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The plan outlined in this issue by Mr. A. D. Wilt, of the Dayton, O., chamber of commerce, by which the manufacturers and public libraries are expected to cooperate to the end that the resources of the libraries may be made adequate to the practical needs of manufacturing plants and their skilled employes, should meet with ready approval from all concerned.

Many of the large manufacturing plants and other business enterprises are realizing the need of special libraries to keep their business abreast of the times. The utility of building on the published experience of the past in similar undertakings needs no further proof than the success which these libraries are having in hundreds of industries.

Many industries, especially the smaller ones are, however, not able to maintain

such libraries successfully. These are the ones which will find the co-operation of the public library a business asset. Every city has hundreds of industries. Many of these depend upon processes which are similar, if not identical, the same trades prevail throughout large numbers of them; the same technical literature will aid hundreds of them and thousands of their workers. Each industry cannot maintain its own library, therefore the obvious thing to do is to maintain a central collection; and the proper place for such a collection is the public library. The co-operation of many manufacturers and the public can bring to each the resources of the technical literature of the world.

But there is another side than that of the manufacturers. The workers, too, will profit likewise by the literature of their trades. The machinist, builder, plumber, printer or artisan of any kind will find the literature of his trade within his reach, and he will profit thereby and in return benefit his employer by his increased efficiency. The rapid development of industrial education emphasizes the possibilities more and more.

The Studebaker library of South Bend, described in this issue, is an example of a special library, doing for employer and employes alike what it is proposed shall be done by the co-operation of the manufacturers and the public libraries.

No better commendation of this plan can be given than that given by Andrew Carnegie more than twenty years ago. Speaking at the dedication of the Carnegie Library at Homestead, he said:

"In the course of my experience as a manufacturer I know our firm has made many mistakes by neglecting one simple rule, 'never to undertake anything new until your managers have had an opportunity to examine everything that has been done throughout this world in that department.' Neglect of this has cost us many hundreds of thousands of dollars, and we have become wise. Now I say here to the man who is ambitious to learn, who, perhaps, thinks that he has some improvement in his mind, here in the rooms of this library there is, or I hope soon will be, the whole world's experience upon that subject brought right before you down to a recent date. In any question of mechanics or any question of chemistry, any question of furnace practice, you will find the records of the world at your disposal here. If you are on the wrong track, these books will tell you; if

you are on the right track, they will afford you encouragement. You can go through hall after hall in the patent office in Washington and see thousands of models of inventions bearing upon all branches of human industry, and ninety-nine out of every hundred would never have been placed there had the ignorant inventor had at command such facilities as will be yours in this library."

THE STUDEBAKER LIBRARY AND ITS WORK.*

By ELIZABETH ABBOTT, Organizer.

One thing that has greatly influenced the development of the individual is the demand for skilled and efficient labor. In casting about for a way by which to give to men and boys already in the field of labor an opportunity to avail themselves of the benefits of the modern movement towards vocational education, the application of the theoretical work of scholars to the practical phases of the labor world, manufacturing and business houses have caught the spirit of the movement and established commercial libraries as a means to this end. Libraries to be utilized not only as store-houses of available literature, reference bureaus for informational data, but as one way of opening to the unskilled laborer and the man well versed in the old school of practice the chance for self-development along more modern lines.

As in almost every other instance where a commercial library has been established in connection with a business house or manufacturing company, the Studebaker library, or what might more properly be termed the Studebaker reference and service department, grew out of a need, generally felt but not sensed and on the surface evidenced by the lack of a central place in which to file material of a nature too general to belong to any one department, a department from which could be disseminated not only books, magazines and pamphlets, but all information of a broad scope, necessary in order to keep before the employes the benefit of the work of men of broader experience, in this way developing the individual and through the development of the individual the greater development of Studebaker products.

As a result of this need the library was opened under the present supervision in December, 1909, fitting into a niche already provided by the above felt need. The library is a co-ordinating department serving the company in the following ways. First as a depository for available material in all forms which has been gathered to supply the demands made upon it; as a channel

through which information of vital importance is disseminated to the directors, officers and employes of the company, and finally a stimulating force within the corporation designed to create a demand for the crystallizing into definite form of that large body of indefinite information, particularly concerning the physical side of the plant and its product, that is usually not available for general reference and use because it has not been put into the shape of printed pages or maps and drawings.

Physically the Studebaker library occupies a spacious and well-lighted room on the fourth floor of the new administration building, which was finished and ready for occupancy in June, 1909. The room is equipped with the most modern library fittings adaptable to commercial library work; book cases, vertical file drawers, atlas and mounted map files, and current magazine cupboards.

The library is available to all employes of the South Bend offices and factories (more than 3,500 in number at this date); for informational use to the employes of the Detroit factories, the salesman and the employes of the branch houses, scattered as they are from San Francisco to New York, from Dallas, Tex., to the Canadian cities.

Regularly the library is open from 8 a. m. to 6 p. m. During the winter season it is open three evenings a week until 9 o'clock, in order that the factory employes whose working hours do not permit of the use of the library during the day schedule, other than at the noon hour, may avail themselves of its opportunities.

The library, purely technical in its character, now contains some 2,500 books, including public documents that have a peculiar bearing on Studebaker business, approximately 1,800 pamphlets, mounted maps, newspaper and magazine clippings, reports, blue prints, directories, patent specifications, competitors' catalogs, as well as catalogs of companies manufacturing supplies needed in the many departments of the factories and offices. Besides the above there is what might be called the historical collection consisting of copies of all Studebaker publications, Studebaker history as found in newspapers, magazines and books, and mounted pictures of the factories and the branch houses, and other interests in which Studebaker is directly involved. Naturally each department has its peculiar needs so that a department library system is necessary within the institution.

Taking into consideration the broad field of the interests of the company, the lumber yards, foundries, blacksmith shops, machine shops, paint shops, and chemical laboratory in the carriage, wagon, automobile and harness factories, together with its many office departments, from purchase through factories to sales and accounting and collections, the repository and dining rooms, you

*Paper read at the meeting of the Indiana Library Association October 20, 1910.

will all appreciate the varied calls made upon the library.

Besides the standard books on hand the commercial library must very strongly rely upon the current publications in the magazine field for its best material.

The Studebaker library is now receiving over 300 technical and trade journals, the number received free of charge being most startling, and some 100 popular magazines secured through advertising media. The loaning of the popular magazines upon personal application at the library is the only phase of popular work undertaken. Specimen copies of all magazines received are filed for advertising purposes. All of the technical periodicals, some of which we duplicate many times, such as Iron Age, American Machinist, Wood Craft, Wood Worker, Printers' Ink and System, magazines for stenographers, and others are checked for the magazine index. At this time articles of peculiar interest to the directors and officers and all employes of the plants not regularly on the mailing list are noted and forwarded to the individuals charged with the particular work covered by the articles, giving the paging of the article to be read. Besides this circulation we have 918 on our mailing list to receive magazines regularly as they are issued.

In each department in the administration building and the factory buildings pads of library request slips are left for the use of employes wishing to secure material from the library. Copies of these slips are also put in each bulletin as it is sent out weekly. Spaces are provided on this slip not only for requesting a specific article seen in the bulletin, but spaces for requesting books and information. These slips are mailed to the library through an internal system, filed at the earliest moment and filed for future reference.

Magazines are doubly checked, first with blue pencil for articles of general interest to a group of employes, that will be printed in the bulletin, and those only of interest to an individual. The latter red-checked articles are typewritten on regular catalog cards for insertion in the magazine index. At the time of checking the magazines all Studebaker ads are clipped and sent to the advertising department for invoice and filing purposes.

The Studebaker Library Bulletin, published each Tuesday, is an alphabetical index under subjects of material only of peculiar interest to Studebaker. Perhaps an apology should be made for the shortcomings of the bulletin from a library standpoint, but those of you who are librarians will overlook its limitations, its blank pages occasionally, when you realize that until within two months the work of the library has been carried on by one trained person with two untrained assistants. The bulletin

is sent to all employes of the South Bend factories and offices, the officers and department heads of the factories at Detroit and branch houses and our traveling salesmen.

A few additional features of our daily schedule are the assembling and editing of a live employers' directory, posting all official notices in the bulletin boards of the administration building, and checking the current issues of the various law reporters and patent office gazettes in order that new decisions and inventions of vital importance to the company may be constantly before the law and manufacturing departments. A word regarding the binding of magazines. We have just sent to the bindery twenty-eight magazines to be bound.

Some bibliographical work has been done on subjects frequently called for by dealers, the government and for our own needs, such as street cleaning cost, production of vehicles and automobiles, etc.

In anticipation of a possible need for such data, the library has gathered all literature published and forms used by companies who have adopted such systems, on benefit associations, employes' liability, premium plan of compensating employes, employment bureaus, and apprentice systems.

Through the library the working plans were developed for an apprentice course covering three years, made available by the company to young men in the factories. The educational feature of the course is carried on two evenings each week under the auspices of the educational department of the local Young Men's Christian Association at the association building, the company undertaking to carry out the practical application of the educational work at its shops. At the same time a course was offered to the messenger boys in the offices of the administration building and the factories, a preparatory office course also of three years' duration. This not only gives the young man a chance for self-development and advancement in the business but better fits him to carry on with greater efficiency the work of the company. At present there are forty-six enrolled in the two classes. All expenses of the course are borne by the company together with the boys' membership in the association. For the purpose of encouraging thrift and a partial protection to the company against insincerity or lessened interest on the part of the young men (the contracts are not binding as in the old apprentice systems), from each pay envelope is taken fifty cents a week, which is deposited in the bank to the credit of the boy, and returned to him with interest at the satisfactory completion of his course. Besides this, bonus from twenty-five to one hundred dollars are offered to those finishing above a certain percentage.

In closing, as a matter of incidental interest to the librarians present, let me touch

briefly on the methods of the library. No accession book is used, a simple system suggested and used by Mr. Bailey at the Gary Public Library has been adopted. A specially printed shelf list card is used, giving as much imprint information as is ever needed, such as edition, volumes, publishers, date, etc. This is also used as an order slip. Each day the number of books added in each class and the number withdrawn from each class is entered in a shelf list record, thus giving at a moment's notice all that is ever required of an accession book. This saves any amount of time.

Library of congress cards are used when possible, but much local cataloging needs to be done. The decimal classification adapted to the needs of a commercial library is used.

Naturally the regulation charging system is not adaptable for circulation in a commercial library. We are using a manila mailing record with spaces provided for the name of the publication, date of issue, the date due to be returned to the library, space for the name of reader with his department number, space for paging when a special article is indicated, for the signature of the reader after perusal, and the date returned by the reader. Opportunity is also provided for suggestion of names of persons who should read particular articles; for suggesting articles that should be included in the magazine index and space for requesting information. This blank is pasted on the front of the magazine. At the top is clipped a small folder on which is written the reader's name and the department number. This is for the guidance of the mailing department. When the magazine is ready to be returned to the library the reader turns the folder which bears on the reverse side the following: "Return without delay to the Studebaker Library." Specimens of forms used are to be found mounted in the library.

Statistics are always a bore, but I beg to present just a few in order to better show that the Studebaker library is a vital force in the company. Practically no effort has been made, other than through the bulletin, to reach the employees, so that the demand has come to us rather than the material taken to the employee; and our experience strongly indicates that there is a demand for the work of this department. Requests for material from the library have increased at the rate of 200 a month, and the circulation 400 and 500 per month since the installation of the plan.

This has been a cursory glance at the work of the Studebaker library, but I sincerely hope that it has conveyed to you some idea of the work that has been accomplished.

CO-OPERATION OF MANUFACTURERS AND THE PUBLIC LIBRARIES

As Presented to the Ohio Library Association at Its Recent Meeting at Columbus.

By A. D. WILT, Chairman of the Educational Committee of the Dayton Chamber of Commerce.

The plan proposed by the educational committee of the Dayton Chamber of Commerce of co-operation of the manufacturers and the public libraries whereby by increased taxation, and by private contributions of the manufacturers, the number of technical publications relating to the industries of the country may be largely increased in the public libraries to the mutual advantage of the manufacturers particularly, and the public generally, is as follows:

The educational committee is in part composed of men in close touch with the public libraries, and with the large manufacturing industries of Dayton, and understand from wide observation that the industrial development of the country depends largely upon the general application of the latest and best mechanical, scientific and managerial methods known, and that without this our industries, which are in strong competition with those of other countries must necessarily suffer. These methods can be learned either by personal investigation, which is generally impracticable, or from the books and other publications relating to the industries. While a few industrial organizations like the Siemens Halske corporation in Germany, and the Westinghouse, the Studebaker, the Stone-Webster, and a few other corporations have large and expensive libraries of their own publications in their departments, the public libraries are usually very meagerly supplied with them and the limited funds of their disposal makes it impossible for them to make any considerable additions.

These additions, if made, must come in part by increased taxation which manufacturers could unite to secure, and upon the private contributions of the manufacturers themselves. If it could be generally understood how individual workmen who have had access to this technical information, have sometimes discovered and brought to the knowledge of their employers information of very high value, it is believed that their co-operation could be secured. Men of wide information and good judgment think that if this could be brought about, the business of the country would be vastly promoted in a way hardly possible otherwise. The organization of the work of the Special Libraries Association should do very much to promote the co-operation suggested.

The first and most serious objection the manufacturer has to offer at present is that

the great difficulty the local librarian and any committee the manufacturers of a city may appoint would have in knowing of and selecting the most important books and publications would cause a large waste of any fund provided.

The system proposed by your association to collate authoritative lists of technical publications, which have been prepared by experts in the different lines of business, very effectively obviates this. The educational committee above referred to regards it as very opportune that your organization can be made so effective. This, together with a very much greater attention to the technical departments of the libraries on the part of the librarians and the manufacturers of their cities, makes it reasonable to hope that a practicable method of co-operation can be devised.

The educational committee of the Dayton Chamber of Commerce can co-operate with the State Library Association of Ohio, which unanimously endorsed the plan in seeking to unite the chambers of commerce and boards of trade in the undertaking.

PUBLIC UTILITY REFERENCES

G. W. LEE, Librarian Stone & Webster, Boston, Mass.

Franchise and Public Utilities Regulations
Municipal franchises. Delos F. Wilcox. 1910. 710 pages.

Compilation of laws and ordinances enacted since January 1, 1887, to January 1, 1908, relating to railways and other corporations, including ferries in the city of New York. 1908. 374 and 74 pages.

Gas franchises and privileges, their legal characteristics and constructions which the courts have placed upon them. John E. Brady. Serial. American Gas Light Journal, June 20, 1910.

Street railway franchises; percentage of receipts as compensation for street railway franchises; statistics showing amounts received in various cities from street railway companies. Municipal Engineering, May, 1910.

Public lighting contracts; three forms of contracts. Abs. J. Abady. Municipal Journal and Engineer, August 10, 1910.

The business of local public service companies and their relations to the public. F. P. Royce. Stone & Webster. Public Service Journal, July, 1910.

Quasi-public corporations and the public; corporation an important influence; error in proposed reforms; effect of corporation laws; conservation. H. L. Doherty. (Address before League of Electrical Interests, St. Louis, Mo.) Public Service, July, 1910.

Valuation

Valuation of operating properties; intangible values; franchise values; present value. E. S. Nethercut (Central Electric Railway

Association, May 28, 1910). Electric Railway Journal, May 28, 1910; Electric Traction Weekly, May 28, 1910.

Original cost and cost of reproduction of the Great Northern Railway (768 miles) in the state of Washington. Engineering-Contracting, December 8, 1909.

Valuation of the Puget Sound Electric Railway, with tables: I. Cost of reproducing new the Puget Sound Electric Railway. II. Depreciated value of Puget Sound Electric Railway. H. L. Gray. Engineering-Contracting, May 25, 1910.

Valuation of the Detroit United Railway: I. Appraisal by Frederick T. Bancroft; position of the company; plan for arbitration; criticism of appraisal. Electric Railway Journal, August 13, 1910. II. Publicity desired by company; power stations and distribution system, track, rolling stock, paying, etc.; statement by R. B. Rifenberck. Electric Railway Journal, August 20, 1910.

British decision on valuation of public service property. Electrical World, June 30, 1910.

Value of water power overrated. Conservation agitation leads public to give natural resources fictitious worth. Public Service, September, 1910.

Depreciation

Depreciation. George Johnson. General article with explanatory tables on this very important subject. Electrical Review (London), June 24, 1910.

Ethics of allowances for depreciation; essential factors involved, their operation and effect. L. S. Randolph. Engineering Magazine, August, 1910.

Depreciation and maintenance of electrical equipment. George W. Cravens. Depreciation, maintenance and amortization discussed in a general way; rates of public service corporations; tables of percentage depreciations. Electrical Review, April 23, 1910.

Depreciation; engineering aspect; physical decay; obsolescence, etc.; estimates of "life" of machinery and plant; accounting aspect. W. A. J. O'Meara. Electrician, April 8, 1910.

The necessity of depreciation reserves; line between depreciation account and maintenance account should be closely drawn; some comparisons; the Puget Sound Electric Railway, and others. H. L. Gray. Railway Age Gazette, May 27, 1910.

Depreciation. H. E. Weeks. Where maintenance ends and depreciation begins; cost of progress capitalized; rulings of U. S. bureau of internal revenue; figuring power station depreciation, figures used for length of life of property. Electric Railway Journal, April 30, 1910.

Depreciation and reserve accounts. H. D. Grant. Disposition of replacement fund; annuity method; conditions to be considered

in replacing a plant; balance sheet. *Journal of Accountancy*, March, 1910.

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Depreciation in gas accounts. Abstractor F. Kordt. *Progressive Age*, August 15, 1910.

Depreciation. R. Shacklette and discussion (Iowa District Gas Association, June, 1910). *Progressive Age*, September 15, 1910.

Equipment depreciation and renewal on railways. Abs. W. Mahl (from *Railway Age Gazette*, March 4 and May 20, 1910). *Engineering-Contracting*, August 31, 1910.

Depreciation in water-works accounts, with reference to uniform receipts. H. S. Chase and discussion (Northeastern Water Works Association, February 9, 1910). *Journal of Northeastern Water Works Association*, June, 1910

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Fares; hearing by Massachusetts railroad commission on South Framingham fares; tables of fares and distances. *Electric Railway Journal*, July 16, 1910.

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Why railroad rates must be raised; comparative condensed income account for years ending June 30, 1907, and June 30, 1897. S. Thompson. *Railway and Engineering Review*, July 2, 1910.

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Street railway fares; why they should not be lowered. L. D. Mathes, Iowa Street and Interurban Railway Association Sioux City, April 21-23, 1910. *Electric Traction Weekly*, April 23, 1910; *Electric Railway Journal*, April 23, 1910.

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1910; *Electric Traction Weekly*, July 2, 1910.

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Tyranny of the nickel fare; how street railway companies are made to suffer from inflexible rate; table showing average increase of length of street car rides in the United States since 1868. *Public Service*, August, 1910.

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Cost of power for various industries under ordinary conditions; cost of power for textile and similar industries; cost of steam power and water power; examples of manufacturing plants. C. T. Main and F. M. Gunby. *Association of Engineering Societies Journal*, March, 1910.

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Price of electricity; an analysis of costs and prices, with especial reference to the Boston Edison Company. R. S. Hale (Northeastern Light Association, northeastern section, March, 1910). *Electrical Review*, April 23, 1910.

Cost of production in four central stations (Salem, Fitchburg, Haverhill and Malden, Mass.). *Electrical World*, March 31, 1910.

Determination of rates for energy. J. R. Cravath. Abstracts of paper at Iowa Electric Association. Any rate made up of two factors; fixed and variable charges; methods of charging; important commission decisions discussed; receipts to Chicago city council, most thorough results given by Mr. Gear, of Commonwealth Edison Company. *Electrical World* May 19, 1910

Central station rates in New York and Brooklyn; schedule of rates of Edison companies of New York and Brooklyn. *Electrical World*, May 19, 1910.

Important rate decision in Massachusetts, reducing price of gas on system of Charlestown Gas and Electric Company. *Electrical World*, July 7, 1910

The Los Angeles rate situation. Editorial on the adoption of an ordinance decreasing basic rate for electricity from 9c to 7c a kilowatt hour; comments of electric service companies. *Electrical World*, July 14, 1910.

The cost of electricity. W. D. Marks. Per cent profits actually realized, depreciation; method of computing prices to consumers; street lighting cost; operating expenses. *Electrical World*, August 4, 1910.

Discussion on flat rates and tungsten lamps at Michigan convention. Present rational systems of charging combination of old flat rate and meter rate. *Electrical World*, September 1, 1910.

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Notes on rate making. W. J. Crambs. Electric energy a service rather than a commodity; residence lighting, power and wholesale power rates; table of station costs; relative costs; effect of high efficiency lamps. *Journal of Electricity, Power and Gas*, September 10, 1910.

Cost of light; cost of electrical service, electrical energy and lamp renewals with reference to Mazda tungsten filament lamps. S. E. Doane. *National Electric Lamp Association Bulletin—Bulletin 9a*.

Lighting rates in 58 American cities; alphabetical list, giving population, cents the kilowatt hour and remarks as to source of power, etc. *Pacific Gas and Electric Magazine*, August, 1910.

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A financial tale of two cities, comparison between Hexter, Eng., and Salem, Mass., showing how much we have to learn about city government; gas rates, fares, etc. N. H. Hall. *World's Work*, September, 1910.

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Cost of operating the New York City Railway Company lines; 218 miles. Cost of constructing, equipping and operating 36 miles of electric suburban railway—Long Island Traction Company. *Engineering-Contracting*, May 4, 1910.

Report on the cost of telephone service by the Chicago Telephone Company for the year ending March 31, 1910. D. C. and W. B. Jackson and A. Young. May 9, 1910. 37 pages.

Cost of furnishing water, with reference to rates and rate making. Daniel W. Mead. *Engineering-Contracting*, June 22, 1910.

INSURANCE LIBRARY.

The president's address to the Fire Underwriters' Association of the Pacific contains the following reference to the insurance library of that organization. Mr. J. P. Moore is the librarian

"The report of the librarian also gives satisfaction, indicating that the library is increasing in efficiency, and that the members are appreciating and utilizing its wealth to a greater extent than heretofore. While it is to be regretted that non-resident members are unable to avail themselves of its benefits by personal visitation, I am sure our obliging and efficient librarian will be pleased to give them information through

correspondence, which they may at times desire and are unable to obtain elsewhere.

"Fire insurance is still in course of evolution. Though the keenest minds have given us the result of years of thoughtful study on the subject, the final word has not yet been spoken, and the present generation will undoubtedly witness many important developments. If we would keep abreast of the times, determined to participate in and be identified with the progressive movement now under way, we must embrace the opportunity for study and research. Our library offers facilities for readily obtaining not only valuable information concerning technical subjects and decisions on issues which are practically settled, but also will give us the best thought on current issues, and an opportunity for investigating the problems confronting our immediate future. I have no hesitation, therefore, in commending the library to your continued support and interest, with the hope that many more members will seek its treasures."

NEWSPAPER INDEX.

The H. W. Wilson Company have planned to undertake the publication of a newspaper index and will incorporate the same as a part of the Readers' Guide. For the purpose, a number of leading papers will be selected from different parts of the country.

This will be welcome news to many who are interested in this matter. There has been a real need for such an index covering the whole country. Since 1906 the Record-

Herald of Chicago has published an index to its files. This seems to be the only published newspaper index since the discontinuance of the New York Tribune's index in 1906, with the exception of the comprehensive, though short lived, Street's Pandex of the news published during 1908.

The plan of the Wilson company to cover the leading papers of several sections of the country is excellent. Our leading newspapers are narrowly provincial and the files of any one or two papers cover only a limited area. Hence the need of using a number of newspapers as a basis. Librarians, both general and special, will find this new aid of very great value. While it is not the aim of the Wilson company to attempt to make it complete at the start, it is the expectation that it will develop and eventually be issued as a separate index. In the meantime it will fill a void in the index field which has long been evident.

BIBLIOGRAPHIES.

Information is desired as to any complete or partial, published or unpublished bibliographies on the following subjects:

Cigarette habit and regulation of sale and use of cigarettes.

Government regulation of fire insurance rates.

Government regulation of weights and measures.

Indeterminate sentence.

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