

11-1-1936

Special Libraries, November 1936

Special Libraries Association

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Recommended Citation

Special Libraries Association, "Special Libraries, November 1936" (1936). *Special Libraries, 1936*. 9.
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Official Organ of the Special Libraries Association

Special Libraries

"Putting Knowledge to Work"



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Indexed in Industrial Arts Index and Public Affairs Information Service

NOVEMBER 1936

VOLUME 27

NUMBER 9

SPECIAL LIBRARIES

MARIAN C. MANLEY, *Editor*

Vol. 27, No. 9

November, 1936

The Place of the Special Librarian in Scientific Progress

By Allan R. Cullimore, President

Newark College of Engineering

IF THERE is one thing that we, all of us, have in common it is the desire to be somebody, accomplish something, and have our work in the world recognized as of real consequence. Particularly is this true if we take our profession seriously and hope not only to get genuine human satisfaction from it, but in addition to give and to make some real contribution to the onward march of civilization and culture, that is, to the broader and fuller life. We want to know and we want to feel that what we do counts; that what we do is of consequence; and that we are actually articulating our efforts with others in this great march of human progress.

If we look at the work of the general librarian in relation to the culture of a people or of an individual, we can properly say that the function of such a librarian is to act as an agent in the distribution of books, to the end that the life of that individual by contact with these books becomes as broad and as well rounded as possible, and limited only by the general fertility of mind or general intelligence of the individual himself. This general cultural function of a library and of general librarians has been, of course, the basic factor in the development not only of our world culture, but particularly of our national culture. It is a force almost impossible to appraise because it is not directly ob-

servable in specific instances, but it is fundamental and tremendously important. Particularly as we note the high and continually rising standard of living in our own country compared with that in many countries abroad, and as we see relatively high intellectual levels maintained and consistently raised, only then do we realize what a tremendous advantage is inherent in this broad outlook; and as we travel abroad and see the meager facilities both in common schools and in free public libraries, and as we study and inquire and seek to analyze the situation, more and more are we faced with the inescapable conclusion that basic in the development of our national culture and national standards are two factors: the schools and the libraries, and it is quite impossible to evaluate their relative worth. This amounts to saying, of course, that the dissemination of knowledge, the dissemination of truth, is basically the great cultural factor.

The objective then of a general library or of a general librarian is to stimulate growth, growth along as many lines as possible in a single individual, growth which is well rounded and spreads out and expands so as to touch as nearly as may be and at as many points as possible that bounding horizon which limits our environment and which marks the extent of our intellectual and emotional appreciations. It is true that this

limiting sphere of environment may be forever spreading out, but the problem is inherently the same—that of broadening and growing and expanding.

For the average individual, in fact for the majority of individuals, the well rounded life is the best, both from the standpoint of society and from the standpoint of personal and proper selfish interests.

The work of the special librarian, however, is of *necessity* different from that of the general librarian, or perhaps it would be better and more nearly true to say that it *must* of necessity be somewhat different—different because it is necessarily more specialized; or, if you object to the word specialized, we should say that it is more carefully controlled as to its general direction.

If the work of the general librarian tends to well rounded growth, the work of the special librarian is characterized by definite and careful direction. It would be undoubtedly an excellent thing if all the men who have contributed and could contribute to the expansion of this great limiting horizon of culture, could be cultured themselves and have a well rounded growth. But the facts show that very often this direct approach, this well directed growth, has been sacrificed and *necessarily* sacrificed for other factors. It has, in the nature of things, seemed impossible to go far in one direction, and at the same time to go far in all directions, and we might perhaps say truly that with a very few exceptions in all of our recorded history, those who have contributed most to the expansion of this great cultural horizon have been men who approached it directly, men who travelled in a straight line as it were, concentrating all their force and all their strength along certain specific lines of endeavor not because this was the *advisable* thing to do, but because it was the *only* thing to do, the only

way to conserve and apply their energy.

I think it was Emerson who pointed out that considerable danger lies in subscribing to certain outworn practices and traditions simply because they tended to dissipate your force; and to those most fortunate or perhaps unfortunate individuals who are concerned with the expansion of a horizon along intellectual, emotional, and scientific lines, to them is, in the main, denied that tremendous human satisfaction which comes from a well rounded life. This sacrifice they must pay (and I would emphasize again the word *must*) because it is not of choice but of necessity that they proceed to the horizon directly with the utmost speed, conserving the greatest possible amount of energy; they must, as forcefully as possible, drive their salient into the outer ring of the unknown which surrounds us, and they must drive that salient both hard and deep in a particular direction.

If we look carefully, we find that today it is almost impossible for any one single man to drive deep, particularly into the scientific region of ignorance. That drive must be the cumulative work of all of those who have advanced in that direction, and there must be transmitted from one to the other all the possible accumulated experience available for the new impetus in the drive toward the horizon. As an agent in this drive, as an agent particularly interested in the transmission of accumulated experience in printed form, functions the special librarian. It is one of the important posts connected with the scientific or intellectual progress in this age or in any other and one which may, in the minds of the unthinking, be somewhat narrow but which is certainly never superficial, and in the broadest sense makes possible those great benefits and those great opportunities for culture which we all enjoy.

Lest I draw too sharp a line between

those who enjoy general culture and its advantages, and those who further general culture by means of seeking after truth, I would call this fact to mind. Today, scientific discovery, research, either scientific or technological, in any field, touches the lives of humanity at many many points, and there is organic in almost every line of scientific or engineering research something which touches people and their welfare; and for special librarians and those who have to follow even one line of research under many different heads will find themselves continually meeting those human problems and touching those things which make for human satisfaction. To be sure you may not cover quite as much ground as some of those who spread their general culture pretty thin, but you will have

more than a polish, and I submit in your work of the extension of culture, you will find, if you are alive to it and sensitive to it, much of true culture and many real satisfactions and enjoyments. This can be done by the special librarian with a full knowledge of the exacting duties of the profession and without interfering with that worthwhile contribution which you as individuals can and do give to that most important problem of all, the ultimate happiness and satisfaction of human beings. You may, and I think you will, find yourself included whether you wish it or not in that group of professional men and women who have broadened through the practice of their own professions and whose culture is not merely a polish but a part of their serious contribution to human welfare.

Outside Services of Special Libraries

By William N. Seaver, Librarian

Massachusetts Institute of Technology

JUST what can fairly be designated as "outside service" is, of course, debatable. It may be held strictly to be service to persons or organizations outside the clientele for which the library is established, such as the reference service often rendered by a corporation library to students from the vicinity — or, conversely, the service rendered by a university library to readers from nearby industrial concerns; or it may include service to branch offices or subsidiary companies or employees outside the library walls.

In my investigation among Science-Technology libraries I found an almost complete absence of any striking or novel service rendered by a library to persons outside its clientele or outside its walls. These libraries are meeting the requirements of their several situations by

methods that are for the most part familiar to all of us. The 43 libraries which reported were of the following types: home office libraries of industrial concerns, 13; research laboratory libraries, 13; scientific or technical association libraries, 6; university department libraries, 7; technical divisions of public libraries, 4.

If by outside services is meant any service to persons who have no direct claim on the library it may be said that practically all these libraries grant outsiders the use of their material at the library, although the H. L. Doherty Company library restricts this use to persons actually referred to it by other libraries, and the Applied Science Library at Columbia requires an outside applicant properly to identify himself. Several mention the fact that students of nearby

colleges and universities are allowed its use.

Practically all express willingness to answer reference questions from outside either by telephone or by mail. Even the Chemists' Club, which is for reference only and does not lend to anyone, will supply photostats, translations, bibliographies, and answer telephoned questions; and the librarian, Miss Fell, states: "The prevailing idea of this staff is service." Organizations like the Abbott Laboratories, Battelle and Mellon institutes, and the General Petroleum Corporation of California render reference service to outside individuals freely, supplying bibliographies when the request is not unreasonable; the readers who resort to the Abbott Laboratories are mostly physicians, nurses, pharmacists, or salesmen who bring questions on behalf of customers. The Firestone Tire & Rubber Company receives questions principally from school children and students, and finds that a form letter, prepared by the Library but turned over to the Advertising Department for distribution, takes care of most of them. Franklin Institute finds its material caviar to the general, but does answer many questions by mail, and telephone. The technical departments of the Bridgeport Public Library and the Enoch Pratt Free Library, Baltimore, use the telephone to notify interested patrons of new technical books. The American Society of Heating and Ventilating Engineers in Pittsburgh, instead of building up an extensive library of printed material, is building card catalogs which index the literature of heat engineering, and show where it can be found; this library plans also a file of critical abstracts which will save research workers' time. "Information from these catalogs," says an announcement, "may be obtained by addressing the Technical Librarian." Presumably this service is available to persons outside the society or

Miss Houghton would not have sent me that statement.

Finally I need hardly call attention to the Engineering Societies Library in New York, which renders research service by mail to engineers all over the world.

In connection with reference service should be mentioned the supplying of photostat copies of articles. This is done for outside individuals or concerns by many libraries, including industrial and university libraries. None of the 43 libraries, however, made any reference to the supply of film copies.

When it comes to the *lending* of material to individuals outside the legitimate personnel we find wide variation of practice. The Chemists' Club, and Engineering Societies libraries in New York lend to no one. Battelle, and Mellon institutes will lend to persons engaged in research, when it can be done without inconveniencing the staff. General Electric at Schenectady lends occasionally to students of Union College but it must be done through Union College Library. Hercules Powder Company lends to individuals at the discretion of the librarian. Electric Storage Battery Company, Philadelphia, and Du Pont Chemical Library lend on occasion to outside individuals. At Harvard Engineering School any outsider who can furnish identification can borrow over night or longer. At the Massachusetts Institute of Technology we lend to alumni on the same basis as to students, but we do not lend to the general public except through their libraries, or, on occasion, to someone introduced by a member of the faculty, or to persons engaged in personal research who wish to pay a fee of \$10 per year. Also we lend to accredited members of industrial concerns, the firm paying a fee of \$25 per year. If such a firm happens to have an alumnus of the Institute on its roll it may avoid the \$25 fee by borrowing through the alumnus.

Now if the term "outside services" be taken to mean any service rendered outside the walls of the library we should have to record the considerable number of home office libraries of industrial and other concerns which have systematic methods of supplying library material to branch offices, local plants or subsidiary companies. I doubt if this comes strictly within the definition of outside service which most of us have in mind. Yet so much of interest was reported in this sphere that I should like to tell you about some of the activities mentioned. The actual delivery of library material in such cases is done by messenger, by company truck, or by mail, or, in the case of transit companies, by their own trolley cars. Reference and research service also is supplied. The home office library also in many cases acts as purchasing agent for the ordering of books, periodicals, patents, and memberships for branches and subsidiaries. The Henry L. Doherty Company answers reference questions or prepares bibliographies for branch offices but such requests first filter through the home office executives, who decide as to the importance of the question. Rarely are books lent by this library in response to such requests. In the Du Pont organization, embracing 18 libraries, once a literature search or a translation has been made, an exchange slip bearing a record of this material is sent to all the other libraries; thus each library builds up a union record of exchange material of this sort.

The Du Pont Service Department library maintains a union catalog of the books and bound periodicals of all its libraries; also a union list of current periodicals which takes in the Hercules Powder Company, the Wilmington Public Library and the University of Delaware library. General Electric at Schenectady lends to the employees of local plants through a plant representative

who has authority to circulate material among several persons before returning it. The Western Union lends for a month but cannot spare technical books unless it has duplicates. The General Petroleum Corporation of California, in circulating individually to persons outside its buildings, sends along a Receipt Card to be signed and returned.

One outstanding example of service to employees outside the walls is that of the Detroit Edison Company, which, through inter-department mail, supplies about 5,400 employees in its entire franchise area of 4,400 square miles. The library receives from one to 18 copies of about 200 scientific and technical periodicals. Any employee may borrow any periodical. In placing subscriptions, one copy is ordered for each ten readers. Records are kept to show just where each copy in circulation can be reached. This service alone requires one full-time assistant.

Many libraries keep their branch offices posted as to new literature by means of mimeographed or printed bulletins which give a review of the current literature of the special subjects covered. In some cases these bulletins also supply current information on patents. The General Motors Library at Detroit has an ingenious scheme for reproducing the Engineering Index cards on 8½ x 11 inch sheets by a photographic process known as lino-print. One page this size reproduces 12 to 14 cards. Each week the week's accumulation of cards is thus distributed in bulletin form under the printed title "Current Engineering and Scientific Literature." Other libraries do not attempt in their bulletin to review the literature of the field, but simply issue lists of their accessions, weekly, monthly or bi-monthly as the case may be. Some libraries issue no bulletins of their own but have space in the company's house organ or in the local newspaper. Others, as the Public Service

Corporation of New Jersey and the Department of Science and Industry of the Enoch Pratt Free Library of Baltimore, issue reading courses or reading lists.

One concern, the Firestone Tire & Rubber Company, distributes to its local plants, reprints of all technical articles published from its research laboratory.

Coming down now to the most obvious form of outside service, interlibrary loans, we find almost 100 per cent cooperation in interlibrary lending. The exceptions, so far as reported to me, are those club or association libraries which by the nature of their by-laws are unable to lend anything outside their walls. Those which do lend and borrow make no distinction as between public and special libraries.

Now to mention briefly a few instances of special services that do not come under any of the foregoing heads.

The International Business Machines

Corporation, Endicott, N. Y., coöperates with the Educational Department of the company in training student engineers and apprentices by having several sets of its collection on machine tool practice and machine shop work available at all times for the use of students.

Merck & Company provided during the past year an extra typist to handle the work on your own Chemistry Section's union list of periodicals, under Mrs. Wetmore's direction.

Finally, in closing, I should like to say that a study of these letters convinces one that all these libraries respond to requests from outside their legitimate clientele as willingly as to those from within, so far as the rules of the organization permit; the words of Mrs. Dorn of the Detroit Edison Co. might apply to all: "While the library is in theory for company employees only, in practice we do not refuse any reasonable outside request for information."

Surveys and Employment

By Alberta E. Fish

California Taxpayers' Association, Los Angeles

THE ideals and objectives of American librarians have been defined and put in writing by the leading professional organizations such as Special Libraries Association and American Library Association. The Committee on "Resources of American Libraries" of the American Library Association has just published in the May *Bulletin* a list of its particular aims which include: the Union Catalog in the Library of Congress; the development of union catalogs in certain regions and areas; regional surveys of library resources; full descriptions of the resources of individual libraries; a new working code for interlibrary loans; the exchange of duplicates; and mechanical aids, such as micropho-

tographic copying. The report further explains the work of the Committee on Resources by stating its aim as "Bringing into existence more definite records of the holdings of libraries."

Most special librarians know that we can save a good deal of money for our own organizations by being familiar with holdings of other libraries which answer our less frequent needs.

We are given these ideals. What are we going to do to achieve them?

For the past two years it has been the work of the publicity chairman of our Chapter to send out a questionnaire like this every month.

NAME OF LIBRARY:

ADDRESS:

TELEPHONE NUMBER:

LIBRARIAN:

Date of establishment of Library:

- a. As a separate department?
- b. As a part of an established department?

Service given to:

- a. Department
- b. Entire organization
- c. Public
- d. Subscribers
- e. Clients
- f. Other Special Libraries

Size of Collection.

- a. Number of books
- b. Pamphlets
- c. Periodicals
 - Bound
 - Unbound
- d. Vertical files
- e. Pictures
- f. Maps and charts
- g. Other special material

Classification system used:

- Dewey (Modified, expanded)
- L. C.
- Other

Important subject headings used:

Total number on staff:

Names (Titles and/or duties)

We have distributed 44 and 41 have been returned. When they have come back to us we have written them up and published them in our monthly bulletin. I have just finished tabulating the results of this survey.

Most libraries report willingness to serve the public, at least for reference, but seven restrict service to their own organizations and other special libraries, while six are open only to their own organizations and their clients.

Special libraries seem either to have very small book collections or to have the complete material on their subjects. Seven of those surveyed have less than 1,000 books, while 14 have over 10,000. It was almost impossible to tabulate the number of periodicals since the question did not make clear distinctions between volumes, issues, titles, and magazines

currently received. This same sort of vagueness probably affects the results in number of books reported since in some reports bound magazines are counted as books. Pamphlets are also sometimes considered books, and so were impossible to tabulate successfully. Vertical file material was equally difficult, most of the confusion arising in certain answers referring to number of drawers, while others referred to file cabinets. Eleven libraries reported picture collections, and 10 reported map collections.

Most special libraries reported only one member on the staff, and none, save the University of Southern California, reported over 10.

I wish to propose that the San Francisco Bay Region Chapter join with the Southern California Chapter in making a survey of special libraries in California such as was carried on in New Jersey. I mean that the Northern Chapter make an effort to discover as many as possible of the libraries or collections of research material in business concerns and associations in Northern California. And I think that Southern California Chapter will cover this half of the state.

In the first place we would be able to list with some degree of completeness the special library resources of California. In the second place we would be able to enlist new libraries and research workers in Special Libraries Association. And thirdly we would be able to discover which business concerns have need of qualified librarians. Finally, we might, if we are skillful in our methods, be able to awaken business executives to the value of specialized research collections, and thereby provide the impetus for the creation of new libraries.

How shall we go about this project? First let us divide the state into two parts. Let Southern California Chapter take the counties of Mono, Inyo, San Luis Obispo, Kern, San Bernardino, Santa

Barbara, Ventura, Los Angeles, Orange, Riverside, San Diego, and Imperial. Let San Francisco Bay Region Chapter undertake the other counties. The next step will be to draw up a list of firms, organizations, government bureaus, and others to be surveyed. When the list is completed a questionnaire or letter will come next.

The New Jersey Chapter began their work by sending letters to business executives which read like this:

"I have been asked to make a list of the private business libraries in New Jersey. Do you now have such a library, that is, in the sense of a collection in one place of the magazines, services, directories, trade catalogs, books, etc., received by your organization, and under the care of one person with or without assistance?"

"Whether the library be large or small is immaterial, but we would like the name of the person in charge."

We have drawn up a letter suggested for use in California. It reads:

Dear Mr. Blank:

Do you have an information bureau? Do you answer research or management questions for members of your organization? Do you have a collection of books, pamphlets, or other data in your particular field? The Southern California Chapter of Special Libraries Association is attempting to compile information on the library and information resources of this area. If this material were compiled in a

form which could be published it would serve as a guide to all of us who are engaged in research work.

In the interests of the propagation of information would you be so kind as to have some one in your organization fill in the following questions and return this letter in the enclosed envelope?

1. Approximately how many books, pamphlets, reports, etc., do you have?
2. What general or specific fields does your collection cover?
3. Is some one person in charge of this collection?

Name

Title of Position

Assuring you of our most sincere appreciation for any answers to the above questions which you may be able to provide, we are,

Yours very truly,

When we have received answers to this letter or some similar one we have only completed the second step of our program. If we are given the name of a librarian or clerk in charge of a collection, the next step will be to make a contact with that person.

I have attempted to give a few of the objectives of our profession, to summarize the recent work of our Chapter, and to suggest new fields to conquer. During 1936 and 1937 I hope to see all of us cooperating in the interests of the advancement of libraries, the welfare of individual members of our profession and the cause of Special Libraries Association.

The Special Library: Partner in Industrial Education

By T. V. Mounteer, Educational Assistant

The Bell Telephone Company of Canada, Montreal

ALTHOUGH the subject of the special library and its relationship to an educational program in industry might on the surface appear to be a modest one, books have been written about

topics not nearly so comprehensive.

What we have to consider here is the problem of adjustment in library economy which arises when a company undertakes a program of employee education.

It is altogether likely that the library will be regarded as a focal point in making such a program effective. In fact, I would suggest that the library should be in a position to offer its services before they are requested, because it is altogether likely that as the educational program progresses, the library will become more and more the central point about which the educational structure is built. That is what I am thinking of when I refer to the library as a partner in industrial education.

Education in industry is a personnel problem. That is to say, it is a problem related to obtaining from the entire working force of an industry the highest possible degree of profitable productivity. That is why industry must do some educational work but cannot afford to go beyond the limits of economic feasibility. Educational programs, therefore, represent the translation of this basic responsibility into terms of action, which is expected to have a favorable effect on production in the largest sense.

How is a specific industry to determine what its basic responsibility is, and to prepare a program to fulfil that responsibility? In the first place, every worker in an industry must be capable of doing his job, and the way of doing a particular job must be learned in industry. The duty of the public instruction system is to provide people with general training in modes of thinking and to give a scientific and academic foundation for specialization. This applies to the boy who leaves school to work at the earliest possible age as well as to the Ph.D. It may be said that generally nobody is able to assume a job in industry and carry it on at its highest potentiality, without receiving some training at the expense of industry. This, then, is the first responsibility — to train employees to do their work.

If education beyond this minimum re-

quirement is to be carried on, it is necessary before preparing programs to make a fairly extensive survey of the educational needs and potentialities of various groups of employees. It must be determined which employees are to be offered educational opportunities and for what purposes. There are specific purposes to be fulfilled by such education which are definitely within the limits of industry's responsibility and which will be economically justifiable.

The educational program will be the medium by which the work will be guided and coordinated. Concerning training for work, it will specify for various employee groups what forms of training will be used, as among apprenticeship plans, work schools, instruction on the job, or other forms which may be suitable in particular cases. The methods must care for new employees and for present employees who need additional training in their present work or for greater responsibilities. In addition to the actual instruction in doing work, employees may be given more general training at the same time, to improve their trade mastery and craftsmanship, and to make up deficiencies in their schooling.

The program may provide also for more extensive education with the object of relating the individual and his particular job to other jobs. This form of education can profitably be extended to show employees wider relationships within their own company, and the relationship of their company to the industrial and economic system as a whole. Such subjects as business economics, the history of the company, the company's organization and technical aspects of its business may be covered in this section of the program. Employees in supervisory positions of various grades may be taught more general subjects, as English, history and psychology as a basis for fair, accurate and unbiased judgment.

Throughout this work, particular attention should be paid to the possibilities of bringing about better adjustment between the individual and his work environment.

There is a special field for educational work in informing employees about their company. Most of us know how difficult it is to leave our company associations at the office when we finish the day's work. In the telephone industry, I know, employees must always be on the alert to answer questions about the telephone business, and we consider it so important that employees generally know the answers that we take special care to make information available. This form of education, training the employee to be a good representative of the company in his community, is of great value. The service or product sold by any one company is bought in some degree by all the rest of us, and what we learn from a company's employees has a very definite effect on our attitude towards the company and what it sells.

In general, then, education in industry is directed towards helping the individual employee to realize his full potentialities as a producer and as a personality about the focal point of his work requirements.

How does the special library fit into this educational pattern? It would be difficult to answer this general question by specific instances, and I don't want to lay myself open to questions which I can't answer. In general, we need to find out what are the library's resources which might be extended or converted to meet the additional demand on its services. We may assume that an industry concerns itself with its own educational plans, and its own library services, because the general resources are not closely enough related to its particular needs. It would appear, then, that the special library is best fitted to serve the educational plan because both are related to

the industry's needs. If the library does not have among its own collection the required educational information on the company's history, its policies and its methods of operation, it will undoubtedly have close contacts with sources where this information is available. From its position at the centre of the organization, the library builds and maintains channels leading from the company's specific position into the general industrial and economic landscape. It maintains contacts with outside resources of information on special and general subjects. Within the organization, the library has valuable contacts with people who can give the answers to specific questions. As an operating unit, the library has certain facilities for processing, storing and distributing material, and it has tried and proven methods of doing library work smoothly and effectively. Most important of all, the library has a trained, intelligent staff, familiar with the industry and the organization, familiar with its own resources and facilities, and always ready to bring the qualities of initiative and imagination to bear on problems placed on the library's hospitable doorstep.

Given these factors, the library is capable of assuming its share of the educational work. It can serve first of all those people who are charged with the preparation of educational plans and material. It can help them obtain the material they need. It can advise and assist in the preparation of bibliographies. It can collect books and other printed material which will be required for specific courses or classes. Suitable material already on its shelves can be segregated and made available for educational use. Possibly, if the educational plans are broad enough the library could help greatly by preparing small special collections, supervising and facilitating their use at strategic points throughout

the organization. Through its contacts with outside sources, it might possibly arrange extended loans of material which were required at certain periods. Throughout the period of the educational program, the library could keep the educational staff advised of new publications which might be of value in improving or extending the work.

I believe that a great many special libraries could take that part of the job in their stride. But more would be necessary, and it is to be hoped that a wise executive would make provision, before authorizing an educational program, for the necessary expansion of the library service. Probably the first requirement would be additional staff, because educational work is one of those things which grows on its own strength when once it is firmly established. The hungry tiger is a parlor pet compared with the man who visualizes for the first time the possibilities of educating himself so that he'll know what everything is all about. There will be calls on the library for advisory service both by people who are following the educational program and by those who have branched out for themselves. Earnest individuals or groups will want the library to prepare reading courses or bibliographies in many fields. They will want to know where they can go to get books for themselves, or will want the library to get them. If special textual material about the company is prepared for the educational program, the library will very likely be asked to act as distributing agents for it, selling or lending it to employees. As educational plans extend over wider territory the library may be required to establish branches or book depots at strategic points. All these activities — planning them, methodizing them, setting them up and keeping them going — will mean a great deal more work for the library.

The library's book collection, too, probably will need to be expanded and extended, particularly when education has passed its incubation stage and broken out in a rash. It will be necessary, as readers begin to explore for themselves, to build up minimum collections in the principal fields of interest. This will require careful selection, so that through the library the readers may be introduced to wider fields after they have acquired a sound basis for further learning. The range of interests to be covered may be quite wide and varied, and it is a nice problem to keep one eye on the point of economic feasibility and the other on a non-economic suggestion list. Once a collection has been built up at some expense, the library is faced with the problem of keeping it in use. Promotion is the answer, but it is very difficult to keep your readers interested and persuade your budget controller that you are not being extravagant.

But all these are old, familiar problems, in one guise or another, to most special librarians. The great need, of course, is system and then better system, setting up smoothly-operating routines and keeping them going. Participation in industrial education seems to me to be a logical extension of the special library's usual field of operation. I feel that there is a great opportunity for special libraries to increase their value to industry and to become in time what the public libraries are already becoming — centres of learning for people who want education so badly that they are willing to get it for themselves. I have never yet encountered a special librarian who wouldn't be capable of doing the job, and I hope there are enough of them working at it now, or likely to be working at it, to give to industrial education a library service which will make it the force it ought to be.

Periodicals and Internationalism

By Mary Spalding, Reference Assistant

University of Minnesota Library, Minneapolis

IF DR. JOHNSON were living today, he would no doubt add to his famous dictum that "patriotism is the last refuge of a scoundrel" the further cynicism that internationalism is the first recourse of the dilettante. The harried librarian who must keep one jump ahead of the demands of the public will contest the latter statement vigorously, for she knows only too well how serious and intensive is the study of world events at the present time. In our own library, periodicals dealing with internationalism rival the *Saturday Evening Post* and *Collier's* in their wide appeal. Inquirers are as varied as they are numerous. They have included not only faculty and students, but exchange professors from Europe, club women in search of material for papers, the musician from the Minneapolis Symphony who translated articles from the Krasnyi Arkhiv into English in his spare moments, and the young army officer who said that since he expected to be in the next war he ought to know its causes.

Fortunately for the average librarian, who is probably more interested in a five dollar budget than in a five foot shelf of books, many of the most useful publications on international affairs are inexpensive. *Chronicle of World Affairs*, *International Conciliation*, *World Affairs Pamphlets*, and some of the pamphlets published by the information section of the League of Nations are ridiculously cheap, but find so much favor with the public that they are returned to the desk time and again with the statement, "I'll not keep this any longer. I am going to buy it." In the broadcast sponsored by the university, listeners have often been advised to read these.

World Affairs Pamphlets, costing twenty-five cents apiece, or ten issues for two dollars, cover a wide range of subjects: *The Spirit of Modern France*, *War and Depression*, *Conflicts of Policy in the Far East*, and *The World Adrift*, to name only a few. *Foreign Policy Pamphlets* are similar in price, format, and subject matter to *World Affairs Pamphlets*. Any library will find the *League Yearbook* and the *Peace Yearbook* valuable assets, but if these are beyond the library budget, *Essential Facts about the League of Nations*, now in its sixth revision and costing only twenty-five cents, can be used to some extent as a substitute. *Geneva Special Studies* and *Foreign Policy Reports* are two similar publications which it is impossible to praise too highly. The first is published by the Geneva Research Bureau; the second by the Foreign Policy Association. These same organizations also publish two other much less expensive periodicals, which while more fragmentary are nevertheless very good: *Geneva, a Monthly Review of International Affairs*, and *Foreign Policy Bulletin*.

As a subject index to social, political, and economic articles in foreign periodicals the *Monthly List of Selected Articles* published by the League of Nations library fills a need not covered elsewhere, since most of the periodicals differ from those indexed in the *International Index*. It covers everything from banks to opium. If the library wishes to subscribe to a literary periodical which devotes much space to international events, *Time and Tide* can be recommended, since it contains each month Sir Norman Angell's supplement, *Foreign Affairs*.

"Thank you so much for telling me about this magazine," is generally the remark which accompanies its return to the desk. In fact, there are so many worthwhile publications on world affairs that it is difficult to speak of them briefly. One more should be mentioned, however, the *Index Translationum*, which publishes quarterly a list of translated works appearing in Czechoslovakia, Denmark, France, Germany, Great Britain, Hungary, Italy, Norway, Poland, Spain, Sweden, the United States, and the U. S. S. R. What bibliographer would not be fascinated with such a list?

The following list of serials has been made as varied as possible, but omits some of the publications of the League of Nations and the International Labour Office. Large libraries have the official documents of these organizations, and small libraries will probably prefer less expensive and less specialized publications. Prices given, unless otherwise stated, are for yearly subscriptions.

- Archiv des Offentlichen R. chts.* 2 vols. per year of 3 parts each. 18m per vol. J. C. B. Mohr (Paul Siebeck), Tübingen
- Books Abroad: an International Quarterly.* \$2, or \$3 for 2 years (in advance). University of Oklahoma Press, Norman, Oklahoma
- Contemporary Japan.* Quar. \$3 postage prepaid. Foreign Affairs Ass'n of Japan, 556-558 Osaka Building, Hibiya Park, Tokyo
- L'Esprit International.* Quar. \$2. 79 Boulevard Saint-Germain, Paris, VI
- Europe Nouvelle.* Weekly. 125fr. 73bis, quai d'Orsay, Paris, VII
- Far Eastern Survey.* Fortnightly. \$2.50. Institute of Pacific Relations, 129 East 52nd St., N. Y.
- Foreign Affairs.* Quar. \$5. Council on Foreign Relations, Inc., 45 East 65th St., N. Y.
- Institute of International Education News Bulletin.* Monthly Oct.-May. 25¢. Institute of International Education, Inc., 2 West 45th St., N. Y.
- International Affairs.* Bi-monthly. 16s. 6d. Royal Institute of International Affairs, Chatham House, 10 St. James's Square, London, S. W. 1
- International Conciliation.* Monthly except July and Aug. 25¢ (or \$1 for 5 years). Carnegie Endowment for International Peace, 405 West 117th St., N. Y.

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- League Year-Book.* Ed. by Judith Jackson and Stephan King-Hall. 12s. 6d. net. Ivor Nicholson and Watson, Ltd., 44 Essex St., Strand, London, W. C. 2
- Pacific Affairs.* Quar. \$2. Institute of Pacific Relations, 129 East 52nd St., N. Y.
- Paix par le Droit.* Monthly. 15fr. 10, r. Monjardin, Nimes (Gard)
- Peace Yearbook.* 1s. 6d. net. National Peace Council, 39 Victoria St., London, S. W. 1
- Time and Tide.* Weekly. 26s. 32 Bloomsbury St., London, W. C. 1
- World Affairs.* Quar. \$3. American Peace Society, 734 Jackson Place, Washington, D. C.
- World Trade.* Monthly. 40 French fr. International Chamber of Commerce, 38 Cours Albert Premier, Paris
- Zeitschrift für Geopolitik.* Monthly. 22m. Kolberger Strasse 18, München O 27

The following can be obtained from the Foreign Policy Ass'n, 8 West 40th St., N. Y.:

- Chronicle of World Affairs* (League of Nations Chronicle). Twice monthly except in July and Aug., Monthly, July and Aug. \$1
- Foreign Policy Bulletin.* Weekly. \$1
- Foreign Policy Pamphlets.* Irregular. 25¢ and 35¢ each
- Foreign Policy Reports.* Fortnightly. \$5
- Geneva; a Monthly Review of International Affairs.* \$2
- Geneva Special Studies.* 10 issues a year. \$3 (or \$4 with Geneva)

The following can be obtained from the International Institute of Intellectual Coöperation, 2 Rue de Montpensier, Paris, I:

- Coöperation Intellectuelle.* Bi-monthly. 45 French fr.
- Holiday Courses in Europe.* Yearly. 7.50 French fr.
- Index Translationum.* Quar. 50 French fr.
- Mouseion.* Organe de l'Office International des Musées. 4 vols. a year with 12 supplements. 150fr.
- Scientific Museums.* Monthly Information. 12 nos. 45fr.
- Students Abroad.* Half-Yearly Bulletin of Organisations Concerned with Students Abroad. 10 French fr. (2 gold fr.) Students applying directly to the institute can receive it for 5fr. plus postage.

The following can be obtained from the World Peace Foundation, 40 Mount Vernon St., Boston:

Bulletin of Information on the Work of International Organisations. Twice yearly. 65¢
 Bulletin of League of Nations Teaching. Yearly. 65¢
 Essential Facts about The League of Nations. 25¢ (6th ed.)
 Industrial and Labour Information. Weekly. \$7.50
 Industrial Safety Survey. Bi-monthly. \$1.75
 International Labour Office Year-Book. \$3 paper, or \$4 cloth

International Labour Review. Monthly. \$6
 The League from Year to Year. 25¢
League of Nations Monthly Bulletin of Statistics. \$5
League of Nations Quarterly Bulletin of the Health Organisation. \$2.50
Monthly List of Books Catalogued in the Library of the League of Nations. \$1.25
Monthly List of Selected Articles. League of Nations Library. \$6.25
Monthly Summary of the League of Nations. \$2
 Statistical Year-Book of the League of Nations. \$2.50 paper, or \$3.50 cloth
 World Affairs Pamphlets. 10 issues, \$2 paper, or \$4 cloth. Single issues 25¢ paper, or 50¢ cloth

Why Institutional Membership?

ELSEWHERE in this issue you will find a complete list of our one hundred and eighty-four institutional members. As well as a long enumeration of business and manufacturing organizations, you will see one or more representatives of public utilities, learned societies, colleges and universities, state libraries, public libraries, library schools, banks, museums, publishers, book stores, hotels, law libraries, medical libraries, trade associations and bookbinders. One individual maintains an institutional membership, and we have one overseas member in Soviet Russia.

As "the proof of the pudding is in the eating," I am tempted to stop here and say that a similarity of interest in so many widely diversified units is evidence enough of the value of this membership.

Arguments in favor of institutional membership naturally include what one can get and what one can give. One gets, for instance, the privilege of seeking help in very special lines from appropriate libraries in many cities and states, the receipt of an alert monthly professional journal and occasional separate publications and, also, a claim upon the entire informational resources of the Association as mustered and cleared through its headquarters office. One gives very tan-

gible financial backing as well as the intangible sense of supporting one's chief professional organization. Last month I reported to you in some detail how this tangible backing in dues is allocated and put to work to carry on various lines of endeavor.

This form of membership was put into effect about ten years ago. Without the lifting effect of institutional dues, it is safe to say that the general office with paid full-time Secretary could never have been established and maintained. Every member is free to call upon this office for information and assistance. The President, the Treasurer, the Editors, the committee and group chairmen and the chapter presidents are constantly indebted to the Secretary for help in managing Association affairs.

Of the very many suggestions for expansion and improvement of our work that have reached me in the last year nearly every one involves the spending of additional money. Where this money is to come from unless from a great increase in the number of institutional members I do not know. From this one source it can accumulate pretty rapidly. Every change from an active to an institutional status means ten dollars. One hundred such changes mean a thousand

dollars, and we could do a lot with another thousand dollars! Surely fifteen dollars is not too much for your organization to contribute in 1937!

Now and then a mistaken idea crops out that institutional membership is strictly a dollars and cents proposition and that about fifteen dollars' worth of publications ought to be received in the course of a year. Occasionally this does happen, but it is not the underlying idea of such membership. Benefits come back not only in books, pamphlets and magazines but in every activity the Association sponsors.

Nevertheless, the Publications Committee has an active program under way.

To be distributed in the near future are a list of current foreign financial sources, a pamphlet on personnel problems, which will be a companion to "The Special Library in Business," and subject heading lists compiled by several of the Groups.

As SPECIAL LIBRARIES goes to every active member of the Association, this page will come under the eye of all or most of them. Presently the 1937 bills will be in the mails. May I earnestly request every active member to consider very seriously a change from personal active membership to institutional membership maintained by the organization?

HOWARD L. STEBBINS, *President.*

Over the Editor's Desk

Another Distinction for a Member. . . . The Connecticut Chapter is proud of Laura Eales, and so are her other friends in S. L. A. Fifty or more of the city's best known citizens received medals and scrolls at the hundredth anniversary of the city of Bridgeport in commemoration of their achievements. Miss Eales was cited this: "Laura Alice Eales, Assistant City Librarian — Working quietly and efficiently in our Public Library for over thirty-six years, she has developed a Technology Division which is recognized as a model for other cities all over the United States. Public recognition at this time is only a gesture of reward which has long been her due."

Bits of Gossip. . . . Herbert Brigham was elected president of the Brigham Family Association at the annual reunion. . . . James F. Ballard has been chosen chairman of the Board of Trustees of the Massachusetts State Library. . . . Mrs. Miriam Sage has left the School of Medicine at the University of Pittsburgh for the Catalogue Department of the University Library. The new librarian

at the medical school is Mrs. Julia Staniland, who is also the secretary of the national group of University and College Departmental Librarians.

Francis Walsh has been appointed librarian of the Bankers Trust Company, New York. Dorothy Watson resigned the position on October 1st. . . . Gertrude Bethke resigned in June from the Milwaukee County Law Library, and is now Mrs. Schlueter. . . . Katherine Uehlin, formerly of the National Probation Association, took up her new post at Fordham University as librarian of the New York Division in the Woolworth Building. . . . Elizabeth E. Allen succeeds Mrs. Maxwell (Mrs. William Gordon Harrison, remember) as librarian of the Electric Storage-Battery Company in Philadelphia. . . . A new library with Margaret Butler as head, has recently been organized by the U. S. Steel Corporation, and another new library has been instituted by the General Motors Corporation, which has just appointed Jane Wilkinson as librarian.

Marion Mead, formerly with "Bank-

ing," is now librarian of the National Association of Manufacturers, New York . . . Charles E. Janvrin, formerly of the Natural History Library of the University of Illinois, has retired. . . . Since the resignation of Mrs. Flora Hine Myers, Barbara Grimm (formerly of the Life Insurance Sales Research Bureau, Hartford) has been appointed librarian of the Home Life Insurance Company, New York. . . . Following the transfer of Douglas C. Lance to another department, Olive E. Kennedy was appointed librarian of the McGraw-Hill Publishing Company in New York. . . . Chloe S. Morse is cataloging and classifying the library of the Associated Press, New York. . . . Ruth Worden, formerly executive officer of the Department of Librarianship, University of Washington, is now director of the School of Librarianship. . . .

Walter E. Briggs has been appointed acting librarian of the Harvard University Library. . . . Hazel Ohman spent a week-end in Bermuda before completing an impressive bibliography on the famous test case. Before she went she called the Editor's attention to a typographical error in the September SPECIAL LIBRARIES. The book that is such a major interest to her is "My Father, Paul Gauguin," and our artist members are all waiting to see it with keenest interest.

Our Gifted Members. . . . Speaking of artists, S. L. A. can be congratulated on its members. Jeannette C. Shirk of Glenshaw, Pa., whose charming bookplates are so well known, has been awarded the second prize of the Julia Ellsworth Ford Foundation for her children's story, "Béla, the Juggler." As the judges consist of Lorraine Miller Sherer, Lucile Gulliver, May Lamberton-Becker, Charles J. Finger and Dr. Edwin Diller Starbuck, Jeannette is feeling justly pleased with the compliment as well as the award. . . . Laura von Schnaren-

dorf, who is doing beautiful work in industrial photography, has made a series of striking photographs for one of New Jersey's leading industries. . . . Margery Bedinger, librarian of the University of Montana School of Mines, because of her long study of the Navajo Indian silver work, was asked to write a monograph on the subject for the "Old West" series of pamphlets, published by John VanMale, of Denver.

Professional Coöperation. . . . Coöperation is strongly stressed in California. Edith Schofield, librarian of the U. S. Forest Service, is talking on "Coöperation Among the Special Libraries" before the San Francisco Bay District of the California Library Association. . . . Alberta E. Fish, California Taxpayers' Association, is serving as a member of the Professional Relations Committee of the California Library Association. . . . Rebecca Rankin was named a member of the Council of the New York Library Association at its annual meeting. . . . Alma C. Mitchell, Delbert F. Brown and Marian C. Manley are serving as S. L. A., New Jersey Chapter representatives on a joint committee for professional cooperation of the New Jersey Library Association and the S. L. A., New Jersey Chapter.

Lenore Green, of the Los Angeles Museum, has been appointed a member of the California Library Association Regional Planning Committee to represent the Southern California Chapter of the S. L. A. . . . Marian Manley, Maria Brace and Barbara Peterson had an informal conference with Arynness Joy, of the Central Statistical Board, in Washington September 28th. . . . William J. Hamilton, librarian of the Dayton, Ohio, Public Library has a pair of duplicate bound volumes of the *Textile World* for January-June 1925, which he would be glad to contribute to any library that might use them.

The Medical Library Association, at

its annual meeting in June, passed a resolution recommending the appropriation of adequate funds for the Army Medical Library and its index-catalog. The value of this index-catalog is so great that special librarians and public librarians should urge their Congressmen to support the adequate appropriation for this development. . . . Rose Vormelker has, as usual, been engaged in any amount of activity, with the latest, her exhibit for the American Trade Association Executives' Convention in Cleveland. One-third of the registered delegates at the convention made a special trip to the Business Information Bureau to see this exhibit. Among other features, a window was devoted to the work of four associations which are particularly interested in developing trade associations, and in this window the three S. L. A. publications on that subject, were prominently displayed. Rose is busy also with her class on Sources of Business Information.

A Little Learning Now and Then. . . . Speaking of classes, the first session of the New Jersey Training Class had an attendance of 45, which meant net receipts of \$37.40. The second session had an attendance of 35; the third session 50. The chapter is feeling pleased because the number of corporations who are sending representatives to these lectures shows a steady increase. The Summit, N. J., Public Library and the Lehmann Corporation, New York, are tied for first rank as supporters, since they have each taken two season enrollments.

The Printed Word. . . . Dorothy Litchfield, of the University of Pennsylvania Library, has just finished an impressive task in the "Classified List of 4,800 Serials," just off the press. . . . The British Library of Information is distributing a descriptive folder making its interesting work in promoting the better understanding of English publications much

clearer to librarians in this country. . . . Lucy Condell, of the Veterans Administration Facility in Lyons, N. J., had in the July 1936 issue of the *Medical Bulletin of the Veterans Administration* an article on "The Library — For Neuropsychiatric Patients." . . . An article, "May We Help You?" by Lura Shorb, appeared in the *Hercules Mixer* for September.

Bank and Insurance Shares, Inc., has changed its name to Hare's Research and Management, Ltd. The librarian, H. Rosamond Hartshorn, wrote "Investment Trust Filing," the leading article in the October issue of *The File*.

And Still They Come. . . . Institutional memberships are going strong, with these four added toward the end of the year: Colonial Williamsburg, Inc., Williamsburg, Va., Mrs. Helen Bullock, archivist; Henry E. Huntington Library and Art Gallery, San Marino, Calif., Leslie Edgar Bliss, librarian; The International Nickel Company, Inc., New York, Lucy O. Lewton, librarian; and United States Steel Corporation, New York, Margaret Butler, librarian. With the improved business conditions, undoubtedly a number of our members now holding active memberships will increase their subscription to institutional and we will go into 1937 with a much longer list than that shown on the back cover.

Chapter Programs. . . . The Connecticut Chapter is one that most closely coöperates with the State Library Association. As a result, its first meeting took place at Norwich, with President Stebbins discussing "The Library Specialty Shop" before both associations. An active round table followed in the afternoon. . . . Montreal was still a lively topic of conversation in Chapter meetings. Connecticut, Pittsburgh and Boston have all featured it. . . . The Philadelphia Council visited Wilmington

for its first meeting on October 3rd and had an interesting session at the Delaware Academy of Medicine, where motion picture films on the manufacture and application of the products of the E. I. du Pont de Nemours & Company and of the Hercules Powder Company were shown. . . . The Southern California Chapter had an unusual trip in an inspection of the county jail, including the library and the museum, where handiwork of the prisoners was displayed. This rare type of special library meeting was particularly interesting, in view of the strong current interest in penology.

When Milwaukee acted as host for Wisconsin librarians, most of the visiting public librarians were signed up for the Special Libraries features of the convention program. A caravan of 17 taxis conveyed 70 guests to *The Milwaukee Journal*, the first stop on the tour of Special Libraries. From there a short walk took them to the City Hall where they were initiated into the mysteries of the municipal reference library. At a final stop at The Milwaukee Gas Company, guests could inspect an attractive library and one of the city's finest office buildings. Dinner followed at the Y.W.C.A., where 86 members of the Milwaukee Chapter, Special Libraries Association, and the Wisconsin Library Association heard a talk by Harold Morgan, Municipal Athletics Director, on "Hosteling in Germany and the 1936 Olympics."

San Francisco, New York and New Jersey all have made a special effort to provide a first program of particular interest to business executives. San Francisco heard an interesting talk on the Robinson-Patman Act by Mr. Will Merryman, managing director of the Retail Merchants Association of the San Francisco Chamber of Commerce. . . . New Jersey featured in its fall program, "Organized Information as Industry's

Right Hand Partner" and was delighted to welcome a number of executives to this meeting. . . . The New York Chapter must be subject to mental telepathy, as their meeting on the 29th was also focused on library service to business, with Mr. Harold S. Sutton (Consolidated Edison Company), Mr. Earl Whitehorne (McGraw-Hill Publishing Co.) and Dr. Louis D. H. Weld (McCann-Erickson, Inc.) as the speakers. Many executives attended this dinner and librarians in the metropolitan area are now feeling that they have done something to make executives library-minded. . . . Boston's second meeting was held at the State Library, with Dr. Dennis A. Dooley, the new state librarian, as host.

Bulletin Book Notes. . . . A number of chapters are running book notes in their bulletins. Southern California included in its October *Bulletin* notices of "The Special Library in Business" and the New Jersey Chapter's "Special Library Problems," the report of their educational experiment. . . . The *Pittsburgh Bulletin* mentioned "The Special Library in Business," calling attention to the good list of special reference tools. . . . The *San Francisco Bulletin* called attention to "Special Library Problems" and emphasized in large type that a copy would be on hand for inspection and that orders would be taken at the next meeting. San Francisco's interest in cooperation and education is very keen.

Chapters and Employment. . . . The Southern California and Boston Chapters are using their bulletins to stress their work as employment agencies for the members, and are to be congratulated on their effective approach. . . . The Boston Chapter is busy with its "Directory of Special Collections." Nine people are doing field work, clerical work and indexing on this, and the librarians of approximately 500 institutions have been interviewed to date. Prof. Robert Rogers,

of the Massachusetts Institute of Technology, wrote a full column editorial in the *Boston American* commenting favorably on the project. Boston is to be congratulated on its work.

A New Development. . . . A Hospital and Nursing School Section has been organized within the New York Chapter Biological Sciences Group, with Flora

J. Bergstrom, R.N., librarian of the New York Hospital School of Nursing, as chairman.

Sympathy. . . . Deepest sympathy goes to Linda Morley in the loss of her mother, as it did to Margaret Bonnell and to Mary Furbeck in their similar sorrow a short while ago. And, now word comes of this grief for Elsa Loeber.

Letters to the Editor

Publication Dates

THERE is a subject that I think might interest the members of your Association and I am going to take the liberty of laying it before you.

I probably receive announcements from all publishers of books, particularly on chemistry and related sciences.

I think, however, every publisher with the exception of one omits the dates of publication. At the present time, the date of publication of a book is a very important matter, for example, in books relating to the recent scientific research on the structure of the atom, the nature of time and space, the extent of the universe and many similar subjects.

Authors seem to have an inclination to use titles such as "Modern," "Present," "Recent," and the like. I have a book by Sir Oliver Lodge entitled "Modern Views of Electricity." It was published, if I remember correctly, about 1886 or 1887. This is one instance, only. I could name many more.

I wrote to a publishing firm on the subject recently and they replied that they had considered the matter, but as I remember it, they thought it would not be good sales policy. I am not inclined to agree with them. Many notices of books with such titles go into my wastebasket without much attention, whereas if the dates of the publications were given and if these dates were very recent, I should be much more apt to order books that seem interesting.

It occurred to me that your Association would probably agree with me in this matter and might be able to do something to better the situation among the publishers.

Take the common subject of water, for instance. How much value would there be in a discussion of water which is a few years old in view of recent work on heavy hydrogen?

Please pardon the liberty I have taken in this rather long letter. I tried to be as brief as possible.

R. W. CORNELISON,

Manager, Peerless Color Company.

Our Employment Problems

SMITH COLLEGE needed an assistant in the art library. The Curator was in New York for a few hours and wondered if we knew of any prospects she could interview. She had a vast folder of correspondence with various individuals and agencies, but a librarian friend had told her to call on Special Libraries Association. The new (oh, very new!) Chairman of Special Libraries Association's Employment work telephoned to another librarian who has special knowledge of art librarians, and then to the director of the Professional Division of the New York State Employment Service, with the result that the Curator talked with three people before she started for Northampton at noon. The librarian whom she would like to have had for the position, however, was not willing to leave New York; so the Chairman wrote to the local representative of the Employment Committee in Boston, who submitted the names of several prospects to the Curator. One of these applicants is beginning work soon. "Another Time," the Curator told us, "I don't think I shall bother at all with other agencies, but go directly to your Special Libraries Association, now that I know about it."

A librarian with unusual scientific training registered for a job. Shortly thereafter the chief chemist of a well-known industrial laboratory wrote that he had heard that the Special Libraries Association was in a position to recommend qualified persons for special library work. Located in widely separated cities, the librarian and the chemist were put in touch with each other, to their mutual advantage.

Probably it was the cumulation of similar re-

warding experiences during the years when she carried personnel work for Special Libraries Association as a labor of love which moved Miss Rankin to recommend in her report last June, more intensive and extensive employment work as a national function of the Association. The Executive Board regretfully accepted Miss Rankin's decision to separate herself from this work and with the intention of carrying out her suggestion, another chairman and a strong advisory committee are undertaking the task of carrying on the employment work on a national basis. It is the Chairman's good fortune to have been able to persuade Miss Rankin to be a member of that committee; the other members are:

Mary Louise Alexander, Batten, Barton, Durstine and Osborn, New York City
 Blanche L. Davenport, Christian Science Monitor, Boston
 K. Dorothy Ferguson, Bank of America, San Francisco
 Arline Gibson, Standard Statistics Corporation, New York City
 Dorothy E. Humphreys, Board of Trade, Montreal
 Linda K. Morley, Industrial Relations Counselors, New York City
 Hazel Ohman, New York State Employment Service, New York City
 Lillian Powell, American Management Association, New York City
 Ruth Savord, Council on Foreign Relations, New York City
 Rose L. Vormelker, Cleveland Public Library. Business Information Bureau

With the general committee to advise and assist in formulating policies and plans, it seemed important to have in each Chapter a representative who would be conversant with local conditions and membership. To this end, local Employment Chairmen have been asked to serve in this capacity, and the following have accepted:

Albany Capitol District — Mildred Guffin, Tax Library, New York State Department of Taxation and Finance
 Boston — James H. Tibbetts, Social Law Library
 Cleveland — Elizabeth W. Willingham, Fenn College
 Detroit — Mary Giblin, Detroit Edison Company
 Montreal — Dorothy E. Humphreys
 New Jersey — Ethel M. Fair, Director Library School, New Jersey College for Women
 Philadelphia — Ann Harned, Drexel Institute
 Pittsburgh — Esther Fawcett, College of Fine Arts Library, Carnegie Institute of Technology

San Francisco — Margaret Hatch, Metropolitan Life Insurance Company, Pacific Coast Head Office

Southern California — Mrs. Frances S. Davis, Power & Light Division, Municipal Reference Library, Los Angeles

The advisory committee approved the idea of asking the New York Chapter to put the work of interviewing and placement in New York City in the hands of the Professional Division of the New York State Employment Service, with offices at 363 Lexington Avenue. The Executive Board of the New York Chapter decided to do this as an experiment, with the thought that later, other Chapters in cities with State Employment Offices equally well equipped to deal with the professional type of applicants, might wish to follow suit. This seems like a forward-looking step and will be watched with interest by the whole association.

Something which seems of vital importance to intelligent and effective placement work on a national scale, is to know the potentialities of our membership — who are available for positions, who would like to make a change if an opportunity to better themselves arose. To this end we hope to take, through the local representatives in each Chapter, a census of our membership in order that up-to-date information may be available from which to fill positions. The Michigan Chapter at least is feeling very definitely that things are looking up. Firms that started libraries as dubious experiments, with one librarian, are now adding assistant librarians and expanding their work. We hope that a similar situation will come about shortly in other localities; we know that at present it is (to some perhaps astonishingly) difficult to find the right persons to suggest for many an opening; and for that reason it would seem increasingly imperative that we know where to find them.

Not until we have resources on which to draw would it seem wise to inaugurate any large-scale attempt to inform employers all over the country as to how special librarians can supply them with the essential business information which business men themselves are repeatedly indicating their need of; but members of the advisory committee are at work on the preparation of a leaflet for this purpose which we will want to use later. Another group is preparing a letter calling attention to Special Libraries Association's facilities for supplying library personnel, to be sent to personnel directors of companies.

With a strong advisory committee and able representatives through whom to work in each Chapter, this new approach to a problem of vital

concern to our professional association, to our individual membership, and to employers who have need of trained library personnel, would seem to have gotten off to a good start. Get in touch with the Employment Chairman in your chapter if you want a job, or if you get wind of any openings or prospects of library jobs.

MARGARET BONNELL,
Chairman, Employment Committee.

Employment Committee—Interim Report

May 20 to September 30, 1936

IT IS with a great deal of relief that I turn back the responsibility of the Employment Committee to the Executive Board of the Special Libraries Association. President Stebbins has formed an Advisory Committee on Employment of which Miss Margaret Bonnell has accepted the chairmanship. I wish them success in forwarding the progress of this work.

A final report of the present Committee's efforts brings the record up to October 1, 1936. The total number of registrants with the Employment Committee at this date is 424. Of this number registered with the Association 186 are *unemployed* while 238 librarians who are employed have registered with the hope of promotion to more lucrative or more desirable positions.

During this past four months 65 new registrants have been added to the active file and six names were removed at their request.

In the same interval of four months the Employment Committee had 23 employers request our assistance in the filling of positions. Of this number the decision on four positions are still pending, the Committee has supplied candidates for eight of the positions and we do not know the outcome on eight other positions. Probably our candidates were not successful in those cases but no notification to that effect has yet been received.

The chairman has enjoyed her personnel work for the S. L. A. during these many years. Though a labor of love, it has had its compensations. Many hundreds of individuals have expressed their personal appreciation of the advancement it has meant to them; in some instances, librarians return after many years to again thank the chairman for the kindnesses extended. It has been arduous work and never has there been sufficient funds to carry it on most effectively; and none has been expended to pay for clerical work connected therewith. Various members of my staff are to be thanked for their contributions in this way.

The possibilities of expanding the usefulness of

an Employment Committee in a professional association like ours are many. But we have not been able to explore them for lack of the many essentials. We trust the Executive Board will develop such possibilities in the immediate future.

I thank the employment chairmen in the local associations throughout the country who have cooperated heartily with me in recent years. It is hoped the work many continue on a national basis.

REBECCA B. RANKIN.

Our National Archives

HIDDEN away in dusty nooks and odd crannies of every government building in Washington are old documents and important papers of administrative and historical value. Many documents of rare worth have been lost because there was no permanent home for their safeguard and preservation. It has been to the shame and discredit of the United States that this situation existed. The Congress of 1934, however, has finally concluded the efforts that have extended over more than a century and a half in righting this wrong. Dr. R. W. D. Connor, the National Archivist has just given a report of the National Archives for the period ended June 1935, the first annual publication of the Archival Service.

The report gives a brief history of the hundred and fifty years' failures and final success of the movement to preserve our national archives; a description of the beautiful new building which cost \$9,000,000 as designed by the architect John Russell Pope; a full explanation of the National Archives Council, the National Historical Publications Commission and defining the powers and functions of the Archivist and organization under him, and brief reports of the director and heads of divisions for such portions of a year as they cover since assuming their new duties. Supplementary to the report are: Appendix I containing the legislation concerning the National Archives and the National Archives Building from 1913-1935, and Appendix II with the report of the Advisory Committee on the National Archives Building of 1930.

The National Archives Building vies with the new Supreme Court Building for the most beautiful composition architecturally and it is included in the comprehensive Federal Building Program of Washington. In structure, it is really a building within a building as the archival storage rooms are separated from the Administrative offices. The inner sections are windowless and sealed up to exclude dust and shut out the disintegrating effects of direct sunlight. The air is conditioned

as to temperature and humidity. Dust and chemicals which might prove harmful are removed from the air by special process.

In the construction of the National Archives Building, extraordinary precautions were taken with reference to fire and theft of archival documents. For example, the shutting of a door or the movement of a rat going across the floor or a slight rise in temperature, all such disturbances will give automatic alarms to the guards.

Dr. Connor, the Archivist, a former professor of history at the University of North Carolina and state archivist for many years has given full consideration to the experience of librarians in classification, cataloging and handling of manuscript material. Mr. Dorsey W. Hyde, Jr., the Director of Archival Service, has also had a broad service with municipal and Federal Government problems and public documents. As for the other members of the administrative and

professional staffs, they were selected from among 15,000 applicants.

The report of the Archivist for the brief span of less than a year, shows remarkable accomplishments in administration and organization. The Archives must be collected and transferred from more than 225 buildings in Washington, but we can be sure that this will be done expeditiously and with thought for their safety and preservation. Every problem of archival selection, of preservation, of classification and cataloging, of filming, of guarding have and are being studied in the great libraries and archives both here and abroad so that our National Archives may receive the care and attention which they deserve. In the Archives of America lies a wealth of material seldom touched by scholar and public official. The National Archives will make this available and will preserve it unto future generations yet unborn.

RALPH E. GOSSAGE.

Publications of Special Interest

Bettors, P. V. *Recent federal-city relations. U. S. Conference of Mayors, Washington. 1936. 145 p. \$2.50.*

The federal-city relations that have grown up during the depression are analyzed, their purposes and the administrative problems clarified and the trend of possible developments indicated. Not indexed. Well documented. An excellent treatment of an important topic.

Boley, Henry. *Lexington in Old Virginia. Garrett & Massie, Richmond. 1936. 235 p. \$3.00.*

A charming book on one of the most interesting places in the South. Full of local color, and anecdote, and with fine half tones of the many historic spots. Particularly helpful for those developing an extensive collection on the American scene.

Brown, E. L. *Professional engineer. Russell Sage Foundation, N. Y. 1936. 86 p. 75c.*

One of a series of monographs "dealing with the present status of certain established or emerging professions." A meaty, succinct study. The relation of training to the profession, and its development are clearly, and interestingly shown, the value and activities of professional associations summarized, and much data on salaries, and trends included. An excellent volume.

Brust, Harold. *"I guarded Kings." Hillman Curl, Inc., N. Y. 1936. 288 p. \$2.50.*

The colorful memoirs of a political policeman whose high opinion of various members of royal families is only equaled by his high opinion of himself. A good many interesting sidelights, and some information on police regulation.

Fairchild, H. P. *This way out. Harper, N. Y. 1936. 89 p. \$1.00.*

A reasonable, clear discussion of current economic conditions based on rather simple analogies. It focuses attention on the questions of profits, corporations, and collectivism. Liberal but not extreme. Illustrated by clever cartoons. No index but well arranged.

Flanders, R. E. *Platform for America. McGraw, N. Y. 1936. 118 p. \$1.00.*

A slim book in which an intelligent industrialist sets forth his theories without rancor or emotionalism.

Guild, J. P. & A. A. *Handbook of social work engineering. Whittet & Shepperson, Richmond. 1936. 135 p. \$1.50.*

A clear, readable, little volume raising pertinent questions, and giving many useful suggestions for gathering data on social needs of a community. Does not go far in suggesting further programs. Excellent as a guide to study, however.

Hamilton, Gordon. *Social case recording. Columbia Univ. Press, N. Y. 1936. 190 p. \$2.50.*

A consideration of the various developments over the last 25 years in case recording. Gives illustrations, and recommendations for the different types. Selective bibliography is included, and text is freely documented. Short index.

Harris, G. H. *Life underwriting: a personal adventure. Stone & Cox, Toronto. 1935. 160 p. \$1.50.*

A sensible, pleasant little volume on selling life insurance. As interesting to the prospect as to the agent. Free

from overstatement, and high pressure methods, and full of practical, and intelligent suggestions. Excellent vocational material.

Harvard University Handbook. Harvard Univ. Press, Cambridge. 1936. 262 p. \$1.50.

An engrossing reflection of the development, tradition, and present status of one of the world's great universities. Descriptive notes, and historical data for the various buildings are given. Illustrated by fine half tones of chief buildings. End papers give map of the university. Indexed. A model that might well be followed by other universities.

Hill, D. S. Libraries of Washington. Amer. Lib. Assoc., Chicago. 1936. 296 p. \$3.50.

A long detailed account of libraries in Washington, with special attention to educational problems. The history, description, personnel data, and immediate interests of 269 libraries is given. Amply documented. No bibliography. An extremely valuable book as a survey of source collections.

Hubbard, Wynant. Fiasco in Ethiopia. Harper, N. Y. 1936. 392 p. \$2.75.

A vivid picture of the problems of an inexperienced war correspondent in a war run without regard to Hoyle. The glimpses of war correspondents, and their technique are illuminating, and well done. Fine, and sympathetic account of contacts with Haile Selassie. An engrossing record of a remarkable episode, and a fascinating description of the country.

Johnson, C. O. Borah of Idaho, Longmans, Green, N. Y. 1936. 511 p. \$3.00.

As one of the ablest members of the Senate, Borah's contacts with history in the making have been many. The present biography deals with the subject adequately, fairly, and without undue partisan bias. No bibliography is included but frequent mention made of newspaper items.

Kallen, H. M. and Hook, Sidney. American philosophy today and tomorrow. Lee Furman, N. Y. 1936. 517 p. \$3.75.

A series of essays on where we want to go, as seen by twenty-five representative leading American thinkers holding many divergent points of view. Each essay is preceded by a biographical note. Extremely interesting in its record of America's more abstract thinking. Not indexed.

Kennedy, J. P. I'm for Roosevelt. Reynal & Hitchcock, N. Y. 1936. 149 p. \$1.00.

A fair, constructive statement of the significance of various New Deal developments by an experienced financier. Well indexed.

Kennedy, S. J. Profits and losses in textiles. Harper, N. Y. 1936. 257 p. \$3.50.

A comprehensive study of cotton textile financing since the war, giving the history of mergers, and their results from an impartial standpoint. The development of the industry, and its future possibilities are considered. Clear,

well arranged, illustrated by many footnote references. Bibliography includes many statistical tables.

Kershner, H. E. Menace of Roosevelt and his policies. Greenberg, N. Y. 1936. 132 p. \$1.00.

The conservative point of view well expressed. The author is a strong believer in a flexible price system in which lowering wage scales would be a chief factor. No index.

Kirk, Rudolf. Mr. Pepys upon the state of Christ Hospital. Univ. of Pa., Philadelphia. 1935. 87 p. \$2.00.

This slim volume throws a different light on the conscientious diary writer. It includes much material showing how he fought for the welfare of the school children of Christ Hospital. Not indexed. Includes reproductions of old legal documents.

Lindley, E. K. Half way with Roosevelt. Viking Press, N. Y. 1936. 426 p. \$2.75.

One of the most satisfactory books on the current political situation. Without hysteria or overemphasis the Roosevelt administration is shown in its relation to national and international economic conditions. The fairness of its general tone inspires confidence. A serious defect is the lack of an index in such a factual volume.

Litchfield, D. H. Classified list of 4,800 serials. Univ. of Pa. Press, Philadelphia. 1936. 411 p. \$5.00.

The list of the magazines currently received in the libraries of the University of Pennsylvania, Bryn Mawr, Haverford and Swarthmore Colleges is beautifully edited and a model for style. The introduction, with its clear defining of procedure, is of great value. While the book provides a useful check list, the collection, at least in some instances, seems incomplete. Well indexed.

McAdoo, E. T. How do you like New York? Macmillan, N. Y. 1936. 182 p. \$1.50.

A pleasant little handbook containing a series of carefully developed tours of New York. The background of historical incident is included in this account of how best to see New York. Brief bibliography.

MacPherson, H. D. Some practical problems in cataloging. Amer. Library Assoc., Chicago. 1936. 131 p. \$1.50.

Articles based on a series of lectures of such special problems as determining the cost of cataloging, changing from one list of subject headings to another, cooperative cataloging, etc. Supplementary to Akers and other texts on cataloging. Freely documented. Supplementary reading suggested for each topic. Interesting and clear but in general dealing with the problems of inclusive cataloging in large public or college libraries.

Marshall, H., Fouthard, F. A., Jr., Taylor, K. W. Canadian-American industry. Yale Univ. Press, New Haven. 1936. 360 p. \$3.00.

This study of international investment is fascinating, showing not only American companies in Canada but also

Canadian industries as developed in the United States. An amazing amount of factual data has been collected. Well arranged. No bibliography. Many tables.

Morton, N. W. *Occupational abilities.* Oxford Univ. Press, Toronto. 1935. 279 p. \$3.00.

This study of unemployed men is the third in the McGill Social Research Series and is comprehensive in its discussion of different psychological, and aptitude tests. Includes many statistical tables, an excellent bibliography, and a number of cases histories demonstrating the application of the tests and conclusions reached.

National Com. on Municipal Accounting. *Municipal accounting statements.* Chicago. 1936. 156 p. \$2.00.

A clear, concise statement covering principles, forms, and the reasons for various funds with their statements. A municipal accounting terminology is included as well as a list of explanations of accounts which while duplicating the terminology to some extent, shows the specific application of the terms.

National Committee on Standard Reports, etc. *Financial reports for colleges and universities.* Univ. of Chicago Press. 1936. 285 p. \$3.00.

A careful consideration of an important accounting feature. Well illustrated by forms and tables. Extensive terminology included.

Nye, Dorothy. *New bodies for old.* Funk & Wagnalls, N. Y. 1936. 135 p. \$2.00.

A delightful book on the all engrossing subject of looking one's best. Amusing and intelligent discussions of the best exercises for specific effects. Good illustrations and clear instructions. Excellent for all women over 35 and not bad for those younger.

Prentice, Sartell. *Heritage of the cathedral.* Morrow, N. Y. 1936. 328 p. \$3.50.

All the steps through which cathedral architecture has responded to changing needs in growing from the crypt chapel to the beauty of Notre Dame are portrayed with illuminating detail. The relation of economic and social as well as religious conditions are brought out in this enriching study. To each chapter is appended a brief list of collateral references. Fine illustrations. Extensive index.

Reece, E. J. *Curriculum in library schools.* Columbia Univ. Press, N. Y. 1936. 201 p. \$3.00.

A clear, lucid discussion of the curriculum as it has developed under the pressure of necessity, and traditional points of view. Many excellent analyses of library needs and phases. Includes a bibliography of nearly 500 items relating to library training. A satisfying discussion of a concrete problem.

Reilly, W. J. *How to find and follow your career.* Harper, N. Y. 1936. 161 p. \$1.75.

One of the author's clear analyses of mental processes in defining and meeting problems. His suggestions for

self-analysis, and study of occupational fields are sound and logical.

Science Museum, South Kensington. *Classification for works on pure and applied science in the Science Museum Library.* (Published with approval of the Institut Internationale de Documentation.) Ed. 3. London. H. M. Stationery Office, 1936. Price 5 s.

Mr. Spratt's article in SPECIAL LIBRARIES, February 1936, gives an idea of the size and scope of the library for which this abridgment of the "Classification Decimale Universelle" was prepared, a library open to all "occupied in scientific research work." The abridgment should be useful to those technical librarians who feel the need of an expansion of Dewey's original classification, yet do not need the full expansion to be found in the enormous and constantly growing "Classification Decimale Universelle." The classes covered are principally the 300's, 500's, and 600's.

Smith, P. J. *Lettering, a handbook of modern alphabets.* Oxford Univ. Press, N. Y. 1936. 100 p. \$3.75.

A number of fine examples are illustrated, and accompanied by clear, and informative text featuring the appropriate differences between painted, engraved, and printed letters. Brief bibliography is included.

Stetson, O. F. *Art of ancestor hunting.* Stephen Daye Press, Brattleboro. 1936. 276 p. \$3.75.

A delightful book wherein genealogical pursuits are discussed in an orderly, systematic manner. Work sheets, and forms are illustrated. Sources of information are considered. All in all the book is a thoroughly satisfactory treatment of a very special field.

Thomas, M. H. *Columbia University officers and alumni, 1754-1857.* Columbia Univ. Press, N. Y. 1936. 431 p. \$3.00.

This list of the graduates of Columbia from the earliest days to 1857 is in its final form after long and careful checking and provides an accurate record of brief biographical data including other degrees for early graduates.

Verrill, A. H. *Along New England shores.* Putnam, N. Y. 1936. 298 p. \$3.00.

An eminently readable and pleasant account of lively historic episodes along the delightful New England coast, from Greenwich to the Bay of Fundy. Not indexed, but easily used. Another satisfactory contribution to the descriptive literature of the United States.

Vollard, Ambroise. *Recollections of a picture dealer.* Little, Brown, Boston. 1936. 326 p. \$4.50.

A delightful book through whose pages stroll the outstanding figures in French painting from Degas, Cezanne, Manet to the present day. The vicissitude of the picture dealer's career, colorful touches of Parisian modes and customs, incidents in many artists' lives, all are blended in an interesting pot-pourri that helps to illuminate the current history of art. Well indexed.

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 Engineering directory 1934, 1936
 Directory of iron and steel works 1930
 Martindale-Hubbell lawyers directory, Law digest, v. 2, 1934
 Polk's bankers encyclopedia, March 1935
 Poor's register of directors 1928, 1929, 1930, 1932
 New York Stock Exchange year book 1935
 Spectator's handy chart 1934
 Standard advertising register, April 1929
 Standard advertising agency list, August 1929
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