) to the St. Paul Fire and Marine Insurance Company, for reproduction in their house organ, Effective Writing by Kermit Rolland

(11) to the Subcommittee on Binding, Washington, D. C. Chapter, for distribution, its report on Binding Costs in Washington

(12) to Eugene Garfield of Johns Hopkins, for reproduction in a projected publication covering regularly issued library publications, a contents page

(13) to the Library of Congress, and to the Technical Library of the Pearl Harbor Naval Shipyard, rights to facsimile transmission of SPECIAL LIBRARIES, for library research workers.

In addition, approximately 350 copies of the paper on German and French Abbreviations and Terms, by Johanna Allerding, were requested.

A contract from University Microfilms for a microfilm edition of SPECIAL LIBRARIES is under consideration by the SLA Executive Board.

**Editorial Changes**

Two meetings of the Editorial Board were held during the year, the first on December 19, 1952, and the second, May 14, 1953. Changes in journal format, design and editorial content were reviewed as follows:

(1) The contents page was redesigned, as well as the page facing it. The names of regional representatives were listed. The title of advertising manager was changed for the sake of accuracy to that of business manager since Mrs. Stebbins is responsible not only for advertising, but for billing, mailing, copyright, subscriptions, accounting and other necessary business. The page facing the contents, lists the SLA Executive Board, the SLA publications available for purchase, subscription and membership dues information. This page lists also the date and place of the forthcoming SLA convention.

(2) The “Letters to the Editor” column was resumed after a lapse of some years.

(3) An innovation was the series of columns by the executive secretary.

(4) Another innovation was the calendar listing dates of scheduled chapter meetings and special meetings of other professional societies of interest to SLA members.

(5) By featuring only a few of the outstanding guest speakers at the convention, broader convention coverage and greater use of photographs was made possible.

(6) The “Directory of SLA Officers” was published for the first time in the Proceedings issue.

(7) For the first time, a chart listing the various division bulletins was published.

(8) The annual Index to SPECIAL LIBRARIES was completely redesigned. It now includes a separate listing of authors, a separate index covering the affairs of the Association, and the customary index of papers and items appearing in the journal.

**Proposed Changes**

The Editorial Board approved the following proposals recommended by the editor.

(1) that an annual listing appear in SPECIAL LIBRARIES which will include all chapter and division publications in print, other than bulletins and newsletters

(2) that the annual Index to SPECIAL LIBRARIES which has been mailed heretofore as Part 2 of the March issue, be advanced and mailed out with the January issue

(3) that the practice of listing the editorial assistant on the masthead be resumed.

**Editorial Assistance**

Following a succession of five temporary part-time assistants in ten months in the Editorial Office, the situation was stabilized with the employment of Dorothy Feeney as permanent full-time editorial assistant. Miss Feeney has done outstanding work in the six months she has been here. She maintains and installs, as required, editorial records and procedures; she assists in preparing copy for the printer, in copyholding, proofreading and production; she serves also as the editor’s secretary.

**OCTOBER 1953**
Professional Activities

Professional activities of the editor outside the office during the past year have included further studies in the graphic arts and publishing. These studies included an editors' workshop course at New York University, a course on book production at Hunter College, and a graphic arts course in printing at Columbia University.

The editor took advantage of a number of opportunities to visit printing, lithographing, engraving and binding establishments, and found discussion with officials and shop foremen extremely informative.

The editor was able to accept a few of the many invitations to attend Association and professional meetings. An invitation from the Metals Section and the Philadelphia Council last October made it possible for the editor to cover the regional meeting of the Metals Section held in connection with the National Metal Congress sponsored by the American Society for Metals.

The Philadelphia Council extended its gracious hospitality last November. The occasion provided an opportunity to report the talk given by Dr. Lillian Gilbreth.

As authorized SLA representative, the editor attended the Library Periodicals Round Table at the ALA Midwinter meeting in Chicago, February 2, 1953.

An invitation was received from the National Microfilm Association to attend its annual meeting in New York in March.

The editor timed a brief vacation to coincide with the annual meeting of the Association of American University Presses in New Orleans. The publishing problems of the university presses resemble those of SLA in many respects. Discussion included some significant comment on the handling of business details by the various presses.

Your editor spent the day before the conference opened in visiting the libraries of SLA members in New Orleans and enjoyed the impromptu evening party arranged by Mrs. Dorothy B. Skau, president of the Louisiana Chapter.

An invitation from the university presses to join them on their all-day trip to Louisiana State University in Baton Rouge provided another opportunity to meet a number of SLA members. On arrival we were very pleasantly surprised at the special reception by ten SLA members gathered in the Faculty Club to greet the SLA editor.

A unique program planned by the Western New York Chapter for Saturday, May 23, at Cornell University, inspired the editor to be a self-invited visitor. We flew up and came away with material for two good papers in SPECIAL LIBRARIES. Moreover, we had a fine opportunity to visit our friends at the Cornell University Press and to talk shop.

The New Jersey Chapter's fine program scheduled for June 4 in Summit, was the occasion for another invitation making possible first-hand coverage of the excellent roundtable discussion.

Conclusion

It is not possible to overemphasize the value of these face-to-face meetings with SLA members—to hear the questions, the comments, the reactions, the expressions of opinion, the exchange of information, the creative ideas. Somehow, after each trip, the Editorial Office seems to come alive with a sense of the presence of many vital personalities and a remembrance of pungent phrases in the inevitable exchange of shop talk. These are the factors that make a publication come alive and speak for its membership.

It has been a stimulating and a productive year for your editor. The journal has growing pains, but its prospects for greater service to the Association and to the library profession are very bright indeed.

SLA EDITORS MEET IN TORONTO

An SLA Editors' Breakfast and Round Table was held for the first time, June 23, 1953, at the SLA Convention in Toronto. The meeting was attended by approximately thirty-five members, primarily chapter and division bulletin editors. The program scheduled included:

REVIEW OF ASSOCIATION BULLETINS . . . . . . . . Robert W. Lovett
PROBLEMS OF A BULLETIN EDITOR . . . . . . . . Dr. Karl A. Baer
EDITORIAL RESPONSIBILITY AND PRODUCTION COSTS . . . Sophia Furman
SOLICITING AND HANDLING ADVERTISING . . . . . Catherine A. Simms
BULLETIN EDITOR'S REPORT SOUTHERN CALIFORNIA CHAPTER . Margaret Cressaty

The program opened with a statement on the purpose of this meeting by the Association editor. An open discussion period followed the scheduled program, Chester M. Lewis, chief librarian, The New York Times, serving as moderator.

Distribution of the minutes of this meeting has been delayed due to understaffing in the SLA Editorial Office.
Chapter Relations Committee

Chairman's Annual Report

HAZEL L. BOTTOM
Chapter Liaison Officer

The major activity of the chapter liaison officer has been the planning of chapter visits for our president, Elizabeth Ferguson. This has been a pleasant task.


There are now twenty-nine chapters in SLA. Newest entries include Georgia, Alabama, and Oak Ridge, Tennessee.

Fourteen chapters answered the questionnaire pertaining to membership cards. Five chapters were in favor of having such cards, eight were opposed, one was interested in obtaining a receipt rather than a card, and thirteen abstained. The chapter liaison officer suggests that those chapters interested have cards printed at their own expense.

The chapter liaison officer thanks all chapter presidents for their gracious cooperation during the year.

Highlights


Boston. Annual Methods Meeting, Science-Technology Group "Bosses Meeting". Amendment to Chapter Constitution to conform with Association Constitution regarding local membership.


Cleveland. Rose Vormelker sponsored for SLA 1953 Award.


Indiana. Local membership problem. No new project.


Michigan. Plans are already under way for SLA convention in 1955.


Minnesota. Membership directory published.


New Jersey. Chapter Constitution reprinted and distributed to membership. Union List of Serials housed in Newark Public Library and expanded.


Pittsburgh. Five-session course in public speaking taught by William Lacy of the University of Pittsburgh. Union List under way.

Puget Sound. No new project.

San Francisco. Union List of Periodicals in San Francisco Bay Area published. Duplicate Exchange Lists issued fall and spring.

OCTOBER 1953
Division Relations Committee
Chairman's Annual Report

ANGELICA BLOMSHIELD
Division Liaison Officer

After working with divisions for two years, there is no question in my mind that the main reason for their existence is to further the knowledge of their subject field and make that knowledge available to others. This may be through various types of publications, exhibits, special convention programs, public relations activities, and publicity, including articles in magazines, radio and television appearances. The greater the concentration on these activities, the more valuable are divisions to their own members, their companies and the Association.

I want to stress this point as there seems to be a growing tendency not only in divisions but in our Association and the world at large to place too much dependence on rules, regulations and standards. In doing so, I believe we lose sight of the very essence of special librarianship— that is, most of us work in the competitive business field and to hold our jobs we have to be good. Doing a good job in competition with others means creative thinking, and in my book—rules, regulations and scholastic degrees are no guarantee that you can do a creative job. In fact, I think they tend to stultify creative thinking as applied to library work such as we do.

Because what we produce seems so important to me, this report will be devoted to that subject.

Division Bulletins

One of the most outstanding of division activities is the continuing publication of subscription bulletins. Three of them devote their entire issues to subject information: Unlisted Drugs, What’s New in Advertising and Insurance Book Reviews. The next group of bulletins, also subscription, combine material of subject interest with division news. They are published by the Business, Financial, Museum, Newspaper and Science-Tech- nology Divisions. The third group includes the free bulletins published by almost every division, mainly news bulletins.

From this very brief resume, several interesting points are noted: (1) Free bulletins sometimes contain bibliographies of interest to other divisions but, because they are free, only division members receive them. (2) The three bulletins which might be called professional (in the sense that only subject interest material is contained in them) are published with greater frequency and cost more to produce; which leads one to believe that if a bulletin is needed, the effort to put it out is made and cost does not matter. (3) In addition, a highly significant point is that these three bulletins are published by the next-to-smallest divisions, a medium-sized division, and a section. Divisions might well consider the implications of these points in the light of what to do about bulletins.

Other Publications

One of the most ambitious projects started this year is the Survey of Map Resources of the United States and Canada, which the Geography and Map Division is sponsoring. We can hope for an early publication date for this valuable contribution to the knowledge of our resources.

The Financial Division’s revision of Banking and Financial Subject Headings will be ready for the printer by the first of the year.

The third revision of the Source List of Selected Labor Statistics, sponsored by the...
Industrial Relations Section of the Social Science Division has been published. A new list of Subject Headings in the Field of Social Work and Public Welfare is in preparation.

The Science-Technology Division has made three important contributions to our growing list of publications: the Correlation Index—Document Series and PB Reports, the Union List of Serials in Pharmaceutical Libraries and the serial service COPNIP List of the Committee on Pharmacomedical Non-Serial Industrial Publications.

In connection with publications, there seems to be a growing feeling in the divisions that the Association makes it too difficult for them to have their work published. As our publications continue to grow in number, it seems to me that the job of the chairman of the Publications Committee is almost a full-time one in itself, and that none of us with our own jobs to handle have the time to undertake this really arduous post.

Public Relations

A major effort has been made by a number of divisions to cooperate with other Associations in projects and exhibits. This most important phase of division work has resulted in five exhibits, four sponsored by sections of the Science-Technology Division: Metals, Chemical, Petroleum, and Public Utilities.

The Hospital Division has initiated displays in five library schools offering hospital courses and is working with the Rhode Island School of Design on a poster to be used in the schools.

The Picture Division, new in the Association, deserves special mention for its speedy organization and for the work which it has accomplished. To quote from its report, "In this, the first season of a new division, the beginnings were slow and unsure. We learned that interest in pictures cuts across the interests of most other divisions. We learned that there is no center to which one can turn for information about handling pictures, their sources and uses. We learned that the growth of television in Canada and the United States has placed added burdens of pictorial research directly on libraries in broadcasting companies, advertising agencies and newspapers. We learned that a good measure of pictorial archive work being carried on in historical societies and museums is unfamiliar to those who work in public and commercial libraries.

As a beginning toward achieving this aim, the division has published a newsletter, Picturescope. It has set up a committee to prepare a directory of picture sources, beginning with the New York area. Some members of the committee are making a special study of house organs to contribute an index of industrial sources. In addition, much time has been spent answering letters of inquiry on the establishment of picture collections and handling pictures. This is an amazing record of achievement in so short a time.

One little publicized way that divisions keep their subject interest alive between conventions is through the group meetings within chapters. I wish there were space to describe them all. I believe divisions have overlooked a source of ideas for convention meetings in not reporting more fully on the best of them.

The Transportation Division libraries have served as hosts to an increasing number of study delegations brought from other countries by the Department of State, the Department of Commerce and the Mutual Security Agency to make detailed studies of methods, content, staff training, and interlibrary relationships. This summer, Mexico is sending railway students to the Bureau of Railway Economics Library rather than to a University for study.

Last but not least is the really tremendous amount of work by all divisions on their convention programs to make them interesting and instructive.

This is a record of achievement of which we can be very proud. There are moments when trouble and strife seems to be the main activity of divisions but when one starts to enumerate what has been accomplished, one realizes what a vital Association we are. I, for one, am proud of my affiliation with it, and feel honored to have been chosen to serve the divisions as DLO these past two years.

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SLA Division Subscription Bulletins

A list of SLA Division Subscription Bulletins will appear in the November issue of Special Libraries together with subscription information, description of subject content and other pertinent information contained in the replies to a questionnaire prepared and distributed by Mrs. Shirley F. Harper, division liaison officer.

OCTOBER 1953
The Committee on Committees wishes to preface the following recommendations on SLA standing committees with the comments covering in general all such committees:

1. That no less than three or more than five members on any working committee seem to be the correct number, with possible exception in committees such as membership.

2. That, even taking into account all the known and accepted arguments for spreading the work of committees as widely as possible over a geographic area, it is the considered opinion of this committee that members of certain committees should not be so widely separated; that due to distance, it would be impossible for the committee as a whole to meet. This statement has particular reference to Constitution, Budget, and Finance Committees. The work of these committees is measurably lightened and results strengthened if ideas and recommendations are discussed verbally, rather than by correspondence.

3. That all committees have members appointed for staggered terms.

4. That complete membership appointments to any committee be completed so that the entire committee may function from the beginning. For instance, as of this date, some committees did not have full roster.

5. That some procedure be set up, so that each incoming chairman receives a copy of the functions and policies that may be in force governing the activities of his committee, and further, that if there is a procedure manual for the committee, that the incoming chairman be provided with a copy at the time of his appointment.

It is recommended that sufficient copies of functions and policies of all committees be mimeographed and sent out to committee chairmen at the same time that the roster of chapters, divisions and committees is mailed from Headquarters.

6. That, if and when, the functions and policies of the above committees have been accepted, and when changes are made in them, the Board will please remember to rescind its previous action or any part of it, which is contrary to existing policies and/or functions at the time such action may be taken.

Archives

No recommendations. The functions and policies as rewritten by the present chairman seem to be adequate.

Chapter Relations

No recommendations. Committee functions and policies are being carried out. Further, this committee has compiled a *Manual of Procedure* for use of its members.

Constitution and By-Laws

No recommendations. However, this committee should be made up of members from the same area, so that they may meet for discussion. Such a committee could operate in the East, the Middle West or on the Coast. Location of the committee is not a factor.

Division Relations

No recommendations. The *Workbook on Division Relations* is entirely adequate and the committee seems to be operating within its function and according to established and acceptable policies.

Finance and Budget Committees

These two standing committees have been reviewed together, and it is the consensus of opinion that there should be but one committee to be called, Finance Committee. We therefore recommend that the Budget Committee be dropped and its duties incorporated in the functions and policies of the Finance Committee. In corporate practice, the accepted procedure is for a finance committee to be composed of directors, and, always, the treasurer or controller.

It is recommended that one committee called Finance Committee be charged with the duties and functions as accepted by the Board on May 1, 1952, except for Paragraph 2 concerning the budget, and that Paragraph 2 be changed to read: “The Finance Committee shall prepare the annual budget for presentation to the Board”.

It is further recommended that this committee be made up as follows: Three members from the Board, one of whom shall be the treasurer; that chairman of this committee shall be a director; that two additional members for overlapping terms be appointed from membership; and, that the appointments shall, in each instance, be those members of the
Board, or, members, most familiar with, or experienced in budget-making and the formulation of financial policy. Note: The Finance Committee reports to the Board only.

The Committee on Committees also suggests that authority for the Finance Committee be written into the Constitution and By-Laws of SLA.

**Finance Committee**

There shall be three members of this committee appointed by the president from the members-at-large.

The duties of this committee shall be: to review the budget of the Association and to approve it, and to present its recommendations for acceptance to the Board.

The Finance Committee shall have all the accounts of the Association audited, and further, shall make, when necessary, recommendations for hiring of said auditors. The Finance Committee shall meet with the Board and the Budget Committee whenever unusual expenditures of Association funds are under discussion.

The Finance Committee shall report to the Association at the annual meeting and at any other time that may be designated by the Board.

The recommendations of the Finance Committee shall be subject to final approval by the Board only.

The Committee on Committees is not making the following as a recommendation at this time, but wishes to suggest to the Board and to the Committee on Constitution and By-Laws that thought be given to having the status of these two committees provided for in the SLA Constitution.

**Budget Committee**

The Committee on Committees recommends that the Budget Committee be composed of the members of the Finance Committee, a member of the Board of Directors who shall be chairman of the Budget Committee, and the treasurer; that this committee be responsible for the condition of the finances of the Association, and shall prepare the annual budget for the Finance Committee; that all the members of the committee shall have the right to vote, with the exception of the chairman, who shall vote only in case of tie.

**International Relations**

It is recommended that existing policies and functions be rewritten in a more orderly and concise fashion.

**Membership**

No recommendations.

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**Photographic Reproduction Committee**

This committee should keep current on the developments in the field of microfilm, microcard and other reproduction processes, as well as on equipment and techniques, and should report on them to the Association through the SLA Board and Advisory Council.

A member of the committee should attend meetings of bodies representing this area of specialization, such as American Document Institute, and should observe and report developments. Whenever feasible, it should make recommendations for possible SLA cooperation or sponsorship of projects and publications in this area. Groups within SLA should be advised of such participation and/or sponsorship so that duplication of efforts within the Association may be avoided.

**Public Relations**

**Professional Activities**

**Sub-Committees on Standards, Education and Recruiting**

The Committee on Committees is considering these committees at one time as there is indisputable evidence of much confusion as to terminology, functions and policies, and also much overlapping of activities. Some of the activities and functions properly within the sphere of these sub-committees, is not being done by joint committees. We specifically refer to the activities of the Joint Committee on Education for Librarianship and its Sub-Committee on Training for Special Librarianship. Our recommendation on these committees and sub-committees is to retain the Public Relations Committee.

It is recommended that the functions of the Public Relations Committee be to promote and stimulate the entire field of special librarianship, and to initiate any programs that will add to the professional status of the Association and to the profession itself.

It is recommended that the chairman of this committee be an ex-officio member of all committees and that all committee chairmen shall report their activities at regular intervals to the chairman of the Public Relations Committee.

It is recommended further that the Sub-Committee on Library Standards and Library Education be eliminated and that SLA continue its active support and cooperation with the joint committees now actively and vigorously planning and operating in these areas.

The Recruitment Committee should be retained as a separate standing committee, and should be activated in such a way that it will complement and supplement the work of the Public Relations Committee and the joint committees mentioned above.

The Committee on Committees feels that the Recruitment Committee is an important...
one at this time and that consideration should be given to starting an active program as follows:
1. Revise any of the old recruiting pamphlets that may be used for this purpose.
2. Two new recruiting pamphlets should be written, either by the committee, or by an adequate free lance writer for a stipulated fee.
3. These recruiting pamphlets should be given wide distribution among vocational bodies, high schools and library schools, and also in Liberal Arts colleges.
4. A plan should be evolved whereby it may be publicized that speakers are available to discuss opportunities in the field of special libraries. An active recruiting program should be set up—a five-year plan, rather than one on a year-to-year basis. This committee sees the need for a continuous, related and active program in this area.

It is recommended that the Professional Literature Committee be dropped and that its functions be performed by the staff at SLA's executive offices.

Publications Committee

The Committee on Committees presents the following recommendations for consideration: This committee should consist of seven voting members with stagger appointments, five of seven members to serve for a period of two years and each, the sixth member to be past chairman (ex-officio) and seventh member, editor at Headquarters (non-voting); terms should be staggered so that no more than three member appointments will expire in any one year. Committee members should be appointed with widest possible range of subject specialization.

This committee should review publication projects submitted and should advise the Board on the reasons for approval or rejection of material submitted.

The committee should be relieved of responsibility for estimation of costs, format, selection of printer, type setting, etc. These details should be taken over by the Association editor. (Such procedure permits better printer relations, better prices on paper, type setting and binding, and the standardization of SLA publications as to format. It also helps to close the long lag between the time the manuscript is completed and the time that it is ready for distribution.)

For her own information, the chairman of the Committee on Committees discussed with the printing trade and with editors of some trade publications, the subject of a formula for pricing a publication. It seems that the usual basis for estimating the price of the publications in this area is two and one-half times cost of production. This is 100 per cent profit plus 50 per cent to cover cost of selling and distribution.

The Committee on Committees conferred with the present Publications Committee on these recommendations and while the complete Publications Committee has not, at this time, given its committee approval, Miss Stone, Mrs. Hyslop and Miss Jackson are in essential agreement with these recommendations as presented. Also, these recommendations follow in part the "Suggestions Concerning Revision of Publications Committee Make-up and Duties" as outlined by Mrs. Hyslop. Mrs. Hyslop's suggestions and those of the Committee on Committees, while arrived at independently, are almost identical in context.

Student Loan Fund

It is recommended that the name of this committee be changed to SLA Scholarship and Student Loan Fund, that its principal function be to evolve plans for enlarging the finances of this fund, the granting of a scholarship and the making of loans—such scholarship and loans to be made under conditions that may be set up and agreed upon after due discussion by the Committee, the Board, and eventually, the SLA membership.

The Committee on Committees has given consideration to the recent inactivity of the Student Loan Fund and has the following additional recommendations:

That the New York Chapter and the Washington Chapter be requested to discuss and consider turning over to the Association fund the amounts now being held in their local fund treasuries. This committee feels that one fund with additional monies has great advantages over the present set-up. Inasmuch as chapters would sponsor applicants and request a scholarship or a loan for the applicant of their choice, the local chapter now maintaining such funds would benefit rather than suffer from this plan.

The committee hesitates to make an outright recommendation to delete the requirement that the applicant for a loan must have been a member of SLA for one year. However, we feel very strongly that this point be given consideration, and membership in SLA as a requisite for a loan be deleted, with provisions made so that SLA members would always have priority on scholarship and/or loans.

The publicizing of such funds could be in part supplemented by the Recruitment Committee, as well as by the Public Relations Committee.

Technical Book Review Index Committee

No recommendations.

Translations

The Committee on Committees is deferring any recommendations on the Translations Committee until such time as the reorganization of this committee may be completed.
ARCHIVES
ISABEL L. TOWNER

In reply to questionnaires sent out to the chapters and divisions in regard to archives, eighteen chapters and ten divisions replied. Fifteen chapters and four divisions have some form of archives. Probably those who did not reply do not have any.

George Pettengill is making a survey of the situation and we hope that at the fall meeting we can make some suggestions. It would help the work of the committee if the Executive Board would make a definite statement as to what should be kept in the Association's archives and also give some suggestions for the chapters and divisions after the survey.

James Katsaros is working with those who are planning for the celebration of our anniversary in 1959.

Work on the indexing of the past minutes has been interrupted by the activities of the chairman in connection with the Directory of Special Libraries. As soon as that is published the indexing will be resumed.

AWARDS
ELIZABETH W. OWENS

Professional Award
The name of ROSE L. VORMELKER was presented to the Executive Board as the unanimous choice of the committee for the 1953 Professional Award. The Executive Board accepted the nomination and acted upon it favorably.

Hall of Fame
The Awards Committee is not ready to present any names for nomination to the Hall of Fame at this time. The committee feels that the initial nominations for the Hall of Fame should be a complete selection of those who have given notable service to the Association during its first fifty years.

Therefore, it is the considered judgment of the committee that the most appropriate time for announcing members of a Hall of Fame would be during the Association's fiftieth anniversary celebration in 1959.

It is suggested that the Awards Committee work with the Archives and the Fiftieth Anniversary Committees in compiling this initial complete list of builders of the Association.

CONSTITUTION AND BY-LAWS
CARROLL C. MORELAND

(In accordance with Article VII, Amendments, Section 1, Constitution, and Section 3, By-Laws, proposed amendments presented at the Annual Business Meeting of Special Libraries Association held in Toronto, Canada, June 25, 1953, and approved by a majority vote of those members present and voting, were submitted by mail ballot, July 31, 1953, to the SLA membership eligible to vote. Amendments carried in the mail ballot will be published in a forthcoming issue of Special Libraries)

CONVENTION
PAULINE MARY HUTCHISON

The Forty-fourth Annual Convention of Special Libraries Association, at the Royal York Hotel in Toronto, June 22-25, 1953, is now but a memory, and an extremely pleasant one.

Over the years, one attends many SLA conventions, but just once do we experience the thrill of making one tick. It takes much hard work, and there are many headaches and disappointments. However, when all is set, there's a wonderful feeling of exhilaration, and when the delightful fan mail begins to arrive, there's a great feeling of satisfaction and a sense of having made new friendships and strengthened old ones.

The local Convention Advisory Committee was made up of the current Toronto Chapter Executive Board, plus the Treasurer and the Convention Chairman. There were fifteen advisory meetings, three meetings of local division representatives to coordinate programs, three meetings of all division representatives and committee chairmen, and finally, a meeting of the committee chairmen for final clarification of responsibilities. In addition, there were hundreds of telephone calls, and many informal, “off-the-record” meetings.

In closing, I should be remiss if I neglected to mention the splendid cooperation of the Royal York Hotel and its staff; the Toronto Convention and Tourist Association which not only loaned staff for the registration desk, but which gave freely of its advice in the planning stages; the many companies that made possible such interesting entertainment; and the press which was so generous.
Elections Committee
JEANNETTE SLEDGE

The ELECTIONS COMMITTEE reports that the following nominees have been elected for 1953-1954:

President ........................................... MRS. LUCILE L. KECK
First Vice-President .................. GRETCHEN D. LITTLE
Second Vice-President ............... CATHERINE J. CURRAN
Secretary ................................. AGNES O. HANSON
Treasurer ........................................... EDWARD H. FENNER
Director for Three Years ............ CLARA G. MILLER
Director for Three Years ............ EUGENE B. JACKSON

KENNETH H. FAGERHAUGH and HELEN MARY PYLE continue to serve as Directors for one more year, and MRS. NELL STEINMETZ and EUGENIA P. TENNEY, for two more years. ELIZABETH FERGUSON will serve one year as Past-President.

A total of 2,020 ballots were received, of which 27 were declared invalid, leaving a total of 1,993 ballots cast as follows:

President: Mrs. Lucile L. Keck, 1,874
First Vice-President: Gretchen D. Little, 1,248; Katharine L. Kinder, 733
Second Vice-President: Catharine J. Curran, 1,002; Marian E. Lucius, 960
Secretary: Agnes O. Hanson, 1,289; Mrs. Valborg Jacoby, 702
Treasurer: Edward H. Fenner, 1,172; Richard D. Green, 806
Director for Three Years: Clara G. Miller, 1,167; Rowena Phillips, 810
Director for Three Years: Eugene B. Jackson, 1,152; Dr. Jerrold Orne, 832

FINANCE
DONALD WASSON

The Finance Committee this year has reviewed the finances of the Association in general and wishes to report its satisfaction with the situation.

A number of specific problems have been considered by the committee.

A pension plan for the Headquarters staff was once in effect, but was abandoned a few years ago. The Teachers Insurance and Annuity Association of America was approached with the thought that the Association might be able to join its plan which is both inexpensive and practicable for smaller organizations. We have been informed, however, that due to the statement in our charter that we are organized to encourage the “professional welfare” of our members, we do not qualify under the plan. The committee, therefore, recommends that no further study of this problem be undertaken at the present time.

Regarding the reserve fund, the present ceiling placed upon it is $50,000. We are approaching that sum now and it is the opinion of the committee that the Association should raise this ceiling to $75,000. We are now in a prosperous period and the committee believes that the fund should be increased. It is further recommended that the Board transfer the sum of $5,000 to the reserve fund. If desired, this action could be deferred to the October Board meeting, but the ceiling of the fund should be raised as soon as possible. It should be noted that nothing has been added to the fund since September 1947, when the sum of $2,553 was added.

Regarding investing of reserve funds, the committee sought and obtained professional advice. This advice was, that the Association continue to invest in U. S. Government Bonds, specifically in Series K. It was the further
opinion of our adviser that the Association has too small an amount for investment in corporate bonds which would also necessitate some type of watching to safeguard the investment. The committee therefore recommends that interest from, and bonds coming due in 1953, be invested in Series K, U. S. Government Bonds.

It has come to the attention of the committee that there is need to take steps to amend our charter regarding the total assets we are legally permitted to hold. At present, this sum is not to exceed $150,000. We are dangerously near this sum at times now and considering the delays which will be involved in changing the charter, the committee recommends that legal counsel be engaged immediately to assist in drafting this change and to advise us concerning the figure to be substituted. In this connection, counsel should also be sought concerning the phrase "professional welfare" of our members which has caused trouble as noted before in this report, and also in the past in determining the tax status of the Association.

The committee wishes to thank those who assisted in securing professional advice on problems discussed here.

INTERNATIONAL RELATIONS
KATE C. ORNSEN

Overseas Exchange of Letters
The exchange of letters was continued with gratifying results. Contacts were made between students of library science in this country and Europe, between metallurgical librarians in Australia and the U. S. and many others. It is seemingly a minor undertaking, but each individual exchange of letters carries information on the work of SLA by word of mouth throughout the world.

Overseas Exchange of Librarians
This has been one of the most frustrating projects. It was started on request of Leslie Wilson, director of ASLIB. After many unsuccessful efforts, Mr. Wilson has now advised us that he will try to obtain grants for British librarians in order to cover their traveling expenses, and to secure some differential which will permit them to defray their higher living expenses once they have reached the U. S. In other words, we are still making an effort to place our applicants for this exchange. However, we should not take on any more requests for exchanges until this plan proves workable.

Employment of Foreign Librarians as Exchange Personnel in U. S. Government Libraries
This project is contingent on certain changes in U. S. Civil Service codes, and Dr. Luther Evans has made an effort to look into possible modifications. He will advise us as soon as more information is available.

Study of Foreign Students at U. S. Library Schools
Gwendolyn Lloyd has made a survey of library schools and their policies in accepting foreign students with undergraduate records differing from the usual U. S. requirements. Forty-two questionnaires were mailed out and thirty-eight replies were received. Twenty-one schools reported that regular admission requirements were waived and students admitted as special or unclassified. A list of the schools will be published in Special Libraries, so that readers of our publication abroad will be able to address the appropriate school directly without need for any prior trial-and-error correspondence. The International Relations Board is interested in this survey and has asked for copies. Foreign students have frequently asked us for this information. The Venezuelan Association of American University Women has asked for just such a survey since they plan to send a deserving Venezuelan student to this country to attend a year's course at an American school of library service.

Shipping Fund for Books
A letter was received from the librarian of the Library of ROK Naval Academy, Chinhae, Korea, asking us for support, reference books, periodicals and "good will". Since a naval academy was involved, Mrs. Ruth H. Hooker in Washington was approached to see whether more direct help could come from there. Mrs. Hooker depicted a rather sad state of affairs: Washington librarians were willing to send the material even two years ago, but the shipping costs were such, that neither the Korean colleague nor the U. S. librarians could pay for them. Following Mrs. Hooker's suggestion, I am asking the Executive Board whether a shipping fund for this sort of material could be set up. Would it be possible to ask the chapters for contributions? Or could we send a letter to the Secretary of Defense to see whether transportation might be forthcoming from that department? Will the Executive Board authorize the International Relations Committee to try one or several of these approaches?

IFLA
Upon request from F. C. Francis of IFLA, the International Relations Committee reviewed those problems which appeared particularly difficult and which IFLA might help to solve. The reply indicated that IFLA will try to support some of the projects, such as the international exchange of librarians and of books. It would be a great help to this committee if "the hands across the sea" were met half-way by hands from the other side.
The membership figure as of May 20, 1953 is 4,622. All the chapters have reported on their promotional activities which have taken various forms with excellent results.

The Georgia Chapter was installed on May 8, 1953, with President Ferguson officiating. The formation of two new chapters has been announced. These include Alabama and Oak Ridge, Tennessee.

The interest shown in SLA by librarians from the Southern states is most encouraging, as the South is rapidly becoming industrialized and many new special libraries are opening up. The new libraries in addition to those already established will extend SLA’s sphere to a part of the United States not fully covered in the past.

The chairman’s term of office expires with this meeting. The membership when I assumed office in 1948 was 4,038 paid-up members. It is now 4,622. Other chapters organized during this period include Texas and Colorado.

The committee assisted in this project and saw the American Standards Association establish on June 25, 1953, Committee FH6 to study the problem of microdocumentation. The problem was divided into the following sub-committees:

1. Committee on Microtransparencies. V. J. Moyes, chairman
2. Committee on Microopaque. Fremont Rider
3. Committee on Documents Readable Without Optical Devices. George Mott

This committee is sponsored by the Council of the National Library Association and is composed of members of the various library associations, manufacturers and publishers in the field of micro-reproduction.

### SPECIAL LIBRARIES ASSOCIATION MEMBERSHIP

#### NO UNPAID MEMBERSHIPS

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Professional Activities

ROBERT E. KINGERY

Membership. The Professional Activities Committee was composed of Margaret Kehl (Sub-Committee for Library Education), Sara M. Price (Sub-Committee for Professional Literature), Marguerite Giezentanner (Sub-Committee on Recruitment), Mary D. Quint (Sub-Committee on Standards), Robert E. Kingery as chairman, and the SLA Representative to Joint Committee on Library Education, the SLA Representative to Joint Committee on Library Work as a Career, and the chairman, Public Relations Committee, as ex-officio members.

Scope. At the direction of the president of SLA, the committee has limited its activities largely to support of the SLA Public Relations Clinic, and such other matters as the president has required. Most of the energy of the committee has been devoted to working closely with the president of the Association and with the chairman of the Public Relations Committee in planning, carrying out, and participating in the Public Relations Clinic. It appears certain that one result of the Clinic will be the development of materials on which a real, co-ordinated professional activities program can be based in the future. Hence our activities this year will probably produce more results over the long range than many other projects we might have undertaken at this time. Within the clinic program, the committee took specific responsibility for the development of a recruiting leaflet.

The committee studied the proposal of the Association of College and Reference Libraries' Recruiting Committee for "A Project in Measurement and Guidance in Library Science. This project proposes to "determine the necessary abilities, aptitudes and interests for entry into the study of library science and to develop a guide for the selection, placement, evaluation, development and promotion of professional library personnel, directed toward the complete development of the individual's potential worth in a specific phase of library service."

After careful study of this proposal, ACRL was informed by our president, as recommended by this committee that:

"Until the profession has a clearer conception of the true nature of library work in all its varieties, not much can come of the approach suggested."

"SLA Board members are now engaged in a clinic which hopes to get at this fundamental problem."

"SLA will watch with interest any development which the ACRL committee engenders."

At the request of the president, the committee studied a number of curricula for the training of special librarians, now being developed by the Committee on Library Education of the Council of National Library Associations. The following statement was based on that examination and was prepared for transmittal to CNLA:

"We have examined the various suggested curricula for the training of special librarians with a great deal of interest and appreciate this opportunity both to see them and to comment upon them.

"To our mind, the most noticeable feature is their similarity rather than their differences. Of the differences, the outstanding ones seem to stem from the differing nomenclatures of the various fields which are covered. All of them suggest what seems to us to be true and to require greater attention, viz., that special librarianship differs from general librarianship in the emphasis on the depth of organization of materials and the intensity of use of those materials.

"We feel that the curricula do not show sufficient awareness of the fact that special subject training, as distinguished from library training, may take place either before, during, or after library training, depending on circumstances. We miss sufficient emphasis in any of the curricula on training in research method as distinguished from reference work.

"After examining the various curricula, we are reminded that the practical considerations of what jobs will be available will determine both the nature and variety of training for special librarianship."

The chairman of this committee has served on the New York Chapter committee working with Queens College in the development of special library courses. We are appreciative of the experimental work the Library Training Committee of the New York Chapter of SLA has done during 1952 and 1953 in cooperation with Queens College. Since the experimental courses developed by the committee for trying out during the academic year 1953-54 will be freely available for use by any library school and for the benefit of the whole profession, we believe that the Profes-
sional Activities Committee should watch their progress with close interest and stand ready to assist if the occasion arises.

We find ourselves in general agreement with the recommendations contained in the report of SLA’s Committee on Committees relating to “Public Relations, Professional Activities and Sub-Committees on Standards, Education and Recruiting.”

The Committee ordered 1,000 reprints of the executive secretary’s *Behind the Specialist — The Special Library* for use at Headquarters.

Special mention should be made of the “Library Careers Conference” held at the University of Detroit Library on April 16, 1953. The conference was sponsored jointly by the Detroit Junior Librarians, The Detroit Public Library, the Metropolitan Library Club and the Michigan Chapter of the Special Libraries Association.

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**Public Relations**

**Géneviève Ford**

The work of the Public Relations Committee during the past year was concentrated largely on exhibits and their attendant publicity, and on the Public Relations Clinic. We are pleased to report the following activities:

**Exhibits**

1. Illinois Chapter, at the Seventh National Chemical Exposition, Chicago, last September.
2. Metals Section, at the American Society for Metals Convention, Philadelphia, October.
3. Public Utilities Section, at the American Gas Association Convention, Atlantic City, October.
4. St. Louis Chapter, at the AAAS Convention, St. Louis, December.
5. Petroleum Section, at the International Petroleum Exposition, Tulsa, May.
6. Plans are under way for an exhibit at the convention of the New England Regional Library Association next September. This will be handled by the Boston Chapter, aided by the Connecticut Valley Chapter.

Excellent reports have been received from these chapters or sections. They are on display at the SLA booth at this convention and are well worth study. It will be noted that each differs somewhat from the other, reflecting the imagination and ingenuity of the various committees. The exhibit at Tulsa was especially difficult since it needed animation. This requirement was met by making the exhibit a joint project with the Tulsa Public Library; a “bookmobile” unit was the satisfactory result.

**Exhibit Guide.** The SLA Exhibit Guide was issued this March, and has been accorded a gratifying reception. It, too, is available at Headquarters to anyone wishing guidance in planning an exhibit.

**Exhibit Material.** Expansion of exhibit material was made possible by the donation of an electrically-lighted Plexiglas sign complete with shipping case; additional panel boards and Mitten letters; and a gift of money to cover the cost of manufacturing a table model exhibit for the use of those who may not wish to use bookshelves.

**Reprints.** Convention and other needs have exhausted our supply of give-away material. The need for improving the present method of obtaining reprints is recognized and plans are in progress to effect a change.

**Publicity.** The Public Relations Committee rendered some service to the Social Science Division in publicizing the new edition of the *Source List of Labor Statistics*.

Publicity (in addition to the work done by the committee) has been far-reaching. For example, two papers read at the Metals Section meeting at the SLA convention last May appeared in British journals. The *Australasian Engineer* was another medium for publicity on the work of the Metals Section. Data on the *ASM-SLA Classification* has been asked for by many persons in Europe. These are but a few instances of how SLA and its work are being advertised.

**Public Relations Clinic.** A full report of the Clinic will be given elsewhere. The visual presentation, *Our Library*, based on clinic discussion by participating SLA members, may be obtained from Headquarters at ten dollars a copy.
The Publications Committee has considered ten publication projects during the year. Two of these, the Correlation Index-Document Series and PB Reports, and the Source List of Selected Labor Statistics, have been completed. Two others, the Directory of Special Libraries, and the Financial Subject Headings List, are in production. The former is on the press and delivery is expected by September 15, 1953. The committee working on the latter publication hopes to have it ready for the printer by January 1954. The Map Resources Collections is now under consideration. The Newspaper Manual has been turned over to Joseph Molloy who has asked for a directive. It was suggested that he prepare a new outline for submission to the Newspaper Division in June.

At the request of the Executive Board, the committee explored and made recommendations concerning the publication of the visual aid presentation, Our Library. Since this is a working public relations tool rather than a publication, and was developed as a result of the Public Relations Clinic sponsored by the Public Relations Committee, the Executive Board accepted the recommendation of the Publications Committee to turn over the project to the Public Relations Committee.

Three projects were rejected during the year. These included two publications submitted by people who were not members of SLA. The publications were A Guide to the Literature of Electrical Engineering, and A Thesaurus of Synonyms for Living Creatures. A proposal by E. G. Swem, author of the pamphlet entitled, Indexing and Machines, that SLA undertake to develop the main idea of his pamphlet, namely, the microcopying of approximately 40,000 to 50,000 tables of contents and indexes of books, was also rejected.

The Author's Manual is in its third draft, a state in which it can serve as a guide, but it cannot be put into final form until some general matters of policy, particularly with respect to the relationships between the committee and the editor are defined. Copies are available at Headquarters and may be obtained on request.

A meeting of the full committee was held

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**Resolutions**

**Catherine Anne Pearce**

The Resolutions Committee offers the following report:

WHEREAS, the members of Special Libraries Association are deeply appreciative of President Elizabeth Ferguson's outstanding leadership this past year,

BE IT RESOLVED THEREFORE, that the Association convened in Toronto extend to her its deep appreciation.

WHEREAS, the members of Special Libraries Association are also grateful for the services rendered by the retiring Board Members,

BE IT THEREFORE RESOLVED, that the Association extend to them its appreciation.

WHEREAS, The Special Libraries Association is convened in Toronto, June 22 to 25, 1953, for its Forty-fourth Annual Convention, and

WHEREAS, assistance has been so generously and wholeheartedly given by the Toronto Chapter to the Convention Committee, and

WHEREAS, the speakers at our meetings have given generously of their time and knowledge to present timely and interesting talks,

BE IT THEREFORE RESOLVED, that a sincere vote of appreciation be extended to:

The Hon. W. J. Dunlop, Minister of Education, Province of Ontario, and,

Comptroller Ford Brand, Board of Control of the City of Toronto.

WHEREAS, The Convention Committees have worked long and efficiently to provide this excellent Convention,

BE IT THEREFORE RESOLVED, that a sincere vote of appreciation be extended to:

Pauline M. Hutchison, chairman, and to all members of the Convention Committees.

Also, to all speakers who appeared on Division and Section Meetings.

Also, to all libraries that held open house during the SLA Convention.

Also, to the Royal York Hotel and all of its staff members who were of assistance to the Convention Committees.
on Thursday afternoon, March 12, at the Hotel Statler in New York. Proposed projects and publications were discussed. The question of pricing was discussed with Donald Wasson, chairman of the Finance Committee, and it was decided to explore the subject further. Royalties and loans to chapters and divisions were also discussed briefly. Another meeting of the committee will be held in Toronto on Sunday morning, June 21.

The structure and operation of the Publications Committee has become quite unwieldy in recent years and a thorough review of both are needed if it is to operate efficiently. A number of suggestions for improving both the structure and operation of the committee were submitted by the chairman and Mrs. Marjorie Hyslop to the Committee on Committees. With the introduction of a full-time editorial staff at Headquarters, more of the detail work has been turned over to Miss Richman, but here again clarification and delineation of the work of the committee, the editor and authors are needed. Due to the change in the Constitution which permits institutional members to purchase publications at a 50 per cent discount, our pricing formula needs revision. A study should be made of the costs which Headquarters has to assume in the distribution of our publications so that our prices will more truly reflect complete costs. Therefore, the Publications Committee joins with the Editorial Board in recommending that consideration be given to employing the J. K. Lasser Company to make a survey of our publication policies and procedures at a cost not to exceed $500.

SPECIAL CLASSIFICATION
MARJORIE R. HYSLOP

The SLA Committee on Special Classification is composed of the following members: Frederica M. Weitlauf, Timken Roller Bearing Company; W. W. Howell, Chemical Abstracts; Stewart J. Stockett, Battelle Memorial Institute; Allen Kent, United States Government; Marjorie R. Hyslop, American Society for Metals, Chairman.

The committee was constituted last fall to pursue on a larger scale the activities started by the Committee on Metallurgical Literature Classification of the Metals Section, Science-Technology Division. One of the projects of the committee is to study the adoption of machine methods for literature searching. Its purpose is also to explore other special classification methods for small libraries, to evaluate them, and to report on them to the Association when required.

The first meeting of the committee was held in Cleveland on February 24, 1953. At this meeting Mr. Kent reported on the project for the indexing and systematization of terminology with which he is associated under the direction of James W. Perry. This work provided the impetus to development by IBM of experimental punched card equipment based on the Luhn electronic scanning principle.

The present investigation of terminology has been directed towards making available both generic and specific terms for defining and conducting machine searching operations. A technique for establishing relationships between generic and specific terms has been

NECROLOGY
1952 - 1953

The Resolutions Committee wishes to remember the following members, deceased since June 1952:

M. PRISCILLA BLOCHE, Philadelphia Council
ANNA FRED A FREY, Southern California Chapter
MRS. HELEN JOYCE GRAVES, New York Chapter
MARY REBECCA LINGENFELTER, Philadelphia Council
MRS. JOSEPHINE G. MORTON, Washington D. C. Chapter
MRS. MADGE C. PREBLE, Illinois Chapter
A. L. ROBINSON, Pittsburgh Chapter
CATHERINE M. SHORT, New York Chapter
EMORY CLARENCE SKARSHAUG, Michigan Chapter
CHARLES J. SWAIN, Western New York Chapter
DOROTHY F. WARE, Minnesota Chapter

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developed and is referred to as “semantic factoring”. At first, the terminology study was confined to the field of chemistry, but it is now being expanded to cover all fields of science and technology. To date, some 30,000 terms have been processed and analyzed.

At the February meeting of the committee, Mr. Kent indicated that one area which has not yet been explored is the possibility of adapting the terminology and coding to a manually sorted punched card system covering a limited field of scientific knowledge. Another area for investigation would be to determine the extent to which the new indexing and coding system may be adapted to standard IBM equipment. The committee thought it could serve best by initiating some experiments in the first category. The *ASM-SLA Classification of Metallurgical Literature* appeared to present an ideal guinea pig for such an experiment, since it is a field of knowledge with which the members of the committee are largely familiar, and since it already provides for a working punched card indexing system.

Mr. Kent has, therefore, provided each member of the committee with a copy of the dictionary, and each member was made responsible for checking a portion of the *ASM-SLA Classification* against this dictionary to determine how the terms used in the classification could be fitted into the dictionary. When this check is completed, metallurgical terms which do not appear in the code dictionary will be studied by Mr. Kent and added to it.

This work is well under way, and will be discussed at a second meeting of the committee to be held in Toronto on Tuesday afternoon, June 23. After the terms are incorporated into the dictionary, the committee will be in a position to consider the possibilities of adopting the new coding system to an edged-notch punched card.

Plans are under consideration also, to have other groups in SLA check their own carefully worked-out subject heading lists against the dictionary.

**STUDENT LOAN FUND**

**ROSE BOOTS**

In October 1952 I wrote to the chapter liaison officer and the division liaison officer asking them to urge the chapter presidents and division chairmen to publicize the campaign to raise $5,000 this year for a Scholarship Fund. Many chapters and division bulletins carried notices and I should like to take this opportunity to thank all chapter presidents and division chairmen for their cooperation. Publicity appeared also in the November 1952 and January, February and April 1953 issues of *SPECIAL LIBRARIES*, in the *SLA Bulletin* for November 1952 and in *Chapter Highlights*.

The response to the flyer that was inserted in all 1953 dues renewal notices has been very rewarding. Many individual members have contributed much more than a dollar, many have given five, ten or twenty-five dollars. One member donated sixty dollars! All contributions have been acknowledged by Mrs. Stebbins. I am deeply grateful for the generosity of so many of our members and chapters, and I thank you all.

Following is a listing of funds received from November 1, 1952 to June 15, 1953:

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<td>R. C. Preble</td>
<td>$100.00</td>
</tr>
<tr>
<td>C. Preble</td>
<td>$100.00</td>
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<tr>
<td>Mrs. Marion Herzog</td>
<td>$5.00</td>
</tr>
<tr>
<td>Madge C. Preble</td>
<td>$100.00</td>
</tr>
<tr>
<td>New Jersey Chapter</td>
<td>$100.00</td>
</tr>
<tr>
<td>Southern California Chapter</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

**Total** $455.00

**Balance from members of SLA** $1,329.00

**To be deposited (from member)** $2.00

**Total** $1,784.00

**To be deposited (from member)** $2.00

**Total** $1,786.00

As of June 15, 1953 there was $4,189.71 in the Student Loan Fund, including the above contributions.

We have had three inquiries regarding loans this year but no actual funds were borrowed. One loan is outstanding in the amount of $373.52.

In the first fund raising campaign for the Student Loan Fund in 1939, I raised $1,485.70. We have topped that amount this year but we are still a long way from the $5,000 goal. Mrs. Stebbins and I are accepting contributions at this Convention in case you have neglected to give us your dollar. In 1939 the following sentence was incorporated into the provisions of the fund, “Proprieties to this Fund shall be made by the Executive Board, as funds permit, by the different chapters, and by donations, bequests and grants.” To my knowledge, the Executive Board has made only one donation, the sum of $171.45 representing the profits of the 1939 Baltimore Conference. I should like to recommend that the Executive Board this year appropriate to the Student Loan Fund an amount equal to that raised this year, November 1, 1952 to June 30, 1953, through contributions of individual members and chapters. If the Association is to have a Scholarship Fund it seems to me that the Executive Board should give it the same support as that of the members and chapters. The prime object of the Scholarship Fund is to promote...
the profession and to help librarians to achieve professional status. What better investment could the Executive Board make?

TECHNICAL BOOK REVIEW INDEX
JOLAN M. FERTIG

The Technical Book Review Index is being compiled and edited by Mrs. Julia Wallace Martin at the Technology Department of the Carnegie Library of Pittsburgh. There are over 1,100 subscribers at present, 18 per cent of whom are from foreign countries. The editor is using facilities made available to the Association by the Carnegie Library of Pittsburgh.

TRANSLATIONS
MARY FRANCES PINCHES

We have the honor to present the following report of the Translation Pool Committee for the biennium ending June 1953.

The physical characteristics of the pool are described in the statistical section of this report, and need no further discussion here.

The committee has had three meetings during its term of office. At these meetings problems of organization and administration were discussed at length, but without satisfactory conclusions.

In February 1953, by order of the president, the pool became inactive, and, to date, has had no instructions to resume service.

To facilitate administrative decision, the Translation Pool Committee submitted its voluntary resignation in April 1953.

Statistical Summary
November 5, 1951-May 19, 1952

Number of requests by type of library
Business ........................................... 3
College ........................................... 32
Foreign (business, industry, government) ........................................... 41
Government ........................................... 34
Industry—large ........................................... 26
—medium ........................................... 45
—small ........................................... 2
Public library ........................................... 1
Research institution ........................................... 1

Total ........................................... 185

Number of items requested.............. 515
Number of requests filled (approximate) ........................................... 10
Requests for information ........................................... 31
Number of cards in files when received ........................................... 8,976
Number of cards added (approximate) ........................................... 800
Number of cards removed ........................................... 1,209
Number of cross-references added ........................................... 1,400
Number of cards for translations in file ........................................... 9,776
Patents ........................................... 475
Books ........................................... 75
TOM reels ........................................... 45
Journal articles ........................................... 9,181

Number of translators registered........ 10
Source of translations:
Commercial ........................................... 34.3% 3,187
Non-commercial ........................................... 65.7% 5,589
Government ........................................... 31.7%
SLA libraries exclusive of government ........................................... 26.9%
Institutional ........................................... 4.9%
British government ........................................... 1.9%
Unknown ........................................... 0.3%

Russian translations in file ........................................... 1,300
Translations donated ........................................... 1,210
Number of donors (cards and translations) ........................................... 55
Number of translations at Headquarters ........................................... 1,209
Cards removed from file and attached to those translations ........................................... 1,209
Languages represented (approximate) ........................................... 12

British Patent Specifications

All who have to deal with British patent specifications will be interested in a project undertaken by Aslib (Association of Special Libraries and Information Bureaux), by kind permission of the Patent Office, London. Because of wartime difficulties, the printing of subject indexes to British patent specifications since 1939 (Nos. 500,001 onwards) had fallen badly into arrears. Good progress has recently been made in reducing these arrears, but their complete elimination is unlikely to be achieved in less than two years. Meanwhile, searches continue to be difficult and costly.

The Patent Office has generously permitted Aslib to make 35mm. microfilm copies of the Patent Office’s own Press Mark Indexes and to make them universally available. The Press Mark Index—which will be in most cases the only subject index available in respect of 1939-1953 (April 30)—is a 14-year cumulative list of the 271 patent classes showing the numbers of the patents in each and their allocation to sub-classes.

Microfilm copies of the Index (nearly 8,000 pages) are now available, price approximately $30, from the Director, Aslib, 4 Palace Gate, London, W.8, England.
American Standards Association Committee Z-39 (ASA Z-39) has had no meeting since May 1952. Minutes of the proceedings of the meeting held in May 1952 were never distributed to committee members. We, therefore, have no official record of decisions made at that time.

During the past year American Standards Association notified Z-39 members of the following section:

International Standards Organization Committee T46 (ISO-T46 Documentation) submitted for approval a Proposed Recommendation on Abbreviations for Periodicals. A letter from ASA to members of Committee Z-39, dated January 29, 1953, advised that on authorization of Verner W. Clapp, chairman of ASA Z-39, ASA voted "No" on approval of the document. (ASA Z-39's Subcommittee on Abbreviations for Periodicals had so recommended.) The ISO Recommendation subsequently was accepted by seventeen countries, and the Draft Recommendation referred to the International Standards Organization for final approval as the International Code for the Abbreviation of Periodical Titles.

Your representative again deplores the inactivity of ASA Z-39. Perhaps it is only fair to allow that its various subcommittees may be hard at work, but the committee is not active, and its members are not being informed of any such activity.

Council of National Library Associations

Betty Joy Cole

A meeting of the Council was held in New York City on May 23, 1953.

A few minor changes were made in the Constitution. These make possible the joining of CNLA by other than just library associations; the election of officers from outside the present representatives of member associations; and the privilege of naming another representative when the association's representative may be chosen for office.

It was decided that CNLA should urge the appropriate Congressional Committee to give every consideration to the request of the Library of Congress for funds to carry on bibliographic services such as the State Law Index and the National Union Catalog. These bibliographic projects are of great service to libraries and other organizations which deal with informational sources.

The United States Book Exchange may have financial difficulty. There are no more funds from the foundation making the original grant. There is a slight possibility that the Ford Foundation may be interested. The State Department may discontinue its support of the overseas part of USBE so that the only assurance of support is the customers. It is doubtful if USBE can continue without some subsidized support. It is believed that USBE can become self-supporting in five years. Possible means of financing were discussed.

The ALA is making a study of the relations between libraries in the U. S. and the Federal Government. A committee for this purpose had been appointed by CNLA but has been inactive. CNLA will not reactivate the committee until the results of the ALA study are known.

The Joint Advisory Committee on Microfilming Programs whose interest is not in technical aspects of microfilm but solely in microfilming programs probably will be reactivated.

The officers for the coming year are:

Chairman: Sidney B. Hill
Vice-Chairman: Elizabeth Ferguson
Secretary-Treasurer: Ruth H. Hooker

Reports of Joint Committees

Library Education

Further clarification is needed of the status of sub-professional courses so that both students and employers will know the differences between them and accredited library courses, as well as the difference in preparation of individuals trained under them.

There was a consensus of opinion that the terminology relating to sub-professional courses be clarified in such a way that both librarian-employer and student would realize that a graduate of such a course without formal training should not be designated as a librarian.

The necessity of defining librarianship as a profession was brought out and the chairman
stated that a subcommittee to study this phase of recruitment had been appointed to report on what had been done and what could be done to acquaint the American public with what librarianship as a profession really is, and what services could be expected of those properly trained in the profession.

Mr. Shaffer pointed out that there is a definite curtailment of placement service on the part of library schools. He indicated that the survey showed that the profession believes placement service should be worked out by the ALA and that other interested national library associations be invited to cooperate with the ALA in this matter.

Maurice Tauber submitted a progress report of the Subcommittee on Examinations. Information concerning examinations given in sixteen states by civil service libraries and examining boards showed that they followed no particular pattern as to content or form, nor could they possibly be used as a basis for any national examination. Mr. Tauber said, it was evident that many state agencies were interested in receiving advice and aid in clarifying their examination program. The subcommittee suggested that the joint committee might wish to refer this problem to the Board of Education for Librarianship. As Mr. Dalton, chairman of the ALA Board of Education for Librarianship was present, he was asked whether the Board had considered the need for work on this problem, and Mr. Dalton replied that it had.

Mr. Waters reported that due to the excellent work of Melvin Voigt, the papers on library education were ready for publication.

There will be a Conference on the International Aspects of Librarianship at the University of Chicago Library School, August 17-21, 1953.

Frances Henne thought that the joint committee could serve as an informational and liaison center in educational matters for the various library groups which compose CNLA and that each member should submit reports at the meetings indicating what their associations are doing or would like to have done in regard to education for librarianship.

**American Standards Association**

ASA Committee Z-39 has recommended the formation of a new Committee PH5 on standards on all phases of documentary reproduction by photography. It is probable that CNLA will be asked to sponsor this new committee.

**Protection of Cultural and Scientific Resources**

Dr. Charles F. Gosnell gave a review of the work of the committee saying that it was set up to plan for the care of cultural and scientific resources, and especially library re-

sources in time of an emergency. He mentioned the suggestion for setting up shadow collections in relatively safe locations and the survey made by the U. S. Office of Education to determine location of vacant shelf space in non-target areas. There are hundreds of thousands of linear feet in total but none in very large units. At the meeting of this committee in Washington on May 22, there was a presentation by the Federal Civil Defense Administration on their plans and what may happen in a target area and how surrounding facilities can be used. A proposal to stimulate study and thinking has been prepared and distributed to the executive boards of the different library associations. It is hoped that suggestions, comments and criticism will be sent to the committee for its guidance in further study.

**Union List of Serials**

The Joint Committee on the Union List of Serials, in agreement with the Library of Congress, has decided to make certain changes in the scope and the cumulative pattern of New Serial Titles.

Contributing libraries will henceforth report to New Serial Titles only their holdings of titles that began publication after December 31, 1949, the closing date of the forthcoming Supplement to the Union List of Serials. These titles are to be reported regardless of when they were first received. The Library of Congress will continue to report its holdings of any titles that are new to the Union List of Serials and its supplements, regardless of the beginning date of publication.

In recognition of the importance of the function of New Serial Titles as a report of new publications, the committee decided that the twelve monthly issues would be more serviceable if they were noncumulative. It was also agreed, subject to an investigation by LC of the cost factors involved, that the function of NST as a tool for the location of particular titles would be better served if the annual cumulations included the titles appearing in previous annuals as well as those first reported during the preceding twelve months. Beginning with the May 1953 issue, therefore, NST will be published in twelve noncumulative monthly issues, each containing information that conforms to the new definition of its scope.

Other proposals now under study were discussed by the committee. These include: (1) responsibility for maintaining complete files and for reporting major bibliographical changes in publications among the participating libraries in such a way that only two libraries would have this responsibility for any one publication; (2) issuing a supplemental listing of mergers and discontinuances of serial publications; and (3) issuing a January-June
cumulation in addition to the regular monthly issue for June.

LC will issue revised instructions on reporting to libraries participating in this union list publication.

CNLA CHAIRMAN

Charles F. Gosnell, New York state librarian and assistant commissioner of education, has been appointed chairman of the CNLA.

STANDARDS FOR HOSPITAL LIBRARIES

CATHARINE HEINZ

In cooperation with the ALA and MLA chairmen on Standards in Hospital Libraries, the SLA chairman prepared the copy for the printed Objectives and Standards for Hospital Libraries.

Cost of printing was undertaken by the Hospital Libraries Division of the ALA and free copies may be obtained from:

Miss Helen T. Geer, Librarian
American Library Association
50 East Huron Street
Chicago 11, Illinois

At the present time, the ALA, MLA and SLA chairmen are preparing a news release announcing the availability of the Standards. This release will be sent to hospital, health and library publications and to all library schools. After this work has been completed, it is felt that the SLA Standards Committee can be discontinued.

UNITED STATES BOOK EXCHANGE

HELEN LAWRENCE SCANLON

The Corporation of the United States Book Exchange has held one meeting, and its Board of Directors, two meetings, in the past year. At these sessions the discussions centered around the problems of making the Exchange more useful and of putting it on a solid financial basis.

During the year it has supplied, on exchange, a total of two hundred fifty thousand books and magazine issues, and there is a stock of some two and a half million items on hand. In addition to sending out lists of materials available as a basis for orders, the Exchange accepts requests for particular items at any time and services such requests promptly. Experience shows that the USBE is able to provide its greatest help to new libraries and to those expanding into new fields of knowledge which need to assemble long files of older magazines. More important, however, to the librarian of the established library, is its frequent ability to provide the single issue needed to complete a file.

Members today include 245 foreign libraries and about 350 libraries in the U. S. and Canada. Since in the past the foreign libraries have been unable to pay transportation and handling fees involved, service to them has thus far been subsidized. However, a number of foreign libraries are now participating as paying members, although on a small scale. If these and other foreign libraries are to be able to cooperate fully, further subsidies will be needed, and the Corporation is investigating the possibilities of additional grants from philanthropic organizations.

In an effort to discover how users of the USBE felt about its services, I have recently sent out a questionnaire to the special library participants asking for their comments and suggestions for improvement of the service. The replies will, I hope, be useful to the Exchange in formulating future policy.

It is unfortunate that the Exchange was unable to send a representative to this conference. However, booklets describing its services are available in the exhibit area, and I recommend that members investigate the possibilities of this centralized exchange service with its vast resources.

NEXT ISSUE

The November issue of SPECIAL LIBRARIES will include the following papers:

The McGraw-Hill Library
RALPH E. SMITH

Transitions in Library Services
CHESTER M. LEWIS

Bibliographical Methods in the Biological Sciences
KARL A. BAER

Technical Library Bulletins
LUCILLE JACKSON

Suggestions to Publishers from Special Librarians

Panel discussion sponsored by the Publishing Division at the 44th Annual SLA Convention in Toronto, Canada, June 25, 1953.

OCTOBER 1953
INVOCATION
June 22, 1953

F. H. WILKINSON, Coadjutor Bishop
Toronto, Ontario, Canada

In the name of God, Amen.

Wisdom and knowledge shall be the stability of thy times and strength of thy salvation; the fear of the Lord is thy treasure.

Almighty God our Heavenly Father, the Fountain of wisdom and knowledge, the Lord of truth and the Source of all goodness and beauty, bless, we pray Thee, our Queen and Parliament, and the President and Government of the United States of America. We thank Thee for the many blessings of our countries and of our inheritance. Especially do we thank Thee for the wealth of our literature and libraries, the thoughts of great minds and good hearts, the vast enterprise of human knowledge and research, the inspiration of author and artist, the skill of printer and binder, the generosity of philanthropists, and the science and devotion of librarians.

O God, before Whom the vocation of each one of us is a sacred trust, bless these, Thy servants, in all their deliberations and undertaking, in their fellowship and association, that by their efforts, the truths which give men freedom may be revered, the clouds of ignorance may be diminished, the culture of our countries may be enriched, the welfare of our people may be advanced, and that whatsoever is lovely and of good report may be enjoyed. All this we ask through Him in Whom are hidden all the treasures of wisdom and knowledge, Jesus Christ our Lord. Amen.

PRESIDENT’S INAUGURAL ADDRESS
June 25, 1953

LUCILE L. KECK

I am deeply grateful to the members of the Special Libraries Association for entrusting the affairs of this growing, dynamic organization into my hands for the coming year. I humbly hope I may prove worthy of your trust.

I am especially honored to assume office during this friendly convention in Canada . . . a happy symbol of the fact that our Association has never been limited by international boundaries.

I want to congratulate President Ferguson and the last Executive Board upon the praiseworthy achievement under their leadership, as well as the past presidents and Executive Boards whose continuity of effort has brought the Association to its present high rank in the world of professional organizations.

"The professional organization" according to Mary Parker Follett, “exists to promote an interest that is broader than that of its individual members.” Furthermore, as de Tocqueville pointed out, over a century ago: “Feelings and opinions are recruited, the heart is enlarged, and the human mind is developed only by the reciprocal influence of men upon one another . . .” And in another connection he referred to the skill of Americans, “. . . in proposing a common object for the exertions of a great many men and in inducing them voluntarily to pursue it . . .”

It is the word “voluntarily” which points in particular to the accomplishments of the Special Libraries Association. Its projects, achievements of voluntary effort, attest to the spirit of mutual assistance from which it derives strength.

I am sure that I speak for the entire incoming Board when I express the hope that we may move forward in this spirit, and I hope my last action as president will prove as popular as I am sure my first will, when I call for a motion for adjournment.

The 44th Annual Convention of Special Libraries Association opened June 22, 1953, in the Royal York Hotel, Toronto, with an Invocation by The Right Reverend F. H. Wilkinson, Bishop Coadjutor of Toronto. The Invocation appears here with the gracious consent of Bishop Wilkinson at the request of SLA members.
ASSOCIATION OFFICERS

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MRS. LUCILE L. KECK, Joint Reference Library, 1313 East Sixtieth Street, Chicago 37, Illinois.

First Vice-President and President-Elect

Second Vice-President

Secretary
AGNES O. HANSON, Business Information Bureau, Cleveland Public Library, 325 Superior Ave., N. E., Cleveland 14, Ohio.

Treasurer
EDWARD H. FENNER, Business and Economics Department, Enoch Pratt Free Library, 400 Cathedral St., Baltimore 1, Maryland.

Directors
HELEN M. PYLE, Public Relations Department, Sun Oil Company, 1600 Walnut Street, Philadelphia 3, Pennsylvania.
MRS. EUGENIA T. PROKOP, 144 Elmwood Avenue, Evanston, Illinois.
MRS. NELL STEINMETZ, Pacific Aeronautical Library, 7660 Beverly Blvd., Los Angeles 36, California.
EUGENE B. JACKSON, National Advisory Committee for Aeronautics, Washington 25, D. C.
CLAIRA G. MILLER, Public Relations Department, Imperial Oil, Ltd., 56 Church Street, Toronto 1, Canada.

Immediate Past-President
ELIZABETH FERGUSON, Institute of Life Insurance, Department of Information, 488 Madison Avenue, New York 22, N. Y.

Executive Secretary

Editor

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ALABAMA—Dr. Jerrold Orne, 118 Truett Drive, Montgomery 5, Alabama.
BALTIMORE—Mrs. Ruth A. Bristol, 101 West Monument Street, Baltimore, Md.
BOSTON—Mrs. Doris R. McNulty, Bethlehem Steel Company, Shipbuilding Division, Development and Research Division, Quincy Yard, Quincy 69, Massachusetts.
CINCINNATI—Herbert C. Zafren, 243 Baxter Avenue, Cincinnati 20, Ohio.
CLEVELAND—Alfreda Burrows, Business Information Bureau, Cleveland Public Library, 325 Superior Ave., N. E., Cleveland 14, O.
COLORADO—Rosemary McClure, 1040 Ogden No. 2, Denver, Colorado.
CONNECTICUT VALLEY—Mrs. Jeanne B. North, United Aircraft Corporation, 400 Main Street, East Hartford, Connecticut.
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GREATER ST. LOUIS—Mrs. Valborg Jacoby, Anheuser-Busch, Inc., 619 Arsenal Street, St. Louis 18, Missouri.
HEART-OF-AMERICA—Mary Frances Dreese, 1101 Johnstone, Bartlesville, Okla.
ILLINOIS—Lenore Petchaft, Armour and Company Auxiliaries, 1355 West 31st Street, Chicago 9, Illinois.
LOUISIANA—Mrs. Doris B. Dantin, College of Commerce, Louisiana State University, Baton Rouge 3, Louisiana.
MICHIGAN—Mrs. Katherine La Mont, Industrial Relations Planning and Analysis Library, Ford Motor Company, Dearborn, Michigan.
MILWAUKEE—Wilmer H. Baatz, 4906 West Medford Avenue, Milwaukee 16, Wisconsin.
MINNESOTA—Rev. Thomas J. Shanahan, St. Paul Seminary Library, 2200 Grand Avenue, St. Paul 1, Minnesota.
MONTREAL—Mary F. Price, The Bell Telephone Company of Canada, 1050 Beaver Hall Hill, Montreal 1, Quebec, Canada.
NEW JERSEY—K. Genevieve Ford, Titanium Division, National Lead Company, P. O. Box 58, South Amboy, New Jersey.

OCTOBER 1953


PHILADELPHIA — Carroll C. Moreland, Biddle Law Library, University of Pennsylvania, 3400 Chestnut Street, Philadelphia 4, Pennsylvania.

PITTSBURGH — Elizabeth B. Fry, United States Steel Company, 525 William Penn Place, Pittsburgh 30, Pennsylvania.

PUGET SOUND — Mary Edith Fry, Technology Department, Seattle Public Library, Fourth and Madison, Seattle, Washington.

SAN FRANCISCO — Katherine Karpenstein, 80 Ord Street, San Francisco 14, California.

SOUTHERN CALIFORNIA — Frank R. Long, 10328 Tropic Avenue, Whittier, California.

TEXAS — Mary Hensarling, Baroid Sales Division, National Lead Company, P. O. Box 1675, Houston 1, Texas.

TORONTO — Bertha Bauden, University of Toronto Library School, Ontario College of Education, 371 Bloor Street, West, Toronto 5, Ontario, Canada.


DIVISION CHAIRMEN


BIOLOGICAL SCIENCES — Mrs. Eva R. Hawkins, Hotel Collingwood, 45 West 35th Street, New York 1, New York.


GEOGRAPHY & MAP — Dr. Arch C. Gerlach, 4421 Brandywine, N. W., Washington 16, D. C.

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METALS — Mrs. Miriam M. Landuyt, Research Department, Caterpillar Tractor Company, Peoria 8, Illinois.

MUSEUM — Dan King, Minnesota Historical Society, Capitol Hill, St. Paul 1, Minn.

NEWSPAPER — Mrs. Lee Cheney Jessup, Editorial Department, Nashville Banner, 1100 Broadway, Nashville 1, Tennessee.

PICTURE — Romana Javitz, Picture Collection, Room 73, New York Public Library, 473 Fifth Avenue, New York 18, New York.


SOCIAL SCIENCE — Mrs. Ellen Commons, Toronto Library School, Ontario College of Education, 36th and Woodland Avenue, Philadelphia 4, Pennsylvania.

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Military Librarians Section — Dr. Jerrold Orne, 118 Truett Drive, Montgomery 5, Alabama.

Public Administration Section — Mrs. Mary Virginia Wenzel, 4226 East-West Highway, Chevy Chase 15, Maryland.

Social Welfare Section — Mrs. Dorothy H. Andree, Division of Social Welfare, State of Minnesota, 117 University Avenue, St. Paul 1, Minnesota.
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RECRUITMENT—Thelma Hoffman, Shell Development Company, Emeryville, Cal.

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AWARDS—Grieg Aspnes, Brown & Bigelow, 1286 University Avenue, St. Paul 4, Minn.

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NOMINATING—Alma C. Mitchell, Public Service Electric and Gas Company, 80 Park Place, Newark 1, New Jersey.
RESOLUTIONS—Mrs. Elizabeth Mayer Baker, No. 205, 13813 Cedar Road, Cleveland 18, Ohio.

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COMMITTEE FOR PRESERVATION OF CULTURAL AND SCIENTIFIC RESOURCES—Betty Joy Cole.
JOIN COMMITTEE ON LIBRARY EDUCATION—Eleanor S. Cavanaugh, Standard & Poor's Corporation, 345 Hudson Street, New York 14, New York.
SLA Translations Pool

This month marks the beginning of the improved SLA translations service based on an agreement between Special Libraries Association and the John Crerar Library, Chicago, Illinois. Conditions of this contract provide for: (1) the deposit in the Crerar Library of the 1,300 translations now in the SLA pool, and, (2) the reproduction and/or loan of copies of translations on deposit.

Photoprint or microfilm copies may be obtained at the regular rates charged by the Crerar Library. Currently, these rates are $1.40 for ten pages, or fraction thereof for photoprint, or fifty pages, or fraction thereof, for microfilm, plus a service charge of one dollar for each translation, payable in advance. Discounts of three and one-half to fourteen per cent are allowed on advance purchase of photoduplication coupons.

When available in paper copies, translations may be borrowed for a service charge of $1.50 for each translation. The fee includes postage. Crerar may determine whether translations will be available by loan or by photocopy.

Requests for price lists and for information regarding the availability of translations should be addressed to:

SLA Translations Pool
John Crerar Library
86 East Randolph Street
Chicago 1, Illinois

The Translations Committee plans to publish shortly a list of the translations now in the Pool. It is hoped that arrangements can be made to list future contributions in technological journals in the fields covered by the translations.

Translations are being sought from government agencies, technical societies, universities and industries. All SLA members are urged to contribute to the Pool good copies of complete translations, including charts and illustrations when they are an integral part of the document. If copies are not available for deposit they may be loaned to the Crerar Library for a short time, with permission to microfilm or, alternatively, a 35 mm. microfilm may be deposited. Permission to lend, or to reproduce in photocopy, is a condition of deposit.

In view of the recent announcement by the National Science Foundation of the establishment of a center for holding and photoduplicating scientific translations, with particular emphasis on those in Russian, the SLA Translations Pool will be devoted to translations from languages other than Russian. Russian translations presently in the Pool will be transferred to the new center. SLA members are urged to cooperate fully with the Scientific Translations Center, Science Division, Library of Congress, in the field of Russian translations.

The establishment of this center and the continued existence of the Aslib Index of Translations in the British Commonwealth emphasize the increasing need for information regarding translations and the availability of inexpensive copies. It is only by cooperation with such agencies that librarians can assist scientists in keeping informed about current progress abroad, and at the same time avoid expensive duplication of translation work. Your Translations Committee asks you to cooperate in expanding the SLA Pool.
Have You Heard...

Special Classifications Committee

The SLA Committee on Special Classifications is expanding the scope of its efforts. Up to the present, metallurgy has been the field of committee activity. Both a classification system and a widely used punched-card code have been developed.

The development of systems and methods for filing and searching information in other fields of science and technology is now being undertaken. The committee is anxious to establish contact with SLA members interested in participating in this activity. Please write to committee member Allen Kent, Battelle Memorial Institute, Columbus 1, Ohio.

It is anticipated that committee activity in new fields will start with a collection of key terms appropriate for constructing classification systems or for use as subject headings.

In carrying through its work, the committee will need to be well informed on the meaning of terminology. New terms just coming into use or old terms used with new meanings will be of particular interest. In addition to developing systems for classifying and coding, the committee hopes that its terminology studies may provide the basis for compiling up-to-date glossaries of technical terminology.

* * *

Directory Available

The Directory of Special Libraries, compiled by Isabel L. Towner, for the Association, is now available for purchase. This directory is designed to help librarians and researchers locate sources of information that may be found in the special library collections in the United States, Canada and overseas.

Listed in the directory is a brief description of each library, a detailed subject index, and information relating to the conditions under which the resources of the libraries are available for outside use. The subject index is particularly valuable in finding the material needed in any given field.

Copies of the Directory of Special Libraries may be obtained from SLA Headquarters at ten dollars a copy.

* * *

Occasional Paper No. 36

The Purchasing of Books and Journals in Europe is the title of No. 36 in the University of Illinois Library School's series of Occasional Papers. It was written by Robert A. Miller, director of the Indiana University libraries.

The paper is based upon visits to 118 dealers in England, France, Italy, Switzerland, Belgium, Holland and Denmark. The first section concerns the purchase of new books; the second, the acquisition of out-of-print, second-hand books (excluding rarities); the third, the ordering, receipt, and claiming of journal subscriptions; and the final one, the purchase of back files of journals.

Copies of this paper are available without charge on request.

Symposium Marks Dedication

A three-day symposium on the "Availability and Use of Research Materials" will highlight the outstanding program, November 19-21, 1953, arranged jointly by Mrs. Dorothy M. Crosland, director of libraries, Georgia Institute of Technology, and Mr. W. P. Kellam, director of libraries, University of Georgia. The program marks the dedication of the Ilah Dunlap Little Memorial Library at the University of Georgia and the Price Gilbert Library at the Georgia Institute of Technology. Participating in the program will be guest speakers distinguished in government, education and library research.

Papers featured in the symposium include:

**PROBLEMS IN PUBLISHING RESULTS OF RESEARCH.** William T. Couch, Editor, Collier's Encyclopedia, New York.

**REPRODUCTION OF RESEARCH MATERIALS.** Herman Fussler, Director of Libraries, University of Chicago.

**RESTRICTIONS ON USE OF RESEARCH MATERIALS.** Jack Dalton, Librarian, Alderman Library, University of Virginia.

**PROBLEMS OF BIBLIOGRAPHICAL CONTROL, NATIONAL AND INTERNATIONAL.** Robert B. Downs, Director of Libraries, University of Illinois.

**INDEXING AND ABSTRACTING SERVICES FOR SERIAL LITERATURE.** Verner M. Clapp, Assistant Librarian, Library of Congress.

**MECHANICAL AND ELECTRONIC AIDS FOR BIBLIOGRAPHY.** Ralph R. Shaw, Librarian, Department of Agriculture.

**RESEARCH AND THE SCHOLAR.** Alan T. Waterman, Director, National Science Foundation, Washington, D. C.
Meeting Needs of Special Libraries
Annual ASLIB Conference

WALTER A. SOUTHERN
Librarian, Abbott Laboratories, Chicago, Illinois

A record number of over 300 librarians, information officers and others from business and industrial libraries, research associations, professional societies, library schools and public and university libraries attended the 28th Annual Conference of Aslib (Association of Special Libraries and Information Bureaux) at Nottingham University, England. Among many overseas visitors, there were delegates from India, Holland, France, Norway, Canada and the United States.

Mrs. Barbara Wootton, president of Aslib, and an eminent United Kingdom social scientist, gave her presidential address, “Some Problems of Communication,” at the Conference’s opening meeting. Mrs. Wootton, Nuffield Research Fellow at Bedford College, London, and former professor of social studies at London University, discussed the fundamentals of good communication and the great need for social scientists to improve their research techniques and communication methods if they are ever going to obtain the recognition and prestige presently held by pure scientists.

The second general meeting, “Special Library Training As It Is Today,” was perhaps the most spirited and thought-provoking meeting of the Conference. Dr. Harold Lancour, director of the American Library in Paris, and associate director of the University of Illinois Library School, discussed “Training of Special Librarians in the United States of America.” He also gave a review of training methods in the United Kingdom as seen by an outsider who has a thorough understanding of the subject. Dr. Lancour also suggested several possibilities for the improvement of training of special librarians in Britain.

Dr. Carl van Dijk, librarian of the Royal Dutch Shell Group, and president of the Joint Committee on Professional Education of the Netherlands Institute for Documentation and Archives and the Netherlands Society of Librarians, talked on the “Special Library Situation in Holland.” Mrs. Elisabeth Mackiewicz, information officer of Aslib, in a talk on “Education for Special Librarianship in the United Kingdom,” emphasized the deficiencies under the present system of training special librarians in the United Kingdom.

“Administration Problems of a Special Library” was the theme of the third general meeting. Mr. L. T. Oldaker, librarian of Tube Investment Ltd., gave a paper, “The Service and Its Staff.” “Relations with Management” was the topic of Mr. N. L. R. Sheret, who is the intelligence officer of Imperial Chemical Industries (Plastics) Ltd. Mr. F. A. Tubbs, librarian of St. Thomas’s Hospital Medical School, London, spoke on “Relations With the User.”

The final general meeting was on “American Information.” Mr. J. L. Nolan, director of the American Library in London and formerly of the Library of Congress, was chairman of the meeting and discussed the types of information on the United States available in the United Kingdom and some of the problems connected with obtaining American publications. Mr. R. L. Collison, reference librarian of the Westminster Public Library in London, gave details of official and unofficial sources of American information in the United Kingdom. I myself spoke on industrial

Walter A. Southern is spending a year in Britain studying special libraries on a Fulbright Award. Mr. Southern is a member of SLA’s Illinois Chapter and served as the Association’s official representative at the Aslib Conference.
and cooperative abstracting services
which are most easily available in the
United Kingdom.

Thirteen panel meetings were held
during the Conference. Subjects of these
panels included: Presentation of informa-
tion, abstracting, microfilm and micro-
opaques, patents, revision of the uni-
versal decimal classification, Aslib con-
ferences, punched cards, cooperation
between various kinds of libraries, pro-
fessional training within the framework
of the Library Association examinations,
pruning of records and files, the informa-
tion officer in relation to profession-
al societies, and the Royal Society

The subject groups of Aslib also held
special meetings. The Aeronautical
Group meeting was entitled "Handling
Report Material"; the Engineering
Group meeting featured "Snags I Have
Struck," and the Fuel and Power Group
meeting covered "The Scope and Na-
ture of Fuel and Power Libraries." The
Aeronautical Group has a cooperative
program also with the Aeronautical Sec-
tion of the Special Libraries Associa-
tion and has been active in the infor-
mation program of the North Atlantic
Treaty Organization.

During the Conference, a meeting on
"Methods of Photographic Reproduc-
tion" was held. A series of talks and
demonstrations was given by the repre-
sentatives of six United Kingdom manu-
facturers. There was also an exhibition
of library equipment, books and book-
binding. Twenty-four organizations were
represented.

Special visits to university, public
and special libraries in the vicinity of
Nottingham were made.

All meetings were held on the beauti-
ful campus of the University, with the
registrants living in three University
Halls of Residence. At the general meet-
ings the speakers would first give their
papers; then there would be a break for
tea, during which time one could wan-
der onto the terrace overlooking spa-
cious green lawns and the lake below.
The meetings would then resume with
the discussion periods.

The 29th Annual Conference of Aslib
will be held in London in September
1954. American librarians planning to
visit Europe in 1954 might well include
the 1954 Conference in their plans.
They will find not only a warm wel-
come awaiting them from United King-
dom librarians, but a deep interest in
American library techniques on their
part as well.

A report of the Nottingham Confer-
ence, with some of the papers and the
discussion which followed them, will be
published in Aslib Proceedings for No-

Mrs. Elizabeth Mackiewicz, Aslib Information Department, London.

William C. Clampit, Photographer

OCTOBER 1953
First International Congress on Medical Librarianship
London, July 21-25, 1953

The highlights of the First International Congress on Medical Librarianship centered about the friendships made and the institutions visited during this period. Thirty-two countries were represented among the 315 librarians and delegates in attendance (36 from the United States)—and the hospitality of medical London was theirs.

British Committee
Sir Cecil Wakeley, president of the Royal College of Surgeons, honored the medical librarians by serving most graciously as president of the Congress and as host at two of the receptions. The British committee which was responsible for the organization of the Congress were: Chairman, Mr. W. R. LeFanu, Royal College of Surgeons of England; General Secretaries: Mr. C. C. Barnard, London School of Hygiene and Tropical Medicine; Mr. W. J. Bishop, The Wellcome Historical Medical Library; Programme Secretary, Mr. F. N. L. Poynter, The Wellcome Historical Medical Library; Exhibition Secretaries: Mr. L. T. Morton, British Medical Journal; Mr. C. F. A. Marmoy, Medical Sciences Library, University College, London; Treasurer, Mr. G. J. Hipkins, British Dental Association; and Hilda Clark, Medical Department, British Council; Raymond Irwin, Treasurer of the Library Association, Miss M. M. Raymer, Royal College of Veterinary Surgeons, Philip Wade, Royal Society of Medicine.

Evidence of the well-laid plans of the organizing committee was to be found in the smooth fashion in which progressed the very full program of registration, inaugural session, 57 papers, two outstanding exhibits, nine teas and receptions and a final business session followed by a tour to the British Museum Library and Oxford.

Inaugural Session
Sir Cecil Wakeley at the inaugural session expressed his considerable interest in medical librarianship and stated that “as a practicing physician he had long known that some of the finest consultants available are to be found in medical libraries—not only in the shape of the volumes on the shelves, but of the librarians at the desks... It is the ever-increasing complexity of modern medicine and the constantly-growing bulk and variety of its literature which has given the medical librarian his place.”

At the inaugural session the vice-presidents were presented to the assembly and given an opportunity to bring greetings to the Congress. The message of the Medical Library Association was conveyed by its president-elect, Wilma Troxel:

“To the Members of the First International Congress of Medical Librarianship,
Greetings:
On this occasion, we, the members of the Medical Library Association, assembled in annual convention at Salt Lake City, Utah, wish to express our cordial greetings to our colleagues of many countries meeting at London. May your deliberations be fruitful; may the many friendships to be established at your meeting result in ever closer bonds of international amity and understanding; may we continue to collaborate to the end that medical librarianship may play its part in advancing health and peace throughout the world.
(Signed) LOUISE LAGE, Secretary.”

SPECIAL LIBRARIES
Program

The program chairman had arranged for a wealth of material. Two sessions were profitably devoted to consideration of the role of the medical librarian in the world today. These were concerned with the librarian in an international agency, in government service, in the university, in the general hospital, in industry, in scientific research, and in medical authorship. Four double sessions occurred as the program progressed, i.e., two programs were presented simultaneously in assigned halls. At these meetings were presented the historical symposium, symposiums on classification, on medical libraries of the world, on centralization of medical library resources, and an open forum in which documentation, indexing and the high cost of medical journals were discussed. The symposium on education and training for medical librarianship with Mary Louise Marshall in the chair was especially informative and stimulating. It included papers by Estelle Brodman, Mildred Jordan and Wilma Troxel, presenting the subject as it has developed in the United States. Mrs. Helen M. Brandreth of London spoke on training oneself for medical librarianship, and Mr. Bishop discussed education and training for medical librarianship in Great Britain.

International Cooperation

Undoubtedly the most stirring meeting was that on Saturday morning with Mr. R. Eriksson of the Karolinska Institutes Bibliotek, Stockholm, in the chair. The session included papers on international cooperation by Edward Carter of UNESCO and Mrs. Eileen R. Cunningham, professor of library science, Vanderbilt University, and chairman of the Committee on International Cooperation of the Medical Library Association. Mrs. Cunningham spoke of ways in which international cooperation can be achieved and in which it has been achieved to some extent. She considers that "contacts" are the most important factor underlying what has been accomplished in international cooperation and that they constitute our best hope for the future. At present the most effective ways of achieving these contacts is:

"through scholarships, the exchange of students and teachers, and by means of international conferences. All are helpful, all require money and careful planning. Since the war hundreds of students in many specialties have been given opportunities for study, travel, and professional training in other countries. The Fulbright plan, the activities of the various foundations, UNESCO, WHO and other international organizations all have helped. The Medical Library Association's Fellowships made possible by the generosity of the Medical Division of the Rockefeller Foundation . . . have made it possible for medical librarians of the United States to meet, know and work with at least twenty medical librarians from other countries who have visited the United States aided by our program. These contacts have proved a delightful and broadening experience for all who have participated in them.

"International conferences and working groups have also proved effective and should be continued but . . . it is the personal effort which each one of us contributes to such projects that counts. The road to international understanding is not a primrose path down which one can stroll carelessly at will. It is a path beset with thorns of misunderstanding, the need to overcome the obstacles of differences in language, customs, and often, of fundamental faiths. Those who travel along its way will need tolerance, a sense of humor, and an all-abiding interest in their fellow man. They will have to fight economic difficulties, time, distance, and loneliness, but for those who are willing to overcome these hazards, and they can be overcome, the recompenses are great, for it is the road which leads to rich and rewarding friendships in many lands, and the satisfaction of participating in the development of a profession dear to one's heart on a world-wide basis. It calls for hard work and practical thinking, the overcoming of prejudices which may be deeply ingrained in one, but I feel sure that as a group, medical librarians will not be found wanting and will be equal to both the task and the opportunity."

Mrs. Cunningham's paper was followed by the business session in which practical means for cooperation between medical librarians of the world

The Proceedings of the First International Congress on Medical Librarianship will appear shortly as Volume 3 of the quarterly, Libri, the International Library Review, published in Copenhagen, Denmark.

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were discussed. The following committee was appointed to insure continuity of international cooperation and to prepare for a second congress after a suitable interval: Dr. J. Anker (Denmark), Mr. W. J. Bishop (U.K.), Dr. S. A. Chitale (India), Mrs. E. R. Cunningham (U.S.A.), Mr. R. Eriksson (Sweden), Dr. A. H. M. C. Kessen (Netherlands), and Mr. W. R. LeFanu (U.K.)

No consideration of the Congress would be complete without an expression of appreciation of the receptions and teas tendered by the medical societies with headquarters in London: The Royal College of Physicians, the Royal College of Surgeons, the Worshipful Society of Apothecaries, the Royal Society of Medicine, the Royal Society of Obstetricians and Gynecologists, the British Medical Association, the Ciba Foundation, ASLIB, the British Medical Association, the Wellcome Research Institution, and the British Museum Library. The exhibition of medical periodicals of the world at the headquarters of the British Medical Association comprised an imposing array of some 2,500 journals. At the Wellcome Research Institution an exhibit of the publications and services of the Armed Forces Medical Library were effectively shown. The hospitality of these institutions was of the highest order and included in each case, an elaborate collation, but even more complimentary to the visiting librarians, it included a goodly number of representative members from each organization to extend a gracious hand of welcome to their guests from overseas. The First International Congress on Medical Librarianship was an unforgettable experience to all who were privileged to attend.

L. MARGUERIETE PRIME, Director
Library and Department of
Literary Research
American College of Surgeons
Chicago, Illinois

MLA Bulletin

A "Symposium on the Use of the Main Classification Schemes" is featured in the October issue of the Bulletin of the Medical Library Association. The symposium covers the classification schemes of the Army Medical Library, the Boston Medical Library, the Library of Congress, as well as the Dewey Decimal and Cunningham classifications.

The issue includes a number of papers by SLA members: "Discarding Sets of Medical Books," by Pauline Duffield; "The Dental Library in the Organization of a New Medical Center Library," by Alba Eldredge; "Some Secondary Tools in Reference Work," by Mrs. Gertrude M. Clark; "The Pharmaceutical Library of the Future," by Mrs. Irene M. Stieby; and "The History of the Committee on Libraries of the American Association of Colleges of Pharmacy," by Isabelle T. Anderson and George E. Osborne, M.D.

MLA Officers

New officers of the Medical Library Association elected at the 52nd annual meeting in Salt Lake City, Utah, include the following SLA members: Vice-President (President-Elect), Wilma Troxel, librarian, Library of the Medical Sciences, University of Illinois, Chicago; Secretary, Audrey L. Kargus, librarian, St Louis (Missouri) Medical Society Library; Treasurer, R. A. Schluter, librarian, Oak Ridge (Tennessee) Institute of Nuclear Studies; Member of the Board of Directors, J. Alan MacWatt, librarian, Lederle Laboratories Division of the American Cyanamid Company, Pearl River, New York; Chairman of the Nominating Committee, Mildred R. Crowe, librarian, Medical College of Alabama, Birmingham; and Chairman of the MLA Pharmacy Group, Harold Oatfield, research department of the Charles Pfizer Company, Brooklyn, New York.

Miss Rankin Honored

The SLA Social Science Division has contributed a sum of twenty-five dollars to the Student Loan and Scholarship Fund, in the name of Rebecca B. Rankin, honorary member of SLA, esteemed for her notable contribution to the growth and development of the Association.
SLA Authors In Print

Betty Jo Clinebell, librarian, Rubber Division Library, University of Akron (Ohio), and Leora E. Straka, research librarian, Goodyear Tire and Rubber Company, Akron, Ohio, are co-authors of an article on "Engineering Developments of Rubber, 1951-1952," published in the August 1953 issue of Mechanical Engineering.

The paper, which includes an extensive bibliography, was presented before the Rubber and Plastics Division at the annual meeting of the American Society of Mechanical Engineers in New York.

"The Working Library," an article by SLA's Immediate Past-President, Elizabeth Ferguson, appears in the October issue of British Books of the Month.

Miss Ferguson describes the purpose and the functions of the special library, and how it differs from other libraries; the special library's contribution to the current economic and industrial scene; its flexibility in serving efficiently a wide variety of organizational interests; and the growth and development of special libraries as exemplified in the growth of Special Libraries Association.

Mary R. Kinney, associate professor of library science, Simmons College, is the author of Bibliographical Style Manuals, A Guide to Their Use in Documentation and Research. It has been published as No. 8 in the series of ACRL Monographs.

Miss Kinney is a member of the SLA Boston Chapter.


Mr. Morgan is a member of the SLA Illinois Chapter.

Herbert C. Zafren serves as a member of the board of editors on the new publication, Studies in Bibliography and Booklore, devoted to research in the field of Jewish bibliography. It is published by the Library of Hebrew Union College — Jewish Institute of Religion, Cincinnati, Ohio.

Mr. Zafren is president of SLA's Cincinnati Chapter.

Conference

The Thirty-Ninth Conference of Eastern College Librarians, discussing "Library Administration and the Management Engineer," will be held at McMillin Academic Theater, Columbia University, Broadway and 116th Street, New York, November 28, 1953. Margaret L. Johnson, librarian of Smith College, heads the committee responsible for arrangements. There will be a registration fee of $2.

Professor Maurice F. Tauber, of the School of Library Service at Columbia, who has worked on numerous library surveys, will open the morning session with a talk on "Surveys by Librarians." He will be followed by Thomas Morris, a partner in the New York firm of Cresap, McCormick & Paget, management engineers. Surveys have been made by this firm for Yale, Oberlin, North Carolina and the New York Public Library. Mr. Morris will discuss "The Management Engineer in the Library." Ruth K. Porritt, librarian of Radcliffe College, will preside at this session.

Hugh Montgomery, librarian of the University of Massachusetts, will preside in the afternoon when Robert Kingery, chief of the Preparation Division of the New York Public Library, will tell, on the basis of his own experience, "What Happens When the Management Engineers Leave." Donald T. Clark, associate librarian of the Harvard Graduate School of Business Administration, will discuss "Administrative Practices and Human Relations."

Those who prefer to register in advance may do so by sending checks for $2 to Miss Shirley Dakin, Economics Division, New York Public Library, 476 Fifth Ave., New York 18.

Endowment Collection

Dr. James T. Shotwell, president emeritus of the Carnegie Endowment for International Peace, has presented to the library of the Endowment his complete archival collection of material on the History of UNCIO—United Nations Conference on International Organizations, United States Delegation—out of which eventually grew the specialized agencies of the UN.

Consisting largely of correspondence, reports, documents, etc., these materials are freely available for use in the library, at the Endowment's new headquarters building, United Nations Plaza at 46th St., New York.

Lee Ash, a member of the SLA New York Chapter, is in charge of the library's collection dealing primarily with international law and relations, foreign affairs, and education for mutual understanding among nations.
Off the Press


This is a scholarly and readable account of the emergence of a Canadian nation. Geography, the pull of the U. S., and British and French influences are presented as the main forces in this chronological history. The author is assistant professor of history at the University of Toronto.


This ready reference volume provides an invaluable source of information on the physical and economic geography of the world. The map section, which includes 120 pages of the latest Rand-McNally maps in color, is supplemented by text, pictures, tables and charts.

The 266-page index-gazetteer gives an alphabetical listing of the 75,000 geographical names appearing on the maps, and indicates where each may be located. The index includes, also, vital current information on population statistics, trade and industry, climate, geographical features, etc.

Another extremely helpful feature is the use of maps showing the business centers of 56 key cities in the United States and Canada.


In addition to the definitive information on the organization and function of the United Nations, this edition includes a brief review of political, economic, social, and cultural questions that have come before the U. N.


The Science Library is a central national library of pure and applied science noted for its comprehensive collection of scientific and technical periodicals numbering more than 20,000 sets. Currently received and listed in the present edition are 8,500 periodicals.


To this biographer, Mackenzie King is "the least understood statesman of our time." This is a lively account of the contradictions and many facets of the former Canadian prime minister. King's impact on his country's life during nearly thirty decisive years is treated here.


A union list of more than 2,000 theses accepted by 20 universities during 1950-51 is indexed here by author and subject as well as by general class category.

Useful information on the availability of theses, loan privileges, and other pertinent matter is included.


This volume is a completely revised edition offering authoritative biographical information on notable figures engaged in various fields of human endeavor.


The special problems in organizing libraries for schools of nursing are the basis for this Handbook currently revised and brought to date. It is intended primarily as a guide for the tyro but will be of interest, also, to the experienced librarian.

The Handbook is divided in three parts: (1) organization and administration of a nursing school library; (2) list of subject headings; and (3) the classification in use at the Bellevue Schools of Nursing Library, New York City.

The preface acknowledges the assistance rendered by various individuals, among them, SLA members: Constance Lima, Mrs. Helen W. Munson and Mrs. Doris Bolef.


Where it is possible the editor has given prices for publications noted in this section. The omission of a price does not necessarily indicate that the publication is free.
The twentieth annual edition of this work brings to date the extensive information relating to government, finances, personnel, ordinances, utilities, statistics and activities of cities in the United States. New sections cover economic classification of cities, management and financing data for more than 300 hospitals in the U. S., and individual city statistics on assessment financing for public improvement.


The Year Book gives a comprehensive review of current information and leading events in 1952, and serves as a supplement to Collier's Encyclopedia. The 1953 volume contains 640 articles alphabetically arranged and indexed.


The delightful foreword by a former director of Aslib, now editor of the Journal of Documentation, recognizes the particular use of current scientific and technical publications in special libraries, and the author's contribution in providing a practical handbook "written from the heart by one who knows ... by hard experience, just what it means to organize a collection of periodicals, and also what is the need for guidance if the best use is to be made of them."

The author surveys the problem of periodical literature in the special library and describes current practises in the handling of this material. The handbook will be useful to the beginner and of interest to the experienced librarian.

THE SUBJECT INDEX TO PERIODICALS, 1952. Edited by T. Rowland Powel. London: The Library Association, 1953. 671p. App. $15. Over 400 periodicals issued primarily in Great Britain, and of interest to the general reader, are indexed in this annual volume. A few technical periodicals are included. Highly specialized scientific and technical periodicals are omitted, however, as are U. S. and Canadian publications. Earlier volumes in this series are available.


The holdings in 248 Australian libraries are included in this union catalog listing over 67 thousand entries. Final date of the periodicals listed is January 1946.

Company libraries, excluded from the first edition, have been included with 170 libraries participating.

The preface includes acknowledgments to Special Libraries Association for use of the "Union List of Periodicals in Libraries of Southern California" (1941), and the "Union List of Serials of the San Francisco Bay Region" (1939).

Russian publications are included in a separate section prefaced by notes on the method of transliteration used and other useful information.


A compilation of about 3,900 private, non-degree, professional, semi-professional, technical, and trade schools, offering over 150 courses. Geographical, alphabetical and course indexes make this a valuable aid for vocational counsellors. Information gathered through December, 1952.


POLLS OF EMPLOYEE OPINIONS AND WHAT TO DO ABOUT THEM. Reprinted from "Proceedings 1952 Annual and Special Conferences, Life Office Management Association". 27p. Available from California Institute of Technology, Industrial Relations Section, Pasadena, Cal.

Mrs. Stebbins, Executive Secretary, Resigns

One of the unanticipated complications at the very outset of my term of office was the shock of the news of the resignation of the executive secretary, Mrs. Kathleen B. Stebbins. In introducing Alma C. Mitchell's appreciation, I want to preface my own congratulations to Mrs. Stebbins upon her new position, and to express my conviction that her services to the Association will be sorely missed.

Lucile L. Keck, President

In the spring of 1940 one of the last acts I was called upon to perform as SLA president, was the selection of a new executive secretary. Kathleen Stebbins had been highly recommended, and after interviewing her, I felt she was the person needed to fill the vacancy. She attended the SLA Convention in Indianapolis to meet the incoming officers and was interviewed by them. She was appointed executive secretary beginning July 1, 1940, and has held this position to October 15 of this year.

During this time, Mrs. Stebbins has seen the Association grow from 2,386 to 4,732 members, a growth for which she deserves considerable credit. The executive office staff, in addition to the executive secretary, numbered one and one-half in 1940; today the staff has increased to nine. In 1940, the finances of the Association were at a low ebb and were further imperilled by the necessity for including a rental fee for Headquarters in the Association budget. Through her careful administration and manipulation of funds the Association acquired financial stability which it is continuing to enjoy. Membership records have been revised and set up so that one may check with ease the chapter, committee and division affiliations of SLA members.

In connection with her work as executive secretary, Mrs. Stebbins has been in charge of the Association's placement service and has been responsible for placing hundreds of librarians. She has also spoken at library schools and elsewhere on the advantages of choosing librarianship as a career.

Mrs. Stebbins is a graduate of Smith College and Columbia University School of Library Service. She started her library career at the Rochester (New York) Public Library and also worked on the Rochester, New York, Times Union and Democrat and Chronicle newspapers. In 1936 she became the first librarian at the Grolier Society, and left a year later to do promotion writing for Crowell-Collier Publishing Company. Mrs. Stebbins received her M.A. in Guidance and Personnel Administration from New York University last June.

The members of Special Libraries Association join me in extending to Kathleen Stebbins our appreciation for all the services she has given so graciously to the Association during the past thirteen years, and in wishing her well in her new position as personnel director of the Detroit (Michigan) Public Library beginning October 19.

Alma C. Mitchell

OBITUARIES

MARY PRISCILLA BLOCHER, librarian of the Philadelphia Electric Company, Philadelphia (Pennsylvania) for the last thirty-four years, died on June 23, 1953. Miss Blocher was an active member of SLA's Philadelphia Council.

ADELAIDE R. HASSE, nationally known bibliographer and editorial analyst, died July 28 at the Washington Sanitarium in Takoma Park, Maryland, after a long illness.

Miss Hasse came to Washington, D. C. in 1895 from her home in Milwaukee, Wisconsin. During her more than sixty years of service she served various government agencies as a research worker, organizing federal and municipal libraries, and compiling special collections of government documents. She retired last fall after completing a bibliography of United States immigration laws for the Bureau of Naturalization and Immigration.

She lectured and taught at Columbus University, George Washington University, and Catholic University of America. Tireless in her work, her entire career was devoted to the teaching and practice of her chosen profession and countless librarians are indebted to her for the counsel and advice she was willing to give, and for the reference tools, bibliographies and indexes to government documents, that she bequeathed the world. As a member of SLA she was instrumental in the organization of the Washington, D. C. Chapter, and served as its first president. She was made an Honorary member of the association in 1953.

BERTHA M. USILTON

EULIN KLYVER HOBIE, librarian at American International College, Springfield, Massachusetts, for the last six years, died July 19, 1953. Before coming to Springfield she was librarian at Skidmore College, 1930-1947. She was active in a number of professional associations and was a contributor to professional journals. Mrs. Hobie was a member of SLA Connecticut Valley Chapter.

MARY REBECCA LINGENFELTER, a long-time member of SLA's Philadelphia Council, died April 1, 1953 in West Chester, Pennsylvania. Miss Lingenfelter was well-known as the author of vocational guidance books for young people.

SPECIAL LIBRARIES
Letters to the Editor

It would be helpful to me if I could reach SPECIAL LIBRARIES readers to ask for advice in the compilation of a *Cyclopedia of Librarianship*. Any ideas on what subjects should be included in such a work and how they should be organized and written would be appreciated. I hope to have the aid of a volunteer editorial board to set final policy for the work and to supervise the assembly of the *Cyclopedia*. Suggestions can be sent to me in care of San Diego Public Library, San Diego 1, California. Thank you.

MARCO THORNE
Assistant City Librarian
San Diego Public Library

It would be very much appreciated if you would send to the Technical Library of the David Taylor Model Basin two copies of the "SLA Exhibit Guide" for official use in preparing exhibits . . . . I am anxious to see the "Guide"; it sounds like a splendid piece of work as announced in the May-June issue of SPECIAL LIBRARIES.

MRS. MILDRED H. BRODE, Chief Librarian
David Taylor Model Basin
Washington, D. C.

It gives me great pleasure to express the appreciation of the Rhode Island State Library's Book Pool for the Armed Forces for inserting in SPECIAL LIBRARIES a note concerning books requested for gifts.

You will be glad to know that we have received this morning a letter from C. M. Simons, librarian, the Lloyd Library and Museum, Cincinnati, Ohio, advising us that the library has four boxes of agricultural, botanical, biological and the allied sciences duplicate pamphlets and unbound journals, if we care to receive these, transportation collect. Indeed we shall be delighted.

GRACE M. SHERWOOD, State Librarian
Rhode Island State Library
Providence, Rhode Island

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K. H. F., Librarian
Pittsburgh, Pennsylvania

CALENDAR

OCTOBER 19-23
National Metal Congress. Cleveland, Ohio. Congress and Exhibit.

OCTOBER 21-23
SLA Metals Division and S-T Metals Section. Cleveland, Ohio. Case Institute. Fall Meeting.

OCTOBER 22
SLA Cleveland Chapter. Cleveland, Ohio. Hotel Allerton. Dinner Meeting.

OCTOBER 22

OCTOBER 22-24

OCTOBER 27-28

OCTOBER 29
SLA New Jersey Chapter. Newark. "Education Clinic."

NOVEMBER 5-6

NOVEMBER 12
SLA New Jersey Chapter. Newark. "Education Clinic."

NOVEMBER 19-21
University of Georgia and the Georgia Institute of Technology. Athens and Atlanta. "Symposium on the Availability and Use of Research Materials."

NOVEMBER 28

DECEMBER 17
SLA Washington, D. C. Chapter.

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PROGRESS IN THE CHEMISTRY OF ORGANIC NATURAL PRODUCTS, ed. by Professor L. Zechmeister, California Institute of Technology. Contributions in English, German and French. Vols. 1-9 (all volumes available separately, prices on request) Vienna, 1938-1952. $144.50

ELECTRON DIFFRACTION, by Prof. Z. G. Pinsker. Academy of Sciences of the U.S.S.R. Deals extensively with Russian advances in the subject, particularly in the application of electron diffraction to complete crystal structure analysis. Illus., 443 pp., London, 1953. $9.80

CALCULUS OF VARIATIONS, by Prof. W. S. Kimball, Ph.D. Calculus of Variations as a branch of Advanced Calculus which deals with line integrals and their rates of change, using the Fundamental Identities as its framework. 542 pages. London, 1952. $7.50

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<td>4 doz.</td>
<td>$1.40</td>
</tr>
<tr>
<td>1 doz.</td>
<td>1.50</td>
</tr>
<tr>
<td>6 bottles</td>
<td>1.65</td>
</tr>
<tr>
<td>3 bottles</td>
<td>1.70</td>
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