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# Special Libraries

ADELAIDE R. HASSE, Editor,  
Office of the Assistant Secretary of War  
Washington, D. C.

Vol. 13

December, 1922

No. 10

## A Summary of the Proposed A. L. A. Scheme of Certification of Librarians Together With a Bibliography on Certification

At the Annual Meeting of Special Libraries Association in Detroit, a special committee was appointed to consider and report upon Certification for Librarianship. The report of the Committee which was accepted, was as follows:

"Your Committee is of the opinion that the subject of certification of librarians as proposed in the American Library Association has not sufficiently developed to warrant specific recommendations at this time.

It believes, however, that the subject is of great importance and deserving of the serious study of each of our members. To the end that this study may have for its guidance the opinion of each of our members, your Committee recommend that there be printed in an early number of SPECIAL LIBRARIES a summary and bibliography of Certification with a request for an expression of opinion of members on which the Special Libraries attitude might be based.

Respectfully submitted,

D. N. HANDY, Chairman,  
REBECCA B. RANKIN,  
CATHERINE VAN DYNE."

With a view to carrying out as much of the recommendation as has to do with publication of a summary and bibliography the Committee submits the material attached which was prepared at the Municipal Reference Library in New York, under the supervision of Miss Rankin.

D. N. HANDY,  
*Chairman.*

ABSTRACT OF REPORT OF THE A. L. A. COMMITTEE ON NATIONAL CERTIFICATION AND TRAINING  
MADE TO THE ANNUAL A. L. A. CONFERENCE AT SWAMPSCOTT, JUNE, 1921  
Fundamental Principles Involved

"The proposed national certification plan is based fundamentally on the principle that it is not only the right but the duty of the American Library Association to formulate standards of fitness for profes-

sional library work; and this principle carries with it as an inevitable corollary the right and duty of the Association to cause to be created, and even to contribute to the financial support of, some properly constituted body for accrediting training institutions which maintain the standards of instruction deemed necessary for efficient and progressive library service.

"The principle of accrediting educational institutions, through voluntary organizations, both academic and professional, is well established. Tremendous advances in medical education, for example, have resulted from the application of this principle. . .

### Voluntary Versus Compulsory Methods

"The situation in the library profession demands that emphasis be laid at this time on voluntary rather than compulsory methods. The need for compulsory standards of fitness cannot be as readily demonstrated to the layman as in such professions as medicine or law, where danger to life and health or loss of property are the direct and manifest result of incompetence. Other professions under similar circumstances have found it expedient to use voluntary methods. It is to be hoped that legislation will eventually embody any workable system of standards evolved, but legislation which precedes the creation of such standards is likely to result in more evil than good . . .

"Perhaps the principal advantage of the national voluntary system lies in its second feature—co-ordination and accrediting of training agencies. Following the modern system of certification for teachers, it may be assumed that it will be found desirable to certify without examination the graduates of approved training schools. In teacher training the state is traditionally a self-sufficient unit, and can properly be so because of the large number of teachers required. The number of professional library workers, on the other hand, is so much smaller that many states cannot be expected to support adequately their own

professional library school. They will necessarily recruit workers, particularly for specialized types of work, from schools located in other states, but how futile it would be for each of the forty-eight states to make its own examination and accredited list of the twelve or fifteen, or more, library schools in all parts of the country, and how confusing to schools to be subject to the separate and inexpert scrutiny of forty-eight states, to find themselves accredited perhaps by some states and not by others. The only sensible thing is evidently to provide one central accrediting agency . . . "

**Advisory Committee Suggested**

" . . . In the opinion of the present Committee, one of the earliest tasks of the Certification Board should be the formulation of a plan for advisory committees so constituted as to be representative of the best professional ideals and practice of the states. Upon such advisory committees the Board should rely for much of the information on which to base its judgments in all cases requiring first-hand knowledge of conditions . . . "

**Outline of Tentative Scheme**

**CLASS I**

**Education:** Same as for Classes II and III.

**Experience:** Notably successful experience of at least ten years in library administration or in professional library work requiring special technical skill and involving considerable responsibility.

**Types of Positions to be Filled by Holders of Class I Certificates:** Chief librarian, and occasionally assistant librarians, of large libraries—municipal, state, university, college, endowed libraries, etc.; head of department in large libraries, where position requires special technical qualifications, or broad knowledge of library work, with supervisory or administrative responsibilities; directors of library schools and the successful professors and instructors in library schools; officials of state library commissions.

**CLASS II**

**Grade A**

**Education:** (1) Graduation from approved college, with reading knowledge of at least one modern language other than English; and (2) not less than one year's successful study in an approved library school, with recommendation of school faculty.

**Experience:** Not less than five years' successful experience after taking library school course, except that one year of approved specialized or advanced study may be substituted for two years of the experience required for Class II certificate.

**Grade B**

**Education:** (1) Not less than one year of successful study in approved college, or the equivalent, including reading knowledge of at least one modern language other than English; (2) one year's study in approved library school, with recommendation of school faculty; or passing of examination in library economy, and such other tests as may be prescribed by Certification Board.

**Experience:** Ten years' successful experience, less one year for each full year of study (beyond the first year) in an approved college, and for one year of study in an approved library school.

**Types of Positions:** Head of public libraries in smaller cities, smaller state libraries, less important college and university libraries; assistant librarians in such libraries; heads of departments in libraries of all sizes; branch librarians; reference librarians; librarians of important school libraries; heads of important special libraries; teachers in library schools.

**CLASS III**

**Grade A**

**Education:** (1) Graduation from approved college, with reading knowledge of at least one modern language other than English; and (2) not less than one year's successful study in approved library school, with recommendation of school.

**Experience:** None required.

**Grade B**

**Education:** (1) Not less than one year of successful study in approved college, or equivalent, including reading knowledge of at least one modern language; and (2) one year's successful study in approved library school and recommendation of school faculty; or, passing of examination in library economy and such other tests as may be prescribed by Certification Board.

**Experience:** None required.

**Types of Positions:** Professional assistants in all departments; heads of small libraries; heads of minor departments; branch librarians of smaller branches.

**CLASS IV**

**Grade A**

**Education:** Four-year course in approved high school; instruction in approved training class or other approved training agency, as may be required by the Certification Board.

**Experience:** None.

**Grade B**

**Education:** Four-year high school course, or equivalent to be determined by the Certification Board; and passing of examination in library technique and such other tests as may be prescribed by the Certification Board.

**Experience:** At least one year of approved library work.

## Special Certificates

"In addition to these three classes of general professional certificates, a group of special certificates should be provided for. In the beginning these should probably be at least equal in rank to Class II certificates and call for special qualifications in addition to those required for general professional certificate of Class II. Comparatively few of these may be needed, but with increasing specialization in library service, the list of special certificates will have to be extended. Among the special certificates which will probably be found desirable from the beginning, the Board may issue one which will stand for special skill in cataloging. Such a certificate should carry with it a guaranty of thorough general and technical training, with special training in cataloging and a period of successful work long enough to demonstrate ability to give satisfactory service in positions of responsibility requiring exceptional skill. Other special certificates should stand for similar special ability and success. Certificates for high school work, children's work, and business library work are types that readily suggest themselves as among the first to be used.

## Composition of Certification Board

"The committee believes that the composition and organization of the Certification Board merits some further thought. The committee reporting last year recommended the creation of a board of nine members, five to be elected by the Council of the American Library Association, one representing a public library with a training class, one a small public library, one a state or federal library, one a college or reference library, and one with library relations not specified. The four other members were to be elected by the Council upon nomination by each of the following organizations: the Association of American Library Schools, the League of Library Commissions, the National Education Association, and the Special Libraries Association.

"After thorough consideration the present committee endorses this plan in principle but raises the question as to whether it would not be advisable to bring in also a representative of institutions primarily engaged in the work of professional education in general. Many of the library schools are now more or less closely affiliated with universities, and the tendency is clearly in that direction. If library work and training are to be put on a par with other professions the presence of a representative of the American Association of Universities or the National Association of State Universities might prove to be of very great assistance. To make room for such

a member in a board of nine, it has been suggested that the League of Library Commissions might be omitted, since the interests represented by the commissions are fully cared for by other members of the Board. The problem is to secure in the membership of the Board a proper representation of all the library and educational interests which will come within the influence of its activities. The exact form of organization is not of primary importance, however, because its constitution or articles of incorporation will naturally provide a workable method of changing its composition and machinery to conform to changing needs and conditions.

"The present committee also wishes to call special attention to the importance of a suggestion made by last year's committee in regard to incorporation of the Certification Board. It is clearly essential that such a body should have a high degree of independence and not be subject to the exigencies of Association politics or endangered by such a drive as might readily be engineered by a small but active and discontented element. It must be able to maintain a consistent policy and program over a long period of years. The Board should also be in a position to deal without fear or favor with all present and future library organizations as well as with all other professional and educational organizations having any interest in standards of library service and training. A Board incorporated by Congress or one of the states, with a membership constituted in some such way as recommended by last year's committee, would be sufficiently amenable to the real opinions and desires of the library profession. The American Library Association by appointing a majority of its members will have adequate control over its activities and as an independent incorporated body, its dignity and authority would be insured . . .

Respectfully submitted,

C. C. WILLIAMSON, *Chairman*,  
JAMES F. HOSIC,  
DORSEY W. HYDE, JR.,  
CORNELIA MARVIN,  
EVERETT R. PERRY,  
JOSEPHINE ADAMS RATHBONE,  
JULIA A. ROBINSON,  
AZARIAH S. ROOT.

## CERTIFICATION OF LIBRARIANS

A selected and annotated bibliography  
COMPILED BY INA CLEMENT,  
New York Municipal Reference Library  
September, 1922.

### BIBLIOGRAPHY

Voge, A. Law. Certification of librarians and standardization of library work; a list of references prepared for a round-table on the subject, held by the first district of the California Library Association, Feb. 19, 1917. (Public Libraries. April, 1917. p. 176; Library Journal. June, 1917. p. 496-497.)

New York State Library. Certification of librarians and standardization of library work 4 p typewritten, 1920.

"This list originally compiled by A. Lew Voge in Feb., 1917. The material has now been arranged chronologically and the more important articles through September, 1920, have been added."

### DISCUSSION

#### GENERAL

Bowker, R. R. Library service with respect to salaries, organizations and civil service control. (Library Journal. Oct., 1919. p. 627-632.)

Brett, W. H. Certification of librarians. (Iowa Library Quarterly. April-June, 1917. p. 17-19.)

Certification and special libraries. (Library Journal. March 1, 1921. p. 210.)

[Discussion of the question of certification and standardization (editorial)]. (Library Journal. Nov. 1, 1921. p. 903.)

Eastman, William R. Tests for librarians, p. 8-9. (In: Library legislation in 1915. Library Journal. Jan., 1916. p. 5-11.)

A report presented to the New York Library Association by their committee on legislation, Sept. 28, 1915

Hinsdale, Louise G. Certification of librarians. (New Jersey Library Bulletin. March, 1922. p. 16-22.)

A comprehensive, clear, concise digest showing the advancement made in the various states; compares the plans of the few states where certification has been adopted. Best resume of all action on certification.

Oberly, Eunice R. Certification and special libraries as related to the reclassification problem of Government Libraries. (Special Libraries, March, 1921. p. 46-47.)

Vogelson, Helen E. Certification from the library assistant's point of view. (News Notes of California Libraries. Jan., 1922. p. 21-25.)

Gives results of a questionnaire sent out to 38 libraries within the state.

#### FAVORING

Booth, Mary J. A debtor to his profession; certification of librarians. (Public Libraries. Jan., 1917. p. 5-8.)

President's address at meeting of Illinois Library Association, Ottawa, Oct. 11, 1916.

Certificates for librarians. (New York Libraries. Nov., 1917. p. 2.)

Certificates for librarians [editorial]. New York Libraries. Aug., 1919. p. 215-216.)

Certification of librarians [editorial]. Public Libraries. March, 1921. p. 136-137.)

Certification of librarians [editorial]. (New York Libraries. May, 1921. p. 200-202.)

Considers the subject from four aspects, importance to libraries, to librarians, objections often advanced and the plan recommended by the New York State Library Association.

Henry, William E. Certification of librarians [letter]. (Library Journal. Dec., 1919. p. 762-763.)

Favors some certification plan.

Jennings, Mrs. J. T. State certification of librarians. (Public Libraries. Dec., 1918. p. 463-466.)

Morgan, Lucy L. Concerning standard library service. (Library Journal. April, 1918. p. 295-296; Michigan Library Bulletin. Sept.-Oct., 1917. p. 82-84.)

Oberly, Eunice R. Certification for librarians. (Library Journal. April 15, 1920. p. 357.)

Criticises and replies to an editorial on certification in "Special Libraries," Jan., 1920, by J. H. Friedel.

Sanborn, Henry N. Standardization of library service. (Library Journal. June, 1919. p. 351-358.)

Simpson, Frances. Certification; the standardization of librarians. (Library Journal. July, 1918. p. 535; Iowa Library Quarterly. Jan.-March, 1918. p. 65-68.)

Standardizing libraries and library service. (New York Libraries. Feb., 1919. p. 155-156.)

Stephens, Edward F. [Statement of ultimate success of movement for certification and standardization]. (In: Library recruiting from the library school standpoint. Public Libraries. April, 1922. p. 204.)

Walter, F. K. [Statement of belief in certification (letter)]. (Public Libraries. April, 1922. p. 214.)

Why standardization of library service is so vital a matter. (New York Libraries. Nov., 1920. p. 124-127.)

Williamson, C. C. Some present-day aspects of library training. (American Library Association. Proceedings, 1919. p. 120-126, 351, 404; Library Journal. Sept., 1919. p. 563-568.)

Paper read before the American Library Association Conference at Asbury Park, June 26, 1919. Suggests the formation of an American Library Association Training Board that would be representative and employ a competent full time executive. A function of the board would be to issue certificates to those qualifying. Advocates correspondence courses and summer schools to aid applicants. Gives arguments against state certification.

## OPPOSING

- Certification of librarians.** (Library Journal. Nov. 1, 1921. p. 891-892.)  
Reprinted from the Boston Evening Transcript of Oct. 12, 1921
- Dana, John Cotton.** Certification and civil service control. (Library Journal. Nov. 1, 1921. p. 881-883.)
- Friedel, J. H.** Aces for librarianship. (Special Libraries. Jan., 1920. p. 15-16.)
- Johnston, Richard H.** Standards and certificates [letter]. (Library Journal. Dec. 15, 1921. p. 1048-1049.)  
Comments upon Mr. Dana's article.
- Tripp, George H.** Government supervision and a Procrustean bed [letter]. (Library Journal. Dec. 1, 1921. p. 1010.)  
Endorses Mr. Dana's article on certification of librarians.

## ACCOMPLISHMENTS

## ACTION TAKEN BY LIBRARY ORGANIZATIONS

- National American Library Association.** [Discussion of report of the committee on national certification for librarians, at forty-third annual meeting, June, 1921.] (Public Libraries. July, 1921. p. 396.)
- [Reference to progress toward national certification]. (In: annual report of the Secretary, 1920-21. Public Libraries. July, 1921. p. 420.)
- [Standardization of library service; a statement of facts gathered by Miss Rathbone as a member of the Committee on certification, presented at the Detroit Conference of the Association.] (Library Journal. July, 1922. p. 613.)  
Claims that there must be a standardization of library service before there can be any inter-library certification scheme
- Committee on an Enlarged Program for American Library Service. [Standardization and certification; recommendations of Committee. p. 651-652.] (In: Preliminary report of Committee. Library Journal. Oct., 1919. p. 645-664.)
- American Library Association. Council.** [Discussion of standardization as a necessary preliminary to certification.] (Library Journal. Feb., 1917. p. 81.)
- Council. [Discussion of standardization and certification, at meeting in Chicago, Dec. 29, 1916. (Library Journal. Feb., 1917. p. 115-117.)
- Council. [Report and recommendations given to the Association by the committee on standardization of libraries and certification of librarians appointed by the council at the last midwinter meeting to the A. L. A. conference at Louisville, June 21-27, 1917.] (American Library Association. Papers and proceedings, 1917. p. 135-140.)
- Council. [Statement of progress of work on plans for standardization by the committee on standardization of

libraries and certification of librarians, read before the American Library Association at Louisville June 23, 1917.] (Library Journal. Sept., 1917. p. 719-724.)

- Council. Resolution offered by the special committee on national certification and training, at the midsummer meeting of the A. L. A. Council. (Library Journal. Dec. 15, 1921. p. 1035-1036.)
- Council. [Discussion of recommendations submitted by the committee on national certification and training, at the Chicago meeting, Dec. 29-30, 1921.] (Public Libraries. Feb., 1922. p. 105-106.)
- Council. [Discussion of resolutions concerning certification at mid-winter meeting, Chicago, Dec. 30, 1921.] (American Library Association Bulletin. Jan., 1922. p. 12-14.)
- Council. [Notice of presentation of certification report by C. C. Williamson, Chairman of the committee on national certification and training.] (Library Journal. Jan. 1, 1922. p. 33.)  
"It was voted to recommend the resolution to the existing committee with direction that it formulate standards of certification and provisions which are to be recommended for the incorporation into the state laws and to suggest methods by which the Association can cooperate in securing proper legislation"
- Special Committee on Certification, Standardization and Library Training. Certification, standardization and library training; abridged from the report presented at the Colorado Springs Conference, June, 1920. (Public Libraries. Dec., 1920. p. 561-563.)
- Special Committee on Certification. . . . [Digest of report of the committee read at third session of Colorado Springs Conference. (Special Libraries. Dec., 1920. p. 208-209.)
- Special Committee on Certification. . . . Report presented by the committee: Frank K. Walter, Chairman; Alice S. Tyler, Adeline B. Zachert, A. S. Root, C. C. Williamson, at the Colorado Springs Conference, 1920. (American Library Association. Papers and Proceedings. July, 1920. p. 311-313.)
- Special Committee on Certification. . . . Report presented at Colorado Springs Conference, June, 1920. (Library Journal, Nov. 15, 1920. p. 938-940.)  
Recommends a national board of certification established by American Library Association similar to those of the American Medical Association and American Bar Association.
- Special Committee on National Certification and Training. Report presented at the Swampscott Conference, June, 1921. (In: Annual reports, 1920-21. p. 78-89.)

These reports were printed separately and distributed at the conference. They were not reprinted in the proceedings. The report outlines a tentative scheme specifying various grades of certificates, recommends the establishment of a National Certification Board as was suggested in the 1920 report and also mentions the advisability of having state advisory committees.

**League of Library Commissions.** Certification of librarians; summary of discussions at annual meeting held at Chicago, Dec. 28-29, 1916. (*Library Journal*, Feb., 1917. p. 121.)

— [Discussion of the problem of the certification of librarians at the annual meeting in Chicago, Dec. 28-29, 1916.] (*Public Libraries*, Feb., 1917. p. 70-71.)

**Special Libraries Association.** [Resolution opposing the proposed certification of librarians made by Richard Johnston. Following a discussion, it was voted that a committee be appointed to report at a later meeting.] (*Special Libraries*, Sept., 1922. p. 107.)

— [Report of special committee on certification appointed June 27, 1922, to make report at later meeting.] (*Special Libraries*, Sept., 1922. p. 108.)

Report made that developments did not warrant specific recommendations at that time. Suggested that the subject deserved serious study by members of the Association and that a bibliography be published in an early issue of *Special Libraries*

#### State

##### California

**California Library Association.** [Note on its approval of the proposed law for the state certification of all librarians.] (*Library Journal*, Jan., 1917. p. 70.)

**Culver, Essae M.** [Statement of consideration of the problem of educational standards for librarians, and presentation of plan for voluntary certification, at the meeting of the California Library Association, June, 1921.] (*News Notes of California Libraries*, July, 1921. p. 260.)

**Greene, Charles S.** Certification—a suggestion. (*News Notes of California Libraries*, Jan., 1921. p. 6-7.)

A tentative scheme to be presented to the California Library Association. Provides for a certification committee of five members, all to be engaged in library work and not connected with any training school. The details concerning types of certificates are left to the discretion of the board

##### Illinois

**Certification bill.** (*Illinois Libraries*, July, 1921. p. 42.)

**Illinois Library Association.** [Draft of a bill providing for the certification of librarians, drawn up by the Legislative Reference Bureau, presented at the annual meeting, Oct. 13, 1920, by the committee on certification.] (*Public Libraries*, Dec., 1920. p. 584-585.)

— [Report of the legislative committee on the progress of the certification

bill.] (*Illinois Libraries*, Supplement, Jan., 1922. *Illinois Library Association*, Proceedings, Oct. 11-13, 1921. p. 60-61.)

**Library legislation;** [discussion of the certification measure.] (*Illinois Libraries*, April, 1921. p. 21-22.)

##### Indiana

**Certification of libraries.** (*Library Occurrent*, Oct., 1916. p. 133-134.)

States that the Iowa Library Trustees Association and the Iowa Library Association propose to introduce into the Legislature a provision for a Board of Examiners to issue certificates

**Indiana Library Association.** [Committee on library legislation proposes tentative outline for librarians licensing bill to the annual meeting of the Association, 1913.] (*Library Occurrent*, Jan., 1915. p. 13.)

The Association approved the spirit of the bill and instructed the committee to assist in securing its passage by the legislature.

##### Iowa

**Brigham, Johnson.** [Presentation of plan for certification of librarians adopted by Iowa Library Association, before the midwinter meeting of the League of Library Commissions, Chicago, Jan. 2, 1920.] (*Public Libraries*, Feb., 1920. p. 95.)

**Certification for Iowa librarians.** (*Iowa Library Quarterly*, Oct.-Dec., 1919. p. 185-186.)

Gives full outline of the Iowa plan.

**Certification of libraries in Iowa.** (*Public Libraries*, Feb., 1921. p. 81.)

**A general plan of certification.** (*Iowa Library Quarterly*, July-Sept., 1919. p. 171.)

Comment on Dr. Williamson's paper

**Iowa Library Association.** Suggested plan for certification of librarians. (*Public Libraries*, Nov., 1919. p. 376.)

A voluntary plan of certification adopted by the Iowa Library Association; provides for a board of certification consisting of five members, two, the chairman and secretary of the Iowa Library Commission, and other three to be a trustee, a librarian and an assistant. Four grades of certificates are included, A, life, B, five year, C, three year, D, one year.

**Iowa Library Commission.** [Mentions discussion of certification plan at meeting held at Des Moines, Oct. 14, 1920.] (*Public Libraries*, Jan., 1921. p. 37.)

##### Kansas

**Kansas Library Association.** [Statement by Julius Lucht of need for librarians' standardization and certification, with tentative plan presented at twentieth annual meeting of the Association, Oct. 17-20, 1921.] (*Library Journal*, Dec. 1, 1921. p. 998.)

##### Minnesota

**Minnesota Library Association.** [Appointment of committee on certification and standardization of librarians.] (*Public Libraries*, March, 1920. p. 166.)  
Committee requested to report at the next meeting.

—[Progress report of the committee on certification and standardization of librarians.] (Public Libraries. May, 1920. p. 288.)

—[Outline of the proposed Minnesota plan for certification of librarians, presented at the meeting of the League of Library Commissions, June 4, 1920, given by Harriet A. Wood, chairman of the committee on certification and standardization of librarians.] (Public Libraries. July, 1920. p. 389.)

A board of five members is provided for, two ex-officio connected with library work for the state. Four grades of certificates are to be given.

—[Elect. on of certification board.] (Public Libraries. Nov., 1920. p. 540.)

—[Progress report of the certification board presented at the twenty-ninth annual meeting at St. Paul, Oct. 31-Nov. 2, 1921.] (Library Journal. Dec. 15, 1921. p. 1046.)

It was voted that the legislative committee and the certification board prepare a law to be reported at the next state meeting.

—[Report on the certification board, presented at annual meeting for 1921 at St. Paul.] (Public Libraries. Jan., 1922. p. 36-37.)

After discussion it was voted by the Association: 1. That the Minnesota plan be modified to harmonize with the plan proposed by the American Library Association 2. No applicant then in service to be subject to examination other than a statement of the facts submitted in making formal application 3. That an annual certification of librarians be made in order to keep the records up-to-date.

#### Missouri

Missouri Library Association. [Progress report on certification in Missouri presented by the committee on certification before the Missouri Library Association at its twenty-first annual convention at Ha Ha Tonka, Oct. 17-19, 1921.] (Library Journal. Nov. 15, 1921. p. 952-953.)

Specific recommendations for the adoption of a plan in Missouri were made by the committee. The committee was continued and instructed to present a further report in 1922, also a draft of a bill to be presented to the Legislature.

#### New Jersey

New Jersey Library Association. Certification of library service; discussion at meeting of Association, April 28, 1922. (Public Libraries, June, 1922. p. 356-357.)

—[Discussion of plans and legislation regarding standardization and certification, at a special meeting, Nov. 15, 1921.] (Public Libraries. Jan., 1922. p. 38-39.)

—[Resume of discussion of certification and standardization at a special meeting held Nov. 15, 1921.] (Library Journal. Dec. 15, 1921. p. 1038.)

No action taken. The Association was urged to make further study of the subject.

#### New York

New York Library Association. Merit system for public libraries in New York State; recommendations to be submitted at the Roscoe meeting of the Association by the committee on the merit system. (New York Libraries. Aug., 1917. p. 270.)

—[1917 report of committee on the merit system with discussion, at the twenty-seventh annual meeting of the Association, Sept. 17-22, 1917.] (New York Libraries. Nov., 1917. p. 10.)

—[Report of special committee on the merit system and election of new committee.] (New York Libraries. Nov., 1918. p. 137.)

—[Appointment of merit system committee to consult with former committee on same subject, at meeting of Association, Sept. 25, 1918.] (New York Libraries. Nov., 1918. p. 132.)

—[1918 report of the committee on merit system, read at the twenty-eighth annual meeting of the Association, Sept. 24, 1918.] (New York Libraries, Nov., 1918. p. 131.)

—Suggestions for a plan for grading public libraries, standardizing service and certifying librarians; rules proposed for state legislation or for adoption by the State Board of Regents, submitted for criticism and further suggestion by the standardization committee of the Association. (New York Libraries. Feb., 1919. p. 168-169; Library Journal. May, 1919. p. 317.)

—[Recommendations to the Board of Regents of the University of New York regarding the certification of librarians]. (In: Library Week at Richfield Springs. Library Journal. Oct., 1919. p. 666, 669.)

—[1919 report of committee on standardization on the program of certification for librarians of New York State; tentative plan and recommendations presented at the twenty-ninth annual meeting of the Association, Sept. 12, 1919]. (New York Libraries, Nov., 1919. p. 17-20.)

The report was accepted with the substitution of the word "regulation" for "legislation" wherever used. It was voted that the report be presented to the Regents of the University of the State of New York.

—[Revised plan for librarians' certificate drawn up by committee on standardization.] (New York Libraries. Aug. 1920. p. 91-92.)

—Standardization and certification; report presented by the committee on standardization at meeting of the Association, Lake Placid Club, Sept. 22, 1920. (New York Libraries. Nov., 1920. p. 127-130; Library Journal. Oct. 1, 1920. p. 802-803.)

Recommendations were unanimously approved and adopted. Recommends state certification of head librarians only.



—[Remarks on national and state certification of librarians by C. C. Williamson in his presidential address before the thirty-first annual meeting at Cornell University, Sept. 12, 1921.] (*Library Journal*, Oct. 15, 1921. p. 856.)

#### Rhode Island

Drury, Francis K. W. [Report on introduction of a measure for the certification of librarians into the Rhode Island legislature.] (*Library Journal*, March 1, 1921. p. 226.)

#### Wisconsin

Wisconsin Library Association. Report of committee on certification of librarians to the annual meeting, Oct. 1918. (*Wisconsin Library Bulletin*, Nov., 1918. p. 236-237.)

—Wisconsin certification plan; report presented at the meeting at Madison, Oct. 11, 1920. (*Library Journal*, Jan. 15, 1921. p. 62.)

Plan applies to public libraries only. Certification Board consists of five members, two appointed by the Governor from nominees selected by the Wisconsin Library Association, one library trustee appointed by the Governor, one member from the Wisconsin Library Commission staff, selected by the Commission, one from the University faculty (not a librarian), nominated by the President of the University. Four grades of certificates are prescribed based upon education and library training. Applicants not possessing required academic training may be granted certificates by satisfying the board that equivalent attainments are presented.

#### ACTION TAKEN BY THE STATES

Camper, Elta L. Certification of librarians in other states. (*News Notes of California Libraries*, Jan., 1922. p. 17-20; *Public Libraries*, Feb., 1922. p. 95-98.)

Paper read at meeting of California Library Association, Lake Tahoe, June, 1921. Summarizes progress made in various states.

High school libraries. (In: *United States Bureau of Education Bulletin*, 1919. no. 64. Library activities, 1916-1918.)

Standardization of requirements for high school librarians in states which passed laws in 1916-1918.

Illinois. Legislative Reference Bureau. Certification of librarians; [bill on certification]. (*Illinois Libraries*, Apr., 1921. p. 25-28.)

Failed to pass

Regents to fix standards for library service. (*New York Libraries*, Aug., 1921. p. 229-230.)

Yust, William F. [Legislation on certification of librarians, p. 689-690]. (In: *Library legislation in 1921. Library Journal*, Sept. 1, 1921. p. 687-696.)

#### CERTIFICATION DISCUSSIONS OF OTHER PROFESSIONS.

Note.—It seemed sufficient to include references to only two professions. Similar material can readily be obtained for doctors, lawyers and accountants by studying

the literature for those professions. An examination of engineering periodicals reveals the fact that as a profession the engineers have many similar aims and are meeting many of the same difficulties as librarians in a movement to license engineers. The fact that the effort is current and yet has advanced much further than the movement for certification of librarians makes their experience valuable to us. Only two states have passed certification laws for librarians (a number have special laws for county and school librarians while, according to an editorial in the *Engineering News* for July 6, 1922, nineteen states have passed laws licensing engineers. A brief bibliography on the subject follows:

#### TEACHERS

Cook, Katherine M. Certification by examination—the open door to the teaching profession. (*American School Board Journal*, July, 1920. p. 29-30, 119.)

Cubberley, Ellwood P. Some recent developments in secondary education in California. (*Education*, Oct., 1916. p. 77-85.)

Davis, Calvin O. State comity regarding teachers' life certificates. (*American School Board Journal*, Nov., 1914. p. 11-13, 61-63.)

"Results of an investigation show that a spirit of comity does already exist among the several states respecting the validation of certificates. Fourteen states give full recognition to the life certificate issued by the University of Michigan. 25 give partial recognition, one gives conditional recognition and seven give no recognition."

Kock, Henry E. Recognition of standard colleges and normal schools in the certification of teachers. (*American School Board Journal*, Jan., 1917. p. 27-28, 70.)

A comparison of conditions with those as revealed by E. P. Cubberley in a paper ten years before. Shows marked progress toward the acceptance of college degrees in place of examinations.

National Society for the Scientific Study of Education. The certification of teachers; a consideration of present conditions with suggestions as to lines of future improvement. (*Fifth Yearbook*, Pt 2. 93 p. 1906.)

A very thorough study of the subject. Outlines the problems in local and state certification, shows defects and offers remedies.

U. S. Bureau of Education. State laws and regulations governing teachers' certificates, by Katherine M. Cook. 1921. 244 p. (*Bull* 1921. no. 22.)

#### LICENSING ENGINEERS

American Association of Engineers. Engineers license laws; copies of the acts in those states in which all-inclusive license laws for professional engineers have been enacted. Feb. 1, 1922. 136 p. Shows that laws have been passed in sixteen states.

American Society of Heating and Ventilating Engineers. Publication Committee. Licensing of engineers; [comprehensive

- abstract covering the present status of legislation for the licensing of engineers in the various states.] (American Society of Heating and Ventilating Engineers. Journal. April, 1921. p. 326-335.)
- Bean, George L.** Professional engineering laws vs. "license laws" [letter]. (Engineering News-Record. April 14, 1921. p. 650.)
- Boston engineers** report against licensing law. (Engineering News-Record, July 21, 1921. p. 104.)
- A Chicago Engineer.** Administering engineers' license laws [letter]. (Municipal and County Engineering. Feb., 1922. p. 46.)
- Discussion** on licensing engineers. (Mining and Metallurgy. Feb., 1922. p. 35-36.)
- Engineering Council.** Uniform law for registering engineers, architect and surveyors recommended by special committee. (Western Society of Engineers. Journal. Oct., 1920. p. 26-32.)
- Engineers** in many fields discuss licensing; extracts from letters commenting on the editorial discussion of the subject published in Engineering News-Record of July 6. (Engineering News-Record. Aug. 31, 1922. p. 356-358.)
- Goodell, J. M.** Civil engineers' attitude toward licensing engineers. (Mining and Metallurgy. April, 1922. p. 15-17.)
- Gottsberger, B. B.** Advantages and disadvantages of licensing engineers. (Mining and Metallurgy. March, 1922. p. 47-50.)
- Licensing of engineers;** committee appointed by Engineering Council recommends uniform registration law. (Mechanical Engineering. Jan., 1920. p. 77-78.)
- Minnesota** enacts weak license law; any one may practice as engineer or architect provided term "registered" is not used. (Engineering News-Record. May 5, 1921. p. 783.)
- Proposes** interstate agreement on reciprocal licensing; State Engineering Examiners will consider plan for recognition of license in other than issuing states. (Engineering News-Record. July 27, 1922. p. 156.)
- State particulars of proposed articles of agreement
- A rational approach** to the licensing problem; an effort to suggest a viewpoint and to formulate the principles that should govern consideration of the problem; [editorial discussion.] (Engineering News-Record. July 6, 1922. p. 8-10.)
- Reciprocity** in state licensing laws. (Engineering News-Record. Mar. 30, 1922. p. 529.)
- State licensing of engineers;** summary of the requirements of the law of the sixteen states that require the licensing of engineers. Who must be licensed and who are exempted. (Public Works. March 25, April 1, 1922. p. 208-209, 231-232.)
- Trautwine, John C., Jr.** Reasons advanced against laws requiring registration of engineers [letter] (Engineering News-Record. April 14, 1921. p. 650.)
- Tucker, Harry.** Defends licensing of engineers; urges need of laws for protection of qualified engineers and the public, and to make engineering a real profession. (Engineering News-Record. July 6, 1922. p. 10-11.)

## SOURCES OF INFORMATION

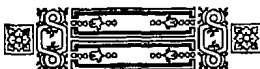
## Library Publications

- American Library Association Bulletin. 1914-1921.
- Illinois Libraries. April, 1920 to date.
- Iowa Library Quarterly. 1914 to date.
- Library Journal. 1916-Aug., 1922.
- New Jersey Libraries. Oct., 1914-March, 1922.
- New York Libraries. Nov., 1914-May, 1922.
- News Notes of California Libraries. 1915-April, 1922.
- Public Libraries. 1916-July, 1922.
- Wisconsin Library Bulletin. 1914-1919.\*

## Other Publications

- Industrial Arts Index. 1920-July, 1922.
- U. S. Bureau of Education Monthly Record of Current Educational Publications. Feb., 1914-Jan., 1921.

\* Did not have access to Wisconsin bulletins for 1920 to date



## Investment Bankers Association of America Reviews Consideration of a National Financial Library

A number of years ago, possibly in 1916 or 1917, the I. B. A. was interested in the collection of data on international finance, foreign investments, etc.

Last month this same association held its annual convention at Del Monte, California, sitting from October 9 to 12. The question of the establishment of a national financial library entered into the discussion of the convention on the 9th, following the presentation of the report of the Education Committee by Mr. Lawrence Chamberlain (of Lawrence Chamberlain & Co., N. Y.) as chairman of the Committee. In his comments Mr. Chamberlain stated that "such a library would naturally be the repository of many documents now housed in certain trust companies in New York, for the benefit of certain classes of our members" . . . and "it would also be the natural clearing house for the investigation of very many of the problems that are before us practically as investment bankers." Mr. Chamberlain's remarks were as follows:

"There is another work that the Chairman of the Education Committee has been concerning himself with in behalf of the Association which the President desires him to comment on—that is, the possible propriety of the Association as such being interested in the establishment of a national financial library. The idea originated a number of years ago in connection with the reassimilation of American securities placed abroad and in the purchase of foreign securities to adjust the unbalance of trade.

Mr. Lamont, as Chairman of the Foreign Securities Committee, had the matter under advisement in his committee. Later on the work was taken up by Mr. Wiggin and more recently by Mr. Hodges. Mr. Hodges was compelled by the death of his partner to surrender to the speaker the task of looking into the desirability of the establishment of such a library.

The idea was not, and is not, I think, that the Investment Bankers Association should be primarily responsible for the establishment of such a library if it were deemed advisable, but merely that it should be one of the contributing factors to such an establishment. It seems to the speaker that the logical principal sponsor for such a library would be the American Bankers Association, so far as it was any association whatever, but that possibly the banks in New York which maintain very expensive, very elaborate and very valuable independent libraries might be the principal

contributors and sponsors for such an undertaking. I think the President desires from you now more a general expression from as many as have an opinion as to the usefulness of such a library, if established, to the members of this Association.

The practical mechanics of the thing are something as follows. There exists in New York at the present time a very valuable library that Professor Dewing of Harvard considers the second best financial library in the country. This library is a nucleus for such an undertaking which offers no immediate expense. It might be purchased over a number of years or might be returned eventually to the present owner, if that seemed the best ultimate disposition of it. But we could begin with a very substantial nucleus to such a library and I think that the principal banks in New York having libraries would be very glad to consider loaning a large part of their libraries toward an amalgamated library to reduce the expenses of maintenance and accretion.

The idea was that if this were undertaken this library might be given a space in one of the civic associations of New York near the financial centre, and that the cost of maintenance of such a library might be at the start between \$25,000 and \$50,000 a year.

I have discussed the practicability of the scheme with six of eight different librarians in the city of New York, including the Public Librarian, the Librarian of the Engineering Society and others, and also with some of the bank presidents and vice-presidents that are particularly interested in this aspect of the banking business, and there is undoubtedly a very strong sentiment in New York in favor of the establishment of such a library.

Naturally, as far as the Association is concerned, it is interested in how such a library might be available and serviceable to the members outside of the City of New York. It is undoubtedly true that New York is the logical place for the establishment of a national library at the present time and probably would be for a number of decades to come.

But it is also equally logical that the benefits to be obtained from such a library would be more manifest and evident to people that are easily in physical access to such a library in the City of New York. But the experience of all the commercial libraries in the City of New York is that their members are able to get great benefit

from them, even though they reside a thousand or two thousand miles away.

Such a library would, naturally, be the repository of many documents that are now housed in certain trust companies in New York for the benefit of certain classes of our members, it seems to me. It would also be the natural clearing house for the investigation of very many of the problems that are before us practically as investment bankers. I was discussing with one of the Middle West bankers yesterday the matter of a thorough investigation of Drainage Districts securities, and the laws governing them, and things of that character. He tells me that, although there is an immense amount of very valuable material lying hidden away in archives of various organizations, that there has been no general effort to get this material in such form that it would be serviceable to all those dealing in this type of bonds. Such a library would naturally be the place to house this material, and the staff of the library would naturally be the proper medium for the collating of the material, and the getting it into such shape that it would be available to members interested in this type of securities. And that would be equally true of any other of the activities of the Association.

The matter of cost is, of course, important. So far as the Library was sustained by the Association, it would be a simple matter, if this Association was interested in the project, to make a modest appropriation each year, just the same as we do the National Chamber of Commerce, and so on. Then the specific service that the Library might render to individual members would, and probably should, be paid for on a per diem basis, or per hour basis. That is the way these libraries are usually run. If a house in Spokane desired the investigation of a certain mortgage in New York City, the request would be sent by wire, and the work would probably be undertaken on a per diem basis or a per hour

basis. Translation from foreign languages, in connection with foreign government bonds would be undertaken in the same way. One of these commercial libraries in New York, with an income of something over \$50,000 a year, derives about a third of its income from these miscellaneous fees received from its members for special work undertaken."

President Beebe in suggesting that those desiring to voice their opinions in the matter communicate their views to the Secretary of the Association or the Chairman of the Education Committee, said:

This library question is one which, as Mr. Chamberlain stated, came up some years ago. As a matter of fact, the original suggestion of the need of such a library was incorporated in a report by Mr. Thomas Lamont, who was Chairman of our Foreign Securities Committee at that time. Mr. Wiggin, of the Chase National Bank, who has been Chairman of the Foreign Securities Committee this time, is in sympathy with the need and the desire to have such a library. If there are any of our members who have any opinion to express so that the officers of the Association may know just how widespread such a need or demand is, it would help very much if they would now express their views. One of our difficulties on this whole question would seem to be largely embodied in the fact that the location of the library would be at one point, whereas our membership is scattered throughout the country. It would be necessary and I would suggest that if anyone has not a definite opinion which they care to express on the floor that it would be very helpful if they would write a letter either to the Secretary's office or to the Chairman of the Education Committee expressing their views. It is very necessary if we are going to handle these things in the interest and to the satisfaction of our members that we have the help of the members in determining what that action should be.

## Planning a Safety Exhibit

MARY BOSTWICK DAY

Librarian National Safety Council, Chicago

Some of the problems which confront the librarian each year before the Annual Congress of the National Safety Council are,—how to bring directly to the 2,000 delegates in attendance the activities of the Library and Information Bureau, so that they will realize just what the library service is, how they may use it, and what benefits may be derived from such use. Each year it must portray graphically and pictorially in

an attractive and different manner, recent developments in the field of accident prevention and industrial health; what the 3,500 members are accomplishing; what new government, state, county and city reports have been issued; what has been accomplished in foreign countries, as well as emphasizing such timely subjects as dust explosions, static electricity, fatigue studies, forthcoming safety codes, etc. For four

years the Library has maintained such an annual exhibit, varying in design and content from the huge book, representing National Safety Council Proceedings, whose pages were bulletin boards, used in Cleveland, to the model business library in the State House in Boston.

An outline, giving in detail the routine necessary for the preparation of the exhibit, has been worked up, and is followed with some modifications. This outline lists the necessary supplies and equipment, as well as the various publications for which there is usually a demand,—such as the Council's Constitution and By-Laws, Roberts Rules of Order, complete file of available Council publications, standard books on Accident Prevention, etc. A tentative design is worked out soon after the Congress is over, for the coming year, and gradually worked over as definite space is assigned and Congress plans formulated.

The exhibit this year was held in the new Cass Technical High School, Detroit,

August 28th to September 1st. Attractive hall exhibit cases, centrally located, were used, which gave ample space to exhibit the fifty large dark green mats, with white lettering, which carried out the Council's colors,—green and white. Books, pamphlets, charts, including also a collection of member company house organs, were used in the cases. Tables and chairs were conveniently arranged, with advertising literature from publishers for distribution. To the left of the exhibit was the U. S. Department of Agriculture exhibit on grain elevator explosions, to the right the Detroit Fire Department exhibit, and further on other exhibits, illustrating commercial safety appliances. Besides the hundreds of requests answered at the Booth, Boy Scouts delivered material, as needed, to the sectional meetings held all over the building, and some sixty research requests for information were brought back to headquarters in Chicago for investigation.

## Extension Service of the Ryerson Library of the Art Institute of Chicago

LYDIA ELIZABETH KOHN

Attributor and Classifier of Slides and Photographs

The College Art Association of America published in its June bulletin, an article entitled "An Art Service Bureau." Mr. Holmes Smith, the author, touches upon the purposes and methods of such a service, and, 'while not underrating the magnificent work done by the great agencies of art,' he expresses the hope that someone will be found who will endow such a bureau as Mr. E. W. Scripps of West Chester, Ohio, has endowed the Science Service Bureau. Mr. Smith states that a vastly greater portion of our population is not interested in art and believes that some organized effort should be made, thru the medium of the daily press and the motion picture, to reach these people 'to whom art is closed and sealed.'

While this Mr. Someone of Somewhere is being paged, I want to tell you how the Ryerson library of the Art Institute of Chicago serves as an Art service bureau to the people of Chicago and Cook County, thru its photograph and lantern slide department.

Art service bureau may seem too imposing a name for the service which we are, at present, able to give, but we never reach higher than we aim, and perhaps, by the time this Mr. Someone has been found, we

\*Paper given before the Illinois Library Association.

shall have grown unto the fullness of the stature of the name.

For many years the Ryerson library has loaned its photographs and lantern slides, free of charge, for all educational and religious purposes throughout Chicago and Cook County. They have been used by libraries, churches, schools, museums, universities, hospitals, settlement houses, factories, laundries, Y. M. C. A.'s, Y. W. C. A.'s, and during the war, by the various military camps throughout the country.†

The Ryerson library now extends this privilege to you, librarians of the State of Illinois, and hopes that you, especially you, who are farthest removed from the art centers, will put forth your hand to take.

Our collection consists approximately of 30,000 photographs, 22,000 lantern slides, 20,000 post cards, and 3,000 color prints, all of which circulate. Of the photographs and color prints which do not circulate I shall speak later.

For you who have the stereopticon, there are the slides, for the radiopticon, the post cards. To those of you who have neither, we offer the Alinari and the Anderson photographs, and the Seemann color prints,

†Since writing the above the library has extended the free use of its photographs, slides and color prints to all educational and religious institutions throughout the State of Illinois.

which delicately tinted, interpret the original beauty of the picture. A half dozen of these prints or photographs placed in a happily chosen nook of your library may be an inspiration to some otherwise commonplace existence.

We offer you the best in painting, sculpture, architecture, and the graphic and applied arts.

Your historian will find the Egyptian temples and Pyramids, the Greek Parthenon and the Roman Forum, the cave-paintings of Spain, the catacombs of Rome, and the old Italian frescoes.

The tourist may enter the great cathedrals of the Old World, walk thru the Italian gardens and villas, look upon the Greek Roman marbles, and study the masterpieces of painting, both old and new.

The lover of our own native land will meet Whistler and West and Copley, Sargent, Saint-Gaudens, and our own beloved Lorado Taft.

Our classified card catalog will provide lists for the little ones: Children in art, animals in art, the Christmas story, and others.

At the children's story hour, Joan of Arc will tell how a girl's dream came true (in 25 slides). Two little Greek boys of the 4th century before Christ will tell their story (25 slides). The Nuremberg stove will talk (with 11 slides and photographs). And the Moon princess will be there (with 35 slides).

For these and other children stories, we have taken the Children's bulletins of the Metropolitan Museum of Art, and illustrated them with slides from our own collection. This has been done with the kind permission of the Metropolitan Museum.

The student will delight in the manuscript lectures: "A brief survey of the development of painting" (illustrated with 40 slides). "French cathedrals and their builders" by Lorado Taft (86 slides). "French sculpture of the 19th century" by Lorado Taft (70 slides). "The frieze of the Parthenon" by Miss Helen Gardner (115 photographs).

These manuscript lectures are but the beginning of what we hope some day will develop into an active lecture bureau.

I have not mentioned our work with the Woman's clubs nor with the people outside of Chicago and Cook County as a small rental fee is charged them which places this branch of our work beyond the borders of library extension.

However, as it is our duty, as librarians to be All-Wise, it is well for you to know where the key is kept which unlocks the doors of *Beauty*, that you may place it in the hands of your people, that they may become as familiar with good pictures as with good books.

We have our own clientele of Woman's clubs, who come to us year after year for

advice in the arrangement of their art programs; lists are sent to them on the subjects which we are able to furnish; these lists are checked, returned to us, and the photographs and slides are placed on reserve for the date of the lecture. This circle of clubs begins at New York City, extends thru Dakota and Minnesota to Oregon and Washington, up into British Columbia, down into California, across into Texas and Florida and up along the Eastern coast. Almost every state in the union has, at some time, been represented on our list. Our circulation of photographs and slides last year was 67,978.

This work of the photograph and slides department is supplemented by work in the reference room. One does not need to present oneself in person at the library to receive attention. Calls come to us from every quarter and from every source. They come from art collector, the art dealer, the preacher, the scholar, the woman's club, the business man, the news reporter, down to the advertising man who wanted designs for menu cards for the Great Northern Railroad.

Bibliographies have been sent out on various subjects: Egyptian, Indian, and American art; women artists; Illinois and Chicago artists; present day painters and sculptors; landscape painters and mural decorators; landscape gardening and town planning, the city beautiful; Chinese porcelains; Indian pottery, American tapestries and Cashmere shawls.

These bibliographies are sent to the smaller places and do not include the technical subjects which are compiled for our daily patrons.

Any of our bibliographies will be sent to you on request.

Some years ago Mrs. John Sherwood presented to the library, for circulation, her collection of photographs and slides, numbering several thousand, together with her booklets, numbering several hundred. These booklets consist of bibliographical sketches of artists and their work and of various phases of the applied arts; this material had been taken from the standard magazines of the day and from other reliable sources, and bound into booklets thus bringing many articles on one subject together. And, the joy they carry into the little corners tucked away without a library. From January to October of this year 369 booklets were sent out, 37 bibliographies, and inquiries answered to 165 letters. This service has been given free and freely, without money and without price. However, we have a reward in the kindly expressed appreciation of the recipients.

These booklets are for your use.

When the inquiry comes from a state which has established an art commission,

the inquirer, is referred to such commission or to her own state library.

As the Ryerson library is purely a reference library, this phase of art work has not been sought, but the call came, we had the material, we administered it, a sort of "first aid." There is great opportunity for service in this branch of the work.

In addition to the photographs and color prints which I have mentioned, the library possesses 18,000 Braun autotypes and 200 colored Medici prints, these are too large to circulate but may be used for reference in the library at any time. We have many oversize photographs which we are planning to have framed so that any library in the state may loan the picture for a period of several months, by paying the cost of transportation and sending the picture on to the next library on the list. The itinerary is now being made and any librarian who wishes to open up this treasure house to her people will kindly make herself known. We have, also, color reproductions of our own museum paintings which will be put into frames to tour the the libraries.

At the A. L. A. meeting in Detroit, there was voiced the great need of an index to the reproductions of paintings, either photographs or slides, this index to consist of artist, subject and gallery card. We have such a card catalog for our photographs and slides, this of course comprises only these reproductions which we have in our collection. We have worked out a classification scheme which includes not only painting but architecture, sculpture, and the graphic arts. (Applied arts in process of compilation). Each photograph has an artist card with full name, dates, and country to which the artist is assigned, a gallery card, and subject cards enough to satisfy any student of art. Cross ref-

erences are made to the different titles under which the picture is known and to the various artists to whom the picture was previously attributed. This requires much research, especially in case of the Old Masters, and each photograph is attributed according to the new light thrown upon it in the latest books. From this catalog, we will supply you with lists on any subject of reproduction in our collection. It is also of value in identifying paintings from copies which you may send to us to identify.

This catalog is at your service.

It has long been Miss Mitchell's desire to send out a "Travelling library of art books" for the use of the various libraries in the state, this is not an unattainable ideal and some day this ideal shall become real.

We have a weekly "News letter" sent out by the museum, type written, which you may like to put on the bulletin board in your library; it is yours for the asking. This "News letter" contains little intimate sketches of events and happenings in and about the Art institute, describes in brief, the various exhibitions and gives other bits of interest concerning art in general.

An artist said recently: "If we do not give people a chance to see beautiful things there will come a time when there will be no beautiful things made." And was it Goethe who said that a person should hear a little good music, see a good picture, and a sunset every day?

You have the sunset, we offer you the picture; a Corot for a Wordsworth; an Inness for a Thomas Gray; a Millet for a Robert Burns; a Winslow Homer for a Longfellow; a Raphael for your Shakespeare, and a Michelangelo for your Dante.

Have I renewed your interest in art? If so, go thou and interest another with the good things which are offered freely.

## A Business Library That Goes Out to Its Readers

ELIZABETH HANNER

Librarian, Retail Credit Company of Atlanta

How would you like to have your library come to you instead of you going to it? Such is true of the business library of the Retail Credit Company of Atlanta, which makes inspection reports for insurance companies. This organization maintains a Library for the benefit of its employees and the books are sent to over three hundred readers in its offices throughout the United States and Canada. They travel from coast to coast and from the Sunny South to the Wintry Climes of the North. The books are on character development, gen-

eral business principles, management and life insurance and are chosen with the idea of broadening the reader's outlook upon life so that he may develop the greatest efficiency possible along the above lines.

The idea of the Library originated with the President of the organization, Mr. Cator Woolford, and was started on a small scale in 1910. As the company grew and branched out to all the important cities of the country and crossed over the boundary into Canada, and the need of a broader

scope in the Library was felt, it was added to and extended to fill this need.

There are over a thousand volumes in the Library and these are being constantly added to as new books of interest come out. These volumes are carefully chosen and are kept in circulation all the time. To keep the Library up-to-date old books which have served their purpose are weeded out.

Not only does the Library serve as a stimulus to its readers but it also is a connecting link between the Home Office in Atlanta and the thirty-eight Branch Offices of the company. Reading the same books has the faculty of getting all the employees thinking along the same lines.

Included in the Library are the manuals of the organization, which contain instructions for each desk and these are assigned to each employee two or three times a year,—these reviews keep before them their specific duties and give them information about the general organization, which is very necessary for them to know in order to keep them "up to the mark" in their own work and to stimulate interest in what their fellow employees are doing.

A crying need for more technical books was felt, and, as books on inspections were very rare and hard to find, the idea was conceived of building up booklets along this line, so, whenever articles of interest on inspections and underwriting are found, they are combined in booklet form and are circulated to the inspectors. Booklets on employment and the handling of employees have been compiled in this same way.

Every employee from the rank of executive to that of messenger boy is given the same privilege of reading the books. It is not a matter of choice, however, whether one shall read the books or not, for they are sent out to all alike and it is a part of the "job" of each one whether high or low to read and study them to the best of his ability. To the ambitious employee this means a rare opportunity and they gain food for thought which will help them not only in the business world but in their personal living as well.

In making her reviews the Librarian works very closely with the Personnel Division, is very often able to give some points that are valuable in the diagnosis of an employee. If a reader has made an unusually good record, this record is written up for his folder so that it may be used, if he is recommended for promotion. If the record is bad, this is also on file, so that the Personnel has access to it. It has been clearly proved and tested that the employee who wants to grow and go to the

top is the one who reads and has his eyes open to catch all helpful thoughts that come his way.

There is a card for each reader upon which is kept a record of the books sent him and in this way he does not receive duplicate books, although sometimes a book is requested for a second reading. On the reverse side of the card is recorded the reader's position, whether Manager, Inspector, Stenographer or Clerk, his age and some of his chief characteristics, especially those in which he needs strengthening and from this record the Librarian form a mental picture which guides her in selecting a book for the reader. She takes into consideration all of these points and sends the book best fitted to the employee's need. If an employee is lacking in self-confidence or poise, a book is sent to encourage him in relying upon himself and to think "I can if I only will," if he is slow or hasn't "punch" enough, one full of "pep" is sent. If a man is in training for the management of an office, he is sent a book on management so that he may think along the line of the work before him.

Our most unique feature and the one from which the best results have been obtained is what we call our comment cards. There are two of these cards, which are sent out with each book and upon them the reader is asked to give an expression of the helpful ideas he may have gained. One card is returned to the Librarian with the book, which is carefully reviewed by her and filed with the reader's card. Very often from this comment is gained an insight into the character of an employee which would not otherwise be evident. The other card is to be kept by the reader himself for his own reference. Sometimes the readers have these cards for several years back and it is interesting for them to have a line on the books which they have read. The comment from the reader also proves a help to the Librarian in judging the value of the book from the reader's viewpoint, so that looking at it from all angles, her own and the reader's, she may decide to what other employee it may be sent.

After an employee has been with the Company for sometime, has demonstrated his ability to make good, and has shown an interest in the Library, he is made a Postgraduate. This does not mean that books are not still sent but they are not sent quite so often and instead of the librarian selecting them, the reader is given the privilege of choosing them for himself. In addition to the usual books, books on travel and biographies are found in the Postgraduate course.

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## American Bankers Association Information Bureau

CARL H. GETZ.

One hundred fifty young women, most of them secretaries to presidents and chairmen of boards of directors, and librarians, from the New York banks, served as an information personnel during the forty-eighth annual convention of the American Bankers Association held in New York recently.

Previous to 1922 the largest attendance at any meeting of the bankers' association was 4,600, in Chicago, in 1909. This year advance registration statistics for fifteen years previous were studied and a month before the convention it was agreed that the enrollment at the convention would not exceed 6,500. A convention staff was organized to take care of that many people. But what happened? Nearly 12,000 registered—the official registration was 11,536 and several thousand women who were present with their husbands did not register.

The delegates were scattered in 101 hotels. In twenty of them information booths were established and kept open from 8.30 in the morning until ten at night during the week of the convention. These booths made it possible for the delegates to get any information they wanted about the convention from those hotels without going to the Hotel Commodore, the convention headquarters.

At the Hotel Commodore the main information booth was established. The first

question asked on the first day of registration was, "Where is John D. Rockefeller, jr., conducting his Bible class?" And the question was answered promptly.

At the central switch board installed especially in the Commodore for the Convention there was a staff of librarians from the banks who had such books as the city directory, bankers' directory, directory of directors, Red Book, etc., and they were prepared to give the operators any information that delegates might ask of them.

One delegate wanted to know the name of a good Chinese restaurant on the East Side. Another wanted to know whether it was possible to get up into the hand of the Statue of Liberty. Still another wanted to know how to see the crowds in the subways. All of the questions were answered.

One of the exhibits which interested the bankers was an exhibit of books for bankers. This was prepared under the direction of the librarians of several of the larger banks.

Fifteen thousand people from all parts of the United States can ask a lot of questions but the information personnel of the recent bankers' convention were able to answer most of them. In fact, there is no record of a question which went unanswered.

## National Research Council Assistance to Librarians

The National Research Council, Washington, has established as one of its major departments a general clearing-house for information about the natural sciences and their applications in industry, engineering and education. Librarians are cordially invited to avail themselves of the aid of this clearing-house in connection with scientific or technical inquiries which they cannot satisfactorily answer with the resources at hand.

That the Research Information Service maintains an extensive personnel file will interest many librarians. From time to time requests are received by Information Service for the names of scientifically trained persons with library or bibliographic experience, or for the names of librarians with training for research in one or another branch of science or technology. Such requests usually pertain to openings for librarians in scientific or industrial establishments or to need for the compilation

of bibliographies in scientific and technological subjects.

At present the records of persons qualified for such work are few and incomplete. Readers of this Journal who meet the scientific requirements for entry in the personnel file of Research Information Service are invited to supply their records. Personnel blanks for report may be obtained by addressing Information Service, National Research Council, Washington, D. C.

Research Information Service does not maintain an employment bureau, but it does furnish on request lists of persons seemingly qualified for specific tasks or appointments. There is no charge for registration in the file. Service is rendered solely for the promotion of research and its industrial applications.

Librarians desiring more explicit information concerning Research Information Service or reply to specific requests should address *Information Service, National Research Council, Washington, D. C.*

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# Special Libraries

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## EDITORIAL

### YOU CAN'T ARGUE WITH THE LAW OF GRAVITATION

This number of SPECIAL LIBRARIES is the closing number of the thirteenth volume. Slowly but surely the special libraries movement is gravitating towards an altogether promising maturity.

It would be most difficult to forecast the status of the movement a decade hence. This is owing largely to the changing popular appraisal of and demand for information. Today an enterprise is rarely initiated without a preliminary attempt at a survey of the information bearing on the subject of the enterprise.

The operating centers of the demand for information are principally the great commercial, trade and engineering associations, large manufacturers, workers groups, regulatory groups and the observer corollaries of all of these, such as the N. I. C. B., the N. A. M., and many others. Already this demand is so strong that certain sources of supply are established.

What part will special libraries play in the line-up of further sources of supply? Will they develop into producing sources or into storage sources? It is a strategic point and a strategic moment. Able minds are giving thought to the comparative investment value of coordinated as opposed to heterogeneous information. There is printed in this issue of SPECIAL LIBRARIES an instance in point in the case of the I. B. A.

No delegates today attend important conferences unless accompanied by informational experts. This is special library work of the highest type.

Shall this gravitation of our work carry us with it?

A Happy New Year to all our Membership!

## The President's Page

It is often quite natural for an organization, particularly a national association, to fall into the hands of a few people. A tendency for such an association to be ruled or run by a small number is apparent to all. This tendency is due in part to those into whose hands the responsibility for leadership has fallen, but I am inclined to think is mostly caused by the indifference and apathy on the part of the majority of the members.

Members who have been elected or chosen for office in the Association feel the responsibility placed upon them, and in their eagerness to do the best for the organization may assume too much authority, and together with the few who have opinions about the running of the Association may form a small group or inner circle and the controlling power. Usually such a group of people in an association grows without the individuals forming it being aware of it; sometimes such a ruling minority is consciously formed but not often, I believe.

More often such an executive group becomes a power in an association because the members do not express themselves. Every member should have an opinion and it behooves every member and all members to express these opinions. We want a democratic spirit in the Special Libraries Association. How can we get it? It is impossible unless you, as an individual member, are willing and anxious to make yourself heard. How can the officers of your association know what you wish and what the majority of the members wish?

There are three ways in which each member can help in preventing an inner circle, and in securing a really democratic organization:—

- (1). We should have many committees and give each individual an opportunity to work on something in which he

is interested. This means you should let your interests be known, and that you should be willing to accept appointment on a committee and *work*.

- (2). If you have an idea or a suggestion, or want to see a certain thing attempted, you have a house organ "Special Libraries" that will voice your opinions. This organ is intended for all members and not only for the editor or the officers.
- (3). When you are asked for a definite opinion, or an answer, on any matter, give it willingly and promptly. In the near future you will be called upon for such opinions; don't hesitate to state them. Whatever the majority wish, shall be abided by as far as possible.

Soon you will be urged to give us information and through a questionnaire. This is necessary on account of the wideness of the territory we cover, due to the fact that we are national in scope. Do not take offense at a questionnaire; we need your facts and this is the only way we can get them. Give us the information at once. If *you* do and *all* do, we shall produce something worth while for you.

Remember that a democratic organization or the lack of a democratic spirit rests decidedly on you as an individual member. You can make this Special Libraries Association what you will. Your Executive Board is urging you to help them make it a real united body working for a worthy cause which is desired by all.

REBECCA B. RANKIN.



## Association Activities

S. L. A.

The Executive Board met in the Municipal Reference Library in New York City on October 24 and 25 to consider the report of the Committee on Revision of the Constitution.

The Committee on Business Services met in New York City on October 25 and formulated plans for a Directory of Business Services.

### Special Libraries Association of Boston. September Meeting

The Special Libraries Association of Boston held its first meeting of the season 1922 and 1923 in the Members' Dining Room of the Women's Educational and Industrial Union. Twenty members came to supper, and thirty-two were present at the business meeting following.

Minutes of the May meeting read and accepted.

Letter from Miss Rankin read. In accordance with her request, part of the business meeting was given over to reports, discussions, and opinions of the convention at Detroit, and to a discussion of a closer union of the national and local Special Libraries Associations. Her definite proposal as a starting point for discussion and action was that the Special Libraries Association have its branches like ours in every city, but that the dues be one, three dollars—fifty cents to the local, fifty cents to the national, and two dollars to the periodical Special Libraries. That the national association be made up of the locals, and function through them, the standing committee of the national to consist of the chairman of each committee of the local associations.

Discussion concerning dues showed that many members felt our association could not exist on fifty-cent dues, and that our dues should continue one dollar. Mr. Lee moved, however, that the Executive Committee take up consideration of dues before referring the matter to Miss Rankin. Motion carried. Mr. Redstone asked for a show of hands of those in favor of \$1.50 dues—one dollar for local, fifty cents for national association. Twenty-three in favor out of thirty-two present.

Mr. Redstone moved that we carry out the suggestion of Miss Rankin in regard to having the chairman of our committees members of the standing committee of the national association, and that we make four committees to coincide with those of the national association, adding that of Methods to our other three of Membership, Publicity, and Employment. Motion sec-

onded and carried. Mr. Handy was appointed chairman of the committee on Methods.

Mr. Handy was called upon to report on Library methods from the convention at Detroit. He said the committee had been lost in the shuffle, but he believed the subject was to be followed up this winter.

Mr. Armistead distributed copies of the report of the committee on "Society Addresses" which was read and accepted. Mr. Lee moved that the committee be continued. Motion carried. Mr. Armistead moved that the secretary of the Special Libraries Association of Boston write to H. H. Wilson Co., to ask if they would be willing to publish the list of society addresses. The motion was carried.

Mr. Chase, chairman of the committee on the Union Catalogue, read his report, which was accepted.

Mr. Lee started the discussion asked for by Miss Rankin regarding the convention by reading an interesting and carefully prepared report of the "Special Libraries Association of Boston in the Light of the Detroit Conference." The report in full is attached to this report.

Mr. Handy reported on his experience at Detroit as a member of the Special Libraries Association. He said there were some 1,800 people, and about sixty meetings all pulling in different directions. He had the impression that the American Library Association had grown so large and of such diversified interests that the necessity of elimination and subordination was so great that subsidiary societies could better conduct business at a separate convention. He believed in affiliation with the American Library Association, but he felt that the purpose of the special library is more specific than that of the public library, and that as a whole, the Special Libraries Association is interested in different problems from those which appeal to the majority of people who attend the American Library Association. Publicity cannot be very great for the Special Libraries Association in an American Library Association convention, and it would further the interest of the Special Libraries Association if at least once in three years they met in a large commercial center. Mr. Handy got the impression in Detroit of people continually waiting—waiting in the lobby for something to happen, speakers waiting for audiences, audiences waiting for speakers—or a general rushing from one widely separated place to another. The convention was too long, the Special Libraries Association meeting were scattered through four or five days, and many members could not stay to attend them all.

Mr. Redstone suggested that arrange-

ments be made to have the next convention an individual Special Libraries Association one.

Mrs. Hartzell and Mr. Chase felt that too many members of the Special Libraries Association were interested in public library work to wish a cleavage of attendance at conventions.

Mr. Chase moved that the suggestion be made that there be a mid-winter meeting of the Special Libraries Association in zones to minimize expense. Sea-board, Middle West, etc. Motion carried thirteen to five. It was moved and unanimously voted that we cooperate with Miss Rankin to help her all we can.

Further discussion followed about conventions. Miss E. K. Jones said that the meetings in Detroit were mixed up. She always wished she was somewhere else than where she was, and felt it was not feasible to hold a convention in a big city, as the convention was too scattered.

Mrs. Hartzell suggested the Special Libraries Association meet at the same place as the American Library Association, but start one day ahead, so as to have all the meeting in one day.

Miss Gibbs suggested, that if the conventions were to continue as large as that of Detroit, it would be well to segregate those of similar interests in one hotel.

Miss Donnelly said that the problem of Library Schools was similar to that of the Special Libraries Association, and that they had solved the problem in the Swampscott convention so that, instead of being swamped in the American Library Association, they met the day before in Boston. She suggested the Special Libraries Association might do the same—that is, meet at approximately the same place a little before.

The meeting adjourned at 9.15.

MARGARET WITHINGTON,  
*Secretary.*

#### October Meeting

This meeting was held on the evening of October 23, at the Massachusetts General Hospital. The subject of the meeting was Hospital Libraries, and the program was as follows:

Army and navy hospital libraries: Requirements and equipment Miss Annis L. Kinsman, Librarian Chelsea Naval Hospital.

Hospital ethics for the librarian: Miss Ida M. Cannon, Chief of Social Service Department at the M. G. H.

Ward work in a hospital library: Miss Carrie L. Williams, Librarian U. S. Veterans' Hospital, Parker Hill.

Book selection for a mental hospital: Miss Marjorie Martin, Librarian U. S. Veterans' Hospital, West Roxbury.

Library work in a general hospital: Mrs. Lydia H. Jewett, Librarian Warren Library, M. G. H.

Library work with children in a hospital: Miss Elizabeth W. Reed, Librarian, Boston City Hospital.

Medical library in a general hospital. Mrs. Grace W. Myers, Librarian Treadwell Library, M. G. H.

Group work in hospitals: Miss E. Kathleen Jones, Mass. Library Commission.

#### November Meeting

On the evening of November 27, the Association met at the Boston Athenaeum.

Mr. Bolton, the Librarian of the Athenaeum, told about the library and showed some of its chief treasures. This was an unusual opportunity, and many members availed themselves of the courtesy shown by the Board of Trustees and the Librarian in thus opening the library for the benefit of the Association.

Miss Guerrier, of the Boston Public Library, and Miss Hirano, of the staff of the Museum of Fine Arts, both of whom spent part of the summer in Europe, told about some of the European libraries which they visited.

#### New York Special Libraries Association

The first meeting of the year, a Dinner Meeting, was held on Wednesday, October 25, 1922, at the Fairfax Tea Room, 80 Nassau Street, New York City. About 150 attended it. Mr. Dorsey W. Hyde, Jr, formerly President of the National S. L. A. and Mr. D. N. Handy, of the Boston S. L. A., spoke very generally on the Detroit Conference. Mr. Hyde described how past conferences had been planned, with what objects in view, and the splendid results he thought had been accomplished therefrom. He also talked briefly on the progress that has been made in Washington, D. C., through publicity, in bringing before the general public the value and importance of special libraries. Publicity, according to Mr. Hyde, should be more and more used to help further the work and emphasize the importance of all phases of library work. The Misses Helen E. Hemphill, Isabella Brokaw and Alma C. Mitchell described briefly the meetings they attended at the Conference, and Miss Marguerite Burnett, Librarian of the Federal Reserve Bank, New York City, gave an interesting account of the luncheon given by the First National Bank of Detroit to the bank librarians. Miss Rebecca B. Rankin, President of the National S. L. A. spoke of her plans for the coming year. She hopes, by putting through several schemes now in process of formation, a closer affiliation may prevail between the National S. L. A. and the various local special libraries associations throughout the country.

MARGARET C. WELLS,  
*Secretary-Treasurer.*

#### Special Libraries Council of Philadelphia and Vicinity

The regular meeting of the Council was postponed a week in order that the Chairman and Secretary might attend the meeting of the Pennsylvania Library Association at Altoona. A report of the round table of special librarians attending that meeting was given to the Council. With this exception, the entire evening was devoted to a consideration of the proposal of the President of the Special Libraries Association; that the local associations be more closely affiliated with the national association.

It was the consensus of opinion that the matter could not be satisfactorily considered until the new constitution of the S. L. A., giving the exact terms of affiliation, was submitted. In a general way, however, the meeting expressed the desirability of cooperating with the S. L. A., and strengthening its work, but felt the terms should be arranged in such a way that the local associations did not lose the ability to fit their work and requirements to local conditions. It was felt that to cripple local associations in doing necessary work, or meeting a peculiar situation, would hurt the local body, and through it, the national association.

The meeting expressed the wish to know the character of the clearing house which the S. L. A. hopes to conduct, and the manner in which it hopes to carry on the technical work of the Association.

Since the meeting Friday night, the Periodical Committee has reported that the cards for the Union Catalog are beginning to come in.

HELEN M. RANKIN,  
Secretary

#### Special Library Association of Southern California

Upon the removal of Miss Beth Pasko, librarian of the Southern California Edison Company, from Los Angeles the S. L. A. of Southern California elected Mr. Guy E. Marion, former president of the Special Libraries Association, to fill the unexpired term of Miss Pasko as vice-president of the local association. Mr. E. B. Edwards, Librarian of the Standard Oil Company at El Segundo was elected to the vacancy on the executive Board vacated by Mr. Marion.

#### Chicago Special Librarians

The Special Librarians in Chicago have luncheon each Tuesday at Carson Pirie's. These meetings have been well attended and are very popular.

## Special Library Field Doings

Martha L. Gericke, Librarian States Relations Service, U. S. Department of Agriculture, has compiled a classified "Selected List of References on Rural Economics and Sociology, 1913-1921." It is printed in the *Proceedings of the Thirty-fifth Annual Convention of the Association of Land Grant Colleges*, 1921, pp. 70-89. The list includes 362 titles grouped under the following headings arranged alphabetically: Agricultural History and Development 21, Agricultural Land 14, Agricultural Prices 12, Cooperation 17, Cost of Production 26, Farm Labor and Wages 17, Farm Management 36, Marketing 56, Rural Church 11, Rural Credit 35, Rural Economics—General 29, Rural Population 11, Rural School 8, Rural Sociology—General 40, Rural Surveys 16, and Tenancy 13.

Mr. W. P. Cutter, formerly librarian of the National Aniline and Chemical Co., at Buffalo, has resigned to accept a position with Arthur D. Little, Inc., Cambridge, Mass. Mr. Cutter will have charge of the information department and library.

Elsie H. Dietel has been appointed to carry on the library and research work under Robert F. Foerstery, in charge, of the industrial relations library at Princeton. Miss Dietel graduated from the Uni-

versity of Wisconsin in 1917 and has since done both secretarial and research work at the Chase National Bank, with the Russell Sage Foundation and with Dr. Irving Fisher.

In line with Dr. Bishop's defense of scientific bibliography in *Science* of August 25, the editorials in *Economic Geology* of May and June-July of this year are interesting. Mr. Bateman pleads for the release of economic geologic data collected by industrial companies. Mr. Bateman quotes a report that about 75% of the funds spent in the U. S. upon geologic investigation emanated from commercial companies.

Special librarians struggling with vertical file installation will be interested in "Collecting and Filing Data" by Wilhelm Kaufman in *Machinery* for October, pp. 136.

Virginia Savage, formerly librarian of the Western Society of Engineers, has been appointed librarian of Halsey Stuart Co., Chicago.

Mary B. Day was elected First Vice-President of the Illinois State Library Association at the meeting held in Chicago at the Chicago Beach Hotel, October 19th-21st.

Dorsey W. Hyde, Jr., writes on "Keeping

Knowledge on Tap" in *Office Management* for October. Mr. Hyde's article is based on A. P. M. Fleming's new book on industrial research. Fleming was one of the earliest of the modern writers on this subject, a list of his earlier contributions appears in *Special Libraries* of January, 1920, p. 22.

Alice L. Rose, formerly librarian of the National City Financial Library, resigned the first of November.

Mary Hayes, for four years head of the reference department of the National City Financial Library, has been appointed librarian.

Lalia May Damon, for the past two years head of the cataloging department of the National City Financial Library, has been appointed assistant librarian.

May L. Milligan, formerly reference assistant, is now head of the reference department of the National City Financial Library.

Florence A. Grant, assistant cataloger in the National City Financial Library, has been made head of the cataloging department.

The Chicago Municipal Reference Library has issued a mimeographed list of "Current Periodicals on File."

The A. L. A. has issued "Essentials in Library Administration," by Lutie E. Stearns, 1922. 87 pp.

There is much practical information in the little volume. We regret to see that under "Library Associations" (p. 81) there is no reference to S. L. A. and under "Periodicals" (p. 78) no reference to SPECIAL LIBRARIES.

#### Library Laws

Bulletin No. 20, 1922, of the U. S. Bureau of Education is a compilation of "State Laws relating to Education enacted in 1920 and 1921," 269 pp. On pp. 226-232 there is a summary of library legislation. Thirty-two states enacted 58 general library laws, and 9 states enacted 11 laws affecting public school libraries.

#### Special Libraries

Lucius H. Cannon, librarian of the Municipal Reference Library of St. Louis, and an active member of S. L. A., conducts a Department on Books and Authors in the *Daily Journal* of East St. Louis. In the issue of October 22, Mr. Cannon writes most interestingly on "Special Libraries and the Special Libraries Association."

#### Association Directories

A Directory of Consumers' Cooperative Associations in the U. S. forms part (pp. 99-146) of U. S. Bureau of Labor Statistics, *Bulletin* No. 313.

#### Technology Libraries

E. H. McClelland, head of the Technology Department of the Carnegie Library of Pittsburgh, has written on "Pittsburgh as

a Center of Chemical Education" in the *Journal of Industrial and Engineering Chemistry* for September. The article has been reprinted as a separate and should interest all special librarians.

#### Medical Libraries

Librarians of medical libraries will be interested in the fourth installment of "Our Medicine-Men" in the *October Century*.

#### Coal Directory

The Keystone Consolidated Publishing Co., Inc., 711 Penn Ave., Pittsburgh, has issued the *Coal Catalog combined with Coal Field Directory* for 1922 (1350 pp., \$10.00 a copy). This is the third edition of this catalog, the first and second having been issued in 1918 and 1920 respectively. The features of this volume of especial interest to special librarians are those covering handling, ownership, and organization. The history and management of the several exchanges, the officials, characteristics and output of individual mines, and a complete list of coal associations are alone worth the price of the volume to librarians, in the time saved by having this information so conveniently at hand. The volume contains maps of individual states showing the coalfields in each, numerous illustrations, and the Stock bulletin on the Storage of Coal which has been unobtainable for some time.

#### Library Directories

The New York Library Club has just published a Directory of the Libraries of Greater New York, together with a list of its members, constitution, and by-laws. The directory was compiled by Miss Isadore G. Mudge, Reference Librarian of Columbia University, assisted by a committee of the club. It is the first directory of the libraries of New York City published since 1902. The information given includes the name of the librarian, regulations governing its use and resources. There is an index to special collections. Three hundred and seven libraries are included. The directories may be obtained from Miss Marion F. Schwab, Secretary of the club, whose address is Brooklyn Public Library, 26 Brevoort Place, Brooklyn, N. Y. The price is \$1.00 postpaid. Only a limited number of the directories, remaining after distribution to members, are available.

The New York S. L. A. cooperated actively in this undertaking. It includes a list of the special libraries in New York City and sets forth the increase in libraries in the 20 years since the last directory was published.

#### Social Service Directories

The Helen S. Trounstine Foundation, Cincinnati, O., has just issued "Handbook of Social Service Resources of Cincinnati and Hamilton County," 104 pp. The volume

was compiled by H. Dora Stecker and Eugenia L. Remelin. It is comprehensive and very well arranged.

#### Business Libraries

Ethel Cleland, Librarian of the Business Branch, Indianapolis Public Library, has prepared the A. L. A. Reading Course on Business, an 11-page booklet, very attractively arranged.

Ralph L. Power writes in the October number of *Western Advertising* on "The Business Library—Its Scope and Service." In a breezy informal way Mr. Power drives home some useful hints.

Special librarians will be particularly interested in Chapter 5 "Facing the Facts" of M. C. Rorty's *Some Problems in Current Economics* (A. W. Shaw Co., 1922. 143 pp.). In fact, the whole volume has a feeling of vividness in regard to its subject, which reaches out and invites participation in the discussion. No doubt this is due to the author's intimate contact with practical problems and his unusual background of both economic theory and fact.

The Manchester (Engl.) Commercial Library has published a "List of Books and Pamphlets in the Library on South America." Copies can be obtained on application at Room 115 Royal Exchange, Manchester.

S. C. Metcalfe writes in *The City Builder*, of September, published by the Atlanta Chamber of Commerce, on "Go to the Library Young Man and GROW." The author stresses the possibilities to the young man of the practical information contained in the business books at the Library.

Guy E. Marion, Assistant Librarian of the Public Library of Los Angeles and a past President of S. L. A., writes in *Southern California Business* for November on "Leaning on the Public Library." Mr. Marion describes in detail the service a public library can render to the business man.

Charles D. Johnson, Librarian of the Cossitt Library, Memphis, Tenn., writes in the October *Journal of the Memphis Chamber of Commerce* on "Public Library Service to Business." Mr. Johnson speaks up valiantly for the special business library.

#### New Mechanical Library

The Sturtevant Special Library was organized January, 1922. The material in it has been in process of collection for several years but not until this time had definite effort been made to thoroughly classify and index this material in order to organize a department for supplying information to members of the organization. When organized there were about 800 volumes, consisting of reference and text books on Chemical, Electrical, Mechanical and Steam Engineering; Reports and Transactions of Engineering Societies; bound volumes of magazines; catalogs, Mailing Lists, Tele-

phone and City Directories and Directories of Trades in which we are interested regarding the sale of our apparatus. Since then considerable new material has been added. The Dewey Decimal System is used. We have four indexes which are by author, number, subject and title.

The B. F. Sturtevant Company design and manufacture fans, blowers, exhausters, electric motors, steam engines, air washers, heaters, generating sets, fuel economizers, vacuum cleaners, steam turbines, stokers, collecting and conveying systems, drying machinery, and heating and ventilating systems. The main purpose of the library is to furnish information to the engineering staff but it also contains data pertaining to accounting, advertising, cost finding, time keeping, drafting, filing, and production, in order that all departments may be benefited.

#### Aircraft Libraries

The *Aeronautical Digest* of September contains a very convincing article on "The Value of a Library to Aircraft Companies."

#### Bank Libraries

Prof. Ralph L. Power, of the University of Southern California writes in the *Coast Banker* of October on "Putting Libraries into Banks." In this article Prof. Power reviews the principal existing bank libraries.

#### Botanical Library

Harvard University has come into possession of the Farlow botanical library, considered one of the most valuable collection of books dealing with cryptogamic botany in the world, quarters having been provided for it which meets satisfactorily the conditions of gift contained in the will of Professor William G. Farlow, who died in 1919.

Under Professor Farlow's will, this collection, comprising 11,000 volumes, was given to Harvard on condition that, within three years after the testator's death, suitable arrangements should be made for placing it in fireproof quarters in proximity to the Farlow herbarium of cryptogamic plants, already owned by the university. These conditions have been met by the decision of the Harvard Corporation to house both the Farlow library and the herbarium in the Divinity Library building.

The Farlow library and herbarium are known by reputation in botanical establishments all over the world. The former is full of rarities not to be found elsewhere in America, or procurable for consultation only with the greatest difficulty, and also includes full sets of the more important journals and proceedings in various languages and complete sets of special papers, treatises, etc. Professor Farlow spent fifty years assembling the library, and his knowledge of the subject and his judgment



in such matters are considered by his Harvard associates to have been unsurpassed.

The Farlow collection of books will be a valuable asset to the university, both because of its completeness and because of the importance of cryptogamic botany, which deals with the non-flowering plants and includes the mosses, lichens, fungi, bacteria, and other lower forms of plant life, many of which are of great economic importance on account of their destructiveness. Cryptogamic botany, it is said, is making an ever-increasing number of points of contact with everyday practical interests in agriculture, medicine, sanitation and industrial processes.

#### Engineering Library

An engineering library, said to be the largest of its kind in the West, is being established for Colorado engineers. It is modeled after the library of the United Engineering Societies and will be located in a room of the Denver Public Library. This room, the Technical Room, will be set apart and remodeled to properly care for the valuable collection. The money for establishing the library was secured through the foresight of the Colorado Engineering Council at the framing of the engineers' license law. The Council, consisting of delegates from the seven largest technical societies in Colorado, feared that the fees paid by engineers for securing licenses and renewals would be absorbed for ordinary state purposes. It therefore inserted a clause in the law specifying that the money so obtained shall be used for "the purchase of technical books and publications." The original contributions to the library consists of over 3,000 books now owned by the Colorado Scientific Society. To this will be added the scientific collection of the Denver Public Library, and books to be purchased from an available fund of \$12,000 and an annual income of from \$2,500 to \$4,000. A photostat will be installed for furnishing photo-

graphic copies of rare drawings, papers or articles that cannot be readily circulated.

#### Labor Libraries

On Saturday, Dec. 2nd, the Library of the Cleveland Joint Board was opened officially. Manager Solomon of the Amalgamated Clothing Workers of America, delivered the keys to the Secretary, Sister Bolst, who is to act as Librarian. An arrangement has been made with the Public Library of the City of Cleveland by which the Amalgamated will serve as a branch of the Cleveland Public Library. There are volumes in English, Italian, Yiddish, German, Bohemian and Russian.

The Amalgamated Temple Library of New York City is open. Miss J. Meyrowitz, librarian in charge, says that the collection includes at least one thousand volumes. Besides that there are magazines, pamphlets and newspapers in English, Yiddish, Italian and Russian. So far as known this is the first attempt in New York City of a labor union to put such an undertaking through. Various unions keep some kind of reference libraries, but these are not for the membership at large. The Temple Library, of course, is free to all members, both for reading at the library and as a circulating library. The circulation, or loan department, however, will not be administered for another week or two, to allow for proper installation of the necessary records.

And there are other bigger plans. The education department hopes to build up around the library a regular center for reading, study, and constructive instruction.

#### Bibliography of 2700 Business Books

Under this title the Dixie Business Book Shop, 140 Greenwich St., New York City has issued a price list of 114 pages covering new, in print, used and out of print books on business subjects. The volume is well classified and is fully worth the 25 cents asked for it.

