PAPERS AND PROCEEDINGS

OF THE

TWENTY-FOURTH GENERAL MEETING

OF THE

AMERICAN LIBRARY ASSOCIATION

HELD AT

BOSTON AND MAGNOLIA, MASS.

JUNE 14–20

1902

Published by the

AMERICAN LIBRARY ASSOCIATION

1902
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CONFERENCE OF LIBRARIANS.

BOSTON AND MAGNOLIA, MASS.

JUNE 16–20, 1902.

SOME LIBRARY PROBLEMS OF TO-MORROW: ADDRESS OF THE PRESIDENT.

By John S. Billings, Director of the New York Public Library.

WHEN the American Library Association was organized its object was declared to be "to promote the library interests of the country by exchanging views, reaching conclusions, and inducing co-operation in all departments of bibliothecal science and economy; by disposing the public mind to the founding and improving of libraries, and by cultivating good will among its members." When the constitution was revised in 1900, the object of the Association was declared to be "to promote the welfare of libraries in America."

This change is significant, not of a change in the purposes of the Association, but of a general opinion that verbose details of its purposes are now unnecessary. At first the Association undertook much direct missionary work, but this has gradually been taken in charge by state and local associations to such an extent that our work in this direction is now mainly to obtain records of the methods which have been found most successful, and to bring these to the attention of those directly engaged in interesting the people at large, and legislators and tax-payers in particular, in the establishment and support of free public libraries.

It is the welfare of the free public library, and especially the library intended mainly for the circulation of books for home use among the people, and supported from public funds, to which we have given the most attention. This is especially an American institution and it has seemed more important that its uses and needs should be understood and appreciated by the general public than those of purely reference libraries, since these last are fairly well understood by those who most need and use them.

The main argument in favor of the free public library is that it is an essential part of a system of free public instruction which is a necessary foundation of a satisfactory system of self government. It is not true, however, that any and every system of education tends to produce a stable democracy, and there are great differences of opinion among professional educators, and still greater differences of opinion among other thinking men who know something of the methods and results of our public schools, as to whether our present system is the best one. If the main object of the school and of the teacher is to furnish information and cultivate the memory, there is good ground for objecting to both the quantity and quality of some of the kinds of information supplied. If the object of education is to develop the intellect, to teach the student how to judge as to what is true and to know where to look for it, to recognize wise thought, and to distinguish the man who is qualified to lead from the incompetent man who wants to lead, then our public school system is not well suited to its purpose.

The relations which should exist between the system of public libraries and the system of public schools in a state or city are not yet generally agreed upon by both librarians and teachers. In a general way it may be said that the librarian's view is that the public library should be entirely independent of the public school system as regards its funds and management, that special school libraries are apt to be badly managed, and inefficient for the purpose of interesting and instructing the children, that the librarian knows more about books than the teacher, and can supplement and broaden the teacher's work; —and that teachers should recognize these facts, should be willing and anxious to receive instruction and advice from librarians by listening to lectures and talks at the library and repeating to their classes.
what they have been taught, and urging the
children to make use of the library.
A few enthusiasts claim that the librarian
ought to know more than any teacher, and
should supplement the defects and ignorance of
each instructor in his own branch, but treat
them all kindly and tactfully, recognizing that
it is not their fault that they do not know as
much as librarians. Some librarians admit
that some teachers may know more than they
do as to the reading most desirable to supple-
ment the particular instruction which a class is
receiving, and will be glad to receive lists of
books wanted. All librarians think it very
important that the child should learn to use
the public library and become acquainted with
its attractions, methods, and resources, so that
after leaving school he will continue to use it,
and they do not consider that any mere school
or class library can be a satisfactory substitute
for the public library. Moreover, they want
the children to come to the public library and
use it because this is a means of bringing their
parents and friends under the same influence.
Superintendents of schools, as a rule, take
a somewhat different view of the matter, that
is, if they have given any thought to it, but I
am bound to say that many of them reply to
questions on the subject, that they have never
given it any special consideration. Some of
those who have considered the matter say that,
of course, the public library is a useful institu-
tion, that its chief use is educational, that it
should be managed so as to help the public
school as much as possible, but that it should
not interfere with school methods. They
believe that the school should have a library
of its own, under its own management, selected
with reference to the needs of the different
classes and grades, that the teachers should
see that the children use these books, and
have a record of such use as a guide to dealing
in the best way with the individual child.
They say that the public library, in its recent
arrangements for attracting children and espe-
cially those in the lower grades, tends to inter-
fere with the school plans for reading, that the
children find in the library much that is more
attractive than the books which they can find
in the school library, but which is also less
useful; that they acquire the habit of desul-
tory reading, and are led off from the proper
course. The junior teachers in the schools in
our larger cities stand in somewhat the same
relation to the superintendents that the junior
assistants in the public library stand to the
librarian, and the opinions of each, while in-
teresting, are not conclusive. At present the
majority of teachers in the lower grades know
and care very little about the public libraries;
they may use them to obtain current fiction,
but it seldom occurs to them to take their
classes to them or to tell the children what
they can find there.
At present it appears that the librarians are
more aggressive, energetic, and filled with the
missionary and proselytizing spirit than are
the teachers, possibly because the work of the
latter is more monotonous and fatiguing.
I have several times been asked by legisla-
tors and jurists whether the public schools
and the public libraries could not wisely be
consolidated under one central management
and thus be made to work harmoniously.
It is theoretically possible, but I think that
the result would be that the libraries would
lose much, the schools gain very little, and
the public at large be profoundly dissatisfied.
The Library Association has a special com-
mittee on co-operation with the Library
Department of the National Educational As-
sociation, and it is to be hoped that this com-
mittee will find a satisfactory solution to the
problems connected with the relationship of
the library to the school. No hard and fast
rules can be established, but it would seem
that the library, supported by public funds,
should not interfere with the work of the
public school. On the other hand, one of
the most important functions of the school
is to train the children to use books and
libraries, and at the present time the chief
obstacle to the proper performance of this
function is that the teachers themselves are in
great need of instruction about public libraries
and how to use them. For the great ma-
majority of children story books and works on
general literature of the right kind are not
only more interesting but more important means of education than the average textbooks.

The class which, at present, far outnumbers all other classes in this country is, as Professor Bryce says, the group of "thinly educated persons whose book knowledge is drawn from dry manuals in mechanically taught elementary schools, and who in after life read nothing but newspapers or cheap novels." 1

Those who have had practical experience in free circulating libraries know the truth of this characterization, and are trying to get the children interested in the library as early as possible; if the library proves more attractive than the school it is quite possible that the school methods should be changed. But whatever may be thought of elective studies in the high school and college course, the public library system of instruction must necessarily be largely elective; and mere amusement should not be the leading elective, as seems to be too often the case.

In recent years the subject of co-operation between libraries and librarians has been one to which much thought has been given and for which a great number of plans have been proposed. To secure the most useful co-operation, it is desirable to bring into the work many libraries which are not intended for the circulation of books, except, perhaps, among a limited class, and some of which are not supported by public funds. These include the libraries belonging to the general government and to the states, university libraries, and the larger libraries belonging to and managed by private corporations, either as reference libraries only, but for the use of the general public, or as reference and lending libraries for the use of members, stockholders, or subscribers only. Among these are many scientific, historical, and technical libraries.

The problems of these reference libraries have been receiving increasing attention in the Association in recent years, as is shown by the organization of a section devoted more especially to their work, and the subject of co-operation will come up for discussion at this meeting in several ways and will, no doubt, be considered from several different points of view. The question, as it appears to most libraries, is, What can the greater libraries do for us in the way of cataloguing, bibliography, lending of books, etc., with the tacit assumption that whatever they can do, they ought to do.

It does not seem necessary to produce arguments in favor of this view, but perhaps a suggestion that the smaller libraries should, on their side, assist the larger ones so far as they can, may not be out of place.

The public library in this country, which now stands, or should stand, second, if not first, in interest to every librarian is the Library of Congress. I feel it to be a duty as well as a pleasure to report to you that the work of this library is being well done, and that Congress has recognized the wisdom and tact of its librarian by increased appropriations for books and for service. You are all familiar with the work being done by this central library for other libraries throughout the country by furnishing catalogue cards, bibliographical data, etc. I think it well, however, to remind you of your duties to this your National Library, and especially that the librarian of every city, town, or village in the country should make it his or her business to see that one copy of every local, non-copyrighted imprint, including all municipal reports and documents, all reports of local institutions, and all addresses, accounts of ceremonies, etc., which are not copyrighted and do not come into the book trade, is promptly sent to our National Library.

I cannot speak so positively and definitely about the state libraries or the great reference libraries of the country, but most of them will be glad to receive such local publications as I have indicated, and the New York Public Library especially desires assistance of this kind.

The controversy between the individualists and the collectivists which is going on in many fields of human activity exists also among those interested in library organiza-

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I need not go into further details, or show what might be effected for the world's progress by simply extending this scheme to an international system; no doubt you can all readily imagine the results which might be obtained by a great cosmopolitan free circulating library trust with the latest attachments and improvements. We should then have accomplished an important part, what some consider the most important part, of the original object of the Association, which, you will remember, was declared to be the "reaching conclusions and inducing co-operation in all departments of bibliothecal science and economy." Of course, in the formation of the expert Board of Managers, the demand for representation which will be made by the leaders and managers of different religious, political, and sociological sects and parties would require consideration, and there are some other important details to be considered by the Committee on Co-operation when it takes up this part of its work.

I do not think there is any immediate prospect of the formation of such a free public library trust as I have indicated, or that the cheapening of library service in this way is desirable, even if it were possible, but there are many things in the mechanical details of library economy in which co-operative work may be of service without checking or interfering with individual development.

Circulating libraries supported from public funds will naturally tend to greater uniformity in methods and scope than reference libraries supported by corporations, but each has something to learn from the other.

There are some men — and women — who have a great desire for uniformity, who think there is only one best way; they want codes, and rules, and creeds; they want all schools and high schools and universities to have one system, even to the periods of their vacations; they want a rule about fiction, and about classification, and about salaries for all libraries, and they want resolutions passed about all these things.

Concentration has its evils as well as its advantages. Some excellent library work in our large cities is done by institutions or societies
which use the library as a means to secure attention to their special end, which may be religious, sectarian, humanitarian, or sociological. The friendly rivalry of different libraries in the same city often has good results, though perhaps it may be a little wasteful of money. To secure the use of a library, the energy and enthusiasm of a propagandist are very useful, but the propagandist does not work to the best advantage in a systematic hierarchy. It is the old question of the individual worker or dealer versus the co-operative, or the consolidated establishment, and while the ultimate answer may be in favor of the latter as giving the greatest amount of useful results with the least expenditure of force, we can understand the feelings of the individual worker who fears that he will be crowded out, and who says that “the lion and the lamb may lie down together, but the same lamb don’t do it again.”

It must be remembered that almost every change in the manner of doing things is injurious to some individuals. Evolution affects not only the fittest, but also the unfit. If it be true that the public library is injuring the business of the bookseller, that the hustling administrator is crowding out the scholar in library positions, and that old-fashioned readers find their old resorts in the libraries less comfortable because of the crowd which now frequents them, it may still be true that the general result is satisfactory.

The question as to whether the public library shall undertake to do other work for the public benefit besides the supplying of literature has occasionally been raised, but has not been seriously discussed as a general proposition. When Mr. Carnegie’s offer to provide branch library buildings for the city of New York was made public, many suggestions were made as to the desirability of making these buildings something more than libraries. For example, it was advised that they should be made social centres and substitutes for the saloon, that they should have lecture rooms, rooms for playing various kinds of games, smoking rooms, and billiard rooms; and even public baths in the basement were recommended. At the present time, in a large and crowded city, the need and demand for public library facilities is so great that is has seemed best to confine the work of these buildings to library work proper, but in more scattered communities, where sites are not so costly, and meeting-rooms less easy to be obtained, some of these suggestions are worthy of careful consideration, and it might be well to collect the experience of the members of the Association bearing on this question, and make it a subject for discussion at a future meeting.

As usual, during the past year, there have been some public expressions of doubt as to the utility or expediency of circulating libraries. Mr. Howells suggests that we may be in danger of reading too much, “reading to stupidity.” Lord Rosebery also warns us to beware lest much reading should destroy independence of thought, referring to the “immense fens of stagnant literature which can produce nothing but intellectual malaria.” Of course, in some particular cases reading does produce bad results. It would, no doubt, be better for the public in general, and for their own families in particular, if some men and some women had never learned to read. “On a barren rock weeds do not grow—but neither does grass.” It might also be better for the world if some sickly, deformed, degenerate children did not live, and the jail fevers of the eighteenth century probably disposed of some criminals to the best advantage; nevertheless it has been found to be wise economy to spend considerable sums of money in lessening the mortality of infants, and of jails, in the inspection and regulation of tenement houses, and in the compulsory restraint of contagious diseases, because the majority of the lives thus saved are worth saving, and they cannot be saved without preserving some others who from the mere utilitarian point of view may not be worth the cost.

The expenditure of public funds upon free libraries is in like manner justified by the general belief that it will do more good than harm. We cannot yet furnish satisfactory statistical evidence as to the results of the free public library experiment which we are trying on a large scale; there does not yet seem to be any.
marked decrease in crime or increase in contentment among the people who have had most use of such libraries, and, while the physical welfare of the great mass of the people has been advanced during the last fifty years, it would be difficult to trace this to the free public library because we do not know what use of such libraries has been made by the few hundred inventors and captains of industry to whom this progress is mainly due.

It does seem, however, that the free public library has lessened the power of the demagogue and unscrupulous politician to control votes, and that in public life the steadily increasing influence of educated men is, in part, due to the reading facilities which the people now enjoy.

When the author of Ecclesiasticus \(^1\) declared that he that holdeth the plow, the carpenter and workmaster, the smith also sitting by the anvil and considering the iron work, and the potter turning the wheel about, all these trust to their hands, without them cannot a city be inhabited, — they shall not be sought for in public counsel, they shall not sit on the judge’s seat, and they shall not be found where parables are spoken, but they will maintain the state of the world, he did not foresee the effect of a system of public education including free public libraries, in a democratic government.

As regards Mr. Howells’ suggestion about “reading to stupidity,” that is precisely the object of many of the readers of current fiction. They are tired and worried, and they read to forget or to get asleep. The average novel will give this result in from six to ten minutes, and the after effects are not nearly so bad as those of chloral or sulphon. The novels of five or six years ago will answer this purpose just as well, and twelve novel years a year is an ample allowance for the average free public library. But five-sixths of the other books which are produced — not because the author had anything to say, but because the publisher thought that a book on the beauties of brooks, or on the birds’ nests of the Bronx, or on the homes of historical stepmothers or on the lieutenant colonels of the Revolution, would sell well — are usually of little more value in the free public library than the novel; they count for circulation, but they are not read, but merely glanced over — mainly for the pictures.

At the present time public opinion in this country tolerates expressions of great differences of opinion with regard to religion and particular creeds. Recently a few Catholics have made objections to the free public library, upon much the same grounds as those upon which the Church objects to public schools, and demand that in both the school and the library the books provided shall be subject, directly or indirectly, to their censorship. Somewhat similar demands, although not so definite and systematic, are occasionally made in behalf of other sects, and they would no doubt come from a number of other religious and political organizations if it was supposed that there was any chance of their success. The question will usually be decided for each locality by political party requirements, which vary much at short intervals, and there is no immediate danger to the free public library system from this particular form of opposition, except possibly for a short time in some limited locality. It is necessary to bear in mind, however, that public opinion is much less tolerant in matters of morals and manners than it is in matters of religion, and that in selecting books for circulation this opinion should be considered and respected.

The librarian of the free public library has, as a citizen, the same rights and duties as any other citizen, including the right to express his opinions on religious or political questions, but as a general rule, his influence for good will be greatest when he is not a partisan of any particular policy of either church or state.

As regards the large reference libraries, the selection of books must be made much broader in scope, for even the most ardent propagandist of a particular creed or shade of opinion occasionally wants to see what his opponents are saying in order that he may specify their errors, and does not object to find their publications in the reference library.

\(^1\) Ecclesiasticus, xxxviii, 25-34.
provided they are carefully put away for the use of experts like himself and are not placed on open shelves consulted by the general public.

The duties and problems of our great reference libraries are in many respects peculiar, but the limits of this address permit of only a brief reference to some of them. One of their duties is to preserve the literature of the day for the use of future scholars and students. Part of the business of the circulating library is to have its books worn out and destroyed in actual service, but the reference library has also another purpose, and the books which give it the greatest value and importance should be carefully preserved.

The relations which should exist between our great reference libraries located in large cities and the rapidly multiplying smaller libraries scattered all over the country merit careful consideration. The amount of public funds which can and should be devoted to public libraries is limited, and these funds should not be employed in doing comparatively unnecessary work. Many of the smaller libraries are now, or soon will be, complaining of want of shelf room, and are at the same time accepting and trying to preserve and catalogue everything that comes to them. All of them are preserving books that will not be used by any reader once in five years, and two or three copies of which in the large central reference libraries will be quite sufficient for the needs of the whole country. The remark of President Eliot in his last annual report that "the increasing rate at which large collections of books grow suggests strongly that some new policy is needed concerning the storage of these immense masses of printed matter" is very suggestive; and his idea that if the Congressional Library and the great reference libraries in a few of our largest cities would undertake to store any and all books turned over to them and make them accessible to scholars in all parts of the country, the functions of the other libraries might be considerably amplified, is no doubt a true one.

Whether the great reference libraries could undertake the work thus indicated would depend upon the construction placed on the requirement that all books should be made accessible to scholars in all parts of the country. Whether the other libraries would be disposed to accept the suggestion to turn over their old books not in immediate use, merely because it might seem for the public good so to do, is much more doubtful, and the selection of the useless books involves some questions which would be good topics for discussion in the Trustees' Section of this Association.

It is always possible to show that any book or pamphlet, in any edition, might be called for by some reader, student, or professor if he knew it existed, and the difficulties in selecting books to be discarded are very considerable. Mrs. Toodles' state of mind about things that it might be handy to have in the house is one that librarians well understand. It is no doubt true that in the great majority of libraries of one hundred thousand volumes and upwards, one-fifth of the books are so little used that it would be wiser to dispose of them than to use a fund available for salaries or for the purchase of books for providing additional room. Just at present, in most communities, it seems easier to obtain funds for library buildings than it is to get the means to ensure good service.

Closely connected with this is the question as to the acceptance of gifts of books, especially when made with the condition that they are to be kept together to form a permanent memorial for the donor. While each case must be decided on its individual merits, it may be said in general that the desire for a memorial can be fully met by book-plates and catalogues without the unfortunate and unwise requirement that a certain group of books must always be kept together. Even gifts without restrictions, consisting of one or more cart-loads of miscellaneous public documents, odd numbers of periodicals, imperfect files of newspapers, pamphlets of little interest, etc., involve some expense to the library, and very few libraries should try to retain and utilize more than a small part of such material.

General discussion as to what large reference libraries should do is of very little practical
interest. The interesting question is, "What should this particular library do?"

Should the Library of Congress obtain and preserve complete files of every newspaper published in North and South America?

Should the Boston Public Library try to obtain complete sets of the public documents of the Southern States?

Should the New York Public Library complete its collection of first editions of American authors by purchase at current prices?

Should the New York State Library try to make a complete collection in Genealogy?

Should the Chicago libraries attempt to make a complete collection of the reports of Insane Asylums?

There are many questions like these which require a knowledge not only of the present contents, the available funds, and the special needs of each library, but also a knowledge of what other libraries are doing, if proper answers are to be given.

The methods of co-operation between the great reference libraries, for the public good and for mutual benefit, are as yet rather local and rudimentary. Some points of agreement have been reached between the Congressional Library, the Boston Public Library, and the New York Public Library, as to the purchase of certain manuscripts and rare books; and in every large city there is more or less co-operation between the greater reference libraries, including the University library, as to purchases,—especially of periodicals. The chief subject thus far considered by them is that of Bibliography.

Many schemes for bibliographies, general, special, annotated, etc., have been suggested, and a few have been or are being tried. Each of these, from the universal bibliography to contain thirty millions of titles, to the bibliography of posters or of Podunk imprints, or of poems and essays condemned by their authors, has at least one admirer and advocate in the person who would like to have charge of the making of it; but when it comes to the question as to what has a commercial value there is great unanimity in the opinion that many of those bibliographies should be paid for, not by the makers or the users, but by government or by some philanthropic individual.

A bibliography is very instructive and useful to the person who makes it, and it is well to give the person having a taste for such work as ample facilities as possible; but mere uncritical lists of all the books and journal articles relating to a given subject, from the commencement of printing to the present time, and without indication as to where the older ones are to be found, are of little use to most libraries or to their readers. Like some speakers, they are too much for the occasion.

A good bibliography can, in most cases, only be made from the books themselves; the labor of its preparation is almost equal to that of writing a critical history of the subject, and therefore the first question in considering it is, Where are the books?

One session of this meeting is to be devoted to this subject of Bibliography, which is an important one, and I hope that the papers presented, and the discussion to follow, will bring out some valuable suggestions. These will be especially interesting just now in view of the fact that a Bibliographical Department has been proposed as one of the special lines of work for the recently organized Carnegie Institution, and upon the scope and plan proposed for such a department will no doubt depend the action of the trustees of that corporation.

A considerable part of the bibliographies which would be most useful for reference libraries and those engaged in research work can only be prepared by experts in the different arts and sciences, and there is an increasing demand for such experts in the large reference libraries. Just now there are places for three or four well educated engineers who have the taste and the training required to enable them to do much needed work in the critical bibliography of their art. Every great reference library needs half a dozen such experts in different departments. Where are they?

In considering the questions as to the kinds of bibliographical work the results of which would be most useful to the great majority of the public libraries of this country and as to
the means of doing such work, it appears to me that it is best that it should be done under the direction of the Publishing Board of this Association, which has had practical experience in this line, and will always be well informed as to the needs of such libraries.

This opinion was brought to the attention of Mr. Carnegie, with the suggestion that he should give to the American Library Association a special fund, the income of which should be applied to the preparation and publication of such reading lists, indexes, and other bibliographical and library aids as would be specially useful in the circulating libraries of this country. The main part of the income would be expended in employing competent persons to prepare the lists, indexes, etc., and to read proofs. The cost of paper and printing would be met by sales to the libraries. It was represented that such a gift would be wisely administered by the Publishing Board of the Association, and that the results would be of great value in promoting the circulation of the best books.

In response to this suggestion a check for $100,000 was sent to me as "a donation for the preparation and publication of reading lists; indexes, and other bibliographical and literary aids as per (your) letter of March 14th." I shall take great pleasure in turning over this money if the Association accepts it for the purposes and under the conditions stated. It is a unique gift from a unique man, who deserves our best thanks.

To diminish or destroy desires in the individual man is the object of one form of Oriental philosophy and of several forms of religion, the result hoped for being the doing away with anxiety, discontent, and fear, and the passive acceptance of what is and of what is to come.

Our work follows an opposite plan; the library aims to stimulate and increase desire as well as to satisfy it, and the general tendency of the free circulating library, as of public education, is to increase discontent rather than to diminish it. A competent librarian will be dissatisfied during most of his working hours,—he will want more books, or more readers, or more room, or a better location, or more assistants, or means to pay better salaries, or all these things together. Some readers also will usually be dissatisfied with the library because of its deficiencies in books, or because of some books which it has, or because the librarian is not sufficiently attentive or is too attentive, or because of the hours, or the excess or want of heat or ventilation, or because of other readers. All this is an almost necessary part of the business; if neither the librarian nor the readers are dissatisfied, the library is probably dying, or dead. But there is a discontent which is stimulating and leads to something, and there is a discontent which is merely indicative of disease, a grumbling discontent, which resembles the muscular twitchings which occur in some cases of paralysis. A pessimist has been defined as a person who, having a choice of two evils, is so anxious to be right that he takes both. Don't be a pessimist. Life is short and art is long; you can earn your halos without making your library perfect, but halos are not to be had by waiting for them, nor, as a rule, by hunting for them. It will make very little difference to you fifty years hence whether you got your halo or not, or whether it was a plain ring halo or something solid, but it may make a great deal of difference to some of the men and women of that time, who are now coming to your children's reading rooms, as to whether you have deserved one or not. Each of you and each of your libraries is a thread in the warp of the wonderful web now passing through the loom of time, but a living thread is not altogether dependent on the shuttle of circumstance. It is wise to try to know something of the pattern and to guess at some of the problems of to-morrow, but in the meantime we may not fold our hands and wait because we do not see clearly the way we are to go. We must do our best to meet the plain demands of to-day, bearing in mind the warning of Ecclesiastes, "He that observeth the wind shall not sow, and he that regardeth the clouds shall not reap. . . . In the morning sow thy seed, and in the evening withhold not thine hand, for thou knowest not which shall prosper, whether this or that."
ORGANIZATION, AND ADMINISTRATION OF UNIVERSITY LIBRARIES.

BY ANDERSON H. HOPKINS, Assistant Librarian, The John Crerar Library, Chicago, Ill.

LET me speak to you to-day not merely as librarians, but as educators; as members of a great and growing though somewhat formless body devoted to both the conservation and the advancement of learning; as members whose duties, while perhaps mainly administrative in character, are not without a tutorial side. Perhaps it would be better to say educationists, rather than educators, if thereby the meaning is made more clear. My object in thus hailing you is to indicate our viewpoint and enable us to enter upon the theme in its broader aspects and with widest sympathy.

I believe that no one who has given the subject unprejudiced consideration will deny that long strides have been taken in educational theory and practice within the last few decades. As a result of these movements demand is made upon us in the name of reason that within the memory of men yet young was undreamt of. You who sit before me are in part responsible for this demand because you and your predecessors have helped to create it. Therefore it is incumbent upon you that you shall help to meet such rational demand and satisfy its cravings. These cravings can be satisfied so far as university libraries are concerned only by certain necessary changes in organization, administration, and scope imperatively called for by the new education.

If in the course of my argument some of the things said seem harsh, I beg that you will understand that there is neither harshness nor animosity in them by any intent of mine. I am not now, and have not been for some six or seven years past, engaged in university library work. For twice as many years, however, it has been a favorite study with me and the sense of detachment arising from occupation in another kind of library work—a sense amounting almost to aloofness—enables me to examine the field with a clarity of vision that otherwise might be lacking. This sense of detachment may have betrayed me into a greater freedom of speech than is permissible under the circumstances—but I hope this is not the fact.

We all admit, with what of cheer we may, that there are many things we do not know and therefore cannot make positive statements about, but in the same breath we may assert that there are some things we do know and are entitled to speak of with conviction. It is with this attitude that I have made positive statements concerning certain phases of the organization and administration of university libraries. If the form in which I have couched my message seems dogmatic, let me explain it at once by saying that the positive form of statement was chosen deliberately after having made an examination of the records as printed of the College Section of the American Library Association. This choice was not made through a wish either to be or to seem dogmatic, but because in that retrospective look my eye was impressed—not to say oppressed—by the vagueness and formlessness of a sea of woulds and shoulds that stretched away into the dim distance. I therefore chose the positive rather than the conditional form of statement as a medium for the expression of the ideas and opinions which I place before you and for which I ask your open-minded consideration, not merely as librarians, but as earnest students of educational matters.

Tearing down is much easier than building up, we are often told. I have therefore sought not to destroy, but to transform; and I trust that for every statement which you may regard as iconoclastic, in what follows, you may at least find another which may be regarded as having a constructive character.

Let it be stated at the outset that this dis-
HOPKINS.

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cussion is confined strictly to the phenomena of the American university, or, more exactly, that it does not include a consideration of any set of university conditions other than those actually existent or nascent in the United States of America. This device lessens the scope of the subject, but even thus abridged it is so extensive that nothing more than a sketch can be presented within the necessary limits.

It is not necessary for me to present a definition of that indefinite but surely growing thing, the American university, — and I shall not do so. Others have already done that very well indeed, and a deal of nonsense has been uttered about it beside. But for the present purpose the word "university" is used to mean an institution of the higher learning maintained for the furtherance of education and research. It is not intended to enter into a discussion of even this definition. It is merely a definition, a finger-board, pointing out the direction the argument is to take.

Universities consist essentially of two organized bodies with their auxiliary equipments. These two bodies may be called, for want of better names, the Board of Trust and the Faculties. This discussion has to do with both of these bodies, because its specific subject forms an essential part of each of them, and because the relations of the library with the Board of Trust ought not to be less firm and close than with the Faculties, although the ramifications will be wider and more intricate with the Faculties. I shall try to illustrate this idea later, and ask to have it borne in mind with particularity.

The argument does not require that the organization of the Board of Trust be entered into at this time, but with the Faculties the case is different.

Because the Faculties have the work of instruction and of research in immediate charge, they are often thought of and spoken of as the university. At this point it would be convenient to use the term in that narrower sense, but for the sake of clearness let it be avoided even at the cost of circumlocution.

That body with its natural auxiliaries, then, that body called the Faculties and having in immediate charge the work of instruction and research, consists of numerous parts the names of which are yet more numerous and confusing, namely: the college, the school, the library, the laboratory, the museum, the gymnasium, the shop, etc. But all these, when considered with regard to their essential functions, group into classes of departments few in number. These are the school, the library, and, possibly, the museum. If you ask what has become of the others I answer that they are each and every one either merely one of these last or else a part of one of them. If you find it impossible to assent to this view there is greater trouble to follow, because the position which I prefer to take is that they reduce to two, instead of three, and that these two are the school and the library.

It is not held that these are the best names for the departments under consideration, nor even that they are good names. Indeed, I fear that the last is no longer a good name for its department — and will tell you why without much delay.

I have spoken of the Faculties, considered as a body, and their auxiliary equipments. Now a school or college is one of these auxiliary equipments of the Faculties considered as a body. In turn a laboratory is one of the equipments of a school. And, in like manner, we may go on through the list until my position is justified, and no difficulty arises until the library and the museum are reached. The museum is often regarded as a laboratory, but there is a difference which may be made clear perhaps by considering the dissimilarity of their contents. The materials of education and research, which may be considered as a part of the auxiliary equipment of the Faculties, falls roughly into two classes according as it may or may not be used repeatedly. The first of these let us call the "permanent material of education" and the second "supplies." Most of the material of a museum falls into the first class, while most of that of the laboratory falls into the second class.

The Faculties, in the course of their develop-
ment, need and have accumulated vast stores of the permanent material of education. This consists of books, maps, charts, manuscripts, photographs, lantern slides, drawings, statuary, paintings, and specimens of sorts innumerable, representing all the kingdoms of this world. The whole of this falls into the one category which I have called the "permanent material of education and research."

Economic administration calls for classification. Classification is putting like things together. It is not a long step to find that the museum logically goes to (not with) the library rather than with the laboratory. The two things, namely, library and museum, cover the same field more or less exactly. The difference is more one of form of content than of the content itself. The museum contains the text and the library its commentary. If the museum is to go with instead of to the library, then it must be erected into another department co-extensive with the university. But this would not be economic administration. The museum should go to the library and not the library to the museum, because organization in libraries is so much further advanced than in museums that the needs of both will be best served by this arrangement. But then the library must be no longer a mere "bookery," as its present name suggests, and classification is something else than what is commonly called by that name in libraries nowadays.

This, then, is the ideal to be sought. Coalesce the library and the museum. Bind them together in the closest possible relation. Let them be no longer a library and a museum, but an entity, a living organism whose two parts are as vital to each other as are flesh to bone and bone to flesh. But do not mix them. A mixture is not an organism. Bone and flesh do not mix while vitality remains—nor do they separate while vitality remains.

This brings us to the consideration of university library organization and the more immediate subject under discussion.

In the foregoing introduction, without having said it in words, the university, considered in relation to its ultimate work, has been held to have two aspects voiced respectively by the two bodies comprising it. These two aspects are the External or general governmental voiced by the Board of Trust, and the Internal or immediate administrative voiced by the Faculties.

For convenience, in the consideration of the university library which is to follow, I shall choose to regard it also in these dual aspects because I shall hold what I have before implied, namely, that it is clearly co-extensive with the university not merely in the narrower sense defined by the Faculties, but in its broadest sense. It touches closely every interest of the university in its minutest ramifications—otherwise it is not the kind of library now under consideration.

Before going further I would like to have understood clearly the force of the term "co-extensive" as just applied to the university library. Of course I do not mean that it is the university, nor that it does, or can do, the work of the university, nor that it is greater than the university, nor that it is equal to the university. But I do mean that it is an integral part of the university, without which the university cannot exist; that it is as long and as broad though not as deep as the university, and that the university contains no other department save itself which has these attributes.

Then the government of the university library reproduces in miniature the main features of the government of the university itself. This statement may be taken as a basic principle. Upon it is built the structure I submit.

The library has an external and an internal administration and each of these has a breadth corresponding to its proper functions.

The external administration falls naturally into three groups. These groups form

I. The directorate.
II. Faculty representation.
III. Representation of the Board of Trust.

The first of these, the directorate, is the external governing board having actual charge of the library and its policies. It properly con-
sists of three, and three only. These three are

(a.) President of the university.  
(b.) President of the Board of Trust.  
(c.) Head of the library.

This statement is intended to mirror the normal state of things and must vary slightly with variations in the government of the university. To make my meaning more clear it may be said that in outlining the typical university I took no note of such a body, for instance, as the Board of Overseers of Harvard University, because it is not essential to the conception of the type. In the same way when I state that the external governing board of the university library consists of the foregoing three officers, I have not assumed that the President of the university and the President of the Board of Trust are one and the same person. Such a case, of course, requires a solution, which, however, is easily found in the election by the Board of Trust of a representative from among its members. The essential points are, first, that the external directorate of the university library shall exist; second, that it be constructed substantially as indicated; and third, that its purposes will be best conserved if it consists of three persons and these the three named.

A conspicuous lack of the element supplied by this form of directorate is the prime cause of much of the inefficiency generally chargeable to the university libraries of this country. And if it is not known to you it ought to be that there is no other one class of large libraries in the land that as a class is so generally and so hopelessly behind the times as are the university and college libraries. One of the gravest faults in the organization of university libraries is usually found here. It is common to see the functions of the directorate usurped by a committee from the Faculties. So serious and so far-reaching is the effect of this error that I am led to urge upon you a statement so pungent that it may awaken resentment. Nevertheless I am convinced that to commit the policies of the university library to a committee elected from and by the Faculties, or ap-pointed from the Faculties, is to start the library if not on the downward path then on the path to comparative mediocrity. It is essentially, radically, wrong and cannot be righted except by undoing.

I cannot here enter into a detailed statement of reasons for the position taken, but because this is a point of deep interest to all concerned and peculiarly apt at causing heartburnings, I must ask you to permit its discussion at a length which may, to those not concerned, seem disproportionate.

It is conceivable that the Faculties, or more likely the professors, may consider themselves aggrieved or even attacked by the assumption of such a position, but that attitude is not tenable, as it is only the system, if system it may be called, that is attacked. The position does not argue the moral obliquity of the professor nor of the Faculties, but it does point with significant finger to the fact that the individual personal interests of the professor as head of his immediate department clash with those of the library as a whole, and tend to make him not an impartial judge or counsellor.

There seems to be some peculiar element in ordinary professorial duties that militates against the administrative faculty and that too frequently blunts it or that even totally destroys it. Now, the head of the university library must be first of all an administrator — this without prejudice to either his breadth or depth of scholarship — and it is not more than fair to him that he should have associated with him in the management of his department others who are also administrators.

The accuracy of the statement about the administrative faculty among professors is easily enough verified in our universities and it is not uttered in derogation of a noble body of men. I recall an incident that occurred many years since which will perhaps be illustrative. A student was one day busy in the book-stack of the university library when his attention was attracted by the curious actions of a professor of the highest standing who was also busy in an adjoining aisle between the stacks. The professor was upon his knees in the aisle.
The light fell gently upon the silvery hair crowning his uncovered head. In his hand he held a volume and with upturned eyes he seemed anxiously searching for the proper place in which to put the book which he was returning to the shelf after having examined it. He carefully put the volume into an opening which seemed about the right size, but it did not quite fit. So he timidly withdrew the book and continued his search on the adjacent shelves until he found a hole that the volume seemed to fit more exactly—and there he left it. For thirty-five long years he had trod these halls, had studied and had taught, but had not yet learned the use of a shelf-mark of a simple description. You need not smile—far less laugh. He was a kindly and a cultured gentleman; a refined and scholarly man; and if I should speak his name to you every head would bow in assent. For all these years with ever-growing respect his voice had been heard touching all that classic memory holds dear; his pen had made his name revered in language and in art; and when his artistic soul bade his nimble fingers make the music that he loved so well the ears of those who heard him were delighted and their hearts were touched. And when at last the word was passed that he was dead more than one man who never had the great privilege of sitting under his instruction, but to whom his life had been, and yet is, an inspiration went in heaviness to look upon his dead face and pay high tribute.

With one other brief illustration of a different class I will pass on. It would seem a reasonable thing to expect that a university library, whose range is the whole field of literature, would arrange the apportionment of its funds for the purchase of literature in accordance with the relative productivity of the different fields of literature. But I am not aware of any instance in which this is done when the apportionment is controlled by a Faculty committee. The professorial chair is the unit instead. I am aware that there are makeshifts provided to get around the difficulty—but they are makeshifts; that is the trouble. It is not a makeshift administration that we are seeking.

All this does not mean, however, that there should be no library committee of the Faculties. That would be perhaps quite as great a mistake as the other.

The second of the three groups named above is that formed by the library committee of the Faculties; and it should be elected from and by the Faculties, except that the active heads of such museums—or of such departments of the university as have museums organically related with the library—might be ex-officio members of the committee. Its duties are purely advisory and the number of members is not a vital matter; but the practical necessity for an active working committee of this kind is neither to be overlooked nor minified.

The third of the three groups is the library committee of the Board of Trust. It is created by and from within the Board and its duties are to provide adequate funds for the work and to audit, or direct the auditing, of their expenditure. This closes my sketch of the external aspect of the library.

Now is reached that point in my discussion where the subject opens out with fan-like sweep into infinite detail. As I touch upon internal administration, however, let it be remembered that I am speaking to past masters in the craft and it shall be my aim to avoid detail.

The university library has four chief functions. These are to collect, to prepare, to conserve, and to distribute the permanent material of education and research. To these four chief functions which have been long recognized others may be added that will not be conceded to be of first importance. But there is one which I would like to see added to rank with these and that is the creation or production of the permanent material of education and research. Then let us say the university library has five chief functions. These are to collect, to prepare, to conserve, to create, and to distribute the permanent material of education and research. You will be quick to see that the term "to distribute"
has taken on a new value. Whereas under the old statement it meant little more than to circulate books, under the new statement it means also to publish them. In other words, the university press becomes a part of the library.

Of course this recital of functions is more or less immediately suggestive of the lines into which the staff organization must fall. Aside from the general direction of the whole internal working of the library, each of these five functions calls for at least one division chief; and some of them may be so divided or inter-related as to call for more than one. For example, "to collect" calls for a chief of purchase division, but under this same head must be provided also for receipts. With receipts, however, shipments may well be allied and this belongs not under the function "to collect," but instead under that labelled "to distribute." Considerations of this kind are too numerous and too diverse to permit of any attempt here to more than indicate them by some such instance as that given, but when they have all been considered it is found that the whole work may be conveniently grouped under one head with about eight assistants of rank. The organization then takes this form:

(a) Head of the Department.
(b) Secretary of the Department (who may or may not be Vice Head).
(c) Chief of Purchase Division.
(d) Chief of Receipts and Shipments Division.
(e) Chief of Catalogue Division.
(f) Chief of Inspection Division.
(g) Chief of Reference Division.
(h) Chief of Circulation Division.
(i) Chief of Publication Division.

This group of division chiefs forms the natural advisory body for the Head of the Department so far as the purely internal workings of the library are concerned. It is his cabinet, so to speak. Permit me to suggest that it is logically the natural and proper body to apportion the book fund.

Beyond this it is not my purpose to go. Of course it is seen at a glance that at least some of these divisions call for subdivision and that all call for a number of assistants of lower grade. For instance, classification is taken care of under (e), Catalogue Division, although it might well be erected into a separate division with its own chief, particularly if the museum becomes a part of the library and classification is thereby raised in the way indicated at an earlier point in this discussion. In like manner binding and repairing are here included under (f), Inspection Division, and supplies under (c), Purchase Division, but these are matters of detail and are not particularly difficult of treatment if the object is the administration of a library merely as a "bookery."

But I wish to speak to you for a moment on a wider and a deeper topic — the coalescence of the library and the museum; the union of the commentary with its text. Let me first enter vigorous protest against a false conception of the scope and relations of museums, libraries, and laboratories, a conception which seems to have been gaining ground with university presidents and with professors in the departments of learning commonly called scientific. The term "museum" has been so often applied to unworthy collections that it has fallen into some discredit with scientific workers and the term "laboratory" has been magnified by them to fill not only its own right and proper place, but also that of the older and better name for the institution. There has been much loose talk to the effect that the library is a laboratory. The truth is that it is nothing of the sort; and statements to such effect are based upon a misconception. It is true that certain laboratory and museum methods may be used in the library to great advantage and should be used there; but the truth stops at that point. In brief, the laboratory is to the museum what the departmental library is to the university library. I have elsewhere entered more fully into the proper functions of the museum and will not here take your time for a more elaborate statement.

We know that the museum in this country is now chiefly a show-place, at its best, when
in truth it ought to be the touch-stone of vital growth. The difference in development between the library and the museum has been pointed out with friendly hand by Dr. A. B. Meyer,\textsuperscript{1} of Dresden, in his recent monograph "On the Museums of the Eastern Part of the United States of America." Three statements in his preface to Part I. struck me with particular force in this connection. These are to the effect that in the United States libraries and museums are not always sharply divided; that, aside from this, libraries are on a higher plane of development than are museums; and, that, in general, the museum in its essentials stands upon a higher level than the European. In his phrase "aside from this" it seems to be implied that the library and museum should be kept sharply separated. I cannot assent to this general proposition, however. The vitality desired for the museum can be had only by its union with the library so that the book and the specimen illustrate each other, so that text and commentary are side by side, not merely for the earnest student, but even for the casual inquirer. In thus vitalizing the museum the library need lose none of its vigor. Nor will it if only the problem is grasped intelligently and with strength. The beginning of the work is neither difficult nor complicated and beginnings have been made already sufficient to demonstrate the worth of the plan. A carefully arranged set of references between the two things, the book and the specimen, paves the way and is of untold value; but before the whole work can be done there is one huge unsolved problem that must be faced and that is classification — not merely of books, but of things. I will not quarrel with you over classification. I am not looking for a perfect scheme of classification. The thing to be sought is a rational plan whereby the various classifications now in use in different sciences may be unified or brought into a working relation with each other and with book classification. Here is a fruitful field. Who will enter it?


INCIDENTS IN THE HISTORY OF THE BOSTON PUBLIC LIBRARY.

BY JAMES LYMAN WHITNEY, Librarian.

Just now the University of Oxford is preparing to commemorate the three hundredth anniversary of the opening of Sir Thomas Bodley's Library.

Beside this ancient institution, American libraries may seem but infants, whose career is hardly worth commemorating. And yet I love to think of the Boston Public Library as really dating back to some indefinite, misty period of time, of which the exact record has not been found.

For we know that there are vague and puzzling allusions some two hundred and forty years ago to a Public Library as existing at Boston. One is found in the Prince collection deposited in the Boston Public Library, in a copy in manuscript of the will of the Reverend John Oxenbridge, pastor of the First Church in Boston. It is dated "Boston in New-England, the 12 day of the first month 1673-4." The will begins, "I John Oxenbridge, a Sorry Man less than the least of all the mercies and Servants of Christ, am the most weak and worthless creature," and, after the disposal of much worldly estate — silver and many gold rings — for one so humble and dejected, bequeaths "To the publick Library in Boston or elsewhere as my Executrix and Overseers shall judge best, Augustins works in 6 volumes, the Century's in 8 volum's, the Catalogue of Oxford Library, Trithemius catalogue of Ecclesiastic writers, also Pareus' works in 2 vol-
umes, Pineda upon Job in 2 volumes, Euclid's Geometry, Willet on Leviticus, Davenant on the Colossians."

In the Boston Athenæum is a copy of Samuel Mather's "Testimony from the Scripture against Idolatry & Superstition" thought to be printed at Cambridge, Mass., by Samuel Green in 1670. It bears the manuscript inscription "for the publike Library at Boston 1674."

Of Robert Keayne, first commander of the Ancient and Honorable Artillery Company, every Boston person has heard, and of the Town House to which he contributed most liberally. By his lengthly will he provided that the proposed Town House should contain a "convenient roome for a Library & a gallery or some other handsome roome for the Elders to meete in and conferre together," and that it receive as a beginning "of my Divinitie bookes and Comentaries, and of my written sermon booke(s) or of any others of them as they shall thinke profitable and usefull for such a Library (not simply for show, but properly for use), they being all English, none Lattine or Greeke."

A rather uninviting foundation for a public library, one would say, yet not unlike the beginnings of other American libraries at the time. Of the books given by John Harvard to the library at Cambridge, sixty-two per cent. consisted of theological books, while of the foundation books of Yale College, given by the little company of ministers at Branford, nearly all were theological works, and, strange to say, "there was not a single volume relating to classical literature or the sciences." And public libraries of the time were not less gloomy. The chief possession of the Town Library of Concord, Mass., in 1672, was "The Booke of Marters" which the selectmen were instructed to keep from abusive usage and not lend to persons for more than one month at a time. Even at a much later date a similar state of things existed. Franklin in his Autobiography says, "My father's little library consisted chiefly of books in polemic divinity, most of which I read, and have since often regretted that, at a time when I had such a thirst for knowledge, more proper books had not fallen in my way, since it was now resolved I should not be a clergyman."

From the records of the Selectmen we learn that Mr. John Barnard, Junr., was "desired to make a Cattalogue of all the books belonging to the Town Librarie and to Lodge the Same in ye sd Librarie," and later that "heaving at the request of the Select men Set the Towns Librarie in good order, he is allowed for sd Service two of those books of which there are in ye sd Librarie two of a Sort." 1

Richard Chiswell, an eminent bookseller of London, writing to Increase Mather at Boston, Feb. 16, 1676–7, says, "I have sent a few books to Mr. Usher without order, which I put in to fill up the Cask. You may see them at his shop, & I hope may help some of them off his hands, by recommending them to your publike Library." 2

This Library is elsewhere alluded to as being at the East End of the Town House, and whatever it may have been it was probably the foundation of that accumulation of ancient books whose destruction was mentioned at the time of the burning of the Town House in 1747. 3

Here we lose all trace of the Boston Public Library for a long time to come. May not its foundation have been laid again only perhaps to be overthrown in the troublous times which culminated in the siege of Boston?

Elsewhere, as we pass over into the eighteenth century, the mists seem to clear away and numerous libraries are seen. We are told that twenty-nine existed at the eve of the Revolution, and while none of them answers to a public library as we understand it, they may fairly be called in some sort such. 4

A foreigner visiting this country at this time presents this roseate view: "In many towns, and in every city, they have publik libraries.

1 11th Report of the Record Commissioners of the City of Boston. Record of Boston Selectmen, 1701 to 1715.
4 Winsor's Memorial History of Boston, iv., 281.
Not a tradesman but will find time to read. He acquires knowledge imperceptibly. He is amused with voyages and travels, and becomes acquainted with the geography, customs, and commerce of other countries. He reads political disquisitions, and learns the great outlines of his rights as a man and as a citizen. . . ."

From this time on many libraries were established in Boston, by learned societies, and by individuals acting together as shareholders; some of them still exist. But for a Free Public Library the city was to wait for many years. When was its first foundation laid?

As one enters the Copley Square building of the Boston Public Library and passes to the stairway, he finds, imbedded in the pavement, a laurel wreath, encircling the names of those who have been regarded as the founders of the library. Before this wreath I have seen visitors standing perplexed at one name found there: Vattemare.

"Who is this man with the foreign name?" was asked. "He seems quite out of place in the company of these old Bostonians."

If curiosity had led these visitors to further enquiry, they would not have found help in biographical dictionaries and encyclopædias in the great reading room of the library, only the brief mention in a German work that Vattemare was a "Französischer Bauchredner," that is, a French ventriloquist. This he was, to be sure, but, as we learn from manuscripts in the Boston Public Library, in the handwriting of his friend, Miss Eliza Susan Quincy, daughter of President Quincy of Harvard College, "in addition to this faculty of producing the most diverse voices and tones in every direction, and at every distance, he possessed uncommon mimetic talent and could represent persons of different sexes, ages, conditions, and figures with such rapidity of change that it appeared like enchantment. This extraordinary talent, his modesty, and the benevolent object of his art everywhere gained him the warmest applause, and most flattering testimonials from crowned heads and other distinguished personages." Indeed, he appeared at the London theatres in plays in which he took all the parts, as may be seen in the play "Adventures of a ventriloquist; or the rougeries of Nicholas. . . . Entertainment in three parts, as embodied, illustrated and delivered by Monsieur Alexandre . . . at the Adelphi Theatre, Strand. Written and contrived by W. T. Moncrieff, London, 1822," with illustrations by Robert Cruikshank of the various parts assumed by Vattemare in the play.

"When Monsieur Alexandre (for this was the name by which Vattemare was known) was in Scotland in 1824," says a Scotch newspaper, "he paid a visit to Abbotsford, where he entertained his distinguished host and the other visitors with his unrivalled imitations. Next morning when he was about to depart, Sir Walter Scott felt a good deal embarrassed as to the sort of acknowledgment he should offer; but at length, resolving that it would probably be most agreeable to the young foreigner to be paid in professional coin, if in any, he stepped aside for a few minutes, and on returning, presented him with this epigram:

Of yore, in Old England, it was not thought good
To carry two visages under one hood;
What should folks say to you who have faces so plenty
That from under one hood you last night showed us twenty?
Stand forth, arch-deceiver, and tell us in truth
Are you handsome, or ugly? In age, or in youth?
Man, woman, or child? Or a dog or a mouse?
Or are you at once each live thing in the house?
Each live thing, did I ask, each dead implement too?
A workshop in your person — saw, chisel and screw.
Above all, are you one individual? I know
You must be, at the least, Alexandre and Co.
But I think you're a troop, an assemblage, a mob,
And that I, as the sheriff? must take up the job;
And instead of rehearsing your wonders in verse,
Must read you the riot act and bid you disperse.

Abbotsford, 23 April, 1824. Walter Scott."

Sir Walter Scott held the office of sheriff of the County of Selkirk.

force's American Archives, 5th series, 1776, vol. 1097; Translation of a letter written by a foreigner on his travels, dated Dec. 5, 1776.

Curiously, a brief account of Vattemare is in Appleton's "Cyclopedia of American biography," perhaps as entitled to American citizenship from his interest in the United States.
But all this would not have brought to Vattemare enduring fame or secured him a place in our Valhalla.

In the pursuit of his profession, visiting the cities of Europe, and becoming acquainted with their treasures of books and works of art, he was interested, first of all, as a private collector, to increase his own stores. Afterwards the thought came to him, why might there not be between nations an exchange of literary and artistic treasures, whereby all might benefit?

This idea, having gained possession of him, never relaxed its hold; he abandoned his profession about the year 1827 and devoted the remainder of his life to its realization. Journeying over two continents, he made his persistent appeal, year after year, to governments, until, we are told, induced by his contagious energy, state after state succumbed to his representations, so that by 1853 he had brought one hundred and thirty libraries within his operations, and between 1847 and 1851 had brought from France for American libraries 30,655 volumes, besides maps, engravings, and other objects of interest.8

Full of ambition (as expressed in his own words) to give the intellectual treasures of the cultivated world the same dissemination and equalization which commerce had already given to its material ones, whose outcome was to be “the establishment in every quarter of the world of free public libraries and museums ever open to the people,” he came to America at various times between 1839 and 1850. Of his visit to Boston an interesting account by Josiah Phillips Quincy is to be found in the Proceedings of the Massachusetts Historical Society for November, 1884.

Through the influence of President Quincy, and of his son, later mayor, and others, a meeting of the young men of Boston, favoring the project of Vattemare, was held on April 24, 1841. This was followed by a general meeting of citizens on May 5.

The enthusiasm at that time elicited did not result in any immediate action beyond the ex-

8 Winsor's Memorial History of Boston, iv., 286.
money received for the proposed library) show that the scheme had not been forgotten.

The publication of the will of John Jacob Astor, by the provisions of which a princely sum of money was bequeathed for a Public Library in New York City, created a deep impression in Boston, and tended to crystallize public opinion into definite action.

First of all, a site for a library was to be chosen. Members of the city council advocated the erection of a building in connection with a new city hall. Others favored the public garden. A piece of land on Somerset street was finally bought, but quickly sold, by reason of the opposition raised to a site so near the Boston Athenæum and so far from the centre of population, of which the trend was in the direction of the South End. Sites on Temple place and Boylston street were considered. The committee were authorized to buy either; the choice fell on the Boylston street lot.

From time to time the question had arisen as to a union between the Boston Athenæum and the Public Library. The heated controversy which arose revived interest in the Athenæum (at that time thought to be moribund), and it was decided that each institution could occupy its own field, and that there was room for both— an opinion which in the lapse of time has been justified.

In the meantime additional shipments from Vattemare had been received to which citizens of Boston, Mr. Edward Everett and others, made additions. In a letter accompanying Mr. Everett's gift of about one thousand volumes of the priceless early public documents of the United States government, he said, "I cannot but think that a Public Library, well supplied with books in the various departments of art and science, and open at all times for consultation and study to the citizens at large, is absolutely needed to make our admirable system of public education complete; and to continue in some good degree through life that happy equality of intellectual privileges, which now exists in our schools, but terminates with them. And I feel confident that with such moderate co-operation as I have indicated, on the part of the city, reliance may be safely placed upon individuals to do the rest. The Public Library would soon become an object of pride to the citizens of Boston; and every one would feel it an honor to do something for its increase."

These words were prophetic. On the formation of the first board of trustees, in 1852, Mr. Everett was elected as president. The preliminary report, drawn up by him and George Ticknor, at the request of the city, upon the objects to be attained by the establishment of a Public Library and the best mode of effecting them, is a document which will always remain a classic.

We think of the Boston Public Library as an institution to whose foundation but little of romance can be attached. Yet not unlike a fairy tale is the story of the Weymouth boy, Joshua Bates, who, step by step, found his way to the position of one of the great bankers of the world. How strange the chance that just at this time Boston, the city of the lad's first adoption, should seek him out in London for his aid in carrying out its financial projects, and that a copy of the report just mentioned should have fallen into his hands. If all the books that have come to the library through Mr. Bates's gift of one hundred thousand dollars and accumulated interest could be placed before you they would seem to rival the treasures of Aladdin's palace.

The success of the library was now assured. How the horizon must have lifted when it was seen that it was no local, circulating library that was to be, but an institution to which students were to come the world over!

The reading room and library were opened in the building on Mason street, on March 20 and May 2, 1854.

Commissioners to erect a building were appointed, and plans were invited, of which twenty-four were received. The books accumulated at the city hall were moved to the building of the Girls' High and Normal School on Mason street. Great interest was shown in hastening the opening of the library, the
The laying of the corner-stone of the new building on Sept. 17, 1855, was made the occasion of a public display and procession, with addresses by Robert C. Winthrop and Mayor J. V. C. Smith, with singing by the school children.

The dedication of the library on Jan. 1, 1858, was an affair of more pomp and circumstance, of the United States government, state and city officials, and representatives of learned bodies marching under military escort to the library building. The addresses by Mr. Winthrop, Mr. Everett, and Mayor Alexander H. Rice, were listened to by 3,000 spectators. On Sept. 17, 1858, the Reading room was opened and on December 20 the Lower Hall library of some 15,000 volumes was ready for use, with a printed index or catalogue.

There was no more interested or satisfied spectator than Mr. Ticknor who watched through the day until evening all that was done, without seeing a moment's trouble or confusion, and felt sure that this great enterprise was to be a success.

A red-letter day this must have been in the history of Boston. As the great oak door swung open, how fortunate they who could press in with the happy crowd who had been waiting long and impatiently for this event. And yet a feeling of disappointment must have set in; as, gazing about, they found no spacious, lofty halls; only a Delivery room with a low ceiling and two reading rooms of limited size, and a collection of popular books only, such as any town library might begin with. This Lower Hall library, as it was called, under the charge of Edward Capen, was the only collection of books accessible. For the opening of the main collection in its more splendid setting the people were to wait for over two years, while the work of preparation went forward with all diligence. Specialists prepared the titles of many thousand volumes, whose purchase was entrusted to Mr. Ticknor, who spent fifteen months in Europe at his own expense for this purpose.

The books as received were placed in buildings near by, where they could be conveniently handled.

Public interest in the new library was intense and the generosity of the citizens knew no bounds.

The late Mr. Edward Edwards, the distinguished English librarian, has attributed the great success of the Boston Public Library to the "co-operation between corporate functionaries on the one hand and independent citizens on the other," which he says has always existed here. In the case of libraries in course of formation in his own country he said that it would not be safe to place any great reliance on the acquisition of books by gift.

The stream of gifts to this library has been constant. When the Bates Hall was opened for use and its first Index published it contained over 74,000 volumes, nearly all of which were gifts. In 1900 the library received 27,174 volumes, pamphlets, etc., from 2,450 different givers. These gifts have included the great sums of money given by Joshua Bates, Jonathan Phillips, the Bowditch family, the Scholfields, William C. Todd, and others, and the lesser amounts from many givers, while private collections of priceless value have found their way here.

To plan the first great Free Public Library in this country was a difficult undertaking. Nowadays delegations from towns planning public libraries visit other libraries far and near, while pictures and plans of such institutions are within reach. The founders of our Free Public Library were pioneers and had no such models before them. They proceeded carefully and tentatively, even at times with timidity, fearing lest their desires might seem too magnificent for public support and bind the city for all time to greater burdens than it might be willing to assume. But they found, as their successors have found, that public opinion has not only sustained but has led the
way, and the city government has always been proud of its library and most generous. That there should have been much difference of opinion among the founders as to the construction of the building might be expected. A new party had just then come into power — Know-Nothings, so-called, who were eager to prove that they knew all things — which was very trying to the old-fashioned Bostonian. Even as to what should be the scope and function of the new library they were not entirely agreed, as may be seen in the "Life, letters and journals of George Ticknor." Most important of all, was it to be a popular institution with the free circulation of its books, or one mainly for scholars, like other libraries then in existence? It must be both these was the wise conclusion.

The office of Superintendent having been created by an ordinance of the city, the library was most fortunate in securing the services of Mr. Charles Coffin Jewett, who had been the librarian of Brown University and the Smithsonian Institution, a most skilled bibliographer and energetic administrator. A card catalogue having been prepared, the books were placed upon the shelves, arranged after the Decimal System of Nathaniel B. Shurtleff, one of the trustees of the library and afterwards mayor of the city of Boston.

It was called the Decimal System because the alcoves were multiples of ten, and each subdivided so as to contain exactly ten ranges of shelves, and each range to contain ten shelves, making, barraining exceptions, one hundred shelves to each alcove.

Whether or not this system was what its designer intended it to be, namely, "comprehensive, positive, intelligible, and immutable," it was at least cunningly devised and quickly mastered. The runner for books on his first day's service learned that the entry 2345.7 meant the twenty-third alcove, the fourth range, the fifth shelf, and the seventh book on the shelf, and he never fumbled or forgot it. When the library was moved to Copley square all this fair and immutable fabric came near tumbling to pieces, at least all the self-ex-

planatory part of it, and the strain on the memory became great.

Work was next begun on a printed catalogue for the Upper Hall collection. The two volumes published in 1861 and 1866 were planned on the dictionary system, author, subject, and title being in one alphabet, and were called Indexes, as pointing to the card catalogue for fuller entries. Mr. Winsor says that it was the most advanced specimen of library cataloguing which had then been produced in America, and, as Agassiz predicted, it has had a lasting influence upon the general culture of our community.

A glance at these catalogues will show that the books were for the use of scholars and were selected by scholars who were inspired by high ideals.

In 1854, soon after the opening of the Astor Library, Dr. Cogswell, the superintendent, wrote, "I never want to see a reader who does not come for a valuable purpose" and he abhorred all who read "the trashy, as Scott, Cooper, Dickens, Punch, and the Illustrated News."

In our own Index Cooper and Dickens are hardly represented at all, or Irving, or for that matter, Shelley, or Keats, or even Wordsworth. They were to be looked for in the collection in the Lower Hall. Later, when it was decided that the Upper Hall collection should be a lending library and not one for consultation only, it took on a more popular character.

The whole library was now equipped and started upon its course, when, suddenly, Mr. Jewett died; the death of Mr. William E. Jillon, the assistant superintendent, followed a little later. Mr. Everett had died some time before and Mr. Ticknor had given up active duty by reason of advancing age.

At this critical time, the four pillars of the library removed, two men appeared who were to influence profoundly its future. One was Mr. William Whitwell Greenough, a trustee of the library for thirty-two years, for twenty-two of which he was the president of the board. Mr.

10 Winsor's Memorial history, iv., 290.
11 Life of Joseph Green Cogswell, pp. 264, 265.
Greenough, bred as a scholar and literary man, was later called to be the president of a great business corporation. He brought to the service of the library a wide acquaintance with books, together with a knowledge of men and of affairs. Almost daily for thirty-two years he came to the library and gave its affairs his closest attention.

In the year 1867 appeared a report of the committee appointed to examine the library, which attracted wide attention. Written by Justin Winsor, a newly appointed trustee, it showed a grasp as of one long trained in the service. It was evident that a master librarian was at hand. Mr. Winsor was at once put in charge of the library and a little later made its Superintendent and began an administration of great vigor.

The library building, planned to last through the century, already in ten years had outgrown its limits. In the specifications of the commissioners there was no mention of working rooms; cataloguers and binders worked in the alcoves. Rooms for the business of the library had to be provided and much additional shelf room.

The original Act of the General Court of Massachusetts in 1851 authorized cities and towns to establish and maintain public libraries with or without branches. In the report of the Boston Public Library for 1859 the hope is expressed that the central library might in time "become the parent of a circle of district libraries scattered about the city, each with separate resources."

The first of such branches was opened in East Boston in 1870; another in Roxbury followed in 1873, in a building erected by the Fellows Athenæum; and this movement has kept on steadily, until now the library has ten branch libraries, with large collections of books and 107 reading-rooms, stations, and other agencies.

From the beginning it had been seen that so great had become the growth of the library that the publication of its general catalogue in book form could not be continued. Class lists were prepared, and in 1867 a bulletin of new accessions was begun, which publication, with changes of form, has continued until now. In time these catalogues and bulletins had become so numerous as to choke all approach to the books.

Mr. Jewett had affirmed as far back as 1861 that "Nothing short of what a card catalogue is in plan can ever be regarded as entirely satisfactory for a great public library." This opinion was confirmed as time went on. In the year 1871 the foundations were laid of a card catalogue, the idea of which was borrowed from the Library of the University of Leyden, and intended to give, under author and subject, full entries for all the books in the library.18

This collection of cards, printed within the library building, has gone on increasing day by day for thirty years until it now includes two general catalogues for the central library, with duplicates for each of the special departmental libraries, and independent catalogues for each of the branches. The number of cards placed last year in their catalogues was 265,000.

The attempt was now made to guide readers in the selection and use of books by means of annotated catalogues which proved to be most helpful.

Mr. Winsor resigned the office of Superintendent Oct. 1, 1877. Under his management the library increased from 144,000 volumes to 320,000; the home and library use of books increased from 209,000 to nearly 1,200,000.

The library was placed in charge of Dr. Samuel A. Green, one of the trustees, for a year; the trustees of the library were made a corporation in 1878; and Mellen Chamberlain was chosen the librarian (as the office was now called), Oct. 1, 1878.

Judge Chamberlain was especially interested in American history, and the development of the library during his administration was largely in this direction. To this end the

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18 The planning of this catalogue fell largely upon William A. Wheeler, the Assistant Superintendent, a scholar of accuracy and wide knowledge, whose death in 1874 was a severe loss to the library.
coming of the Barlow and John A. Lewis collections and the Franklin collection of Dr. Samuel A. Green contributed. He also desired a closer co-operation between the library and the public schools. His plans, long delayed, have been effectively revived recently. Judge Chamberlain's chief monument, however, will be the collection of manuscripts which he bequeathed to the library. In his time the scholarly side of the library was shown by the publication of the catalogues of the Ticknor and the Barton libraries.

The library, during the last two years of the occupancy of the Boylston street building, was under the charge of Theodore F. Dwight.

On April 22, 1880, the General Court gave to the city of Boston a parcel of land, situated on the southerly corner of Dartmouth street and Boylston street, for a building for the Public Library.

In 1883 additional land was bought and the sum of $450,000 was granted by the city council for a building. Plans were invited, of which twenty were received, of various degrees of merit. One had a tall chimney, like a factory, or brewery, with a large room labelled "Beer," thus anticipating notions which are in the air just now. Another room was for "Supernumeraries." Just what this room was to be used for did not appear — possibly for a sort of doctor's waiting-room for applicants for positions in the library. On March 30, 1885, the city architect was directed to prepare plans to submit to the trustees. In these five years of waiting there had arisen a growing sense that a building of greater dignity and beauty was required than could be provided with the means at the disposal of the library. In 1887 an act was passed giving the trustees full power in the matter, and Messrs. McKim, Mead, and White were chosen to design and supervise the construction of the new building, for which ample means were supplied by the city.

On the resignation of Mr. Greenough in 1888, Mr. Samuel A. B. Abbott was chosen president of the Board of Trustees. To these gentlemen and their associates the city of Boston is deeply indebted for the successful carrying out of an enterprise of great magnitude and difficulty.

On Nov. 28, 1888, the corner-stone of the new building was laid, with addresses, and a poem by Dr. Oliver Wendell Holmes.

The special collections, beginning with the Allen A. Brown Music Library, were moved in the autumn of 1894; on December 14 the removal of the main body of books was begun. On the 28th of January, 1895, all the books belonging to the library were on the shelves of the new building.

It was a sad day when the dear old Boylston street library was given up to an "Eden Musée," with its exhibitions of wild beasts and "Chamber of Horrors." No wonder that those who later tore down the building were confronted by an immense python, sent there by the avenging gods.

The new library was opened to the public without ceremony on March 11, 1895. Mr. Herbert Putnam was appointed librarian, and to him was entrusted the important work of reorganization.

Its history since that time is outlined in the annual reports as well as in the new Handbook prepared for this Conference.
THE CATALOGUE OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON.

By E. B. Hunt, Chief Cataloguer, Boston Public Library.

A real catalogue is the opposite of a poet, *fit non nascitur*. It is, I believe, always an evolution more or less rapid and successful, and I suspect that a slow growth brings about a more trustworthy and sturdy result than a more rapid and pyrotechnic development. The oak grows slowly, but it outlasts many a maple.

The foundations of the catalogue of the Boston Public Library were laid broad and deep by that excellent librarian Charles C. Jewett. There have been times of halting and even of retrogression, but they have been not for long, and the catalogue has grown very largely on lines laid down by Mr. Jewett.

The first catalogue of our library is a small octavo volume published in 1854. It is entitled, "Catalogue of the Public Library of the City of Boston," and in the preface it is called "A condensed index of the contents of the Public Library, giving the title of each book only once and having no object but to render all the books useful. The whole number of volumes in the library somewhat exceeds 12,000."

In 1858 was published, in large octavo, the Index to the catalogue of a portion of the Public Library arranged in the Lower Hall. This Index "contains the titles of about 15,000 volumes, all placed in the Lower Hall. As a popular circulating library, therefore, the collection now offered to the public contains probably three times as many desirable books as the one offered four or five years ago." Supplements to this catalogue were published at short intervals, eight having appeared up to 1865.

The Index to the catalogue of books in the Upper Hall of the Public Library of the city of Boston was published in 1861; a fat volume of 900 pages, two columns brevier to the page, embracing about 55,000 volumes, all in the Upper Hall. From this it appears that between 1854 and 1860 the collection grew from 12,000 to 74,000 volumes.

1866. This year was published the First Supplement to the Index of 1861. This Index embraces about 34,000 volumes, which brings the number of volumes in the library in July, 1866, up to about 105,000.

In the preface to the Index of 1858 the trustees state: "It will be observed that the catalogue now published is entitled 'An Index.' The larger one, when published, will probably offer a title of no higher pretensions. The main catalogue . . . is much more ample and important, and is to be found in manuscript, alphabetically arranged on separate cards, indicating the contents of the library with as much minuteness of detail, both by subjects and by authors, as the means at the disposition of the trustees have permitted them to make it." Then follow these words of wisdom: "Next to the collection of its books, the trustees look upon the catalogue as the most important part of the library, for it is the part by which the whole mass of its resources is opened for easy use — the key by which all its treasures are unlocked to the many who . . . are asking for them so often and so earnestly. A large library without good catalogues has sometimes been compared to a Polyphemus without an eye, and more frequently to chaos, which it certainly too much resembles. This reproach the trustees hope to avoid for the Public Library, which they desire, above everything else, to render useful." That is the key-note of the Boston Public Library.

Please note the date at which it is said that "the main catalogue is to be found in manuscript alphabetically arranged on separate cards," October, 1858.

This fact, and the additional fact that Ezra Abbot had a card catalogue of subjects in the Harvard library equipped with blocks, rods,
etc., in 1861, would seem to militate somewhat against the statement made on current note-paper and bill-heads of the Library Bureau, a corporation established in 1876, that the Bureau is the inventor of the card system.

There is another expression in the trustees' preface regarding the main card catalogue, namely, that it is more ample and important than the printed indexes. The word "ample" is a most happy one. Those cards were about 3½ x 6½ inches in size, and when it became necessary, from length of title or contents, to use more than the face of one card, it was turned over and the back was utilized. This catalogue was not open to the public, but could be consulted under the guidance of the superintendent or his deputies. It served as the basis of all the indexes and lists published in book form from 1855 to 1866, when the first supplement appeared. As this title indicates, the intention was to print other supplements as they should be necessary, say once in five years. But the nuisance of so many alphabets, and new light on the merits of card catalogues for public as well as official use, led the trustees to abandon the attempt to keep up the main catalogue in book form. Promises of a forthcoming supplement appear in the annual reports of the Trustees from 1867-1872. At the latter date, however, is a definite statement that there would be no further attempt to print another supplement, and that the main catalogue would be on cards, printed so far as possible, and accessible to all uses of the library.

These "printed" cards were made by pasting titles on cards. The titles were printed on long galley strips, about one hundred titles to the form. Thirty impressions were generally taken, and were used for special lists, etc., in addition to those which were mounted and placed in the Public and Official catalogues. Gradually the index and first supplement were cut up and mounted on cards and placed in the Public catalogue, also the Bulletins, which had been published between the printing of the first supplement and the establishment of the card catalogue, were mounted and placed in the Public catalogue. These pasted titles from the index and supplement were never inserted in the Official catalogue and now only those which have been reprinted are to be found in that catalogue; probably 60 per cent. now appear on printed cards in both the Public and Official catalogues. During the year 1875 about 70,000 cards were added to these two catalogues.

In the year 1869, Mr. Justin Winsor being superintendent, a new departure was made in the method of dealing with pamphlets. Mr. Winsor's own description of it is as follows: "Instead of treating each pamphlet of a bound volume separately, as if it were a book by itself, the volume has been treated as a whole, the entry being made under the author or subject, — just as one or the other was the bond of union between the pamphlets, — with full cross references from a table of contents. The gain in compactness — more and more necessary as our library increases — was thought to warrant a departure from the principles so well laid down by my predecessor [Mr. Jewett] in his manual on catalogue work."

This is what is called in poetry the Lumping system; and with all respect to Mr. Winsor and the many good things he did for our library and others, it is a system of which the "craft and subtility of the Devil" might well be proud. Certainly the mind of man could not, unaided by infernal powers, devise a worse. Of course it knocked the alphabet under both author and subject galley west. Then in his rage for historical pamphlet-volumes the same pamphlet was used over and over again. For instance, a volume on the history of Charlestown must needs contain Webster's Oration at the Bunker Hill Monument, so must a volume of Boston history, also, Bunker Hill Battle; Siege of Boston; Bunker Hill Monument Association; Webster himself; Orations, Collected; New England, History, Revolution; United States History, Revolution; Concord, Battle of; Lexington, Battle of; and soon almost without limit. At
all events, we had at one time on the shelves and catalogued in one way or another thirty-
three copies of this oration. Mr. Winsor for
years poured these pamphlet volumes on to the
shelves, and the "compact" cards for them
into the catalogue. At length, about twenty
years ago, largely through the efforts of Mr.
Whitney and Mr. Swift, this sort of so-called
cataloging was stopped and we have been try-
ing to do over what is worth preserving of this
mass of stuff, and get rid of the burdensome
duplicates and purge the catalogues of the
pamphlet-volume cards. It has been a wofully
expensive piece of work, and the end is not yet.

To return to the evolution of the catalogue. In
August, 1876, a change was made, "by
which it was calculated that half the cost and
half the delay would be saved. The titles were
written with prepared ink, 20 to a sheet, and
by a new process the autograph was trans-
ferred upon either a lithographer's stone or a
gelatine plate, from which impressions were
taken with ordinary printers' ink upon the ne-
necessary number of sheets of Bristol board.
These being cut up by a machine were con-
verted at once without the labor of dissecting
and pasting sheets into cards ready for the
catalogue, so far as the main entries were con-
cerned, and only needing the inscription of the
cross-reference heading for the others." Dur-
ing this year, 1876, 71,345 cards were placed
in the catalogues.

The use of these process sheets continued
until 1879. In that year the printing of cards
directly on sheets of board was undertaken by
a printer who furnished his own plant and was
paid so much a title, the library furnishing the
stock. This was the beginning of our present
style of cards. There have been many changes
to faces of type, measure of the lines, etc.,
but no radical change. In the beginning, and
for many years, the main entry gave no hint of
the subject headings, but these were added in
manuscript on the backs of the main or author
cards. Since 1877 the revision of the cata-
logue has been going on with greater or less
regularity and is still progressing. As indica-
tive of the amount of work which is doing in
this way, I will remark that in 1899-1900
there were re-catalogued 13,382 volumes and
parts of volumes; in 1900-01, 22,583 volumes
and parts were re-catalogued. The hope is to
reprint all the pasted and manuscript cards
and bring the whole catalogue up to the pres-
tent standard.

The printing of the cards within the Library
building has continued since 1879. Shortly
after our removal to the present building the
Printing Department was much enlarged.
Two linotypes were purchased and three
presses of different sorts, and all the printing
of the library, including cards, annual lists,
bulletins, class catalogues, finding lists,
forms, call-slips, etc., etc., is done within
the building, The annual report of the
library, being a city document is, of course,
published by the city. The output of cards
has grown steadily since the establishment of
the Printing Department, and the number filed
this last year, including Branches, was over
265,000; of this number 232,000 were put in
the catalogues of the Central Library. The
Public catalogue, that in Bates Hall, contains
approximately 1,200,000 cards. Our cards
run about 70 to the inch, and at that rate there
are in the Public catalogue 1,428 linear feet,
or something over a quarter of a mile of cards
standing on edge.

It has been found expedient to multiply our
departmental catalogues. The Fine Arts De-
partment, the Brown Music Library, and the
Map Collection has each its own catalogue
which is duplicated in the Bates Hall catalogue.
The cards of the other special collections,
such as the Ticknor, Barton, Bowditch, Prince,
and others, are filed in one alphabet in cases in
the Barton-Ticknor room, on the third floor.
The Statistical Department has its own cata-
logue. About 60 per cent. of all titles are
placed in three catalogues, that is, in the
Public catalogue in Bates Hall, the Official,
in the Catalogue Department, and in at least
one of the Special libraries catalogues. The
total number of cards in all the catalogues can-
not be less than two and one-half millions.
Many men have made their impress on the catalogue: Mr. Jewett, \textit{clarum et venerabile nomen}! Mr. Winsor, Mr. W. A. Wheeler, Mr. James M. Hubbard, and most of all since Mr. Jewett, Mr. James L. Whitney, our present Librarian.

So much for the growth of the catalogue. As for the sort of catalogue it is, I suppose every one in this audience knows that it is a dictionary catalogue. It is built on lines of common sense, and utility has always overborne consistency in its making. Many of us who have worked longest upon it have had much opportunity to deal directly with the public and to get a good notion of how the average man approaches a big catalogue. If we can hit the subject heading that the average man will look for, we adopt it, and care very little whether it is scientifically consistent with the rest of our allied subject headings. Of course we always mean to make a see reference from the logically scientific heading to the one which we adopt, if different, and we also try to keep all our allied subject-headings connected together by full and minute cross-references.

There are many points which, were we making the catalogue \textit{de novo}, we should probably change. I think perhaps one of the worst of our faults is the geographical arrangement of subjects, particularly those of a scientific sort, such as botany or geology. At present it is impossible for the specialist to find everything we have on such a subject as botany, for each monograph on the botany of any particular place was for many years entered under the name of the place only. For the last six or eight years we have tried to remedy this defect by putting these titles under both the local and general subject-headings, and inasmuch as the bulk of this sort of writings is in pamphlet form and is on pasted or manuscript cards which will sooner or later be reprinted, the specialist will be able when that is done to find all of our material on such subjects in one place.

We treat every separate publication, whether a broadside or a book of a thousand pages, as a volume, and we do all the analysis work that we can. Collections of monographs by different writers we always analyze, and we try to do this work on the publications of academies and learned societies all the world over. Nothing, I believe, enriches a catalogue so much or makes its material so accessible as this analysis work. For the last five years we have done on the average between five thousand and six thousand such titles yearly.

But I do not intend to apologize for the catalogue. It was a pioneer in catalogue work in this country, and with all its inconsistencies and short-comings, of which no one is so conscious as we who have given our lives, or the best part of them, to its upbuilding, it is the best catalogue, bulk for bulk, in the world. This is not an official opinion, but is one expressed in my hearing within a month by the ripest scholar I know, who has used libraries and catalogues not only in Europe, but in all parts of this country. Mr. Alleyne Ireland, a thorough Englishman who is now on a mission to the Far East, sent by the University of Chicago, expressed in almost the same words his admiration of our catalogue. He had been using it steadily for nearly a year, when, last summer, he returned to England, and while in London tried to continue his work at the British Museum. He tried it for nearly a week, and then, as he told me, he went to a high official and said: "My time is too valuable for me to work in this library; what you should do is to take your entire force over to the States and learn how to run a library and make a catalogue."
PAINS AND PENALTIES IN LIBRARY WORK.

By Arthur E. Bostwick, Chief of the Circulation Department, New York Public Library.

In somewhat the same way as Irving makes Diedrich Knickerbocker begin his history of New York with the creation of the world, so we may open a discussion of this subject with a word on the theory of punishment. We all know that neither moral philosophers nor penologists are agreed in this matter. Do we inflict punishment to satisfy our eternal sense of justice, to prevent further wrong-doing on the part of the person punished, as an example to others, or to reform the delinquent? So far as the justicial theory goes, it is unnecessary here to discuss whether it is founded merely on the old savage feeling of revenge, which having done its part in ensuring punishment to the wrong-doer in the uncivilized past, should now be put aside. As a matter of fact the rule, "Let no guilty man escape," is a very good one for practical purposes, whatever its theoretical implications. Why should it be necessary to proceed according to any one theory in administering punishment? Practically in the home, at school, and in the courtroom the simple administration of justice does very well for us, and when we go a little farther into the matter we see that each of the other elements enters into consideration. Certainly it is so in the library.

Penalties for the infraction of our rules should be so inflicted that future wrong-doing both on the part of the culprit and on that of the remainder of the public becomes less likely than before. Whether we always do this in the most satisfactory way may be queried.

Punishable acts committed in a library may be divided, according to the old ecclesiastical classification, into mala prohibita and mala in se; in other words, into acts that are simply contrary to library regulations and those that are absolutely wrong. To steal a book is wrong anywhere and does not become so merely because the act is committed in a library; but the retention of a borrowed book for fifteen instead of fourteen days is not absolutely wrong, but simply contrary to library regulations.

The keeping of books overtime is a purely library offence, committed against the library and to be punished by the library; and with it may be classed such infractions of the rules as failure to charge or discharge a book, loud talking or misbehavior below the rank of really disorderly conduct, such injury to books as does not constitute wilful mutilation, the giving of a fictitious name at the application desk, etc.

For all these strictly library offences the favorite penalties seem to be two in number—the exaction of a fine and exclusion from library privileges—temporary or permanent. The former is more used than the latter, and I venture to think unjustly so. From the sole standpoint of punishment the great advantage of a fine is that it touches people in their most sensitive point—the pocket. But this is a ganglion whose sensitiveness is in inverse proportion to its size; in one case the exaction of a cent means the confiscation of the possessor's entire fortune; in another the delinquent could part with a hundred dollars without depriving himself of a necessity or a pleasure. Of course this lack of adaptability to the conditions of the person to be punished is not confined to this one method. Imprisonment, for instance, may be the ruin of a life to the hitherto respectable person, while to the tramp it may simply mean a month's shelter and food. But in the case of a money penalty the lack of adaptability is particularly noticeable, and hence wherever it is exacted a large portion of the public comes to forget that it is a penalty at all. Instead of a punishment exacted in return for the commission of a misdemeanor and intended to discourage the repetition thereof, it is looked upon as payment for the privilege of committing the misdemeanor, and it in fact
becomes this very thing. Thus, in states where there is a prohibitory law, and periodical raids are made on saloons with the resulting fines, these fines often become in effect license fees, and are so regarded by both delinquents and authorities. Where a municipality provides that automobiles shall not be speeded in its streets under penalty of a heavy fine, the wealthy owners of motor-carryages too often regard this as permission to speed on payment of a stated amount, and act accordingly. So in the library, the fine for keeping books overtime is widely regarded as a charge for the privilege of keeping the books longer than the formal rules allow. Being so regarded, the fine loses a great part of its punitive effect, and largely becomes in fact what it is popularly thought to be. Thus we have a free public library granting extra privileges to those who can afford to pay for them and withholding the same from those who cannot afford to pay — an extremely objectional state of things.

In making this characterization I am aware that the sale of additional facilities and privileges by a free library is regarded as proper by a large number of librarians, and that the extension of systems of which it is a feature is widely urged. It is found in the St. Louis plan for fiction, which has been so successful, and still more in Mr. Dewey’s proposed library bookstore. That all these plans are admirable in many ways may be freely acknowledged. In so far as they may be adopted by endowed libraries they are certainly unobjectionable. But in spite of their advantages, it seems to me that their use in an institution supported from the public funds is a mistake. The direct payment of money to any institution so supported, even if such payment is logically justifiable, is open to so much misconstruction and is so commonly misunderstood or misinterpreted, that I would hold up as an ideal the total abolition of all money transactions between the individual members of a public and institutions supported by that public as a whole.

The present subject evidently does not justify further discussion of this point, but its mention here is proper because if library fines have become in many cases payments for a privilege, that very fact should lead those who agree with what has been said above to strive for their abolition.

Another objection to the fine, which is, curiously enough, also the chief reason why it is almost hopeless to look for its abolition, is the fact that wherever fines have been applied they have become a source of revenue that cannot well be neglected. In a village not far from New York the receipts from bicycle fines at one time nearly paid the running expenses of the place. Agitation in favor of substituting other methods of punishing the cyclists who ride on the sidewalks and fail to light their lamps at sundown would evidently be hopeless here. In the same way receipts from fines have become a very considerable source of income in large libraries, and are not to be neglected even in small ones. This is apparent in the following table:

<table>
<thead>
<tr>
<th>Income</th>
<th>Fines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boston</td>
<td>$399,417.52</td>
</tr>
<tr>
<td>Chicago</td>
<td>255,051.22</td>
</tr>
<tr>
<td>Philadelphia</td>
<td>141,954.45</td>
</tr>
<tr>
<td>Brooklyn</td>
<td>105,081.19</td>
</tr>
<tr>
<td>N. Y. F. C. L.</td>
<td>91,613.12</td>
</tr>
<tr>
<td>Buffalo</td>
<td>87,946.85</td>
</tr>
<tr>
<td>Milwaukee</td>
<td>71,328.50</td>
</tr>
<tr>
<td>San Francisco</td>
<td>64,966.31</td>
</tr>
<tr>
<td>Newark</td>
<td>43,760.36</td>
</tr>
</tbody>
</table>

Evidently the abolition of fines in these cases would mean a reduction of income that would make itself felt at once.

Now, of course, the knowledge that the detection of wrongdoing is financially profitable to the detector results in increased vigilance. So far, that is a good thing. But it goes farther than this: it makes the authorities strict regarding technicalities; it may even lead to the encouragement of infractions of the law in order that the penalties may reach a larger amount. In the town that is supported by bicycle fines we may fairly conclude that no resident calls the attention of the unwary cyclist to the warning sign, past which he wheels toward the sidewalk. To do so would de-
crease the village revenue and raise taxes. So too, what librarian would wish to adopt any course that will certainly reduce the money at his disposal for salaries and books?

Supposing, however, that this loss can be made up in some way, is there anything that can be substituted for the fine? It has already been stated that suspension from library privileges is in use as a penalty to a considerable extent, and there seems to be no reason why this should not be extended to the case of overdue books. There might, for instance, be a rule that for every day of illegal retention of a book the holder should be suspended from library privileges for one week. The date of expiration of the suspension would be noted on the holder’s card, and the card would not be returned to him before that date.

This plan would probably have interesting results which there is not time to anticipate here. But as long as books cost money and librarians refuse to work altogether for love, financial considerations must play a large part in library changes. The only way in which fines can be abolished without decreasing income is to make the abolition a condition of an increased appropriation, which, of course, could be done by the appropriating body. The making of such a condition is extremely unlikely. Hence, if we agree that fines are undesirable we must regard their abolition as an unattainable ideal. We may, however, treat them so as to minimize their bad effect, and this, I believe, may be done in either or both of the following two ways:

(1) We may emphasize the punitive value of the fine and at the same time increase its value as a source of revenue by making it larger. This would doubtless decrease the number of overdue books, and the exact point where the increase should stop would be the point where this decrease should so balance the increase of fines as to make the total receipts a maximum; or, if this maximum should greatly exceed the revenue received from fines under the old arrangement, then the rate could be still farther increased until the total receipts fell to the old amount. The practical method would be to increase the fines by a fraction of a cent per day at intervals of several months, comparing the total receipts for each interval with that of the corresponding period under the old arrangement; and stopping when this sum showed signs of decrease.

(2) We may give the librarian the option of substituting suspension for the fine whenever, in his judgment, this is advisable. This is the course pursued by the law when it gives to the trial judge the option of fining or imprisoning an offender. In cases where a fine is no punishment at all, and where books are kept overtime deliberately, suspension from library privileges would probably prove salutary. A variant of the second plan would be to allow the culprit himself to substitute suspension for his fine. This in effect is what the offender in the police court does when he avows that he has not the money to pay his fine and is sent to jail to work it off. At present when a library offender is manifestly unable to pay his fine there is usually no alternative but to remit it or to deny the culprit access to the library until it is paid — in many cases an unreasonably heavy punishment.

Of course there is no reason why all these modifications of existing rules should not be made together. According to this plan fines would be raised and suspension would be substituted in any case at the librarian’s option and in all cases where the person fined avows that he is unable to pay his fine. The rates can be so adjusted that under this plan there is no decrease of revenue, but rather a net increase.

Of course the adoption of such rules would be regarded by a large portion of the public as a curtailment of privileges, but such an outcry as it would probably raise ought not to be objectionable as it is a necessary step in the instruction of the users of a library regarding the proper function of penalties for infraction of its rules. These rules are for the benefit of the majority and the good sense of that majority ought to, and doubtless would, come to the rescue of the library authorities on short notice.

As long as the library fine is a recognized
penalty, numerous petty questions will continue to arise regarding its collection, registration, and use. Any exhaustive treatment of these is impossible in the limits of a single paper and I have chosen to neglect most of them in order to dwell on the question in its larger aspects. It is the exaction of the fine, after all, that is the library penalty—the money is part of the library income and its collection and disposition are proper questions of finance. One point, however, regarding the disposition of the fines bears directly on what has been said. In municipal public libraries like that of Boston, where the city requires that the fines shall be turned directly into the public treasury and not retained for library use, the substitution of a different penalty would presumably involve no diminution of income. From ordinary considerations of equity, however, it seems to me that this disposition of the fines is objectionable. If the fines are to be turned into the city treasury they should be placed to the credit of the library appropriation as they are in Brooklyn.

Regarding the collection of fines there are one or two points that bear directly on their efficiency as a punitive measure. First, shall fines be charged? It seems a hardship to refuse a well-known member a book because he does not happen to have with him the change to pay a 15 cent fine. This point of view, however, loses sight again of the element of punishment. When the delinquent who is fined a dollar in the police court does not have the money with him, does he request the magistrate to charge it and send in a bill for the month's penalties all at once? The true method, I am convinced, is to insist on cash payment of fines, and if this is done promptly their character as penalties will be more generally recognized.

Another point in regard to the collection of fines is their effect on the assistants themselves. In every library a stream of money passes in at the desk in very small amounts. This must all be accounted for, and we have the alternative of requiring vouchers for every cent or of simply keeping a memorandum account and seeing that the cash corresponds with it at the close of the day.

This latter plan, in some form, is usually adopted. To misappropriate funds under these circumstances is not difficult, and I submit that it is not right to place a large number of young girls in a situation where such misappropriation is easy and safe. In spite of Mark Twain, who prays that he may be led into temptation early and often, that he may get accustomed to it, I do not believe that this is a good general policy to pursue. We all know of cases where assistants have fallen into temptation, and we should not hold the library altogether blameless in the matter. But on general principles such a plan is not good business. Every one who is responsible for money collected must show vouchers that he turns over every cent that has been given to him. Why should the library assistant be an exception? I look to see some form of cash register on every charging desk in the ideal library of the future, nor can I see that its use would be a reflection on the honesty of the assistants any more than the refusal of a bank to cash an improperly endorsed check is a reflection on the honesty of the holder.

This is on the supposition that we are to retain the fine as a penalty. Such considerations, of course, weigh down the balance still more strongly in favor of its abolition.

I have devoted so much space to the penalty for keeping books overtime because the rule on this subject is the one that is chiefly broken in a free public library. Other offences are usually dealt with by suspension, and very properly so. For the loss or accidental injury of a book, however, a fine is again the penalty, and here, as the offence is the causing of a definite money loss to the library, there is more reason for it. The money in this case, indeed, is to be regarded as damages, and its payment is rather restitution than punishment. Even here, however, the argument against money transactions with a free institution seems to hold good. There is no reason in the majority of cases why he who loses or destroys a book should not give to the library
a new copy instead of the price thereof, and for minor injury suspension is surely an adequate penalty.

Here we may pause for a moment to ask: What right has a library to inflict any penalties at all? I must leave the full discussion of this question to the lawyers, but I am quite sure that libraries, like some other corporations, often enact and enforce rules that they have no legal right to make. To cite an instance that came under my own observation, the Brooklyn Public Library's rules were for more than a year, according to good authority, absolutely invalid because they had not been enacted by the Municipal Assembly, and that library had no right to collect a single fine. Yet during this time it did collect fines amounting to several thousand dollars, and not a word of protest was heard from the public. In this and similar cases we are getting down to first principles — the consent of the governed; which, whether based on ignorance or knowledge, is what we must rely on in the end for the enforcement of law in self-governing communities. I am afraid that it is this general consent, in a good many instances, that is enabling us to enforce our regulations, rather than any right derived from positive law. To take a related instance, it is by no means certain that libraries are not breaking the law of libel every time they send out an overdue postal notice. The courts have held that a dun on a postal is libellous, and our overdue cards specifically inform the person to whom they are addressed that he owes money to the library, and threaten him with punishment if the debt is not paid. Yet although occasional delinquents remark that the law is violated by these postals, public libraries in all parts of the United States continue to send them out by thousands daily with few protests. This seems clearly a case where the public consents to a punitive measure of doubtful legality, and approves it for the public good.

The second of the two classes into which we have divided infractions of library rules consists of those that are also contrary to statute law or municipal regulation. How far shall these be dealt with purely from the library standpoint, and when shall they be turned over to the public authorities? If a small boy yells at the desk-assistant through door or window he is a disturber of the peace; if he throws at her some handy missile, such as a vegetable or a tin can, as occasionally happens in certain sections of unregenerate New York, he is technically committing an assault; shall he be handed over to the police?

Of course one must not treat trifles too seriously. Yet probably libraries have been somewhat too timid about dealing with petty offences. There is an unwillingness to drag the library into the police reports that seems to be a relic of the days when all libraries were haunts of scholarly seclusion.

The modern public library cannot afford to be considered an "easy mark" by those who wish to indulge in horse play or commit petty misdemeanors, and in some cases it is in danger of getting this reputation.

When we come to more serious offences, the library's duty is clearer. Theft, wilful mutilation of books, or grave disorder must of course be punished. In many cases, however, the detection of the first two offences is very difficult. Theft from open shelves is easy. For the thousands of books lost yearly in this way hardly a culprit meets punishment. I have known a professional detective to confess that the open shelf baffled him. "If you will only shut the books up," he said, "I can find out who takes 'em; but here everybody is taking out books and walking around with them." When the professional acknowledges himself beaten, what shall the librarian do? Mutilation is even harder to detect. In both these cases the offender has simply to wait his opportunity. Sooner or later there will be a second or two when no assistant is looking, even if the man is under long-standing suspicion, and in that brief time the book is slipped into the pocket or the leaf is torn out. Even when the offender is caught in the act, the magistrate may not hold, or the jury may fail to convict. A persistent mutilator of
books in one of our branch libraries escaped punishment last winter because the custodian of the reading-room where he was caught did not wait until the leaf on which he was working was actually severed. The man asserted that the sharp lead pencil that he was using to separate the leaf was merely being employed to mark a place, and thus by confessing to a minor defacement he escaped the penalty of the more serious offence.

For a library that is thus forced to appeal continually to the law to protect its assistants, its users, and its collections, a manual of library law would be useful, and I am not sure that the appointment of a committee of this Association to take the matter in charge would not be eminently justified.

It is the misfortune of this paper that it has been obliged to dwell on the darker side of library work. It is hardly necessary to remind an audience of librarians that this is not the prominent side. All users of a library are not delinquents or law-breakers, and the assistants have other and better work than to act as fine-collectors and detectives. The sombre effect of what you have just heard should have been dispelled by a paper on "Rewards and delights of library work," but this the Program Committee has seen fit to omit, probably because it is not necessary to emphasize the obvious.

THE GIFT EXTREMELY RARE.

BY ISABEL ELY LORD, Librarian of Bryn Mawr College.

It is whispered, with what authority I cannot myself determine, that the day of textual criticism is past, and since librarianship is, we are somewhat insistently told, the profession of the future, it would hardly be fitting to attempt such work in this particular place. But fortunately exposition is still possible and useful. It is true that we should read great literature itself, but equally true that exposition of certain specimens of great literature is very helpful. Plato, indeed, remains Plato, and the source of all philosophy except what can be dug up out of Aristotle, and the expositor remains only an expositor; but it is equally true that by diligence and devotion the latter may be of much more value to the world than he could possibly be by any attempt to produce original work. Moreover, it is not well that all the serious thinking that has been done about the world's great philosophies and poems should be lost to that world. It is for these reasons that the present scribe diffidently presents certain researches on what she has grown to believe a really great poem. The analysis and comments are open to criticism and emendation; they are offered as suggestive rather than final. This is, is it not, the true spirit of research?

The poem, then, is one undoubtedly known to all this audience, so accustomed to hear itself-called literary and learned, but with your kind tolerance I will repeat it, begging you to note it carefully as a whole before it is considered in detail. It runs as follows:

"THE CHA-ME-LE-ON.
"A use-ful les-son you may con,
My child, from the Cha-me-le-on.
He has the gift, ex-treme-ly rare
In an-i-mals, of sa-noir faire,
And if the se-cret you would guess
Of the Cha-me-le-on's suc-cess,
A-dapt your-self with great-est care
To your sur-round-ings ev-er-y-where,
And then, un-less your sex pre-vent,
Some day you may be Pre-si-dent."

The author of the poem, I hardly need to say, is Mr. Oliver Herford.

As the substance of the lines is our especial subject, I shall not dwell upon the style, except to point out how admirable it is. There are no flourishes, no unnecessary words, no padding. It has the simplicity and directness of all great poetry. Its theme may perhaps be most clearly expressed in the following words:
It is one of the great laws of nature that adaptability is necessary to achieve true success. Such a bald and unpoetical statement is inadequate, but sufficiently clear. To illustrate this vital truth Mr. Herford has turned to the animal world, and, like a new Esop, has found us an example among the humbler creations. It is easily to be seen that no other animal in the zoologies — and there are a great many more there than anywhere else — could illustrate this point at all convincingly. We all see this now, but only the imagination of the poet could have soared to seize it first.

To set forth the theme, the poet takes refuge in no artifice. He does not need allusion or illusion, but relies only on simplicity and sincerity. He gives, too, a noble example, shining among the decadent poets of the day like the good deed that lights a naughty world, when he boldly declares in the first words he utters that he has a directly moral aim. There is no art for art’s sake in question with Mr. Herford; he uses his art to convey great moral truths. Thus begin the potent words:

“A use-ful les-son you may con,
My child, from the Cha-me-le-on.”

There is no command, no force. You may con, if you will. It is possible that some careless readers may have been misled by the words “my child” into thinking that the poem was not written for adult minds. Disabuse yourselves of that notion at once, I beg. They indicate only the attitude of the moral teacher. Thus Socrates might have addressed his pupils; thus Mrs. Eddy addresses those who have read all that she has written.

The moral purpose of the poem, and the object from which the lesson is to be drawn, being thus clearly placed before the reader, the poet continues, with exquisite economy of words, to give the reasons for his exhortation. He might well have interpolated here a beautiful description or some far-fetched simile to suggest the ideal he holds aloft, but he prefers rather to concentrate the mind more and more on the great facts he enunciates. To turn again for a moment to style, perhaps there is no better place than this to point out how direct Mr. Herford’s method is. He never leaves you guessing. The subject comes when and where you expect it, and the verb is never far to seek. It is remarkable, also, to note that the proportion of words derived from any source but the pure fount of Anglo-Saxon is singularly small.

This last fact makes all the more striking Mr. Herford’s bold and original use of two words of an absolutely foreign tongue, introduced in the next two lines:

“He has the gift, ex-tre-me-ly rare
In an-imals, of sa-voir faire.”

Why has the poet here used two words from the French language? The reason is plain, after a moment’s reflection. French has been for centuries, and still is, the one language known to the polite societies of the civilized nations of the earth. In old-fashioned phraseology, it is the “polite language.” And the words he takes from it make up an expression that, although it means literally “to know how to do,” has come to mean, as we all recognize, the right outward manner of doing any given thing, especially any social act. It is said, by the way, that a stupid man could never become a saint; it is certain that a gleam of intelligence is required for the cultivation of savoir faire. But to return. The tremendous significance of all this grows as we meditate upon it, and when we read the next four lines —

“And if the se-cret you would guess
Of the Cha-me-le-on’s suc-cess,
Adapt your-self with great-est care
To your sur-round-ings ev-er-y-where,”

we find absolute confirmation that the poet is talking of manners and only of manners. The chameleon does not change his character under different circumstances; he does not become a lion when he crawls upon a tawny leaf; he only changes the color of his skin — an unsatisfactory trifle as regards his mental and moral being — in order to get into harmony with his surroundings. He loses nothing, he gains that effectiveness that could never be his while, in the colloquial phrase, he “swore at” the things about him.
Now it is well known that a great preacher makes every person in a huge congregation feel that the sermon was meant for him or her particularly. The mediocre preacher gives you a comfortable feeling that he is talking about the sins and follies of your neighbor, but the really great one makes you distinctly uncomfortable by holding up the mirror to yourself. It cannot be, of course, that the great preacher actually has in mind your or any one else’s peculiarities. It is only that he knows the human heart. And so it cannot of course be that Mr. Herford intended this poem for librarians only, but it is very hard for the serious-minded librarian to become convinced that it is not especially intended for him or her. The poem is founded on a poet’s knowledge of human nature, but surely the human beings that can learn most from it are the professional librarians.

Our highest success in any community, then, depends on our manners. That is a very broad term. It covers all outward manifestations of one’s thought and attitude toward the world. It means the kind of English we speak, and the way we speak it, the way we dress, — with a large majority of us the way we wear our hair,— and the way we conform to the social laws and customs of the people with whom we are thrown. If a man is perfect in all these respects, he will not become a good librarian, naturally, unless he has intelligence and faith in his work and uses them both. But without the additional grace of manners, it matters not how much faith and intelligence he has, he will never do the work that he could otherwise — he will never, therefore, attain the highest success. And, incidentally, the average library trustees judge much more by the outward and visible signs than by the inward and spiritual grace. They see your manners much more than they do your brains, and infer much about the one from the other. Intelligence they expect, manners they delight in. And theirs is generally no bad indication of the general public judgment.

Perhaps it is a little stretch to include knowledge of one’s community under the head of manners, but if you are going to adapt yourself to it you have to get to know it first. If it is your desire to get the right book to the right person, knowledge of one is not sufficient — you must know both, otherwise you will hardly adapt either properly. It is not an uncommon mistake to attempt to accomplish something for which the community is not ready, and so to waste time and force irrevocably. There are some other lines of Mr. Herford’s, written on the dachshund, that are not without their application here:

“Observe the air
Of shackailedical despair!
I think he finds it does not pay
To wag a tail so far away.”

There is no more crucial test in this matter of manners than the way in which information is imparted. There is an attitude of conscious superiority that would adapt nobody to anybody under any possible circumstances, and it is currently reported that librarians adopt this manner early and often. Probably the only way to avoid this difficulty is the fundamental one of acquiring a little humility, and to do this it is only necessary to face the facts. It is not true that a librarian knows any one thing better than every one else or as well as some one else. It is a lamentable necessity that his knowledge should be superficial. Superficial means on the surface, and it is obvious that one who has to cover such a vast deal of ground cannot dig down very far at many places. A librarian may know thoroughly some one branch of human knowledge, — fortunately for the profession there are a few such, — but of the other thousands of subjects he has only glimpses, and these quite likely from the wrong point of view. The fact that he knows more than somebody who knows nothing or very little is not one on which to found great hopes of becoming an authority. And there is no reason to suppose that a librarian’s judgment is by virtue of his office better in any given direction than any other man’s. It was a very wise observer of facts and of human nature — it was the great Dr. Jowett who said:
"Not one of us is infallible, not even the youngest!"

I am led suddenly to a side-path here, by this word of Dr. Jowett's. We have all heard it proclaimed, more or less openly, that this air of assumed infallibility is found more frequently in those librarians who have received formal training—those who have had that part of library training to be got from books and lectures—than it is in those who have become librarians as the fat old lady played whist, by the grace of God. I wonder if this difference really exists? It would be an excellent opportunity to suggest the collection of statistics, but I heroically refrain. It is, however, evident that those who have received the formal training need to be doubly careful not to acquire the manner, and should, indeed, from the very advantages they have received, be expected to keep clear of it.

The matter of dress is not one that can be dealt with in detail. It might, perhaps, be well to point out that however loudly we may sing "The man's the man for a' that," we are naturally drawn, every one of us, to the people who are attractively and appropriately clad rather than toward those who wear what are technically known as "freak" clothes. Dress is to one side of one's work exactly what technical training is to another—neither is an end in itself; both are important only to make our real work easier to do and more effective when done.

Neither is there need to dwell on the observance of social laws. Age brings experience. When we are young and madly democratic we proclaim—some of us—that it makes no difference whether pie is eaten with a knife, a fork, or a spoon; but when the years have brought the philosophic mind we know that it does. This is not because of any natural law as to the physical, mental, or moral injury resulting from an unorthodox method of eating pie, but because we know that such non-observance shows a serious lack in the person concerned, whether lack of observation, lack of sense, or lack of courtesy. None of these things count because they are intrinsically important, but all of them count, and count very much, because of what they indicate. They are forgiven in those who have proved themselves, but all the force of early impressions, a more potent force in library work than almost anywhere else, is lost.

I cannot bring myself to dwell on the last lines of Mr. Herford's poem:

"And then, un-less your sex pre-vent,
Some day you may be pre-si-dent."

They raise such painful questions and problems for the great majority of those who are engaged in library work. These may indeed win all rewards—"unless your sex prevent."

But you will note that Mr. Herford in first bringing out his lesson referred to the quality of adaptability as "the gift extremely rare."

"He has the gift, ex-treme-ly rare
In an-i-mals, of sa-voir-faî.-er."

It is a relief that he confines the rarity to animals. Just how far he intends to infer that it is rare in librarians—I mean in human beings—the humble commentator cannot affirm. But from observation it will be found that the gift is a talent given to every one in some measure, and hid in a napkin only because its great value is not recognized. Any one can cultivate the gift. But the only possible way to do it is to change the convictions or lack of convictions on which its absence depends. The gift is not developed in the librarian who believes himself or herself in some subtle sense, in some indefinable—and usually invisible—way, better than the people he or she serves. Only to those who adopt the attitude of Christian charity—for you will note that St. Paul was the first to exhort us, through his example, to be all things to all men—only to these comes in its perfection that which gives the power of the chameleon to fill with satisfaction to himself and every one who sees him his appointed place in the universe—the gift extremely rare.
BRANCH LIBRARIES: PLANNING AND EQUIPMENT.


It will be taken for granted, I think, that in planning a branch library building the librarian and the architect should work together, each suppressing for the time being his air of omniscience. As Mr. Foster aptly says, the librarian and architect should enter into a "temporary partnership." Such an association should prove pleasant and profitable to both, and secure the best results. The floor plan should be the librarian's special charge; and this ought to be determined upon, in consultation with the architect, before any elevations are drawn. The exterior and the decoration of the interior should be left to the architect. Such, it seems to me, should be the conditions, if librarian and architect are both thoroughly competent in their separate spheres.*

There are few general principles for planning branch libraries which will apply in all cases. The size, shape, and slope, if any, of the lot, the climate and the character of the soil, the population to be served, etc., all have their part in determining what the plan shall be. I will confine myself to three or four types, variations of which will meet the ordinary conditions in most of the states of the Union. In the warmer climate of the Gulf States a different arrangement of windows and doors might perhaps be necessary. In some localities the water in the soil makes it impracticable to put the basement even partly under ground.

A branch library should be planned, first, for the convenience of the public, second, for convenience, efficiency, and economy of administration from the point of view of the staff, and third, for architectural effect. I shall assume that the members of this association are practically agreed that the first two conditions are best secured by giving the public free access to the shelves. Personally, I feel that there can be no question about this if, with free access, complete supervision is secured. From the standpoint of administration, effective supervision from a central desk is certainly desirable, if not absolutely necessary. Where the size of the lot permits it, the three essentials of a branch library—a reading room for adults, a children's room, and sufficient shelf capacity—should be provided on one floor, which should be the first, or ground, floor. If you have a lot 75 or 100 feet square and you need shelf capacity for only 12,000 to 15,000 volumes, the simplest plan which will secure these essentials is a plain parallelogram with the long side at the front, with the entrance in the middle, and the loan desk in the centre of the room, opposite the entrance. Three of the branches of the Carnegie Library of Pittsburgh are of this type, varied slightly in two of them by a small wing extension at the back of the central desk. In this plan the main floor may be simply one large room, with reading tables and wall cases for adults in one end, with tables and wall cases for children in the other end, and with rails separating these from the loan lobby in the middle. Entrance is through the loan lobby and between the central desk and the rail at the right, and the exit is between the central desk and the rail at the left. This is the plan of our West End branch. For these rails, however, we propose to substitute floor cases about three-and-a-half feet high with shelves on the side away from the

* For the approved principles of planning and equipping libraries in general the reader is referred to the files of the Library Journal, Public Libraries, and various architectural journals, particularly to Mr. Foster's article, "Planning a library," Brochure Series, Nov., 1897, Mr. Eastman's paper, "Library buildings," Waukesha Conference, 1901, Mr. Soule's Paper, "Points of agreement among librarians as to library architecture," San Francisco Conference, 1891, and to the latter's pamphlet, "Library rooms and buildings," recently published as "Library tract no. 4," by the Publishing Board of this Association.
lobby only. The plan of our Mount Washington and Hazelwood branches is practically the same as that of the West End branch, except that glass partitions take the place of the railings. The purpose of these glass partitions is to secure greater quiet in the reading rooms.

Another type of floor plan which secures all the advantages attained in our West End branch, is that of the South Side branch of the Cleveland Public Library. This consists, briefly, of two parallelograms placed at right angles to each other, with the entrance at the inner angle, with the central desk opposite the entrance, and with rails leading from the entrance to the desk. This plan seems to me admirably adapted to a corner lot, where, as at Cleveland, you may provide a walk through a grass plot at the corner to the entrance at the inner angle of the building, with the outer end of each parallelogram reaching to one of the streets. The effect at Cleveland is very pleasing inside and out.

In the plans mentioned thus far all the books are shelved in wooden wall cases, under high windows, around the room or rooms. There is no waste room because the floor spaces are utilized for reading-room purposes. Where large shelf capacity is not required, there is only one objection to this plan—the browsing of the readers at the wall cases sometimes disturbs the readers at the tables, especially in the adult reading room. Another objection has been urged, that the high windows give a prison-like effect inside and out. But you cannot have your cake and eat it. The windows are high to make room for the necessary wall cases and provide the best light. Moreover, so eminent an authority as Mr. Russell Sturgis has intimated that books are the most beautiful wall decoration a room can have.

When the population of the district to be served by the branch is dense, and more people and more books are to be provided for, some other type of floor plan must be used. If you have a lot which has a frontage of 90 to 140 feet and a depth of 75 to 100 feet, I should solve the problem by some variation of a plan which my friend, Mr. Eastman, calls my pet,—the plan of our Lawrenceville branch in Pittsburgh. This, as you know, is an adaptation of the "trefoil" or "butterfly" plan that has been so generally adopted of late years. The plans of this branch have been printed in the Library Journal for September, 1897, in our own third annual report, and in various other places. It will not be necessary, therefore, to give a detailed description of it here. It consists, briefly, of a reading-room for adults and a children's room of the same size, on either side of the entrance and delivery lobby, and back of these a book wing, which in this case is semicircular in form, but may be polygonal, five-sided, or three-sided. The loan desk is built around a central point, which is on a line with the partitions between the book wing and the reading rooms; and the floor cases in the book wing are on radial lines which, when projected, converge at this central point. The reading rooms are separated from the book wing and the delivery lobby by glass partitions and doors. There are doors leading from the delivery lobby to the reading rooms, but these doors are closed except on Sunday, when only the reading rooms are open to the public. Entrance from the lobby is through the turnstile at the right of the loan desk, thence from the book wing through doors near the turnstiles, to the reading rooms. Exit is through the turnstile at the left of the loan desk. Each of these turnstiles works only in the direction indicated. This arrangement makes it necessary for every one to pass the discharging counter on entering, and the charging counter on leaving.

This floor plan provides large shelf capacity in the book room, and secures complete supervision from the central desk of every department on one floor. I know of no other way in which such supervision can be combined with so large book capacity. Mr. Eastman, in his paper on "Library buildings" at the Waukesha conference, says: "For public access passages between cases should be five feet wide. Cases have sometimes been set
on radial lines so as to bring all parts under supervision from the center. This arrangement, especially if bounded by a semicircular wall, is expensive, wasteful of space, and of doubtful value, except in peculiar conditions. It is not adapted to further extension of the building." Let us examine these statements a moment. If we substitute for the semicircular book wing at Lawrenceville a parallelogram of the same superficial area, with parallel floor cases five feet apart, we shall gain something in shelf capacity and lose supervision of five-sixths of the book room. At the inner ends the Lawrenceville floor cases are three and a half feet apart, which we find to be ample, and eight and a half feet at the outer ends, an average of six feet apart. In the wider spaces between the outer ends we place small tables and chairs, which give the reader an opportunity to sit down and "sample" the books before he makes his decision, and also provide places to put the books he has taken from the cases and which we prefer to have the assistants return to the shelves. So, you see, not one square foot of space is wasted in the book wing of our Lawrenceville branch. And what practical librarian doubts the value of effective supervision of the book room? You may think I take an extreme position when I say that free access is not entirely successful without complete supervision from a central loan desk, if economy of administration is to be considered. I have had some experience with free access to parallel floor cases. Boys and girls of from fourteen to twenty years are inclined to get behind parallel floor cases and talk, laugh, and carry on flirtations, where they cannot be seen by the library assistants. The book room becomes a sort of rendezvous for the young people of the neighborhood, and parents soon learn that their sons and daughters have a meeting place where there is no proper supervision. The idea gets abroad that the influence of the library on the young people of the community is baleful rather than beneficial, and its energies are crippled in a hundred ways and its influence weakened. The test of a thing is in its use, not in mere academic discussion. The radial floor case plan has given entire satisfaction in Pittsburgh, both to the public and to those who administer the branch libraries. This does not mean that we consider it beyond criticism. We hope to improve on the Lawrenceville plan in a new branch for which tentative plans have been drawn. But the general plan will remain the same, with larger reading rooms, and with two small reference rooms inserted between these reading rooms and the book room. Experience has taught us that these additions are desirable.

There can be no question that a square book room can be built for less money than any other form. But should all the advantages of another form be sacrificed to save a slight additional cost in construction? It is true, also, that the radial floor case plan is not adapted to further extension, except upward. For what purpose do you want to extend the book room of a branch library, if you have a shelf capacity of 25,000 or 30,000 volumes? A branch library should not be expected to perform the reservoir function of a main library. Only live books have a place on the shelves. And are not 25,000 or 30,000 live books enough for a branch library?

Under any of the first floors described above, a basement eight or nine feet high may be placed, in which should be the heating plant, a small lecture, or study club, room, and storage rooms. Under the semicircular book wing it is also possible to put an auditorium, if one is needed, with a seating capacity of five hundred.

Thus far I have confined myself to the discussion of types of branch libraries with which I am familiar. Naturally, I know best the two types we have in Pittsburgh. This must be my excuse for talking so much about our own branches. There is, however, a very important type with which we have so far had no experience in Pittsburgh—the type required on a narrow city lot between two high buildings. Not having had this problem to deal with, I feel some timidity about discussing it. What strikes me as an admirable solution of such
a problem will be found in the plans for the new Yorkville branch of the New York Public Library, which are well described in the Library Journal for May of this year. The three essentials of a branch library—a room for an open-shelf lending collection for adults, a children's room, and a general reading room—are here placed on three separate floors, one above the other. There are no partitions, each floor being simply one large room. This is a sort of triplication of the type of branch library described in the earlier part of this paper.

There is little time to discuss equipment, or furniture and fixtures. I shall, therefore, note briefly only a few of the more important points.

Where there is a delivery lobby it need not be large, if there is free access to the shelves. Such a lobby is like the platform of a street car or of a political party—it is "to get in on, not to stand on."

The delivery desk may be circular, octagonal, or square. The octagonal and square present better sides for the entrance and exit passages. Turnstiles may, or may not, be placed in these passages. The desk should have an exterior diameter of not less than 15 feet, to provide working space on the inside. The counter top should have a width of two feet or more. This counter should be 40 inches high. Many desks are 42 inches high. This does very well for men, but is too high for women.

The shelving in the adult room and the children's room may be built to the ordinary height, and the two upper shelf spaces in the children's room used for a bulletin frieze around the room. This imparts symmetry to the appearance of the two rooms as seen from a central lobby, and provides a useful addition to the children's room.

We have used three heights of tables and chairs in our children's rooms, but have come to the conclusion that only two are necessary, 26 and 22 inches for the tables, and 16\frac{1}{4} and 14\frac{3}{4} inches for the chairs.

Floor coverings may be of hard wood, cork carpet, marble, or interlocking rubber tile. Cork carpet is comparatively noiseless, and has proved satisfactory in most localities. Owing to the dirt in Pittsburgh, however, so much water has to be used in cleaning that the superintendent of our buildings and our architects thought it would be unsightly and unsanitary. Our floor coverings are marble, which meets other requirements admirably, but is cold and noisy. In our next branch we expect to use interlocking rubber tile on the floors of the reading rooms. It has all the advantages of cork carpet, and in addition, is free from leaky seams and is practically indestructible. Unfortunately, it is very expensive.

Where electricity is used the general illumination of the rooms should come from lights in the ceiling, rather than from chandeliers or other pendants, which are unsightly. Table lights, as well as those for floor cases, should be wired from below. The question has lately occurred to me why in our reading rooms we are always arranging to have readers sit at tables. Would any one think of sitting down to read at his own home in the evening, with his book resting on the table before him and with the light in front, however well shaded? At home we sit in armchairs with the light at our backs, the table serving merely as a pedestal for the lamp. Why not provide similar comfort in library reading rooms? Instead of so many reading tables, why not have a few lamp standards, or posts, with four-branch fixtures at the top, four or five feet from the floor, and with half a dozen light armchairs arranged round each standard with their backs toward the light?

I cannot close this paper without emphasizing the fact that, after all is said and done, the most important thing about a branch library is the librarian directly in charge of it. No mechanical devices or arrangements can take the place of the intelligence and enthusiasm of a good branch librarian. Next in importance to the librarian comes the collection of books and periodicals. Of course it is important that the workshop be as well planned as possible; but after all the building is a tertiary consideration.
BRANCH LIBRARIES: FUNCTIONS AND RESOURCES.

By Langdon L. Ward, Supervisor of Branches, Boston Public Library.

Branch systems are in the making, in a peculiar sense, so that a résumé of the functions of a branch or of its resources represents rather what ought to be, or may be proved to be wise in the future, than what actually exists in any large library at present.

There is no generally accepted nomenclature for branches and stations, though the whole subject was discussed quite fully and clearly at the conference of 1898, and it may be assumed that all are familiar with the distinctions between the different types as they were defined then. I am in fair agreement with others if I call a branch a subordinate and auxiliary library with a considerable fixed collection of books, a delivery station an agency of the central library without any books for direct circulation, a delivery and deposit station an agency of the central library with a shifting collection of books which are circulated directly from the station, but with no permanent books, or very few. It would be possible to call a deposit and delivery station a branch, since it has books upon its shelves, but this is not generally done. Still more, such a station, with the addition of reference books and a very small permanent collection, — say of 1,000 volumes, — may be called a branch, and this is done in some libraries. The definition given above includes such small branches as these, though in certain libraries they would be called reading-rooms.

The delivery station pure and simple has been a success in some cities where there is a strong central library with no branches. It is, however, merely a mechanical agency for distributing books to the public. All that is to be got in visits to a branch, namely, the stimulus of the crowd engaged in the same pursuit, the sight and handling of other books than the one wanted, the use of reference books and periodicals, the influence of pictures, the information to be gained from the attendants and from the bulletins and card catalogues — all this is lacking. And while the home use of a popular library is chiefly fiction and light literature, the hall use may be quite a different thing. A system of house-to-house delivery is essentially of the same nature as the delivery station, though of wider scope. Except for those confined to their houses, car tickets at reduced rates, to the central library or the nearest branch, would be far better. I do not know if these are yet provided anywhere, though I have no doubt they will be in time. But a little place must be left for individual effort, for people may be pauperized intellectually as well as materially.

If progress is from the homogeneous to the heterogeneous, from simple to complex functions, the correct development would seem to be from delivery stations to branches, through delivery and deposit stations and reading-rooms or small branches. In the Boston Public Library there are no simple delivery stations, and the shop stations, which have both delivery and deposit features, are slowly being eliminated in favor of what are called service stations, in charge of a library employé. The reason is, of course, the more complex functions of which the latter type is capable. Cost is the drawback to the service station and the branch, but the results justify the expense. It is the branch only, and generally the one of larger type, which is to be specifically considered here. For its functions are comprehensive.

A branch should be a distributing agency for the central library. By this means the branch resources are supplemented and its efficiency increased. It is relieved from carrying books on its shelves which it would otherwise find necessary. In the most effective type of system, central and branches are so linked together that the same borrowers’ card is good everywhere and books taken at one point may
be returned at any other in the system. The central library is the clearing house. This arrangement is possible only with a daily wagon service. But, further, the branch should be an advertising agency for the central library, making its resources known to the local constituency. For no branch ought ever to consider itself a substitute for the main library.

The branch may very effectively be the agent of the central library in carrying out special enterprises for which the central corps of assistants is inadequate. For example, in Boston the plans of the library for work with schools have been carried out very largely through the personal labor of the custodians of branches and reading-rooms, and the enterprise of taking applications for library cards in all the schools of the city could never have been accomplished except by using the force of branch employees.

In its more independent functions the branch should not only be a reservoir of books, large enough to answer the reasonable general demands of a community, but also in many cases a reservoir of books for schools and a distributing centre with regard to them. Duplicates should be multiplied for this purpose. There are over seventy grammar and high schools in Boston, and when it was found three years ago that the Central Library was not equipped for supplying more than a small portion of them with deposits of books, the branch collections were brought into requisition. The deeper reason was that the schools were thus made better acquainted with their natural centre, the branch. The Boston schools are now divided among the branches and reading-rooms of the city, from two to six schools being allotted to each branch. The Central Library supplies certain schools, and supplements and directs in the case of all. If the great aim of a branch should be to enlarge its constituency, the most effective means is a system that will attract and secure the school children of its own district. The parochial schools are in every essential point public schools and should be so treated by librarians.

But the branch ought also to be in touch with every educational institution in its district— with social settlements, study clubs, and other such enterprises. The churches should, of course, be included. Such a close relationship is good for the branch and good for the institution, and co-operation has been found to be a remarkably stimulating word when used in this sense. There should be compiled a list of the educational institutions of the city, arranged according to the districts represented by the branches, and each branch should be held responsible for new information.

In fact the branch should be the intellectual centre of the district as far as possible. Its local character should be emphasized. In one branch that I know in a poor quarter, people come for advice, to learn the spelling of words, to have letters written, to settle the point at issue in a bet. A group of old soldiers gathers there to read books on the Civil War. A central library is not local or personal, but with the proper attendants the branch is both.

In the case of the full-grown and unwilling man, educational results must be chiefly looked for as a by-product of the whole library activity. It is, however, of the first importance that the branch should make its reputation as an advisory agency for that part of a community which will accept direction. And here tact, persistence, and good nature play their part. It is astonishing how an unfailing and smiling eagerness to assist will win over a community.

But if a branch system is to be efficient, its agencies must cover the ground for which the library is responsible. Large branches are expensive, and are practicable only at the more important centres, but they may be supplemented by reading-rooms or small branches at the lesser centres of business and population, located also with reference to the steam and electric railroads and the flow of travel. The ideal in a large city is to have these occur at intervals of half a mile. People will not go so far as a mile or even three-quarters of a mile. If their own gratification only were concerned, they might be left to suffer, but
for the good of the municipality they should be provided with library agencies where they will use them.

To perform the functions which have just been outlined, a remarkably well-equipped corps of assistants is necessary. Now the ordinary library, though it may have one or two assistants of high grade at each branch, cannot usually have more. It has faithful grammar or high school graduates. It may even have persons with the educational equipment and ideas of the palaeolithic period of library science. Yet with the small body of assistants at any branch—ordinarily from three to five—there must be an interchange of duties. The second assistant must take charge of the branch on certain evenings, the repair clerk must on occasion do reference work. Since library school graduates, however, are not available for positions paying from $5 to $7 a week, the only remedy is for the library to educate its own assistants—not in a desultory way in the course of the regular work, but by some definite system. This may be done by meetings or classes, by encouraging the study of Mr. Dana's, Mr. Spofford's, Mr. Fletcher's, and Miss Plummer's books, by circulating library periodicals, or by a system of written questions. The latter plan is not new in the Boston Public Library. At present in its branch department there is being issued from time to time a series of examination questions designed to cover all the points of library science which a branch assistant needs to know. Answers are distributed after a little interval, for the object is not, primarily, to test ability. The questions have the peculiarity of being specific, and of dealing with library science as applied to the branches of one library. Since all branch assistants must be on occasion reference librarians, a large part of these papers will probably be taken up with questions on the books of the branch collections, so that the assistant will not give Kitchin's "History of France" to a person who is studying the Revolution of 1848, nor recommend Macaulay for the period of the Norman Conquest, nor consider Hume an equal authority on fact with Mandell Creighton. So that she will know what translations of Homer the branch has, whether Butcher and Lang's Odyssey is in verse or prose, and which is the best translation into English of Dante, though she may never have read a line of any of these books. For it is well known to librarians that you can train assistants of ordinary education to do wonderful things with books, so that they may show others what they have no real knowledge or appreciation of themselves. Librarians-in-chief often have the same faculty of adaptation. These papers when collected will form a sort of vade mecum or branch assistant's guide, and though the method of question and answer is somewhat antiquated, it is very orderly and unambiguous. The problem remains to be worked out, but it is hoped that these papers will materially assist in giving employés an enlarged knowledge, and especially a certitude of knowledge. Of the head of a branch all this is already expected, and in addition executive ability and initiative.

With regard to the resources of a branch in books, it might at first appear that the greater they are the better. But considerations of cost, space, and time make it desirable to keep most collections within moderate limits. Every superfluous book hinders the efficiency of the branch.

What is the proper number of volumes for a branch collection? Mr. Putnam considered 15,000 volumes to be the limit for a branch in an important centre, and with a circulation of 50,000 volumes or more yearly. A new branch should have several thousand less to begin with. This applies only to branches which draw daily from a central library. In order to keep this limit, or any limit, if there is a plentiful supply of new books, replacements must be carefully considered and with some system, and once every five years or so the branch must be weeded out.

There will not, however, usually be 15,000 titles in a branch, for from 1,000 to 2,000 volumes will be duplicates. In a large city a reluctance to duplicate is fatal to the usefulness
of a branch, for continual disappointments will alienate the members of its constituency, especially the school teachers. The problem of the proper proportion of the different classes in such a collection has not yet, so far as I know, been worked out in any branch libraries with a central delivery, with sufficient thoroughness to justify dogmatism. There should be a supply of juvenile books adequate to the actual use, which is probably from 35 to 40 per cent. of the whole use, and half of the juvenile books may properly be fiction. There should be from 400 to 600 volumes of reference books, and these should always include a separate children's reference collection. There should be several hundred volumes of bound periodicals primarily for use with Poole's Index.

Most branches to-day are overstocked with fiction; for in some of them there are from three thousand to four thousand titles. But the cutting down which is inevitable may easily be carried too far. If we are honest with ourselves we know that a perfectly natural craving for variety leads cultivated as well as illiterate people to prefer the mediocre new book to the old one of the first rank. And those who are familiar with the illiterate class know that, as Mr. Cutter says, "there is in such people an incapacity of mind which makes a book two degrees above them a sealed book." Yet this class must be provided for. A mediocre novel is not necessarily a silly novel. Most things are mediocre; most of us are mediocre librarians. And it is a fallacy that there is a direct and exclusive connection between the best literature and ethics. The essential thing for a public library, one of whose functions is to furnish recreation, is to look for and make use of the wholesome novels. One of the most radical instances on record of the condemnation of works of the imagination is "the pleasant and careful search" which the curate and the barber made of the library of Don Quixote. Circumstances went far to justify them, it is true, but the case will not do for a precedent.

In the branch collections there will necessarily be a fixed element and a shifting element, the latter representing the current purchases which must be made in order to retain the interest of the public, or books which were for a time the best but have been superseded. It is not always possible to combine opportunity and durability, and popular novels and books about the Dreyfus case must be had though it is certain that the demand will cease. But in all shops a portion of the goods becomes spoiled or shopworn, or goes out of fashion. And experience has proved that the superfluous fiction, at least, will find a use if it is shifted from one to another of the smaller branches and displayed on open shelves.

In a library where there are several branches and the system is highly centralized, the same books should be bought for each branch. The administrative advantages of this are apparent, and while theoretically every district differs from every other, practically this is not of much importance, with a central library to rely upon for special calls. Each branch has one or more peculiarities which must now and then be taken into account, so that each must have a few books in addition to the common stock, but these are surprisingly few. Further, if you have the same books, you will print the same finding list for all, following in principle the example of the seven libraries of Hamburg quoted by Mr. Winsor in 1876, at Philadelphia,—for there is nothing absolutely new.

To the one who chooses or recommends books for a branch library comes what may be called the a priori temptation, that is, the inclination to use the intuitive method in selecting, and to aim at completeness because of its intrinsic propriety. But branch collections should be made on empirical principles, and completeness should be quite disregarded. For nothing produces such disappointing results as intuition, and nothing so devours money and time and space as completeness.

It has been often said that there is nothing so delightful as to plan reading for other people, and the fascination is well illustrated in the numerous lists which were made once upon a time by noted people by way of sub-
stitutes for Sir John Lubbock’s list of one hundred books. The extreme divergence of the makers’ views may be noted by the way. It is, however, quite proper that a limited number of standard books which are not eagerly read should be placed in a branch library, for such books impart information by their mere presence, and they nourish a high ideal. All of the books of the Lubbock list are in the branches of the Boston Public Library, and nearly all the authors of Mr. Foster’s standard library are represented. But the rule of choice is otherwise. English literature is naturally of greater excellence than American, nevertheless American authors must be multiplied in our branch collections. Books on English history will bear a ridiculously small proportion there to those on American history. In the latter class there need be little hesitation in choice. Anything respectable is useful. But the history of certain countries and periods will hardly be needed at all, because our schools do not study precisely these. The demand must rule, and however it may be in philosophy, with regard to the make-up of branch collections all the librarian’s ideas are derived from experience.

It is evident that the time is close at hand when in this matter the experience of libraries will be combined, and as a result of experiment and report there will be a certain uniformity in the branch libraries all over the United States. If librarianship were ever to become mechanical, all would be over; for personality and mistakes are far better than mechanism and the dead level of accuracy. But I do not see that this identical element need interfere with individuality. If seventy-five per cent. of the titles in branch collections at any given time were the same in various places, the margin of twenty-five per cent. would be sufficient for local and individual need and choice.

In the Branch Department of the Boston Public Library a plan for weighing and estimating the use-value of all the books in the branches has been for a long time among the memoranda of “agenda” awaiting the completion of other special enterprises.

BRANCH LIBRARIES: ADMINISTRATION.

By Frank P. Hill, Librarian Brooklyn (N. Y.) Public Library.

At present only a few libraries have branches, but the time is not distant when these accessories will be required in every city of any considerable size.

A whole session might profitably be devoted to the consideration of the organization, equipment, and administration of branch libraries. Instead, the representatives of three libraries have been given the task of presenting the subject in fifteen-minute papers, consequently it is possible to take no more than a cursory view.

Mr. Anderson has looked at the physical side, as it were, and set forth the architectural requirements of branch buildings. Mr. Ward has dwelt particularly upon the functions and resources; and it falls to the lot of the newest recruit in this line of work to say something of the organization and conduct of a branch library system. One of more experience would have hesitated before accepting the responsibility, and the writer’s appearance is accounted for only by quoting the familiar line of Pope: “For fools rush in where angels fear to tread.”

In the early library history of this country a library started with one central building, and as the demands increased, branches were established as needed, or as suburban towns were brought within the city limits the libraries established in these towns became a part of the system. Boston and Chicago are good examples of this growth. Cleveland, Baltimore, and Pittsburgh began by having a Central Building and developing the branch system gradually, neither city having any old library to absorb. Without doubt this is the ideal way, because there is a centre to work from,
and because a consistent and cohesive plan can be developed. Latterly, Philadelphia, New York (the old Free Circulating Library), and Brooklyn opened branches in response to pressing needs of particular localities, looking forward to the time when public sentiment would be sufficiently aroused to secure appropriations large enough to provide a Central Building.

If branches are started first, and particularly if many at a time, there is likely to be divergence of opinion among those in charge unless a thorough organization has been effected. Libraries taken in by absorption are pretty sure to have such different methods that the question of how much effort should be made to change their schemes of classification and cataloguing is sometimes a difficult one to decide.

Each library so absorbed has grown up in its own way and believes that way the best — and undoubtedly it was up to the moment of consolidation. It is easier to tear down than to build up; to criticise than to originate; so we must step cautiously and carefully. A safe motto for librarians to adopt is contained in the words of Hamilton Wright Mabie: "There is a genius in knowing what to discard as well as what to keep."

Whether in a single building or scattered as branches over the whole city, it is essential that the institution be placed upon a sound business basis and the work centralized. To accomplish this desideratum a library without a central building must provide adequate administration quarters with offices under one roof for all heads of departments. This arrangement establishes a centre about which the whole system clusters, admits of frequent consultation, and forms the natural source of information pertaining to any of the branches. Here the policy of the library is determined, practical co-operation made possible, and that centralization and unification which are absolutely necessary to harmonious and effective administration insured. This is the key to the situation, but it is sometimes difficult to secure. Take the Brooklyn Public Library, for example. Some months ago a series of questions was sent to the seventeen branch librarians. The answers were tabulated and the result was so surprising that I will only state that in some instances the same kind of work was being done in as many ways as there were branches. Other libraries have had similar experience; but we are on the up grade now, and all striving for that uniformity which will fit in with local environments. Of the advantages of centralization, I can do no better than quote from one of our librarians-in-charge:

"That such a plan [of centralization] frequently involves the sacrifice of individual ideas and methods of work is inevitable; and the plea is sometimes urged that the ultimate result will be to destroy originality; so far as routine goes this is undoubtedly true, but there are many features of library work incident to the personal contact with the public, making of bulletins, preparation of reading lists, etc., that offer an inviting field to every librarian in charge as varied and resourceful as the individual personalities themselves. When this feeling that we are each an integral part of a great library system, as closely linked in purpose and methods to the administration department and to each other as if all were gathered together under a single roof, has superseded purely selfish interest in our respective charges, then and not till then will the full measure of united action be realized. Without such a conception of the task before us the best individual effort, no matter how zealously pursued, will avail little. This phase of the question invites serious reflection on the part of every one of us, and a keen sense of our own personal responsibility to the trust imposed in us. I like to think of the branch not as a limited, independent collection of books, more or less arbitrarily selected and placed conveniently for the public, but rather as a local representative of a great system, never a mere substitute for it."

The first requisite for an orderly and systematic administration of a library is a staff so organized as to work effectively in every direction.

A suggested organization is:

GENERAL ADMINISTRATION.

Chief Librarian.

First Assistant Librarian.
Second Assistant Librarian.
Librarian's Secretary.
Chief Clerk.
Financial Secretary.

HEADS OF DEPARTMENTS.

Superintendent of Branches.
Superintendent of Children's Department.
Superintendent of Book Order Department.
Superintendent of Cataloguing Department.
Superintendent of Traveling Libraries.
Superintendent of Supplies.

Under these would follow Librarians-in-charge of Branches, Assistants, Apprentices, Fine collectors, Messengers, and Janitors.

A word as to the several divisions recommended. The heads of departments should be selected for their special fitness for the work required and paid accordingly. Of the duties of Librarian and Assistant Librarians and Secretary it is unnecessary to speak, but it may be helpful to indicate briefly those attached to some of the other positions.

The duties of the chief clerk and financial secretary are chiefly of a clerical nature.

SUPERINTENDENT OF BRANCHES.

Among the supervisors the Superintendent of Branches is mentioned first, because under the chief librarian the one occupying this position must keep in touch with the needs and personnel of the several branches. As one has well said: The Superintendent of Branches should keep in view the following objects: (a.) To save the time of the chief librarian by acting as an intermediary between him and members of the staffs of branches, attending to all such matters as can be acted upon without specific authority, and sifting out for his attention only such cases as seem of special significance. (b.) To view the work of the branches from a comparative standpoint, comparing their equipment, the conditions under which their work is carried on and the results obtained, with the object that all may be treated with fairness in the furnishing of books, supplies, and service. (c.) To bring about centralization in all cases where it would increase the usefulness or decrease the expense of the several branches. (d.) To promote co-operation and develop esprit de corps. (e.) To give apprentices instruction in methods and practical work at the branches.

CHILDREN'S DEPARTMENT.

Next in importance on this faculty should be named the Superintendent of the Children's Department. We can at least concede that she (and I use the pronoun advisedly) occupies a most responsible place, for upon the success of this department largely depends the success of the library. There are not many people equipped for this post. The occupant must combine the qualities which go to make up the best sort of teacher, librarian, and mother, and must have the executive ability to originate plans for the extension of the work, exercise general supervision over all children's rooms, their management and discipline, select and distribute juvenile literature throughout the system, and superintend the preparation of bulletins and kindred illustrative work.

BOOK ORDER DEPARTMENT.

All accessions to the library by gift or purchase should be handled by the Book Order Department.

Everything connected with the entering of gifts, checking of bills, order slips, auction and trade catalogues, recommendations of librarians and readers, and exchange of books between branches should be attended to here.

Having a union catalogue and shelf-list at a central place, it is easy to check up orders, prevent unnecessary duplication, and indicate for which branches a book is intended, as it is not desirable to place copies of all books purchased in every branch.

The selection of books for the different branches depends in a measure upon the recommendations of the librarians-in-charge, who know what the branches need in the way of new books and "shorts."

CATALOGUING DEPARTMENT.

A greater degree of uniformity not otherwise attainable is secured if all cataloguing is done by the central cataloguing staff. All the accessioning, classification, and assignment of numbers not only for the union catalogue,
but for branches should be done at one place, leaving to the branches the further preparation of the book for circulation.

It is somewhat expensive but quite necessary that a union catalogue and a union shelf-list showing resources of the whole institution be kept by the Cataloguing Department, so that information concerning any book at any branch may be supplied on the instant.

A card catalogue and shelf list should be kept at each branch, showing just what books are in the branch.

A great deal of time and labor will be saved by ordering cards from the Library of Congress and using them for the union and branch catalogues.

A satisfactory division of work seems to be something like this:

WORK DONE BY CATALOGUE DEPARTMENT.
1. Looked up in union card catalogue.
2. Books plated.
3. Accessioned.
4. Classified.
5. Numbered.
6. Subject headings indicated.
7. Entries made in union card catalogue and union shelf list for duplicates.
8. Work revised.
9. Cards filed.
12. Branch catalogue cards revised.

WORK DONE BY BRANCHES.
2. Leaves cut.
5. Books, shelf, list, and catalogue cards written.

TRAVELING LIBRARIES.
The Traveling Library is an acknowledged factor in a modern library. It goes into the club, the home, the school, the factory, and public institutions, and reaches people who do not ordinarily visit a library.

The opportunities for splendid work in this department are limitless, and an able, scholarly, tactful, and conscientious person is needed for Superintendent.

The home libraries which are coming into greater prominence should be under the management of this department.

The collection of books ought to be as distinct as at a branch.

DEPARTMENT OF SUPPLIES.
The Superintendent of Supplies should be a man of large business capacity. Supplies for the year should be purchased at one time in large quantities and stored at a central depot and drawn upon from time to time by requisitions made by the librarians-in-charge. The amount of stock, such as janitors' supplies, cards, printing, stationery, etc., needed during the year may be easily ascertained from estimates submitted by the branch librarians at the beginning of the year.

The purchase of books should be left to the Book Order Department.

Except for incidental expenses no money need be expended by branch librarians.

BINDERY.
The question of the advantages of a bindery under the control of the library authorities is a debatable one. Given a central building, the problem is easy of solution, as the books are then in the same building and under library supervision. It is perhaps as convenient and satisfactory to establish a certain standard for binding and then distribute the work among several firms, requiring the same grade of work, paying therefor uniform prices. The details of management should come under responsible supervision and not be left to the binder to regulate.

RESERVOIR FOR BOOKS.
The library of to-day must place some restrictions upon the purchase of books. Fiction by a little known writer may safely lie over for six months. Those of us who have tried this experiment are pleasantly surprised to find that at the end of the probationary period there is little demand for the books. Regarding other literature it is not necessary to purchase a copy
of a new book for each branch, but there should be a reservoir to serve as a receptacle for dead or unused books from which they could be drawn for the branches when there is a demand. I quote again from the same librarian-in-charge:

"We need a central reservoir from which to draw books which for many reasons cannot be duplicated in every branch. Into such a reservoir might well be sent all volumes exclusive of reference works and others to be noted later not circulating in the several branches. The branch has no room for books rarely used, and, what is more vital, no money to spend in their acquisition. Certainly we cannot afford to buy books never taken out, and at the same time plead lack of funds as an excuse for not obtaining books sadly needed. In this as in all public matters the greatest good for the greatest number must be our guide, and the occasional seeker must depend upon this central source for his occasional book. The branch must contain live and active books, books that will be read and re-read, rebound, worn out, and replaced. That, briefly, should be the book's 'biography.' By a process of elimination and survival of the fittest the stock of material should be kept a living force. In apparent contradiction to what I have just written I would exempt from exportation to the central reservoir 'books of power' so called. I believe we should always have before the eyes of the reader the best there is in literature, and if after a year, such books having offered themselves appealingly to the public, the dating slips remain blank, I think we might be justified in concluding that something was the matter with the public, or possibly with the librarian in charge. But beyond these claims of the world's best literature I would make no further exemptions. Ancient text-books, obsolete scientific treatises, worn-out theological discussions, and all other dust-gatherers surely can be of no value to the general reader and seldom to the student except as a basis of comparison. Actual experience will of course be the final test. If a book does not circulate and cannot be made to circulate, send it to this common reservoir. It will still be always accessible, and it is possible that from the combined demands of the several branches it may be of occasional service."

Thus far we have been considering the administration of the whole system, from a central point, but the real power lies in the

BRANCH LIBRARIANS.

A librarian-in-charge should possess peculiar qualifications for the position. The foundation should be a liberal education, added to which one should be broad-minded, far-seeing, and progressive. The mission of a librarian is only partly accomplished when the merely perfunctory service of circulating books and keeping records is done. It needs enthusiasm and force in the individual at the head to stimulate the assistants and do effective work with the public.

Freedom of action should be accorded heads of branches; they should be held to a degree responsible for building up their particular libraries. They should not be treated as mere machines, but be given an opportunity to broaden and develop the work in their own neighborhood, and be made to feel their importance to the entire city system. To this end there should be frequent meetings of the staff for the purpose of comparing notes, deciding upon methods, defining the scope of work, discussing books, relations with the public, etc., and to increase the efficiency of the assistants they may be given instruction of a higher grade than that given apprentices.

There are other things which add to the effectiveness and smoothness of administration. Among them may be mentioned frequent visits of the chief librarian and superintendents to the branches, interchange of books and cards among branches; special express delivery to branches and delivery stations, and telephone communication throughout the system.

An outline only of how a branch library may be administered has been given, but it may serve the purpose at a time when librarians are becoming more generally interested in the subject.
THE DIVISION OF A LIBRARY INTO BOOKS IN USE, AND BOOKS NOT IN USE, WITH DIFFERENT STORAGE METHODS FOR THE TWO CLASSES OF BOOKS.

BY CHARLES WILLIAM ELIOT, President of Harvard University.

BEFORE this assembly of experts it is proper that I should describe the past experiences and present conditions which have lately led me to study the library question anew, and have caused me, who am not an expert, to venture to write on the subject.

When Gore Hall was built in 1840, my predecessor, President Josiah Quincy, supposed that the building had sufficient capacity to hold the probable accumulation of books during the remainder of the century; yet within thirty-five years it was necessary to construct an extension which held many more books than the original building. Within twenty years more it became necessary to reconstruct the interior of the original Gore Hall in such a manner as greatly to increase its book capacity; and now, within six years of the last enlargement, a further enlargement, more considerable than either of the preceding, is declared to be absolutely necessary. The city of Boston erected about forty years ago what was then considered a very large library building on Boylston Street. Within less than forty years that building had to be replaced by a building of vastly greater capacity at the cost of several millions of dollars; and this new building is so placed with reference to the surrounding streets that it will be almost impossible in time to come to more than double its capacity. Only thirteen years ago Cambridge built a public library; but the city has already been obliged to make a considerable extension of the building. In the meantime many new public libraries have been erected in the various cities and towns which constitute the metropolitan district of Boston. I have, therefore, witnessed a very extraordinary increase in the number of books kept accessible to readers in the communities which fall under my immediate observation; and I have also witnessed frequent enlargements of the buildings used for storing these collections, enlarge-ments repeated at always diminishing intervals. All over the country, but especially in Massachusetts, local public libraries have been rapidly established within a single generation; so that the centres from which books are distributed, or at which books are read, have multiplied extraordinarily. Since Gore Hall was planned — that is, quite within the life-time of many persons here present — the production of books and other printed matter has increased at an unprecedented rate; until now there is no library, however rich, which pretends to keep pace with the annual publications of the world; and all libraries, large and small alike, are compelled to exercise close selection in the purchasing and acceptance of books. No existing library can dream of providing two miles and more of new shelving every year. Completeness can no longer be the ideal of any library. Judicious selection for local and present use is the ideal.

At a university which employs a large number of specialists as teachers, the books selected for purchase will be those which the university specialists decide are most needed at the passing moment by themselves or their pupils; and since these specialists change somewhat rapidly by death or transfer to other fields of labor, the direction of purchases in a given university library will probably change consider-ably from generation to generation; so that even in a university library the selection of the books must be called variable and almost casual, unless an unchanging policy of purchasing only in certain specified departments of knowledge be adopted and persistently maintained. I know no instance of the long maintenance of such a policy for a public collection not professional.

The prodigious annual output of books and magazines is by no means all original matter. A large proportion of it is matter which has only been revised or recast. Each generation
makes its own treatises, gazeteers, bibliographies, indices, dictionaries, and cyclopædias, re-edits the famous books come down from preceding generations, and writes its own biographies of the heroic personages of the past. It is impossible to discern any limit to this portentous flood of reproduction. Yet in each generation this immense mass of revised or recast matter invalidates much of the printed work of former generations or throws it out of use. Moreover, all signs indicate that the flood of printed matter has by no means reached its height. Indeed there is every reason to suppose that printing and publishing will become cheaper and cheaper, and the facilities for authorship and the number of authors greater and greater. The ease with which books are made has altered the character of the printed book. It is plain that great masses of new books have only an ephemeral interest, like the monthly magazines and the weekly papers.

Under these conditions the great need of means of discriminating between books which may fairly be said to be in use and books which may fairly be said to be not in use has been forced on me, and on many other persons nearly concerned with the largest, readiest, and most profitable use of libraries, and with the promotion of sound reading among pupils at school, students at college or university, and the people at large. The problem is essentially an economic one. It is not a good use of the precious educational resources of a community, or an institution, to enlarge at frequent intervals its library building, if the new space needed for books in use can be secured by discarding books not in use; and it is not frugal policy to permit the presence of thousands or millions of dead books to increase the cost of service, care, and cleaning in a much-frequented library.

I admit at once that the means of just discrimination between books in use and books not in use are not easy to discern or to apply; but I maintain, nevertheless, that the search for these means should be diligently prosecuted, and that every reasonable suggestion of means of discrimination deserves careful attention. It is obvious that no one man is competent to discriminate, on principles of judgment which his own mind elaborates, between a dead book and a living book in all departments of learning. The only satisfactory test is the actual demand or absence of demand for the book in question. Thus, it might naturally be suspected that a book which had not been called for in a university library for twenty years possessed but a faint vitality; whereas a book that was called for every year would certainly be considered alive. The fact of disuse seems to me an effective criterion, and the question for librarians is how to determine that fact of disuse. In libraries where no person has access to the shelves except the librarian and his assistants, so that every book used is ordered by a written slip, and passes the delivery desk, the fact of disuse can certainly be satisfactorily determined. In libraries where some thousands of books, say from five thousand to a hundred thousand, are kept on open shelves, accessible to all users or all privileged users of the library, there must be some principle of selection which assigns books to those open shelves. No judicious librarian will keep on open shelves books which are never touched. There already exists, therefore, a satisfactory criterion for large numbers of live books. The real difficulty in determining disuse arises in libraries which permit access to all their shelves to a considerable number of readers who may handle the books at their pleasure, and remove any of them temporarily to neighboring tables where they can be conveniently read. This permission has no value except in a classified library, or, rather, except in those parts of a library which are classified. There are many libraries in which the "browsing" process is not permitted, and in them this difficulty in determining the disuse of a book does not exist. Moreover, where the difficulty exists now it would be removed by enforcing the simple rule that the reader admitted to the shelves may take a book down, but shall not put it up; and this rule would have other obvious advantages. I shall have something to say later concerning the value of the process of browsing in a library.

I have found on inquiry that the discrimination between books in use and books not in use
has already been made in some libraries of widely different character as regards size, rate of growth, and general purpose. Thus the British Museum has already made large discriminations. The Medical Library of Boston, although it has lately procured a new building much larger than its first, has still large numbers of books stored in the suburbs of Boston. The Harvard Library has been forced to box thousands of books, and store them in the cellars of other buildings—a very inconvenient method. The Boston Athenæum has for some years put its most used books in its lower stories, and its least used in the upper, for the convenience of its attendants, and of its proprietors who have access to the shelves. Many town libraries have found no difficulty in deciding upon those books which are so seldom called for that they may be put in out-of-the-way places.

But what should be done with disused books, when once the means of discrimination between the used and the disused have been found? It seems to me clear that a book which is worth keeping at all ought to be kept accessible; that is, where it can be found, on demand, with a reasonable expenditure of time and labor. The problem, then, is to devise a mode of storing disused books, so that they may be kept safe and accessible, and yet at a low cost for shelter and annual care. The most obvious considerations of economy demand that disused books, or books very seldom used, should be stored in inexpensive buildings on cheap land. There is frightful waste in storing little-used books on land worth a million dollars an acre, if land worth a hundred dollars an acre would answer all reasonable purposes. Next, no unnecessary number of copies should be stored for one and the same community. If, for instance, there are thirty public or semi-public libraries within twelve miles of the State House in Boston, it is wasteful for each of those libraries to be storing disused books, for many of the books so preserved would be duplicates. There should be one store-house for disused books for the entire district, wherein not more than two copies of any book should be preserved. Thirdly, the interior construction of such a building should differ in important respects from the construction of the ordinary book-stack in use to-day. A stack like that of the Harvard Library, which was the first stack constructed of the type now common, or that of the Congressional Library, a more recent and far more costly type, provides a passageway between each two rows of books; and in order to get good daylight into the middle of these narrow aisles or passages, the lengths of the rows are very moderate, and there are often passageways along the ends of the rows of books between these ends and the walls. The result of this arrangement is that not more than one-fifth of the cubical contents of the building which covers the stack is really occupied by books. In order to secure compact stowage, all books in such a store-house as we are contemplating should, in the first place, be assorted by size. They should next be marked by a label at the top of the back to receive only a serial letter and number. No classification of the books should be permitted; for a classified library occupies more space than one which is not classified. The books having been assorted by size should be placed three deep on the shelves, and on the edge of each shelf should stand fixed-location shelf-marks bearing the numbers of the three books behind each mark. The serial number once assigned to a book should never be changed, and the place of each book once fixed should never be changed. The passage-ways should be long, and should end against the walls, and only one passage-way down the middle of the stack should afford access to the passage-ways between the rows of books. In this way nearly two-thirds of the building might be actually occupied by books. The roof should be flat, and so constructed as to defend the upper stories from the heat of the summer sun. All windows should be double, to exclude dust and cold. In winter the temperature of the entire building should be kept low, and by the use of gratings for floors the whole building should be treated as one room for purposes of heating and ventilating. None but the attendants should ever be allowed in the stacks. They would find the books called for by their serial numbers only, and would bring them to the
reading-room and studies which should be attached to the building. It ought, of course, to be possible for any student who desired a large number of books to have them brought to him in a separate room where he could examine them at his leisure, and retain the use of them for a definite period. It should also be possible for any library in the district which used this store-house to procure any books from the store-house on written or telephoned orders, the cards corresponding to all the books in the store-house being kept at all the libraries which were large enough to accommodate such a catalogue. Such a building could be a regular polygon, like a square, and so have a shorter perimeter than any irregular polygon of the same area, like a long rectangle, for instance.

The books in such a store-house would be reasonably accessible to real students. They would no longer encumber the libraries from which they had been dismissed. They need no longer encumber the card catalogues in ordinary use at the libraries from which they had been dismissed. The discharge of disused books from the thirty or more libraries of the whole district into this common receptacle would be intermittent, perhaps, by weeks or months, but fairly continuous by long periods, such as five-year or ten-year periods. The libraries of books in use would themselves be more economically and effectually administered if relieved of the burden of the dead books; and they would be under no necessity of extending their buildings at short intervals over new areas of more and more expensive land.

The treatment of the library catalogue under these new conditions would deserve careful consideration and experimentation. In libraries which contained a well-classified subject catalogue, it might, or might not, be best to keep in the classified catalogue the titles of disused books. By retaining all the titles which had ever found place in the classified catalogue, a student unacquainted with the literature of his subject would be supplied with an important bibliographical guide; but on the other hand by keeping in the catalogue the titles of disused books the bulk of the catalogue would be increased in a progressive measure, and the daily use of the catalogue would therefore be made more difficult and more time-consuming for everybody resorting to it.

These last considerations lead naturally to the interesting subject of "browsing." There can be no doubt that the inexperienced student gets some advantage from looking over the books in a classified library on a subject in which he has an intelligent interest; but of course his chief advantage is procured from those books which have still so much life in them as to be sometimes read. Browsing on good books is often helpful, but browsing on poor books, and particularly on books which have been so replaced by better ones as to have gone out of use, is a very questionable advantage for the ordinary student. I am not suggesting that browsing on live books should be prevented, but only that browsing on dead books might be made less convenient than it now is by requiring that the dead books to be examined should be ordered and brought together for the browser in a reading-room or study. For the advanced student, who wishes to make a really thorough study of the literature of a given subject, the examination of the books on that subject which happen to stand on the shelves of a given library ought not to be satisfactory. He may be quite certain that the collection is not complete, and that it may even be described as casual. He ought to make acquaintance with a thorough bibliography of his subject, or he ought at least to examine thoroughly several classified catalogues of books on his subject. He should never be content with the selection of books which happens to have been made in a single library, but should examine the contents of several libraries. In short, he ought to regard browsing in one collection not as thorough study at all, but only as a pleasing gratification of curiosity in comparatively leisure moments.

It is obvious that the economical advantages of the division of books which has been here suggested would be numerous. In the first place, the trustees of libraries would not have to hold vacant large pieces of expensive land all about their present library buildings, in order to provide for enlargements of those buildings in successive generations. In the
second place, they would not be put to the expense of building these successive enlargements, but would always keep in a sufficient building that number of books for which it had originally been designed, the older books which had proved to be disused being constantly replaced by newer books which are to be put to the test of use, and the whole collection being actually alive. Again, the maintenance of the store-house for disused books would be far less costly than the maintenance of the building for the active library as regards heat, light, number of attendants, and cleaning. Finally, the handling of the catalogues and the delivery of books at the active library would be quicker and easier, and the service of that library would, therefore, be less expensive and more efficient. Every hundred thousand books in a much-used library and every million cards in its catalogue increase the cost of service and care, because they add to the difficulties of the service, and the extent of the care-taking.

It seems to me that emphasis should be laid henceforth not on the number of volumes which a library contains, but on the wise selection of its books, and on the facilities for the daily use of its treasures. It is much more important that adequate provision of reading-rooms, large and small, should be made, than that browsing be permitted, or that every book owned by the library should be obtainable on demand within a few minutes. It is not unreasonable that an interval of twenty-four hours should elapse between the receipt of an order for a book and its delivery. Commercial circulating libraries both in England and in this country are highly successful, although they often require a much longer interval than this between the receipt of an order and the delivery. As the facilities for the safe delivery of books by mail, parcel deliveries, or expresses increase, the habit of borrowing books from a distance ought likewise to become common. The student and the general reader alike should be willing to await the delivery of the book he wants for hours or even days, just as a naturalist waits for the season at which his particular material is to be found, or for the time of year when his plant flowers, or his moths escape from the chrysalis, or his chickens or his trout hatch. The real student ought to be capable of some forelooking, and of a certain deliberation in reading.

Whenever the distinction between books in use and books out of use, and between a library of live books and a store-house for dead books, comes to be admitted and applied, it will be possible to return to spacious and handsome halls and rooms for the permanent active library. The modern steel stack is not a decorative or inspiring structure, and we should all be glad to advocate with a good conscience more beautiful and interesting forms of construction for the library of books in use.

It is an interesting but not an urgent question how many depositories of dead books might reasonably be provided in the United States. If the general conception should be accepted, the interests of different localities will in time determine the number of places of deposit for books out of use. In my report on Harvard University for the year 1900–01, I mentioned three appropriate places of deposit—Washington, New York, and Chicago; but I can see great convenience in having one place of deposit for Eastern Massachusetts; and doubtless the Pacific coast and the eastern slopes of the Rocky Mountains would some day need others.

It has been said that the present generation cannot determine the taste in books which any future generation will manifest, and therefore that present disuse of a book is not to be accepted as evidence that it is dead outright and forever. This suggestion has some truth in it, but it does not go far. There are few books now in use which have been resurrected after long burial; but if there were such books, their temporary storage in the house of disused books would not prevent their restoration to some of the active libraries when the new generation had discovered or rediscovered their merits. I am not proposing a crematory for dead books, but only a receiving-tomb. Neither am I proposing that the bibliophile or the antiquarian should be absolutely deprived of his idols, but only that his access to them should be made somewhat less convenient and attractive.

Another mode of selection in the purchase
and holding of books by different libraries within some territory of moderate extent has often been suggested,—namely, the assignment to different libraries of different subjects to which they shall severally confine themselves in the purchase of their books. There is a great deal to be said for this mode of selection, if the interests of a large community like the Boston metropolitan district, for example, rather than those of a single town or city, or a single university, are to be considered. But it ought to be observed that this method of selecting the books which any given library shall own involves the same willingness on the part of readers to wait a reasonable time for the books they want, as must be assumed if the line of division in any one library shall be between books in use and books not in use. If European history were assigned as one of its subjects to the Boston Public Library and American history to the Harvard Library, the historical student in Cambridge might have to wait for his book until it could be brought from Boston, and vice versa. No principle of selection can be applied to a group of libraries, which does not involve, though infrequently, some reasonable delay in the delivery to the reader of the book he wants; yet it is indispensable that some principle of selection or other shall be adopted. It is also to be observed that books will inevitably come to be disposed in the several departments assigned to each separate library.

What I have wished, and still wish, to urge upon the attention of professional librarians—solely in the interest of the best use of the best books—is the need of determining beforehand the general policy which is to be adopted with regard to the storage and most convenient use of the overwhelming masses of books which are pouring forth at all the large centres of bookmaking in the world, masses which each decade bids fair to double. At present most of the libraries of the country are vaguely contemplating an indefinite enlargement of their buildings, and an indefinite increase in the cost of maintaining, caring for, and serving out their growing collections of books. The present buildings of many libraries may now look adequate for years to come; but surprisingly soon their vacant shelves will be filled, and the pinch we have felt three times within sixty years at the Harvard Library will afflict them also. There seems to me to be an urgent need of settling soon on a clear and feasible policy for the future; and I know no body of persons more competent than that I now address to discover and promulgate such a policy.

THE SELECTION OF TECHNICAL AND SCIENTIFIC BOOKS.

By Charles F. Burgess, University of Wisconsin.

It is my purpose as the unofficial representative of the American Society for the Promotion of Engineering Education to submit to your consideration a line of work which has been taken up as one of the possible means for furthering the interests of technical education, and one which cannot be made effective without the cooperation of the library interests.

Those who are actively interested in engineering education cannot help but feel a certain sense of responsibility for the remarkable record of industrial development which the last few decades have made. For substantiation of such claim attention need but be called to the captains and other officers of industry who have been trained in the technical schools of the country.

The inadequacy of the engineering education of thirty years ago for present conditions is scarcely more obvious than the fact that engineering education of the present will not suffice for the future. Present methods, continued indefinitely, would develop leaders as they have done in the past, but the question of a debatable nature may be raised: Is the country better off with a few great engineers, or a large number who are capable?

Perhaps the most serious limitation upon engineering education at the present time is its failure to reach the rank and file of industrial
workers, a limitation which is steadily increasing in degree. In spite of the fact that some of our advanced technical schools are free from tuition charges, it is evident that only a very small percentage of the inhabitants seem to be endowed with the privilege or opportunity of attending such institutions. It has been estimated that but one per cent. of the pupils of the grade schools continue their work beyond the high school.

It seems to be the predominating idea at present that increase in efficiency of engineering education lies mostly with reference to the instruction of the favored minority who are able to attend technical schools. This is shown by the action of the leading engineering schools in increasing the height of the barrier commonly termed entrance requirements, thus more noticeably decreasing the percentage of those permitted to attend. A college education gives to its possessor an advantage over his fellow men and almost ensures for him promotion to the more important positions, thus serving in a considerable degree to remove the less fortunate from the line of promotion. This stratification which appears to be developing, placing the technical graduate in the upper layer and creating an engineering aristocracy, is to be deplored as contrary to the American doctrine of equal opportunity for all. By the very progress of the technical graduate the outlook for the shop man or machine laborer is darkened, for, seeing the higher positions apparently closed to him, he will lose that incentive which is the underlying foundation of American enterprise — hope of advancement. He will feel that he is born to a position in life from which he cannot rise.

The solution of this problem as to how such condition may be avoided is perhaps the most difficult and important task which those interested in technical education have to undertake; but there is no doubt that American ingenuity will find a way of satisfactorily solving this, as it has done other great problems. Various experimental solutions are now under trial and others have been proposed. Among the former are the so-called correspondence schools, summer schools for artisans which at least one of our universities has instituted, night schools, classes conducted by the Y.M.C.A., instruction offered by manufacturers, and various other methods, each of which has its own advantages and disadvantages which it is not my purpose to discuss.

The great school for the industrial worker is the shop or the factory. The worker in this school is in a laboratory of the most efficient sort in which he can develop efficiently if he will develop his brain together with manual skill and dexterity.

The workman must first be taught to realize that unthinking skill can never hold its own against brain training. After instilling this feeling every possible opportunity should be given to make the work of brain training as simple and efficient as possible. The correspondence schools, in having enrolled over a quarter of a million students, have demonstrated the state of intellectual hunger which prevails among the industrial workers of the country. In addition to demonstrating the existence of this hunger, at least some of the schools have done much toward satisfying the same.

The proficiency of the industrial worker lies largely in his knowledge of the laws of nature and their applications and limitations, and an ignorance of such laws determines to a large extent the difference between the mechanic and the engineer. Such laws and applications may be learned from books, and in this fact lies the opportunity which the libraries have for furthering industrial progress.

There are various ways in which the librarian's work may be to the advantage of engineering education, by which term is meant the dissemination of knowledge which bears upon and influences industrial development.

The library may supply such scientific and technical literature as will meet the requirements of those who wish to use the same for recreation or for general information, and therefore including writings of a popular nature.

The library may stimulate interest in scientific and technical matters among high school students and others who are to choose their life's work.

The means may also be offered to technical men for continuing their studies, or in carrying on investigation, for which purpose a good reference equipment is requisite.

The library, in placing at the disposal of the
workman-artisan class the literature best suited to the needs, may accomplish results of inestimable value. "The vast number of workers, so important to the future welfare of the republic, deserve and are in need of more consideration and encouragement for self education than are those who constitute what are known as our educated classes." It is to the means of giving aid to this class that I wish especially to point.

Libraries have been and are at the present time very inefficiently dealing with this matter, the following remark recently made by a prominent technical man emphasizing this point: "Instruction in engineering literature is not organized, it is not looked after, it is not cared for, yet it is one of the most important questions. On entering a modern public library one finds excellent reading lists upon almost any topic in history, art, literature, and some science, but none on engineering or technical subjects."

A study of methods of increasing the efficiency reveals some of the causes of inefficiency, principal among which is the lack of a sufficient number of books, and, what is equally harmful, the presence on the shelves of books whose influence is not only indifferent but actually harmful. A great improvement can undoubtedly be effected by the judicious application of the process of subtraction from, as well as addition to, the shelves. The unsatisfactory selections so commonly made, and the requests which are frequently put to its individual members for book lists, have furnished the incentive to the Society for the Promotion of Engineering Education in appointing a committee of seven members, representing various lines of technical and engineering work, naming as the duties of such committee the compilation of a list of scientific and technical books which could be recommended for library use.

It has appeared to our committee that for various good reasons it would be best to confine our work, at the beginning at least, to the selection of books for the smaller libraries, and including perhaps not more than one hundred and fifty titles. In this way it was thought that the best results with the time at our disposal could be accomplished.

I had hoped to present at this time such a list, but, owing to the time necessary and the difficulty in arriving at an agreement which the geographical distributions of this committee involves, I am, unfortunately, unable to carry out my expectations; and the publication of the same will, therefore, have to be postponed to a later day.

"From expressions of opinion which have come to my attention, I incline to the belief that many librarians may not view our efforts with favor, and will repeat with unkind accent, "another bibliography prepared by experts." I admit that there is some ground for the assertion that a specialist will usually make a poor selection, for general library purposes, of books dealing even with his line of work, having his nose buried so deeply into his subject that he is unable to obtain a fair perspective. It is difficult for him to judge of the value or even to see any value whatever in the elementary books which are most important from the library standpoint, and, in fact, many specialists are totally unfamiliar with the elementary literature in their lines. The objection that professional prejudices and jealousies are likely to be detrimental to proper selection might also be a factor, though certainly a minor one.

A scientific and technical library, chosen by lists made independently by specialists in various lines, is liable to be unbalanced by reason of the various ideals which different men have as to library requirements.

Braving such criticism, our committee has undertaken the work, and it is hoped that the librarian may look with favor upon the results, especially when considering the fact that various difficulties, limitations, and faults are realized by the committee, and attempts have been made to remedy or minimize them.

In examining the engineering literature various factors, which must be taken into account in making proper selection, become apparent.

Certain branches of engineering and science, especially those capable of spectacular treatment, have been subjected to a flood of literature during recent years. The greater part of such literature, in spite of its popularity, is not only unreliable and worthless, but is actually harmful and a hindrance to true progress in
In arguing for the organization and more efficient operation of scientific and engineering departments in the public library with the view of helping especially the working class I am well aware that nothing new or heretofore untried is being presented. I will anticipate some of the objections which may be raised against this system for industrial betterment. It will be argued that certain libraries have maintained technical departments at considerable expenditure of capital and labor, but that little interest has been manifested in the same by the people who were to be benefited.

It is true that only a small percentage of the industrial workers seem to have an ambition to rise, strange as this statement may seem, and even if possessed of such, few have the enterprise to do the extra work necessary to further this ambition. The results, however, which can be effected by ministering to the requirements of those who have both ambition and enterprise, even though such number be small at present, is a sufficient argument for carrying on the work. In this way the library may serve as a net spread wide to catch the talent which the country produces.

It is argued that the man who works eight hours a day is not eager or in good condition to put in his little spare time with books; but, with the better class of such men, their minds are, after their day's manual work, fresh and eager for mental work which they may be given at night. If literature having some bearing on their daily work be placed in their hands they will be bound to become interested.

Further it may be said that manufacturers have installed libraries in connection with their works and have even offered free instruction to their employees. The indifferent success which such attempts to improve the men have met points to possible failure for public libraries if they take up this work. It has been a matter of common experience, however, that advantages such as gratuitous instruction offered by employers are seldom appreciated by employees, for the majority become suspicious of the intentions, feeling that such efforts are being made in the interests of capital rather than labor. To the library this is a matter of less moment, for the public may be
made to have a feeling of ownership, which is synonymous with a feeling of interest. There may be means whereby the library may increase such interest. An experiment with this in view is to be tried by the Public Library at Madison, Wis., during the coming winter. It is proposed to have a series of informal talks or lectures given to the employees of local factories upon technical subjects which may be of interest to them, a small charge to be made for the course. The proceeds are to be used for the benefit of the technical library, books and periodicals being purchased which will be of most service to the contributors. Experience has shown that a free course of lectures will not retain the interest of the audience as will a course in which money is invested, and in addition to retaining such interest it is thought that the investment of the proceeds as before mentioned will increase the interest in the library. The lectures are to be given by local engineers and professors of the College of Engineering of the University of Wisconsin, and almost any public library can easily get up such a course of talks, as the technical men of the community will readily lend their assistance.

The library, to be a place of study, requires a good list of reference books and journals. Current technical and trade periodicals would be a drawing card, and those who possess, even to a minor degree, the ability of self-education will find here their mental nourishment. In almost every industry there are now technical books and trade journals and catalogues of very high educational value which may be acquired at a very small cost. A most valuable part of engineering and scientific literature is in such publications, and with bound volumes of the same the librarian might readily compile reading lists for those who desire to look up any particular line.

Other reference books should be available, such as Kent's "Mechanical engineer's pocket book," Foster's "Pocket book on mechanical engineering," Trautwine on civil engineering, electrical and mechanical dictionaries, books for self-instructing in drafting, an excellent example of which is Davis' "Mechanical drawing and machine design."

Books which are in many ways ideal for such reference library are those published by the International Correspondence Schools of Scranton, Pa., consisting of bound volumes of their lesson sheets on subjects such as electrical engineering, mechanical engineering, civil engineering, shop practice, steam engineering, and various other lines. Each subject is treated in several volumes, taking it up from the very elementary point and gradually developing it through a comparatively advanced stage. A student may therefore take up a subject at any point to suit his preparation, and since the works are fairly complete, supplementary books are necessary. The books have been prepared by specialists and authorities in various lines, and have been successfully designed to meet the requirements of those seeking self-education. These works have in the past been available only to those who paid the fee as correspondence students, but the International Correspondence Schools have recently changed their policy to the extent of allowing public libraries to obtain their publications.

If study of drafting and designing is to be carried on it might be advisable to place at the student's disposal drafting boards or tables. Other facilities might also be made available, but an enumeration of such extension work would carry me beyond my intended destination.

By suitable scientific instruction the usefulness of the industrial worker to society is increased, his horizon is broadened, the dignity of his calling is developed; and no other agency seems as universally suited for furnishing such instruction as does the public library.
DURING the days of the discussion of the co-operative cataloging scheme a couple of years ago I presented to the Co-operation Committee of this Association a plan for a complete American bibliography. This plan was based on the same mechanical principle as the cataloging plan presented by the committee at the Montreal conference, and provided for electrotypes to be made for single entries from which cards could be printed and which also could be used for printing of bibliographies in book form, to be kept up to date by cumulative supplements and cumulative new editions. My scheme for carrying on the work was also largely the same as that suggested by the committee. The entries were in all cases to be made from the books or articles themselves, not from other bibliographies, and the work, it was suggested, might be done in co-operation by a number of leading libraries, the field of work to be divided according to the particular strength of each co-operating library. For instance: the literature previous to 1700 might be recorded by the New York Public Library, the copyrighted books after 1870 by the Library of Congress, the literature of medicine by the Surgeon General’s Library, that of geology by the United States Geological Survey, etc. A central bureau was to be established for the supervision of the work, for revision as well as for the printing and distribution of the cards and other publications. The cost of organization and maintenance until the undertaking would be self-supporting should be borne, it was suggested, by such national scientific societies as might be interested in a scheme for an American bibliography.

The Co-operation Committee expressed in its report to the Montreal conference the hope that the plans for the co-operative cataloging of books for libraries might pave the way for this plan. The Bibliographical Committee of the American Historical Association to which it had also been presented did not see its way to make any recommendation.

Now, the failure of the scheme was inherent in the proposition that institutions, libraries and societies, founded to further certain defined interests, should spend a part of their income in the interest of an undertaking which, while touching their own interests at more than one point, could not be said to be part and parcel of their work. And it soon became clear to me that the only way to solve the problem would be through the establishment of a separate richly endowed institution, unaffiliated but working in harmony and co-operation with other institutions of learning. There are institutes established for chemical, medical, archæological research. The bibliographical needs of American scholarship require the foundation of an institute for bibliographical research to be a centre for investigation and publication in the field of bibliography. The chief undertaking of such an institute, around which all its other work should centre, would naturally be the American bibliography, conceived in its very broadest sense, not merely covering literary productions printed in America, but also such dealing with American subjects and written by American authors, even though printed elsewhere. It would naturally be divided in two parts, the bibliography of current literature and the retrospective bibliography of the past. The retrospective work should be taken up piecemeal, so that the most useful and so far most inadequately treated subjects be undertaken first. For instance, to attempt a complete bibliography of medicine, of American ethnology or geology, would be futile; on the other hand, bibliographies of photography, of education, of fine art, of engineering, of bibliography, would be invaluable. All the work of the Institute should be conceived as parts of its American bibliography and as far as non-American publications are recorded, as parts of the universal bibliography which for centuries has been the dream of bibliographers and librarians. If I claim that this universal catalog is possible I base this assertion on the mechanical principle of electrotypes.
of the work as is completed will always be ready for use, and nothing will ever be out of print.

The bibliographical problem is international. An attempt to solve it from the standpoint of a single country, without proper attention to its international aspects, will invite failure. If a bibliographical institute be founded in this country it must seek co-operation with similar institutions in other countries. Such institutions are the International Council for the "Catalogue of scientific literature" in London, the Institut International de Bibliographie in Brussels, the Concilium Bibliographicum in Zurich. In this country various independent undertakings might be co-ordinated with each other and with the work of the Institute; for instance, the bibliographical work of the Library of Congress and the various government bureaus at Washington, the co-operative cataloging of articles in serials carried out under the auspices of the A. L. A. Publishing Board, the several bibliographies of individual states in the Union published by the American Historical Association.

The functions of an institute for bibliographical research would by no means be exhausted with the preparation and publication of bibliographies according to a preconceived plan. Arrangements should be made by which students engaged in research might have special bibliographies prepared for them. It is highly important that literary investigators be relieved from the preliminary work of compiling bibliographies of the subject they intend to investigate, thus saving valuable time that would be more profitably spent in productive labor. There should also be provision for temporary employment of students and bibliographers, desirous of carrying out some special bibliographical work under the auspices of the institute. These would be paid on the basis of the salaries of the permanent officers of the institute and the result of their work published by it in its regular style, on cards and in books, printed from electrotypes. And societies such as the proposed American bibliographical society might make arrangements to have the institute issue their bibliographical monographs.

These are the three functions of modern bibliography: recording, classification, and evaluation. And the organization of the institute should be planned so as to include all three. For each publication recorded there should be supplied

(1.) A bibliographically accurate copy of the title, with collation and other descriptive notes, such as contents.

(2.) The indication of its place in some recognized system of scientific classification.

(3.) A note of evaluation telling the bias of the author, whether the work be based on original research or is a compilation from secondary sources, and whether it is a popular account or intended for students only.

The staff of the institute would ultimately consist of a director, a chief clerk or business manager, a number of special bibliographers, scientific men, each a specialist in some field of research, and also trained in bibliographical method, with catalogers, indexers, and other clerical assistants.

The cost of an institution of this kind must be considerable. The only way to establish it must be by a large endowment and by its utilizing existing institutions in all ways possible. The Co-operation Committee estimated in its report to the Montreal conference the cost of preparing and printing cards at 85c. per title including electrotypes; if the work of the proposed bibliographical institute be estimated on the same basis, we might calculate the cost from $1 to $1.50 per title. While the ultimate endowment must be considerable, the work should begin in a moderate way. There must be a great deal of experimenting, a great deal of feeling one's way, before the sure path be found and an adequate basis made for the work. Some revenue might be expected from the sale of cards and book publications. The institute would, however, not be a commercial undertaking, and the prices of its publications should cover only the cost of stock, printing, and distribution.

Perhaps the first step towards founding the institute would be to offer post-graduate instruction in bibliography to scientists who desire to make it their life work, whether they be candidates for positions with the institute or wish to prepare themselves for bibliographical work in general or for leading positions in libraries.
THE WORK OF THE DIVISION OF BIBLIOGRAPHY, LIBRARY OF CONGRESS.


SOME ONE has said that the American student spends in copying title-pages the time that other people give to reading books. Perhaps this is true; other people may not give much time to reading, or, the American student may get more from title-pages than other students get from books. But if it is true that we have devoted so much attention to bibliography, why have we so much still to do, and why has so much of our work been of merely local and temporary value? The reason, I believe, may be this: we have been inclined to regard bibliography as we have been accustomed to regard the older sciences with which we have been familiar; we have looked upon it as we have looked upon them, as the natural product of the intellect of the individual and the proper province of speculative thought. Little by little we are learning, however, that bibliography is a descriptive science, that its value as a science is in proportion to its completeness and exactness, and that its completeness and exactness are dependent upon the systematic co-operation of professional bibliographers. In other words, we are recognizing that it is no longer sufficient to leave our study about books to chance, to arrive at our knowledge of books by guess-work, to entrust our information concerning books to the memory. We are no longer content to print our books and turn them out into the world trusting that they will come back when needed; we are no longer content to take the first book or any book on a subject from the shelves; we are no longer content to trust our own opinion or that of our neighbor regarding what we should read. Books that are interesting we have learned may be misinforming, and books that have at one time informed us may now be misleading. We must be instructed about books by the bibliographer, just as we are instructed concerning other things by specialists, we have concluded. It is these things that have led us to see the importance of the organization of bibliographical agencies and the consequent systematization of bibliographical knowledge — for in all the descriptive sciences the one is the necessary condition of the other. Economic, geological, and archaeological surveys are already recognized as the function of the state, and the individual who should undertake a census of the United States would simply amuse. And now we are beginning to see that the bibliographical survey of the country is also the function of the state.

In the middle of the last century librarians planned to make the Smithsonian the bibliographical center of the country. That institution, with the co-operation of Henry Stevens, undertook the compilation of a Bibliographia Americana, and at the same time inaugurated the co-operative cataloguing of American libraries by the preparation and printing, according to the Jewett plan, of a catalogue of the collection of ancient history in the Library of Congress. In 1854, however, the Regents withdrew their support from the library and all the librarian's bibliographical undertakings fell to the ground.

After the failure of these plans at the Smithsonian, a "Student of American bibliography" suggested in the Historical Magazine (vol. 2, p. 335; November, 1859) the formation of an American Bibliographical Association, the object of which should be the preparation of a complete national bibliography. With a board of government, library, and bibliographical collections at some central point, he said, and with the cooperation of the members of the Association, and the publication of quarterly or semi-annual bulletins, much, very much, might be done towards the accomplishment of the desired result. It was not, however, until 1876 that such an association, the American Library Association, was formed. And it was not until 1886 that the Association recognized the importance of its bibliographical functions by the establishment of the Publishing Section, and not until 1897 that the Association fully recognized the pos-
sibilities of its relations with the national library, and sought re-incorporation under the laws of the United States, with headquarters at Washington. During the early history of the Association all the bibliographical work of the Association was published in its official organ, the Library Journal. With the establishment of the Publishing Section, however, more elaborate bibliographical undertakings were planned for the Association. Among these the report upon the organization of the Section mentioned, (1) the printing of catalogue cards of leading new publications, (2) the essay index, (3) the indexing of scientific serials, transactions, and monographs, and (4) an index to bibliographical lists; and concluded with the following remark — "One of the most important functions of the Publishing Section will be the establishing of an understanding between the many librarians who are engaged on one or another bibliographical undertaking, often covering the same ground, or at least overlapping, where a mutual understanding would lead to an equitable division of the field. And it is believed that more of this special work would be intelligently done in one and another library if there were some central agency through which a proper division of labor could be arranged."

These plans were for the most part realized during the decade following the establishment of the Section: catalogue cards for current books, the "A. L. A. index to general literature," and cards for current periodicals were published, and annotated lists issued of books on fine art, American and British history. The carrying on of these undertakings by this Association was an important step in the history of American libraries. They were, however, so far dependent upon the beneficence of individuals that their continuation appeared problematical. At this juncture the possibilities of the national library, then recently reorganized, began to be felt. After the accession of the present librarian they were recognized by the state also, and during the past year the first and most practical of the bibliographical functions of the Association, the cataloging of current literature, has been delegated to the Library of Congress. Doubtless it will soon delegate to the library other bibliographical functions also, and require other bibliographical duties. So that while the Association will remain the legislative body of American librarians, its administrative duties will be more and more discharged, under its direction, at the national library, and the dream of Professor Jewett and of that anonymous "Student of American bibliography" at last be realized: an association of American bibliographers, and that association the trustee of the greatest bibliographical institution the world has known, a body which never dies, a treasury which is never empty.

It is not for me at this time to speak of the extent, the character, and the significance of all the bibliographical work of the national library; the great bibliographical collections may be described at another time, the value of service in the library as an education in scientific bibliography is patent to all, and the inestimable value of the work of the large corps of specialists attached to the library staff can best be demonstrated by themselves.

Neither is this the place to describe and comment upon the bibliographical work of the country at large — to speak, for example, of the value of such local bibliographical work as is being done by the United States Government, the Virginia Historical Society, the Ohio State Library, the New York Public Library, the Kansas City Public Library, Columbia University, and Cornell University. This may be described elsewhere. I may be allowed, however, to say something about the character of the Division of Bibliography of the Library of Congress, because that is the only bibliographical institution in the country, and a distinctive feature of the organization of the national library.

The policy of the librarian regarding this branch of the service of the library is defined in his published statements to be, the pursuit of investigations involving research too elaborate for the attendants in the reading-room, or in form inconvenient for them to handle expeditiously, the compilation of lists of references on topics of current interest, particularly upon topics which are the subject of investigation, discussion, or possible legislation by Congress, the recommendation for acquisition by the
library of such useful books as in the course of
the foregoing duties and from specific exami-
ation of bibliographies and reviews, the Divi-
sion discovers to be lacking, and, in the last
place, the cooperation with other libraries in
all useful bibliographic undertakings.
In the pursuit of this policy the Division,
der the direction of Mr. Griffin, has since
its establishment answered 2,125 communi-
cations asking for bibliographical information.
In the investigation of the questions thus pre-
sent, and particularly in the course of the
investigations which have led to the published
lists of references upon the questions of the
day, the deficiencies in the library’s collections
have been discovered and recommendations
which would lead to the supply of these defi-
ciences made by the Division. These recom-
mendations have numbered 11,197 since the
establishment of the Division. These are
the most important functions of the Division —
the answer of bibliographical questions pre-
sented to the library, and the systematic
building up of a collection of books at the
capital which will make possible the answer
to all such questions.
In answering some of the questions which
have been referred to this Division it has been
necessary to compile extended lists of ref-
ences. Of these the most complete have
been printed; the selected lists are either in
typewritten form or on cards.
Of the first class are the following:
Lists on Colonies and Trusts, each of
which has gone through two editions.
Lists on Reciprocity, Mercantile marine
subsidies, the Danish West Indies,
Porto Rico, and Samoa and Guam, and
a list on Irrigation, which is in press.
The following lists remain in typewritten
form:
Lists on the Monroe Doctrine, the Trans-
Siberian railway, Immigration, Cabinets
of England and America, Jury system,
American invasion of British commerce,
Anglo-Saxon alliance, Postal service of
the United States, Educational qualifi-
cations for suffrage, Study and teaching
of history, State banks and banking,
Universal postal union and parcel post,
Popular election of senators, Chinese in
America, Municipal affairs, the Navy,
Industrial arbitration, Iron industry in
Sweden and Russia, Liquor question,
Gothenburg system, Municipal owner-
ship of street railways, Mormonism,
Party system, Presidential inaugura-
tions, Cuban campaign of the Spanish-
American war, Constitution of the
United States, Postal savings banks,
Highway improvements, Annexation of
Cuba, Compulsory education, Compul-
sory voting, Convict labor, Expansion.
These are selected lists intended for the use
of the library, but if needed for use elsewhere
may be expanded and published.
In addition to these published and type-
written lists are lists still on cards. Among
these are:
Lists on Alaska, American State Archives,
Anarchy, British Columbia, The Budget,
the Clayton-Bulwer Treaty, Commerce,
Comparative legislation, Constitutional
law, Eight-hour day, Genealogy, Eng-
lish local history, Far west, Indian
names, International arbitration, Inter-
national law, Land tenures, Library
training, National university, the Negro,
Nineteenth century, The Philippines,
Proportional representation, Railroad
finance, Siberia, Spain, Sugar, Trans-
portation, and Triumphant arches.
These lists are accessible within the Division,
and when required will be either typewritten or
printed and published.
An advance upon the mere list of references
has been made in treating the subjects of ap-
portionment and the treaty-making power.
The Division has prepared an analytical and
digested list of documents and discussions upon
the apportionment of representatives from the
first apportionment in 1879 to the present
time.
There has also been prepared a bibliogra-
phical account of the treaty-making power of the
United States, giving the authorities on inter-
national law and constitutional law which set
forth the various views of the powers of the
state in its foreign relations and which afford a
comparison between the methods of making
treaties in the United States and Great Britain.
The references included likewise trace the
history of the growth of the treaty-making power under the Confederation and Constitution and point out the sources dealing with the discussions that have arisen over the constitutionality of special treaties. A chronological conspectus of the latter is given in addition to an enumeration of general discussions of the subject.

The Division also has in preparation a bibliographical account of the origins and development of the Senate.

These papers are in the nature of bibliographical histories.

The Division has also cooperated with libraries and bibliographers in useful bibliographical enterprises. Among these may be mentioned the preparation of the "Union list of periodicals currently received in the libraries of the District of Columbia," published last year, the preparation of lists of American editions of Milton, works on the metric system, works on local history, etc.

In this way the Division is of service to the student and the reference librarian.

But the Division seeks to be of special service to the bibliographer. It has access to the largest collection of bibliographical material on the continent, and therefore has in preparation a list of special bibliographies; it has also full information regarding such bibliographical work as is in progress. Some of this was published in an article on "Present bibliographical undertakings in the United States," in the Library Journal, September, 1901. This information regarding bibliography both retrospective and current should prove of special value to the bibliographer.

The significance of this branch of the work of the national library may be pointed out in a few words. First, it should make unnecessary much of the work now expended on reference lists by smaller libraries; second, together with the work of the other branches of the library, it should make possible the ultimate correlation and completion of the bibliographical work of the country. Of some 1,225 lists recorded in Miss Newman's "Index to subject bibliographies in library bulletins," about one-half are duplicates. Of these lists, 11 related to municipal government, 12 to education, 13 to music, 13 to botany, 13 to electricity, and 14 to Christmas, and of the 45 libraries referred to, in 1895, 7 prepared lists on the Armenian question; in 1896, 6 prepared lists on South Africa and the Boer question, 10 lists on Cuba, and 34 lists on the currency question; in 1897, 9 prepared lists on the Cretan rebellion, and 14 lists on the Alaskan gold fields. And this enormous waste of labor still goes on, as the quarterly index to reference lists published by libraries, compiled by the Providence Public Library, shows. In 1899, for example, 10 more lists on South Africa and the Boer question were compiled in addition to the 6 compiled in 1896, and in 1900, 17 lists were published upon the subject of China and the Far Eastern question. Much of this waste of labor, time, and money on the part of local libraries may, perhaps, be saved by the use of the publications of this bibliographical bureau and by the preparation and publication by this bureau of comprehensive lists of references upon all questions which are at once of popular interest and practical value. Such lists would serve the double purpose, when checked up, of indicating both the resources and the wants of the library in which they were used, and so prove, potentially, many times as valuable as the lists now printed by the local library.* At the same time this would give the local library the freedom in which to carry on the bibliographical work which the national library cannot do and which the local library, or the library possessing collections of unique value, can do.

I need not dwell upon the influence of local bibliographical work upon local library interests, and upon the possibilities of cooperation between the local librarian and the local printer, journalist, and man-of-letters in the preservation of the local literature. I must, however, emphasize the fact that the local collection and record of local literature is essential to a complete collection and record of the national literature, and that while the results of the work done by local libraries may be brought

* I do not mean by this that these lists are bibliographies, but that those which are of value represent bibliographical work and an expenditure of time which would better be employed in the study of such bibliographical lists as may or should be published by such a bibliographical bureau as I have referred to. — W. D. J.
together at the national library,—while there may be a bibliographical clearing-house at Washington,—the initial bibliographical work of the country, work similar to that done by the New York Public Library, for example, must be done by the local libraries.

Nor need I more than refer to the fact that bibliographical catalogues of special collections, like the Avery collection at Columbia University, or the Dante collection at Cornell, are essential not only to their extended usefulness to the student, but also to the organic development of such collections, for by such a catalogue only can a collection, what it has, and what it lacks, be made known to those collectors who can, perhaps, best supply its wants. The bibliographical work of the local collector and of the special scientific collector are thus both essential.

The addition and multiplication of the results of their work may be the work of the national library; this work it has sought to accomplish in the past and will, under the librarian's direction, seek to accomplish in the future, in these three ways,—and under these three heads the bibliographical work of the library may be summarized:

(1) By keeping a record of all bibliographical work, past and present;
(2) By preparing lists of references upon all popular questions; and,
(3) Through the Catalogue Division, by preparing and publishing a bibliographical record of every book which should find a place on the shelves of the national library, that is, on the shelves of the libraries of the United States.

These things are indicative of the bibliographical work which the National Library has already undertaken; what further work it will undertake depends upon the needs and wishes of the students of the United States, and their representatives in Congress assembled, and especially upon the wishes and advice of the members of this Association.

THE CARD DISTRIBUTION WORK OF THE LIBRARY OF CONGRESS.


The work of distributing printed catalogue cards to libraries was commenced by the Library of Congress about Nov. 1, 1901. Up to June 14, 1902, 170 libraries had subscribed for cards. In addition to these there were on the list of subscribers seven individuals, mostly university professors, who subscribe for cards in their special lines.

The libraries using the cards may be classified as follows:

Public libraries of 100,000 volumes or more, 16; public libraries of from 25,000 to 100,000 volumes, 44; public libraries of from 10,000 to 25,000 volumes, 30; public libraries of less than 10,000 volumes, 28; university libraries, 12; college libraries, 14; high school and normal school libraries, 4; libraries of departments and bureaus of the United States government, 4; state libraries, 7; theological libraries, 2; law libraries, 2; technological libraries, 3; libraries of historical societies, 2; one art institute library, one bibliographical society.

Up to June 16th 20 depository libraries had been selected, namely: Atlanta Carnegie, Brooklyn Public, Cleveland Public, Denver Public, Fiske Free and Public (New Orleans), Illinois State, John Crerar (Chicago), Johns Hopkins University (Baltimore), McGill University (Montreal), Mechanics' Institute (San Francisco), Massachusetts State, New York Public, New York State, Philadelphia Free, St. Louis Public, University of Minnesota, University of Nebraska, University of Pennsylvania, University of Texas, Wisconsin State Historical.

Statistics in detail of each order filled during the month of May show that during that month about one-half of the cards sold were to fill orders by serial number. It goes without saying that, except for an occasional card out
of print, cards can always be furnished when ordered by serial number. The test comes in filling orders submitted by author and title. During May cards were supplied for approximately three-fourths of the titles submitted in this form. The proportion, then, of sets of cards supplied to titles ordered, reckoning both serial number and author and title orders, was approximately seven-eighths.

The experience of the libraries using the cards has been so well summed up in the report of the Committee on Library Administration, and in the paper on the subject in the June number of the Library Journal, that further statistics in regard to the matter seem unnecessary. Accordingly I shall devote the rest of the paper mainly to a discussion of some of the chief difficulties in the card distribution work, with a statement of what is being done by the Library of Congress to overcome the difficulties, and wherein the libraries subscribing for cards may assist in their solution.

1. **Delay in receiving the copyrighted books.** — The framers of the present copyright law evidently had no provision as to card distribution work. The law simply requires, as to deposit of copies, that "on or before the day of publication in this or any foreign country two copies be delivered at the office of the Librarian of Congress or deposited in the mails within the United States addressed to the Librarian of Congress." As the law now stands, it is entirely possible for a New York publisher to conform to it and yet place copies of a publication in the hands of individuals and libraries one day before the deposit copies reach the Copyright Office at Washington. There are excellent reasons for supposing that publishers sometimes give themselves at least three days of grace, after the publication of a book, before sending in the copies to the Copyright Office. In addition to this there are usually a few books each month, probably less than one per cent. of the whole, which through carelessness on the part of publishers or authors come to hand weeks after publication, or do not come at all, unless a letter of inquiry is sent out by the Copyright Office.

Another provision of the law that causes trouble is one requiring that there shall be de-

posited a copy of every subsequent edition of a book "wherein any substantial changes shall be made." The question as to how much constitutes a substantial change and who is to be the judge as to the same not being settled by the law, room is left for a variety of interpretation with the result that the later edition may or may not come to the Copyright Office, while reprints bearing a new date and requiring a new card quite as much as a new edition, are not sent in at all. The non-copyrighting of new editions is especially noticeable and annoying in the case of law books.

In spite, however, of disturbing exceptions, the fact remains that the great majority of copyright books come to hand promptly after publication, so that, after allowing for the time that it takes to catalogue the books and get the cards into stock, 90 per cent. of the cards for current copyrighted books, on the average, are ready when orders are received for them. But the question remains what can be done about the other ten per cent. The Copyright Office has changed its routine so that books are sent to the catalogue department as soon as they are received, and it stands ready at any time to investigate a case of failure to send in the deposit copies. Clearly the Copyright Office is doing all it can under the present law to facilitate the prompt production of cards for copyrighted books.

After the books are received in the Catalogue Division, two weeks, on the average, are required to produce printed cards from them. Several days might be saved here were it not for the necessity of holding titles to get a form of five which can be given a subject heading in the proof. It is possible that ways will yet be devised to materially reduce the time required for cataloguing.

As far as the filling of the orders by the Card Distribution Section is concerned, excepting in the case of very large orders, it seldom happens that the order remains unfilled for over two days. This much delay has been necessary owing to the fact that orders come in very irregularly. After the 1st of July, when the overflow in the catalogue room will be placed in the card distribution room, we expect to have a force sufficiently elastic to
enable us to fill almost any order within twenty-four hours.

In spite of what has been done and can be done to expedite the work, there is likely to remain always a percentage of copyrighted books for which cards cannot be furnished if a library orders them immediately after the publication of the book.

A wait of two weeks, according to the report of the Committee on Library Administration and according to our own experience, will usually enable the library to obtain most of the others, probably nine out of ten per cent. We prefer to have the waiting done at the other end of the line, it saves checking and filing on our part, and it would seem that it ought to be a saving to the library ordering cards. However, if libraries do not choose to wait a couple of weeks for the 90 per cent. in order to get the 99 per cent. all at once, we will continue to hold titles for cards just as we have done in the past. We will also hold titles longer in order to secure the hundredth per cent., but we do not advise libraries to wait for this last per cent., as it is sometimes a very elusive quantity.

2. The number and variety of current non-copyrighted books ordered by American libraries.

The number of very important books in this class for which cards are ordered by libraries is of course not large. The Library of Congress might easily buy all of them, and by waiting a year or two it would probably become apparent in one way or another what the most important books were. This seems to have been, to some extent at least, the old way of selecting books at the Library of Congress. But when the card distribution work began the Library of Congress was all at once called upon to be as up-to-date as all the up-to-date libraries on the list of subscribers to the cards. It was expected to have cards not only for the most important books, but for all of the books which chanced to strike the fancy of librarians. The result can be inferred.

The attempt to reduce the time necessary to secure cards for books ordered to a matter of definite periods with definite checks, which worked very well in the case of copyrighted books, has been more or less unsuccessful in the case of non-copyrighted books. The time set has often proved too short, and not infrequently a book which we thoroughly expected would be ordered, has for some reason not been ordered.

The fact is recognized by those having to do with the ordering of books at the Library of Congress that it, being primarily a reference library, can never hope to buy and never ought to buy many books which may properly be bought by public libraries. At the same time there is a disposition to buy such books as we care to have promptly on their appearance and to send the books on to the catalogue department as quickly as possible. Books of this class for which there seems likely to be a large current demand for cards are now bought in New York, have a "hasten" slip inserted in them, and are sent to the Catalogue Division within two days after being received. In the Catalogue Division they are pushed through along with the copyright books, and cards are ready for them within two weeks.

To facilitate the prompt selection of such books the work of selecting them has recently been organized in such a way as to give the heads of Divisions, and others interested, a certain portion of the field and a certain number of critical journals for which each is held responsible.

The percentage of cards for non-copyrighted books which we have been able to furnish thus far is admitted to be small. Fifteen per cent. of those ordered would probably be an outside estimate. Unless there should be a marked gain in the number of volumes received and in the promptness with which they are received, the conclusion of the Committee on Library Administration, that the percentage of cards supplied for orders relating to this class of books is so small that it does not pay to order them except by serial number, is manifestly true of libraries which cannot wait; but the reward for waiting here is much greater than in the case of copyrighted books. One large library, the best waiter on our list, reports that it gets cards for sixty-eight per cent. of the titles which it submits for foreign books; another large library which submits its orders in the same way, but is a poor waiter, gets apparently only five per
cent. of the cards ordered. In view of the present effort being made by the Library of Congress to get a respectable number of this class of books on its shelves promptly we trust that some of the libraries, even though much disappointed in regard to the percentage of cards furnished in this class, will continue to experiment in ordering them a while longer.

3. Ordering cards for books announced, but not yet published.—This practice is a source of expense to us, and the advantage to the library ordering cards for such books must be a doubtful one. Orders for cards for Larned's "Guide to the literature of American history" have been coming in ever since the card distribution work began in November. Marconi's "Wireless telegraphy" is another old offender. Orders are constantly being received for books in series, some of which we believe are still in a nebulous state in the mind of the author. After the publication of the spring announcement number of the Publishers' Weekly the proportion of titles of books announced in the orders received was something alarming, in view of the fact that no charge could be made for looking them up. This has been remedied in the new price list, but we earnestly hope that the up-to-date libraries on our list will remain satisfied with being up-to-date and cease to speculate in futures.

4. The smallness of the orders.—The average size of the orders received amounts to less than one dollar; each order must be put through from half a dozen to a dozen processes according to circumstances. It is easily possible to come out the loser in handling the smaller packages. A few libraries on the list have inclined to the idea at times that a small daily order is the thing. From our point of view a weekly order is much more proper.

In connection with small orders a word may be said in regard to other small items in the book-keeping. In order to dispense with the services of a special book-keeper it is necessary to keep the accounts as few and as simple as possible. While we cheerfully give credit for cards returned on which we have made a mistake, we cannot give credit with the same cheerfulness, or at all, on cards in the case of which the mistake was made by the library ordering the cards. Two or three cards, once they are removed from the stock, are poor property. We do not wish them returned even as a gift, much less can we give credit for them and write a polite note of acknowledgement.

5. The fixed expenses of the card distribution work.—For the satisfactory carrying on of the work four complete catalogues of the printed cards are now in use or are being prepared. In addition to these a catalogue of copyrighted books in the process of cataloguing, a catalogue of books ordered for which cards are wanted, and a catalogue of oddities and suspects for which we haven't cards and are trying to find out why not, are required. These catalogues must be kept up-to-date to the hour or they cannot be relied upon for filling current orders.

The work of the assistant in charge of distribution, and of the stenographer, is to a large extent not productive of direct returns in the way of cards sold. Add to these expenses about a thousand dollars a year for the storage of cards and it will be seen that the fixed expenses are at present large. If the amount of cards sold should increase to two or three times what it is at present, the fixed expenses, inasmuch as they will remain practically the same, will not be so formidable, but just at present they are an important and disturbing factor in the work from the financial point of view.

In the new regulation as to the sale of cards which we have distributed to such of the subscribers to cards as are present at Magnolia, I wish to call attention to a few points:

Notice that the regulations are in the form of proof sheets merely and are not to be accepted as final. The purpose of distributing them here is to enable subscribers to make suggestions to members of the Library of Congress staff present if they care to do so, or to submit them in writing at any time before June 27.

The chief changes made in the method of distribution appear most plainly in the price list.

In view of the fact that the working catalogues necessary for carrying on the business have
not yet been completed, that cards are still stored for the most part on temporary tables, and that the force required to carry on the work when at a normal, can as yet only be estimated approximately, it is recognized that any scale of prices fixed on at this time must still be tentative. A year later it may be practicable to announce a relatively permanent price list, but for the present we have contented ourselves with a readjustment of the old prices so as to make them correspond more nearly to the cost of cards, including the expense of handling them under different circumstances. The price for orders submitted in the form of serial numbers remains exactly the same, but in the price for orders submitted by author and title, one half cent has been added to the price of the first card to cover the cost of looking up the serial number and other items of work involved in handling orders by author and title. Provision is also made for extra charges, in the case of lists which are not made out in the required form.

The proper subscription price for the proof sheets is still under debate, and it is not unlikely that the price indicated on the proof sheets will be changed in the final issue of the regulations. It is obvious that the proof sheets are issued to furnish a convenient means of ordering cards. If used for that purpose, notice that there is a provision for a rebate in the price up to the full cost of the proof. If not used for that purpose they should bear a much larger share of the cost of typesetting and fixed expenses of the card distribution work than is indicated by the price given.

In the price of cards subscribed for by classes and subjects there has been a very marked reduction. Instead of paying two cents each for cards on his specialty, the specialist can now get them for less than one cent if he will take the whole group.

The first six classes of cards offered for subscription are designed to be used by libraries in place of proof sheets if they so prefer.

Class four, representing cards for a selection of the more important books printed in English and the most important books in other languages, and Class five, representing current non-copyrighted books printed in English, are especially designed for the smaller libraries. It is true that either selection will cost more than the proofs; but cataloging is a comparatively expensive process at best, and it is thought that the selection of cards will be found superior to the proof sheets in so many respects that they will well repay the extra cost.

The points of superiority may be briefly summed up as follows:

1. No further expenditure of time is required for preparing them for filing in a card case, as is required in the case of proof sheets; 2, in case a book is received which is catalogued by one of the cards, one card is ready at hand to be used in the main author catalogue or in some other way as a check on the book; 3, the same card furnishes the means of ordering more cards by serial number with the least expenditure of time and money; 4, the collection of cards not used at once can be regarded as a bibliography of books which the library may wish to buy in future, as well as a selection of titles which may interest some of its readers; 5, the non-current titles in the proof sheets are for most purposes an objection, in that each must be scanned in order to ascertain that it is not wanted. In the case of cards, on the other hand, the non-current cards need not be received at all.

The demand that the proof sheets be continued is so positive that there is no chance of their being suspended for the present. At the same time, it seems probable that enough libraries will be interested in the plan of subscription to cards in place of proof sheets to make it worth while to sort the cards in the way required by such subscriptions.
HOME LIBRARIES AND READING CLUBS.


Statistics show that the majority of a large city's population will not come to the library, and a progressive librarian feels his responsibility greatest toward those whose ignorance keeps them from understanding their own need. A part of the mission of the modern library is to awaken a knowledge of this need and then to meet it adequately. If to do this is necessary and important in the case of adults it becomes doubly so with children, who are in the most important habit-forming period of life.

In the city of Pittsburgh with its population of 321,000 there are about 100,000 children of a reading age. Of these not one-half are drawing books from our six children's rooms, and only a small number find it possible to get them from our deposit collections in the schools. What then of the remainder, to the most of whom the moral and educational influence of good books is denied, whose conceptions of life are allowed to form according to the precarious standards of their homes and neighborhoods? For the majority of these children are found nested in our crowded tenement districts or in the cheapest outskirts of our cities. There they live unnatural lives full of unchildlike scenes and lawless excitement.

Of the children who may be said to form our non-library attending public — excluding a small proportion who find food for the imaginative and investigative mind within their own homes — we may make three broad classes:

1. Those who wish to read, but to whom books are inaccessible.
2. Those who have no interest in books because they do not know them.
3. Those who are omnivorous readers, but of the worst, most pernicious type of literature.

In the first class are children who living at a distance cannot afford car-fare, or those children whose early life of drudgery at home, in the mill, factory, or shop, renders their over-tired bodies unable to make any extra physical exertion. To such the desire to read — either inherited or acquired — soon, through lack of nourishment, grows into indifference and finally dies. The cravings of the imagination are deadened, imagination which in its different stages brings with it the joy and beauty of our lives, and without which life is reduced to the dull monotony of hard facts.

In the second group are placed those children in whose lives books have no place, whose interest is lacking because books are unknown. Such children we have found playing in the very shadow of a library building; a library, yes, but what that word represented, that it had any significance for them, they knew not nor cared. Perhaps their curiosity may have carried them beyond its portals, but the beauty, order, and quiet of the building, so different from their own disordered lives and homes, awed and embarrassed them, bringing to them a keen consciousness of their own unkempt condition. This can often be successfully overcome by the children's librarian if she is able to give them sufficient attention; if not, it may prove to the children an experience not to be lightly encountered a second time. And in this case interest must be aroused in some simple personal way, usually in their own home.

But by far the largest, most dangerous, and hopeless class are those who are already insatiable readers, but of most pernicious literature. I do not refer to that class of reading which is in itself harmless, but which wastes time, and demanding no thought, stupefies the mental faculties. I refer to that which is positively harmful, which makes crime attractive and dresses immorality in enviable luxury. It is a fallacy to think that the poorer classes are not reading. They are, how much we cannot adequately estimate; if we could, I think we would be startled out of our complacent inactivity in the matter. Go, as I have, week after week on Saturday evening to a stationer's in one of the crowded portions of the city and watch the steady stream of people who seek the tiers of illy assorted novels and the rows of cheap magazines and newspapers. Note
their selections. Watch what the messenger boys on the street cars and the shop girls at noon hours read. Examine the books you find, under the bed, on the dressers, trunks, or kitchen tables — rarely in the parlors — of their homes, — and then marvel that human nature is so innately good, that we have as high a standard of morals and citizenship as we have.

Pittsburgh — I speak of it only as the city I know best — has eight well-equipped book stores. In fearful opposition are the uncounted hundreds of little stores where cigars, bad candy, and worse literature are alluringly displayed. There books may be rented for the nominal sum of one to ten cents, or purchased at a price ranging anywhere from five to fifty cents. Unfortunately, the worse the book the lower the price. "I like Conan Doyle," said a lad of fifteen, "but he comes high. You can get a lot of this for a nickel," indicating a second-hand copy of Jesse James. That boy lives within short walking distance of a public library. He is now an enthusiastic member of a library club. Occasionally Jesse James or the Old Sleuth still peeps from his pocket while he pores over the books on the club table. Lately he asked for the "Last days of Pompeii," and another boy, a club member, complained that he had not time to read "Rip Van Winkle" during the week, as his friend had borrowed it. A taste for exciting and immoral literature once firmly established is hard to counteract, but taken in time is easily guided into other channels. Not poverty of food and clothes, but poverty of higher ideals and better standards of living is the greatest need from which these children suffer. Believing as we do in the elevating power of books, how can we best bring them to these children to make their lives broader, fuller, and richer, thus leading them to a better citizenship and a higher civilization?

Mr. C. W. Birtwell, of the Children's Aid Society of Boston, found a solution for this problem when, seventeen years ago in a tenement house, he gathered a group of children about him and nailed upon the wall the first home library. Since then a complete system of travelling home libraries has sprung up in Boston under his thoughtful supervision, and the work is spreading throughout the country. Mrs. E. M. Fairchild, of the New York State Library, was the first to realize the importance of this work in connection with libraries, and to introduce it into the city of Albany.

In response to ninety-five letters sent to the libraries and charitable organizations of the principal cities of the United States, we have received twelve answers reporting the introduction of home libraries. These answers show four different methods of administration: The administration of home libraries under charitable institutions, under libraries, under charitable institutions and libraries in conjunction, or under library schools and associations. Of those supervised by charitable institutions, Boston has 60 home libraries, Baltimore 30, Chicago 30, and Philadelphia 4; of those under public libraries, the New York Public Library reports 25, Cincinnati 15, Helena 2, and Pittsburgh 31. Under charitable associations and libraries combined, Providence reports 10. Under library schools and associations, Chicago 10, Brooklyn 5, and Buffalo 8. Much work is being done under the direction of university students and social settlements, which in its aim is akin to that of the home libraries. As yet Boston and Pittsburgh are the only cities having supervisors whose entire time is given to furthering the work of the home libraries. This special supervision is certainly important, as overtaxed librarians or philanthropic workers have not adequate time and strength apart from their regular duties for the problems constantly presenting themselves in home library work.

Books for the home libraries are either gifts of public-spirited citizens, as in Albany, Baltimore, Boston, Brooklyn, Helena, and Pittsburgh, or they are taken directly from the shelves of the public library as at Buffalo, Cincinnati, New York, and Providence. The selection of the books, whether donated or taken from the shelves of the public library, should rest with the supervisor or a specially appointed committee familiar with both books and children. Twenty-five dollars buys a neat little case and twenty volumes. Editions well illustrated, with attractive covers, should be chosen. In making up a library to be sent to a group, the sex, ages, and tastes of the children should be consulted. In many cities the libraries are kept intact, and pass progressively from group to group. This has
its drawbacks, as you cannot remove the books that are not being used and replace them by others. Then if you have aroused your children to an interest in animals by a trip to the zoo or circus; in flowers or birds by a walk in the fields and woods; or in foreign lands by a visit to the museum, you cannot immediately supply them with a number of books on the subject.

Records should be kept at the headquarters of the home libraries of donors of home libraries, books purchased, visitors of groups (including names of visitors, members, hour and place of meeting, and books charged to the groups), of individual children (including name, address, age, and general remarks), of books, pictures, and games loaned to group, and also a record of their circulation among individual children. A written report should be sent in monthly by the visitor of each group. These reports should be filed away for reference.

Two of the greatest problems in home library work are: 1st, how to secure the right kind of a home library visitor, and 2d, how to obtain access to the homes or districts most requiring the influence of the home library and the home library visitor. Books by themselves will do but a limited amount of good in these homes. The children's interest in them must be aroused through their interest in an individual. Primarily then the success of a home library group depends upon the visitor. They should be persons of tact, refinement, and culture, having not only a love for childhood, but an intuitive understanding of it. With this must be also a deep sense of responsibility in the task undertaken — and a spirit of sympathetic rational helpfulness. Such a visitor becomes the children's companion and friend, and later a helper and counsellor to the whole neighborhood, where little courtesies, hitherto foreign to the lives of the people, spring into being, and a greater carefulness in speech, dress, and the appointments of the home become apparent. The ideal visitor is hard to find, yet I firmly believe that if we have enthusiasm ourselves we will awaken it in others. We do not want temporary visitors, but we do want the young men and women who are willing to grow with the neighborhoods in which they have centred their interests to study the needs of the people, individually and collectively, and be the medium for helpfulness between them and all the cities' civil and philanthropic institutions which can better their conditions.

There is still another side to the visitor problem. Interest may not be hard to arouse, but it is certainly at times difficult to sustain, and the home library work is so full of discouragements that a visitor, especially an inexperienced one in work with children, may feel herself unable to cope with it, and give up in despair. Monthly meetings of the visitors for discussions, reports, and helpful suggestions are invaluable, but I doubt if this is sufficient, as there are always those who cannot attend them. There should be some one having a practical knowledge of the work, and whose whole time is devoted to its cause, — some one to whom the visitors can go in moments of keenest discouragement, and discuss their perplexities. Sometimes the visitors fail to realize that the supervisor is anxious to discuss these problems with them, giving them as far as possible the benefit of the experiences of others. Until this is clearly understood and a stronger feeling of co-operation established, it is advisable that the supervisor make personal calls on the visitors.

Mrs. E. M. Fairchild, in an article on home libraries, suggests a class for the study of practical philanthropy under competent leadership. The idea is excellent, and would certainly create a corps of ideal home library visitors, if we could make one qualification, and that is that no one should be admitted to membership who is not willing to put her study to practical use — not only in investigating conditions, but in actually working to combat them.

Finding homes for the libraries in districts where they will do the most good is the second great difficulty. Lack of appreciation upon the part of parents who do not wish to be bothered with other people's children, but are perfectly willing that their own should reap all the advantages possible, is often met with; and neighborhood quarrels and jealousies, and the hopelessly crowded condition of the tenement houses, where boarders sleep by day as well as by night, often makes it hard to establish a group. But we rarely give up trying. One earnest home librarian said, 'I worked a year to place a library in a certain district, devoting all my spare time to friendly calls there, — and I suc-
ceeding.” Sometimes we have requests for home libraries, most often from localities where there is already one. Occasionally a visitor finds her strongest impulse for good work in the help given her by some one in the neighborhood.

Group meetings should be conducted in various ways, the method depending upon the class of children with whom the visitor is working. Though these methods may differ widely, the home library hour should always be one of genuine enjoyment, and yet everything the visitor plans, whether it be games, or reading aloud, or physical exercises, or classes in sewing and basket-making—everything should tend toward developing the children into happy, wholesome boys and girls. The visitor should not forget that through all this enjoyment she is giving the children a love for good books which will become their life-long friends and helpers, and whose influence will be felt long after hers has become a thing of the past.

Except in the case of very young children, boys and girls should be in separate groups, for the interests and requirements of boys soon outgrow that of girls, and it is hard to keep them happy with mutual profit. Home groups are adequate only to the needs of girls and young boys. A girl’s social instincts, under moral conditions, never outgrow her home, and we should try to keep them centred there. The home library should come into their lives as early as possible,—even at the picture book and big print age,—for two reasons: because the earliest years of childhood are the most plastic and impressionable, and in the case of boys the home group satisfies them but for a short time, as the natural gregarious instinct which comes to a boy at about the age of twelve draws him from the family circle into a larger social world. It is this instinct which leads him to form clubs and gangs. Since boys must have club life, we should organize for them clubs which will be beneficial rather than allow them to form for themselves those which will be degrading.

Why should not libraries recognize their opportunity and form library clubs? In Pittsburgh this has been done as a natural outgrowth of the home library work. We now have twelve clubs. These differ in membership and organization. In some cases a room for club meetings has been obtained at a small monthly rental; other clubs meet in school-rooms; while the boys of one have built a house for themselves. One city school board, realizing the educational factor of the club in the neighborhood, has equipped for our use a room in the school building and provided janitor service, heat, and light. As an experiment we have lately rented three rooms on the ground floor of a tenement house and opened a large club library. Here, with the consent of his parents, any child in the neighborhood may draw books, and enjoy the privileges of the reading room. Small clubs of ten or twelve members each, among both boys and girls, are being formed under the leadership of volunteer workers. Club members pay weekly dues of from one to four cents, a part of which has been voted to the general treasury of the library reading room, to help defray running expenses, the remainder to be used as needed by the individual clubs. In thus contributing to the general funds, an interest in the whole organization is fostered. The work as outlined for the coming year includes clubs for reading, story telling and games, basketry, wrought-iron work, mechanical drawing, carpentry, cooking, and sewing. Much of the work of discharging and arranging the books upon the shelves has been done by the children themselves. Money having been given us for the support of these rooms, and the work of the club leaders being voluntary, the central library is at little expense, except that of providing books and supervision.

As a general rule, boys’ clubs should be conducted according to parliamentary laws, no matter what their special line of interest is. Parliamentary rule and military discipline call forth and deepen in the boy a keener sense of his responsibility, and therefore of his own manhood. In the home library groups, however, we should on the whole avoid organization which tends to destroy that social home spirit so vital to this part of the work.

We do not aim to establish permanent clubs. When they have outgrown their usefulness in one district, they are reorganized in a new neighborhood. The club is but to serve as a transition from the more limited home life to the wider life of the world, and to prepare the boy or girl to enter his or her larger social and civic relationships.
THE EVALUATION OF CHILDREN'S BOOKS FROM THE POINT OF VIEW OF
THE HISTORY OF LITERATURE FOR CHILDREN.

By Charles Welsh.

"The child himself must determine what his books shall be," "Children invariably prefer the classic form of the story to the text which has been specially written for them," "There is no need to adapt the classics to the children, because the children are adapted to the classics," are three statements which I think will be amply substantiated by a brief glance at the history of books for children, and it will be instructive and helpful in connection with much that has been put forward about children's reading and children's libraries if we consider for a moment the children's books that have lived, and examine the elements that give them their genuine and abiding interest, and have placed them in the ranks of the books which never wear out. To study, however briefly, some of the oldest and best tried books, and to try to define the qualities which have given them their permanent hold on the child mind, may be useful as a means of comparison, and perhaps as furnishing some standards of value.

The making of books for children — except lesson books and books of manners and courtesy — is a comparatively modern idea, not much more than one hundred and fifty years old, and yet the children have been selecting for themselves for centuries from a literature which is as old as that of the race itself. Long before the folklore of the world was ever written, the child had made its choice from among the fairy tales and folk stories with which older people amused each other, and as Thackeray says: "Many of these stories have been related in their present shape thousands of years ago to little copper-colored Sanskrit children. The very same tale has been heard by the Northern Vikings as they lay on their shields on deck, and by the Arabs crouching under the stars on the Syrian plains, when the flocks were gathered in, and the mares were picketed by their tents." *

To go back only as far as the period of the romances, there is no doubt that many a well-born child of the Middle Ages has listened to and enjoyed the Chansons de Geste, the legends of Arthur and the Knights of the Round Table, Charlemagne, the Twelve Peers and Amadis of Gaul, while knights and ladies, squires and dames were pleasantly beguiling the hours by reading them aloud; and among the popular stories which from this time on were the delight of the common people generally there were many that proved to be especially suited to the tastes and mental needs of the children, and upon which they were not slow to fasten and stamp their approval.

The earliest reduction of these stories to writing in a form which brought them within the reach of the common people in England was that of the chap-book. These chap-books flourished to their greatest extent during the sixteenth, seventeenth, and eighteenth centuries. They were printed in the rudest manner on paper of the coarsest character; and decorated with cuts which as often as not had no reference to the text whatever, or a very remote one indeed. They were mostly sold for a penny each, but there were farthing and half penny ones, too, which now, as Sir Walter Scott said, "would be cheaply purchased at their weight in gold." They were the only literature for the people for certainly two hundred and fifty years, and were published primarily for the amusement and education of the grown-ups among the common folk.

Chap-books, generally, received their death-blow in the middle of the eighteenth century, but they lingered until well on into the first half of the nineteenth. Among the tens of thousands of them which have well-nigh disappeared from the face of the earth, there are some few which are familiar in our ears as household words, because the children have fastened on them, made them their own, and have thus given them an inheritance of everlasting life.

Bevis of Southampton, Adam Bell, Fryer Bacon, William of Cloudesley, Cam Wood the Cook, Clim of the Clough, Bellianis and Flores of Greece, and hosts of others, are to-day

*Fraser's Magazine for 1846.
known only to scholars and students of folklore, but Beauty and the Beast, Bluebeard, Cinderella, Jack and the Beanstalk, Jack the Giant Killer, Little Red Riding Hood, Reynard the Fox, Sleeping Beauty, Cock Robin, the House that Jack Built, Tom Thumb, and Dick Whittington are read with as much eagerness by the little ones to-day as they listened to them hundreds of years ago.

As with the popular stories in the chap-books, so with the rhymes and jingles of Mother Goose, which some one has called "the rich deposit of the centuries." They have come down to us from the childhood of the race and have become the literature of the childhood of the individual. The unerring instinct of the mother has seized upon those ditties and jingles which were best suited to the awakening senses of the child, and without knowing that she was obeying a great psycho-pedagogical law, she has for centuries been stimulating the sense of rhythm and exciting the wonder, fancy, and imagination of her babe with the material which awakens the best response and which has the greatest educative value at this early stage.

The first collection of the rhymes and jingles of Mother Goose was published by John Newbery about 1780, but they were found scattered in chap-books and had been current orally for centuries.

At this time Oliver Goldsmith was in the constant employ of the publisher Newbery, editing his little books, concocting his advertisements, writing his prefaces, devising his title-pages, etc.; there is as little doubt that he was the compiler of this collection as that he was the author of "Goody Two Shoes," and there is something extremely significant in this connection in the fact that the gentle Goldsmith, who "touched nothing that he did not adorn," should, by the unerring sympathy of his child-like and simple mind, have been the first to select from the lore of the people those songs of the nursery which lie nearest to the heart of the mother, and most readily appeal to the babe, and that he should have written the first book directly intended for children which has become a classic.

During the two hundred years which closed with the eighteenth century there came four books which, though not intended for children, were eagerly appropriated by them. "The pilgrim's progress," which, as some one has finely said, was written in 1688 for grown-up saints, happily fell into the hands of little sinners, who found in its direct, simple, and dramatic story elements which appealed to them, without caring for the theological doctrines it was intended to inculcate or the controversies with which it was concerned. Then, when the Puritan influence was growing fainter, and before the rekindling of interest in child life in the eighteenth century, came "Robinson Crusoe," which, in 1714, stumbled upon immortality by reason of its adoption by the children.

In like manner the children have appropriated "Gulliver's travels," which appeared in 1726, knowing nothing, and caring less, about the stinging and biting satire with which it was permeated. And later on, in 1785, they made "Munchausen's travels" their own, which were intended to bring the then prevailing exaggeration of traveller's tales into ridicule.

The "Arabian nights," that great storehouse of oriental romance enshrining the folklore of the people, found its way piece-meal into the literature of the nursery, for which, however, it was never intended.

Asop's fables, too, of which Dr. Thomas Fuller, the famous author of the "Worthies of England," writing in the seventeenth century, said: "Children cannot read an easier, nor a wiser book," have never ceased to have their charm for children, although their intent was simply moral and political and their aim was directed to their elders, but the elements which interest, of which we shall speak later, are never over-shadowed by the teaching they convey.

Most of this took place before John Newbery began to publish books for children. If we survey the books of the period from the time he began to publish, in 1744, until the end of the eighteenth century—the "age of prose and reason" as it has been called—we shall find ourselves fully justified in characterizing it as the period of the didactic story book. In the story books we can trace the effect of the earlier books of education, and the endeavor to combine instruction with amusement was their
prevailing characteristic. The Newberys published over three hundred books, written primarily for children by contemporary authors. The two which have lived are "The melodies of Mother Goose," first collected by Oliver Goldsmith, and "Goody Two Shoes," written by him in conjunction with Newbery himself. This was probably the drearest period in the whole history of children's literature.

Then we come to the Jane and Ann Taylor, Maria Edgeworth, and Mrs. Barbauld period, in which we get a little further away from the directly instructive, and find in them the effort to infuse principles of morality rather than to furnish detailed rules for guidance. This period is only a little less dreary than that which preceded it. But a few of the stories of that period survive to-day. Probably the best known of them are: "Eyes and no eyes," "The discontented pendulum," and some of the verses of Jane and Ann Taylor.

After that we come to the Sunday school book period, and I only refer to it here because the history of Sunday school books so strikingly illustrates the view that it is the child itself who, in all time, has been the sole arbiter of what shall be called a classic among his books. He alone in the final outcome accepts or rejects what is provided for him and he does it upon principles which are as unchangeable and eternal as the child himself. The history of Sunday school books has been a curious one, reflecting in a striking manner the tendencies of the age in which they flourished. At first they contained very distinct sectarian teaching, and each denomination, or group of denominations, had its own set of authors who introduced such dogma into their books as was in accordance with its views and would insure their acceptance. Later on distinct sectarian teaching was gradually dropped and those books had the best sale which were colorless in that respect, while inculcating only the broad religious principles on which all sects alike were agreed. Very keen indeed was the scrutiny to which the publishers submitted the books they put forth for this market, lest any bit of dogmatic teaching should drop in unawares.

Then at a later period those books were most in favor which illustrated by example rather than by direct teaching rules of conduct and of morals to be approved and followed. But Sunday school books, professedly put forward as such, are no longer in such demand as formerly. The old-fashioned Sunday school book is banished, never to return unless to be examined as a curiosity.

As soon as the rich collection of stories of Hans Andersen and the Brothers Grimm were made available to English speaking children they recognized in them the witchery of a magician which will never fail to charm; and the operation of the same instinct which then guided them has placed Ruskin's "King of the Golden River," Thackeray's "Rose and the ring," Kingsley's "Water babies," and "Alice in Wonderland" in the ranks of classics for children — while the result of bringing within their reach in recent years the wonder world of classic myth and story, in which no one did greater work than Charles Lamb in his "Cruise of Ulysses," and Hawthorne in his "Wonder book," furnishes abundant proof of the statement that "the children are adapted to the classics."

Sir Walter Scott and Charles Dickens, Mayne Reid and Fenimore Cooper, did not write for youth, but with never failing instinct the young people of two English-speaking continents have found suitable mental food in most of their stories.

If we now examine for a moment the elements in the books which have survived — and of course I have not attempted to enumerate all of them — it may perhaps help us to explain some of the causes of their never wearing out. You are aware of the experiments which have been made during recent years in order to ascertain the elements in stories which interest children, and they are found to be in the order of their preference as follows: Action, names, speech, description, place, time, possession, feeling, dress, aesthetic details, sentiment, and moral qualities. This is, however, but restating in our modern quasi-scientific way what many writers out of their sympathy with and insight into the child mind have said long ago. Lady Eastlake wrote over sixty years since, "The real secret of a child's book consists not merely in its being less dry and less difficult, but more rich in interest — more true to nature
— more exquisite in art — more abundant in every quality that replies to childhood's keener and fresher perceptions. Such being the case, the best of juvenile reading will be found in libraries belonging to their elders, while the best juvenile writing will not fail to delight those who are no longer children. 'Robinson Crusoe,' the standing favorite of above a century, was not originally written for children; and Sir Walter Scott's 'Tales of a grandfather' addressed solely to them, are the pleasure and profit of every age, from childhood upwards. Our little friends tear Pope's 'Odyssey' from mamma's hands, while she takes up their 'Agathos' with an admiration which no child's can exceed."

All this brings us back to the point from which I started, and confirms in a remarkable degree the statements with which I began.

'The real touchstone,' as Lady Eastlake said, "is the child himself." He has sturdily rejected the "juveniles" by the ton and by the hundred thousands, and the reason for this is obvious in the light of the foregoing. We are at last beginning to recognize this great principle, and the study of the history of children's literature should do immense good by bringing out the truth of it more strongly. It shows that it is the birthright of the child to enter into the domain of the world's best literature, and to choose therefrom what is best suited to its needs, and it shows too that the children of all ages, when they have had the opportunity to do so, have exercised that right.

REPORT ON LIST OF CHILDREN'S BOOKS WITH CHILDREN'S ANNOTATIONS.

By Caroline M. Hewins, Librarian, Hartford (Ct.) Public Library.

IT is four or five years since Mr. R. R. Bowker suggested that there could be no more interesting and useful "evaluations" for the American Library Association to publish than comments on children's books made by children themselves. Miss Moore and I at the Chautauqua Conference in 1898 undertook the preparation of such a list, and she asked in the Library Journal and Public Libraries for comments arranged on cards of uniform size, stating the age, sex, and nationality of the child making them. The public immediately inferred that our list was in print, and the requests which we received for it would fill a much larger pigeon-hole than the answers from librarians. At the Montreal conference we reported a few comments. Since that time we have received no contributions, and no report was presented at the last conference.

Our present report is largely based on a consideration of about twelve hundred papers, written by boys and girls in the sixth, seventh, eighth, and ninth grades of grammar schools. A part of them are in the form of familiar letters to a librarian, and the rest in answer to questions prepared in a public library and presented to the same grades.

The man who went about lecturing on temperance in the middle of the nineteenth century used to take another man with him to appear as the "awful example." In the following report the general statements were kindly prepared by Miss Moore to save me time, and the "awful examples" come from the other end of the line.

The letters and lists may be summed up like the themes in Elsie Venner. They have the same "stringing together of the good old traditional copy-book phrases," the same "occasional gushes of sentiment" and "profound estimates of the world." Out of twenty or thirty which poor overworked Helen Darley read, "there were two or three that had something of individual flavor about them." That proportion is much larger than we have found.

"There is a marked difference in the degree of spontaneity manifest in the familiar letter written at the personal request of the librarian and the paper written as an exercise required by the teacher. Both reveal a pathetic scarcity of vocabulary in relation to the subject, due in large measure to the fact that an exercise of this kind is an unrelated and infrequent experience to the majority of children. It is only by frequent repetition that we gain power in self expression in any line. It is hardly to
be expected, therefore, that children should be able to talk or to write familiarly about books and reading until they have made the connection and found the habit of doing so.

"From the twelve hundred papers we have selected, less than fifty are worth considering for our purpose. The great mass of material rejected shows the influence of the schoolroom in the selection of the books mentioned (chiefly school-duplicates) in the evident desire to please the teacher in expressing a preference and in a stereotyped form of expression, a form which varies slightly in different schools and in different grades of the same school."

The questions were as follows:
1. Name as many books as you can that you have read this school year.
2. Mark the names of the books that you like best with X and tell how many times you have read each one.
   (No reliance could be placed on the X mark to denote books liked best, it was so often obviously used for books the children thought that they ought to like. They guessed at the number of times they had read them and at the number of hours they spent every week in reading.)
3. Why do you like these books and how do you think any of them have helped you?
   Very few boys and girls can express the way in which a book has helped them. Once in a while a child says something which shows that the book has become a part of his life, as in this:
   "I think that they all helped me, for I saw in nearly every one a different side of life: life of the old times, life of to-day, life of the poor, life of the rich, life of royalty, life of paupers, life on the border, life in the cities, and every kind of life.
   "Some of these books have very good characters in them and when I get a hold on some book which does have a good character I read the author's life if I can. I do this because the author who writes about good characters must be a character himself.
   "In many books I make friends with most of the characters that take principal parts, and try to imagine myself with them.
   "In some books are many things which are historical or witty, or something of the like.

When I run across one of these I make a note of it."

The following is by a Jewish boy who is interested in the Jewish character, whether seen from the standpoint of another faith or his own:
"I like Shakespeare's book because it is very exciting and he gives a fine account how the Jews were treated in olden times. He gives us a very fine account of Portia and Shylock. I feel sorry because he lost all his money. I do not blame him for wanting a pound of flesh from Antonio. Everybody would like to take revenge on a man who would borrow money from you and would not pay it back. He clung to his religion.
"Scott represents Isaac of York, the Jew in 'Ivanhoe,' the same as Shakespeare represents Shylock in the 'Merchant of Venice.'"

A few children have the idea that books help them by enlarging their world or their vocabulary, or developing their imagination, and others that outside reading is an aid to lessons or examinations, but most of the answers recognize nothing that books do for a reader.

The contrast between rich and poor children appeals to boy-and-girl readers, and wealth and material success play a large part in their estimates of books. One boy with a fondness for drawing likes to read about poor boys who became rich artists, and a girl expresses the sentiment of many others when she writes:
"I like all of Meade's books because she always has a poor girl who at the end rises far above the rich one that had at one time looked down upon her, or if the rich girl helps a poor girl she always does some noble thing to repay her before the end."

These are fair specimens of many of the lists written by girls of thirteen in the ninth grade:
"I like Dotty Dimple because she was kind, and it helped me to be kind. I like Ragged Tom because he was brave and good and it helped me to be brave and kind. Laddie I like because he would help others. It helped me to help others. Black Beauty I liked because it taught me to treat animals kind."

"I liked 'The partners' best because it was neither too old for me nor too young. I liked 'Barberry Bush and other stories' because it helped me to pass away my time. I liked
‘Ivanhoe,’ ‘Lady of the Lake,’ and ‘Julius Cæsar,’ because being read in class they were easy to understand. I do not know why I liked The Katy and Bessie books and ‘Little men’ and ‘Little women.’

The fourth question is:

4. What friends do you make in them (the books), and why do you think you should like to know some of them?

The answers to this question show lack of thought, lack of imagination, and lack of proportion. Very often the only book-friends whom a child remembers are in the last book that he has read. Many boys and girls honestly say things like these:

‘I didn’t make any friends in them because I never seen their faces only on pictures in the books.’

‘I like all the books in the same way as I like any books. They give me pleasure and take up time when you are sick or haven’t anything to do.’

‘I have never thought of liking any of the characters for friends.’

‘I thought Portia in ‘Merchant of Venice’ and Mary in ‘Mary Queen of Scots,’ with Josephine in ‘Little women’ would make good friends, but never thought of them as friends for me or anybody of this time.’

The lack of sense of proportion in estimating books and choosing book friends is seen in this example from the sixth grade:

‘The friends I have made are Jack and Jill, and Dan, Allie Fairweather, Philip, Oliver, Mr. Brownlow, Denise, Rose, Agnes, Harry, Widow Greshome, Worth Bagley, Dewey, Sampson, Massasoit, Anthony Wayne, General Schuyler, George Washington, Jesus, Robinson, and Aladdin.’

A lack of interest in what is read is shown in this:

‘In all books some people appear agreeable and some appear disagreeable. It is a pleasure sometimes when one is tired to take a good book and read a chapter or two. In all books you have a friendly feeling toward some character.’

It is a pleasure after reading through a roomful of such letters to find one like this:

‘I am not very fond of books, although I think there are many things or facts which can be learned out of books. I have often started a book and have gotten along through the middle of it when it became very dry and uninteresting and would drop it and never pick it up again.’

‘The trail of the Sandhill stag’ is the only book that I have ever finished. It was written by E. S. Thomson. There were many beautiful pictures in the book, but I do not know the artists who drew them. This book was quite short and interesting and I liked it very much, as I am fond of outdoor sports, although I only read it once. The book spoke of a boy named Yan who had chased up and down the hills about his home for years after the track of a deer. At last he came face to face with the deer and raised his rifle to shoot it, but the deer had such a sad expression on its face which seemed to have stunned the boy and he turned back and went home without injuring the stag. I think that it has helped me to think twice before I act.’

In answer to the question, ‘Do you copy in a book sentences or lines of poetry that you like from books that you are reading, and learn them by heart afterwards?’ the same boy writes:

‘I copy into a blank-book quotations from books and learn them afterwards. I have copied and learned quotations from Cæsar, ‘Merchant of Venice,’ ‘Autocrat of the breakfast-table,’ and ‘House of seven gables.’ I have also copied and learned Tennyson’s ‘Lotus-eaters,’ Gray’s ‘Elegy,’ Lincoln’s speech at Gettysburg, and a part of Webster’s speech in reply to Hayne.’

Do such exercises tend to make children self-conscious, and can we depend upon the spontaneity of written replies? Everything depends on the person who conducts the exercise and on the question asked.

There are very few teachers whose own knowledge of books can be depended upon to draw out children into talking about them. I had tried in one schoolroom to make children understand the pleasure of finding out from one book something about a character who is mentioned in another, and when the letters came, every child in that room had given as a reason for knowing what book to read, ‘a book that there was something about in the
last book I read.” Evidently the teacher had impressed on the children that that was what they ought to write. Teachers are not, as a rule, well-read.

This year I have not asked for letters, and did not let the children know that I was going to give my yearly talk. They took pencil and paper to the hall, and I asked the four upper grades to tell me something about a book, not a school duplicate, that they had read lately and somebody whom they liked in it, but not to say that anybody was “kind.” Then I gave them the question from the March St. Nicholas, “If you were going to have a birthday party, what characters from books should you like best to invite?” Here are some of the lists, which show the same lack of proportion that we have found before and the influence of books lately read:

Benjamin Franklin, George Washington, Falconer, Crane in “David Harum,” John Elliot, Shakespeare, Rafael, Evangeline, Tom Thayer, Sir Walter Scott.


Cesar, King Alfred, Sitting Bull, Red Cloud, Washington, Dickens, Alexander, Daniel Boone, Plato, Socrates.

Washington, Shakespeare, King Alfred the Great, Jane Eyre, Stephen Brice, Portia, King Arthur, Joan of Arc, Ellen Terry, Ellen of Ellen’s Isle.

Sir William Wallace, King Robert the Bruce, Mary Queen of Scots, Ellen Douglas, Beethoven, Jo March, Nigel Bruce, Lady Isoline, Rebecca, Pegasus.

Julius Cesar, Antony, Marcus Brutus, Oliver Bright, Janice Meredith, Sitting Bull, Roderick Dhu, Grizzly, James Fitz James, Michel Angelo.

Cesar, Garibaldi, Washington, Livingston, Roosevelt, Naran, Cronje, Hanna, Green, Jesse James, Frank James, Brutus, Cassius.

“The most valuable kind of comment undoubtedly is to be gathered from the off-hand statements of the boys and girls as they exchange their books or meet for informal book-talks at the library. There are great difficulties in the way of gathering a body of available material of this kind. While it is true that every children’s librarian is constantly receiving communications from the children with regard to the books they are reading, it would be exceedingly difficult and quite undesirable for her to transcribe their comments with the necessary data. If a child should see her writing down what he had said, or suspect that she meant to do so, she would lose his confidence forever. According to his nature he would either never volunteer another expression of pleasure or distaste, or he would make a sensational statement if possible in order to gain prominence in her eyes. Even if it were possible for the children’s librarian to make these records of spontaneous comment it is probable that a very small proportion of them would justify publication. (That comment which fails to impress itself with sufficient clearness for her to write it from memory is not likely to be worth much, since it has not entered so actively into her day’s experience as to have become a part of her resources.)

“Will such a list as this justify by its value the expenditure of time and labor involved in its compilation?

“Are we justified in going on with it, and what may we expect to get from it?”

A list of children’s comments must be made slowly. At times I have thought that it would be impossible to get honest opinions enough for an annotated list, but in looking over my collection I find that I have more than I supposed.

Teachers often ask for lists in a perfunctory way, and care more about neat writing and correct spelling than about what impression a book has made on a child. I think that in another four years, with the help of some of our unsuccessful experiments, and with the aid of visitors in home libraries and children’s librarians, we may get results that are worth having.

If every children’s librarian would send us within the next six months from five to ten of the best and most natural expressions of opinion received from children, we could take the best of them and gradually, by eliminating the less striking, get a number large enough to be worth printing. It is to be desired that we have the opinions of more than one child to a book, the point of view of a boy and a girl if possible.
REPORT OF THE A. L. A. PUBLISHING BOARD.

BY W. I. FLETCHER, Chairman.

CHANGES in the personnel of the Publishing Board during the year covered by this report were as follows: the term of Melvil Dewey expired in 1901, and he was re-elected by the A. L. A. Executive Board for three years. Mr. George Iles resigned from the Board owing to the pressure of other engagements, and Mr. Charles C. Soule was chosen in his place. Mr. Soule was also made treasurer in place of Mr. E. H. Anderson who was appointed last year, but who resigned on account of the difficulty of attending to the business while located so far from the office of the Board. Miss Nina E. Browne, who faithfully served the Board for several years as assistant secretary, was this year appointed secretary, her office remaining at 104 Beacon Street in the building of the Boston Athenaeum.

The work of the Board has gone forward steadily although less rapidly than we could wish. The following brief review of the progress of its various publications will serve to elucidate the financial account appended to this statement, and to show how extensive and important its work has become.

1. Printed Cards for Books. — The transfer, under promising conditions, of this undertaking to the Library of Congress relieves the Board of further effort in that direction and marks the happy ending of one chapter of its work.

2. A. L. A. Index. — The new edition of this book, in press at our last meeting, was issued in October. It is almost exactly double the size of the former edition and is correspondingly more useful, a necessary tool in every library.

3. Guide to the Literature of American History. — Owing to long delays connected with the completion of the editorial work, and particularly of the very elaborate and useful index, this book is but just off the press.

As was stated last year, our former associate, Mr. George Iles, has assumed the expense of the preparation of this most important work, to the extent of ten thousand dollars, a most liberal endowment of historical research. The book has cost more than this, but it is expected that the sales will soon cover this additional cost.

4. Guide to the Study and Use of Reference Books, by Miss Alice B. Kroeger. — This book is all in type, and it was hoped that it might be actually published before this meeting. This will be found a most valuable, as it is the only, library help in connection with reference work.

5. Library Tracts. — One tract (no. 4) has been added to the series. It is on library buildings and rooms, and was prepared by Mr. Charles C. Soule. With the present great interest in the subject of library architecture, this tract should prove one of our most useful publications.

6. Printed Cards for Periodicals not covered by "Poole's index." — The issue of these cards has gone on steadily, the number of titles printed in 1901 being 2,849 as against 2,843 in 1900, and 2,916 in 1899. The estimated expense of $75 per year for the entire set has not been exceeded nor quite equalled. As the advantages to the smaller libraries, or those having special collections, of subscribing for the needed portion of these cards come to be more recognized, the number of partial subscriptions has largely increased and is now fifty-one. As will be observed there is a small profit on these cards. A further increase in the number called for would permit a reduction in the price.

7. Cards for "Miscellaneous Sets." — This has been a popular and successful feature of the Board's work. In 1901 cards were issued for six such sets: Old South Leaflets, National Museum Bulletin, Smithsonian Miscellaneous Collections and Contributions to Knowledge, U. S. Bureau of Education Circulars, and Massachusetts Historical Society Collections. The
demand for these cards is such that one set is already out of print, and the others nearly so. Three additional sets are already issued in 1902, and others will follow. Suggestions of additional sets which should be so indexed will be gratefully received. By arrangement with the Massachusetts Library Club and the Massachusetts State Library, a set of cards for the Massachusetts Public Documents was issued at the bare cost of the cards and printing, and the supply was at once exhausted.

Cards for the British Parliamentary Papers are in type and will be issued probably this month. They will be found very useful, even where, perhaps especially where, these Papers are not regularly received, as they will be a guide in the selection of such as may be wanted.

8. The Board has undertaken the issue of cards prepared by the Bibliographical Society of Chicago indexing the contents of the leading bibliographical publications (and the bibliographical contents of library periodicals). Subscriptions are being received for these cards, and may be made to cover all issued or such of them as refer to selected periodicals. Special attention is invited to this important undertaking.

9. Portrait Index. — This will be one of the Board's largest publications in book-form, probably exceeded only by the A. L. A. Index. The material required by the plan of the work is nearly all in hand, and the alphabetizing and digesting of this material is under way. This should prove one of the most useful of reference books.

10. English History Cards. — The issue of these cards, edited and annotated by Mr. W. D. Johnston of the Library of Congress, has been continued under somewhat adverse circumstances, which resulted in the delaying of the cards for the last publications of 1900 until May of this year. Those for books of 1901, it is hoped, will be issued relatively earlier, and probably in two portions instead of four. This publication still lacks sufficient support, while highly prized in a few libraries.

11. Reading for the Young has been al-
Attention is called to the financial statement appended hereto. It should be noted that the account is closed Jan. 1, 1902, and the apparently large balance on the debit side is accounted for almost wholly by one or two items like the amount due Houghton, Mifflin, & Co., which represents the entire cost of the new edition of the "A. L. A." index, the sales of which had but just begun. In another year this account will be nearly or quite balanced.

The payment of $600 by the Trustees of the Endowment Fund toward the support of our publications authorized by the A. L. A. Council was not actually made until after Jan. 1, 1902, though it properly should belong to the year 1901. This would have increased our cash balance as stated by this amount.

It remains true, as was said in last year's report, that the proper conduct and development of the work of the Publishing Board "requires a better financial condition than it yet has." One of the most important questions that can come before the Association is how to secure this.

### STATEMENT OF ACCOUNTS, JAN. 1 TO DEC. 31, 1901.

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<th>Operations, Jan. 1 to Dec. 31, 1901.</th>
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REPORT OF THE COMMITTEE ON LIBRARY ADMINISTRATION.

By Hiller C. Wellman; W. R. Eastman; N. D. C. Hodges.

The subject of Library Administration is so broad that the committee has been in doubt as to the scope of its work. Any comprehensive treatment would mean a large volume. The committee determined, therefore, to give consideration to a few definite subjects and especially to recent developments.

COST OF CATALOGUING, ETC.

Considerable time was spent in drawing up tables of statistics, with a view to getting accurate figures on the cost of getting a book on to the shelves of a library. The attempt had to be abandoned. Dr. Steiner in his interesting paper on the subject could make only a vague guess as to the cost in his own library; and owing to the overlapping of the work of different departments and the absence of suitable statistics, it seems hardly feasible to get an accurate estimate of this item of expense.

A rough idea may be gained by examining the cost of recataloguing various libraries where outside assistance has been employed, which shows usually a cost varying from 10 cents to 20 cents per volume. This figure includes a shelf-list, but does not include the cost of ordering and accessioning. It does include, however, the time spent in hunting up and extracting old cards from the catalogue, and in erasing old numbers on the book-plates.

One figure given to the committee showed a cost of cataloguing amounting to only six cents per volume.

In another case an experienced library organizer states, "With such local help as I can train and manage I can handle 1,000 books in a month for a small public library in a fairly satisfactory way." Allowing a hundred dollars per month for salaries, the cost, exclusive of supplies, ordering, and shelf-list, would be 10 cents per volume.

At Brookline, Mass., an expert classifier and one or two assistants have been employed for a year in reclassifying the library on the decimal system. A highly-paid classifier was secured so as to ensure the best possible work. A new shelf-list has been made and the catalogue and catalogue cards have been thoroughly revised, many of the cards being newly typewritten. The cataloguing is rather elaborate with many analytical cards. During the year 7,347 volumes have been reclassified and the service cost $1,384.60; that is, 18\% cents per volume. It is the opinion of the classifier and also of the librarian that the time consumed in looking for books temporarily out of place, in searching for cards in the old catalogue, — especially when the previous cataloguing was erratic, — in erasing numbers, in cancelling entries on the old shelf-list, and in making over imperfect cards, has made the work certainly as great and perhaps greater than it would have been if the books had been ordered and set up anew. If it had been possible, it would perhaps have been an economy to recatalogue the books entirely anew, and throw away the old cards bodily, rather than to pull out each set of cards and attempt to make them over. The cost of supplies hardly exceeds 1.5\% cents per volume, so that 20 cents per volume is a generous estimate of the cost of putting non-fiction on the shelves of that library of 60,000 volumes. For fiction, of course, the cost would be very much less, probably under 10 cents per volume.

On the whole, it is safe to say that for the ordinary public library of 50,000 volumes the entire cost of getting a book from the dealer to the shelves, omitting only the cost of selecting the books to be purchased, ranges from 10 cents to 25 cents per volume. This cost is likely to be materially reduced by the use of the printed catalogue cards issued by the Library of Congress, a report of which follows.

PRINTED CATALOGUE CARDS ISSUED BY THE LIBRARY OF CONGRESS.

Through courtesy of the Librarian of Congress a joint circular was sent out containing requests for information regarding the improve-
ment in the distribution or in the form or content of the printed catalogue cards issued by the Library of Congress, and also certain questions regarding their use for the enlightenment of the committee.

About 110 replies were received, but only 70 of these were from libraries where sufficient cards had been used to make the answers of value. Of these, 36 used the cards for maintaining one card; catalogue only, while 31 ordered duplicate sets to provide for two or more catalogues, in two cases the number of catalogues being 14 and 19 respectively. Fourteen libraries used the cards also for shelf-lists.

In five libraries it was thought no saving of time had been effected, but in 60 libraries a marked saving of time was observed. In most cases this saving was estimated, although in one or two cases a similar result was reached by actual account of the time consumed for special lots of books in ordering, checking, sorting, and marking the cards, handling the books, etc. The estimated saving ranged in amount from ten to seventy-five per cent., and the majority were of the opinion that from one-third to one-half of the time of the cataloguer was saved. A further economy in some instances resulted from the employment of cheaper labor for the mechanical work of ordering the cards.

There was pretty general agreement that the stock of the printed card is not at present quite equal to the standard Library Bureau stock, a fact especially shown when erasures are necessary; but there was still greater agreement as to the excellence of the cataloguing. The replies clearly demonstrated the fact that cards for current copyrighted books are received with great promptness, nine-tenths of them, perhaps more, within a week of ordering, when the library is not too distant from Washington; and in general the same is true of current non-copyright or foreign books when the cards are ordered from the proofs. But delays are considerable and the proportion of cards not supplied is large, when the cards for foreign books are ordered without first ascertaining that the book has been received by the Library of Congress.

When the cards can be sent for at the same time that the book is ordered, they are frequently received before the book. When they are ordered after the book has been received, in most libraries it is found feasible to place the books in circulation at once without waiting for the cards, by keeping a record on a memorandum slip, which sometimes serves afterward as copy for the printed bulletin of acquisitions. In large libraries, where more elaborate record is needed, a temporary author-card is inserted in the catalogue; and in small libraries simply checking the receipt of the cards against the title in the accession book is sufficient to ensure that no book slip through without being catalogued.

From these facts your committee conclude, that by ordering printed catalogue cards from the Library of Congress for all current, copyrighted books (a class comprising most of the acquisitions of the ordinary American library), and by ordering cards for other books so far as proofs are available to show that they have been catalogued, it is now possible for public libraries to secure promptly printed catalogue cards, not only more legible than manuscript cards, but vastly superior in fulness and accuracy to the cataloguing of the average library, and at the same time costing less than the ordinary manuscript cataloguing.

The advantage seems so great that minor differences in the form of entry, etc., should not be allowed to stand in the way.*

Besides use in the catalogue, these printed cards are now or may be employed in the following ways: for a card shelf-list, for a chronological or accession list, for duplicate catalogues especially at branches, for special catalogues or card bibliographies, for copy for the printed bulletin, for exhibiting accessions on the bulletin boards, for notices to persons interested of the receipt of special books, for bulletins of accessions in schools or branches, possibly for charging records, and — when selected cards are received without order — as suggestions for purchases. Doubtless with the present ability to procure these cards at small cost, other important uses for them will soon be found.

We regard this co-operative cataloguing, made

* In the opinion of the chairman, a library formerly using a card which varies as much as half an inch in length from the printed cards can advantageously use the latter by cutting them to the proper height.
possible by the use of the Library of Congress printed cards, as the most important development in library administration in recent years, and unhesitatingly recommend its advantages to libraries which have not yet profited by them.

CO-OPERATIVE LISTS, ETC.

A useful series of brief co-operative lists for free distribution among the patrons of a library has been issued by the New York Library Association. The subjects covered thus far are "The United States and its government," "Debating," "Botany," "Gardens and gardening," "Books that most men like," and "Stories of delicate workmanship." These lists are without library numbers and each contains a dozen or more titles of books in most libraries. By purchasing them from Mrs. H. L. Elmendorf, of Buffalo, a library is able to distribute among its patrons these attractive little bibliographies or bulletins at the extremely moderate outlay of fifteen cents per hundred.

Another co-operative enterprise of great value is the list of fiction for children in preparation by the Children's Librarians' Section of the A. L. A. This list is to be longer than the New York lists, and will eventually include non-fiction, and will be a catalogue or finding-list of children's books. A simple form of numbering is to be used, and by making the numbering of the children's books conform, it should be possible for libraries of the smallest means to procure and retail to their juvenile readers an almost nominal sum the best catalogue of children's books that can be devised by the combined efforts of the leading children's librarians in the country.

Other publications to be recorded are, a graded catalogue of books for school children issued by the Buffalo Public Library, 30 cents; a list of the first 1,000 volumes for a public library, issued by the New Jersey commission as an appendix to their second report; the edition of 1902 of a "Suggestive list of books for a small library" recommended by the state commissions of Wisconsin, Minnesota, Iowa, Nebraska, Idaho, and Delaware; and the handbook of library organization issued by the Minnesota library commission in co-operation with the Commissions of Iowa and Wisconsin.

HOME DELIVERY.

Delivery of books at the houses of readers is a new feature tried by a few libraries. The committee has received reports on the subject from Milton, Somerville, and Springfield, Mass.

In Springfield Mr. Dana made the experiment of sending in April, 1901, 1,200 circulars, offering to deliver books at the door to all card-holders in a household once a week for ten weeks, upon payment of five cents per week—not per volume delivered, nor per individual, but five cents per household.

A hundred and twenty households, representing an average of three borrowers each, paid for the delivery, and about 222 volumes were issued weekly. Nearly 50 per cent. of the subscribers were not previously users of the library. The receipts were $6 per week, and the cost to the library for horse-hire and the services of a high-school boy, etc., amounted to nearly $10 per week.

The next autumn a thousand circulars were sent out, offering to continue the home delivery at the rate of 8½ cents per week. Less than sixty households subscribed, and the number decreased by May 1, 1902, to thirty-two. The receipts the past year, therefore, have ranged from a maximum of $4.80 to a minimum of $2.56 per week, and the cost has averaged from $3.75 to $4 weekly, including $2 per week for horse hire.

This latter figure represents the cost of the delivery proper, and does not include the expense of sending circulars and lists of books, or of looking up and charging the books.

The percentage of fiction issued in this way has been somewhat higher than that at the library. The most frequent complaint was caused by the failure to get the book desired, especially the new novel. Generally, when unable to fill an application, the library chose a volume as a substitute, and many readers left to the library the selection of books to be sent. This gives the library a valued opportunity to distribute good literature, but the reader is not always satisfied, and the labor involved is a very considerable item.

In Somerville Mr. Foss began last October a system of home delivery, conducted by school boys, usually twice a week. Each boy has assigned to him a district containing about
3,000 inhabitants, and this he is expected to canvass thoroughly, and to deliver and collect books at two cents per volume the round trip. This fee he pockets for his labor, and a good boy should earn about $1.50 per week.

Thus the library is not involved in the scheme financially, but must devote much time to organizing and supervising arrangements and to selecting and managing the boys.

Between two and three hundred volumes are delivered weekly, and the character of the literature is about the same as that issued at the library.

In Milton Miss Forrest began, Jan. 1, 1902, a system of home delivery covering sections of the town remote from the library, which is paid for by the library without any charge to the borrower. A man is hired to "make the delivery on Thursday of each week, for $5 a delivery, with the understanding that the price is to remain the same, should the number of books to be delivered increase."

The messenger serves about eight hours per week, and, of course, distributes call slips, bulletins, fine notices, etc. The delivery has increased from 23 to 80 volumes per week, making the cost now about seven cents per volume, and fiction is only 62 per cent. of the issue. The home delivery, Miss Forrest states, "has increased the circulation and the number of card-holders, and has reached many residents of the town who have never before used the library."

These are the facts so far as ascertained. Your committee is unwilling yet to pronounce an opinion, but thinks the Association should give careful consideration to the matter, with a view to weighing the pros and cons and determining whether the advantages of greater convenience to readers and of interesting persons not previously using the library, outweigh the disadvantage of losing the benefits derived by the reader from visiting the library itself.

**LIBRARY INSTITUTES.**

In library work it is of the first importance to provide capable and earnest librarians. The training schools and the great annual library meetings, supplemented by state associations and local clubs, are doing essential work, but the library movement outruns any and all of these influences. Small libraries are multiplying more rapidly than trained librarians can be secured, and with resources far too slender to afford trained service. Not one library in ten, in many states not one in twenty, is directly reached by the most enthusiastic or most instructive gathering at state or national library meetings, or by any of our library schools or training classes. Every state commission feels the necessity of going out personally to talk with trustees and librarians about the most elementary and practical things.

From the first it has been a feature of the Wisconsin work that those in charge of traveling libraries in given districts have been called together to talk with the librarian of the commission and to compare notes. In Western Massachusetts meetings of librarians, trustees, and townsmen have been held at various points to learn from the experience of representatives of larger institutions who went expressly to visit them. Similar work is doubtless done in many of the states. A systematic effort of this kind is reported this year from New York.

Under the direction of a special committee of the New York Library Association a series of institutes was held with the distinct purpose of improving library methods. The state was divided into eleven districts. In three of these where there were local library clubs the work was commended to their attention. For each of the other eight districts a local secretary was appointed, furnished with a list of libraries, and requested to put himself at once in communication with them, and take steps to awaken an interest in their coming together. Dates in April and May were assigned for meetings and a general program prepared, covering three sessions of two to three hours each.

The subjects chosen presented in miniature a somewhat complete course in library economy. An evening of popular addresses to the public was also part of the plan, and in three cases these were supplemented by a lantern exhibition of library building plans.

For each institute a conductor was appointed who called in such help as was available and was responsible for details. The first institute opened April 15; the eighth meeting closed May 10. Three meetings were held the first
week, two in the second week, and three in the last week.

The interest shown was on the whole extremely gratifying. Numbers at the instructional sessions ranged from 22 to 75; at the popular sessions from 25 to 200. The number of libraries represented was from 8 to 18. At the largest gatherings special efforts had been made to interest the women's clubs.

The topics were presented in their very simplest terms and familiarly discussed. Where numbers were small the result was probably more valuable on that account to those present. The plan was considered a success in bringing together librarians of experience and those who lacked in this respect. The one hundred and ten libraries reached were only one in six of those invited, which fact offers a wide field for future effort in the same direction.

The cost of such meetings and of the organization required to maintain them presents a difficulty. In this case the expense was practically shared by the state association, the state library, and several private individuals who gave their services and paid their own bills. For many reasons it would be desirable for the state to be wholly responsible for work like this as it is for similar work with teachers.

Whether conducted by state, club, or individual effort, your committee commends this form of activity to all who have at heart efficient administration in the smallest libraries.

STUDENT HELP.

In a library staff where there may be from ten to a hundred or more members, it is certain that the work is not all of the same grade, and does not all of it require special library training. The question is whether for minor positions it is desirable to employ boy and girl students from high schools and local colleges.

With reference to pages, every librarian knows that there is no future in a library for the boy of fourteen who leaves school to accept a position as page. The boy is tempted by the pay, but after being in the library three or four years he has received little training which is of advantage in the business world. Some librarians report that their pages secure good positions in offices and factories, but the majority would consider it an injury to a boy of limited education to tempt him into a library as a page.

The libraries which report favorably on student help are: the Detroit Public Library, where school boys have been employed as pages; the Cleveland Public, where student help both from colleges and high school has been employed for evening assignments, dinner hours, and half-holidays; the John Crerar Library, for evening service only; the Chicago Public, which is now working under civil service rules, which prohibits any preference being given to special classes of applicants, but formerly got satisfactory results from student helpers "who, as a rule, are bright and good workers;" the Providence (R.I.) Public, which employs students from Brown University as clerks during the evening and pupils from the high schools as pages—"These have frequently been students of much force of character (who, perhaps, otherwise would not have undertaken anything so laborious) and we have profited from their characteristic ability;" the Salem, Mass., Public Library, where high school boys have been employed; the Case Library, at Cleveland, with a limited experience of two instances only; the Boston Athenæum, which has employed college students for Sunday duty "very successfully in our particular case." Mr. Bolton remarks: "This is a serious problem, but I fear there is no solution unless the boys will study,—few will;" the Amherst College Library, which has employed Amherst students; the Boston Public, where student help has been used for Sunday and evening service and for extra work on Saturdays,—Mr. Whitney states that the results have been very favorable; the Minneapolis Public Library,—Dr. Hosmer reports: "We have had excellent service from university and high school students and see no reason against employing them;" the Lowell, Mass., Public Library and the Brooklyn Library, where they have just begun to engage high school boys "for evening work and find them much better than ordinary pages—more intelligent and more interested;" and, finally, the Worcester, Mass., Public—Mr. Green emphatically states that, in view of their experience, he looks very favorably on the employment of school boys
and girls and college students, as the library offers no future for employees of limited education.

On the other hand, Dr. Canfield, of the Columbia University Library, writes: "I have used what is called 'student help' by the hour in several institutions before coming here—both in the library and elsewhere—and have always found it the most expensive and least effective service that could be secured," and adds that it is not possible to offer a fairly well-educated, bright, ambitious boy sufficient inducement to remain in the library. It is generally true that "as soon as we have a boy thoroughly well trained as a page, some downtown office gathers him in and we are obliged to begin over again." Miss Lord, of Bryn Mawr College Library, gives it as her experience that "such amateur work is not of sufficient money value to the college to pay the students enough to amount to real help; he or she had better borrow the same amount of money and finish in a shorter time, and the library had much better get assistants giving their time and undivided interest to its work;"

Mr. Collins, the reference librarian at Princeton, is also inclined to the belief that college students ought to be able to get more remunerative side jobs. Mr. Anderson, of the Carnegie Library at Pittsburgh, reports that they have tried student help, but do not approve of it. Mr. Crunden, of St. Louis, states that formerly student help was used in St. Louis, but he does not believe it a good policy; most of the boys drop out after two or three years and seek positions elsewhere. An effort is made to stimulate the boys to study and the reading of good books.

In view of the above testimony, and notwithstanding some adverse criticism, it is the opinion of your committee that in many instances by employing college students for special work, intelligent and cultured service can be secured at a low cost; and that in general by hiring high school students by the hour to serve as pages and in other minor positions, a more intelligent worker can be retained at less cost, and without cumbering the staff with permanent employees who as their time of service lengthens will naturally clamor for advancement to positions for which lack of general education renders them unfit.

RENEWAL BY TELEPHONE.

The question of allowing renewal by telephone has been discussed at some length in the library periodicals. Your committee simply call attention to the purpose of requiring a renewal, which is to force the borrower to take a certain amount of trouble in order to retain a book after it is due, this with a view to ensuring its being returned and made available for other readers unless the first reader really desires to use it, in which case he will take the necessary pains to have the time extended. Your committee are not certain that the interests of the public are benefited more by the convenience of using the telephone in cases of legitimate renewal than they are harmed by its abuse in cases where the borrower merely wishes to avoid the trouble of returning on time a book which he has finished reading; and we suggest this question for discussion.

FINES.

Many of the poorer patrons of a library, especially children, are debarred from using it because of having incurred small fines which they are really unable to pay. A two-cent fine often deprives such persons of the privilege of ever again drawing books. We repeat the suggestion, which has been made before, that for young children at least, an alternate penalty be fixed, so that deprivation of library privileges for a certain period may be considered as equivalent to the payment of a small fine, and thus readers may not be driven permanently from the library's influence.
REPORT OF COMMITTEE ON PUBLIC DOCUMENTS.

BY ROLAND P. FALKNER, Chairman.

YOUR Committee on Public Documents desires, before presenting its report, to express its regret at the retirement of its former chairman, Mr. R. R. Bowker, and to bear testimony to the efficiency of his long continued service. He has taken an active interest in the work of legislation. During his connection with the committee some of the most glaring defects in the system of printing and distributing the public documents of the United States have been removed, and to this result his efforts have contributed in no mean degree. His successor knows no better program for the work of the committee than to follow the course marked out by Mr. Bowker.

LEGISLATION.

No legislation affecting the public documents has been accomplished by the present Congress. Two measures of interest to librarians are before it. One authorizes the Superintendent of Documents to distribute to libraries the first editions of the Nautical Almanac and American Ephemeris instead of the second editions as hitherto.* A second measure is of wider interest. A bill, Senate 4261, providing in substance that the publications of the executive offices shall be issued to libraries as soon as they are printed, has passed the Senate and is now in the possession of the Committee on Printing of the House of Representatives. The text of the bill is appended to this report. It provides no general amendment of the existing laws, but contains a few simple provisions of especial interest to librarians. Besides the features already noted, it increases the number of volumes at the disposal of the Superintendent of Documents for distribution to 600. At the present time the law does not give him a sufficient number to meet the demand were all possible depositories actually designated.

This Association has placed itself on record over and over again in favor of a more expeditious delivery of public documents to depositories. The Superintendent of Documents has kindly furnished tables showing the date of delivery to libraries of some of the more important annual publications. These have been selected because the offices in question are generally prompt in issuing their reports. Assuming that the cloth-bound issues are ready January 1 of the year following the close of the fiscal year, the following table shows the approximate delay in distributing them to depositories:

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<th>Legacy</th>
<th>Finance</th>
<th>Navigation</th>
<th>Ind. Affairs</th>
<th>General Office</th>
<th>Naval Office</th>
<th>Post Office</th>
<th>Average</th>
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<td>1890</td>
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It shows that from a period of three to four years the interval between printing and distribution has been reduced to a little over a year. This probably represents the maximum which can be obtained under the present law, and the zeal and energy of the Superintendent can accomplish nothing further in this direction without modification of the law. Even at the present time the date which intervenes between the first publication of the regular reports and the issue of the same in the sheep-bound form to libraries is considerable and vexatious. To eliminate this delay is an object much to be desired. Not only will it obviate the necessity of securing, in the case of the larger libraries, duplicate copies of these volumes, but it will probably secure to these libraries the receipt of the cloth-bound issues at an earlier date than

* Since the preparation of this report the resolution in question has been passed. — R. P. F.
they would be obtained through private correspondence.

As respects the scope of the act it suffices to say that it does not apply to publications prepared by Congress only, and would, therefore, have no reference to the House and Senate reports. The Senate documents of the 56th Congress, second session, comprise 34 volumes, of which 15 would not have been affected by such a law, giving an immediate distribution of 19 volumes. The House documents numbered 137 volumes and of these 17 volumes only have been undisturbed by such a law, giving an immediate distribution of 120 volumes. This would have left for distribution in the document form 43 volumes (including the reports) instead of 182 as the matter actually stood.

As the passage of the bill described would remove the most serious inconvenience in the present method of distributing documents, your committee presents a resolution expressing the approval of the Association of this measure.

There are, of course, a few other matters connected with the federal documents which might appropriately be the subject of suggestion or recommendation on the part of the Association.

1. All who have occasion to use those volumes of documents which contain a large number of separate issues have appreciated the difficulty in finding such as are desired. A return to the old method of printing the document number on each page of the document would avoid this inconvenience.

2. Beginning with the 3d session of the 53d Congress the bound volumes of the Congressional Record issued to depository libraries have borne no indication of the dates covered by each volume. The inconvenience which results from this omission, since a majority of references in the Record are by date and not by volume or Congress, has been felt by librarians generally. Here, again, a return to the old method of lettering the backs of the volumes would be desirable.

3. The inadequacy of the indexing of the Congressional Record is a source of constant trial to those who have to use it. The index at present is purely a title index, and in no sense of the word a subject index. In view of the wide latitude permitted for debate on certain measures, such as appropriation bills, it frequently happens that the most important speeches are indexed under titles which give absolutely no clue to their contents. A single illustration from the present session of Congress will suffice. Before the introduction of the Cuban reciprocity bill there had been no less than five speeches dealing with the relations of the United States with Cuba. The indexes to the Congressional Record do not, however, enable the searcher to discover the fact. It would be to the advantage of all concerned if the indexes at least to the bound volumes were made much fuller, and while preserving the excellent features of the present index should add the subject feature also. The additional cost of such work would be amply repaid by the benefit derived.

It has been deemed proper by your committee to make these matters the subjects of appropriate resolutions.

PUBLICATIONS.

The year past has been particularly rich in publications concerning the federal documents. The Superintendent of Documents has issued the document index for the 56th Congress, 1st session, and also for the 56th Congress, 2d session. The latter has not yet been distributed in the sheep-bound edition. If the law already noted were in force this document would already be in the libraries and the documents of the 56th Congress, 2d session, would not lack a key.

A comprehensive catalogue for the 55th Congress has also been issued. The advantage of having all the matter pertaining to different sessions of the same Congress in one volume is plainly shown by an examination of the present issue.

The most noteworthy achievement of the year has been the publication of the tables and index of the Congressional documents from the 15th Congress, 1817-18, to the close of the 52d Congress, March 3, 1893. This work repeats substantially (with 24 exceptions only) the serial numbers given in the earlier check list of the office, with fuller bibliographical notes respecting the contents of the several
volumes, noting especially irregularities in numbering and omissions. The second part of the work is an index to the more important documents included in the sets. It is an index of titles, and certain of the more frequently recurring items of personal or temporary interest have been omitted. In a work of this magnitude one is tempted to utter a wish that even more might have been omitted. A complete index by subjects would be, however, too great a task to be undertaken. In a notice of the work in the Library Journal, the reviewer states that one of the documents here represented by single entry requires in an analytical treatment over 150 entries, and this gives an inkling of what would be necessary in a complete analysis of the volumes.

This volume, the most valuable key to the public documents of the United States which has thus far been printed, is one of a series in preparation in the office of the Superintendent of Documents. Of the remaining volumes, one will include the Congressional documents before the 15th Congress, the other the Department documents. When this work, already far advanced, shall have been completed, we shall have with the comprehensive catalogues a complete key to all of the documents issued by the United States government so far as the office of the Superintendent of Documents has been able to discover them.

The office of the Superintendent of Documents has also prepared for the Committee on Naval Affairs of the House of Representatives, a list by years of the speeches, reports, and public documents relating to the navy of the United States from 1880 to 1901, intended as a documentary history of the new navy. It has also begun the publication of price lists on special subjects which are not comprehensive bibliographies, as they give only those books which are in his office for sale, but are still useful guides of the subjects of which they treat. A list on irrigation and another on labor, industries, trusts, and immigration have already been issued; one relating to interoceanic canals, ship subsidy, commerce and transportation, Pacific railroads, and statistics will shortly be issued.

General Greely’s list of the public documents, 1st to 14th Congress, has also been published since the last report of this committee. This list divides the documents into four classes—Senate documents and reports, House documents and reports, and gives a chronological list of each class. Notes also indicate the libraries in which the documents can be found.

In certain directions, aids in the use of the government documents can be found in other publications issued during the year. A serial finding list, Senate Document 238, 56th Congress, 2d session, by Mr. J. M. Baker, assistant librarian of the Senate library, contains a record of the places in the sheep-bound volumes of most of the important serial publications, which will be very useful for libraries which are unable to have special sets of reports or whose sheep-bound volumes do not bear the serial number. Bulletin 177, of the United States Geological Survey, is a catalogue and index of the publications of the Survey from 1880 to 1901. Bulletin 51 of the United States National Museum is a check-list and index of the publications of that office. Useful bibliographies of special subjects are found in some of the recent publications of the Library of Congress. A list of books on trusts notes the articles in the consular reports dealing with this subject. Lists upon irrigation and reciprocity note all of the documents upon these subjects, while a second edition on mercantile subsidies will contain references to all documents bearing upon shipping and mail contracts.

STATE DOCUMENTS.

As the National Association of State Librarians will present a report upon the binding and distribution of the state documents, your committee must refrain from discussing what is desirable in legislation or noting a number of valuable suggestions received from a number of state librarians and confine itself to stating what has been accomplished since its last report was presented. Inquiries addressed to the state librarians have elicited replies from all but twelve and it is probable that these had nothing of interest to report to the Association.

Since the last report of this committee the state of Alabama has established a Department of Archives and History which unites some of
the functions of the state library and a state historical association. Connecticut has authorized the state comptroller to print 375 additional copies of state reports, to furnish to the state librarian a sufficient number for exchange purposes, and to distribute the remainder to such public libraries in the state as may apply for them. Iowa has increased the number of documents printed and placed 500 copies at the disposal of the state library commission. It has also provided more generous editions of some of the special reports. Rhode Island in 1901 created the office of state librarian, and in the present year has authorized that officer to exchange publications with nations, states and municipalities, and to make requisition upon state officers for the documents required for this purpose. South Dakota (March 9, 1901) in its general printing law provides that the secretary of state shall distribute journals, public documents, and statutes to each state and territorial library, and to the Library of Congress. Washington by law of March 6, 1901, provides that the reports of state officials shall be bound in collected form as public documents, assigns a certain number to the state library and to the educational institutions of the state, and furnishes 50 copies to the state library commission for exchange with other states. California and Montana report that the next legislature will be asked to provide a suitable exchange system.

BIBLIOGRAPHY.

During the past year the principal publications of bibliographic interest relate to Kansas. The State Library has issued a catalogue of its Law Library, and the State Historical Society has issued a list of the Kansas state and territorial documents in its library. The somewhat earlier publications of the Illinois State Historical Library, its catalogue of 1900 and its publication No. 3, "Territorial records of Illinois, 1809-1811," have not been previously noted in these reports. The check lists in the reports of the State Librarian of Pennsylvania for 1900 and 1901, and of New Jersey for 1900, have also escaped attention. Important bibliographic work is in progress in some of the state libraries. Wisconsin is preparing an index to its public documents. Indiana has classified and catalogued all the state documents in the library, and proposes to print these catalogues in the forthcoming report of the library. The New York State Library has almost completed an index of New York Senate and Assembly documents, which they hope to publish soon, probably within the next year. To render more available the material contained in the governors' messages of the various states, it has analyzed and classified messages of 1902 so that the recommendations on any particular subject may be consulted easily. In the fall it will publish a brief topical digest of these messages.

During 1901 more than 40 new state boards and offices were created. A number of old boards were reorganized under new names and several were abolished. Besides these, various new state institutions were created. These numerous creations, changes of name, and consolidations make the task of the librarian who attempts to keep a complete file of state documents extremely difficult. The "Annual summary and index of state legislation" will be altered to show in concise form the annual changes in state boards and officers.

The reports of special investigating commissions are usually the most valuable and most difficult to obtain of the state documents. After two or three years it is almost impossible to secure one of these special reports. To enable librarians to better keep track of them as they are issued, it is proposed to include in the summary and index of legislation a list of special investigations ordered each year.

ARCHIVES.

Considerable progress is being made in preserving and making available the early archives of the various states. Connecticut has made provision for editing and printing the state archives from 1780-1788. In the Virginia State Library there is a large collection of valuable unpublished manuscripts which is now being arranged and catalogued. The librarian expresses the hope that before long at least the more important material may be published. In the last report of the American Historical Association Professor Osgood has published an important report on the archives of New York
state. The publication by Mr. Ford, of the Massachusetts House Journal of 1715, is another evidence of the same interest.

The committee notes with pleasure the appearance of the first part of Miss Hasse’s book upon the cataloguing of public documents, which will undoubtedly increase the interest in public documents in the libraries generally. The inclusion of a course in the care and treatment of public documents in the summer course of the Wisconsin Library Commission is further evidence of a gratifying increase of interest in documents.

In conclusion your committee desires to submit the following resolutions:

Resolved, That the American Library Association respectfully urge upon the House of Representatives the early consideration and passage of Senate Bill 4261 relating to the distribution of public documents. The libraries of the country are vitally interested in the success of this measure which would greatly increase the use of the official publications of the United States in libraries, and enable them to give a more efficient public service.

Resolved, That the president of this Association be authorized to communicate with the Public Printer and the Joint Committee on Printing of Congress, calling attention to the desirability of a return to old customs in the issue of public documents respecting:

1. The printing of document number on every page of numbered documents.
2. The lettering of the bound volumes of the Congressional Record in such manner as to show the dates covered by the contents of the same.

Resolved, That the president of this Association be authorized to communicate with the Joint Committee on Printing of Congress, urging a more copious Index to the Congressional Record. Without omitting any features of the present Index, this Association deems it highly desirable that the scope of the Index be so enlarged as to include references to the subject of debates, in addition to the record of bills, resolutions, and other formal titles under which debate arises.

The bill (S. 4261) for a better distribution of documents to libraries, previously referred to, is as follows:

A BILL

To provide for printing, and binding in cloth, additional copies of the first edition of government documents and publications for distribution to the designated depository libraries in lieu of the sheep-bound copies of the document edition, so called, now supplied to said libraries.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That whenever any annual report, serial, periodical, or miscellaneous publication of an executive department, bureau, board, commission, or office of the government shall be ordered printed upon the requisition of the head thereof, or upon the order of Congress or either House thereof, the public printer shall print six hundred copies in addition to the number named in the requisition or order of Congress, unless previously ordered, to be known as the "library edition," for distribution by the superintendent of documents to state and territorial libraries and designated depositories; provided, that this Act shall not apply to confidential matter, blank forms, or circular letters.

SECTION 2. That Congressional numbers shall not be printed upon any of the documents or reports provided for distribution to state and territorial libraries and designated depositories under the provisions of section one of this Act.

SECTION 3. That in binding the library edition the best grades of cloth shall be used, and the public printer shall, as far as practicable, assign a distinctive color to the binding of the publications of each department and office, and when a color has been assigned the same shall not be changed; and, to insure prompt delivery, the public printer shall give precedence in binding to documents intended for distribution to libraries and depositories.

SECTION 4. That whenever any printing shall be done upon the order of Congress or either House thereof, or upon the requisition of the head of an executive department, bureau, board, commission, office, or Congressional committee, except matter marked confidential, blank forms, and circular letters, two copies shall be sent, as soon as printed, by the public printer, if printed at the Government Printing Office or any branch thereof, or by the head of the office upon whose order the same was printed if printed elsewhere, to the superintendent of documents for entry in the monthly catalogue; and whenever the injunction of secrecy has been removed from any document printed as confidential, two copies of the same shall be sent by the proper official to the superintendent of documents.

SECTION 5. That beginning with the first session of the Fifty-eighth Congress, the public printer shall deliver to the superintendent of documents for distribution to state and territorial libraries and designated depositories, bound, of House documents and reports and of Senate documents and reports, except those included in the library edition, each six hundred copies.

SECTION 6. That all laws in conflict with the provisions of this Act are hereby repealed.
REPORT ON GIFTS AND BEQUESTS TO AMERICAN LIBRARIES, 1901-1902.

BY GEORGE WATSON COLE.

The period covered by this report is from July 1, 1901, to June 1, 1902, or eleven months. As a rule it includes single gifts of $500 or more in money, as well as those of 250 volumes and over. Other noteworthy gifts, not strictly falling within these limits, have been included, together with some that have hitherto escaped notice in these reports.

The total number here recorded is 721, representing a money value of $11,974,298.54, of which $2,705,247.91 was donated for endowments, running expenses, etc., and the remaining $9,269,050.63 for the erection of library buildings, sites, etc. Of this latter amount $7,604,000 was contributed by Andrew Carnegie to 234 libraries, 214 of which are in this country and to which he has given $6,359,000. In addition to this sum for the erection of buildings, gifts have been made of 23 buildings and 27 sites upon which no valuation has been placed. To complete this survey we must also take into account 177,669 volumes and 97,016 pamphlets (some of great value) which have been presented to various institutions throughout the land, as well as gifts of a special character, as works of art, museum specimens, etc.

If the total number exceeds that recorded in my former report, which covered a period of thirteen months, it is probably due to the fact that a more careful examination has been made of the library periodicals of the interval covered—viz., the Library Journal, Public Libraries and Public Library Bulletin, from which much of the information herein contained has been gathered. A more extended application for information has also been made to the libraries themselves. Their number, however, is so large that it has been found impracticable to reach them all, especially the smaller ones, by personal correspondence. In order, therefore, to secure the fullest information possible from sources other than those already named the library commissions of each state, so far as they exist, were, as last year, asked to contribute information concerning the gifts made in each of their states.

I was much surprised to learn that most of the state commissioners do not attempt to keep a systematic record of the gifts made within their respective jurisdictions. It would seem that nothing could do more to stimulate a liberal spirit towards libraries than by carefully keeping such a record and giving it as great publicity as possible. Nothing could be better adapted to excite a noble emulation among those interested in libraries to contribute of their means for the establishment and support of these universities of the people. If some states, therefore, appear in this report to have received more than their proportional share of donations, it is largely due, no doubt, to the fact that the library commissions in those states have been more alive to the advantages to be derived from keeping the people fully informed as to what is being done toward the founding and maintenance of libraries.

The thanks of the compiler are extended to all who have assisted him by furnishing any portion, however small, of the information embodied in the list which follows.

It will be noticed that while there are a greater number of individual gifts in this year's report, the average amount, as well as the grand total, is considerably below that of last year. This may be accounted for, in part, by the change of policy adopted by the chief donor to American libraries, Mr. Andrew Carnegie. Last year's report contained the announcement of his gifts to the largest cities in the country, in amounts which from the very nature of the case can never be repeated. And just here it may be said that the zeal of the reporter carried him so far as to include two or three of these gifts, which were announced between the Waukesha Conference and the appearance of the Conference number of the Library Journal, which, strictly speaking, should have appeared in the present report.

Mr. Carnegie's change of policy, to which
reference has just been made, consists in giving amounts much smaller in size than formerly, thereby increasing the number of recipients. Last year's report contained 112 of his gifts, of which 111 were in the United States. This year he gives 234, of which 214 are in this country. Last year, his largest gift of $5,200,000, was made to New York City. In four other gifts he gave a sum of $3,500,000. Last year his gifts averaged a little over $114,000 each, while this year the average is only about $29,650. Until recently Mr. Carnegie has issued no authorized statement of his benevolences. Just before leaving for Europe this spring he gave out a revised list which was reprinted in the Chicago Tribune for May 4th. In this list are included gifts to 368 cities and towns for free public libraries. These contributions have covered a period of more than a decade, though in increasing numbers year by year.

It is safe to say that not one of his gifts will have so far-reaching an influence for good as that of $100,000 to the Publishing Section of the American Library Association, announced in the president's address at the Magnolia Conference. By means of this timely gift the Publishing Section of this Association will be enabled to publish several important works which it has had in preparation for some time past and to enlarge its plans, which have hitherto unfortunately been hampered from lack of funds.

Several gifts mentioned in the following list call for special mention. Among the most important is that of the Duncan Campbell Memorial collection, received by the New York State Library from the executors of Miss Ellen Campbell. This collection is especially rich in old and rare printed volumes and manuscripts, including, as it does, 45 incunabula and 19 medieval manuscripts. The whole forms one of the most important collections ever received by this library.

The Library of Columbia University, through the generosity of Mr. William C. Schermerhorn, has come into the possession of the DeWitt Clinton collection of about 1100 letters, consisting of about 9000 pages, addressed to him by many of the most important authors, statesmen, and other notable persons of the first quarter of the last century. This collection will prove of great value to the historical student of that period.

The library of Brown University has also acquired a valuable collection of 5000 ms. pieces, consisting mainly of the correspondence of the diplomatist, Jonathan Russell (Brown, 1791), United States minister to Norway and Sweden and one of the five commissioners who negotiated the Treaty of Ghent. It has also received a smaller but very valuable collection of letters and papers of Henry Wheaton (Brown, 1802), the celebrated writer on international law.

It is a noticeable fact that libraries are more and more beginning to receive collections, which until of late, were supposed to belong more properly to museums than to libraries. The relationship existing between libraries and museums has always been closer in England than with us, and it is a somewhat curious fact that the first of the British municipal libraries, that at Warrington, was established under the Museums Act of 1848, two years before Ewart's Act was passed for the establishment of public libraries.

I hasten rapidly over some of the most important of these gifts. Those of about 3000 prints to the New York Public Library and an equal number of photographs and reproductions of noted paintings to the library of Plymouth, Mass., fall more properly within the true functions of a library. From these to 2139 medical medals presented to the Boston Medical Library and a collection of over 5000 butterflies, valued at over $10,000, given to the Public Library in Plainfield, N. J., is a greater step toward the museum idea.

We learn with great pleasure that two of our university libraries have received specimens of literature dating back to most ancient times. Princeton University Library has received 95 Babylonian cylinders and cone-shaped seals and 400 clay tablets, while the library of Haverford College has received 400 cuneiform clay tablets from Babylonia, all in the Assyrian language, and of an average date of 2500 B.C.

Time and space fail us to comment farther upon the gifts enumerated in the following list. We leave to each reader the pleasure of finding in it such as from their character or locality are of especial interest to him.
AMERICAN LIBRARY ASSOCIATION.

AMERICAN LIBRARY ASSOCIATION; Publishing Section. $100,000, June 17, 1902, the income only to be expended in the preparation, and publication of reading lists, indexes and other bibliographical and literary aids especially adapted to free public circulating libraries, from Andrew Carnegie.

CALIFORNIA.

ALAMEDA. Public Library. $35,000, July 10, 1901, for building, from Andrew Carnegie. Increased from $10,000 previously offered. City council has voted to appropriate not less than $7000 yearly for its maintenance.

BERKELEY. University of California. $2000, for law books, from Mrs. Jane Krom Sather.

—$2000, for books on architecture, from Mrs. Phoebe A. Hearst. $3000 promised for next year.

—$500 (annually), for books on mechanics and electricity, from Mrs. Andrew S. Hal- lidie.

—About 2000 volumes and 2000 pamphlets, being scientific and geological library of the late Dr. Joseph Le Conte, including many presentation copies, with autographs of authors, from Mrs. Joseph Le Conte.

—250 volumes on viticulture and viniculture, from the California Wine Makers' Corporation. This probably makes the university's collection upon this subject the most complete in the United States.

LOS GATOS. Public Library. $10,000, Oct. 20, 1901, for building, from Andrew Carnegie.

PASADENA. Public Library. 600 or 700 volumes, from the estate of Mrs. E. F. Bowler, as a memorial to her.

POMONA. Public Library. $15,000, Feb. 17, 1902, for a building, from Andrew Carnegie.

RIVERSIDE. Public Library. $20,000, Sept. 2, 1901, for a building, from Andrew Carnegie.

SAN BERNARDINO. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

SAN FRANCISCO. Public Library. $750,000, July 5, 1901, for buildings, from Andrew Carnegie. Accepted July 15. Mr. Carnegie recommends that about one-half of the amount should be expended on a central library building and the rest on branches.

—$25,000, April 10, 1902, for a branch library, from Andrew B. McCrery.

—3200 volumes and pamphlets, from William Emmett Coleman.

SANTA CRUZ. Public Library. $5000 additional, April 15, 1902, for building, making a total of $20,000, from Andrew Carnegie.

SANTA ROSA. Public Library. $20,000, March 13, 1902, for a building, from Andrew Carnegie.

STANFORD UNIVERSITY. Stanford University Law Department. About 500 volumes, private library of the late Judge Sawyer, of the U. S. Circuit Court, from his sons.

COLORADO.

CAÑON CITY. Public Library. $10,000, Dec. 17, 1901, for a building, from Andrew Carnegie. A site has been secured. The city already appropriates $1100, and $600 is added from private subscription.

DENVER. Public Library. $200,000, March 13, 1902, for a building, from Andrew Carnegie, provided that an annual maintenance of $30,000 be guaranteed.

GEORGETOWN. Public Library. $10,000, March 7, 1902, for a building, from Andrew Carnegie.

LEADVILLE. Public Library. $100,000, July 12, 1901, for a building, from Andrew Carnegie, provided the city furnish $2000 (?) a year for its maintenance.

PUEBLO. Public Library. $60,000, Feb. 14, 1902, for a building, from Andrew Carnegie. Accepted.

CONNECTICUT.

BLOOMFIELD. Public Library. Bequest of $15,255.85, for a library fund, from Levi Prosser, of Boston, Mass., on condition that town provide a suitable room. A building is being erected for library purposes.

DURHAM. Public Library. Site and $4000, towards a library, name of donor not stated.

FAIRFIELD. Fire Department Library. 1200 volumes, as a nucleus for a library, from the Mill Plain Circulating Library.

—Public Library. $30,000, for a new memorial library, raised by popular subscription.


HARTFORD. Case Memorial Library. $1000, for the purchase of periodicals, from Mrs. Charles B. Smith.

—About 600 volumes, from the library of the late Rev. A. C. Thompson, D.D., of Boston.

—315 volumes, from Mrs. M. D. Thompson.

—Public Library. Bequest of $5000, from Mrs. Martha Wood Brown, several years since (corrected report of last year).

—Trinity College Library. One of the finest of existing copies of Audubon's "Birds of America," value not stated, from Dr. Gurdon W. Russell, of the class of 1834.

LITCHFIELD. Noyes Memorial Library. New library building, costing about $20,000, as a memorial to Mrs. William Curtiss Noyes, from her grandson. Dedicated July 5, 1901, and is also used as the headquarters of the Litchfield Historical Society.

MERIDEN. Curtis Memorial Library. New library building, from Mrs. Augusta M. Cur-
tis, as a memorial to her husband and daughter. Corner-stone laid Sept. 28, 1901.

— Free Public Library. $4115, from public contributions and subscriptions, including $1000 each from George A. Pay, Francis Atwater, J. D. Billiard, and Mrs. E. H. White.

MIDDLETOWN. Wesleyan University Library. Bequest of $20,000, as an endowment fund, from Mrs. (Stephen) Harriet Hoxie Wilcox, of Brooklyn, N. Y., who died Aug. 21, 1901. By the terms of the will the executors have 10 years in which to settle the estate, but interest at the rate of four per cent. is to be paid after two years.

— $5018, June 24, 1901, to April 15, 1902, to the Alumni Library Endowment Fund, from subscriptions. The fund now exceeds $35,000.

— 418 bound volumes, from library of the late Rev. Joseph Pullman, class of ’63, from Mrs. M. E. Pullman, of Stamford, Conn.

NEW HAVEN. Yale University Library. Bequest, as residuary legatee, expected to amount to $150,000; one-half of the income to be devoted to purchase of Belles-lettres, the rest to the general purposes of the library, from Edward W. Southworth, of New York City. (Yale, 75.)

— $1200, divided among six of the seminary libraries of the university, from George E. Dimock, of Elizabeth, N. J.

— $900, expended by donor’s wish for additions to music department, from an anonymous friend.

— $250, from ex-President D. C. Gilman, of Johns Hopkins University.

— Young Men’s Christian Association Library. $10,000, for library purposes, and in addition the income of $5000, the principal to go to the library on the death of the donor, Mrs. Hoadley B. Ives.

NORWALK. Public Library. $20,000, Aug. 30, 1901, for a building, from Andrew Carnegie.

— Gift of a central corner at Mott and Bedford avenues, site for the new Carnegie Library building, valued at $19,000, Dec. 5, 1901, from Hubert E. Bishop. Mr. Carnegie’s offer of $20,000, not $50,000, as previously reported, was accepted at a special city election held Sept. 20, 1901.

NORWICH. Otis Library. Bequest of $3000, without conditions, from Miss Elizabeth B. Woodhull, who died in February, 1902.

WATERBURY. Silas Bronson Library. Gift of several handsome mahogany cases, to hold the library’s collection of Indian relics, from an anonymous donor.

WOODBURY. Public Library. Gift of the property known as the Parker Academy, value not stated, and $5000, Jan. 3, 1902, from Edward Boyd.

DELAWARE.

DOVER. Free Library. $2200, as an endowment fund, raised by Mrs. Priscilla H. Richardson and members of the Century Club Committee.

— $1000 from Manlove Hayes.

WILMINGTON. Wilmington Institute Free Library. $781.61, from a friend.

— $291, from Joseph Bancroft Sons Co.

— Several portraits and photographs, of Delaware jurists, etc., from W. F. Smalley, Howard Pyle, and others.

DISTRICT OF COLUMBIA.

WASHINGTON. Catholic University. Bequest of $50,000, for a library, from Mrs. Sarah Ferris Devlin, of Boston, Mass.

— Library of Congress. 222 volumes and 182 pamphlets; mostly works of, and relating to Dante, from Theodore W. Koch, of Philadelphia.

— 133 volumes and 3302 pamphlets, of Chinese works, from William Woodville Rockhill.

— Riggs Memorial Library of Georgetown University. Art books, valued at $1000, from various sources.

FLORIDA.

JACKSONVILLE. Public Library. $50,000, Feb. 13, 1902, for building, from Andrew Carnegie. It is planned to transfer the property of the local library association, valued at $6000, to the new library organization.

PENSACOLA. Public Library. $15,000, Aug. 16, 1901, for building, from Andrew Carnegie; legislation has been procured authorizing the city to levy a tax for the support of the library and to authorize it to enter into an obligation to support it.

TAMPA. Public Library. $25,000, Jan. 16, 1902, for a building, from Andrew Carnegie.

GEORGIA.

ATHENS. State Normal School Library. Library of over 4000 volumes, from faculty, students, and townspeople.

— University of Georgia Library. $50,000, from George Peabody.

ATLANTA. Carnegie Library. 309 volumes, from T. H. Martin.

— Six books from the Roycroft publications, of Elbert Hubbard, of Aurora, N. Y.

— Bust of Andrew Carnegie, made by Chevalier Trentanove, costing $900, from the school children of Atlanta.

COLUMBUS. Public Library. $25,000, April 28, 1902, for building, from Andrew Carnegie.

— $5000, for a site for the new Carnegie library building, from George Peabody.

MACON. Public Library. $30,000, June 18, 1901, for a building, from Andrew Carnegie.

NEWNAN. Public Library. $10,000, Jan. 1, 1902, for a building, from Andrew Carnegie. Accepted Jan. 21.

QUITMAN. Brooks Library. Bequest of $1000, from J. L. Cutler, of Boston.
IDAHO.

Moscow. *Free Library.* $700, to help start a library, raised by popular subscription.

POCATELLO. *Public Library.* Over 1000 volumes, from Miss Helen Miller Gould.

ILLINOIS.

BLOOMINGTON. *Public Library.* $15,000, for building, from Andrew Carnegie.

BLUE ISLAND. *Public Library.* $15,000, March 13, 1902, for a building, from Andrew Carnegie.

CARROLLTON. *Public Library.* $10,000, Oct. 18, 1901, for a building, from Andrew Carnegie.

CHARLESTON. *Public Library.* $18,000, Oct. 30, 1901 (accepted), for a building, from Andrew Carnegie, a yearly maintenance of $1900 required.

CHICAGO. *John Crerar Library.* Bequest of $1000, the income will be devoted to the purchase of books on international law, from Huntington Wolcott Jackson. Received, January 1902.

—McCormick Theological Seminary Library. $15,000, for immediate purchase of books, from Stanley McCormick.

—The Newberry Library. Gift of the Deane Collection, consisting of 1500 volumes and 189 pamphlets, from Dr. N. Senn.

—535 volumes of newspapers, Sept. 6, 1901, principally files of local German newspapers, from Illinois Staats Zeitung Publishing Company.

—369 volumes of newspapers, Dec. 11, 1901, the greater part being a file of the Chicago Daily News, from Victor Fremont Lawson.

—Public Library. About $150,000, for a public library building at Hyde Park, to be known as the “T. B. Blackstone Memorial Branch Library,” from Mrs. T. B. Blackstone. The gift has been accepted, and the library will be erected at Kenwood, Washington avenue and 49th street.

—Bequest of $1000, income to be used to purchase books for the blind, from Huntington W. Jackson. This bequest was left to the “Society for Home Reading for the Blind,” now disbanded, but may eventually find its way to the Public Library.

—University of Chicago Library. A new building, to cost $150,000, for a temporary home of the library, from John D. Rockefeller.

CHICAGO HEIGHTS. *Public Library.* $10,000, March 13, 1902, for a building, from Andrew Carnegie.

DANVILLE. *Public Library.* $40,000, Dec. 26, 1901, for a building, from Andrew Carnegie. Accepted Dec. 28, 1901.

Evanston. *Free Public Library.* New library building, to cost $100,000 (offered), by Charles F. Gray, upon condition that “an acceptable site be secured.”

—Gift (pledged), by popular subscription, of about one-third the amount required for “an acceptable site” for the new library building, offered by Charles F. Grey. Among the contributors are William Deer-ing and Mayor James A. Patten, who give $5000 each.

—$1000, towards fund for purchase of a site for a new library building, from William L. Brown. Total subscription, $12,000.

—Northwestern University Library. $543, as a fund for the increase of the library, the principal to remain intact, from the class of 1895, the fund to be known by the class name.

HAWTHORN. *Y. M. C. A. Railroad Library.* $500, to equip a library, from Mrs. Julia E. Rosenfield.

JERSEYVILLE. *Public Library.* $10,000, April 14, 1902, for a building, from Andrew Carnegie.

MATTOON. *Public Library.* $20,000, July 15, 1901, for a building, from Andrew Carnegie.

MOLINE. *Morris Rosenfield Memorial Library.* $500, for a Railroad Young Men’s Christian Association Library, from Mrs. Julia E. Rosenfield, of Rock Island.

—Public Library. $37,000, Aug. 30, 1901, for a building, from Andrew Carnegie.

—$10,000, for purchase of site for Carnegie library building, from the citizens of Moline.

OAK PARK. *Scoville Institute Library.* $500. Name of donor not stated.

PARIS. *Public Library.* $18,000, March 13, 1902, for a building, from Andrew Carnegie.

PEKIN. *Public Library.* $5000, Dec. 18, 1901, for a building, in addition to a former gift of $10,000, from Andrew Carnegie.

—Site, value not stated, for the new Carnegie building, from George Herget and his wife.

ROCKFORD. *Public Library.* Several hundred volumes, constituting the library of the late A. M. Potter.

INDIANA.

ALEXANDRIA. *Public Library.* $800, for an endowment, from an unnamed donor.

BEDFORD. *Public Library.* $15,000, Jan. 12, 1902, for a building, from Andrew Carnegie. Site secured Jan. 29, 1902, and on April 10, 1902, $5000, additional, making a total of $20,000.

BLOOMINGTON. *Public Library.* $15,000, Dec. 24, 1901, for a building, from Andrew Carnegie.

BRADDOCK. *Public Library.* $20,000, March 13, 1902, for a building, from Andrew Carnegie.

CARThAGE. *Public Library.* $2000 from the children of Henry Henley, and $1000 by popular subscription toward a new library building, dedicated June 6, 1902.

COLUMBUS. *Public Library.* $15,000, Jan. 3, 1902, for a building, from Andrew Carnegie. A site was secured on Jan. 29.
Danville. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

Elkhart. Carnegie Library. $5000, Dec. 16, 1901, to render building more nearly fireproof, in addition to a former gift of $30,000, from Andrew Carnegie.

Elwood. Public Library. $25,000, Oct. 18, 1901, for building, from Andrew Carnegie. Accepted Dec. 2.

Goshen. Public Library. $10,000, for a building, in addition to previous offer of $15,000, making a total of $25,000, from Andrew Carnegie. Offer increased at the request of the citizens, the conditions of the first gift remaining unchanged.

Greencastle. Public Library. $10,000, Jan. 22, 1902, for a building, from Andrew Carnegie.

— $5000 additional, March 18, 1902, making total gift $15,000, for building, from Andrew Carnegie.

Greensburg. Public Library. $15,000, for a building, from Andrew Carnegie.

Hartford City. Public Library. $15,000, for a building, from Andrew Carnegie. The usual conditions have already been met.

Indianapolis. Butler College Library. $20,000, Nov. 6, 1902, for a building, in addition to former gift of a site and $10,000, as a memorial to their daughter, from Mr. and Mrs. Edward C. Thompson, of Irvington. The library will be known as the "Bona Thompson Library."

Kokomo. Public Library. $25,000, Feb. 28, 1902, for a building, from Andrew Carnegie. This gift has been accepted.

Logansport. Public Library. $25,000, April 26, 1902, for a building, from Andrew Carnegie.

Michigan City. Public Library. $2500, from Mrs. F. C. Austin, of Chicago.

New Albany. Public Library. $35,000, March 13, 1902, for a building, from Andrew Carnegie.

Tipton. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

Wabash. Public Library. $5000 additional, April 30, 1902, for a building, making a total of $10,000, from Andrew Carnegie.

Washington. Public Library. $5000, Aug. 11, 1901, for a building, in addition to former gift of $20,000, from Andrew Carnegie. The building is in process of construction.

— Block of land in the heart of the city, valued at $5000, for a site for the new Carnegie library building and for a park, by Joseph Cabel.

Iowa.

Algona. Public Library. $1000, from George W. Schee, of Primghar. Mr. Schee has also given $1000 for school libraries in Palo Alto county.

Anamosa. Public Library. $10,000, for a building, raised by popular subscription.

Atlantic. Public Library. $12,500, March 13, 1902, for a building, from Andrew Carnegie.

Cedar Falls. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

— Site for a library building, amount not stated, raised by popular subscription.

Cedar Rapids. Free Public Library. $25,000 additional to previous offer of $50,000, for building, from Andrew Carnegie, provided the site of May's Island can be made practicable.

Clinton. Public Library. $30,000, Sept. 8, 1901, for building, from Andrew Carnegie. Accepted March 31, 1902.

— Site for a library building, amount not stated, raised by popular subscription.


— 1500 volumes, from Mrs. W. D. Putnam.

Denison. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

Des Moines. $800, for a library for the U. S. cruiser Des Moines, from the citizens of Des Moines.

Dubuque. Free Library. $10,000, Jan. 2, 1902, for a building, in addition to a former gift of $50,000, from Andrew Carnegie.

— Site, value not stated, for the new Carnegie library building, from Frank D. Stout.

Eagle Grove. Public Library. $10,000, May 1, 1902, for a building, from Andrew Carnegie.

Eldora. Public Library. $10,000, Jan. 2, 1902, for a building, from Andrew Carnegie. Accepted.

Estherville. Public Library. $10,000, March 22, 1902, for a building, from Andrew Carnegie.

Fayette. Henderson Library. $5000, from ex-Governor Larrabee.

Grinnell. Iowa College Library. $3000, for the J. M. Chamberlain Memorial Fund, from graduates and friends of the college, the largest single gift being $500.

— $1000, for a book fund, from Prof. Leonard Fletcher Parker.

Hampton. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

Hawarden. Public Library. $5000, Oct. 1, 1901, for a building, from Andrew Carnegie, the $400 yearly guarantee required previously having been secured through tax levy, by a popular vote.

— $500, for a site for the new Carnegie build-
ing, from President Watkins, of the First National Bank.
—$500, to beautify the library grounds, raised by popular subscription.

**HOLSTEIN.** Public Library. $700; $500 raised by popular subscription, and $200 from George W. Schee, of Primghar.

**INDIANOLA.** Simpson College Library. $1000, for a book fund, from Mrs. Stillman.

**IOWA CITY.** Public Library. $25,000, March 13, 1902, for a building, from Andrew Carnegie.

**LAKE CHARLES.** Public Library. $10,000 (offered Nov. 20, 1901), for a building, from Andrew Carnegie.

**MANCHESTER.** Public Library. $10,000, April 19, 1902, for a building, from Andrew Carnegie.

**MAQUOKETA.** Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

**MARSHALLTOWN.** Public Library. $25,000, for a building, from Andrew Carnegie. On April 28, 1902, $5000 additional, making a total of $30,000.

**MASON CITY.** Public Library. $25,000, for a building, from Andrew Carnegie.

**NEWTON.** Public Library. $10,000, Jan. 22, 1902, for a building, from Andrew Carnegie.
—Money for a site for a public library building, amount not stated, raised by popular subscription.
—$1000, for a book fund, from Samuel Richards.

**ONAWA.** Public Library. Public library building on a lot 132 feet square, and $4000 for books and furniture, from Judge Addison Oliver, on condition that the town pay $1000 yearly for its support. The gift has been accepted.

**OSKALOOSA.** Public Library. $20,000, March 13, 1902, for a building, from Andrew Carnegie.

**POCAHONTAS CO. School Libraries.** $1335.44 and 4000 volumes, from teachers of the county.

**TIPTON.** Public Library. $10,000, Jan. 9, 1902, for a building, from Andrew Carnegie.

**WASHINGTON.** Public Library. $8000, for a building, from Mrs. Jane Chilcote.

**WATERLOO.** Public Library. $30,000, April 16, 1902, for a building, from Andrew Carnegie.

**KANSAS.**

**EMPORIA.** Public Library. $20,000, May 2, 1902, for a building, from Andrew Carnegie.

**FORT SCOTT.** Public Library. $18,000, March 22, 1902, for a building, from Andrew Carnegie.

**HUTCHINSON.** Public Library. $15,000, April 8, 1902, for a building, from Andrew Carnegie.

**KANSAS CITY.** Public Library. $75,000, July 16, 1902, for a building, from Andrew Carnegie. Accepted Aug. 7. A site has already been secured.

**NEWTON.** Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

**OTTAWA.** Public Library. $15,000, Jan. 28, 1902, for a building, from Andrew Carnegie.

**PAOLA.** Public Library. Bequest of $10,000, for a building, from Mrs. Martha Smith, who died March 24, 1902.

**SALINA.** Public Library. $15,000, Feb. 25, 1902, for a building, from Andrew Carnegie.


**TOPEKA.** Public Library. Bonds for $1800, which will give the library an income of $126 a year, from J. R. Mulvane, the money to be spent for new books, as a memorial to his wife, Harriet Newell (Freeman) Mulvane, who died Aug. 20, 1901.
—Half-reclining statue of Pauline, sister of Napoleon 1., as Venus, from Mr. and Mrs. Edward Wilder.
—Kansas Travelling Libraries Commission. 250 volumes, from Mrs. Sara T. D. Robinson, of Lawrence.

**WINFIELD.** Public Library. $15,000, Feb. 18, 1902, for a building, from Andrew Carnegie.

**KENTUCKY.**

**COVINGTON.** Carnegie Library. $35,000, July 16, 1901, for the addition of an auditorium to the library building, an increase to the original gift of $40,000, making a total of $75,000, from Andrew Carnegie.

**DANVILLE.** Central University. $25,000, towards a new library building, from Thomas H. Swope, of Kansas City.
—$25,000, towards a new library building, from friends of the university.

**HENDERSON.** Public Library. $25,000, July 30, 1901, for a building, from Andrew Carnegie. Accepted Aug. 16, 1901, provided that the next General Assembly pass an amendment to the charter giving the city the legal right to make the appropriation required for the maintenance of the library.

**HORSE CAVE.** Horse Cave School. 500 selected volumes, valued at $1000, from Miss Helen Miller Gould, of New York City.

**LEXINGTON.** Public Library. $50,000, Jan. 20, 1902, for a building, from Andrew Carnegie.

**LOUISVILLE.** Public Library. $250,000, Jan. 17, 1902, for a building, from Andrew Carnegie. This is a renewal of an offer made two years ago, but never accepted, because of local differences between the city council and the Polytechnic Library directors.

**PADUCAH.** Public Library. $55,000, Oct. 28, 1901, for a building, from Andrew Carnegie. The city council has agreed to furnish the $3500 yearly appropriation required.
LOUISIANA.

LAKE CHARLES. **Public Library.** $10,000, for a building, from Andrew Carnegie.
— Site for the new Carnegie library building, from the North American Land and Timber Company.

NEW ORLEANS. **Fisk Free and Public Library.** 260 valuable French books, from a Louisianian, who has preserved its anonymity.

MAINE.

AUGUSTA. **Lithgow Library.** Bequest of $1000, from J. L. Cutler, of Boston.

BANGOR. **Public Library.** Bequest of $4000, to be used for the purchase of books, probably for the reference department, from Mrs. Grace D. Patten, who died Nov. 15, 1901.

BIDDEFORD. **Biddeford Library Association.** $22,000, to rebuild and stock the library, raised by popular subscription. The following are among the largest contributors: Robert McArthur, $8176.24; James G. Garland, $1000; Mrs. Estelle M. Tatterson, Mrs. Margaret C. Luques, Charles H. Prescott, Jerry G. Shaw, James G. Garland, Robert Donaldson, James G. Brackett, Charles H. Goodwin and Benjamin F. Bryant, all of Biddeford, $500 each; Hon. George K. Dexter, of Boston, Mass., and Hon. George P. Wescott, of Portland, $500 each. Donors of $1000 have the privilege of naming an alcove, and those of $500 may have a tablet placed upon the wall as a memorial to themselves or any one they may designate.
— Property of the Pavilion Church Society, value not stated, from Robert McArthur. The new library will be called the "McArthur Library."

BRUNSWICK. **Bowdoin College Library.** Bequest of $1000, from John L. Cutler, of Boston, Mass.
— 1000 volumes, from Charles W. Pickard, of Portland.


CHEBEAGUE. **Public Library.** New library building, cost not stated, from Mrs. Alice Frye, of Cambridge, Mass.

FAIRFIELD. **Lawrence Free Public Library.** New library building, to cost $15,000, from Edward F. Lawrence.
— Site for a library building, value not stated, from Mrs. Louise E. Newhall.
— $1000, for the purchase of books, from Edward F. Lawrence and Mrs. Louise E. Newhall.

FARMINGTON. **Public Library.** Bequest of $1000, from John L. Cutler, of Boston.

FREEPORT. **B. H. Bartol Library.** $1000, towards the erection of a new building, from Mrs. Brazier, of Philadelphia.

LUBEC. **Public Library.** Site for a public library building, value not given, from B. M. Pike.

ROCKLAND. **Public Library.** $20,000, April 16, 1902, for a building, from Andrew Carnegie.

SAVO. **Thornton Academy Library.** New library building (to cost $25,000, plans accepted Oct. 23, 1901), from Mrs. Annie C. Thornton, of Magnolia, Mass., and her daughter, Miss Mary C. Thornton. It will be called the Charles C. G. Thornton Memorial Building. Accepted Oct. 23, 1902.

SOUTH PARIS. **Public Library.** Bequest of $25,000, for a public library, from W. H. Parsons, of Brooklyn.

WATERVILLE. **Public Library.** $20,000, April 28, 1902, for building, from Andrew Carnegie.

MARYLAND.

CUMBERLAND. **Public Library.** $25,000 (declined May 20, 1901), for a building, from Andrew Carnegie.

HAGERSTOWN. **Washington County Free Library.** $18,875.63, for a public library building, raised by popular subscription. The following contributed $500 or more each: E. W. Mealey, $3200; C. H. Carilee, $1500; Waldo Newcomer and sisters, $1000; Henry Steck, Mrs. William T. Hamilton, and William Updegraff, each $500.
— Building site, valued at $1500, from Edward W. Mealey.
— 1500 volumes, from Edward W. Mealey.
— 500 volumes, from Edwin Bell.

LAUREL. **Public Library.** $10,000, Jan. 2, 1902, for a building, from Andrew Carnegie.

MASSACHUSETTS.

AMHERST. **Amherst College Library.** Bequest of $2000, to be expended for books, no restrictions, from Prof. Herbert B. Adams, class of 1872.
— **Town Library.** Bequest of certain property valued at $1500 or $2000, to the town of Amherst, on conditions which will practically make it a gift to the Town Library, from Prof. Herbert Baxter Adams.

ARLINGTON. **Robbins Library.** Marble statue, representing Nydia, the blind girl of Pompeii, from Mrs. Samuel C. Bushnell.

ATHOL. **Public Library.** $15,000, March 13, 1902, for a building, from Andrew Carnegie.
— 500 or 600 volumes, mostly fiction, from H. M. Humphrey.

BELMONT. **Public Library.** Library building, expected to cost about $50,000, from Henry O. Underwood.

BOLTON. **Public Library.** $10,000 for a building (announced Nov. 5, 1901, and accepted), from Ann Eliza Whitney, of Lancaster, in the name of her deceased sister, Emma Whitney, the town to furnish a central site,
put in the foundations, place a memorial tablet in the building, and pay Miss Whitney the interest on $3000 during her lifetime.

**Boston. Boston Medical Library.** 2139 medical medals, from Dr. H. R. Storer, of Newport.

— **Massachusetts Institute of Technology.** 290 volumes and pamphlets on botanical subjects, from the library of Waldo O. Ross, from Mrs. Ross.

— **$500, for the purchase of books.**

— **Public Library.** About 1000 volumes, from the executors of the estate of Mrs. Lydia Atwood.

— **344 volumes, July 6, 1901, from Miss Helen C. McCleary.**

**Bridgewater. Public Library.** $500, without restrictions, from Mrs. Sarah Alden.

**Cambridge. Harvard Union Library.** 400 volumes, from J. B. Gerrish, class of '71.

— Books, etc., from members and friends of the union.

— **Harvard University Library.** $2000, for books on the history of the Ottoman Empire, history of Poland, and other historical subjects, from Assistant Professor A. C. Coolidge.

— **$800, for increase of the library of the Department of Education, through Mr. John F. Moors, from various subscribers.**

— **$500, in continuation of former gifts, for the purchase of Scandinavian books and books relating to Scandinavia, from Mrs. E. C. Hammer, of Boston.**

— **$500, for the purchase of books, from the Saturday Club, of Boston.**

— **373 volumes, forming an additional installment of the Rialt library, from Assistant Professor Archibald Cary Coolidge.**

— Collection of Slovak literature, collected in the summer of 1901, by Assistant Professor Wiener, numbering 123 volumes and 1567 pamphlets, containing much folk-lore material, from Assistant Prof. A. C. Coolidge.

**Canton. Public Library.** $70,000, for a public library building, from Augustus Hemenway.

**Chilmark. Public Library.** $600, $500 for a building fund and $100 for a lot, from the women of Chilmark.

**Conway. Field Memorial Library.** $52,000, for an endowment fund, from Marshall Field, of Chicago, Ill. The building and over 6000 volumes, costing more than $100,000, were given in memory of Mr. Field's parents, John and Fidelia Nash Field. Opened to the public Nov. 1, 1901.

**Dalton. Public Library.** $500, from Zenas Crane.

**Dracut. Public Library.** 358 volumes, chiefly American history, and $125, as a memorial to the wife of Brig.-Gen. James Varnum, a Revolutionary soldier from Dracut, from The Molly Varnum Chapter, D. A. R.

**Dudley. Public Library.** Library building, to be erected, value not stated, from Hezekiah Conant, of Pawtucket, R. I.

**Duxbury. Public Library.** $10,000, for a building, from William J. Wright.

**Fitchburg. Public Library.** $10,000, from Hon. Rodney Wallace.

**Granville. Public Library.** New building costing about $12,000, from citizens. Among the prominent donors are Hon. Milton B. Whitney, $500; Francis Cooley, of Hartford, Conn, $1300; the balance through the efforts of Mrs. R. B. Cooley and other ladies.

**Greenville. Ephraim Copeland Memorial Library.** Bequest of about $2000, made available by decree of court Jan. 31, 1901, from Ephraim Copeland, who died about 50 years ago. This will be practically a branch of the Leicester Free Public Library. Dedicated Oct. 15, 1901.

**Groveland. Hale Library.** 3500 volumes, from Mr. E. G. Hale, of Newburyport.

**Hadley. Public Library.** $400, for a library building, from John Dwight, of New York, provided an equal amount be raised from other sources.

**Hampton Falls. Public Library.** New library building, cost not given, from John T. Brown, of Newburyport. Opened to the public Aug. 30, 1901.

**Hanover. John Curtis Free Library.** $1000, originally given by John Barstow, of Providence, as a fund to the Hanover Academy, now abandoned, from his daughters, Misses Lydia K. and Elizabeth T. Barstow, of Providence.

**Hardwick. Paige Library.** Bequest of books, maps, manuscripts, and residue of her estate, value not given, from Mrs. Ann Paige.

**Harvard. Public Library.** Bequest of two sums of $20,000 each, for the extension and maintenance of the library, from Warren Hapgood, of Boston, payable on the death of his wife, on condition that the town grant land adjoining the library and that the addition be known as the Hapgood Memorial.

**Hingham. Public Library.** Bequest of $500, from Alfred Hersey.

**Holliston. Public Library.** Bequest of a plot of ground, for library purposes, value not given, from Mrs. Elizabeth S. Burnap.

**Holyoke. Public Library.** $50,050, towards a public library building, raised by popular subscription and contributed funds. The completed building was turned over to the library authorities Jan. 18, 1902. Among the contributors were the following: Hon. William Whiting, $3000; an anonymous donor, $1000; Joseph Metcalf, George U.
and W. A. Prentiss, Joseph A. Skinner, and James H. Newton, each $500.


Lynn. Public Library. Bequest of $10,000, for any use deemed advisable, from Walter Scott Dickson.

Lynnfield. Public Library. Bequest of $1000, received March, 1901; $500 will be considered a perpetual fund and $500 devoted to library needs, from George L. Hawks, of Wakefield.

Malden. Public Library. $25,000, in 1901, towards the Converse Endowment Fund, from Elisha H. and Mary D. Converse, in addition to the gift of $125,000, previously reported.

Mansfield. Public Library. Soldiers’ Memorial Library building, costing over $16,000, of which amount $6500 was raised by popular subscription. Mrs. E. F. Noble gave site and $2500 and F. L. Cady $500.

Marble. Public Library. $30,000, April 29, 1902, for a building, from Andrew Carnegie.
—Bequest of $5000, from George N. Cate, to become available after the death of his widow.

Mattapoisett. Public Library. $10,000, Feb. 3, 1902, for a building, from George H. Purrington, Jr. The gift has been accepted and the town will furnish a site.

Melrose. Public Library. $25,000, Jan. 6, 1902, for a building, from Andrew Carnegie.

This gift has been accepted.

Middleboro. Public Library. Bequest of $100,000; $50,000 for a public library building and $50,000 for books and periodicals, from Thomas S. Pierce.


Newburyport. Public Library. $5000, in addition to a previous gift of $10,000, income to be used for support of reading-room, from William C. Todd.
—Bequest of $5000, from E. H. Stickney, of Chicago, Ill.
—Bequest of $5000, from E. S. Moseley, instead of $3000, as reported last year.
—Bequest of $4000, from Abram Cutler, of Boston. The total of endowment funds is now as follows: for general purposes, $29,000; for purchase of books, $45,000; and for reading-room, $15,000.
—Portrait of Col. Samuel Swett, of Boston, by Gilbert Stuart, name of donor not stated.

Newton. Public Library. Bequest of $1000, from Mrs. Elizabeth L. Rand, the income to be devoted to the purchase of books.
—Marble statue of Diana and pedestal, the work of G. M. Benzoni, from an anonymous friend.
—Newton Theological Seminary. Bequest of

$5000, to be known as the Greene Memorial Library Fund, the income to be spent for books, from Stephen Greene. Bequests of $2500, with similar conditions, are left to the American Baptist Missionary Union and to the American Baptist Home Missionary Society.

Northborough. Public Library. $500, for printing the library catalogue, from Cyrus Gale, the donor of the library building.

Pepperell. Public Library. $100,000; $50,000, for lot and building, $25,000 for furniture, books, etc., and $25,000 for an endowment fund; also his private library and art collections, value not stated, from the late Charles Farrar Lawrence, of New York City, who died May 12, 1897.

Pittsfield. Public Library. $15,000, May 2, 1902, for a building, from Andrew Carnegie.

Plymouth. Public Library. $750, towards purchase of a library site, from Nathaniel Morton.
—3000 photographs and reproductions of noted paintings, from Miss Mary G. Bartlett.

Quincy. Thomas Crane Public Library. Site of the French homestead, adjoining the library, by Albert Crane. The house will be removed and the grounds graded in connection with the existing lawn.

Revere. Public Library. $20,000, Oct. 18, 1901, for a building, from Andrew Carnegie.

Rowe. Public Library. Bequest of $1000, as a permanent fund, from Mrs. Sarah R. Drury, of Troy, Ohio, to be known as “The Preserved Smith Library,” in memory of her father.

Salem. Essex Institute. Bequest of $10,000, the income to be expended for books on China and translations from the Chinese, from Miss Elizabeth C. Ward.
—Bequest of $3000, the income to be devoted to library purposes, from Miss Harriet Putnam Fowler.

Shrewsbury. Public Library. Bequest of about $50,000, to be used in the erection of a library building, from Jubal Howe.

Somerville. Public Library. Bequest of about $2500, to be used for the purchase of music books, from Joseph F. Wilson.

South Weymouth. Fogg Memorial Library. $1000, for the purchase of reference books; also a beautiful bronze tablet, in the reference room, in memory of her husband, Gen. James Lawrence Bates, from Mrs. Mary J. Bates.

Southbridge. Public Library. $20,000, March 7, 1902, for a building, from Andrew Carnegie. The town already appropriates $2800 yearly for library maintenance. Declined April 25, 1902, for the later offer of Jacob Edwards.
—$50,000, for a building, and a site, value not
stated, from Jacob Edwards, of Boston, a native of Southbridge.

Springfield. City Library Association. $2100 for purchase of the Brewer lot, raised by popular subscription through efforts of Nathan D. Bill.

— Bequest of $10,000, from Charles M. Kirkham. $5000 is to be devoted to the purchase of books and $5000 to beautifying the grounds.

— Valuable collection of paintings, Indian relics, etc., from estate of David A. Wells, of Norwich, Conn.

Swansea. Public Library. Greater part of the library of the late Seth Brown, from George Brown, of Fall River.

Taunton. Public Library. $60,000, for a building, from Andrew Carnegie, in addition to offer with other prominent steel men, to erect at Taunton a $100,000 statute to the Leonard family, which founded the iron industry in America.

Tufts College. Tufts College Library. 2000 volumes of musical works, valued at about $2500, from Hon, Albert Metcalf.

Tyngsboro. Public Library. $1000, towards a new public library building, from Miss Mary E. Bennett, provided the town will raise $5000 additional for the purpose.

Tyringham. Public Library. Gift of $1000, towards a library building, raised by popular subscription.

Wakefield. Beebe Town Library. Bequest of $2000, as an endowment fund, from Cyrus G. Beebe, a son of Lucius Beebe, in whose honor the library was named.

Walpole. Public Library. $15,000, Aug. 5, 1901, for a building, from Andrew Carnegie.

— Site, value not stated, for the new Carnegie library building, from Charles S. Bird, of East Walpole.

Watertown. Free Public Library. $2750, for furnishing and refitting Pratt reading and reference rooms, from the estate of the late Charles Pratt, of Brooklyn, N. Y.

— Bequest of $1000, to establish Benjamin H. Pierce Fund, for purchase of books, from Benjamin H. Pierce.

— Money, to forward the furnishing of Hunnewell Hall, a reference reading room, raised by popular subscription.

Wellesley. Public Library. Bequest of $1000, from Elizabeth Flagg.

West Falmouth. West Falmouth Library. $600, to cancel note due from the association, from D. Wheeler Swift, of Worcester. Mr. Swift has given $2500 since 1896 to this library.

Westboro. Public Library. Bequest of a large part of her estate, value not given, from Ellen E. Bixby.

— $500, for printing a catalogue, from Cyrus Gale.

Westford. J. V. Fletcher Library. Bequest of $900, to be known as the Laws Fund, from Mrs. Henry (Laws) Henarie, of San Francisco, Cal. This library has also been the recipient, during the past year, of a number of valuable paintings and other works of art, from several donors.

Westminster. Forbush Memorial Library. Bequest of $50,000, for a library building as a memorial to the late Joseph W. Forbush, from Charles A. Forbush.

— Site for the new Forbush Memorial Library building, raised by popular subscription, of which Alonzo Curtis contributed $500.

Woburn. Public Library. Bronze statue of Count Rumford, a replica of that at Munich, for the library grounds, value $7500, from Marshall Tidd.

Michigan.

Benton Harbor. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

Charlotte. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

Detroit. Public Library. $750,000, July 1, 1901, for a central library and about five branches, from Andrew Carnegie, the city to furnish building sites and guarantee an annual maintenance of $75,000. Accepted July 9. Previously reported. Five branch libraries will be erected at once at a cost of $50,000 each.

Escanaba. Public Library. $20,000, May 1, 1902, for a building, from Andrew Carnegie.

Hillsdale. Hillsdale College Library. 500 volumes of historical and geographical works, from W. E. Ambler and sons, of Cleveland, Ohio.

Iron Mountain. Public Library. $2500, for a building, in addition to a former gift of $15,000, from Andrew Carnegie.

Lansing. Public Library. $35,000, Jan. 11, 1902, for a building, from Andrew Carnegie.

Mount Clemens. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

Petoskey. Public Library. $12,000, for a building, from Andrew Carnegie.

Port Huron. Public Library. $40,000, Feb. 6, 1902, for a building, from Andrew Carnegie. Accepted Feb. 10, 1902.

St. Joseph. Public Library. $15,000, March 14, 1902, for a building, from Andrew Carnegie.

Minnesota.

Albert Lea. Public Library. $12,000, April 16, 1902, for a building, from Andrew Carnegie.

Austin. Library Association. $12,000, Oct. 17, 1901, for a building, from Andrew Carnegie.

Cloquet. Public Library. Public library building, to cost $8000, raised by popular
subscription. Among the largest donors are
the Northern Lumber Co., $1500; the Cloquet
Lumber Co., $1500, including six building
lots valued at $500; the Johnson-Wentworth
Lumber Co., $500; Mrs. George S. Shaw,
$1000; and Mrs. J. E. Lynds, $500. $3000
was raised by popular subscriptions of from
$1 to $100 each.
CROOKSTON. Public Library. $1000, for li-
brary purposes, raised by popular subscrip-
tion.
LITTLE FALLS. Public Library. $10,000,
March 13, 1902, for a building, from And-
drew Carnegie.
NORTHFIELD. St. Olaf College Library. New
library building, to be erected, from Consul
Halle Steensland, of Madison, Wis.
RED WING. Public Library. $15,000, Dec.
17, 1901, for a building, from Andrew Car-
negie. Accepted Jan. 4, 1902.
— Site, lot 96 x 120 feet, facing the public
park, for new Carnegie library building,
value not stated, from James L. Lawther,
in memory of his son.
SLEEPY EYE. Dyckman Free Library. $2000,
above former report, towards a public li-
brary building, from F. H. Dyckman, of
Orange, N. J.
— $1500, for a purchase fund for books, raised
by popular subscription.
STILLWATER. Public Library. $25,000, July
16, 1901, for a building, from Andrew Car-
negie.
WINONA. Free Public Library. Library build-
ing, cost, including building equipment, etc.,
$50,000, from William Harris Laird. Pre-
sented to the city Jan. 21, 1899, previously
unreported.

MISOURI.
COLUMBIA. State Historical Society of Mis-
souri Library. Gift of the Sampson col-
collection numbering 1886 volumes and 14,280
pamphlets relating to Missouri and the
Mississippi Valley, the result of thirty-three
years of collecting, from F. A. Sampson,
of Sedalia.
— 1343 volumes, 3678 pamphlets, and 125
charts, from the Sedalia Natural History
Society.
— Gift of a Masonic library of 300 volumes,
from the Sedalia Masonic Lodge, No. 236.
The Society's collections, consisting mainly
of the three gifts just named are popularly
estimated to be worth $25,000.
JOPLIN. Public Library. $40,000, Aug. 7,
1901, for a building, from Andrew Carnegie.
KANSAS CITY. Public Library. Nelson Gal-
Iery of Art, valued at $7500, housed in the
library building, from William Rockhill
Nelson.
ST. JOSEPH. Public Library. About $1000,
raised by popular subscription, through ef-
forts of three women's clubs.
— 1000 volumes, from Captain Albert Head.
SEDALIA. Carnegie Library. More than 100
framed photographs of European art and
scenes, from Mrs. Smith and Mrs. Cotton.
SOUTH ST. JOSEPH. Free Public Library.
Site for new Carnegie library building,
value not stated—branch of St. Joseph
Free Public Library—from South St. Jo-
seph Town Co.

MONTANA.
BILLINGS. Parmly Billings Memorial Li-
brary. New library building (dedicated,
Oct. 1, 1901), from Frederick Billings, Jr.,
of New York.
BOZEMAN. Public Library. $15,000, March
13, 1902, for a building, from Andrew Car-
negie. This gift was accepted March 25.
DEER LODGE. Public Library. $20,000, for a
building, from Conrad Kohrs, as a memorial
to his son, William K. Kohrs. Accepted,
Nov. 16, 1901.
— State Prison. $500, for purchase of books
for a library, from William A. Clark, Jr.,
of Butte.
DILLON. Public Library. $7500, Jan. 26, 1902,
for a building, from Andrew Carnegie.
GREAT FALLS. Public Library. $30,000, July
9, 1901, for a building, from Andrew Car-
negie. Accepted July 16.
— $1000, to be expended in the purchase of
books, from G. M. Hyams.
HELENA. Public Library. $30,000, for a
building, from Andrew Carnegie. The gift
has been accepted.
KALISPELL. Public Library. $10,000, Dec. 28,
1901, for a building, from Andrew Car-
negie. The city already expends $1000
yearly for library maintenance.
MILES CITY. Public Library. $10,000, Aug. 1,
1901, for a building, from Andrew Car-
negie.

NEBRASKA.
BEATRICE. Public Library. $20,000, March
13, 1902, for a building, from Andrew Car-
negie. This gift was accepted March 25.
FREMONT. Public Library. $15,000, Jan. 4,
1902, for a building, from Andrew Carnegie.
— $3000, for purchase of new books, raised
by popular subscription. The rent for one
year was donated by L. M. Keene.
GRAND ISLAND. Public Library. $20,000,
Feb. 7, 1902, for a building, from Andrew Car-
negie.
LINCOLN. Nebraska Public Library Commiss-
ion. About 350 volumes, from the Ne-
braska Federation of Women's Clubs, on
condition that the Commission maintain a
system of special loans to study clubs.
SOUTH OMAHA. Public Library, $50,000, for
a building, from Andrew Carnegie. Ac-
ccepted Oct. 14, 1901.
YORK. City Library. Bequest of one cow,
from Mrs. George W. Woods.
NEVADA.

RENO. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

NEW HAMPSHIRE.

CONCORD. St. Paul’s School. Memorial library building, costing about $150,000, from George R. and William C. Sheldon. It was dedicated in June, 1901.

CONWAY. Jenks Memorial Library. Library building costing about $50,000, from Mrs. Jenks, as a memorial to her husband, Dr. Thomas L. Jenks, of Boston. The building was dedicated June 13, 1901.

DOVER. Public Library. $30,000, May 1, 1902, for a building, from Andrew Carnegie.
— Collection of music and music books numbering 1000 volumes, scores, etc., including rare scores and original editions, from John W. Tufts, of Boston, Mass.
— Gift of nearly 500 books and pamphlets of local history, a collection of great value, from E. R. Brown.

DUBLIN. H. P. Farnham Memorial Library. Library building, costing over $20,000, together with an annual endowment of $3000 for heat, light, and repairs, from Mrs. H. P. Farnham, of New York. The building was dedicated June 30, 1901.

EXETER. Public Library. Bequest of 1800 volumes and many valuable pamphlets, the private library of the late John T. Perry. The books will have separate shelving and will be designated as the “Perry Collection.”

HAMPTON FALLS. Public Library. Building, formerly occupied by the Christian Chapel, for library purposes, from John T. Brown, of Newburyport, Mass. Turned over to the town Aug. 30, 1901.

LITTLTON. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

MEREDITH. B. M. Smith Memorial Library. A new building, costing between $12,000 and $15,000, from Mrs. B. M. Smith. The building was dedicated June 17, 1901.

NASHAUA. Public Library. Gift of $50,000, for a public library building, as a memorial to John M. Hunt, from Mrs. Hunt and her daughter, Miss Mary E. Hunt. A site has been purchased at a cost of $35,000 and the building is now being erected.

PETERBORO. Town Library. $5000, Feb. 19, 1902, for a building, from Andrew Carnegie.

SOMERSWORTH. Public Library. $15,000, for a building, from Andrew Carnegie.

WEST SWANZEY. Stratton Free Library. Bequest of library building and its contents, together with $5000 as a fund for the maintenance of the library and building, from George W. Stratton, of Boston.

NEW JERSEY.

EAST ORANGE. Free Public Library. New library building (corner-stone laid Oct. 29, 1901), by Andrew Carnegie.

HACKENSACK. Johnson Public Library. New library building, costing about $60,000, from W. M. Johnson, First Assistant Postmaster General. The building was dedicated Oct. 5, 1901, and the library opened for regular work two days later.
— 812 volumes, from William M. Johnson.
— 484 volumes, from the Hackensack Library Association.

JERSEY CITY. Free Public Library. Large and valuable collection of minerals, shells, curios, etc., from David W. Lawrence.
— 1705 volumes and 2352 pamphlets, forming the valuable scientific library of the late L. B. Ward, from his estate.

MADISON. Drew Theological Seminary Library. 2360 volumes, the library of the late Prof. George R. Crooks; $600 of the purchase money was contributed by friends of the seminary.

NEW BRUNSWICK. Free Public Library. $50,000, March 15, 1902, for a building, from Andrew Carnegie. This gift was accepted March 30.
— Gardner A. Sage Library. Bequest of 410 volumes and pamphlets, from Rev. John A. Todd, of Tarrytown, N. Y.
— Rutgers College Library. Bequest of about 3000 volumes, from Rev. John A. Todd, O.D., of Tarrytown, N. Y.

NEWARK. Free Public Library. 500 volumes for the juvenile library, from R. C. Jenkinson.
— 366 volumes, from James E. Howell.

ORANGE. Free Library. $1000, for the purchase of new books, from Henry Graves.
— Over 1150 volumes, valued at about $8000, the entire library of the late Daniel Addison Heald, from his three surviving children.

PASSAIC. Jane Watson Reid Memorial Library. $105,000 (offered Nov. 19, 1901), for a public library building at the Passaic suburb of Dundee, from Peter Reid, upon condition that the building shall be known as the “Jane Watson Reid Memorial Library,” and that the building shall have suitable rooms for the assistance and proper instruction of the young people of that section of the city.
— $2000, for the purchase of books, from Peter Reid.

PATERSON. Free Public Library. $100,000, for a new library building, to replace the one destroyed by fire, Feb. 8, 1902, from Mrs. Mary E. Ryle, as a memorial to her father, Charles Danforth. Gift accepted Feb. 18, 1902, with expressions of sincere gratitude. Mrs. Ryle’s previous gifts of house and land, remodeling and furnishing, and the enlargement of the old building amounted to about $85,000.

PERTH AMBOY. Free Public Library. Library site valued at about $12,500, Jan. 19,
1902, for the new Carnegie library building, from Cortlandt Parker, of Newark, upon condition that the property shall always be used for the purposes of the Free Public Library.

— Site for the proposed Carnegie library building, valued at $5000, offered Feb. 14, 1902, and accepted the same date, from Leonard and Adolph Lewisohn and James C. McCoy.

PLAINFIELD. Public Library. Valuable collection of more than 5000 butterflies, arranged in eight cases and valued at over $10,000, from ex-Mayor Andrew Gilbert. The collection will be exhibited in the art gallery.

PRINCETON. Princeton Theological Seminary. 1210 volumes, a part of the library of Prof. Samuel Miller, the second professor of Princeton Seminary, and the great-great-grandfather of the donor, from Mr. Samuel Miller Breckinridge Long.

— Princeton University. $50,000, for library endowment, name of donor not stated.

— Collection of 1200 Arabic ms., on deposit, from Robert Garrett, Esq.

— 95 Babylonian cylinders and cone-shaped seals and 400 clay tablets, name of donor not stated.

TRENTON. Free Public Library. The Charles Skelton library fund, amounting to about $9000 in cash and an annual income of $600, derived from real estate, has recently been turned over to this library by direction of the Court of Chancery. The income will be used to purchase reference books. Mr. Skelton died in 1879.

— 3000 volumes, one-half late novels, the rest representing pure and applied sciences, from F. W. Roebling.

VINELAND. Public Library. Books, valued at about $2000, from the late N. B. Webster, forming the nucleus of the library.

WEST HOBOKEN. Free Public Library. $25,000, for a building, from Andrew Carnegie.

NEW MEXICO.

LAS VEGAS. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

NEW YORK.

ALBANY. New York State Library. Bequest of the Duncan Campbell collection of 3295 volumes, 899 pamphlets, 49 manuscripts, and 493 plates, engravings, etc., from Miss Ellen Campbell. Received June 1, 1901. This collection forms a rare and valuable addition to the library.

— 1356 volumes and 9328 pamphlets, from Walter Stanley Biscoe.

— Public Library. $175,000, March 14, 1902, for a building, from Andrew Carnegie, an annual maintenance fund of $20,000 is required. Plans for the acceptance of the gift include a merger of the libraries of the Young Men's Association, the Pruyn Library, and the Albany Free Library; the erection of a central building for $150,000; and the use of $25,000 for the equipment of the south end (Albany Free Library) as a branch. Declined May 19, 1902.

AMSTERDAM. Public Library. $25,000, Feb. 9, 1902, for a building, from Andrew Carnegie.

ANGELICA. Public Library. Library building, value not given, from Mrs. Frank Sullivan Smith, as a memorial to her mother, Lucia Cornelia Happgood Higgins.

BAY RIDGE. Free Library. Bequest of $500, from Norris L. M. Bennett, of New Utrecht.

BINGHAMTON. Public Library. $75,000, April 28, 1902, for a building, from Andrew Carnegie.

BROOKLYN. Brooklyn Institute Museum Library. 382 volumes, from Dr. James Cruikshank.

— Gift of 339 volumes, from Maria Sprague Meeker.

— Brooklyn Library. 374 volumes, from Thomas G. Shearman's estate.

— Long Island Historical Society Library. $17,430, for a special endowment fund, raised by popular subscription. The following are among the largest amounts subscribed: Wilhelmus Mynderse and John J. Pierrepont, each $500; Frank Sherman Benson, $1100; Charles A. Hoyt, Frank Lyman, and Henry K. Sheldon, each $1000; subscriptions in sums less than $500, $3330.

— Medical Society of the County of Kings Library. Purple collection of 4169 volumes, 14,492 pamphlets and periodicals, May 4, 1901, purchased and presented by 12 Brooklyn physicians.

— Watson collection of 4100 volumes and 1929 pamphlets and periodicals, Oct. 4, 1900, purchased and presented by 12 Brooklyn physicians.

— Gift (or loan) of 2041 volumes and 7987 pamphlets and periodicals, Oct., 1901, from the Long Island Historical Society.

— 1015 volumes, 8043 pamphlets and periodicals, from the New York Academy of Medicine, New York City.

— 838 volumes and 12,855 pamphlets and periodicals, Nov. 15, 1901, from Mrs. Alexander J. C. Skene.

— 471 volumes and 1790 pamphlets and periodicals, April 20, 1901, from Dr. Charles De Szegedy.

— 393 volumes and 3984 pamphlets and periodicals, Sept. 22, 1900, from Dr. Joseph H. Hunt.

— 362 volumes and 43 pamphlets, May 1, 1902, from Mrs. E. N. Chapman.

— 288 volumes and 731 periodicals, March 12, 1901, from Bristol Medical Library, Bristol, England.

— 269 volumes and 1045 pamphlets and peri-
odicals, from the Northern Dispensary, of New York City.

—Young Men's Christian Association Library. Gift of $500, for new books, not fiction, October, 1901, from George Foster Peabody.

BUFFALO. Public Library. Collection of Mexican books exhibited at the Pan-American Exposition, from the Mexican Government.

CANANDAIGUA. Wood Library. $10,000, Nov. 4, 1901, for building, from Andrew Carnegie.

CANASTOTA. Public Library. $10,000, Jan. 10, 1902, for a building, from Andrew Carnegie.

CANTON. Public Library. $30,000, Sept. 19, 1901, for a building, from Andrew Carnegie.

CHATHAM. Public Library. $15,000, Sept. 4, 1901, for a building, from Andrew Carnegie. (Costing $30,000; offered to Mrs. Frances V. Hubbard, in memory of her husband, the late Mayor Hubbard.

FULTON. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

GLOVERSVILLE. Public Library. $50,000, Jan. 21, 1902, for a building, from Andrew Carnegie; a repetition and increase of a former offer of $50,000. The gift was accepted Feb. 17, 1902.

GRiffin's Corners, Delaware Co. Skene Memorial Library. $5,000, for a building, from Andrew Carnegie. No condition is attached to this gift except that the library shall be a memorial to Dr. A. J. C. Skene, of Brooklyn, N. Y., and shall bear his name.

HAMILTON. Colgate University Library. 543 volumes, from Joseph Spencer Kennard, D. C. L.;—Bequests of 435 volumes, from Prof. P. B. Spear, D.D.

IRVINGTON. Public Library. $10,000, July 4, 1901, to establish a public library, from Frederick W. Guiteau.

ISLIP. Public Library. $10,000, Oct. 23, 1901, for a building, from Andrew Carnegie.

JOHNPSTOWN. Public Library. $500, Jan. 16, 1902, for a building, from Andrew Carnegie, in addition to a former gift of $20,000.

KINGSTON. Public Library. $30,000, Jan. 7, 1902, for a building, from Andrew Carnegie.

MOUNT VERNON. Public Library. $15,000, April 9, 1902, for a building, making a total of $50,000, from Andrew Carnegie.

NAPLES. Public Library. $100, to be used in establishing a library to be conducted in connection with the High School, to be known as the Hiram Maxfield Library, from D. H. Maxfield.

NEW ROCHELLE. Public Library. $50,000, for a new library building, from Andrew Carnegie. As the library just before the receipt of this offer had leased quarters for 10 years and the lesor refuses to release the library the offer will pass unaccepted.

NEW YORK CITY. Aguilar Free Library. Bequest of $1000, from Theodore G. Weil.

—American Institute of Electrical Engineers. 3621 volumes, including 3450 pamphlets, May 17, 1901, on the early sciences, formerly belonging to Latimer Clark, one of the founders of the English Society of Telegraph Engineers, from Dr. S. S. Wheeler. This collection represents 47 years of collecting by Mr. Clark.

—American Seamen’s Friend Society. Bequest of $5000, the income to be used in providing libraries for sailors, from Mrs. Cornelia C. Tompkins.

—American Museum of Natural History Library. 2420 volumes in the Chinese language, from China.

—Nearly 2000 volumes, pamphlets, etc., in various branches of science, from the heirs of General Egbert L. Viele.

—300 volumes and pamphlets on conchology, valued at $1500, from Frederick A. Constable.

—Columbia University Library. Bequest of $50,000, the income to be used in the purchase of books, from Mrs. Laura Currier, to be known as the Nathaniel Currier Fund.

—Gift (offered) of from $3000 to $4000, for the equipment of a laboratory library in history for undergraduate students, from an unnamed friend of the university. “It is not known that an experiment of this kind and of this magnitude has been made in any educational institution in this country, and the results are awaited with great interest by other departments.”

—$2600, for the purchase of Chinese books and books about China, from the Dean Lung Fund.

—$1000, for current expenses of the Avery architectural library, from S. P. Avery, also about $1000 in addition, for special purchases for that library.

—6000 volumes, from the Chinese Government.

—“Clinton Papers” (costing $2500), embracing 1100 letters addressed to DeWitt Clinton and his letter-books, about 9000 pages in all, from William C. Schermerhorn.

—475 volumes, for the library of Earl Hall, from the library of the late Frederick William Dibblee, from his mother Mrs. Sarah M. Dibblee.

—379 volumes and 778 pamphlets, from President Nicholas Murray Butler.

—356 volumes and 1115 pamphlets, from George Watson Cole.

—Over 200 volumes of books and mss. relating to Spanish-American countries, from Prof. Arthur N. Brown, of Annapolis, Md.
Cooper Union Library. Bequest of $20,000, for a special library fund, from Oswald Ottendorfer. The recent gifts of $300,000 from Andrew Carnegie and $300,000 from the Cooper and Hewitt families are to be applied to the general purposes of the Cooper Union.


New York Historical Society. Gifts aggregating $105,000, for new library building; the largest from Miss Matilda Wolfe Bruce of $15,000, others of $1000 or over from William K. Vanderbilt, Charles A. Sherman, Mrs. Frederick F. Thompson, William C. Schermerhorn, Miss Caroline Phelps Stokes, Nicholas Fish, Mrs. Caroline Frederick Hoffman, Frederick Wendell Jackson, Henry Phipps, Dean Hoffman, Daniel Parrish, Jr., Miss Charlotte A. Mount, and Miss Susan Mount.

New York Press Club. $5000, Dec. 18, 1901, for the purchase of books, from Andrew Carnegie.

New York Public Library; Astor, Lenox, and Tilden Foundations. 2409 volumes and 2480 pamphlets, a collection relating to economics, statistics, history of railroads in this country, etc., from Mrs. Simon Sterne.

1560 volumes and 1487 pamphlets, consisting of railroad reports, reports of state treasurers, auditors, etc., from H. V. and H. W. Poor.

520 volumes and 50 pamphlets, forming the John Robinson collection of English and American annuals, art treasures of the Paris Exposition, etc., from Mrs. Henry Draper.

511 volumes of newspapers, from the Long Island Historical Society.

990 prints, from Charles B. Curtis.

909 prints from R. H. Storer.

628 or more prints, from James D. Smillie.

400 prints, from S. P. Avery.

New York Society Library. Bequest, from Charles H. Contois; the final $5000 of this bequest has recently been paid to the library. The whole amount received from this source has been $142,504.85.

830 volumes, from the library of the late John R. Broadhead, the well-known historian of New York State.

New York University Library. 2485 volumes, some of them private and limited editions of rare works of American history and literature, from William Frederick Havemeyer.

2363 volumes, from Miss Helen Miller Gould.

Bequest of 1685 volumes of German literature, from the Hon. Oswald Ottendorfer.


619 volumes of American history, from the members of the Council of New York University.

256 volumes, from Prof. John James Stevenson.

253 volumes, from Mrs. A. B. Smith.

Newark. Public Library. Memorial window, of the value of $1500, from Henry C. Reid, of Evanston, Ill., in memory of his wife.

Niagara Falls. Public Library. $50,000, for a building, from Andrew Carnegie.

Norwich. Public Library. Bequest of real and personal property, value not stated, for library purposes, from Mrs. Jane M. Guernsey. Various conditions are attached to this bequest.

Nyack. Public Library. $15,000, Dec. 23, 1902, for a building, from Andrew Carnegie. The three corporations of Nyack, South Nyack, and Upper Nyack already contribute $1200 annually, rendering acceptance almost certain.

Oneida. Public Library. $11,000, Dec. 31, 1901, for a building, from Andrew Carnegie.

Penn Yan. Public Library. $1500, towards new building, from Mr. and Mrs. H. K. Armstrong, provided $10,000 be raised for the purpose.

$2500, towards building, from Charles Curtis, of New York, on condition that $10,000 be raised for the purpose.

Pine Hill. Public Library. New public library building to be erected, cost not stated, from Henry Morton, President of the Stevens Institute, as a memorial to his wife, who died at Pine Hill last summer.

Port Jervis. Public Library. $10,000, for a new building, in addition to his previous gift of $20,000, making a total of $30,000, by Andrew Carnegie.

Site for the new library building, value not stated, by Peter F. Farnum.

Port Washington. Public Library. Gymnasium and library building, cost not stated, from Howard Gould; the people will be asked to vote upon a suitable site and arrange for the care of the property.

Poughkeepsie. Vassar College Library. A fund for a new library building, announced May 2, 1902, name of donor withheld.

Roslyn, L. I. William Cullen Bryant Library. $1500, raised by popular subscription through the efforts of Mrs. Clarence Mackay.

About 1000 volumes, from Mr. Bryant's Cedarmere library, from Mrs. Clarence Mackay.

Sandy Hill. Public Library. $10,000, May 2, 1902, for a building, from Andrew Carnegie.

Saratoga. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

Saratoga Springs. Public Library. $20,000,
Jan. 7, 1902, for a building, from Andrew Carnegie.

Schenectady. Public Library. Bequest of $10,000, from John E. Ellis, of New York.

Syracuse. Syracuse University Library. $500 and a set of the Jesuit Relations, of 73 volumes, from Theodore Irwin, of Oswego.

Watertown. Flower Memorial Library. A site, value not stated, in addition to her gift of $200,000, for a memorial library building, from Mrs. Emma Flower Taylor.

Watervliet. Public Library. $20,000, Feb. 10, 1902, for a building, from Andrew Carnegie.

North Carolina.

Chapel Hill. University of North Carolina. $550, for recataloging purposes, from the Dialectic and Philanthropic Literary Societies, by which the library is endowed.

Charlotte. Public Library. $5000, Oct. 13, 1901, for a public library building, in addition to former gift of $20,000, from Andrew Carnegie.

Durham. Trinity College Library. New building and equipment, to cost about $70,000 (instead of $50,000, as previously reported), from James B. Duke.

Greensboro. Public Library. $30,000, May 3, 1902, for a building, from Andrew Carnegie.

North Dakota.

Fargo. Public Library. $20,000, for a building, from Andrew Carnegie.

Grand Forks. Public Library. $20,000, for a building, from Andrew Carnegie.

Valley City. Public Library. $15,000, July 20, 1901, for a building, from Andrew Carnegie.

Ohio.

Akron. Public Library. $50,000, for a building to serve the double purpose of a library and club for boys and young men, from Col. George T. Goodrich, on condition that an endowment fund of $30,000 be raised and a site furnished by the city. The city offers a site in Bierce Park.

$70,000, Dec. 23, 1901, for a building, from Andrew Carnegie.

Ashtabula. Free Public Library. Bequest value not stated, of her entire estate, from Maria Conklin, to "erect and construct in whole or in part a suitable building for the Free Public Library to be known as the 'Conklin Library Building.'"

Barberton. Public Library. Library, with furniture, and several thousand books, in rented quarters, from Ohio C. Barber, President of the Diamond Match Company.

Cincinnati. Lloyd Library. This library, of about 15,000 to 20,000 volumes and pamphlets, devoted to botany, pharmacy, chemistry and allied sciences, has been thrown open to the public and is pledged to be donated intact to science. It will finally be placed in the university best calculated to serve science.

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Public Library. $180,000, April 9, 1902, for six branch libraries, in various parts of the city, from Andrew Carnegie. This gift has been accepted. Recent legislation authorizes the city to issue $180,000 in bonds, the money so raised to be expended for the purchase of sites and the equipment of the Carnegie branches.

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Gift of two sites for the Carnegie branch libraries, worth from $5000 to $10,000 each.

$1600, for the library for the blind, by various donors.

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Gifts aggregating $1582, from numerous donors; four of $100 each.

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Schmidtapp Memorial Library. $100,000, for the erection of a memorial library building, devoted exclusively to art, on ground set apart for art purposes in Eden Park, by J. G. Schmidtapp.

Cleveland. Adelbert College Library. $1000, from Hon. John Hay, Secretary of State, Washington, D. C.

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Columbus. Public Library. $150,000, Jan. 1, 1902, for a building, from Andrew Carnegie, on condition that a yearly maintenance of $20,000 be guaranteed. The gift has been accepted.

Delaware. Ohio Wesleyan University. Bequest of 600 volumes, largely of classical works and a splendid collection of English grammars, from Prof. W. G. Williams.

Galion. Public Library. $15,000, April 15, 1902, for a building, from Andrew Carnegie.

Gambier. Kenyon College Library. $17,500, in property and money, the income to be spent for books and $13,000 to build a new stack-room, from James P. Stephens (Class '59), Trenton, N. J.

Greenville. Carnegie Library. $10,000, for a building, in addition to the original gift of $15,000, from Andrew Carnegie.

Kalishel. Public Library. $10,000, for a building, from Andrew Carnegie.

Kent. Free Public Library. $10,000, Sept. 1, 1901, for a building, from Andrew Carnegie.

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A site, valued at $3000, for the new Carnegie building, from Hon. Marvin Kent.

Kenton. Public Library. $17,500, Jan. 24, 1902, for a building, from Andrew Carnegie, on condition that the town grant a yearly maintenance of $1750, provide a building site, and secure an endowment of $10,000.

$10,000, offered as an endowment fund, by Lewis Merriman.

$5000, offered as an endowment fund, from an anonymous donor.
MANSFIELD. City Library. Bequest of $5000, by will filed Sept. 9, 1901, from John C. Larwell.

NEWPORT. Public Library. $6500, Jan. 10, 1902, for a building, from Andrew Carnegie, in addition to a former gift.

PORTSMOUTH. Public Library. $50,000, July 18, 1901, for a building, from Andrew Carnegie. This gift has been accepted.

WASHINGTON. Public Library. $12,000, Jan. 15, 1902, for a building, from Andrew Carnegie.

WELLINGTON. Public Library. New library building, to cost $15,000, from Col. Myron T. Herrick, as a memorial to his father and mother.

—Public Library. $10,000, Feb. 7, 1902, for a building, from Andrew Carnegie. Accepted March 3.

XENIA. Public Library. $20,000, Jan. 27, 1902, for a building, from Andrew Carnegie. The city already appropriates about $2000 yearly for library maintenance.

OKLAHOMA TERRITORY.

GUTHRIE. Public Library. $20,000, for a building, from Andrew Carnegie. Accepted by the city council in Oct., 1901.

—$6000, additional, March 22, 1902, for a building, making a total of $26,000, from Andrew Carnegie.

OREGON.

FULTON. Public Library. Library building, by the boys of Fulton.

PENNSYLVANIA.

BEAVER. Public Library. $50,000, for a building, by Andrew Carnegie.

BESSEMER. Public Library. $39,000, Feb. 20, 1902, for a building, from Andrew Carnegie.

BRYN MAWR. Bryn Mawr College Library. $1258.70, for books, apportioned among various departments, from a friend of the college.

GROVE CITY. Public Library. Site for the new Carnegie library building, from J. N. Pew.

HAFERFORD. Haverford College Library. 400 cueniform clay tablets, from Babylonia, all in the Assyrian language, from T. Wister Brown, of Philadelphia. They are to be known as the "Haverford Library Babylonian Collection"—average date 2500 B.C.

—350 volumes, chiefly scientific works, from the library of the late Prof. Edward Drinker Cope, from Mrs. Cope.

JENKINTOWN. Public Library. $1500, raised by popular subscription.


MCKEE'S ROCKS. Public Library. $20,000, for a building, from Andrew Carnegie.

MEDIA. Free Library. Gift (or loan) of 400 volumes, from the Friends' Free Reading Room.

NEWCASTLE. Public Library. $40,000, for a building, by Andrew Carnegie. This gift has been declined.

NORRISTOWN. Public Library. $50,000, for a building, from Andrew Carnegie. Accepted May 3, 1901. The collection of the present Norristown Library Company is to be merged into the new institution. Unsuccessful injunction proceedings were instituted to prevent acceptance.

PAULSBORO. Public Library. 1000 volumes, from the Powder Company.

PHILADELPHIA. College of Physicians Library. $1000, from Dr. William W. Keen.

—Bequest of 1500 volumes, from Dr. John Ashhurst, Jr.

—The library of 1500 volumes of the late Dr. J. Stockton Hough, unique collection of rare and early medical works, in part by subscription as follows: Dr. G. Fales Baker, $500; Dr. S. Weir Mitchell, $200; Dr. John K. Mitchell, $200.

—Drexel Institute Library. 915 volumes, Feb., 1902, from George W. Childs Drexel, of the Public Ledger.

—Franklin Institute Library. $10,840, added to the permanent funds of the institute, from the subscribers to the National Exposition, 1879.


—About 600 bound volumes, from Mrs. Charles J. Stillé.


—University of Pennsylvania Library. Gifts of various funds amounting to $4000, to complete files of medical, mathematical, and chemical periodicals and the series of the Calendars of State Papers and the English Rolls Series, from friends of the university.

—Gift of the non-medical portion of the J. Stockton Hough collection, particularly valuable for its bibliographical section and containing 26 specimens of incunabula, from a number of gentlemen who gave the funds necessary for the purchase.

SHARON. Public Library. $200,000, for a building, from Frank H. Buhl, President of the Sharon Steel Co.

TITUSVILLE. Public Library. $25,000, offered, for a building, from W. S. and R. D. Benson, of Passaic, N. J., and their sister, Mrs. C. F. Emerson, as a memorial to their parents and to be known as the Benson Memorial Library.
RHODE ISLAND.


Providence. Brown University Library. Gift of $2500, for a fund for the purchase of books for the classical departments, from James Tucker, Jr.

- 310 volumes, to the Wheaton collection of international law, from William Vail Kellen, Ph.D.

- 5000 manuscript pieces, to the Wheaton collection of international law, mainly the correspondence of Jonathan Russell Brown, 1791, Commissioner to negotiate the treaty of Ghent.

- Small but very valuable collection of the letters and papers of Henry Wheaton Brown, 1802.

- Public Library. $1000, from Mrs. Philip Allen.


- Bequest of about 1000 volumes, a collection on the English and American stage, formed by Charles J. Jillson, the son of the donor, Esek A. Jillson. A title list of this collection was published in the “Co-operative Bulletin of the Providence Libraries,” for December, 1901.

- Large collection on American history, travels, and ethnology, valued at $3000, from Henry R. Bartlett, as a memorial to his father, John Russell Bartlett.

WESTERLY. Westerly Memorial and Library Association. Bequest of $15,000, and also many works of art, from Mrs. Harriet W. Wilcox, of Brooklyn, the income to be used in maintaining the building, library, and adjoining park.

SEABOARD.


SOUTH CAROLINA.

SPARTENBURG. Wofford College. Bequest of his large and splendid library, number of volumes not stated, from Dr. H. Baer, of Charleston.

SOUTH DAKOTA.

Mitchell. Public Library. $10,000, Jan. 28, 1902, for a building, from Andrew Carnegie. Accepted Feb. 10, 1902.

Redfield. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

Yankton. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

TENNESSEE.


KNOXVILLE. Public Library. $15,000, for a building, from Andrew Carnegie, on condition that a yearly appropriation of $3000 be guaranteed for its maintenance. This offer has been declined.

NASHVILLE. Public Library. $100,000, Oct. 18, 1901, for a building, from Andrew Carnegie. Accepted Nov. 14, 1901. The Howard Library voted, Dec. 5, 1901, to turn all its property over to this library.

- A site for the new library building, value not stated, by J. Edgar McLehanen. Accepted Jan. 20, 1902.

SEWANEE. University of the South. $6000, for equipping Convocation Hall as a library, the donor’s name withheld.

TEXAS.

BIG SPRINGS. Public Library. $4000, for a public library building, also a site for the same, from The Texas and Pacific Railroad Company.

- $1000, towards a building, from Miss Helen Miller Gould.

- $1000, towards a building, raised by popular subscription.

BRYAN. Public Library. $10,000, April 16, 1902, for a building, from Andrew Carnegie.

DALLAS. Public Library. New library building, costing $50,000 (dedicated Oct. 29, 1901), from Andrew Carnegie.

- Site for new Carnegie building (cost $9525), largely raised by public contributions.

EL PASO. Public Library. $35,000, Jan. 15, 1902, for a building, from Andrew Carnegie.


GEORGETOWN. Southwestern University Library. $1000, from Mrs. Viola Hunt, of Dallas.

HOUSTON. Public Library. $6000, for a book fund for children’s books and periodicals, in memory of his little daughter, from N. S. Meldrum.

SANTA ANNA. Public Library. $15,000, Feb. 3, 1902, for a building, from Andrew Carnegie.

TEMPLE. Public Library. $10,000, Jan. 27, 1902, for a building, from Andrew Carnegie.

WACO. Baylor University. A $75,000 library building and chapel, from Frank L. Carroll. Cornerstone laid March 3, 1902.

UTAH.

SALT LAKE CITY. Latter-Day Saints College Library. $1000, for purchase of text-books on natural science, from Ezra T. Clark, of Farmington.

- Travelling Library Committee. $500, from George Foster Peabody, of New York, bringing his gifts up to $700. This gift assures the life and growth of these libraries for three years.
VERMONT.

Brandon. Free Library. $875, raised by popular subscription, $300 being given by a non-resident.

Brattleboro. Free Library. $500, from Dorman B. Eaton.
— $500, from Rev. George L. Walker.

Burlington. Fletcher Free Library. $50,000, Aug. 7, 1901, for a building, from Andrew Carnegie. Accepted Aug. 14th. The building is to be begun the present month, June, 1902.

Derby Line. Public Library. $10,000; $25,000, for a library building, $15,000 for furnishings, books, etc., and $10,000 for an endowment, from M. M. Haskell.

Enosburgh. Public Library. $700, from the Ladies' Improvement Society.

Grafton. Public Library. $500, from L. B. Daniels.

Guildhall. Public Library. New library building, with site, and about 500 volumes, from Col. E. C. Benton, of Boston. This building was dedicated July 10, 1901.

Hartford. Wilder Club and Library. $1200, from the friends of the founder.

Ludlow. Fletcher Memorial Library. New library building, costing upward of $100,000 (dedicated Nov. 1, 1901), from Hon. Allen M. Fletcher, of New York City, formerly of Indianapolis, Ind.

— $706, from the Ladies' Library League.

Newfane. Moore Public Library. Library building, valued at $5000, 2100 volumes, and $2000 for an endowment, from Mrs. Philita C. Moore.

Northfield. Norwich University. Valuable library of the late Orlando Dana Miller, from his daughters, Lizzie B. and Eva B. Miller, South Merrimack, N. H.

Norwich. Public Library. New library building, cost not stated, erected by popular subscription.

Putney. Public Library. $500, from C. W. Kimball.

Randolph. Kimball Public Library. $10,000 toward a new library building (offered) by Col. Robert J. Kimball, provided the town will furnish a site without drawing upon the present library fund.
— $4300, from Mrs. Sarah J. Crocker.


Richford. Avisina A. Brown Public Library. $500, from Hon. S. P. Carpenter.

Shelburne. Free Library. $3000, from Jonathan Northrop.

St. Albans. Free Library. Bequest of a library building, to cost $25,000, from Hon. J. Gregory Smith, instead of $10,000, as previously reported.

Washington. Public Library. $700, from Mrs. H. A. White.

Wethersfield. Proctor Library. Building, cost not given, from B. Frank Blood, of Waltham, Mass., to be called the Proctor Library, in honor of his grandfather, an old-time resident.


— 330 volumes, from Benjamin W. Dodge.

VIRGINIA.

Charlottesville. University of Virginia Library. 341 volumes, from Robert M. Hughes, Esq, of Norfolk, Va.

Hampton. Normal and Agricultural Institute Library. Gift (offered) of $100,000, for the erection and equipment of a library building, to be known as the "C. P. Huntington Library," from his widow, Mrs. Huntington. This amount will also provide a fund for carrying on its work. Amount unreported last year.

Norfolk. Carnegie Library. Site, valued at $15,000, for the new Carnegie library building, as a memorial to the late Dr. William Selden, the first president of the Library Association, from his children.

WEST VIRGINIA.

Charleston. Public Library. $20,000, for a public library building, from Andrew Carnegie.

Huntington. Public Library. $25,000, Jan. 6, 1902, toward a library building, to cost about $80,000, from Andrew Carnegie.
— $10,000 additional, March 22, 1902, for a public library building, making a total of $35,000, from Andrew Carnegie.

Martinsburg. Public Library. $5000, toward erection of a public library building, from an unknown lady, provided $500 more is raised for the same purpose in two years and site furnished.

Morgantown. West Virginia University. 18,000 volumes, the private library of the Hon. W. T. Willey, formerly United States Senator, from his heirs. The library is invaluable because of its completeness in the early history of West Virginia.

WISCONSIN.

Baraboo. Public Library. $12,000, March 13, 1902, for a public library building, from Andrew Carnegie.

Beloit. Public Library. $25,000, Aug. 30, 1901, for a building, from Andrew Carnegie. This offer was accepted Sept. 3.

Chippewa Falls. Public Library. $20,000, Feb. 17, 1902, for a building, from Andrew Carnegie.
Eau Claire. Public Library. $40,000, for a building, from Andrew Carnegie.

Fond du Lac. Public Library. $30,000, Feb. 8, 1902, for a building, from Andrew Carnegie. This gift has been accepted.
— $6000, for site of the new Carnegie library building, raised by popular subscription by women's clubs.

Grand Rapids. J. D. Witter Free Travelling Libraries. Bequest of $5000, to maintain a system of travelling libraries for Wood County, from J. D. Witter.
— T. B. Scott Public Library. Bequest of $5000, for a library endowment fund, from J. D. Witter. Mr. Witter had previously given $5000 for the same purpose.

Green Bay. Kellogg Library. $5000, Oct. 14, 1901, for a building, in addition to a former gift of $20,000, from Andrew Carnegie.

Lancaster. Public Library. $1500, for library purposes, raised by popular subscription.

Madison. Public Library. $75,000, Dec. 30, 1901, for a building, from Andrew Carnegie. Accepted Jan. 10, 1902.
— State Historical Society. 694 volumes, mostly English literature, from Mrs. Charles Kendall Adams.
— 172 volumes and 725 pieces of unbound music, the musical library of the late Prof. James S. Smith.
— A deposit of 723 bound volumes and 550 pamphlets and newspaper files on Mormon history, from Albert Theodore Schroeder, of Salt Lake City, Utah. This collection probably will be later presented to the library.
— $4000, for a fund for the purchase of books on art or of objects of art for the museum, from Mrs. Charles Kendall Adams.
— University of Wisconsin Library. 2300 volumes, a portion of his private library, from Dr. Charles Kendall Adams, formerly president of the University of Wisconsin.
— Wisconsin Free Library Commission. $895, for free travelling libraries, from citizens.
— $1355, for German Travelling Libraries, from citizens and libraries.

Marinette. Public Library. $30,000, Sept. 17, 1901, for a building and site, from Isaac Stephenson, on condition that the city puts itself under bonds to appropriate at least $3000 yearly for its support. This offer was unanimously accepted by the common council on Oct. 2.

Milwaukee. Public Library. $10,000, from Mrs. Antoinette Keenan. This amount has been devoted to a special collection of works on literature, kept in a separate room, and known as the "Matthew Keenan Memorial Collection."
— Pair of beautiful bronze electroliers, April 26, 1892, from Judge J. M. Pereles, the retiring president of the Library Board.

Monroe. Public Library. $20,000, March 19, 1902, for a building, from Andrew Carnegie.

Neenah. Public Library. $10,000, Oct. 17, 1901, towards a building, from Andrew Carnegie.
— $15,000 additional to Carnegie gift, towards a building, raised by popular subscription.
— Gift of an appropriate library site, valued at $3000, from Mrs. Theda Clark Peters.

New London. Public Library. A collection of German books, number of volumes not stated, from Senator W. H. Hatten.

Oconto. Public Library. $15,000, for a building, from James Parnsworth, of Chicago, Ill., provided the city furnishes a site and $1500 annually for maintenance.

Portage. Public Library. Bequest of $5000, from Mrs. George Krech. $2000 has already been turned over to the library, the remainder will be paid when the estate is closed.
— Nearly 2000 volumes, from the Free Library Association, an organization of ladies.
— 500 books, from Miss Maria Austin.

Racine. Public Library. $50,000, Aug. 5, 1901, for a building, from Andrew Carnegie.Accepted Dec. 12, 1901.
— $9500, for site for new Carnegie library building, raised by popular subscription.

Ripon. Public Library. $10,000, April 15, 1901, for a building, from Andrew Carnegie.

Sheboygan. Public Library. $10,000 additional, March 17, 1902, for a building, making a total of $35,000, from Andrew Carnegie. The city council has agreed to appropriate $3500 yearly for maintenance.

Sparta. Public Library. $10,000, Feb. 12, 1902, for a building, from Andrew Carnegie.

Stanley. Moon Memorial Library. New library building, cost not stated, from Mrs. Sarah F. Moon, of Eau Claire, as a memorial to her late husband, Delos R. Moon. It was dedicated Dec. 17, 1901.
— Public Library. $900, for the purchase of books, from S. T. McKnight.

Stevens Point. Public Library. $20,000, for a public library building, from Andrew Carnegie.
— $3000, for a site for the new Carnegie library building, raised by popular subscription.

Waukesha. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

— $1000, for the purchase of books, from H. P. Bird.

West Superior. Public Library. Site, value not stated, for the new Carnegie library building, from the estate of John H. Hammond and money raised by popular subscription.
Whitewater. Public Library. Bequest of $17,000, from Miss Flavia White, of St. Paul, Minn., upon condition that the greater part be used to erect a new library building on the site of the present one.

PORTO RICO.

SAN JUAN. Public Library. $60,000, July 30, 1901, for a building, from Andrew Carnegie. The city council has agreed to appropriate $6000 annually for library maintenance.

—$100,000, for a building, from Andrew Carnegie, provided the city appropriate $6000 annually for its maintenance, "supplemented by action on the part of the insular legislature, bringing the total up to $8000 or $9000." The building will be erected fronting on Plaza Colon.

CUBA.

HAVANA. Public Library. $250,000, for a library building from Andrew Carnegie.

—Over 3000 volumes, only 300 of which are bound, from Señor Figarola Canedo.

DOMINION OF CANADA.

BRITISH COLUMBIA. VICTORIA. Public Library. $50,000, March 13, 1902, for a building, from Andrew Carnegie.

MANITOBA, WINNIPEG. Public Library. $100,000, July 25, 1901, for a building, from Andrew Carnegie. This gift was accepted Feb. 10, 1902.

ONTARIO, BELLEVILLE. Public library building, offered by Gilbert Parker, the novelist.

—BERLIN. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

—COLLINGWOOD. Public Library. $10,000, July 24, 1901, for a building, from Andrew Carnegie.

—CORNWALL. Public Library. $7000, for a building, from Andrew Carnegie.

—GALT. Public Library. $17,500, April 17, 1902, for a building, from Andrew Carnegie.

—GODERICH. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

—GUELPH. Public Library. $20,000, Jan., 1902, for a building, from Andrew Carnegie.

—KINGSTON. Queen's University Library. Fine set of Canadian historical portraits, valued at $5000, from Gilbert Parker, the novelist.

—LINDSAY. Public Library. $10,000, Jan., 1902, for a building, from Andrew Carnegie.

—LONDON. Public Library. $10,000, March 13, 1902, for a building, from Andrew Carnegie.

—MONTREAL. McGill University Library. $20,000, for the purchase of books required in the regular university course, from Sir William MacDonald.

—MONTREAL. Public Library. $150,000, Aug. 4, 1901, for a building, from Andrew Carnegie.

—PEMBROKE. Public Library. $10,000, July 16, 1901, for a building, from Andrew Carnegie.

—ST. CATHERINE'S. Public Library. $20,000, Jan. 2, 1902, for a building, from Andrew Carnegie.

—ST. THOMAS. Public Library. $15,000, March 13, 1902, for a building, from Andrew Carnegie.

—SARNIA. Public Library. $15,000, Jan. 20, 1902, for a building, from Andrew Carnegie.

—SMITH'S FALLS. Public Library. $10,000, Jan. 31, 1902, for a building, from Andrew Carnegie.

—STRATFORD. Public Library. $12,000, Dec. 25, 1901, for a building, from Andrew Carnegie.

—THORBOL. Public Library. $10,000, May 1, 1902, for a building, from Andrew Carnegie.

—TORONTO, UNIVERSITY OF TORONTO Library. $10,000, (received), from Mr. and Mrs. Goldwin Smith.

NEWFOUNDLAND.

St. Johns. Public Library. $50,000, for a building, from Andrew Carnegie.

ENGLAND.

GREENWICH. Public Library. £10,000, for building, from Andrew Carnegie.

STRATFORD-ON-Avon. Public Library. Gift, April 17, 1902, amount not stated, for a building, from Andrew Carnegie, on condition that a site be furnished.

IRELAND.

WATERFORD. Public Library. £5000, Oct. 7, 1901, for a building, from Andrew Carnegie.

SCOTLAND.

ANNAN, DUMFRIESSHIRE. Public Library. £3000, July 13, 1901, for a building, from Andrew Carnegie.

CLACKMANNAN. Public Library. £1200, for a building, from Andrew Carnegie.

COATBRIDGE, LANARK. Public Library. £15,000, July 12, 1901, for a building, from Andrew Carnegie.

DALKEITH. Public Library. £4000, Aug. 23, 1901, for a building, from Andrew Carnegie.

DUNDEE. Public Library. £37,000, Oct. 21, 1901, for branch library buildings, from Andrew Carnegie.

GLASGOW, KINNING PARK. Public Library. £5000, for a building, from Andrew Carnegie.

LARBERT, STIRLINGSHIRE. Public Library. £3000, Sept. 8, 1901, for a building, from Andrew Carnegie.

PAISLEY. Free Library and Museum. £27,500, from James P. Coates, of the J. V. P. Coates Thread Mills, Pawtucket, R. I.

RUTHERGLEN, LANARKSHIRE. Public Library. £7500, Aug. 29, 1901, for a building, from Andrew Carnegie.
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To the above should be added $2,000 given to the Seaboard Air Line Travelling Libraries by Andrew Carnegie. Gifts of 23 buildings and 27 sites, upon which no value was placed, also fail to appear in the tabulated summary.
MAGNOLIA CONFERENCE.

THE PROCEEDINGS.

Boston, Mass., Saturday, June 14; Magnolia, Mass., Tuesday, June 17—Friday, June 20, 1902.

FIRST SESSION.

(Boston Public Library, Saturday Morning, June 14.)

The first session of the Boston and Magnolia Conference was in the nature of an informal gathering for announcements and short addresses of welcome. It was held in the lecture room of the Boston Public Library, and was opened at 9.30, with a greeting on behalf of the local committee by James L. Whitney, who said:

It is twenty-three years since the American Library Association met in Boston. At that time the free public library movement in this country was almost at its beginning. Since then conferences have been held yearly in many cities throughout the country. It is time that another meeting be held here in order that this part of the country may realize the progress that has been made in library work.

As representing the libraries of Greater Boston, in behalf of the local committee, I bid you welcome, and trust that your stay here may be full of profit and pleasure.

Rev. Dr. James De Normandie, vice-president of the board of trustees of the Boston Public Library, said:

The true librarian needs to be alert in reading the character of all comers, and in fitting to that character the books which shall help to mould and strengthen it. The old notion of a library was a rather poor and miserable one. It was simply the notion of getting more books than any other library had, and being somewhat miserly about their use. Now we have only the generous rivalry by which each library is in a race to open all its treasures and opportunities to the seekers after knowledge everywhere. Reciprocity is a word in high favor among librarians. Every good library has some one characteristic, some well developed branch under some active, energetic head, whose results all other libraries can appropriate.

The great work of the library always will be the acquiring of books; and when we think of the vast numbers of them which fall from our busy presses like leaves of the forest, what is more important than for a body of trained men and women to select and to circulate these books, which, joined to the few which the ages have sifted and canonized, shall more and more accomplish the best results of literature, the deepening and enrichment of the soul?

We welcome you as members of this the latest of the professions; we welcome you to the fine opportunities which it offers, in the refining and uplifting influences of a most humane age. May we all be helped to find in this profession something by which life and thought and public spirit and public morals and public piety may be lifted to ever higher levels, that over these great depositories of books we may write the inscription found on the old Egyptian library, “Nourishment of the soul.”

Charles W. Jencks was introduced as one of the members of the first Librarians’ Convention, and an honorary member of the American Library Association. Mr. Jencks spoke on

THE LIBRARIANS’ CONVENTION OF 1853.

I highly appreciate the honor you confer by electing me an honorary member of your association. I am asked to bring a greeting from the meeting of 1853 to that of 1902, and to make a few brief remarks about the first convention of librarians ever held in the country, and I bring a letter written by the late Dr. Guild, formerly librarian of Brown University, which was read before the Unitarian Club some years ago when the topic of the evening was “The aims and opportunities of libraries.” The speakers were William C. Lane, librarian of Harvard University, who spoke of the necessities of libraries in our present civilization; H. L. Koopman of Brown; J. L. Harrison of the Athenæum; W. E. Foster of our public library; and then Dr. Guild’s letter, giving an account of the first attempt to form a national association of librarians.

Dr. Guild’s letter is as follows:

You ask me about the great Librarian’s Convention that was held in New York, Sept. 15 and 17, 1853, which you attended as librarian of Mechanics’ Library, Providence, and which I attended as librarian of Brown University. That was forty-six years ago, when we were young men. In looking over the twenty-one names that signed the call for the meeting I recognized, as among the living beside my-
SECOND SESSION.

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self, Rev. Edward Everett Hale, Hon. Henry Barnard, and S. Hastings Grant. My recollections of the convention are very distinct. It was the first convention of the kind ever held in the world's history. We met at the rooms of the University of the City of New York. Eighty delegates were present, representing forty-seven libraries in thirteen different States of the Union.

Prof. C. C. Jewett, formerly librarian at Brown, was chosen president; S. Hastings Grant, of New York, was chosen secretary, and a business committee of five, of which I was a member, completed the organization. The discussions, from day to day, were very interesting, and some of the papers presented were of real value. The Rev. Dr. Osgood, who, although then living in New York, represented, by special appointment, the Providence Athenæum, of which he has been an active director, made the remarks of the occasion. They were eloquent, practical, and more than up to the times. He closed with a resolution providing for a special committee of three to prepare a Library Manual. The resolution was heartily adopted, and Mr. Osgood, Edward Everett Hale, and myself were appointed this committee. Several years later I published, as you know, "The librarian's manual," a quarto volume with illustrations, which has found its way into our public libraries, both here and upon the continent, and which I have reason to think has been useful.

You ask who were the delegates from Providence. Besides ourselves, Thomas Hale Williams, librarian of the Athenæum, Albert Jones, director, and Charles Akerman, director of the Mechanics' Library. The convention adjourned to meet in Washington, after appointing a committee of five to arrange for permanent organization. The committee failed to make arrangements, and there was no further meeting of the librarians until 1876, when the present American Library Association was organized in Philadelphia. The committee on permanent organization has been criticised for its failure to act. The chairman, Professor Jewett, about this time had a controversy with Dr. Henry of the Smithsonian Institution, and eventually left Washington to organize the Public Library of Boston. He was too busy to arrange for another convention. The second man on the committee, Prof. Charles Folsom, resigned as librarian of the Boston Athenæum, and no longer served the cause. The third, S. Hastings Grant, gave up his position as librarian of the Mercantile Library and went into politics on a much larger salary. Elijah Hayward, the fourth, lives in Ohio, and the fifth man, your humble servant, did not feel inclined to shoulder the burden alone. Besides, the prime mover in the first convention, Gen. Charles B. Norton, had met with reverses and was unable to go on as in the beginning, acting as agent of librarians. Then came the financial crisis of 1857, the Civil War, reconstruction, etc.

The tenth meeting of the American Library Association was held at the Thousand Islands, so called in 1887. This meeting you and I attended.

I learn that eight original members of the 1853 meeting are still living, viz.: Prof. Willard Fiske, Florence, Italy; President D. C. Gilman, Baltimore, Md.; S. Hastings Grant, Montclair, N.J.; E. H. Grant, Washington, D.C.; Rev. E. E. Hale, Boston, Mass., E. A. Harris, Jersey City, N.J.; C. W. Jencks, Providence, R.I., and Dr. Anson Judd Upson, Giens Falls, N.Y.*

Invitations were extended from the Boston Athenæum, Harvard University, and other libraries, and announcements of local excursions were made. Sunday and Monday were given up to visiting the libraries of Boston and vicinity and to local entertainment, and to Council and committee meetings at Magnolia.

SECOND SESSION.

(Oceanside Hotel Casino, Magnolia,
Tuesday Morning, June 17.)

The meeting was called to order at 10 o'clock by President John S. Billings.

The printed report of 1901 meeting was approved as presented and distributed.

F. W. Faxon presented his

SECRETARY'S REPORT.

Since the close of the Waukesha meeting last July, there have been added 222 new members, and some 75 have rejoined, making 297 to be counted as the actual gain during the eleven months,— the largest number ever added in one year. There are now 1,265 active members of the Association, and doubtless 150 or 200 more will join during this meeting.

The secretary is more than ever convinced that a person who drops out ought to have a new number given him on rejoining, both in fairness to those who retain membership from year to year, and that the compilation of statistics may be made more easy.

During the last few months efforts have been made by the treasurer to enroll on our list of members all who were present at the Librarians' Convention of 1853. Eight such have been found, and according to a previous vote of the Association are now on the list as honorary members.

In March 5,250 copies of the Preliminary

*The death of Dr. Upson was announced at the meeting on the 16th.
Announcement (two pages) were sent out, covering (a) all names on the membership list, (b) all those of members of the local and state clubs east of Ohio, and (c) all head librarians, members of such clubs, throughout the West.

After a delay of nearly three weeks caused by the failure of western railroads to act promptly on rates, the Final Announcement (a four-page circular) was mailed May 28, an edition of 5,500 being almost exhausted, so great was the interest awakened in the meeting.

A supplement to last year’s handbook was printed (edition 2,500, cost $83 for forty-four pages and cover), containing additions to membership list, the constitution, and the by-laws passed last year. There is also in this supplement a list of changed addresses and positions, and the A. L. A. necrology brought down to date. This was mailed to all members with the Final Announcement.

The secretary recommends that in future the handbook be in larger form, small octavo, or duodecimo, similar to that of the L. A. U. K.

There was also included with the final announcement a private post-card, which should serve as advance registration card and also hotel rooming contract. About 1,000 of these cards were returned to the secretary, 500 of them stating that the sender would go to Magnolia. It was then necessary, before the printed list of advance registration could be issued, to add the 400 names of those going who had not received the card or who had thrown it away because they had previously written for rooms.

The program (edition 2,500) was issued the first of June, and mailed to all members as an enclosure with the souvenir book sent out by the Boston-Magnolia Local Committee, the A. L. A. paying the expense of mailing both.

A sufficient number of supplementary handbooks and programs has been printed to cover the probable demand during the week of sessions. The Advance Registration Printed List (edition 1,000, 44 pages and cover, $55) contains 905 names, almost double the number registered at any previous conference of the Association. Buttons are supplied numbered to match the numbers on this list, so that identification will, it is hoped, be easy.

The secretary’s expenses for the year, exclusive of supplementary handbook, have been about $400, the chief items being printing and postage. The number of letters written and received, not counting those concerning hotel rooms at Magnolia, is about 1,200 and 1,100 respectively.

Gifts to the Association sent the secretary during the year have been:


In closing my second year as secretary, I wish to thank all who have aided me for the cordiality and promptness with which the desired help has been given.

Gardner M. Jones presented the
TREASURER’S REPORT.

Balance on hand, Jan. 1, 1901 (Waukesha conference, p. 109) .................. $307 60

RECEIPTS, JAN.-DEC., 1901.

Fees from annual members:
From 1 member for 1899, .......................... $1,822 00
From 17 members for 1900, .......................... 35 00
From 890 members for 1901, .......................... 145 00
From 3 members for 1902, .......................... 2,002 00

911 members at $2 .................................. $1,822 00

Fees from annual fellows:
From 7 fellows for 1901 at $5 .......................... 35 00

Fees from library members:
From 29 libraries for 1901 at $5 .......................... 145 00

Life memberships:
Elizabeth P. Thurston, .......................... 75 00
Samuel H. Ranck, .......................... 18 48
Bernard C. Steiner, .......................... 18 48
3 life memberships at $25 .......................... 75 00

Interest on deposit New England Trust Co. .......................... $2,403 08
Payments, Jan.-Dec., 1901.

Proceedings, including delivery:
Oct. 25. Publishers' Weekly, Waukesha proceedings and delivery $891 07

Stenographer:

Secretary and conference expenses:
Jan. 26. F. W. Faxon, stationery, printing, postage ................... $60 58
April 11. F. W. Faxon, salary, on account .......................... 50 00

  30. F. W. Faxon, circulars, postage, etc. ........................ 59 75
May 29. Carl H. Heintzemann, handbook ............................ 160 60
June 5. F. W. Faxon, postage, envelopes, etc. ....................... 85 24
July 1. F. W. Faxon, balance salary, 1900-1 ......................... 150 00

  1. Stationery, postage, and circulars .......................... 131 90

  1. Springfield City Library Association, committee expenses, 8 25
Aug. 12. F. W. Faxon, salary on account ............................ 75 00

  12. F. W. Faxon, attendance register, etc. ...................... 67 57
  12. Library Bureau, registration cards .......................... 2 00
  12. D. Thomas, stereopticon .................................... 8 00
Oct. 25. F. W. Faxon, stamped envelopes, etc. ....................... 23 85

Treasurer's expenses:
Oct. 25. Gardner M. Jones, stamped envelopes ....................... $42 80
Dec. 18. Newcomb and Gauss, stationery ................................ 9 00

  18. Gardner M. Jones, clerical assistance, etc. ................ 43 01

Trustees of the Endowment Fund, life memberships for investment .... 75 00

Balance on hand, Dec. 31, 1901:
Deposit in New England Trust Co., Boston .......................... $197 06
Deposit in Merchants Bank, Salem, Mass. .......................... 165 95

  .................................................. 363 01

  .................................................. $2,403 08

The number of members in good standing on Dec. 31, 1901, was as follows:
Honorary members ................................................ 3
Perpetual member .................................................. 1
Life fellows ...................................................... 2
Life members ...................................................... 36
Annual fellows (paid for 1901) .................................. 7
Annual members (paid for 1901) .................................. 902
Library members (paid for 1901) ................................ 29

980

During the year 1901, 274 new members joined the Association and 6 died.

The above report covers the financial year from Jan. to Dec., 1901. From Jan. 1 to June 13, 1902, the receipts have been $2,033.00 and the payments $519.25, leaving a balance of $1,876.76 on hand at the beginning of the present conference. Most of this amount will be needed to meet the expenses of the conference.

Gardner M. Jones,
Treasurer.

The following report of audit was appended:
The Finance Committee have performed the duties laid down in the constitution; they have examined the accounts of the treasurer during the period covered by his report and find them properly kept and vouched for.

James L. Whitney,
Charles K. Bolton,
Geo. T. Little,

Finance Committee.

Necrology.

1. Theodore August Meysemburg (A. L. A. no. 1225, 1893), born in Flammersheim, near Cologne, Prussia, July 23, 1840; died in St. Louis, Mo., March 29, 1901. At the age of sixteen he came to America with his father, who settled in St. Louis. In May, 1861, he enlisted as a private in the Third Missouri Infantry. He was promoted until he became acting adjutant general to the commander of the army corps, with rank of colonel, and served with distinguished ability until his resignation in January, 1865. He returned to St. Louis and was appointed assistant engineer in the water department. He resigned from this position in 1869 and became interested in the
magnolia Conference.

manufacture of iron, being successively at the head of several of the largest iron manufacturing establishments of the city. He was connected with the St. Louis Public Library for twelve years. In May, 1889, he was elected as a representative of the life members to the board of managers of the Public School Library. When the library was made free, in 1893, he was appointed a member of the first board of directors; and upon its organization he was chosen vice-president, which position he continued to hold until 1900, when he declined re-election, as he had before repeatedly declined the office of president. Colonel Meyenburg was one of the founders of the St. Louis Museum of Fine Arts.

(Condensed from a memorial volume.)

2. Edward Capen (A. L. A. no. 5, 1876), librarian emeritus of the Haverhill (Mass.) Public Library. Born in Dorchester, Mass., Oct. 20, 1821; died in Haverhill, Oct. 20, 1901. His ancestry reached back in Dorchester to 1630. In early youth he removed to South Boston and was graduated from the Boston Latin School, receiving the Franklin medal, in 1838. He was graduated from Harvard in 1842 and from the Harvard Divinity School in 1845. He served for one year as minister of the Unitarian Society, Westford, Mass., but met with little success, owing to his sympathy with Theodore Parker. From 1847 to 1852 he was private secretary for Dr. John Collings Warren. In January, 1852, he became secretary of the Boston School Committee. On May 12, 1852, he was appointed librarian of the Boston Public Library, being its first librarian. This position he held for 22 years. In November, 1874, he became librarian of the Haverhill Public Library and was made librarian emeritus in October, 1899. Mr. Capen attended the 1876 conference and was a life member of the A. L. A.

3. Mrs. Anna Amory Weld (A. L. A. no. 1609, 1897), died at Dublin, N. H., Nov. 14, 1901. Miss Anna Sears Amory, afterwards Mrs. George F. Weld, was appointed a member of the Massachusetts Free Public Library Commission in 1896, which position she held until her resignation, on account of ill health, in 1899. She was much interested in the work of the commission and made many visits to libraries in the smaller towns at her own expense. In 1891, while a summer resident of Wareham, Mass., she bore the entire expense of founding a public reading-room, well supplied with current periodicals, and gave to it over 700 volumes.

4. Prescott C. Rice (A. L. A. no. 636, 1887), for 29 years librarian of the Fitchburg (Mass.) Public Library. Born in Natick, Mass., April 18, 1846; died in Fitchburg, Jan. 26, 1902. He was for several years a telegraph operator on the Fitchburg Railroad, the assistant librarian of the Public Library under Mr. Henry Jackson, and when, in 1873, Mr. Jackson was made city auditor, Mr. Rice was elected librarian. He joined the A. L. A. in 1887 and was a member of the Massachusetts Library Club.


6. George Bigelow Chase (A. L. A. no. 373, 1879), trustee of the Boston Public Library from 1876 to 1885, died at Dedham, Mass., on June 2, 1902, in the 67th year of his age. Mr. Chase was a member of the Massachusetts Historical Society from 1876 until his death, and was much interested in its work and prosperity. At the Boston conference in 1879 he was chairman of the reception committee and gave a reception to the members of the conference at his residence on Beacon St. He was a life member of the A. L. A.

7. Anson Judd Upson (A. L. A. no. 1124, 1893), chancellor of the University of the State of New York. Born in Philadelphia, Nov. 7, 1823; died in Glen Falls, N. Y., June 15, 1902. He graduated from Hamilton College, Clinton, N. Y., in 1843. In 1845 he was appointed tutor in that college and in 1849 adjunct professor. From 1853 to 1870 he was professor of logic, rhetoric, and elocution in Hamilton. From 1870 to 1880 he was pastor of the Second Presbyterian Church, Albany, N. Y. In 1880 he became professor of sacred rhetoric and pastoral theology in Auburn Theological Seminary and in 1887 professor emeritus. In 1884 he was elected a regent of the University of the State of New York, was made vice-chancellor in
SECOND SESSION.

1890, and in 1892 was elected chancellor. Dr. Upson attended the 1893 convention of librarians in New York City, registering as librarian of Hamilton College. In 1893 he joined the A. L. A., but resigned in 1896. In 1902, as a survivor of the 1893 conference, he was made an honorary member of the A. L. A.

(New York Tribune, June 16, 1902.)

CHARLES C. SOULE presented the REPORT OF THE TRUSTEES OF THE ENDOWMENT FUND.

Endowment Fund Statement, July 1, 1901, to July 10, 1902:

Cash account — Receipts.

1901, July 1. Balance on hand ........................................ $2,102 18

1902, April 1. Two life memberships (Clara S. Hawes and Sula Wagner) .......................................................... 50 00

Interest.

1901, Oct. 4. Interest on mortgage loan ................................ 24 50
28. " International Trust Co. ........................................ 20 79
Dec. 31. " on mortgage loan ........................................ 75 00
1902, Jan. 13. " Brookline Savings Bank deposit .................. 42 42
April 1. " on mortgage loan ........................................ 24 50
June 10. " International Trust Co. deposit ....................... 18 47

$2,357 86

Payments.

1901, Dec. 27. To E. H. Anderson, treasurer A. L. A. Publishing Board, 600 00
1902, Jan. 13. Interest added to time deposit in Brookline Savings Bank, 42 42
May 6. Rent of safe deposit box ..................................... 10 00

652 42

Cash on hand, June 10, 1902 ........................................... $1,795 44

Condition of permanent fund.

1901, July 1. As in last report ........................................ 6,187 94
1902, April 1. Membership fees as above 50 00

$6,237 94

On interest account.

1901, July 1. On hand ................................................... 665 04
Interest received, as above ........................................... 205 68

$870 72

Less payments as above .............................................. 610 00

260 72

Amount subject to order of the Council, June 10, 1902 ........................ $6,493 66

Available income for next year.

Interest on hand, as above ........................................... 260 72
Estimated income, 1902-3, about 275 00

$535 72

Assets.

Loan on mortgage at 7%, expires Oct. 1, 1902 .......................... $700 00
June 24, 1902. " 5% .................................................. 3,000 00
Time deposit in Brookline Savings Bank, interest at 4% ................ 1,093 22
Deposit subject to draft, International Trust Co., at 2% ............... 1,705 44

$6,498 66

Liabilities — none.

Annual expenses, $10 for safe deposit box.
The following report of audit was appended:

At the request of Charles C. Soule, treasurer of the Endowment Fund, I have examined his accounts and securities, and find evidence of investment of $3,700 in mortgage loans; of deposit of $1,093.22 in the Brookline (Mass.) Savings Bank; and of $1,705.44 deposited with the International Trust Co. of Boston.

I also find his account correctly cast, with proper vouchers for all expenditures.

JAMES L. WHITNEY,
Chairman of Finance Committee.

The secretary read the

REPORT OF COMMITTEE ON INTERNATIONAL CO-OPERATION.

Dr. E. C. Richardson, the chairman of this committee, has been in Europe during the greater part of the past year, where he has visited a number of libraries. In his visits he has discussed with librarians the matters that come within the province of this committee, with special reference to the printed cards issued by the Library of Congress. Dr. Richardson finds that, while there is no sign of immediate action with reference to international co-operation in this direction, there is hope for practical results in the future, especially after the catalogue rules of the Library of Congress have been printed.

No member of this committee was present at the International Publishers' Congress at Leipzig. The gentleman to whom was entrusted the matter of bringing to the attention of the Congress a uniform classification of book production statistics did not find the opportunity to do so, and so the matter was not presented.

The work of the International Catalogue of Scientific Literature has proceeded with such difficulties as might be expected from a new enterprise. The Smithsonian Institution has temporarily undertaken the work of a Regional Bureau in the United States with the hope that Congress will contribute the necessary funds for its continuance. The catalogue has been subscribed for in the United States to the extent of the equivalent of 71 sets, being over $30,000 for a period of five years. The first part of the volumes on chemistry and botany will appear in a short time, to be followed by parts on physics and physiology. It was found necessary to publish these volumes in two parts. The next publication will be the complete volume of mathematics, astronomy, meteorology, and bacteriology for 1901.

We recommend that the committee be continued.

SAMUEL H. RANK,
MARY W. PLUMMER,
Cyrus Adler,
Committee.

J. C. Dana read the

REPORT OF COMMITTEE ON CO-OPERATION
WITH LIBRARY DEPARTMENT OF THE
NATIONAL EDUCATIONAL ASSOCIATION.

Your committee sent the circular letter hereto attached to 67 of the largest normal schools in the country, taking one or more from each state.

To this inquiry were received 32 replies, all favorable with one exception, and offering, as the accompanying statement shows, a few suggestions for the modification of the proposed pamphlet.

To the inquiries at the end of the circular in regard to the librarians of normal school libraries were received a total of 32 replies which, being tabulated, make the following showing:

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Circular sent to Normal Schools.

This committee wishes to compile a brief outline of work for the normal school library. We cannot do this without the help of the normal schools themselves. Will you kindly answer the following questions and return this sheet to me as soon as possible? You may find it convenient to refer the questions to your librarian or to one of your teachers. The outline is to take the form of a small pamphlet, the title of which may be "Normal school libraries: an outline of work." What additions, changes, and omissions would you suggest to the following list of subjects to be treated?

J. C. Dana.

1. Book-making, including paper, type faces, type composition, printing and binding, machine and hand; book plates.
2. Differences between books as regards their making. Importance of buying well-made books. Care of books.
SECOND SESSION.

5. A lending system. Book cards, student's cards, professor's cards, special privileges.
6. The library rooms, location, size, arrangement, desk, cases, tables, etc.
7. List of books essential in a normal school library, reference books especially.
8. Elements of reference work; dictionaries, encyclopedias, annuals, periodicals, indexes, bibliographies.
10. Books for young people, lists, prizes, etc.; books and articles on the subject.
12. School-room collections, furnished by the school board or by the public library.
13. A general library in a school building, advantages, disadvantages, character, methods of use.
14. Possible relations of teachers with the public library.
15. Importance to teachers of collecting libraries of their own.
16. Do you have a librarian? Is the librarian a member of your faculty? Are students taught how to use a library? Does your course in literature include the study of books for young people?

We sent to 42 libraries the following inquiry: 

Please note the Ginn & Co. leaflet enclosed. If twenty or thirty of the leading publishers in the country will issue circulars of this nature, with attractive extracts, or notes on the use of books, reading, children, etc., would you circulate them from your library among teachers and parents? This committee proposes to ask publishers to issue such lists, and wishes to say to publishers that if such lists are issued librarians will be willing to distribute them.

J. C. Dana, Chairman.

To this we received a total of 28 replies, of which 20 were favorable.

We then sent to 40 of the leading publishers of the country a circular letter, quoting the foregoing inquiry, and adding:

To this inquiry we received 27 replies, of which 19 were favorable. We are confident that more than half of the libraries of the country, as our answers indicate, would distribute such circulars. We have in mind, as the inquiry indicates, little leaflets, attractively printed, containing brief notes about the use of books, and especially about the use of books by children, and by schools. We hope by the circulation of these among teachers to increase their interest in this subject. The American Library Association is not in position to publish and distribute widely, free of charge, literature of this kind. Recognizing the interest publishers have in the increase of knowledge of the importance of right reading by children, we have thought it probable that you would issue one or two special circulars as indicated.

You can get from principals, superintendents, and librarians, if you desire it, suggestions as to reading to be incorporated in these circulars. This committee will aid you in this if you wish.

Several libraries have made use of such material as we are speaking of. The leaflet published by Ginn & Co., called "Children's books; a list of books for supplementary reading and school libraries, arranged by subjects and graded" — is a good example.

Yours very truly,
J. C. Dana, for the Committee.

To this we have to date received 9 replies, all expressing a wish to be of assistance in the work we are undertaking, some of them asking for further information, some of them making helpful suggestions.

Your committee suggests that you, as an Association, endorse the plan of the publication of a small book or pamphlet on the subject of normal school libraries, with some reference to library work in general, and ask consideration of it by the Library Department of the N. E. A.

It is the purpose of your committee, if you thus endorse the general plan suggested, to present the matter to the Library Department of the N. E. A. and ask for their further assistance in the compilation and publication of such a pamphlet.


Miss Ahern: I would just like to say, in regard not only to this report but the one that was prepared under the auspices of the A. L. A. several years ago, and issued by the National Educational Association, that Mr. Shepard, the secretary of that association, has repeatedly told me that no publication which the National Educational association ever sent out created so much interest, was so widely read, or had done so much good, as this pamphlet on public libraries. I feel quite certain that if the Association backs up this suggestion of Mr. Dana's, as it did his other suggestion with regard to the other pamphlet, it will meet with the most
hearty reception by teachers and particularly
by the Library Department of the N. E. A.

Frederick J. Teggart read the
REPORT OF COMMITTEE ON HANDBOOK OF
AMERICAN LIBRARIES.

Your Committee on Handbook of American Libraries reports that progress has been made
during the year past on the collection of data.

It is, however, evident that because of the
failure of libraries to reply to repeated requests,
and for other reasons, it will be impossible to
make the material included complete, and this
being the case it becomes desirable to finish
the work with as little as possible additional
delay.

The data received have been put in definite
form and it is the plan of the committee to
submit the copy relating to each library to its
librarian during the current year.

After this revision the printing may be un-
dertaken. Your committee feels assured that
the handbook will be ready for distribution at
the next meeting of the Association.

Frederick J. Teggart,
Clement W. Andrews,
Thomas L. Montgomery,

Mr. Teggart: The feeling of the commit-
tee in regard to the handbook being ready is
contingent, of course, on the possibility of its
being printed. So far there has been no
definite scheme elaborated for the printing,
and it is perhaps unjustifiable optimism on
the part of the committee to hope that it will get
into print. However, the material will be
ready, probably by the end of the current
year.

President Billings: I think one reason
why definite arrangement has not thus far
been made for the printing is that no informa-
tion has come to the Council or to the executive
board as to the prospective size of the hand-
book, or its cost, or how much money should
be set aside for it. As soon as that information
is available, I have no doubt the matter
will be carefully considered.

W. I. Fletcher presented the
REPORT OF COMMITTEE ON INDEXES AND TITLE-
PAGES TO PERIODICAL VOLUMES.

W. I. Fletcher: The duties of this com-
mittee for the past year consisted simply in
issuing to publishers of periodicals a circular
which had been submitted to and approved by
the last conference and the handling of such
proposition as might result.

The circular sent out is as follows:

To the Publishers of

As a result of much dissatisfaction among
librarians with the irregularities and uncertain-
ities connected with the issue, by publishers of
periodicals, of title-pages and "contents" of
volumes, the American Library Association
has had a special committee considering the
subject with a view to drawing up a suitable
memorial to be presented to such publishers,
looking to the securing of more uniformity and
propriety in this matter. After mature con-
sideration the committee have prepared the
following recommendations as embodying the
minimum of improvements which may reason-
ablely be hoped for:

1. **Title-pages and tables of contents should always accompany the number completing a volume, and not the first number of the new volume.** There are several cogent reasons for this recommendation:

(a.) In many cases it is a serious detriment to the usefulness of a set in a library, if a com-
pleted volume cannot be bound until the receipt of the next number.

(b.) More important is the need that the numbers of a volume shall constitute the vol-
ume in its entirety, so that as they are bought
and sold there shall not be the necessity of handling also another number belonging to a
different volume in order to complete the first.

Now that libraries are buying periodical sets
and volumes in such large numbers for use with Poole's and other indexes, it is of great
importance to the book trade, as well as libra-
rians, and must have a real bearing on the
business interests of the publishers, that this
matter, often trifled with, shall receive due
attention. Publishers must come to feel that
it is necessary (which it generally proves not
to be) to delay a completing number a day or
two in its issue in order to insure its complete-
ness in this respect; the delay is abundantly
compensated for.

2. **Title-pages and contents should be fur-
ished with every copy of the issue of a com-
pleting number.** We earnestly believe that by
inserting title-pages and contents in all cases,
publishers will at once put a premium on the
preservation and binding of their magazines,
suggesting to it many who otherwise would not
think of it. In the long run the demand for
back numbers to make up volumes must more
than compensate for the extra expense of
putting in the additional leaves.

The policy of sending title-pages and con-
tents only to those calling for them is suicidal,
as it results in flooding the market with num-
bers from which volumes cannot be made up,
and by destroying the hope of making up sets
weakens the demand which would otherwise exist for volumes and numbers of the periodical in question.

If an alphabetical index, in addition to a table of contents, is furnished, which is the preferable practice, the former should be pagined to go at the end of the volume. When such an index is furnished, and no table of contents, the index should be printed to follow the title-page, in order that the title-page may be accompanied by other leaves to make a separate section, as suggested by the following paragraph.

3. As to the form in which title-pages and contents should be issued: they should be printed on a two, four, or eight-leaved section, separate from other printed matter, either advertising or reading. Nothing is more important in binding volumes than that none of the earlier leaves in the volume shall be single leaves pasted in. One of the greatest abuses of the book trade at present is the disposition to have title and other preliminary leaves pasted in. Librarians find to their cost (what is not so obvious to the book manufacturer) that this does not work. An absolute requirement for good bookmaking is that the first and last portions of the book especially shall be good solid sections, no single leaves, nor do most librarians or owners of private libraries like to include advertisements, in order to secure these solid sections for binding. We feel sure that it is abundantly worth while for the publishers to squarely meet this demand.

4. It is highly important that the section comprising title-page and contents (or index) should be secured by pasting or stitching to the number which it accompanies and not to be sent laid in loose. This last practice leads to the loss of many of these sections, which are invaluable later.

5. Admitting that there may be cases in which it is practically impossible to furnish title and contents with the completing number of a volume, we would recommend for such cases that such a separate section as has been described be made and furnished with the first number of the new volume, stitched in at its end, not at its beginning. The last named practice is likely to cause more trouble to librarians than any other that is common, as it is difficult to remove the section without making the number unfit to place in the reading room.

We would like to call the attention of periodical publishers to the difficulties arising from the common practice of printing some first or last leaves of reading matter on the same section with some pages of advertising. Most librarians prefer to remove the advertising leaves before binding the magazines. The practice referred to makes it necessary to bind in some advertising leaves or else take off and paste in single leaves of reading matter, sometimes three or four in one place, which is very

inimical to good binding. Publishers are requested to have all advertising pages printed on separate sections if possible.

Desiring to meet, so far as possible, the views of publishers in regard to the matters referred to above, the committee will be pleased to hear from any to whom this note may come.

WILLIAM I. FLETCHER,
ARTHUR E. BOSTWICK,
ERNST LEMCKE.

The circular was distributed to a number of the leading publishers of periodicals, but so far as I can now tell I believe the correspondence resulting is nil. We are sowing the seed, and I suppose we shall continue to distribute this circular where we observe examples of the errors which it is intended to correct.

CHARLES H. GOULD presented the

REPORT OF COMMITTEE ON FOREIGN DOCUMENTS.

The Committee on Foreign Documents begs to report, in the first place, that the "List of French Government serials" has been completed and published. In this connection it is the pleasant duty of the committee to remind the Association of the thanks due to the New York State Library, which has done the printing,—the "List" having appeared as one of the bulletins of this library.

The committee has also to report that material has been accumulated for a list of German documents similar in plan to the French list just mentioned.

What has already been got together would, perhaps, nearly equal in amount that of the French list. It comprises not merely German Imperial documents, but also those of Prussia, Saxony, Bavaria, Württemburg, and other states.

The committee is quite ready to endeavor to obtain additional material; but before doing so, and before preparing for the printer what is now on hand, the committee thinks it would be well to ascertain if, in the opinion of the Association, such a list of German documents would be of sufficient value to justify an attempt to arrange for its publication.

Respectfully submitted,

C. H. GOULD,
CLEMENT W. ANDREWS,
LUCIEN BRAINERD GILMORE,

For the Committee.
ROLAND P. FALKNER read the
REPORT OF COMMITTEE ON PUBLIC DOCUMENTS.
(See p. 92.)

W. C. LANE: Mr. Falkner's report is so full and interesting that I am tempted to ask for information in regard to two or three points. Is there any prospect at present for securing printed catalog cards for United States documents? I have noticed that a few come from the Library of Congress, but not very many. Secondly, just what is the cause of the year or two years' or three years' delay in the distribution of current documents? Is it because they are to be bound differently, or because they have to wait for other documents which are not yet printed to be bound with them, or is it simply lack of proper organization on the part of the Government Printing Office?

MR. FALKNER: I will answer the second question first. I think the reason for the delay is that these documents must be bound separately, as at present, during the session of Congress. The demands on the Government Printing Office are very urgent and pressing, and if they get off one edition of a volume bound in cloth, they put the rest aside until summer, when Congress is not in session and there is no immediate hurry. In regard to the availability of printed cards for documents, I understand from Mr. Ferrell that he has been in conversation with Mr. Putnam on that subject. Mr. Ferrell reported to me informally that he had come to the conclusion that, however desirable for practical reasons, in view of the enormous cost that would be involved it would be an impracticable proposition, much as he would like to see it carried through.

MISS ALICE FITCHENKAM: I would like to say, in behalf of Mr. Ferrell, that he would be willing to have such cards printed in the Government Printing Office if Congress would be willing to appropriate the money.

HERBERT PUTNAM: As to printed cards for public documents, I did have a preliminary word with Mr. Ferrell, but can merely say that no definite plan has been arrived at thus far.

ARTHUR E. BOSTWICK read a paper on
PAINS AND PENALTIES IN LIBRARY WORK.
(See p. 29.)

W. C. LANE: Mr. Bostwick's paper reminds me of what has taken place in the history of Harvard College. In the course of the eighteenth century, the earlier custom of corporal punishment gradually died out. Corporal punishment had previous to that frequently been administered in the library, in the presence of the president and fellows, preceded and followed by prayer. As the custom declined, the severer forms of corporal punishment were put aside, but the right of boxing the ears of the offender was expressly reserved to the professor in charge of the library. But as this declined, the system of fines—which Quincy, the historian of our college, calls "pecuniary mulcts"—came into use, and gradually a long list of offences, some thirty or forty in number, grew up, which were appraised at from "tuppence" up to several shillings an apiece. Quincy seems to think, however, that this system had little effect on the students, but was very annoying to their parents. That particular aspect of the matter, however, does not bear on the question of libraries. As a matter of fact, the fines still continue in Harvard College Library, but I think they have been discontinued in the other departments of the college.

For my part, in regard to what Mr. Bostwick says on the general question of fines gradually changing from a penalty to a payment for a privilege, I see no very strong objection to that taking place, so long as it concerns merely such infractions of library rules as are not matters of right or wrong or of injury. I see no reason why the detention of a book overtime should not be regarded as a privilege and charged for accordingly—at a sufficiently high price not to have it too long continued.

F. M. CRUNDEN: The true theory of library fines for undue detention of books seems to me that of compensation for injury upon the other persons concerned. In the first place, the fine acts as a deterrent, and it accomplishes this result with rich people almost as well as with poor. I believe that the richest people who use our library have just as much objection to paying fines as the poorer people. If there were no fines, everybody except the few conscientious people that are in every community would keep their books over time. The fine is a compensation to the other people who have been kept from using that book. The compensation that is given in the form of a fine enables the librarian to buy more books, which
is a sort of direct compensation to the other people. So much for the theory of a fine. It does not belong to any of those abstract principles that Mr. Bostwick lays down. It is simply a kind of compensation.

There were some other points that I have noted. One of them is the question of paying for duplicate books. I think that is perfectly justifiable. There is certainly no moral wrong about it, and there is a great deal less friction than if you buy a very limited number of copies of books and disappoint people constantly. The people are perfectly satisfied with this arrangement, and as the thing goes on I think we shall find that they will be more and more satisfied with this arrangement of using the fines to pay for the extra books. They would rather pay for them in this way than wait indefinitely for the comparatively few copies of new books that the library would be justified in purchasing otherwise.

C. A. Cutter: One suggestion Mr. Bostwick made I find very effective, namely, increasing the fine when I want to produce a special effect. For ordinary detention of a book beyond time, we use the ordinary fine,—two cents a day,—which, by the way, I do regard, as Mr. Crunden does, as damages, as compensation. In case a person keeps out overtime a book, after he has been notified that somebody else has asked for it, and has been told that he must return it within two days, the fine is made ten cents a day, and we exact it. Similarly, when the college girls go home for their vacation, if they do not return the books which they have had out on the last day, the fine is ten cents a day, and this rule is very effective in getting the books back,—although, in the case of the senior class, we have no means of enforcing it.

Dr. Bernard C. Steiner: It seems to me that Mr. Crunden has put the matter in the right way. I should regard the fine as reparation for a civil tort. There is a civil injury done; there is a damage committed, but not to the patron of the library, otherwise the fine should be paid to such patron. The damage is done to the library by making the library less able to fulfill its purposes because of the detention of that book on the part of the borrower who detained it. That being a civil injury, there is no difficulty with reference to the rule of punishment. I regard it not as a punish-

ment, as in the case of a criminal measure. It is a civil damage, a civil tort.

Another thing I wish to emphasize, is the necessity of making the persons receiving fines accountable. It seems to me, without having a cash register or going into all that minutiae, it is perfectly possible to have a system of accounting, so that if at any time it is desirable, the clerk who has received the fines may be held rigidly up to his account. In our library we have a daily return at night by the clerk at the fine counter, and while we do not verify that return every night, it is possible for us to go down in the morning and take the returns of two nights, before the library is opened, so that we can reach the amount of money received the day before. That is done from time to time, not daily of course, for it is not worth while to do that; but whenever it is desirable it can be done, and the clerks in charge of the fine drawer, not knowing when it will be done, are in no danger of being careless,—because in most cases dishonesty comes in the first place from carelessness. If we are to carry on business by business methods, as we ought, there must be an accountability at the fine counter just as there is at the librarian's office.

Dr. J. K. Hosmer: I sometimes have experiences which make me think we have been rather too quick in giving up the old Harvard College plan, to which Mr. Lane alluded. Our library is largely used by the pupils of the public schools. It happened not long ago—a sample of what frequently happens—that a boy of seventeen took out a translation and tore out some sixty or eighty pages from it to use as a "pony." He was detected in it. There is a severe penalty attached to such an offence, but our board was much disposed to be lenient towards him. They said they could not blast the prospects of the young man. So what was done? His poor father paid a dollar and a half for a new book, and his library card was taken away from him for a year. But he was not hurt at all. He did not pay the fine—it was paid by his father; and his father and mother and sisters all had library cards. So he suffered no penalty of any kind. My feeling at that time was regret that the boy could not have been called up in the old-fashioned way and received a good ferruling.

Harlan H. Ballard: I think, with regard to our library rules, that there is danger of
being too strict. The libraries are for the benefit of the public. One thing is certain—if in any community the fine list grows to an excessive degree, that is a proof that in that community there is a popular demand for a longer retention of the books, which ought to be granted. The object of a library is not to increase its circulation so much a year, but it is to give the books to the people for as long as they want them. I wish every library could at times take off all restrictions. That would be an ideal way, to let every person take as many books as he liked and keep them as long as he wished. We do that in our library, practically, so far as it does not interfere with others. That must be the one restriction. We often say to people when they ask us how many books they can take out for some special purpose: "Take as many as you like, and keep them as long as you want. If we have any need of them, we will send for them." That arrangement proves very popular, and I believe it is a just method. What is the reason that a man should be cut off from the use of a book in exactly fourteen days? It may be he is prevented from using it just at the time he expected to. He may have wanted to prepare an important speech or discussion, and the very day he needs to use it he has to carry it back. Consequently, I think the time limit ought to be extended as far as possible.

Mr. Fletcher: Mr. Cutter did not say all he might have said or all that I think ought to be said in favor of his own system. Our library has taken a leaf from his book, and we issue a large proportion of books on the principle that the person borrowing them keeps them as long as he wants to, subject to recall when anybody else wants them, but on such recall there is a fine of five cents a day if not returned. I think it might well be ten cents a day, on Mr. Cutter's principle. It works well. I want to say a word on behalf of a large section of the community which is well represented in western Massachusetts, where we have been making careful inquiries into the conditions affecting library work in rural districts. A great many people go to the library and take out a book and have to pay a fine on that book for detaining it. They come and take one more book and perhaps they have to pay a fine on that, and then they get tired and won't take out any more books. People do not realize how quickly two weeks pass, and borrowers, especially in the rural districts, are not in the habit of paying close attention to regulations of this sort and soon find themselves bothered with fines and give up using the library. This is a serious detriment to the usefulness of the library. Of course, under certain limitations, as in the case of libraries where ten thousand books have to circulate fifty thousand times in six months, there must be restrictions; but where you have a comparatively large library and a comparatively small circulation, as in most of our country districts, I think the time is coming when there will be no time limit, because when a book is wanted it will be called back.

A Delegate: Do you think that in country districts there is a large supply and a small demand?

Mr. Fletcher: Yes, in proportion to the demand, the supply is large. I have come to that conclusion from visiting one or two small towns where I had supposed that the small circulation was on account of having so few books; but I found their shelves crowded with books and very few volumes taken out.

Mr. Crunden: It has been said that libraries were for the convenience of the public. Yes, they are; but they are for the convenience of the whole public, not of a few aggressive, unconscientious people who will take advantage of any opportunities for cheating their fellow-members by depriving them of equal privileges. It would be impossible, or at least it would be impracticable, in a large public library with fifty thousand card-holders, for the assistants to remember that certain books are out and notify the persons who have them. The only feasible plan is to establish certain regulations and to live up to them, and the better you live up to them the less trouble there will be. When I took charge of the St. Louis Public Library I had probably, on an average, half a dozen people a day come to me and offer excuses to get their fines remitted. I never have anybody come to me now. Everybody knows that a fine has got to be paid and paid on the spot. There is no friction about it. Of course, people do not like it exactly, I know; but they know it is their own fault. That is the general principle that should be laid down in all library regulations, that the careless people must pay for their own carelessness and not divide up the penalty of their own
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carelessness among all the other people. If they lose books they must pay for them; if they keep them overtime they must pay for the privilege. I have found a few people who were not annoyed at being fined for keeping books out overtime. They have said, "Yes, I knew it. I am perfectly willing to pay the fine." But they are the exceptions. Most people prefer to escape fines by returning the book. The same principle goes into the question of making people pay for an extra card. If they lose their card in our library, they have to pay ten cents and then wait a week, and it is perfectly proper that they should do so. We find a double penalty necessary and thoroughly effective. In the case of most of the men they will pay the dime in a minute without much ado, but they hate to wait a week. In the case of women and children, they do not mind waiting a week so much as they do paying the dime. If a man could pay the dime and get another card some men would lose their cards once a month,—that is, they would leave them at home and go down to business and then come and get a book and pay ten cents for another card. In that way there might be ten or a dozen cards out in the name of the same person. But when a man finds that he has to wait a week before he can get another card, if he finds when he gets down to the office that he has left his card at home, he will go home and get it. Its saves the trouble of having so many cards out and makes careless people pay the expense of their carelessness, so that the stationery and clerk hire that is used in making out those new cards does not cost the library a cent.

JOHN THOMSON: It seems to me that one point has not been mentioned. Of course I think you must absolutely have a time limit. Fourteen days is just as good as twenty-one or twenty-eight days. To let people take out books and keep them indefinitely is an injustice to the others who go to the library. But there is a way of minimizing the fine, and that is by renewing the time that a book may be withdrawn. In most libraries, I presume,—certainly in our own,—the renewal applications are very large in number, and persons who want to use a book more than fourteen days can do so without paying a fine by sending in a renewal request for two more weeks. That application is granted without hesitation, provided the book is not wanted by some other reader. In that way those who want the books and are entitled to have them returned are protected from their being held out too long, while those who want to use the books can keep them without paying a fine by sending in a renewal application.

A DELEGATE: Would you give a renewal beyond four weeks?

Mr. THOMSON: If it is desirable and does not interfere with anybody else. We do not give renewal cards in the department of fiction; but on all other books we allow this privilege on a proper explanation and reason being given.

SILAS H. BERRY: There is another side to the question in the case of libraries that are institutional libraries, that deal with a membership that pay a fee. In our own case, that of the Young Men's Christian Association in New York, we found that our members objected to the idea of being punished as if they were naughty boys, by being compelled to pay a small fine. Therefore, in the drafting of our new regulations we have said nothing about fines; instead we have a charge, just as we have at our boathouse. Members are permitted to use a boat for an hour or two hours every day, and if they want to keep that boat out an extra length of time, they can pay twenty-five cents an hour and keep it out as many hours as they want. So they can draw books at the library, two at a time, and renew them by telephone, by postal card, or in any other way; but if another member wants to use a book and the member who has it does not find it convenient to return it, we prefer to think that he wants to use it and we charge him two cents a day for such use; and we devote the income to the purchase of popular books.

Adjourned at 12.10 p.m.

THIRD SESSION.

(NEW MAGNOLIA HOTEL, TUESDAY EVENING, JUNE 17.)

The meeting was called to order by President Billings at 8.30.

Hiller C. Wellman, president of the Massachusetts Library Club, spoke in
GREETING, ON BEHALF OF THE MASSACHUSETTS LIBRARY CLUB.

Mr. President and Fellow-Members of the American Library Association:

For the first time in its history this Association has chosen its place of meeting, not at the instance of an individual, or of a library, or of a city, but in response to the invitation of a library club representing a whole state, in fact, representing two states. Because of this circumstance it is my pleasant privilege, in behalf of the Massachusetts Library Club, to give you greeting. In the past an address of welcome has customarily been made by some speaker outside of the Association who has devoted his energies to extolling the noble average of brains and beauty presented by this brilliant body. I confess to a strong personal conviction on this subject, but I feel that it would hardly become a member to enlarge upon it.

In fact, though our feelings of welcome are warm, my words must be few, for I am unwilling to detain you from the program which is to follow. I wish simply to express the great and sincere pleasure which it gives to us of Massachusetts to welcome you to the state.

The pride of Bostonians in their native city has become proverbial; you have doubtless heard countless witicisms on this subject perpetrated at our expense. Imagine for yourselves, then, the delight we feel in initiating our best friends from every corner of the land into this paradise. And if you find that in any respect it falls below our heavenly ideal, be magnanimous, I beg you, conceal the fact as best you may and spare our images!

Parkman, writing of a period a century and a half ago, in referring to our cold and disagreeable temperament, says: "Then, as now, New England was best known to her neighbors by her worst side." May there be a ray of comfort for you, therefore, in the hope that on closer acquaintance you may find us not quite so bad as we seem.

This year the Public Library movement in America celebrates, in common with the nobly representative institution in Boston, its fiftieth birthday. From this conference we look back on half a century of effort and achievement; and nearly half this period has elapsed since the last meeting of the American Library Association in New England. At that conference held in Boston, twenty-three years ago, not one person in twenty attending this meeting was present, and the whole membership numbered less than two hundred. Two topics on the program, it was announced, would receive especial attention, and a discussion was promised both able and brilliant. These problems, it was understood, would be then and there settled for all time. The problems to be disposed of thus summarily were, first, the general subject of fiction in libraries and, second, the matter of children's reading. Owing to an unexpected vitality these problems are still with us to-day. Not all committees have been so frank as that appointed then to consider the exchange of duplicate books among libraries. Mr. John Edmands, in behalf of the committee, "begged leave to report their failure to accomplish anything." Those who since attacked the same problem have hardly fared better.

Yet it is encouraging, it is surprising, to review the progress which has been made during those twenty-three years. The final edition of Poole's "Index to periodical literature" had not then appeared; the "List of subject-headings," the bibliographies, and the other co-operative publications of this Association had not been issued.

Systems of classifications and details of library organization have during this period been elaborated and applied. Not only have public libraries multiplied all over the land, but the efficiency of librarians in reaching and influencing their communities has increased enormously. The scheme of co-operative cataloguing has at last, through the agency of the Librarian of Congress, reached a triumphant consummation. The age limit on drawing books in those days commonly excluded children. Not only has this restriction now for a long time been modified, but we have at last taken one of the most important steps of all in beginning systematic instruction of the community — through its younger members — in scientific methods of using a library. In short, no feature of our American civilization during the last quarter century has been more significant than the wonderful growth of public libraries.

One thing remains unchanged. The library spirit was the same then that it is to-day; and this fact is in large measure due to the influence of the American Library Association. There
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is excuse, therefore, for our affection toward this organization.

In recent years the Association has met in various parts of the country. It has enjoyed a generous and hearty welcome in the North, at Montreal; it has found an enthusiastic reception in the West, at Waukesha; it has delighted in the luxuriant hospitality of the South, at Atlanta. But nowhere, I assure you,—and I speak for Boston, I speak for Massachusetts,—in no section of this land is there in the hearts of librarians and people toward you and this Association a truer loyalty, a juster pride, or a more whole-hearted pleasure in your presence than here in the old Bay State. We bid you cordially welcome.

Dr. Billings then delivered the

PRESIDENT'S ADDRESS.

(See p. 1.)

Dr. C. W. Eliot, President of Harvard University, followed with an address on

THE DIVISION OF A LIBRARY INTO BOOKS IN USE AND BOOKS NOT IN USE, WITH DIFFERENT STORAGE METHODS FOR THE TWO CLASSES OF BOOKS.

(See p. 52.)

Adjourned, 10.15 p.m.

FOURTH SESSION.

(OCEANSIDE HOTEL CASINO, THURSDAY MORNING, JUNE 19.)

The meeting was called to order by President Billings at 10 o'clock.

After announcements by the secretary and treasurer, George Watson Cole read the

REPORT ON GIFTS AND BEQUESTS.

(See p. 97.)

W. I. Fletcher: I think we shall all be greatly interested in the summary on the last page of "Gifts and bequests to libraries." There is one item that may escape the attention of some, which reminds me of the old story current in our part of the country, that the farmers used to say that they would have their boys go to college if it took "the last cow in the barn." We note under Nebraska record of the gift of a cow—perhaps it was the last cow in the barn—for a public library in the community.

Dr. Steiner: I would make the suggestion that it would be well to distinguish between Mr. Carnegie's gifts which are accepted and Mr. Carnegie's offers. While, of course, the Carnegie offers are just as creditable to Mr. Carnegie's generosity, they do not show what the country has actually received. For instance, under the heading of Maryland, there are reported two of Mr. Carnegie's offers, one of which was refused and the other of which has not been yet voted on, according to the best of my information at the present moment. So, instead of there being recorded two gifts of Mr. Carnegie to Maryland, there has been as yet no actual gift to the state. There have been two offers, one of which has been refused.

Arthur E. Bostwick read the

REPORT OF COMMITTEE ON LIBRARY TRAINING.

At the close of the report of the Committee on Library Schools at the Montreal conference of 1900 various recommendations were made regarding the permanent status of this committee, providing that its work be laid out for it each year by the Association, that it should report on certain definite things, that it should visit existing library schools regularly, and that its expenses should be paid by the Association. It still seems desirable that this plan should be adopted, but as it has not been adopted, this committee is somewhat free to follow out its own line in preparing a report. The absence of a provision for paying the expenses of the members of the committee in visiting the various schools makes it practically certain that the report in this direction will be at best partial and unsatisfactory, and in the present instance circumstances affecting the individual members of the committee have made it unusually so. Only one member of the committee besides the chairman has been able to make such visits, and they have visited but two schools between them. Such features of these, however, as appear to be new, interesting, or striking in any way will be very briefly described.

The absence of any specific directions on the part of the Association, however, seems to make this an appropriate time to discuss such of the broader features of library training as it may appear desirable to touch upon. The way in which these features strike the individual
vary much with the personal and local standpoint and it has been thought best, instead of trying to generalize points of view so that this discussion may be incorporated in the committee’s report, to make the report brief and supplement it with short papers from such of the members of the committee as may wish to present them.

The library schools on which we are ready to report are as follows:

The Albany school has been visited by the chairman and by Mr. Green. Some features of special interest here are:

(1.) The inclusion in the course of instruction in business methods and office procedure, with a view to increasing its practical value. A modern library is a business institution and in most cases the librarian is its business head; yet too often he has had no experience in business methods and is apt to be impatient of what he regards as their red tape. This plan, therefore, is to be commended.

(2.) A course in methods of book-selection. This includes the preparation of what are known as librarian’s book-notes, giving such facts regarding a book and its author as will be of real help to a librarian in deciding whether he wants that particular book in his library. The course is most admirable as indicating to the student the lines along which his own practical evaluation of literature may most profitably proceed.

(3.) The inclusion in the course of novelties like the Belgian modification of the Decimal Classification, which even if not likely to be of practical use in the small library, broadens the librarian’s horizon and prevents his professional knowledge from becoming hide-bound.

In the report of his visit, Mr. Green commends the thoroughness and high grade of the instruction and the capabilities, spirit, knowledge, and aptitude of the staff. He says: “The students appeared alert and interested; to be working hard and with good results,” and he adds: “I wish that a few months’ apprenticeship in a good library could be added to the equipment of every member of a library school.”

The Pratt Institute School has been visited by the chairman. Recent features in the instruction that seem to deserve special mention are:

(1.) The construction of what Miss Plummer calls “ladders,” or graded lists of fiction “leading consistently from the reading of a third or fourth rate novelist to one of the first rank.” This is not only of the highest value as an exercise and as leading to a broader knowledge of fiction, but its results are destined to be of considerable use to the working librarian.

(2.) The construction by the students of a coronation picture-bulletin, which is really a collection or cycle of bulletins bearing on English history, from the earliest times to the present day. Although the ordinary library would scarcely undertake anything so elaborate, this is the last word in picture bulletins, and is a monument of careful and painstaking work.

(3.) The sending out of a circular to graduates, asking for criticisms of the course. The answers are considered in detail in a report read to the Graduates’ Association in January last, and it would seem that they have been taken seriously into account. The course has been modified in several respects on account of them, and where the criticisms seemed not to be well founded they are analyzed and discussed. This plan is highly to be commended as making for better instruction in the school, and for good feeling toward it on the part of the graduates, most of whom are now working librarians.

It is much to be regretted that the members of the committee did not have opportunity to make other visits. A report of course might have been made up from data obtained from correspondence; but it has been thought best to include only observations made during personal visits.

In closing, your committee would strongly recommend that the Committee on Library Training be set a definite task by the Association for the ensuing year, and granted an appropriation for carrying out that task.

Respectfully submitted,

Arthur E. Bostwick, Chairman.

President Billings: This report, I understand, is to be followed by brief statements from two members of the committee—Mr. Bostwick, the chairman, and Mr. Brett. I will now call on Mr. Bostwick.

A. E. Bostwick: What I have to add to the report of the committee is prompted by the fact, which seems in the highest degree unfortunate, that the large public library (I speak
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especially from my own experience) is not able to make the use of the library school graduate that it would like to do. The fact that it cannot, and the fact that some of us think this fact worthy of discussion, may seem to reflect in some way on the library schools. Nothing can be further from the case, and it is to put the case clearly, as it appears to some of us, that this brief statement is written. We are confronted, like Mr. Cleveland, with "a condition, not a theory," and the condition is this: the library school graduate demands a larger salary than the public library can pay in its lower grades, and it is rarely able to offer him positions in its higher grades. At present this is a misfortune for the library, not for the graduate, for the latter has usually no trouble in placing himself in the higher grades of some newly established smaller institution. At present there is no dearth of such institutions. But this state of affairs will not continue indefinitely, and library extension will some day reach a condition of stable equilibrium. It is of the status of the library school graduate at this time that I wish to speak, for it is not far distant, and some of its conditions may even now be present. It strikes me that we can get a clearer view of the situation by looking at the library profession, not by itself, but in connection with other professions and occupations, and in trying to formulate certain statements that will hold good for all. Any such statement will necessarily be only approximate, and will be open to objection, but I believe that there are a few that contain broad elements of truth.

All workers who are laboring directly or indirectly for the public must receive some kind of preparation for that work. This holds good for those who are practising the so-called learned professions, for teachers, for soldiers and sailors, and for those engaged in all the various phases of the production and distribution of articles in demand by the public. We can hardly expect that library work will be governed by different laws from those that govern the general class of occupations to which it belongs, or that training for it will follow other lines of development than those followed by similar kinds of technical education.

Training for library work is now accomplished by three agencies — the library schools, the apprentice classes, and the summer schools. The library schools are trying to do for librarianship what the law school does for the legal profession, West Point for the army, the normal school for the teacher, or the theological school for the ministry. That they do not yet fill exactly the same place as these institutions is evident from the fact that the other two agencies exist side by side with them. While the library-school training aims to be general, that of the class is commonly directed toward preparation for the special work of the particular library in which the class is held, while the summer school offers particular facilities for those who can give only vacation time to their work of preparation, and more especially to working library assistants who desire to perfect themselves in the technique of their profession.

That there is at present a place for all three, their continued prosperity sufficiently indicates. Yet that a work which is done in similar cases by one set of institutions should here require treble the number seems at least to offer a field for investigation.

Librarianship, as has been said, is simply one among a great number of professions or occupations that require both special training and general education. In the course of the latter certain features may be introduced that bear directly on the technical part of the training. This technical part may be acquired entirely by actual practice or partly by such substitutes for it as may be available in connection with the more theoretical part of the training. Thus the education of a person who expects to take up such an occupation may either be divided sharply into two parts—the general education and the actual practice of the occupation—or we may throw these more or less together by combining some general features with the theoretical part of the training, and supplementing it with a certain amount of practical work. The first is instruction by apprenticeship; the latter, instruction by a technical or professional school. The point that needs to be emphasized here is that the school instruction, though we speak of it as having largely supplanted apprenticeship, still needs to be supplemented by practical work before the person who takes up the occupation can be regarded as thoroughly trained in it. This is fully recognized in the learned professions. In law, the graduate of a law school is
glad to spend several years in an office at a nominal salary, or at no salary at all, in acquiring that experience without which his professional services would lack value. The graduate of a medical school is eager to obtain a hospital appointment where he spends his time in accumulating valuable experience at a small salary or without salary. The normal school graduate often begins his work as a substitute or waits for a year or more before securing a position. The newly ordained clergyman often goes into mission work or accepts the position of assistant at a nominal salary for the same reason; in almost every case he begins at least with a small pastorate. The graduate of West Point or Annapolis enters the service in the lowest grade for small compensation. The lawyer or the physician does not expect to jump into a lucrative practice at once; the clergyman does not complain because he cannot at once command a large church with a corresponding large salary; the normal school graduate does not ask to step into a principalship; the embryo soldier and sailor do not expect to be promoted at once to colonelcies and captaincies. This state of things is now pretty well understood and accepted. Yet it was not always so, and the tradition of the time when it was otherwise has not passed.

The college graduate, in the estimation of the newspaper paragraph writer, is still a youth who regards his education as finished and the honors and emoluments of any career he may choose as ripened plums ready to drop into his lap. That there is still some justification for these squibs is undeniable, for there was still an earlier time when he was in a measure justified in doing so. When there was a greater demand for college-trained men than could be supplied from the few institutions then in existence a college graduate was not so far out of the way when he regarded the world as at his feet. Then came a period of increase in the supply and of brisker competition; the conditions were altered, but the newly-fledged graduate continued to act as if they were still the same. Finally he accepted the situation and his self-confidence is now but a fading tradition.

As school-training for library work is of recent date, so we cannot be surprised to find that it has not reached the position of stable equilibrium just indicated. The library-school graduate is still either in the first or the second of the stages described above—in which of them statistics alone can decide. Probably he is still in the first or just passing into the second; in other words, his expectation of being able to earn his living by library work immediately after graduation without further experiential training is still justified or has been so until quite recently. That he has not passed into the third stage, where he realizes that such further training is demanded and accepts the situation, is quite evident. How many library school graduates are willing to serve in a public library without salary for six months in order to learn the special methods of that library and give proof of their own personal capability for the work? How many are even willing to accept positions in the lowest grade with salaries of $35 to $40 a month? The usual reply to such a proposition, "I cannot live on $35 a month," clearly indicates that they believe that the school training should render them self-supporting immediately on graduation.

Nothing herein contained must be construed as approval of any particular minimum salary. The point is that library school training has not yet reached the stage, from the economic standpoint of supply and demand, where training for the learned professions rested some time ago.

Is this mental attitude of the graduate justified or not? In other words, is he in the first or the second stage? If he is still in the first, that is, if he really is able to secure self-support within a reasonable time after graduation, he must thank the great recent extension of library work due to stimulation of public interest and to large benefactions. That he cannot rely on the large public libraries is evident from the fact that these are coming more and more to fill the higher positions by promotion. A vacancy at the top means a general moving up all along the line, and the final result is that the opening for the ambitious graduate is near the bottom. If he wants a higher place he must look to the newly created institutions. At present the supply of these keeps up bravely. The situation is as it used to be with law and medicine, when the graduate could always "go out West" and find a newly-founded town ready for his services. The West has now been well supplied with lawyers and clergymen for some time; it will also be-
come supplied with librarians. When the profession is filled with a solid mass moving slowly upward it will be as hard to get in at any place except the bottom as it now is in the learned professions — harder, for with them there is no formal promotion from grade to grade.

Then the library-school graduate will pass into the third stage. He will accept the situation just as the law-school and medical-school graduates have done. He will reckon beforehand not only on so many years in the library school, but on so many additional years during which it will be necessary to give all or a part of his services in return for the acquisition of experience. That the learned professions have benefited by the natural selection forced upon them by crowding is undeniable. That the library profession will similarly benefit seems certain. When the second stage comes, however (perhaps, as has been said, it is already here), when the confidence of the graduate in immediate self-support is no longer justified, we should do all in our power to make this stage as short as possible, and to hasten the period when the situation will be calmly accepted. When this has arrived those public libraries that now maintain apprentice classes may substitute therefor probationary classes without formal training and requiring a library-school certificate for admission. Members of these classes will be paid a small salary or possibly no salary at all during the probationary period. All the assistants in the ordinary library will be graduates and the raison d'être of the summer school will have vanished. Thus two of the present methods of library training will have given place to the third, a consummation devoutly to be wished.

[At this point the president withdrew, and the first vice-president, Dr. J. K. Hosmer, took the chair.]

Dr. Hosmer: I recall a reminiscence that I have heard of Dr. Oliver Wendell Holmes some twenty-five years ago. As vice-president of the Harvard Alumni Association, he was constantly called upon by the president to preside. He began his duties in this way:

"I ought to thank the president,  
He has kindly broken the ice.  
Virtue should always be the first,  
I am nothing but the vice."

I have but one clear idea as to the duties which I am to perform this morning, and that is to threaten well the people who are in the back part of the room. That, I notice, is one of the principal functions of the presiding officer. I wish to remark that if the people in the back part of the room manifest any derelictions they will find that the "vice" is a monster of most frightful mien. We are now, I believe, to hear from Mr. Brett.

W. H. Brett: When I accepted the honor of a position on the committee on library training, it was with the resolution that I would, during the year, visit each one of the library schools, but the pressure of unforeseen business engagements has prevented me from carrying this out. I have visited only one of the schools and that was due to the fortunate chance that business took me within reach of Pratt Institute. I am, therefore, unable to speak from personal observation of the work, and have been unable to prepare anything which I feel would be a valuable contribution in the subject.

W. C. Lane: Mr. Bostwick's paper was an exceedingly interesting one, but I think there was one point that he left out, which, to make the interest complete, should be added, namely, the fact that the successful lawyer or doctor, after he has served his apprenticeship, gets a very much larger income than the librarian. That point, it seems to me, has a decided bearing on the fact that we can expect a doctor and a lawyer to serve a good many years after his school training at a salary which barely supports him. I wonder if Mr. Bostwick thinks, or the company in general believe, that, as the condition to which he refers it attained, the rewards of the higher places in library work will be at all equivalent to those of the doctor and the lawyer?

Miss Ahern: I was very much interested in Mr. Bostwick's paper, but I am afraid we have come to a point where there is a little divergence. It seems to me that the line of comparison he made was too comprehensive. In the so-called learned professions, the lawyer and the doctor and the others of whom he spoke are not under a stated salary. In our own work the only legitimate comparison seems to me to be along the line of educational work. The salary of the school teacher who has re-
received a certificate from an accredited normal school is far beyond now, and always has been beyond, that which is offered to the graduate of the library school. While there is room for question as to the administrative ability, the power of personal direction, of the person in charge of a library or in the different positions in the lower grades, at the same time, the pressure, it seems to me, ought to come on the library schools rather than on the graduates of the library schools if we are going to compare with the normal school graduates, which to my mind is the only legitimate comparison. The pressure should be on the line of what the graduates of the library school really need. In most of the normal schools with which I am acquainted a certificate is not given to a graduate when the course of study prescribed by the school is finished. The graduate is expected to go into the field and show forth his fitness for the work which he or she has chosen before the certificate of the school is given. If the library schools were to adopt some plan of that kind so that there should be one or two years’ actual experience in a library of standard grade before the certificate is given by the school, it seems to me that there would be very little question of what the salary should be. That would rest entirely between the library and the student. But for a graduate — one who has received a certificate and has gone through the professional period — to go to a public library at a nominal salary, or no salary at all, seems to me most unfair to all concerned.

F. M. CRUNDEE: Since the matter of salaries has been raised I would simply say, for the encouragement of all, particularly the younger people, that during my time the salaries have been about doubled. I remember when I first went into the business that the salaries of the two men who then might be considered at the head of their profession were respectively three and four thousand dollars. Now, younger men in the profession are getting from five to six thousand dollars, and salaries among assistants have, I suppose, shown a somewhat similar increase. We can never expect, in work of this kind, — which must be in its basis more or less altruistic and regardless of pecuniary compensation,— the same pecuniary compensations that are to be obtained in other professions where money is the main pursuit, and where there are unlimited opportunities for making it. We must accept that fact. But there is no question about it, the trend of salaries is constantly upward and will continue to be so.

WILLIAM BEER: We have looked at this matter from the point of view of the library school graduate, but in the city of New Orleans there is a civil service law which, to begin with, prohibits the employment of any one not a resident in the city for twelve months. We wanted the services of a student who had had some years' experience in the library schools, but she had only lived for six months in New Orleans, and so was prevented from entering the examination and could not get on the list of eligibles. The largest employers of persons for library work to-day are the municipalities, and I think this Association ought to take some steps to look into the conditions under which municipalities are making it harder and harder every day for the obtaining of skilled assistants from the outside.

MELVIL DEWEY presented the

REPORT OF COMMITTEE ON A. L. A.
EXHIBIT AT LOUISIANA PURCHASE EXPOSITION.

MELVIL DEWEY: The committee seems to be generally agreed on two main features of the exhibit planned for the St. Louis exposition: First, a model library, which it is hoped will be built in the exposition park and used after the exposition as a branch library for the city; and second, a representation in that building, in its equipment and selection of books, of the best library thought of to-day. The committee feel that in this building there should be absolutely nothing commercial; that library appliances — stacks and pamphlet cases and the other devices that may be shown — should not be shown in the library building; but that in the library building itself there should be two special exhibits, one from the Library of Congress of the maps and materials connected with the Louisiana purchase, and the other a smaller collection of books of special interest to visitors to the exposition. The library should represent not only a model town library for a town or a small city, but also a branch library. This would provide a place where one could go and read or write letters, and be a kind of library headquarters. We consider it desirable to devote this building entirely to the educational side of our work, and to limit the exhibits
brought there to charts, photographs, graphic illustrations,—those having reference entirely to the present status of library science, and not to attempt the antiquarian or historical side of the subject. The feeling is strong that we should make an exhibit more for the public, and to influence the public to understand the function of public libraries, than for the librarians themselves. If librarians wish to study technical details, they will have other opportunities, and it is probably better at St. Louis to try and make an exhibit of interest to the general public.

Our other exhibit will be the much-talked-of "A. L. A. catalog." The initial proposition for this undertaking came up at the last meeting in Boston twenty-three years ago this summer. At the Chicago exposition in 1893, we were able to put out a tentative "A. L. A. catalog" through the aid of the Bureau of Education. That catalog was put out without any of the annotations which were essential to it, yet in spite of that Dr. Harris told me the other day that the more he handled the book, the more he was convinced that it was one of the most useful that had ever been published in this country. The demand for it is constant, and there is a still greater demand that it should be brought down to date. A supplement was put into the hands of a committee in 1894, and they have been working on it without appropriations and without salaries, as time could be given. Part of their material is ready for the printer, but the opinion of the Publishing Board and of this committee is practically unanimous that it would be wiser not to publish the supplementary matter, but from that and from the old book to prepare for St. Louis a new single catalog, that should bring up to date the best selection of books we can give for the average town library. Then comes the essential question of annotations, and our suggestion is this: many thousands of notes have accumulated, but it is impossible to annotate every title in the way it ought to be done, in time for the St. Louis Exposition. Our proposition is to use the best of the notes we have at present for the first edition, and then to follow up that first edition immediately by continuous work in editing until we finally have an annotation for every title that seems to require it. The plan is to print the classified catalog so that it may be delivered in sections. If any library wishes the section on education or science or biography, that section may be printed from the plates, providing also for an index which shall give the classification numbers.

The work has met with almost insuperable difficulties from the time it was first proposed. We have appointed committees and editors, but we have never had any appropriations. It has been purely a labor of love, except what was done in 1893 by the Bureau of Education. Mr. Putnam is willing to print this catalog, so that it will be printed and distributed from Washington, and that is the first great step. Such a work belongs in our national library, and now that we have a national library that we are all looking to as headquarters it is proper that this catalog should be printed there and distributed from that centre.

The second point is that just as soon as that book comes from the press the editors have got to begin on the second edition. There will have to be an editor who will give his whole time to it. He must devote himself to collecting suggestions as to books and materials for notes, and we may hope with succeeding editions not to bring out a series of supplements, but from time to time to issue a book that shall represent the best books that can be chosen, with the best annotations that our combined efforts can procure. I am convinced that there is no single publication that we can make, no single piece of work that this Association can do, that will do so much for the smaller libraries and for individual readers as a book of that kind.

Any further exhibition at St. Louis is dependent on the means at our disposal. I hardly think the A. L. A. has funds enough in its treasury to warrant us in making an appropriation for this purpose. The model library exhibit and the "A. L. A. catalog" will be the best exhibit that we can make. Beyond this the committee have only to report progress, and express the hope that we shall have funds to supplement this with the other exhibit.

H. L. ELMENDORP: There may be a number of the librarians present who would like copies of the old "A. L. A. catalog," which is, I believe, out of print. There are something like five hundred copies stored away in the Buffalo Library. The copies are in good condition and if any of you would like them and
be willing to pay the freight or express charges I would be glad to send them.

H. J. CARR: If Mr. Elmendorf will ask the Bureau of Education for a frank, the whole bundle of catalogs can be sent back to Washington, where any one can get them without expense.

W. I. FLETCHER presented the
REPORT OF THE A. L. A. PUBLISHING BOARD.
(See p. 83.)

W. T. PEOPLES read the
REPORT OF COMMITTEE ON RELATIONS WITH THE BOOK TRADE.

Upon receiving, in October last, from the secretary of the Association notification of our appointments as members of the Committee on Relations of Libraries to the Book Trade, steps were taken at an early date to acquaint the book trade of our appointment, and to this end the following letter was addressed to the president of the American Publishers' Association:

MR. CHARLES SCRIBNER,
President American Publishers' Association, New York.

DEAR MR. SCRIBNER: At the twenty-third general meeting of the American Library Association held at Waukesha, Wis., in July last, one of the topics considered and discussed was the "Relationship of publishers, booksellers, and librarians."

A full and complete report of the proceedings of the conference may be found in the Library Journal for the month of August last.

As a result of the very thorough consideration of the above-mentioned topic it was decided that the council of the American Library Association be requested to appoint a "Committee on relations of libraries to the book trade."

At a meeting of the executive board of the Association held on September 30th last, the following-named persons were selected to compose this committee:

W. T. Peoples, of New York, Chairman,
H. L. Elmendorf, of Buffalo,
W. Millard Palmer, of Grand Rapids,
John Thomson, of Philadelphia,
Miss Tessa L. Kelso, of New York.

It will be the province of this committee, not only to guard the purchasing interests of the various members composing our Association, but also to endeavor to promote amicable and harmonious relations with your Association as the representative of the book trade.

As chairman of the committee I am in receipt of several communications complaining of some of the inequalities existing in the new arrangement of issuing "net books."

These complaints cannot be enumerated here. The object of this communication is to acquaint your association of the existence of our committee.

I shall shortly ask you for a personal interview as the most satisfactory and expeditious mode of adjusting the complaints which have thus far come to our knowledge.

I am,

Very respectfully yours,
W. T. PEOPLES,
Chairman.

Through correspondence and personal interviews your committee has been constantly in touch with the Publishers' Association and individual members thereof, whereby the trade has been kept thoroughly informed of the dissatisfaction existing among the members of our Association, with the so-styled "net price system." In our first interviews we found considerable irritation existing, caused by what was considered to be erroneous and ill-advised statements by individual members of our Association. To a very great extent, we think your committee succeeded in removing these and overcoming a feeling at first inclined to resentment, until eventually we had assurances from leading members of the American Publishers' Association that they would listen to our appeal and at the same time favor granting us a concession in the way of an increased discount.

We then asked that a meeting of the Publishers' Association be called, that this matter might be considered at the earliest possible time. In this connection your committee desires to say that in all their interviews with the publishers they were careful to disclaim any desire to interfere with or injure the local booksellers in any way.

Various obstacles intervened to prevent the meeting of the publishers being held before the 27th of May last. In the meantime the annual meeting of the Pennsylvania Library Club and the New Jersey Library Association was held at Atlantic City. At their meeting the following resolution was adopted:

Resolved, That the American Publishers' Association be requested to consent that the dealers and publishers be permitted to give to librarians a discount up to 25 per cent. on net books.

The adoption of the above resolution had the effect of arousing and antagonizing the executive committee of the American Booksellers' Association. A meeting of that executive committee was held, and a memorial prepared addressed to the American Publishers' Association.
Among other things this memorial requested that the publishers instead of increasing the discount to libraries, should require them to pay the full net price for books. In addition this memorial contained other matter relating to libraries and librarians, which in our opinion is unworthy of a body of representative men, which we do not deem it wise to discuss at this time, and we regret to say that this memorial was signed by one of the members of our committee.

The outcome of the American Publishers' Association meeting, for which we had been laboring, held on May 27th, is shown by the following letter received from Mr. Charles Scribner, the president of the Association:

DEAR MR. PEOPLES: Probably you have heard that the Publishers' Association took no action upon the library question at their meeting, but this is to make good my promise to let you hear from me. In opposition to the suggestions from the library associations, the meeting held before it a request from the Booksellers' Association, enforced by some thirty odd letters from representative booksellers, to take away all discount from libraries, and to extend the protection over net books for another year. The meeting also had to deal with the price cutting in New York City, and other matters of importance. As a consequence of this situation it was resolved to take no action upon the library question. There is a desire on the part of some members that the library discount be increased, and I think it possible that some more favorable action may be taken at another meeting.

Yours very truly,

Charles Scribner.

In reply to an inquiry, we also received the following:

DEAR MR. PEOPLES: Replying to your inquiry concerning the last meeting of the Publishers' Association, I would write that the Association refused to extend the protection to net books beyond the one year now agreed upon.

Yours sincerely,

Charles Scribner.

Your committee respectfully suggest that the Association adopt the following resolutions for presentation to the Publishers' Association:

First: That the Publishers' Association having agreed to limit the net price protection strictly to one year, print on the back of the title page the month as well as the year of copyright, that all may know the date when the protection expires.

Second: That the Publishers' Association grant to libraries an increased discount over their present allowance on net books.

W. T. Peoples,
John Thomson,
H. L. Elmendorf,
Tessa L. Kelso.

MARTIN HENSEL: Most questions have two sides to them, but this one seems to have three, the publisher on one side, the bookseller on the other, and last, but not least, the librarian. Now, what the librarians want, I believe, is cordial relations with both and nothing else. The complaints in regard to library discounts come mostly, in the first place, from the booksellers themselves. They are dissatisfied with the conditions of things to-day. I was a bookseller myself for twenty-five years, from 1865 on, and I know something of the dealings of the book trade. To-day the libraries are among the best advertising and distributing agents that the publishers have, and I believe the relation between the libraries and the publishers is very fraternal.

The discount of ten per cent. on net books would be all right if the publishers did not raise the price on a good many books beyond what it should be. There are some books, I know, on which the publishers were compelled to raise the prices; but when they put a book that is listed at $1.50 long, at $1.35 net and give ten per cent. off of that, it makes it come to $1.22, or less than twenty per cent. of what the book really ought to be to the library. Now, all we want in this matter is fair play, and I hope the committee on the relation of the libraries to the book-trade will be able to give us the fair play that we want.

T. L. MONTGOMERY: I very much regret that this committee did not take some notice of the unwarranted attack made upon a member of this Association in the memorial prepared by the Booksellers' Association, and I would very much like to make a motion that any member of that committee who was in any way responsible for that attack upon Mr. Dewey should be expelled from this Association, if he is a member. I think that was the most dastardly attack that has ever been made upon any one ever connected with our Association.

W. I. FLETCHER: It seems to me very essential that we have a clear understanding of the points involved. As has been said, it is probable that really the most dissatisfaction that has arisen, and the most justifiable dissatisfaction, has been with the failure on the part of the publishers to reduce their list prices sufficiently to meet the reduction of the discount allowed. I have been told on behalf of some publishers that they are at last beginning
to recognize that a very strong case has already been made against them on those points, and they are prepared to yield something there. The other point is quite a different one — what the amount of discount shall be on those prices. The prices might remain if it is intended that the prices of books shall be raised all along the line, but if they do not intend to have the actual cost of the books raised, they certainly should give us more discount. Let us keep those two points distinctly in mind, and it is almost a matter of indifference to us whether the publishers approach the subject on one side or on the other, — whether they reduce list prices, as compared with former list prices, of books evidently of the same value, or whether, not reducing any more than they have done, they increase the amount of discount given to libraries. It seems to me we are in a position to demand that there be a more equitable solution of this matter on the part of the publishers in one way or the other.

It is very evident to all observers that this book trade reform is in an experimental stage, and that we ought to put up with it for a year. I say "put up with it," not to cast any approbrium upon the reform, because, on the whole, I myself believe in the reform, but I mean that we should put up for a year with the difficulties that some publishers tell us are incidental to the reform. It seems to me that the action we should take to-day is very fairly expressed in the resolutions offered by the committee, and I hope they will receive their proper reference to the Council and stand as the action of the Association.

Mr. Berry: We must not fall into the danger of thinking that the publishers are trying to make it easy for libraries to get books at the old prices. As a matter of fact, they have attempted to reduce the price of a dollar and a half book to a dollar and thirty-five cents in order to meet the difference in the present discount to the booksellers and the former discount to the booksellers, allowing a straight discount of twenty-five per cent. instead of forty per cent. as formerly. They are not trying to meet the difference between the former discount to the libraries of forty per cent. and the present discount to the libraries of ten per cent. It is the bookseller they are trying to protect, and the local bookseller needs the protection, as we must all of us believe, especially if we have ever had anything to do with the book trade. But what we want is a little more equitable distribution of the profits. The publisher is the gainer in the present raise of prices, and not the bookseller. The object of this raise was to give the bookseller a little more chance; but he is not getting it, and he does not feel satisfied about it, and he kicks the A. L. A. instead of the A. P. A. as he ought to do. I believe, however, if we treat this matter with moderation and care, as the committee has suggested, that it will be left on safe ground. The committee is favoring moderation, but it is also favoring action, and therefore I believe in its policy.

Hiller C. Wellman: The facts are clear; the only question is, what are we going to do about it? It is not surprising in any way that the booksellers send a petition to the Publishers' Association asking that no discount be allowed to libraries. They would be foolish if they did not, because they are in for making money. The action of the Publishers' Association is essentially that of a trust: it removes competition, and so of course the booksellers desire to give no more discount than possible. If there were any competition, you would not find a bookseller in the United States anxious to have a rule prohibiting him from giving a discount to libraries. It is a very peculiar business that cannot afford a discount to the purchaser who buys in the course of a year from a hundred to three or four or five thousand times as much as the ordinary purchaser, and certainly a business of that kind can be conducted at a smaller cost when $5,000 is involved than when $1 is involved. I think we all sympathize with the bookseller because I do not think he is making very much out of it either way. It is the publishers that are at fault, and the question is, what are we to do?

I think the first thing to do is to make the general public realize that the prices of books have been advanced about 25 per cent. It is a matter of supply and demand, and as soon as that fact is realized by the ordinary purchaser, the publishers will put down their prices. There is no question about it. Our first endeavor, I think, should be to get the matter aired in the newspapers. Not only libraries are suffering, but the public itself is being mulcted. The public has not yet realized that when "$1.35 net" is put on a book, the pur-
chaser is paying more than when $1.50 was the long price.

The second thing, I think, is that as an association we should take active measures for our own protection. The librarians of the country ought to combine to discriminate in making their purchases against publications that are obviously listed too high. In a very short time then the publishers would hesitate before putting too high a price on their books. I hope we shall take the matter up vigorously, because it is a thing that in the end will right itself without doubt. Our object should be to hasten the remedy as much as possible.

H. L. Elmendorf: I heartily concur in the report of this committee of which I am a member. I would like to give a little further information, and that is that the committee have every reason to believe that the Publishers' Association will make a moderate concession in their discounts. We have been so informed by individual members of the association. I want also to say today that a very great point has been gained in their refusing the request of the Booksellers' Association to extend the time of protection longer than the year proposed. Mr. Scribner was very definite on that point, that the time would be strictly limited to the time proposed, and that, I think, is a point which has been gained by your committee.

Then I want to speak of an impression that was given last night in our meeting that I think is entirely erroneous. It was stated last night that publishers considered the librarians to be of very small account. I can assure you that to my personal knowledge this is not the position of the publishers. In fact it is a consideration with a publisher before accepting a book and publishing it whether that book will be taken by the librarians. If it is a book that commends itself to the public libraries, the success of the edition is assured. It is the desire of the Publishers' Association to make this affair an equitable business matter between themselves and the libraries and the booksellers. They consider both parties as their customers and the matter as a business one. They certainly want more money for their books than they received at the time when they were all falling, for one reason and another, and there has been an effort on all hands to get for themselves first — besides incidental protection to the booksellers — a higher price for their books for their own protection. If this Association will take temperate action and will continue a suitable committee on this matter, I have no doubt but that a state of things will be reached by which the libraries will benefit very much more than they do under the present arrangement, and where the arrangement will be considered equitable on both sides.

Miss Kelso: This question is one of considerable interest to the publishers, but I think that the librarians should realize that after all their combined purchases are really only a small proportion of the publishing business of any one house. I think it extremely ill-advised for the Library Association to go any further into the discussion of what the publishers shall charge for their books. We overlook the fact that the publishers nowadays are spending thousands of dollars in advertising to make their books known to the general public, and their chief interest is in the sale of books to the general public. Thousands of copies are taken by the general public where hundreds are taken by the libraries, and that matter of fifteen or twenty cents a copy on the retail price is a matter that must and will remain in the hands of the publishers and booksellers. On the other hand, it is true that libraries are recognized by publishers as most valuable advertising mediums and promoters of the reading of books, and our great point should be to bring forward all the arguments to the publishers that we can, showing them this side of the question. I do not think anything is gained by finding fault about the prices; the presentation of the rights of the librarians should be put upon different ground,—the fact that they are large buyers. It does seem unfair that a library which often purchases more books than all the local booksellers in a community should not receive a proportionate discount.

I may say, too, that I think the bookseller is rather likely to want a new adjustment before the year has passed. We who know anything about the bookselling business to-day, know that it is simply impossible for the average bookseller to take charge of and care for properly the trade of a library, even of only twenty or twenty-five thousand volumes. What does he do? He cannot afford to make the prices, so he turns over the whole list to the nearest large
dealer or jobber, and this fact in itself is likely to result in the situation adjusting itself. It is the general opinion of large dealers and jobbers that librarians should have a much larger discount, because they realize so thoroughly and practically the failure that must ensue from this endeavor to make local dealers care for library orders from year to year. So I think that this matter will adjust itself, and the Association could well go on record and go before the Publishers’ Association with a temperate request for a definite discount, as large distributors and users of books.

Mr. Peoples: I think it is generally realized that during the past year individuals publishers have made errors in fixing the prices of some of their books. Of course, the American Publishers’ Association cannot go to the individual publisher and tell him at what price he shall publish a book. I know we have the sympathy of a great many of the publishers. Just previous to presenting my report, Mr. William H. Appleton, of the firm of D. Appleton and company, who is present, expressed to me his sympathy with our side of the question. Therefore, I trust that any action taken will be considered with moderation.

E. H. Anderson: I move the acceptance of the report of the committee and that the resolutions they offer be referred to the Council.

Voted.

Melvil Dewey: I think it is only right to call your attention to our peculiar relations in Albany. The state library is a distinct institution, like your libraries, but I am also director of the Home Education department. We have an appropriation of $60,000 for the benefit of public libraries. That money is assigned to public libraries, and it can be spent only for such books and at such prices as we approve. The law when it was passed distinctly authorized us to supply the books ourselves, instead of giving the money to the libraries. This plan has always been followed in Massachusetts, which buys books not only with the state aid, but also very often with local money sent in to secure lower prices. We discussed this matter at considerable length, and I urged that this should not be done—that we should not supply the books as authorized by law, but should turn this business over to the bookseller. We have always recommended to these libraries to buy of their local booksellers, provided they could get satisfactory service and the price that they wanted. We are compelled to certify that this money has been spent in accordance with the rules, but have been in an unusual degree considerate of the bookseller, and if subject to criticism it would be for regarding him too much, not too little. We often buy for our own use ten sets of a single traveling library. We also have bought fifty or one hundred copies of a very few English and American classics regularly studied in our schools, and lend these to students unable to supply themselves. We have a perfect right to sell any of these, but have never done so except that we had about five copies of four books some ten years ago of which some were sold. These are the collections which have been used to furnish a text for the recent attack on me personally by the Booksellers’ Association. They guessed that as we bought duplicates we sold them, but they never took pains to ask, but printed an explicit statement wholly inconsistent with the facts. Now that they are made public we shall wait with interest for the apology which gentlemen always make when they have made unwarranted and offensive and harmful statements under a misapprehension of the facts. I should not have mentioned this subject had I not learned that many people were stoutly defending us for adopting the Massachusetts plan of supplying books when in fact we have never done so, though we have it urged on us as a duty to the public.

The Publishers’ Weekly—and my relations have been most friendly with the office of that paper—has always misrepresented what I have said about the function of a library. I was asked to prophesy what was going to happen in the next century, and I prophesied—and I still believe in my prophecy—that the library is to follow exactly in the steps of the development of the public school and public education. I claimed that the tax-supported high school had displaced the private school carried on for the personal gain of its teachers, and the tax-supported library is displacing the circulating library and is being supported at public expense. It is absolutely free. We cannot stop this movement. I have never tried to help that movement on, but I predict again that this is inevitable. When the high school, as it has done in so many cases, gave a better
course, with a larger faculty and a better equipment in every way than the private school, the pupils of the private school went over to the high school. The high school is an institution of which we are proud, and the public library is following on the same lines.

You cannot replace a stage-coach with the trolley line without injuring the business of the stage driver. To help people buy and own the best books, I, have always contended is a peculiarly good thing. A book owned is a great deal better than a book loaned. We must work back from our local library to the library in the home and in the house and in the library of the individual. That means the owning of books, and the books must be gotten from the publisher to the person who is to own them. I have always made this qualification, that the bookseller may continue to live in the larger towns, but he has already disappeared from the smaller towns. It is as foolish to hope for the revival of the competent bookseller in the little community as it is to restore the stage coaches.

Now, I have never said this before, but I am going to say it, that there are booksellers who, instead of being the strong allies of good reading are the worst enemies of good reading. You know men who are so-called booksellers, who sell tobacco and cigars, etc., and who will sell the very worst publications quicker than they will sell the best literature if they can get five per cent. more profit. There are men claiming the privilege of retail booksellers who have no education and no ethical standards. They say, "Our only concern is dollars and cents." They would just as soon sell whiskey at one end of the counter and tobacco at the other. They handle the cheapest commercial literature and they sell it whenever they can make one cent more profit than in selling the best editions. The bookseller of the old standard, aiming to educate and uplift the community, belongs with us. He ought to be a member of this association. But we would be cowards if, because a man who says distinctly, "I have no interest except to make dollars and cents," puts on his sign, "Bookseller," we should admit that he should take his place with us as a member of a profession which we honor, in which we mean to work, and in which we mean to maintain our self-respect.

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**FIFTH SESSION.**

(Oceanside Hotel Casino, Thursday Evening, June 18.)

The first part of the evening session, from 7.30 to 8.30, was conducted by the officers of the Bibliographical Society of Chicago. It was opened with a paper by Carl B. Roden on

**The organization of bibliographical work in the past.***

Mr. Roden briefly outlined the three bibliographical enterprises, now in existence, which are engaged in international bibliography, viz., the Office International de Bibliographie, the International Catalogue of Scientific Literature, and the Concilium Bibliographicum. "The first of these is the most ambitious, its goal being nothing less than a general international bibliography; the second limits its scope to the literature of the sciences; the third to that of one science only." From the kindred work undertaken independently by these three bodies it was evident that the scientific world had awakened to the urgent necessity of prompt and effective bibliographical effort.

Aksel G. S. Josephson followed with a paper on

**Plan for the organization of an institute for bibliographical research.**

(See p. 61.)

President Billings called the meeting to order at 8.40. The secretary announced that the

**Election of officers**

would be held on Friday morning between 9 and 12 o'clock. The tellers were announced as Malcolm Wyer and George H. Stockwell.

Charles F. Burgess read a paper on

**Selection of technical and scientific books.**

(See p. 56.)

Edwin H. Anderson: I would like to ask when this list to which Professor Burgess refers will be available, and by what means libraries will know when it is available.

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*Mr. Roden's paper was a review, from material already in print, and was not intended for publication.*
Mr. Burgess: It is hard to say when the list will be available. I expected to have it some time ago. We will make a great effort to have it out within a month or so, but in what way it will be published I am unable to state. It may be that our society will issue it, and your president has suggested that possibly this Association might be willing to take it up and publish it in connection with some of their other publications. We should like to have it published in the way that it would do the most good.

President Billings: When the list is finished it is probable that the Publishing Board of this Association can find a way to bring it to the attention of libraries. I am somewhat familiar with the Correspondence Schools of Scranton, and I have taken the trouble to look at their books, and I regret that I cannot concur with Professor Burgess as to their great value. I think his committee will be able to get a much better list of books than those books will give them.

N. D. C. Hodges spoke on

**THE SELECTION OF SCIENTIFIC BOOKS.**

As a general statement, only the larger libraries can care for the needs of trained engineers — taking engineers in the broad sense to include chemists and all graduates of technical schools. These experts want the sets of transactions of engineering societies and the sets of technical journals. The cost of these in any completeness precludes the possibility of their being on the shelves of a small library. The small library can supply the systematic treatises, more or less popular, on the different branches of applied science. These treatises are always somewhat out of date, are generally a year or two behind the periodical literature, but they serve the purposes of the artisans, the amateurs, and the general readers. Engineers appreciate that they are hardly competent to judge of literature of this kind. It is not written for them, and is of very little service to them. Information on a good many side subjects, such as basket-making, printing, and the allied industries, lithography, is sought at a public library, either in treatises or recent volumes of trade journals, or it may be that everything that is wanted can be found in the Universal Encyclopedia. The "Encyclopedia Britannica" articles are too technical for the average public library patrons. It would be presumption on my part to suggest a list of books for the technical room of a public library. Such a list has been under consideration by a committee of the Society for the Promotion of Engineering Education. I will only say that we do not like to purchase any technical books if the copyright dates back more than three years. Such books quickly become dead books — the *Makelatur* of the Germans.

We opened in March a Useful Arts’ Room at the Public Library of Cincinnati. We have in that room the current numbers of 140 scientific journals. We have also the scientific books and the recent volumes of patent specifications and drawings, and the necessary patent indexes. I would be inclined to buy for the average public library the books of the day, making the best selection possible in all lines of applied science. At one time these would run to automobiles, at another to wireless telegraphy, and at a third to liquid air. In five years whatever is purchased should be handed over to the junkman. There may be some money loss in the transaction, but this will be made good by the gain of freedom in your habits of thought and action. There are a few standard works on engineering which have longer lives, and which should be on the shelves constantly. But if any one is to use these standard text-books it will be necessary for him to buy his own copies. A public library can seldom supply text-books to those who are studying.

A paper by W. Dawson Johnston on

**THE WORK OF THE DIVISION OF BIBLIOGRAPHY OF THE LIBRARY OF CONGRESS,**

(See p. 63.)

was presented, in Mr. Johnston’s absence, by Herbert Putnam.

C. W. Andrews spoke on

**A PROPOSED BIBLIOGRAPHY OF BIBLIOGRAPHIES.**

Mr. Andrews: The first bibliography of bibliographies known to me was published in the seventeenth century and since that time so many have been published as to call for the preparation of a guide to them, which was done by Mr. A. G. S. Josephson in his pamphlet entitled "Bibliography of Bibliographies chronologically arranged.” The necessity for or possibility of such a guide is so foreign to the ideas
of the reading public that some well-educated people, including at least one librarian, have failed to understand this title and have assumed that the list is another one of the works which it records. It might be better, therefore, however forced it might seem, were the title given in full as a "Bibliography of bibliographies of bibliographies," or to expand one of the titles quoted in it, "A book about books which relate to books about books." Or perhaps a mathematical expression may be allowed and the title expressed as (Bibliography) 4.

Although this work records 156 titles, yet the larger part of them are either general or deal with the literature of special countries rather than with that of special subjects. Only five treat specifically of the bibliography of science; one is dated 1863, another is six pages in length, while the other three treat of individual sciences. Some of the more general lists of subject bibliographies, especially those published by the Harvard College Library at intervals up to 1891, by the Boston Public Library in 1891, and the New York Public Library in 1899, are valuable aids, but less so in science than in other fields. For these reasons it has seemed to us that the publication by The John Crerrar Library of a "List of special bibliographies" would fill a gap and serve a useful purpose. The list, which will be issued early in the fall, is essentially a reprint of the 016 section of the classified catalog and gives not only the distinctly bibliographical works on each subject, whether periodicals or monographs, but also the titles of works which contain bibliographical material thought to be of interest either because of the number of titles given or the minuteness of the subject treated. It includes also general indexes to periodicals covering more than a single year, whether the periodicals contain bibliographical material or not, and further the catalogs of special libraries which often are valuable bibliographies. Its scope of course is that of the library, and practically includes all science in its broadest sense, except philology and medicine, or, as we express it, "the social, physical, and natural sciences and their applications." The list is much fuller than the library bulletins which have been mentioned, and so far as the incidental bibliography brought out is concerned, is approximately of the same class as the bibliographical notes made by the Library of Congress and Harvard University. Still it is very far from being a complete presentation of all bibliographical lists; for while it will give about 3,000 references in the main work and about 150 in the appendix, de Margerie's "Catalogue des bibliographies géologiques" contains almost 4,000 titles on geology alone. The latter includes, it should be said, besides much material classed elsewhere in more general lists, periodical articles, "lists of works by the same author," and much other material of like unimportance. The list is to be indexed both by authors and subjects, using for the subject entries the catch words occurring in the titles and perhaps even in the contents notes. We may, therefore, hope that it will give assistance even in such a case as that of gilds, on which no special list is known to us, except one prefixed to a chapter in a larger work.

W. I. Fletcher read a paper on

THE WORK AND PLANS OF THE PUBLISHING BOARD.

The Publishing Board came into existence in 1886, but was prefigured in the arrangements made ten years earlier for the production of the new edition, published in 1882, of Poole's Index. Dr. Poole at the first meeting of the A. L. A. in 1876 proposed his scheme of collaboration for the preparation of this work, which met with an enthusiastic response; and it was perhaps not so much the success of the method of collaboration as applied to this particular work as it was the spirit of earnest united effort among librarians which was thus manifested, that led directly to a more formal organization for the furthering of other similar undertakings.

From the first the Board has been at work on co-operative cataloging, attacking the catalog problem at two points which may be called its right and left wings. For the right wing, there is the furnishing of printed cards to supersede the necessity of each library doing original cataloging work, and so effect an immense economy. This phase of the Board's work, while always recognized as one of extreme importance, was, not unexpectedly, found to be one of great difficulty. At last it seems that the chief difficulties have been met, and through the instrumentality of the Library of Congress, the libraries will long be supplied with catalog cards not only for new books, but for the great
number which are common to the general run of libraries. This undertaking on the part of the Library of Congress is so great that it will be natural for that library to leave to others, working through the agency of the Publishing Board, the furnishing of cards for analytical entries for sets, the Library of Congress itself using our cards of this kind. The Board's work in this matter of analytical cards for sets of periodicals and serial publications not covered by such indexes as Poole, the Cumulative, or the A. L. A., is well established and is going on on a firm basis.

But there is a point, not clearly established, at which libraries will naturally stop in the matter of analytical cards; or more properly there is a large field of analytical entries better covered by indexes in the form of printed books. The distinction here made is clearly brought out by observing that while many libraries were making analytical subject cards for articles and periodicals before Poole's Index was published, few would now look with anything but dismay on the discontinuance of the several good periodical indexes now published, and the consequent necessity of making analyticals for periodical articles. The "A. L. A. index" is being more and more widely accepted as carrying the same principle into the field of general and miscellaneous literature, and few libraries now beginning to make a catalog will make card analyticals for the books covered by that index or would fail to consider the "Index" immensely superior to the results of such analytical work as they could do in its absence.

A more striking example of the value of this part of the Board's work is found in the "Portrait index" soon to be issued. Years ago some libraries found it worth while to attempt to make analytical cards for portraits in collections. This was done to a large extent in the Boston Athenæum and the entries there made form a basis of the material accumulated under the editorship of Mr. Lane for our "Portrait index."

I have thus shown how the Board's work attacks the right wing of the catalog problem by supplying printed cards where that method seems the wise one, and the left wing by the issue of printed index volumes to take the place of elaborate and voluminous analytical subject cataloging.

Beyond this work, which may be regarded as "co-operative cataloging," the Board has on hand several important undertakings. Its annotated lists (1st) of "Books for girls and women and their clubs," (2d) of books on the fine arts and music, and (3d) of the "Literature of American history," represent an effort to provide for the evaluation of literature, an effort owing its initiation, as well as substantial financial support, to Mr. George Iles, whose endowment for this part of our work exceeds $10,000. Then there is the issue of "library tracts," intended to comprise a series of brief handbooks on the best methods of starting and organizing libraries. The name "Tracts" suggests the missionary aspect of this series of publications and they are intended to be used in arousing interest in library matters where such interest does not exist, and second, to give the necessary and helpful direction to those who are engaged in the beginnings of library work. These "tracts" will find their best use in a free distribution by the various library commissions.

My purpose has been to show the general trend thus far of our work and to emphasize its value. But I am to speak of not only the "work" but the "plans of the Publishing Board." You may well believe that this portion of my paper, if written in anticipation of this meeting, had to be rewritten. Of course what is now expected is some indication of what use the Board will make of the income assured to it by the munificent gift of Mr. Carnegie, announced to us in the address of our president. We may well suspect that we have to thank Dr. Billings for more than the bare announcement.

A fair consideration of the work lying before the Board can only be had by looking over a larger field. Mr. Carnegie's gift to the Association for the work of the Board was made after deliberation on the part of the officers of the new Carnegie Institution as to the possibility of including in the scheme of that institution a department of bibliography. That question is, as we understand, not yet determined. But it is practically determined that should the Carnegie Institution undertake such work, its scope would be such as not to include the kind of work to which the Board principally gives its attention; it would rather be in the field of bibliographic research — the advance-
FIFTH SESSION.

ment of knowledge. Should the Carnegie Institution develop its activities along this line some of the undertakings contemplated by this Board might naturally be turned over to that institution. The field of the Board's work would thus be limited, as indicated in the terms of Mr. Carnegie's gift (terms nearly identical with those used in presenting the matter to him), to the preparation and publication of reading lists, indexes, and such other bibliographical and literary aids as would be specially useful in the circulating libraries of this country.

In passing it may be well to remark that the scheme for an American Bibliographical Society might be held in suspense until, in case the Carnegie Institution enters at all the bibliographical field, it shall be seen what ground remains for such a society to work in between the Carnegie Institution on one hand and the Board on the other.

There has not been time since the Board was informed of its present good fortune to formulate any definite plans for its future work. Only a general answer can be given to the question, "What are you going to do with that money?"

In the first place this increased income will enable the Board to maintain a decent office equipment, including personnel. What it has long needed is a paid executive officer to do much of the work which has devolved on the members of the Board, which has become, with the growth of its work, too onerous to be so carried. Probably it is safe to say that one-half of the increased income of the Board will be absorbed in promoting, in this and other ways, its general working efficiency. As to the publications which it shall issue, attention should be called to the fact that, as shown by our report, several important undertakings are immediately before us, the proceeds from which will be received only after considerable delay. The new financial basis of the Board will prevent the necessity of delays caused by financial inability, to meet the necessary expenses of editing and printing.

The "Portrait index" is nearly ready for the printer and the printing can now go forward without fear that the Board's treasury will be swamped.

The "A. L. A. catalog," in its new edition, must be prepared at once if it is to be ready for the St. Louis exposition, and a considerable sum can be very wisely expended in facilitating this work and making the annotations as complete as possible.

A new catalog of reading for the young, including copious annotation and an index to juvenile periodicals, is also much called for. Additional "library tracts" to a considerable number may also be printed.

Mr. Iles's scheme for the evaluation of literature may be thought of as one of those things which the Board may now carry without difficulty into the many fields not yet covered by it. But when it is also observed that the volumes already issued have been made possible only by gifts from Mr. Iles, far exceeding what the Board could supply even from its increased income, it is evident that the continuation of this scheme on the same high level of editorial merit calls for further special financial support of the sort of which Mr. Iles has furnished so brilliant an example, or may perhaps come properly within the province of the Carnegie Institution.

GEORGE ILES spoke on

GENERAL BIBLIOGRAPHICAL WORK.

Four years ago a "Guide to the literature of American history" was undertaken by this Association. The task of general editorship was accepted, at our request, by Mr. J. N. Larned, he giving his services without charge. Until eighteen months ago, when the manuscripts were finished for all departments except that of Canada, the work was under Mr. Larned's direction; since that time it has been completed and carried through the press by Mr. Franklin O. Poole and myself. The book is now before you and I trust that you will find it worthy of the sponsorship you have assumed in giving it to the world.

At first the work was planned on a much smaller scale than that to which it finally grew. A selection of about one thousand titles was contemplated in the beginning, and a provisional list was made up on that view, printed as a pamphlet, and submitted for amendment to many of the leading scholars, teachers, and critics of the country, whose co-operation was sought. From among these a large staff of highly qualified contributors was engaged. Some historical writers and students, whose services were greatly desired, could not be se-
cured; but, on the whole, a more satisfying enlistment of special scholarship for the critical work wanted, in the varied fields of American history, could hardly have been achieved. With advice and help from many of the contributors, and with much careful study of such extraordinary labors in the bibliography of American history as those performed by the late Justin Winsor, the list of titles was thoroughly revised, after a conclusion to enlarge it to the full limit of need had been reached.

To secure for every book so listed a descriptive and critical note from, as nearly as possible, the best qualified pen in America proved a difficult task and consumed much time. It was found that when the titles had fully gone their rounds there were a good many books that nobody cared to deal with, but which had to remain included nevertheless. There was nothing for it but to draw upon trustworthy criticisms in print, or to engage critics who would read these works afresh for the bibliography.

The actual gathering in of contributions was slow work. Every man of mark in America has too much to do, so that there was inevitable and sometimes serious procrastination. Often the galley-proofs came back with corrections so radical as to show a keen sense of responsibility in the contributors. Signing their notes as they did, and usually from the chairs of leading colleges and universities, they endeavored rather to voice the view of a judicial bench, to give us "the consensus of the competent," than to utter individual opinions. And this is just what "appraisal" means. The Guide may disclose faults on careful examination, and similar books in time coming may be better in detailed particulars, but just as it is, this work marks an immense forward stride in librarianship. It brings the seeker to the knower more helpfully than in any preceding aid of the kind; it affords the reader or student anywhere access to the most trustworthy adviser who could be impressed for his service. A supplement to the Guide is in hand; its titles and notes for 1900 are completed; those for 1901, to be incorporated therewith, are in preparation. The main bibliography and this continuation of it will, I trust, be the first steps in the systematic appraisal of the whole working round of our literature. How may further steps be taken? Pray permit a suggestion or two.

It has long been a dream of this Association that there might arise a Library Institute to conserve and promote the interests of public libraries as a whole. In such an Institute might be shown everything to inform the founder or builder of a public library, whether plans, elevations, fittings, or the like; together with the fullest help for the librarian by exhibition of approved methods of administration, of all aids adopted in the best practice. At such a central home might be conducted the co-operative cataloging which does so much to unlock the treasures of periodical and official literature. In this Institute might well be prosecuted the work so happily inaugurated by Mr. Learned. The officers in command of "appraisal" should have a constant outlook upon the field whence to draw their critical forces, and should have the experience necessary to give accuracy and despatch to the mechanical side of the work. These officers and their staff might be organized somewhat as are those of a great critical journal, everybody's whole time being engaged for the allotted task.

All this demands a large endowment. In seeking that endowment it is first needful to discuss plans and methods to the end that the best may be sifted out and formulated. There can be little doubt that the wealthy and generous men who have done so much for the creation and extension of public libraries, so much for the most fruitful acceptance of literature by all the people, will provide the keystone for an edifice already without parallel for the sagacity and munificence displayed by its builders.

JOHN THOMSON followed with a

REPORT ON INCUNABULA LIST.

When the Free Library of Philadelphia came into possession of the collection of incunabula gathered together by Dr. W. A. Copinger, it was thought desirable to get together a hand list of other incunabula in this country so that it would be known where copies could be consulted by students if the owners were willing. Lists were sent out to a large number of persons inviting information, and each owner was requested to give a variety of particulars, including the title of the book, the name of the printer, place and press, with date and name of author (where given) and references to Panzer,
Hain, etc., where practicable. Answers were received from 33 libraries and 20 private owners, and the number of books reported on amounted to 2,417, 2,273 of these belonging to the libraries, and 144 to private owners. Several private owners declined to give the information, on the ground that it was very undesirable to let booksellers have full particulars of any particular individual’s collection, as if it were known what were the lacunæ in any owner’s library, the chances of filling them up excepting at a high price were lessened. The appropriations made to the Free Library were considerably reduced during the years 1901 and 1902, and it became necessary to abandon the execution of various hand lists and bulletins, which, however much they were wanted, could only be completed and printed at some considerable cost. The hand list of incunabula was, therefore, laid aside for these reasons only.

If the Bibliographical Society of Chicago or its successor (should there be an American Bibliographical Society established) would be willing to undertake the completion and printing of this hand list, it is not to be doubted that the trustees of the Free Library of Philadelphia will cheerfully authorize the particulars of information already gathered together to be handed over to such society. In this way, the work already done would be utilized and I for one should be most willing to co-operate with those who shall undertake the work and give of my services as best I can to make the hand list valuable and complete.

The collection in the Free Library numbers 517 volumes, and amongst the particulars given of other collections may be mentioned: 136 volumes in the Columbia University Library, 132 volumes in Cornell University Library, 257 volumes at Harvard, 279 in the New York Public Library, 336 in the Union Theological Seminary at New York, 97 at the Newberry Library, 85 at Princeton, 50 at Hartford Theological Seminary, and 68 in possession of the Grolier Club.

Probably it will be felt by the great majority of those whom I am now addressing that this mass of information ought not to remain unused. The Free Library will only ask that due recognition of its preliminary work be given in the introductory remarks to the hand list when it is published.

Adjourned 10.05 P.M.

SIXTH SESSION.

OCEANSIDE HOTEL CASINO, FRIDAY MORNING, JUNE 20.)

President Billings called the meeting to order at 9.20.

The secretary, after announcement, read report of business transacted by the Council.*

J. C. Dana: I would like to bring up the matter of the relation of the public libraries to the book trade, and if I may be permitted I would like first to call your attention to the resolutions in the report of the committee on this subject, which were received yesterday and referred to the Council. The gist of this report is found in the two resolutions at the end. Whether or no these resolutions will be passed by the Council, of course, we have no assurance; and even if they should be, I have a feeling — and it is a very strong one — that the passage of these resolutions by the Council would not be as effective as some action by the Association itself, dealing directly with this matter. I have talked with a number of librarians and some publishers since I came here to this meeting, and I am convinced that if we cease our activity in regard to this subject, as this action which we have now taken is in effect doing, the Publishers’ Association will take no further action; while I am just as strongly convinced that if we do take some decided stand we shall secure a further reduction on these prices of net books. Consequently I offer the following motion: That the executive board appoint a committee of three to investigate further the question of library discounts and the net price system, to confer with the Publishers’ Association and take such action as may be necessary to procure reasonable prices.

President Billings: Under the rules of the Association that motion will be referred to the Council, and will be reported to the Association this afternoon.

Mr. Dana: I do not want to bring up a constitutional question, but still I think this is an important one, and I am going to appeal from the chair to the house.

President Billings: I will give the grounds of my decision. The constitution provides that the Council shall act upon all resolutions pre-

* See Transactions of Council and executive board, appended.
sented before a meeting of the Association, except that "by a three-fourths vote of those present and voting" the Association "may take direct action, or revise the action of the executive board or Council, or give them mandatory instruction." The intent of the constitution is to have all matters for executive action come before the Council, and then be reported back to the Association before the general meeting acts upon them. It is on this provision of the constitution, and in accord with its general spirit,—that a matter like this should be reported on by the Council before any action is taken by the Association, and before the use of the three-fourths vote privilege,—that I rule that the motion which insists upon this vote by the Association this morning is out of order.

Mr. Dana: As I understand it, if the ruling of the president is correct, this Association cannot do any business as an association whatsoever—

President Billings: Until it has been before the Council.

Mr. Dana: If the Council does not choose to bring it up, the Association cannot touch it. That is, the hands of the Association as a body are perfectly and completely tied. Now, I have talked with many members of the Association about the formation of the Council and the extension of its duties, and I know perfectly well that it was not the intent of the framers of that constitution that the power of the A. L. A., as a body, should be entirely taken away from it, or rather that it should entirely give away its powers. If the president is correct in his ruling, then this Association has created out of itself a body more powerful than itself, and I question if we had not better decide that here and now. As I say, it does not concern me very deeply, but it is a very interesting academic question.

Mr. Lane: I hope the chair will consider this matter again, because I think this would make a rather unfortunate precedent. The articles of the constitution which relate to the Council and the management of the business of the Association, as I understood them and as I think they are commonly understood, were intended so that we might refer to the Council matters which would take up too much of the time of the Association, and also in order that the promulgation of recommendations should be left to the Council rather than be decided upon by the Association. But this is simply a minor vote in the ordinary course of business, and if such votes are uniformly referred to the Council, it seems to me that it will produce a feeling in the Association that the members have no part in the conduct of affairs and will diminish interest.

President Billings: The effect of this motion is as follows: a report has been presented from a committee, accompanied by resolutions. That report has been referred under the rules to the Council. That reference was made yesterday; the Council has had no chance to act upon it. The committee is not discharged; the committee is still in existence until it is discharged. The Council has had no opportunity to take any action on the recommendations of the committee, or to consider whether this committee shall be continued, or whether a new committee shall be appointed, or anything of the sort. The matter would come up in the business of the Council this afternoon and would be reported on at the meeting this evening. This motion is to prejudice the case without waiting for a discussion of the matter in the Council, and this assumes that the Council is going to be hostile and is not going to do what the mover of the resolutions desires. The precedent is bad,—very bad. I have no particular objection to the motion of Mr. Dana; but to take the matter entirely out of the hands of the Council, having created the Council for advice in this matter,—this is a kind of motion that I think is out of order.

Mr. Dana: Excuse me, Mr. President. I would like to have it thoroughly understood what it is we are voting on. We are not voting on the question as to whether or no my motion is out of order as regards its relation to the Council. We are voting on an interpretation of our constitution. If we sustain the president then we decide that this Association as an association can do no business except as the Council permits it to do business. We cannot pass the simplest of motions; we cannot request the executive board, even by a three-fourths vote, to appoint a committee—

President Billings: That you can do under the constitution.

Mr. Dana: Not under your interpretation, until the Council has given the Association an opportunity to pass on it. Now, if what the president says is correct about the relation of
my motion to the resolutions offered yesterday and referred to the Council, I am perfectly willing to withdraw it. I am not making any fight against the Council whatsoever. No man has stood more strongly for the existence of a Council in this Association and for giving it strong powers than I have. I believe in it most heartily, but I think you should understand very thoroughly that you are now interpreting a point in your own constitution and that it means a great deal to you. It is not a question of reprimand to me or reprimand to the Council, whether you sustain the president or me. The question is purely one of interpretation of your own affairs.

F. P. Hill: For the benefit of those of us who have come in since the resolution was presented, I will ask the secretary to read the resolutions.

President Billings: Will the secretary read the resolutions?

Mr. Dana: I do not see any occasion to read the resolutions. That question is not before the house. There is a motion now before the house.

President Billings: I have decided that the resolutions presented should be, under the rules, referred to the Council, and should not be voted on by the Association. An appeal is taken from that decision.

Mr. Dana: The question is whether or no a motion can be acted on by this Association and whether or no any motion can ever be acted upon by this Association.

Mr. Hill: Do I understand that the motion is to take these resolutions out of the hands of the Council?

Mr. Dana: No.

President Billings: It is to prevent the resolutions from going to the Council and to give directions preventing the Council's action on the report of the Committee on Relations with the Book Trade.

Mr. Hill: If the Council decides adversely on the resolutions, does that end the matter?

President Billings: No, then the matter comes up this evening. The Council must report back to the Association this evening.

Mr. Dana: Let me say one more word. What I would like to get at is an understanding of our constitution. Now, if the president is correct, why, let us agree to it. I think there are some advantages in the Association's not being able to do business; but you may not think so. The question has come up and if we can understand it enough to vote on it, let us vote on it. If we cannot, I think the suggestion that we defer it would perhaps be a good one.

President Billings: I think it would be well not to attempt to decide the point now, because we should need considerable discussion from older members, and from those who had to do with the framing of the constitution and know what is its intent, and that we have hardly time for.

Mr. Dana: I suggest that we withdraw the matter until this evening, and let some of these older heads talk about it, and present the case this evening. I feel pretty strongly about this net price business, and I know you are making a mistake when you leave the matter in the way in which you have left it.

President Billings: It has not been left in any way yet.

Mr. Dana: It will be.

President Billings: That implication is precisely the reason why such matters ought to be referred to the Council first.

Mr. Dana: I mean, Mr. President, that even if the Council brings in these resolutions and allows us to pass them this evening, or brings them in and approves of them, unless we vote on them the matter will be left very much in the air, so far as the Publishers' Association is concerned. If the Council brings them in and allow us to vote on them and express our opinion as an association, that we think we should receive a greater discount than heretofore, I am satisfied.

Mr. Dewey: I think the resolutions of Mr. Dana should go over until the evening session, after we have a report from the Council. I am not a member of the Council, but I have always stood for the entrusting of these questions to the Council; and if we have ever had any question in this Association that ought to be handled by our wisest and most careful people and ought to be guarded against mistakes and hasty action such as are liable in a big meeting, this is such a question. If we are to be able to buy only two books in the place of three, that is a very serious matter to the libraries of this country. Any mistakes made now will delay the matter for years. I favor the question going to the Council, if, as is understood, the Association
will have an opportunity to revise its action. But that is not the question that is before us. It is a question of the constitution. We are establishing a precedent, and if we vote this morning that the chair is right in saying that the matter cannot be considered here, then we are estopped for the future. The constitution is perfectly explicit. If three-fourths of those here present and voting vote to appoint this committee, they have a perfect right to do so, but I think it is an unwise thing to do. I am against taking such action this morning. While I am entirely with the president in saying that we should give the Council a chance to report on this matter, I am compelled to vote and insist that we ought to vote against his decision that this Association has not the right to act on this matter if it sees fit.

President BILLINGS: My decision is that this motion should go to the Council. The appeal of Mr. Dana is from that decision of the chair. I decide that this is a motion which should go to the Council, and I decide that this ruling will stand until I am overruled by a three-fourths vote of the Association. Those in favor of sustaining the decision of the chair will please rise.

Thirty-eight rose.

President BILLINGS: Those of the opposite view, that the decision of the chair should not be sustained, please rise.

Forty-seven rose.

President BILLINGS: Under the decision of the chair, therefore, the matter will go to the Council.

Mr. DEWEY: But the vote was 38 to 47.

President BILLINGS: That is not a three-fourths vote.

Mr. DEWEY: Where is the rule which requires a three-fourths vote? This is a parliamentary question.

President BILLINGS: This is a parliamentary question, and I decide that it requires a three-fourths vote to overrule a decision of the chair, and that the matter must go to the Council, unless an appeal is taken.

Mr. DEWEY: I appeal from the decision of the chair.

President BILLINGS: The question comes on sustaining the decision of the chair that a three-fourths vote is required to overrule a decision of the chair.

The question was put and carried in the negative.

Mr. DANA: Now, Mr. President, I think Mr. Dewey is right. I have talked with Mr. Dewey a good deal about this and he feels as I do about the importance of bringing the question strongly before the Publishers' Association. That is all I care about. I want to disclaim any intention whatsoever of reflecting on the Council. I say again that I do not believe any man in the Association has done any more in recent years to strengthen the Council than I have. I believe that this Association should not be carried this way and that on different occasions, but that it should have a body like the Council, and should refer important matters to it. I think you are right when you say that it would be wiser to have the Council bring this matter up, only I would like to have the matter brought up so that the Association can act upon it itself. The American Publishers' Association does not know anything about our internal organization, and a mere protest from the Council is not going to count as much as a statement from ourselves. I withdraw the motion until this evening.

Mr. DEWEY: I move that we refer this matter to the Council with the request that the Council report back its action to us this evening. I have no doubt we will be perfectly satisfied with the action they take, but it seems to me that this motion should go to the Council, and that we should hear from it to-night. Voted.

President BILLINGS: We will now proceed to the discussion of Mr. Hastings' paper on distribution of printed catalog cards by the Library of Congress.

HERBERT PUTNAM: I should like to recall the present situation with reference to this matter. The Library of Congress began the distribution of printed cards in November last. The distribution has proceeded for nearly eight months. This period was an experimental one. I have asked Mr. Hastings at this meeting to submit a statement as to what had occurred, to give the statistics of the distribution thus far, and to note the modifications in contemplation. Mr. Hastings read his paper yesterday. It was necessarily brief, but was, I think, perfectly clear as to the distribution up
to this time. He referred to a handbook which is to be issued in July which will state more fully than has been stated heretofore what are the methods of distribution, the rates of subscription, and the various conditions involved; also descriptive of the field which the cards will cover, and so on. That is intended to be a complete and clear statement of the system of distribution as in operation—not to-day, nor during the past six or eight months, but as in operation in July or August. That is, for the coming immediate future.

There will be modifications of our first methods. Let me recall to you that the distribution has been of three classes. In the first place, the library has determined upon certain local libraries or institutions which are made the depositaries in each case of a complete set of these cards. These depositary libraries are in centres of research, centres of library activity. There are necessarily but a few of them—thus far only eighteen.

In the second place we have offered to supply a copy of any card that we print or any number of copies of any card to any library subscribing the cost plus ten per cent. as required under the law.

In the third place we have, during the past six or seven months, issued to subscribing libraries, and in effect to any library applying for them, copies on proof paper of the titles which we print on cards. We have issued these proofs thus far without any charge.

Now there are to be certain modifications, and what these are to be will be determined in part, of course, by our experience, as already on file with us, and in part by suggestions we have received. There may be a change, for instance, in the type, from 12 point to 11 point. There will undoubtedly be a change in the conditions of distribution of the proof slips. We have thought it our duty to distribute as widely as possible information as to this card distribution; we have therefore distributed these proof slips freely and without charge. Beginning with July 1st there will have to be a charge for the proof slips. That charge will not, for a year's subscription, exceed thirty dollars. In the case, however, of a library which is a large subscriber, there will be a rebate on this, which, in case of a considerable subscription, will fully reimburse to the library the amount of the subscription.

The number of libraries, as stated in Mr. Hastings' paper, subscribing to date is 171.

The cards are, as a rule, prepared ready for distribution within a fortnight of the time the book is received by the Library of Congress, in case of copyrighted books. The delay in the case of non-copyrighted publications is considerably greater.

Our experience, as far as the cost of the work to us is concerned, will not result in a deviation from the present prices for a subscription in ordinary cases. There will have to be a special variation in price where the order received requires an extra amount of labor in the handling. That will be fully set forth in the handbook. It has been one of the matters upon which our consideration has been most careful and most anxious. We are compelled under the law to reimburse the government the cost of this distribution. We do not charge for the cost of the cataloging; we do not charge for the composition; but we must charge for the cost of the extra stock, the extra press work, the cutting and the punching and the handling,—and the handling, as Mr. Hastings has noted, is very expensive. Now, we have not secured reimbursement for these items in the past seven months, and we cannot secure reimbursement at the present rate unless the subscription list is much larger than at present. We shall not, however, need, we think, to modify the main prices; so, unless there be questions as to these, I do not suppose they will enter into the discussion. What we do feel very strongly is that if there are any questions concerning the distribution of the cards, the form of the cards,—not the mere form of catalog entry, which would be better discussed in the Catalog Section, but the general methods of distribution,—the area covered by the cards, the promptness of issue, etc., they had better be brought up now, because the system as revised July 1st should remain unmodified during at least the next twelve months.

C. W. ANDREWS: I rise to discuss this question, in the first place as chairman of the committee appointed to advise the Publishing Board as to the possibility of co-operative cataloging of foreign books. A meeting of that committee has not been called as yet, because it seemed to me that the Library of Congress is doing most that we could hope to accomplish, but I would like to ask those who feel the need of
any considerable extension of the work into foreign languages to mention the fact. The Library of Congress is now purchasing, and will purchase in the future, an increased proportion of books in foreign languages, greatly enlarging their collections, so that the libraries who now feel that there are gaps which they cannot fill with the Library of Congress cards, may hope in the future to obtain a greater proportion.

Secondly, I rise to ask that those present will give the details as to their use of the cards. We have all been experimenting during the last six months and the details which have been evolved ought to be interesting. From the numbers given in the Library Journal it is doubtful if we are yet making the largest possible use of them. There are many ways in which they can be employed aside from the catalog, although the catalogs themselves might well be enlarged by the more liberal treatment which they make possible.

Some of the details as to the experience of the largest single subscriber may be of interest. The John Crerar Library has sent twenty-five hundred orders to its agents in the first five months of this year and triplicates of these orders have been sent to the Library of Congress. Cards for eleven hundred titles have been received already to cover them. There are also some five hundred more which they promise to send us as soon as they receive the books which they have ordered. The result is that forty per cent. of our current orders are now cataloged by the Library of Congress, that we may hope to obtain sixty per cent., and that these are seventy-five per cent. of all the accessions which we really care for, the remainder being books of minor importance or old material which we are simply cataloging, in the rather blind fashion of large libraries, without much regard as to whether the catalog entries will ever be used. In regard to bulletin work, we are now face to face with the problem of dropping our present form of electrotypes and following the Library of Congress plan of using one kind of type for cards and for bulletin work. Our plans will now be considered with reference to the permanence of the distribution of the Library of Congress cards.

It is probable that our library is the one referred to as the “patient waiter” in Mr. Hast-
what edition you had in your library. It is probable that an addition of one per cent. to the calculation of cost will cover the cards which will be useless to a library.

As to the use of the cards by the John Crerar Library, it is not necessary to give the details, because they are in the circular which the Library of Congress sends out. We have experimented more than most libraries in trying to make them of the widest possible use, and have recently found a new method of employing them. We order more than are wanted for immediate use, in order to have over-cards to supply those of our readers who want well-made titles convenient for memoranda, and we have received several orders for lists of books in this form. We find the proof-sheets very valuable, using them to form order-slips. The only possible addition to make them of the most value to the order department would be the inclusion of the price, but I am afraid that that would not be possible.

Mr. Wellman: I want to add a word for the benefit of the small libraries. For such libraries the proof sheets are so numerous and so unwieldy that it is almost impossible to use them in ordering the cards; but the plan of ordering a selection of either current accessions or the more important books in English, would certainly be much better. If a selection of cards is ordered in that way, it is not only convenient to have them to put into your catalog as soon as you get the books, but the cards themselves are very valuable as suggestions for purchase, and if it were possible to have the prices included that would greatly increase their value as suggestions for purchase.

Mr. Putnam: I fear that would be impossible. It would mean changing the form, unless we are to have the price on the permanent card, and I doubt the propriety of that.

Mrs. Bond: How can we find out which are the eighteen depositaries?

Mr. Putnam: I think that will be given in the handbook. The list is now merely provisional, but the depositaries selected will be continued. The deposit has two purposes. In the first place, to inform local investigators as to what books are in the Library of Congress or whether a particular book is in the Library of Congress, — not what subjects are included, because the cards form merely an author catalog; and second, to convenience that library and adjacent libraries in ascertaining what cards the Library of Congress has printed, for it will form a complete index, of course, to the cards which the Library of Congress has printed and may be expected to have in stock. The conditions upon which the deposit is made include the stipulation that the cards shall be properly accommodated in a catalog case, shall be kept in alphabetical order, and shall be made available to any inquirer. Now it is a matter of perplexity, after the first dozen depositaries have been selected, to determine what others have the best claim. We must enlarge the list very slowly and very carefully, and until we have gone further in the experiment with the proof slips and until we have gone further with the experiment of issuing cards in groups for particular departments of literature, I should not recommend libraries to become applicants for the deposits, as they involve a very considerable expense to the recipient library. The cost of handling and accommodating them is not a small matter.

Mrs. Bond: My present inquiry is with reference to a small library which expects to recatalog its whole collection by means of the Library of Congress cards. We thought if we could compare our accession lists with the lists in one of the depositaries, we could learn what proportion of the cards could be ordered by number.

Mr. Putnam: It is the need of just such a small library that we hope to meet in part by these deposits. Assuming the library is in the vicinity of Boston, the State Library of Massachusetts would be its nearest depositary. In that case the small library may take its shelf lists to the state library and go through this author card list of what we have in stock, and see what books of its collection are covered by these cards. Now, if a small library or any library in Massachusetts should attempt that to-day it would probably find a very small percentage of its collection actually covered; but within the next five years the recataloging — at least, so far as the author entry is concerned — of the existing collection of the Library of Congress will, we hope, be completed and that will mean that we shall have a card in stock or ready to be reproduced for every book in that collection, with the intervening accessions, which are now amounting to seventy-five thousand printed books a year.
We shall keep in stock cards for every title represented in the revised "A. L. A. catalog." Now, if a new library is forming and starting with a purchase of from five to ten thousand volumes, based largely on that A. L. A. list, I do not see any reason why, within this period, giving us time in which to compile those cards, it should not be able to get a complete outfit of cards for those books. The proof slips are, as Mr. Wellman says, exceedingly bulky,—forty slips are a day's output,—and it is very apt to be the case that a library hastily applies for those and assumes, as it does in the case of government documents, or in the case of an entire set of our cards, that the information which it will secure will be so valuable that it will pay it to handle the material. Now that is very doubtful. Some libraries receiving these proof slips have been in the habit of cutting them up and pasting them on the backs of cards as a substitute for the printed card. But that is very extravagant. You can secure a copy of every card we print for a year—and that is fifty thousand cards, we will say, based on the present output,—for two hundred and fifty dollars. You can secure a set of proofs for not over thirty dollars. But if you should cut up those proofs and paste them on cards you would find you had spent more than two hundred and fifty dollars in doing that work and you will have, as a result, the titles complete, but you will have only pasted cards in place of printed ones, and you will have defrayed, in addition to the cost of the proof slips, the cost of the stock upon which you paste.

Mrs. Bond: I should like to ask one more question. Will there never be any difference in the stock? The different libraries use different thicknesses of cards, and of course one-half of the cards in any ordinary library will have to be written, not being covered by the Library of Congress cards. We use 33A, and the cards you use are 32B, and they do not combine well together. Wouldn't it be possible to have the cards printed on different stock for different libraries?

Mr. Putnam: The question is whether variations in the stock could not be made, so as to accord with the stock in use in particular libraries. The same sort of question is involved as to the size of the cards,—a much more common variation,—as between the index and the postal size. I think that, considering that we must keep the expense of this whole work as low as possible, we ought not to attempt to vary either the size or the thickness of the card. We use a stock that is admitted not to be as good as the Library Bureau's stock, except by the public printer, who thinks it is better. (He claims it is the best linen ledger stock, and you cannot get anything better, and he can make better rates with his contractor than he has been able to make thus far with the Library Bureau.) We certainly have improved the stock very much over that of a few years ago, but I think we cannot vary the stock except as we get a better grade, and perhaps approximate as nearly as possible the Library Bureau stock of the standard weight and thickness.

Mrs. Bond: It makes a great deal of difference in the amount of room required.

Mr. Putnam: Those questions will have to be decided by each library for itself. It is a similar question as to whether it pays to get the postal size cards, and cut them down to the index size. I have been told by a librarian who uses the index sized cards, that in cutting down the postal size there was only a very small percentage of them in which, by the reduction, any really necessary matter was eliminated. As a rule, by cutting them down from the postal to the index size, nothing is lost that is necessary to a permanent record.

Mr. Dewey: I wish Mr. Putnam would tell us about the travelling catalogs.

Mr. Putnam: Mr. Hastings, who has had charge of that distribution during the past six or eight months, in addition to the means of information furnished by the proof strips and the depositaries, proposes to get out a set of cards which shall be available to be sent about from place to place to give information as to what the library is printing on a given subject, and to convenience a library at a distance from any depositary. Of course, the A. L. A. list will meet the case of that library whose selections chiefly conform to that list; but there would be other libraries whose needs might be met by a collection of from fifteen to fifty thousand cards not limited to the titles in the A. L. A. list.

The area covered by these cards is a very important matter, and our doubt is not merely as to the convenience with which these cards can be
used, but whether they will cover enough titles to interest a large number of libraries. The fact that many libraries are in the end getting the same book does not mean that they are all getting it at the same time. But how far these cards will be of interest to other libraries is dependent, of course, upon the simultaneity of the acquisition by the Library of Congress of the book with its acquisition by the particular library. Now, we are getting copyrighted books and non-copyrighted current publications which, if this card distribution were not in operation, would be naturally such as would be bought by the national library of the United States, which is chiefly a library of scholarly research; but we are now in our purchases recognizing that this card distribution may impose upon us a special obligation. If, by getting a book that we should not get in that way, but which is a book purchased by a great number of libraries, we can save those libraries the cost of cataloging, we had better get it, even though the book itself be not used very much from our own shelves. Our purchases are being modified in that way. The yearly expenditure for that class of purchases will not form a very large charge upon our funds. We are getting up the purchasing funds to a reasonable dimension. They were only $10,000 in 1897; this coming year they will be $91,000, for books and periodicals. But we do not regard that as normal, not until they reach $110,000. We feel perfectly justified in expending out of this a certain sum for some books which perhaps we should not buy for our immediate constituency,—not the trivial books or books which would not stand a certain test of merit,—but books which perhaps we should not need immediately for the use of the library and should not regard it as our duty to buy for permanent preservation. But if we can buy such a book and by cataloging it render a service to libraries and save them some expense, a certain amount of expenditure in that direction may be justifiable.

In another direction we have modified our purchases. This plan of distribution can very much more successfully cover, of course, current publications and interest libraries taking those publications than it can the non-current publications, because it is the latter as to which there will be the most variation in libraries in their accessions.

Now, we have been in receipt, during the past few months, of copies of the order lists placed by certain large libraries—Harvard University, Boston Public, New York Public, John Crerar, University of Pennsylvania, Princeton, and Columbia—and we shall be currently receiving those and some others. We get copies of the order lists and that means that we are notified as to all the books for which they are placing orders—foreign books or books imported, I mean not those merely in foreign languages, but those in English published abroad—and so far as possible we are buying those same books at the same time. We notify the library that is ordering them that we shall secure them and that in course of time we shall have cards for them. It is upon that notice that I understand the John Crerar Library has to a large degree proceeded. As I understood Mr. Andrews' statement, out of 2,500 orders they had placed for such books during the past seven months some 1,100 were cataloged by cards they had already received and 500 others by cards they are expecting to receive in due course of time after the Library of Congress receives the book and has cataloged it.

Mr. Ballard: Perhaps one word may be useful to some of the small libraries. The manifest value of a whole set of cards as issued by the Library of Congress is evident from the fact that eighteen of the most important libraries of the country consider it a great accession to their property. It is also evident that it is impossible for most small libraries to acquire the whole set or to care for it, on account of the great space which it occupies. In the Berkshire Athenæum, we have taken these proof slips, and not cut them up with scissors and pasted them on cards, but we have sent them to a printing office which cuts them by machinery for us for nothing, so that we get the proof slips cut to card size and perforated at no expense to the library. The slips are so thin that a thousand of them will go into an ordinary catalog drawer. We happened to have an old discarded case of the right size and our outfit has so far cost us nothing, either for the slips or the cutting or punching. The smaller libraries can do this hereafter at an expense of thirty or forty dollars a year, thirty dollars for the slips and probably ten dollars for the cutting and punching.
Mr. Kelly: Is there to be a depositary for these cards for Canada?
Mr. Putnam: McGill University, Montreal, is the depositary for Canada.
Mr. Berry: We have in our library what I may call our old collection,—say thirty to thirty-five thousand volumes, which have not been carried over to the new catalog—and we are proposing to recatalog this by the Library of Congress cards. Our intention was to go by classes, marking with a blue pencil the number of copies wanted. But Mr. Putnam’s suggestion this morning leads me to think that possibly we may gain time by going to the depositary in our neighborhood and ordering entries that have already been made. I want to know if anybody here has had experience in that line.

C. A. Cutter: We are recataloging—or perhaps I should rather say cataloging—the Forbes Library entirely in that way. We have the proof slips and we order from them the title of every book which we have, no matter in what class it is, and we expect to do exactly as Mr. Berry says, in the end, and order everything we can, not only from the proof slips, but from the cards which were printed before there were any proof slips. After we have filled out our catalog in that way then we shall make out our own cards for the remainder.

A Delegate: How soon does the distribution of cards to depositaries follow the distribution of galley proofs?
Mr. Hastings: At present the cards are at least a week behind the proofs. The proof goes out daily; the cards once a week.

Mr. Cutter: I want to bear testimony in regard to one thing which seems to affect a great many libraries, and that is the delay in getting the cards of new books from the Library of Congress. We find no practical difficulty in the delay. We make a slip on thin paper for the title of each book as soon as it comes in, and this slip goes into the official catalog, which is made entirely of such slips, and is referred to for that book until the Library of Congress card comes in.

Mr. Andrews: We even go further back than Mr. Cutter does. We put our substitute card in our official catalog the moment the book is ordered, and it stays there until the Library of Congress card comes in. It is of a different color so that we know it represents a book either ordered or in the library in process of being cataloged. The reference librarian prefers this arrangement to the other because he knows then what answer he can make to a person inquiring for the book, and he can immediately go to the outstanding order list to find whether or no the book is in the library. This has worked very practically in a library which is open day and evening, where the evening reference clerk has no means of getting at the day-working clerk to find out the details in regard to the books.

Mr. Cutter: The slip that I spoke of is put into our catalog as the order slip of the card, but it is not put into the public catalog at all. Of course, as we have to make it for the order catalog, in order to know what book we have ordered, it costs us next to nothing to put it into the public catalog.

Mr. Lane: For the libraries which use the index sized card I would say that we have a very convenient little card cutter which does the work very easily. It is worked by a boy and costs very little. It cuts the card exactly to scale. Then the cards are punched by a punch which works with the foot, and has a guide fastened on the plate so that the perforation is gauged exactly.

Mr. Putnam: Do you remember how large a percentage of the entry on the cards is lost by the cutting down?

Mr. Lane: A very small percentage. We expect to lose the line which has the copyright number or the call number of the Library of Congress on it, and sometimes we lose the line which has the subject heading; but almost never, or very infrequently, do we lose anything of permanent consequence in the contents entry.

W. H. Tillinghast: I noticed in the report in the Library Journal that one library appeared to think itself obliged to hold books until the cards had come or to call them in when the cards came, or to wait until they came back, before cataloging them. There is no necessity at all for such a complication. We check the book as cataloged when it comes in. We do not recall it; we do not see it again when the card comes, unless there happens to be some difference between the card and the book, which very seldom happens. The book is cataloged as soon as we get it, and when we get the card we put the call number on and put it in the
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catalog. We do not feel the necessity of recalling the book.

Mr. Putnam: I think that to go any further with this discussion would be unfair to the rest of the program. I suggest that it stop here with the request that if there are suggestions or inquiries that may involve the matter of distribution, price, etc., they be addressed as soon as possible to the Card Distribution Division of the Library of Congress, so that we may incorporate any changes or may take account of all advice, counsel, and suggestion, before our handbook is issued.

Mr. Edwin H. Anderson read a paper on

BRANCH LIBRARIES: PLANNING AND EQUIPMENT.

(See p. 58.)

W. H. Brett: With almost all of Mr. Anderson's paper I am heartily in accord. In regard to the shape of the book-wing, I regard the semicircular design as really the most practical and the most beautiful. However, where absolute economy of space is necessary, it is possible to use the square plan with perfect convenience, and with the saving of some room, by simply extending the cases toward the corners. The supervision from the centre is as complete, but the effect is not as symmetrical. Of course it is practicable, it is workable, and the reading tables can be placed in the corners just as they are here. Where there is room enough to adopt the semicircular plan, I should prefer it.

I want to emphasize my agreement with Mr. Anderson as to the absolute necessity of complete supervision over all parts of the open shelf library. In our experience in the Cleveland Library this has always been maintained. The shape of the alcoves, the shape of the floor space to which access has been permitted, has varied according to the circumstances, in some cases being either semicircular or rectangular. In another case we had what was practically an open room formed by placing the cases with a corner entrance at which the assistant in charge had her desk, affording her complete supervision of the entire interior. In another form we had two oblong alcoves facing each other across a passageway, the assistant being so seated that she had an entire view of both alcoves.

Another point is the desirability of a meeting place for clubs in the basement, also the necessity of a lecture-room which, it seems to me, is exceedingly important in effective branch library work. The cork carpet we have found to be the most practical floor covering. It is noiseless and exceedingly durable, and we have met the objection of the dirt by varnishing the cork carpet after it is laid,—putting on a couple of coats of sizing and then applying two coats of varnish. Bent wood chairs we have found to be the most serviceable. I think the suggestion as to the comfort of reading in an easy chair with a light over one shoulder is an admirable one and ought to be adopted.

Miss Hoagland: May I ask Mr. Anderson what is the average cost of these branch libraries?

Mr. Anderson: The average cost of these buildings, I think, was something like $30,000 each, but that does not mean very much. You can build a branch library like a freight car or like a Pullman car, and the cost of building in one locality is very different from what it may be in another locality. The cost of building in Pittsburgh at the present time is the highest it has ever been; it is almost prohibitive. It all depends on the kind of work you get and where you get it.

Miss Hoagland: For the encouragement of the smaller cities that do not have Carnegie branch libraries, I may say that it is possible to equip one adequate and comfortable library room for $1,000.

Dr. Hosmer: It seems to me that a lecture room in connection with a branch library is of very doubtful expediency. A club room is all right, but any room where there is likely to be noise is objectionable. Music in a branch library—a musical evening, for example—is likely to be a nuisance. In a small building it is impossible to have a lecture room without disturbance to the proper functions of the library. I wish to record my emphatic approval of the high window arrangement which Mr. Anderson says has been much criticised. In our library there are several rooms that are magnificently wainscoted, with fine mahogany wainscoting, which is eight or ten feet high. At the same time there are very large plate glass windows. The consequence is that I have almost absolutely no wall space; there is no place in the library where I can hang a map.
The library, with its great windows, is the best place in the city to see the circus or a parade, and whenever there is anything of the sort a crowd always comes to view it. Now, I think the outside world should be shut out, and the light should come in from overhead as much as possible, and the walls should be blank below the windows.

John Thomson: Far from feeling that lecture rooms at branch libraries are a hindrance, I think that they are next door to an absolute necessity. We have one very palatial branch, and we find its lecture room of the greatest importance. Library associations and library clubs, and such institutions, find it a very convenient and useful place of meeting. Moreover, we have found that the Free Library has benefited very largely from having courses of lectures, and these can easily be given if you have a well-appointed and convenient lecture room. Our lecture room will hold 280 persons, when every seat is occupied, but we have had 915 at some lectures—frequently from 700 to 800. The lecturers bring within the walls of our library persons who otherwise would probably never be attracted there, and they become not only users of the different branches that are scattered throughout the city, but they also become the patrons and friends of the library, and say a good word for it. In another branch—which was an affiliated association, and later came under our wing—we find the lectures are of great importance; and there the annoyance of having a lecture in the evening is never felt, because the lecture room is on another floor.

F. P. Hill: The Brooklyn Carnegie branch library buildings, which are quite distinct from those across the river on the Manhattan side, will provide for a lecture room in each building. This room will accommodate probably from three to four hundred people, and will serve not only as a place in which lectures can be given, but as a gathering place for neighborhood clubs, and we believe that it will serve a most useful purpose.

A. E. Bostwick: Just a word about supervision, which I agree with Mr. Anderson is most necessary in branch libraries, but it is not absolutely necessary that supervision should be exercised solely from the central desk. In every open shelf library there ought to be some one in charge of the floor, and the supervision can be exercised from the floor as well as from the central desk. Therefore, while I should think it desirable to have the shelves arranged so that supervision can be had, if possible, from the central desk, still it is not absolutely necessary.

Mr. Brett: We believe in lectures in Cleveland so thoroughly that we sometimes have them without lecture rooms. We had one winter a series of lectures in our East branch, in which we gave up the library room for one evening for the purpose of the lectures. The courses were of from two to six lectures, in each of four branches. They were entirely successful in drawing out audiences who were greatly interested. It was rather an experiment, but the effect was noticeable in the demand for books on the subjects of the lectures, and we felt that such work would be very acceptable and very valuable in the neighborhood if we could keep it up.

Miss Anne Wallace: As this seems to be an experience meeting I should be glad to acknowledge my indebtedness to Pittsburgh for valuable suggestions regarding buildings. With regard to the floors, some two years ago I wanted hard wood floors; but I don't want them any more. I will vote for cork carpet next time. It is impossible to keep nice looking floors with from a hundred to a thousand people going through the library every day. Another thing, if you are going to have a Northern architect draw the plans for your building, and you live in the South, do not trust his judgment on windows. Our architect told me very learnedly that our declination was absolutely dependent on our fenestration, and he didn't tell the truth. He allowed us to open only one panel, and we are now trying to have our windows changed so they will all open. Do not pivot your panels so that they will open up and down; pivot them so they will open sideways, and have every panel so that it will open in every window, if you live south of Mason and Dixon's line.

At our library, we not only have an ample lecture room on the upper floor, which in years to come can be converted into a stack room if necessary, but in addition we use a large basement room for club meetings. Fortunately it has an outside entrance, and it does not disturb readers on the upper floor. Two clubs meet there, one composed of working men and one of young lawyers and professional men.
Mr. Dewey: I want to say a word about this lecture business. It has been a hobby with me for a good many years and I am glad the testimony in its favor comes in as it does. If we look at the matter in a broad way we must recognize that the objection on the score of noise would apply to those who come to get books from the library, just as much as to those who attend the lectures. Disturbance is made in both cases. The old Astor Library was a great deal quieter place to go into and read than our modern libraries. Every new person makes additional steps on the stairs; people are moving about; there is nothing like the monastic quiet of the old time library. I remember years ago going into the Ridgeway branch of the Mercantile Library in Philadelphia with Lloyd Smith, and there in that magnificent suite of rooms there were just three people at work. I turned to him and said, "Why, are these all you have here?" He said, "Dewey, hardly a day passes that somebody does not come into this library!" A little later I happened to know of a man who was wanted by the officers of the law in Philadelphia and the problem was how to conceal him until dark so that he could be gotten out of sight. A friend told him, "I will hide you where you cannot be found." Detectives were watching every railway station; but this man took him to that great library and he read there comfortably all day and escaped with perfect ease. There was absolute quiet there and no element of disturbance. But see what Philadelphia is doing to-day with lecture rooms seating two hundred people and yet having to accommodate eight hundred or nine hundred! That is not quiet, but that is giving to the people information, inspiration, and recreation, and therefore it is proper library work. Not the book alone, but the book and the picture and the museum and the lecture—all these agencies belong to the public library. Let us stoutly insist that that is where they belong and that is where they should be supported.

Langdon L. Ward read a paper on Branch Libraries: Functions and Resources. (See p. 42.)

Frank P. Hill read a paper on Branch Libraries: Administration. (See p. 46.)

Mr. Hedge: I would like to ask in regard to the advisability of having in the branch library a card catalog of accessions to the main library. There is always a great desire to know what new books are added to the main library, and where a monthly bulletin is not issued the consequence is that the telephone is being continually used to ask if certain books are in the main library. Is it well to have in the branch a duplicate card catalog of the one in the main library?

Mr. Ward: I think it is essential, where there is a daily delivery from the central library, to have a very full list of the books of the main library at the branch library. Of course, you cannot duplicate the whole catalog; you can simply have a bulletin or finding list or something of that sort. We have in Boston a monthly bulletin of the accessions for the month and that is distributed at all the branches and kept on file. The bulletin is put together into an annual list at the end of the year, with some eliminations, and this is of a great deal of help at the delivery stations. It is impossible to solve the problem entirely satisfactorily.

Mr. Hedge: I had in mind a library where monthly bulletins or annual finding lists were not issued.

Mr. Ward: If there is a daily delivery from the main library something of this sort must be done. There is no use in having frequent deliveries from the central library unless you have some kind of a catalog of the central library at the branch.

Mr. Hill: I do not want to go on record as upholding that statement of Mr. Ward. It seems to me that if we attempt to keep a catalog of the whole library at the branch we are going to run against the same difficulty met in handling the collection of Library of Congress cards; you won't have room in your building for a union catalog and a union shelf list. It is a difficult thing to attempt to show the resources of the library at more than one place. I think it is much better and cheaper to use the telephone for just that purpose.

Mr. Ward: Mr. Hill misunderstood me. I did not mean that the cards should be duplicated, because you cannot do that, but simply that some sort of finding lists should be used.
Mr. Brett: I want to register most emphatic dissent from one statement of Mr. Hill as to the selection of books for the branch library. That is, I believe that the functions of the branch library are not alone to supply books, but to suggest them, and that the most valuable guide for the selection of an initial collection for any branch library is some general list, such as the "A. L. A. catalog." I believe it is exceedingly important that every branch library in a neighborhood remote from the main library should have on its shelves not only a collection of the more used classes, such as history, literature, biography, science, and art, but that it should also represent on its shelves the whole range of knowledge,—philology, philosophy, and religion. I know that the influence of such a collection, the opportunity offered to those who look over its shelves of knowing what is included broadly in the range of human knowledge, is of extreme value. We have found this in our own experience, that books which are read unexpectedly sometimes have a large influence. In one branch library in an iron-working ward, a copy of Jowett's Plato was placed in the initial collection and that book has been drawn and read to a surprising extent.

Mr. Hill: The idea expressed in my paper related to a building pretty well filled with books. We all know that a branch library building has only a certain capacity, and we do not want more than a certain number of volumes in the branch anyway, and some provision must be made to have those books accessible. It was that thought that I wished to express, and not to take out those books of power which Mr. Brett has referred to.

Adjourned 12.40 P. M.

SEVENTH SESSION.
(Oceanside Hotel Casino, Friday Evening, June 20.)

The meeting was called to order by President Billings at 8.15.

The secretary announced the election of officers, giving the result of the balloting as follows:

President: James K. Hosmer, 204.
1st Vice-President: James H. Canfield, 192.
2d Vice-President: Anne Wallace, 199.
Treasurer: Gardner M. Jones, 204.

A. L. A. Council: Melvil Dewey, 153; Ernest C. Richardson, 137; N. D. C. Hodges, 113; William T. Peoples, 110; Lutie E. Stearns, 107; James L. Whitney read a paper on

INCIDENTS IN THE HISTORY OF THE BOSTON PUBLIC LIBRARY.
(See p. 16.)

WALTER H. PAGE delivered an address on

A CLOSER RELATION BETWEEN LIBRARIANS AND PUBLISHERS.

LADIES AND GENTLEMEN.—Two wicked persons of importance in your Association, with the connivance, I think, of others of like malignity, have propounded to me a set of questions which I am asked to answer. These questions are constructed not at all with reference to anything that I thought to say, but only with reference to the difficulty of answering them.

The first question is, "Is the publication of novels necessary to a publishing house?" I should say that a great deal depends on the publishing house and a good deal more on the novels. The ideal publishing house, as viewed by librarians, would be one, I fancy, that should turn out books which would give no trouble to the librarians, and give no trouble to their readers, and novels give a great deal of trouble to both. This question seems to have been thrown at me, the only publisher in reach (and I observe that in all these questions the publisher is put upon the defensive), as a sort of implication that publishing houses publish what they find profitable and not what, from some other considerations, they ought to publish. I venture the assertion, therefore, that as much money is lost by publishers in publishing novels as is made by them. A publishing house, if it have the courage, can exist without publishing bad novels; but I think any publishing house that has an opportunity of getting a great novel would not do its duty if it failed to publish it.

Question two: "Does the number of book manuscripts increase? and do they show improvement from year to year?" They do increase, I assure you,—increase in much faster ratio than the population increases, faster than Mr. Carnegie has built libraries, faster than
SEVENTH SESSION.

the number of librarians. Whether they show improvement from year to year, I venture this guess: the number of illiterate or hopeless manuscripts is decreasing decidedly. Publishers receive by no means so many from schoolgirls and schoolboys. The number of great manuscripts, well, they have never been numerous since I have known them. The number that tempts us to publish them because they are written with all the outward form of literary excellence—they do increase enormously, for there seem to be thousands of them. All they lack is the breath of life. If sometimes you are wearied with the number of printed books that ought never to have been published, I pray you in common charity to remember what the publisher saves you from!

The next question is—and you will see that there is a considerable variety in the progressive embarrassment of these interrogatories—"Are publishers less willing than formerly to publish books of literary value that entail a present loss?" If a publisher is wise enough to recognize in manuscript among the books which he knows will entail a present loss one that will bring an ultimate profit, he will almost always publish it; and if you have the wisdom to show him which books there are that may be depended upon to bring an ultimate profit, he will welcome your help. The meaning of this—the hidden and subtle meaning—is, "What is the publisher here for?" I will try to answer that question further on.

Let me turn to the next question: "In other words, does the present tendency in publishing show a wish on the part of publishers to develop literature, or contentment to be mere merchants of popular wares?" There are publishers and publishers, ladies and gentlemen. I have never known one that objected to being a merchant of popular wares. On the other hand, the publisher who deserves to be called a publisher, the publisher that you respect, takes a pride in throwing away possible income every year for the sake of publishing what he hopes will turn out to be literature. I resent the implication of that question.

The next question is, "Is not the tendency of popular magazines and novels to degrade the popular taste and style?" No, because those people who read those magazines and those novels that have no intellectual value, read them for the same reason that they play ping-pong. They have nothing to do with the intellectual life whatever, and they give as innocent amusement as progressive euchre. The framers of that question made one mistake which, I fear, librarians often make, namely, that they call anything that is bound a book, no matter what it contains. Physically, I suppose it is, but from the right-minded publisher’s point of view, it is not. Some are soiled paper; others are books; others are literature. Those magazines and those novels, upon which people waste time—they would waste their time on something else if these did not exist. Why deny them this pleasure? I maintain that the man or the woman who has ever contracted the real reading habit, and has developed the intellectual life, is not disturbed by all this flow of frothy matter which comes because we have fast presses, cheap paper, and cheap postage. It has no more to do with literature proper than the development of so many other popular pastimes. It is a popular delusion to conclude that, because an idle man reads a silly book, he would read a good book if he didn't have the silly one. That kind of man will never read a good book anyhow. It is your duty and your privilege as librarians to change his taste if you can. Therefore, I throw that question back at you.

The next question is, "Why are the popular magazines not better?" That is, I suppose, why are they not more interesting to the intellectual class? I can answer that question with some feeling and with some accuracy. I am absolutely sure of this: the reason why they are not more interesting to the intellectual class is that the intellectual class does not write in a more interesting way. There is no other answer. The magazines—Heaven knows they are bad! I should be the last man on earth to defend even the best of them. I have had my hand in making—I should not undertake to say how many; but I have never made one and I have never seen one made that was more than a respectable pile of debris beside the plan that it was first constructed by. The reason that you have this mere rubbish and trash in the magazines is because the poor editor cannot get anything better, and the audience that blames him is itself blameworthy. Why do you not write better?

Now, when you talk about the degradation of style by the bad contents of the magazines,
I have one very emphatic word to say. The men who write, or who think that they write, our contemporary literature,—I mean the men who have some happiness of style,—seldom have any ideas. The men who have ideas cannot express them so that an educated man takes great pleasure in reading them. Of course, this is a sweeping generalization. No man need receive it unto himself, but he is at liberty to apply it to all his neighbors. The truth of the matter is, our style ought to better. Effective style is changing. The somewhat leisurely style of a generation or two ago pleased the small circle of readers within its reach,—a mere little company which by comparison might have been got into one room, a company who had leisure and who liked to read that kind of style. Now the great world is forging forward in all its departments of thought as in all its industrial development, and the style suited to our time is different. The man who would write convincingly or entertainingly of things of our day and our time, must write with more directness, with more clearness, with greater nervous force; and the teaching of composition and the practice of style have not kept pace with the development of our intellectual life, at any rate in the United States. I would, as poor an editor as I am, contract without the slightest hesitation to make a better magazine than you have ever seen, if I could find people who could write it well; and every other editor who is struggling to do his duty would tell you the same thing if he spoke with the frankness that is provoked by such questions as these.

Next, "Why do they—that is, the magazines—not publish more critical articles?" In the first place, nobody cares for them; in the second place, nobody produces them in an interesting fashion. A magazine deserves to die that is not interesting. Now, the gentlemen and the ladies—young ones, generally—who write critical literature, do not make it interesting. Besides, we have never taken to critical literature. There is not enough kept alive in our language to make a row of books that would stretch across this table. They do exist perhaps in the libraries; but nobody ever asks you for them, and you never take them from the shelves.

The next question is, "Is writing adequately paid for?" Great writing never was and never will be. Even good writing never will be. But in this day and generation, poor writing is paid for twice and thrice. Since I have known the current prices of ordinary writing the hack rates have doubled, and instead of living in Grub street, the hack can now live in an apartment. The ordinary rate for hack writing is higher than the wages paid to carpenters and plumbers and other journeymen; but as for paying for literature—never! There is no way under heaven whereby it can be paid for. Yet this is true; the income to authors is constantly rising, and there are tasks—delightful and useful tasks—in book making and in magazine making, which every successful publisher would be willing to pay munificently for, if he could find the men and the women who could do them well enough.

Now, Mr. President, if I have answered these questions with any enlightenment, I should like to say a word about the relation of editors and publishers (for, as I have said, I regard them as one, because a man who edits a magazine, and a man who conducts a publishing house, does one and the same thing) to librarians and to librarians. We both serve the public. We may have whatever ideals we wish, yet our one great master is the reading public. That is the only master that is worth serving in a democracy; and when you do your duty, and your institutions reach their highest usefulness, and when I do my duty, and the institution that I serve reaches its highest usefulness, we recognize our obligations to a democracy, and we live up to them the best we can. Now, since we are both driving at the same great purpose, how do we work together, and how might we work together? Our chief relations now, I fear, are financial. The publisher comes to the librarian, or sends to him, saying, "For the love of Heaven, buy my books." You answer him pugnaciously, and tell him that he charges too much for his books, when the truth of the matter is that all good, new books, are too cheap. They are so cheap that the publishers cannot well thrive on them. There is a confusion of thought here which it becomes you and the public you serve to take into account. Magazines are cheap because the advertiser pays for them. Newspapers are cheap because the advertiser pays for them. Books that go into great popular editions are cheap because when you put out a great popular edition, the cost per
And say, even, the publishers' association, which is not published in great editions, and has not great popularity, is cheaper than it ought to be, or than it can afford to be. The margin of profit to the author and to the publisher has become almost nothing on good books, of which less than three or four or five thousand copies are sold; and it is the sad experience of many a publisher to find that he must sell two or three thousand copies of a book at the price that you and the public pay for it before he has paid his plant account, to say nothing of his costly running expenses.

But it was not the financial relation between your profession and mine that I had it in mind to speak of. I should wish that your great profession and my own should come into closer intellectual relationship, and it is this that I wish to speak of.

You are good enough to report to us — and you do a very genuine service, which every publisher appreciates — when a book comes to you that is not well made. You report also inaccuracies which you find and which your readers find in books. That also is a favor which every honorable publisher appreciates. You also send to certain literary periodicals a list of the most popular new books. That is a certain advertising service, but it is transitory and amounts to little, for the first popularity of a book is a judgment of it that is not worth taking into serious consideration. Contemporary criticism, for instance, of fiction, is not worth the reading or the writing down. Every publisher that has lived long enough to know something about literature appreciates that fact as well as you do.

But there is one service which the librarians can render to the publisher which should enable him, through you, to render a greater service to the public that we all serve. Report to us what the public wants. I mean the noble and dignified wants of the public. You are in a position to know what the intellectual community about you desires for its intellectual development, for you occupy a closer relation to them than any other class of men and women in the world. If you would report to us what you think of the new books that come to you and what the intellectual people who frequent your libraries think of them, that would be a service that any honorable publisher would thank you most heartily for. I think that every one of us who has a noble ideal would welcome the opportunity and even give a year or more of his working life if he could sit at your desks for a while and hear what you hear and get the point of view of the people as you get it. And when I say report to us what the people want, understand me, I do not mean the shallow and transitory popularity of some idea, but I mean their real intellectual need; for the publisher wishes to serve his public and to serve it so well that he will build himself an institution on that service.

For instance, what kind of books, what great group of books, do you think ought to be taken in hand for the next generation of readers? In the memory of the youngest of us, American history has been re-written, and there were librarians twenty years ago who could have foretold that, who could have seen it; there were librarians — one honored one in particular, who had a great hand in doing it in his own way. More lately, almost since yesterday, there has sprung up a great group of books about nature study, many of them very excellent books. You saw how the teaching in the schools and the growing love of out-door life were bringing that about, and you could anticipate the publisher's knowledge of such opportunities as these if you would be kind enough to remember them.

These would be positive services. Of course, really great books cannot be foretold. Really bad books you need never pay any attention to. They are not even worth discouraging, for they are sure to die young. But it is that great middle class of books, information books, books which serve a useful purpose, — they form the greater part of what the people whom you serve read and the greater part of what the publishers publish. These are matters of calculation, and it would be a great service which you would render the public and that I assure
you my profession would most heartily thank you for, if you gave us systematically the benefit of the conclusions which you draw from your daily contact with the people.

The librarian a little while ago was a mere custodian of books; then he became the distributor of books; now he has become the director of the reading of the people. That is a noble evolution. Now, if you will go one step further and so far anticipate the intellectual needs of the people as to suggest what ought to be done to meet those needs, then I say your profession will reach its fullest bloom, and we shall have closer intellectual relations.

The publisher in the meantime is either a mere manufacturer of books or he is taunted by you as being a mere salesman of books, and he is asked why it is that the books which he publishes are so bad. He also has a positive and creative function, for he can encourage the making of good books and build an institution if he can catch enough suggestions of the way the intellectual leaders of the people are going.

All that I have said about books is applicable to magazines. If you find the magazines dull, as you do,—else you must be easily contented,—there is one way in which you can help to remedy the trouble. There is not a magazine editor in America—I mean, one worth considering, who is trying to do a serious task nobly—who would not be under profound obligations to you, if you would write him and tell him what the people would be interested in, what would elevate them, and most of all tell him who under heaven can write it well.

Ladies and gentlemen, we that inflict books upon you go through our routine year after year, sending you tons of trash and complaining that you do not buy it. You, in your routine, have card-catalogued all dead literature to a double death, so that a man who wishes to find one single fact in ten years can be sure to find that in your libraries whether he ever find a new book or not. And these things are inevitable, I suppose; they are necessary parts of our work; they are the routine whereby we live; but let neither of us forget that our great work is the work of institution-building, for that is the primary impulse of intellectual life. You are making the libraries one of the greatest and most useful institutions in our civilization. We are trying to make our publishing houses useful institutions also, but we shall all be duller than the dullest magazine and as monotonous as the most rigid card catalog if we do not throw into our labor some imaginative, some constructive purpose. If through all the routine of your work you see the final purpose of it,—which is to quicken the intellectual life of the people,—then your profession becomes ennobléd. Without that you are mere clerks, handing books across a counter, and without that I am a mere dealer in soiled paper bound between covers.

The most impressive spectacle that has ever presented itself, I think, in the history of the world is the industrial development which we witness from one end of our country to the other. But it is only a forerunner, as I look at it, of an equally diversified and wonderful intellectual development of our democracy if we succeed really in quickening the intellectual life of all the people. Of all the people, I repeat, for as many as you reach by the magnificent development of your libraries whereby you send books home to sick children and to old women, and as many as we are supposed to reach by the grace of cheap paper and cheap postage for our magazines, yet the truth remains that we have not yet touched the fringes of the intelligence of this growing democracy. Let your imagination work upon the problem, how we may really reach the intelligence of the people so as to quicken it. Then when we do that, both your profession and mine will have the noblest task, I think, along with that of the school-master, that it was ever given men to do—the intellectual guidance of a democracy.

President BILLINGS: I know that I voice the sentiment of the Association in returning thanks to Mr. Page for his humorous, instructive, and eloquent address.

Miss Isabel Ely Lord read a paper on

THE GIFT EXTREMELY RARE.

(See p. 34.)

LINDSAY SWIFT spoke on

PUBLIC LIBRARIES AND PUBLICITY.1

The secretary read the report of business transacted by the Council,2 and presented the following resolutions as submitted by the Council:

1 Mr. Swift's paper was not furnished for publication.
2 See transactions of Council and executive board, appended.
CARNEGIE ENDOWMENT.

Resolved, That Andrew Carnegie's gift of one hundred thousand dollars, offered through the President of the American Library Association, be accepted, subject to the conditions of the donor, namely, that it be kept as a special fund, the income of which shall be applied to the preparation and publication of such reading-lists, indexes, and other bibliographical and library aids as would be specially useful in the circulating libraries of this country.

Resolved, That the amount thus given be designated as The Carnegie Fund, and be placed in charge of the trustees of the Endowment Fund, whose treasurer is authorized to receive the gift on behalf of the Association.

RELATIONS WITH THE BOOK TRADE.

Whereas, The system of net prices maintained by the American Publishers' Association has resulted in an unexpectedly large increase in the price of books to libraries; and

Whereas, That increase has worked great hardship upon libraries in limiting their purchases of current books, diminishing their power of meeting the demands of the public, and narrowing their influence and opportunities as educational institutions; and

Whereas, The interests of the library and the bookseller should be closely allied;

Resolved, That the American Library Association urges the American Publishers' Association to make such arrangement that libraries may secure an increased discount over the present allowance on net books, and may not be unduly restricted in dealing with booksellers.

It was Voted, That the report be approved and the resolution adopted.

Dr. James K. Hosmer, who was introduced as the newly elected president, presented the

REPORT OF COMMITTEE ON RESOLUTIONS.

Resolved, That the gift of one hundred thousand dollars to the American Library Association, representing the libraries of all sections of the country, as a fund for the publication of bibliographies and lists for the general use of circulating libraries, is a timely and fitting complement to Andrew Carnegie's generous gifts to individual libraries, — that the Association expresses to the donor its sincere and grateful thanks, and the assurance that it will do its best toward a wise and zealous administration of the trust.

Resolved, That the Association desires to express in warm terms its sense of the wisdom, persistence, and munificence of our esteemed friend and fellow-member, Mr. George Iles, as conspicuously shown in planning and carrying to completion a work so very important as the just published "Guide to the literature of American history."

Resolved, That the Association thanks heartily the Massachusetts Library Club, our hospitable host, for smoothing our way, for superintending so efficiently our entertainments, and for its kind thought as to post-conference enjoyments.

Resolved, That the Association acknowledges with thanks the welcome of the Trustees and staff of the Boston Public Library at the beginning of the conference,

Also, the hospitality of the Harvard University and of the Cambridge Public Libraries on June 16th, during the visit to Cambridge,

Also, the courtesy of the City of Boston in affording the harbor excursion, and of the unknown friend who gave us the trolley ride.

Resolved, That the Association acknowledges with gratitude the courtesy of Miss Katharine P. and Miss Louise Loring in extending to us the hospitalities of Burnside, Beverly, on the afternoon of June 17th,

Also, the courtesy of Mr. A. A. Covell and the Magnolia Public Library for the use of Library Hall, free of charge, for meetings throughout the conference,

Also, the good services of the proprietors of the New Magnolia, the Oceanside, and the Hesperus, throughout this happy meeting of 1902.

J. K. Hosmer,
C. W. Andrews,
Katharine Sharp,

Committee on Resolutions.

It was Voted, That the report be unanimously accepted.

Dr. Billings: I ask the Association to accept my very sincere thanks for the kind way in which they have seconded my effort to make the programs of the general session, at all events, go off on time and without interruption. I appreciate it highly. I know that without such aid it would have been a failure.

I now turn over this historic gavel of the Association to you, Mr. President, and say good-by.

Adjourned 10.30 P. M.
THE College and Reference Section of the American Library Association held a meeting in Library Hall, Magnolia, Mass., on the morning of June 18. The chairman, Azariah S. Root, presided, and in the absence of Walter M. Smith, Charles Alexander Nelson was appointed secretary pro tem. The meeting was called to order at 9.45, and was opened with an address by Anderson H. Hopkins on the University Library: Its Organization and Its Relation to the Other Departments.

(See p. 10.)

The chairman called upon W. C. Lane for a review of Mr. Hopkins' paper.

W. C. Lane: Mr. Chairman, I feel somewhat as if I were in the place of Balaam, whom the king of the Moabites called to help him by cursing the children of Israel. I do not know whether it will be my fate that my steed will refuse to go forward, and perhaps when I come to the point I shall find no words with which to curse. If, on the other hand, I succeed in cursing roundly, I hope Mr. Hopkins will not mind.

In my opinion the most interesting point in Mr. Hopkins' paper was what he had to say in regard to the connection of the museum and the library. I am inclined to take issue with what he said at first concerning the relation of the laboratory to these two. But this he modified a little in the latter part of his paper. At first he distinguished the laboratory from the museum on the ground that the latter contained permanent and the former temporary material—material which is used up in the using. It seems to me that a better ground on which to establish the relation of these three departments is that the library and the museum both contain the material of research, while the laboratory is the place where it is used. From this point of view, the special seminary or departmental library should be regarded as a laboratory, and it in fact bears the same relation to the general library that a natural science laboratory bears, or should bear, to the museum. Certain subjects such as botany, zoology, geology, mineralogy, have to be studied in the museum, and their laboratories should be in the museum. Other subjects, like chemistry and physics, do not require collections of specimens to the same degree as the former, and their buildings may be separate from both museum and library. Other subjects, such as history, literature, and economics, use as their material of study the collections of the library, and use them in very much the same way as the naturalist uses the collections of the museum. The library, or some part of it, is itself its laboratory. Let us then consider the laboratory as an adjunct of the museum and the library rather than of the school.

I had not realized, until Mr. Hopkins spoke of it, that scientific men commonly feel contempt for the museum. I heard Mr. Agassiz at the University Museum in Cambridge the other day, in an address which summed up in a most interesting way the history of that museum, speak of the Harvard Museum as the only one which was organized on a scientific basis as a means of instruction. I was not prepared at the time to accept his statement, but if what Mr. Hopkins says of the attitude of scientific men is true, the cause must be found in the imperfect organization to which Mr. Agassiz alludes. I am happy, from daily observation, to bear testimony to the fact that the standing and the methods of the University Museum at Harvard are quite different from this. It is the necessary working place of the naturalist, and all the instruction in natural history is centred there.

Now this brings up what, it seems to me, will be a very important point for us to consider in the future in regard to our libraries. We are naturally inclined to strengthen the university library as a whole and to keep it comprehensive and well filled out on every side, and to resent any proposed division of it into parts. Some universities, it is true, have started on the opposite principle, and have a library divided up into many groups without any strong central library, or making a central library simply of what is left over, so to speak, from the departments. Those of us who are connected with older libraries, which have
started on the other principle, mistrust the final outcome of the newer multiple establishments. But if you will take into account what Mr. Hopkins has said this morning, and what is very true in regard to the connection of the museum and the library, it may yet appear that the university library must eventually be split into two great divisions — one, a scientific division to be administered in direct connection with the museum, so that the books shall be directly at hand for the scientific worker, the other, the historical, literary, and economic division. The dividing line is not easy to draw. There is no natural line of cleavage of this kind, and perhaps the difficulties of forcing one are too great; but if it is to be made, it should, in my opinion, be made here, once for all, rather than in a multitude of different directions. Otherwise, the library is scattered into an indefinite number of small fragmentary collections. This does not of course affect the question of maintaining special supplementary reference libraries for laboratory use.

We come now to another point that Mr. Hopkins dwelt upon — the administrative organization of the library. He says that the library is co-extensive with the university, by which is meant, I suppose, that it is of almost equal use to all departments of the university and must provide for all departments. That is perfectly true, but I do not see that it necessarily follows — as Mr. Hopkins took for granted — that its administration should be modelled after the administration of the university. Its administration should be directed, of course, to securing the best result in what it undertakes to do; but the fact that it has many interests and that it is allied to many departments does not make its organization necessarily parallel to the organization of the university. It has its external and its internal relations, to be sure, but why its directorate should be composed of the three persons that Mr. Hopkins has named, I do not see. The other two beside the librarian represent, I suppose, the faculty and the board of trust, the president of the university representing the faculty interest and the president of the board of trust representing the financial direction of the institution. These two presidents are usually one and the same person; and if they are I see no reason why, as Mr. Hopkins has suggested, the board of trust need have another representative beside the president of the university. As the matter looks to me, it is better stated in this way: The librarian is the responsible executive head who directs the current course of the library's administration. He needs the advice of two bodies; (1) of representatives from the faculty on the one hand, for whose benefit he works; and (2) of his staff on the other hand, who have the carrying out of the policy of the library in its details. He needs advice from those two. He needs control on the other hand from the president of the university representing the board of trust, because the board of trust has the final direction of the policy of the university and has to supply the means for carrying on whatever is done.

As to the faculty and their relation to the library, it is quite true that members of the faculty are not unprejudiced advisers. Each man naturally sees his own need clearest, and the reason why a committee of the faculty should not have the ultimate direction of the library, it seems to me, lies here rather than on the ground that the members of the faculty are not good administrators. I should take issue with Mr. Hopkins entirely in regard to his statement that professors are not good administrators. As a matter of fact, professors have an immense amount of administrative detail to look after, and must have. The good old gentleman whom Mr. Hopkins told us about, of course, was not fitted for that kind of work, and should not have been put in an administrative position. But there is an immense amount of committee work which members of the faculty have to do and which they do better than any one else could. That a man is a professor and a man of learning does not prevent his being a good administrative officer. In fact, one trouble with our colleges, it seems to me, is that professors have too much administrative work thrust upon them; and the difficulty is, not that the administrative work is poorly done, but that the professor is prevented from doing other more important things.

As to the disposition of the library's fund, I think there is another point of view to be taken. Mr. Hopkins, if I remember rightly, advocated dividing the income of the library among different fields of literature in proportion to the productivity of those fields. It seems to me that would be a mistake. The university library, despite its name of univer-
sity, is not trying to build up a universal collection equally well-rounded on all sides. I doubt if any library in the country is trying to do that except the Library of Congress, and even in that case, I imagine, this cannot be said to be its present aim, but is rather something which it has before it in the future. A university library is collecting material for the use of its different departments, and the division of its income surely should be according to the needs of the several departments and the value of the material required rather than the amount of the material produced. To do that I really think that a committee of the faculty is practically the best body that can be found. Of course, all departments are not represented on that committee. They cannot be without making it unwieldy, but I think the interests of the teaching body are best served if the general division of the fund is left to them rather than placed solely in the hands of the librarian and his staff. It is quite true that it may be wise to leave a moderate balance unappropriated in the librarian's keeping to be used for matters which are not well provided for otherwise, but that does not affect the general statement that the committee of the faculty is the best body to make that division.

Mr. Hopkins has referred to a third body to be represented, the directorate being the first, the faculty the second, and the board of trust the third. I see no occasion for a special committee from the board of trust. It seems to me that that is only introduced to get a theoretical balance between the library and the university as a whole. Its object as stated is to provide funds and to audit accounts. The auditing of accounts surely belongs to the treasurer and his office. The provision of funds is a matter for consideration by the board of trust as a whole, provided the funds are not already determined to their use by bequest.

The Chairman: In order to start the discussion, I am going to call upon Dr. Canfield. Dr. Canfield has served a long time as member of a board of trust of one of our important colleges, he has been president of two or three colleges, and has come in contact with this subject from the faculty's side, and he is now librarian of one of our greatest universities.

Dr. J. H. Canfield: If you will permit me, I will simply state the conclusions reached from experience and observation with regard to two phases of university library work and administration.

The purchase of books, maps, charts, and other printed material for the use of the university seems to fall naturally into three classes. First, certain material is needed by the head of each department in connection with his professional work. The university has a perfect right to expect that the head of every department will make expenditures and quite large expenditures out of his own purse in the line of his own work, especially when the result of that work may be more immediately beneficial to him than to the university. But there is a large amount of printed material which he cannot be expected to secure at his own expense, and the university which wisely administers its purchases will see that the head of each department has for his own use and for the use of his assistants certain material along these lines. This will be in his own room continually, not to be withdrawn, at least not to be withdrawn from the university campus or grounds. It will be continually there, because he never knows when he wishes to use it, and when he wishes it, he wishes it just as the Texas gentleman does his revolver,—right away! It must be where he can get at it, and where his assistants can get at it at any moment. It ought not to be subject to the call of other people. That means that there will be built up in the private office of the head of each department a small library at the expense of the university. It will never be a very large library, and it will be for his own immediate use and the use of his assistants. That library, it seems to me, ought to be regarded as departmental equipment and not as a part of the university library. The librarian of the university may very properly assist in the purchase of that material on request. The department may very properly receive the advantage of all discounts and all contracts that the librarian may make. The librarian may very properly assume the burden of purchasing and of the various details of accounting, but that collection will not constitute a part of the university library in any sense of the word, if we are to use good common sense in library matters.

Then there will be another collection of books, charts, and other printed illustrative matter, that will be for the use not only of the
head of the department and his assistants, but for the students in the department, for their immediate use, for their ready reference. In the laboratory of the science department these books will naturally touch the work that is done in the laboratory. They are the books that the laboratory worker needs at his elbow. It is not always convenient for him to take off his apron and wash his hands and roll down his shirt sleeves and put on his coat and go over to the university library and get a book; and it is not always convenient for him to wait until he can telephone and get the book by a messenger, even though he may get it quickly. There is a certain amount of printed material needed in that science laboratory, and there is a certain amount of printed material needed in the workroom, properly "laboratory," whatever you may call it, of every department. This collection will not be very large at first; it will become larger as the department becomes more important and as the university becomes important, but it will never be very large.

I do not think that this is a part of the university library, accurately speaking. It is a part of the departmental equipment, and it ought to be purchased by departmental funds. That material ought not to be subject to the call of an outsider. No one should take it away. If it is taken away, you will find it is taken at exactly the time it is most needed. Just when you want it most, you cannot have it because somebody else has it. Just when you are using it, somebody else wants it. It is disappointing both ways to treat this as part of the library.

The university library, as it seems to me, should include only those books and that printed material of any and every description which are readily accessible to the entire university community. Anything that is accessible to a small portion of the university community only, anything that is not readily accessible—that is, within reasonable call and within reasonable reach—ought not to be called a part of the university library. President Eliot made an excellent point last evening when he said that we have overdone this matter of rapid service—that we think we must be ready to supply everything, reasonable or unreasonable, at a moment's notice. But all the printed material which is readily accessible to the entire university public constitutes the university library.

This threefold division of printed matter will mean necessarily a large amount of duplication, but that is unavoidable if the work is to be done efficiently. Until you are able to duplicate, as a matter of course, you will be obliged to devise and endure makeshifts to accomplish that which I have undertaken to outline. We are poor at Columbia University, I think on the whole we are the poorest institution in the country. We are obliged, therefore, to go without any large amount of duplication, and place at the service of the laboratory books and other printed material subject to the call of the outside world. We know, however, how confusing and vexatious and how wearisome and disappointing that is and always will be. The hours of the laboratories are about one-half the hours of the library, and unless the collection is brought back at the close of each laboratory day it is locked up; we have to find a janitor, and get a light and the keys, and go and make search for the book. When we have found it and taken it, nobody is responsible. It is gone. The next morning the head of the department simply knows it is not in place, and who had it and how and when and where he knows not. The librarian knows even less about what the department has done with it. But until your resources enable you to enter very largely upon the process of duplication, you must put up with makeshifts in that way. I am quite confident that theoretically the lines which I have indicated are the correct and natural lines which the purchase of materials and supplies for the work of the university will follow.

When it comes to the division of money, I believe very thoroughly in dividing the financial resources among the departments in proportion to the use which the departments show they have made of those resources. A university library is absolutely unlike a public library in that it is necessarily and wisely built up along the lines of greatest activity. The lines of least resistance in the university are the lines of greatest activity, the lines of greatest use. Any one who is at all competent to administer the affairs of a university library ought to know very easily and very continuously the departments which are making the most and the best use of the books that are given out. I know it is worth a great deal to develop things symmetrically and harmon-
ously and all that, but I cannot understand why it is of any earthly consequence to put a book on the shelf for a department the head of which does not care for it, does not know it is there, forgets it is there when you tell him, never refers to it, and does not call the attention of his students to it. Here is a department whose students are hungry for that which you are able to give them in only a small proportion of their need at best. Why should you take from them even a single volume to give to those who do not care for it at all? So in the libraries with which I have had the privilege of being connected directly or indirectly in the past, it has always been the policy of the administrative body to divide the annual revenues according to the uses which have been made during the closing year. And that does not mean the use which is sometimes made in the last thirty days of the year, either. There are some departments which come in with a rush at the last of the year to spend their balances. But it means the use made by departments which have shown evident wisdom during the year in the expenditure of the resources granted them.

The policy of Columbia is to distribute the funds about as I have indicated. That distribution is made by the librarian, with the consent of the president of the university. The librarian makes that distribution after a careful consideration of the statistics of the order department and of the loan department. It would be a very unwise administrator who should undertake to do that piece of work hastily. We reserve a small amount, possibly about fifteen per cent, of our total resources, for many things in which the departments are not particularly interested as such; and that is put into the hands of the librarian and is called the "Librarian's Reserve." Generally, the departments beg it away from him before the year is half over, and it does not serve the general purposes for which it was intended, but it does serve to supplement, to "piece out," to meet extraordinary demands and unexpected emergencies; and also to meet some of the more general demands.

Those are the only two points I care to touch upon — the general division of the books and other printed matter, and the method by which the division is made, and the lines along which it seems to me, after years of experience and observation, purchases ought to be made.

The Chairman: We have ten or fifteen minutes which we can devote to a general discussion if any one is so disposed.

W. I. Fletcher: I am inclined to say a word regarding the distinction between the university or the college library and the books which are bought for the uses of departments. With us at Amherst this matter seems to work out about as it does at Columbia. But I have long lamented that we were not, and did not seem to be able to, building up a library. And by "a library" in that sense, I mean a collection of books for educative purposes, for culture purposes. A college or university exists for education. Now, are we not in some danger of losing sight of the fact that we are to carry out the principles of culture through the library? I have observed that in the early days of Amherst College the library funds were used in such a way as to build up a library, and that was because the idea of departments developing on a separate basis and calling for books accordingly had not arisen. Now that development has come and books are called for by departments to such an extent that we are building up a series of department collections, largely made up of books not in the general library, whereas in the old times the idea of the library committee was to build up a rounded library for culture purposes. We cannot carry out that idea; we cannot afford to buy anything that is not immediately called for in connection with the instruction in the college. I suppose if that is true of the college it is much more true of the university. But I think we ought to do a great deal more than we are doing to build up a culture library in the university and the college. Such a library should consist largely of books that are a delight to the eye, attractive outwardly, books of the best editions. The work of such a library should be largely to attract students to books and to literature, either in scientific lines or elsewhere. For example, books of science that the scientific man says are popular books and therefore he does not want them, may be the very thing that will attract the unscientific young man to science, although the professor may think them useless. So in all departments. I don’t know how we are going to do it, but I think we should lay stress on that idea.

H. H. Ballard: College libraries have
been run heretofore in the interests of the faculty. It has been difficult for students to get access even to the books which have been selected for their use by the heads of departments. In many places, the libraries are only open for short periods and at times when it is difficult for students to use them, and when they do go they have difficulty in getting free access to the books. The time is coming when college and university libraries will be run in the interests of the student body, and that body ought to have an advisory representation on the governing board.

Miss K. L. Sharp: The plan of administration of the University of Illinois is perhaps rather unusual. The board of trustees appoint a library committee of five of their own number. During the past five years their duty has consisted in receiving a copy of the annual report of the librarian. The acting library committee consists of the president of the university, the business manager of the university, and the head librarian. This committee distributes the funds to the departments of the university, reserving a general fund, which is at the disposal of the librarian, a fund for binding for all of the departments of the university, and a fund for current subscriptions. There has been a very peaceful administration under this plan for the past five years, and I can speak for its success in at least that one institution.

Mr. Hopkins: The one instance which Miss Sharp has cited has been well known to me for a number of years. There is another university library that I could name that would have very readily and gladly made the change from the old style to the new.

There are a few points I should like to reply to in Mr. Lane's criticism. He said that it was not necessary that the government of the university library should parallel the government of the university. That is all true enough. Neither is it necessary because there are two governments whose realms are nearly co-extensive, that both of them should be republics, but most of us think that it would be better that they should be republics. The co-extensiveness, of course, does not absolutely require the same sort of government, but if you have a really good form of government in one place it might not be at all bad to apply it to the other also. The fact that the "good old gentleman" whom I mentioned was not a man that Harvard would have thought of putting into an administrative place, did not hinder others from doing just that thing. I must take exception to the committee of the faculty being on the book fund. Of course, as a body, they of the faculties are good and learned gentlemen, but some of them are neither good nor learned.

It is the business of the university to be a university, and it is the business of a university library to be a university library. When I spoke of a well-rounded collection, I did not mean that it should be the business of a university necessarily to make a collection of the reports of institutions for the insane, to use the instance cited by Dr. Billings last evening, but by all means the university library should be a well-rounded collection of good literature. Mr. Fletcher has cited the value of such a collection. If it happens that you have a man for one year or two years or ten years or a lifetime in any department who is not interested enough or has not knowledge enough to round out the literature of his department, it ought to be rounded out for him.

I would ask Dr. Canfield at once whose needs he is supplying. Is he supplying only the professors? Isn't he trying to supply the students? There may be a hundred students under that professor who does not care anything about his field of work. I remember one instance of a man who was in a professor's chair and who had been assigned one hundred dollars, and he came into the library and asked one of the under-assistants to help him find something to buy. He wanted to expend his one hundred dollars. If your administrator is what he ought to be, he ought to be looking over the whole field of literature. He ought to have with him others who are doing much the same thing and specializing in some direction, and his cabinet ought to be able to apportion the fund in such a way that all departments would be looked after to a reasonable extent, without crippling other departments where effective work is being done.

C. H. Gould: In all that has been said there seems to have been no reference made to that important department of science which may be called the new engineering sciences. Mr. Lane spoke of the natural history sciences, but I should like to know what Mr. Hopkins or
perhaps Mr. Lane would propose to do with
the books relating more particularly to the
applied sciences — whether they would think it
wise to keep those in the university library or
particular allotted to the departmental libraries?
Mr. Hopkins: With all due deference to
what Dr. Canfield has said, theoretically every
scrap of printed matter belonging to the uni-
versity belongs to the university library. I
have no objection to the departmental equip-
ment; all depends on how it is administered.
If it is not to be administered it cannot be a
part of the university library. It then belongs
in the same category with the bricks and mor-
tar so far as the library is concerned. If it is
purchased through and is administered by the
university library, — no matter how slight the
touch may be, — it is a part of the university
library. That is my general answer, not
merely for applied sciences, but for all other
departmental subjects. Departmental libraries
are good in their places, but do not forget the
great central collection. Departmental libra-
ries, for the most part, should duplicate mate-
rial already in the university library.

N. D. C. Hodges read a paper on

BIBLIOGRAPHIES VS. DICTIONARY CATALOGS.

When I was asked by the chairman of this
section to prepare a paper on the "advantages
of bibliographies as against dictionary cata-
logs," Professor Root informed me that the
beauties of dictionary catalogs would be set
forth by Miss Kroeger. In my trepidation, I
ventured to appeal to those members of the
staff at the Cincinnati Public Library who are
doing reference work. I cannot say that I told
them which side I was to take in the discussion
or that I was to argue for either side. One and
all, they have handed me written statements
which are to the effect that I am wrong and that
for the ordinary reference work of a public li-
brary a dictionary catalog is all-essential. The
question of the average reader is not what litera-
ture exists upon this subject or that, but "what
book is there in this library which will give me
the information I want and what is its shelf
number?"

I am in an extremely tight place. Those
whom I assumed to be my friends have deserted
me. Yet this country is exhausting its library
resources each year probably to the amount of
a million dollars in the preparation of diction-
ary catalogs for the thousand and one libraries,
when this work might be done by one catalog-
ing force for all libraries.

Mr. Fletcher, in his preface to the "A. L. A.
index to general literature," states that its pur-
pose is "to index, as far as possible, all books
common in our libraries which treat several
subjects under one title and to the contents
of which the ordinary catalog furnishes no
guide, although they are generally treated an-
alytically in the more elaborate library cata-
logs." Mr. Fletcher believes it possible to
save libraries in the future from the necessity
of repeating each for itself this analytical work,
as well as to place its results within reach of
all libraries and of individual literary workers.
But the average public library reader scorns
the "A. L. A. index to general literature"
simply because it does not set forth whether
his own library contains the books analyzed
and does not give him the shelf marks of such
books as are in that library.

I have had two hobby-horses. On one I have
charged against the Decimal classification, and
the other I have mounted when I would attack
dictionary cataloging, which seems to me so
wasteful when repeated over and over again. I
am not so sure that I am equal to riding both
my hobbies at the same time.

Do not think because I dismount from one
hobby that I shall abandon hobbies altogether.
I do it simply that I may ride the second with
the greater confidence. Are we spending each
year a million dollars on dictionary cataloging,
or are we spending only a hundred thousand,
or does the sum lie between those figures? We
are surely spending a good deal of money,
much more than would be needed to bring out
each year an "A. L. A. index to general litera-
ture." Not necessarily an "A. L. A. index to
general literature" on exactly the lines followed
in the edition of 1901, but a printed dictionary
catalog, in several volumes, of ten or twelve
thousand books. Perhaps to save expense an-
ual supplements could be issued on the cumu-
lative plan; but let accepted shelf marks,
according to the Decimal classification, be
placed against each entry. The Public Library
of Cincinnati could easily afford to contribute
a thousand dollars each year towards the publi-
cation of such a printed dictionary catalog of
The most serviceable books. People who demand catalogs have no conception of their cost. They do not know that the cost of cataloging averages somewhere between 50 cents and $1.25 a title. None of us know exactly what this cataloging item amounts to, but it is a heavy charge on library resources.

We are going to have in Cincinnati six Carnegie branch libraries of eight to twelve thousand volumes each. I expect to see all of these books on open shelves. There are now in the main library more than 50,000 volumes on open shelves. They are not especially well classified. Every large library whose history stretches back for fifty years, so far as I have experience, has its books in a more or less badly shuffled condition. We are working step by step to put the books on open shelves in better order. When books are well classified on open shelves, I believe they furnish an excellent index to knowledge. Seldom, if ever, have I used a dictionary catalog as it is supposed to be used. I have used a dictionary catalog simply to get a starter on a subject, to find in what part of a library books on a certain subject were to be found, to get the latest material, whether magazine article or book chapter. In recent books and magazine articles are almost invariably printed references to the literary material upon which they were built up. Having these recent references, a reader is possessed of the keys to the older literature.

I am sceptical about dictionary cataloging when attempted by a small band of catalogers for many subjects. It has been stated that not ten per cent. of the subjects now taught at Harvard College could have been taught at the beginning of the nineteenth century. Ninety per cent. of the book knowledge of to-day is of comparatively recent creation. The men and women who can intelligently index this material are few and far between, and no one person can intelligently index more than, we will say, for the purposes of argument, one per cent. of the whole store of human knowledge. I believe that librarians are making a mistake in some of the indexing of scientific literature which they have recently undertaken. I do not believe that much scientific material, for instance, lies buried for fault of sufficient reference to it. The German *Jahrbücher* and the system of correspondence among specialists the world over, brings to the knowledge of all those interested every important paper in whatever department it may belong.

We have many good bibliographies. Poole's Index is used without question; the others lie neglected on library shelves. For seventy-five years there has been published in Berlin a Poole's Index of the technical journals, and yet it has been my experience not to find a single scientific man who knew of the existence of this index until I called his attention to it. Human beings are lazy, and the majority of the patrons of a public library want a little information, not much, and want it quickly without the circumlocution of bibliographies. I hope that Cincinnati may be spared the necessity of dictionary cataloging its large collection, which should not differ essentially from other equally large collections of books in other parts of the country. I wish we all might have a dictionary catalog of ten, fifteen, or twenty thousand volumes, — a modified "A. L. A. index to general literature" with the generally accepted Decimal classification shelf-marks against each entry. Such a printed catalog would serve most purposes in Cincinnati. Ten or twenty thousand well chosen volumes are enough to answer most calls on a public library. The other books can be routed out for scholars by competent reference librarians or will be known to them by author and title.

I believe in the separation of books into the two classes of dead books and live books. It is a separation that is bound to come, and the small libraries of the country should limit themselves rigidly to the books which are most serviceable. If a printed catalog in book form of the ten or twelve thousand most "live" books is not feasible, certainly a printed card catalog of such a collection could be made. I can see no necessity of there being catalogers in more than a dozen or twenty libraries of the country. The small town libraries, except for local matter, should select their books from a list approved by a central council of the American Library Association, if you will, and should receive with the books cards for their catalog. Each year the central council could recommend that certain books be discarded so that the small libraries should never be overburdened and these should learn to depend on loans from larger libraries on the rare occasions when the dead books might be called for. The six Carnegie branches in Cincinnati need not
have any individuality. They need not be all of the same size, but they might well be of the class of standard small libraries which such a system would create. There are exceptions to every rule. A large percentage of some foreign element in the population of a city ward might make advisable a departure from the standard in the selection of books for a branch in that ward, but of this I am not so sure. This may seem a very mechanical way of running a small library, but library work is a business and every means for saving money should be adopted.

I believe it is proposed to reprint on cards the "A. L. A. catalog" of five thousand volumes, presumably with additions and corrections. This impresses me as an excellent suggestion and I hope it will be carried out. One reason why librarians cling to their dead books is that they have expended so much labor on their classification and cataloging in years past that they are loath to see the cards representing this labor routed out of their dictionary catalogs. A dictionary catalog is in itself a mechanical device for getting at the resources of a library. An intelligent librarian with a cultivated book-sense can handle a well-classified collection of ten or twenty thousand volumes much more effectively for the readers than the readers themselves can get at their material through a dictionary catalog. If I were given the choice of looking up the literature of a subject in a large library through either a well-made dictionary catalog or a well-classified collection of ten or twenty thousand volumes on open shelves with an author finding list of the balance of the collection, I would take the books and not the catalog. Only a small percentage of all that exists in a collection of books is brought out in the best dictionary catalogs, partly because of the great variety of material to be brought out and partly because any one cataloger is capable of subject cataloging so small a fraction of the total of human knowledge. For the person seeking a little information I would supply a well classified collection of ten thousand volumes on open shelves in charge of an intelligent reference librarian and if these books are live books, as they should be, with proper indexes and bibliographies, they will themselves be the keys to the world's literature which scholars may chance to need. We are told that children can be trained to use a dictionary catalog: I would rather see them trained to use books.

Miss Alice B. Kroeger followed with a paper on

**Dictionary Catalogs vs. Bibliographies.**

You have heard the arguments against dictionary catalogs and I am now to convince you that bibliographies will not take the place of the dictionary catalog. Mr. Hodges acknowledges in advance that the members of his staff all disagree with him and are on my side of the question. I believe that the majority of librarians, especially those in public libraries, will side against him and with his staff in favor of the dictionary catalog, with its analytics, double entries, and cross references.

When the A. L. A. Publishing Board, not many years ago, began to furnish printed cards for parts of books, I questioned the use of subscribing to these cards when an excellent and more compact index to the same books was furnished in the "Annual literary index," which in time would be absorbed in the "A. L. A. Index to general literature." It needed only a brief experience to convert me to the opinion that it was necessary to repeat such analytic work in the card catalog in order to make it of any considerable use to the library.

We talk much about libraries spending millions of dollars on cataloging. Do we not perhaps exaggerate the amount? At least do we sufficiently consider the value of such work? Is not a small collection of books well selected and thoroughly cataloged generally more useful than a much larger one not so well cataloged? I think many of us have had experience in using both kinds and can testify to the great value of a good catalog.

Mr. Hodges estimates the cost of cataloging at from fifty cents to $1.25 per volume. This is too large an estimate for the general library, but granting his figures, it must be remembered that the Library of Congress printed cards will reduce the cost for current publications. This is especially true where analyticals are largely used in the catalog. And in addition, the A. L. A. Publishing Board is doing much to make analytic work less costly by analyzing and printing cards for important sets of books, to say nothing of the more extensive work in printing cards for articles contained in about
one hundred and eighty-five technical periodicals. There is now very little question that a central bureau, whether Library of Congress, A. L. A., or any other, can catalog books for libraries at less cost than the libraries can do the work separately. I believe also that the cost of card cataloging can be still further lowered by the more general use of the typewriter, which heretofore has been too much neglected in libraries. Hand work is always slower than machine. Besides, the typewriter gives us a much clearer card, more easy to read and more in line with print.

An A. L. A. printed dictionary catalog in several volumes, including ten or twenty thousand titles, with annual supplements on the cumulative plan, is open to the objection of all printed catalogs that it is never up to date in one alphabet. Constant reference to supplements is irksome to most persons. As Mr. Hodges puts it, "human beings are lazy." We know what it means to look through that indispensable tool to the librarian, Poole's Index, its five-yearly supplements, and the "Annual literary index" for three or four years, in order to get all the references on a subject. If the Cincinnati Public Library wants a printed catalog, is it not possible to use the Peabody Institute catalog which is the most complete printed dictionary catalog, and which is at the same time a bibliography of value to the student? The analytic work is thorough and supplements are printed. Why not put the call numbers of the Cincinnati Public Library in the margins?

Some such catalog as the suggested A. L. A. printed dictionary catalog might be useful to small libraries if these libraries were all uniform. Is it possible to have even small libraries uniform? I can imagine six or more branch libraries in one city being identical in character, although I would not care to see this idea carried out. But taking the country as a whole, is it possible to have small libraries uniform? Will not the personal element always enter into the question? Books that are given, books that are not in the A. L. A. catalog (and I can conceive of many such being added to a library), must be cataloged, and this again means either printed or card supplements.

The Library of Congress has under consideration the printing of cards for the A. L. A. catalog. One of the defects of the present A. L. A. catalog for the purpose of a small library is its lack of analytics and double entry, but with printed cards a small library will be able to purchase at a trifling cost as many cards as are necessary to bring out the contents of each book under its subjects.

Mr. Hodges refers to the fact that in looking up a subject he generally uses the dictionary catalog to get a start on a subject, and then consults the books on the shelves. Now, in large libraries unrestricted access to shelves is not practicable and some modifications must be made. The card catalog is, therefore, most necessary in order to put the resources of the library on any subject at the disposal of the student without much loss of time. The ordinary reader must be content with the catalog in most cases. He has not the privilege of the librarian.

Bibliographies and references to authorities as given by authors in books and periodical articles are most important. But is not their practical usefulness after all very limited? The experienced librarian gets into the habit of thinking that it must be as easy for the general reader to look up his subject as it is for himself, forgetting how many years it has taken to acquire an expert knowledge of the use of what might be considered comparatively few books. Think what it means to the "average reader" to be told to consult bibliographies, when often he has no conception of what a bibliography is; perhaps he believes it to be (as applicants for admission to library schools sometimes do) a book that "gives lives of people mentioned in the Bible."

I believe that librarians should do more to interest and instruct readers in the use of bibliographies and indexes. At present in almost all libraries, bibliographies are in the cataloger's room or in the librarian's office or in the most inaccessible part of the library, whereas many of them should be in the reference department along with the cyclopaedias of special subjects. They would then be more frequently used, although it is exceedingly doubtful whether they would even then assist the "average reader." It would be the reader above the average who might be occasionally helped. And with the "above the average" reader, bibliographies are also of limited use. A person must have infinite patience and great inter-
est in his subject as well as plenty of time before he will follow up his subject by means of bibliographies alone. English students who frequent the British Museum must have this time, interest, and patience, because there is no subject catalog, but the average American user of libraries decidedly lacks the virtue of patience and feels that he cannot spare the time. Recently the same subject has been brought up by British librarians and readers, some of whom are urging the importance of subject catalogs in spite of the disapproval of the bibliographers.

Consider the number of bibliographies and indexes which the student must consult, with their variety of arrangement, more or less (usually more) faulty. Then there are the annual supplements to bring the literature of his specialty to date, besides the references added to books and periodical articles. After he has found his references, consider the time that is necessary to look these up in the catalog to see whether the books are in the library. It is true that in the case of the more common indexes, call numbers may be inserted by each library after the list of titles analyzed. This we at the Drexel Institute do in the "A. L. A. index to general literature," just as in the case of Poole's Index we have a list of the indexed periodicals contained in the library posted in a conspicuous place near the indexes. Even with these aids the number of readers who consult Poole and the "A. L. A. index" are very small compared with those who use the dictionary catalog.

The fact that the Berlin technical Poole is unknown to scientific men is another argument against bibliographies. If a specialist does not know the bibliography of his subject, how much more need that he should be able to find references in the card catalog, how much more necessary to put at his disposal the A. L. A. printed card index to technical journals! And if a specialist does not know the bibliography of his subject, how much less does the ordinary user know about the literature of the subject in which he is interested, how much more necessary that we assist him by means of a good catalog to what the library has on his subject!

While it is true that catalogers even the most capable cannot intelligently index the contents of all books, still I hope that Mr. Hodges' estimate of one per cent. is exceedingly low, otherwise what a vast amount of errors must be made in our public libraries. Even should some errors occur in indexing, much benefit may be gained from those entries which are not mistakes. In a printed dictionary catalog issued by a central bureau there are sure to be many errors and a greater number of differences of opinion about entries, so that after all, libraries will have to do considerable changing in order to make the catalog suit their needs.

While I believe that we are just beginning to understand what co-operation can do for libraries, I do not think that co-operation will dispose of the dictionary card catalog. On the contrary it will but emphasize its necessity and increase its usefulness. Before we can dispense with the dictionary analytic card catalog we must have more and better subject bibliographies and in addition a complete bibliography of bibliographies kept up to date in the same manner as Poole's Index, cumulating yearly or five-yearly.

The dictionary card catalog with its simple alphabet including analytics, double entries, and cross references, is unquestionably the form of catalog that is of the greatest good to the greatest number, and not for some time to come, if ever, will it be superseded by a printed catalog or by the general use of bibliographies.

The Chairman: I will ask Mr. Fletcher to open the discussion.

Mr. Fletcher: Behold an angel of peace! I think it is evident that too much energy is wasted along the lines indicated by "versus" in this title. There is no "versus" about it. The case is all in a nutshell. The dictionary catalog is a necessity, and the only question is how far we shall carry it. I was called upon to speak on this subject, I understand, because of my connection with the work of the Publishing Board and its efforts to transfer to the field which we (by an almost mistaken use of terms) call bibliography, as large a portion as possible of the work that has been put into the field that is called cataloging. It was long ago recognized that a large portion of the work that is put into the cataloging could be with great advantage transferred to the field of bibliography. That transfer is constantly going on. As an example, take Poole's Index.

How many people here are writing index cards for current periodicals and putting them
into their card catalogs? All those who do so please raise their hands.

No hands were raised.

Mr. Fletcher: Why not? That illustrates the situation. If Poole's Index, which was the first of our great co-operative bibliographical undertakings, has made such cataloging unnecessary, why will not other such undertakings make a great deal more cataloging work unnecessary? How many people here are making as many analytical cards now as they did before the "A. L. A. index" and the "Annual literary index" came into existence? I do not see any hands raised. I do not like that word "versus;" there is no reason for it.

C. K. Bolton: I think the difficulty about the bibliography scheme in the average library is to keep the bibliography complete and up to date. When twelve months have gone we must throw aside our bibliography because it is not up to date. It seems to me the American Library Association might do well to issue out a small bibliography of books likely to be in every library, which any library could buy, and put its own shelf numbers on for ordinary use. Such list would not be out of date and would not have the disadvantage that is found in almost every bibliographical scheme.

C. W. Andrews: Attention has been called to the fact that the classed catalog furnishes a satisfactory solution of some of these difficulties. Our own solution is much like Mr. Fletcher's. We have an author catalog, a classed catalog, and a subject index to the latter in which many of the titles appear again. The use of the printed cards furnished by the Library of Congress will enable you all to have this arrangement.

Miss Kroeger said that she wanted a bibliography of bibliographies. I wonder if she knows what she is asking for. De Margerie, in his bibliography of geological bibliographies prepared for an international congress of geologists, found 4,000 references. A bibliography of bibliographies on that scale would probably run into fifty or one hundred volumes. We have done our best to supply the need of which Miss Kroeger speaks, so far as our own resources are concerned, by preparing a bibliography of bibliographies of scientific and technical literature, or a list of those books in our library which contained lists of such books or which are lists of such books. This list will contain some three thousand titles, and it may prove of use to reference librarians.

Another point I wish to touch was Mr. Hodge's reference to the uselessness of some of the analytical work which is now done by co-operation. I agree heartily. I think that where we write entries from material already contained in scientific or other bibliographies, we do work which need not be done. We ought to confine our work to those entries which do not occur to the ordinary student, and especially to those entries which have existence as bibliographical entries, and which are being published as "separates" or as reprints. I suppose every one of us has bought a not inconsiderable per cent of "separates," thinking that they were independent works and afterwards finding them in our own library. It is that class of work which ought to be brought out in our co-operative analysis of periodicals.

F. J. Teggart: I think it is quite possible that librarians are doing too much for the public; it is quite possible that the public would get on very well, even better than it does now, if it had fewer books and less cataloging. In other words, the whole population is divided into two parts; the first part contains perhaps 90 per cent, and the other part contains 10 per cent. The 90 per cent do not know what they want; they go to the dictionary catalog to find out; the 10 per cent know what they want and want to know what has been written about it and they go to the bibliography, if the bibliography is sufficiently good. We are accumulating enormous quantities of cards and very large quantities of books in the smaller public libraries, and both the cards and books are tending to swamp the administration. I think it is perfectly practicable to decide upon a standard size to which smaller libraries should conform. I do not think the small library ought to keep all the books that it has ever acquired, unless it is absolutely necessary for it to do so. Consequently, cataloging will tend to become a more and more temporary thing. We now look on the catalog as a permanent addition to the library, but I cannot look at it in that light. The only record of books that should be considered permanent should be a record in bibliographical form. The bibliography is for the student, and in our discussions we constantly lose sight of
the difference between the person who simply wants a book on a given subject, and to whom nearly any book on that subject would be satisfactory, and the person who would search the country over to find everything existing on that subject. If we are to do first-class work, we ought to have complete bibliographies, with indications of the libraries all over the country in which the books are to be found. I am now working on a subject in which some people here may be interested, books printed on the subject of library administration. It is curious to note that only perhaps ten per cent. of those books are in any library in the United States or in all the libraries of the United States put together. Now, in a bibliography of that kind there should be indication of the library where those books are to be found. The bibliography should be made complete, but it should at the same time be a reference catalog for such of the books as are available. The distinction should be clearly drawn that the average public library reader does not want to hunt up books in bibliographies. He simply wants to have some book on the subject given him with the recommendation to go and read it—which he generally does not do. The only thing that is read through is fiction, and even as to fiction I doubt the thoroughness with which that is read. I have repeatedly found, where a signature has been left out in the binding of a novel, that nobody would mention it for six months. The interests of the average person who comes to a public library are more or less superficial, and the best efforts of the library should be directed towards the studious person who is actually studying,—and this person represents about ten per cent. of the whole use of the library.

NINA E. BROWNE: I want to make a suggestion as to a form for a catalog, which seems to have been very little considered. In the first place, I would have a classified catalog. It is of minor importance whether it is arranged by Decimal classification numbers or by the Expansive classification numbers or alphabetically, so long as it gives a subject order. Then in the author catalog place with the author cards the index to the subject catalog, together with the title cards in their alphabetical order. The index card may bear at the top the subject, and below the direction, "For books on this subject, see the subject catalog, cards numbered so and so," if arranged by the Decimal or Expansive classification, or "cards arranged in the subject catalog under such a word," in that way you can get all the material that any reader may look for. For instance, if he looks for "Birds," the card may read, "Birds," on the top line, and below, "For books on this subject see cards numbered 598." If he looks for "Ornithology," as the learned reader may do, he also finds a similar card referring to the same subject cards numbered 598. In that way one gets the benefit of the dictionary form of author, title, and subject in one alphabet, at the same time escaping the trying see also references. One also gets rid of the great bulk of subject cards which go into the dictionary catalog, and so break the continuity of the alphabet. Sometimes a subject extends through two or three drawers, and a person who is not familiar with large dictionary catalogs often loses his way in the alphabet. The index cards, of course, simply fall properly into place, and I would have these index cards of a different color from the others, so that when a reader once catches the idea of a subject index, the color will guide him and he will not look over the other cards. The title card might also be of another color. I have talked about this catalog for a good many years, but I have never had an opportunity to try it. I have been told that St. Louis is trying it.

MR. CRUNDE: We are trying it now. Some years ago this subject was discussed, and I remember summing up my opinion by saying that the only thing to do was to have both. We have recently begun to do so. We have not done enough yet to know what the practical results will be, but as to myself I have no doubt of the necessity.

MR. BALLARD: I would like to make a suggestion that may be helpful to those librarians who feel that they would like to lighten somewhat the labor of cataloging and who feel that there is great difficulty in caring for the mass of books constantly coming to our libraries. One large division of the books bought in public libraries may be classed as "temporary," that is, almost every librarian buys books during the year to satisfy a wholly temporary demand. In the Berkshire Athenaeum, instead of buying such books, we now rent them for a year. The Tabard Inn Library agrees to furnish to public libraries not less than 125 a month, and any larger number at lower rates. We take the
COLLEGE SECTION.

smallest number, 125. If these books are exchanged every month — and there are no conditions as to the number exchanged — the library receives 1,500 books during the year, or an equivalent of 6,000 exchanges, and the charge is $150, which is less than the cost of cataloging those fifteen hundred books. I am of course speaking of books you would not care to keep more than the current year. We think our library saves $1,000 on this arrangement; we also save the expense and time of cataloging; and we save shelf room, because at the end of the year the books go back. The volumes come prepared for issue; the numbers are upon them, and the numbers are different from those used in any library system that I know of, so that the number itself differentiates the volume. We treat them precisely as if they were our own books, distinguishing them by the numbers on the back, and letting them go out as if they were our own. One added advantage is that all of our patrons who draw these particular books may carry them away on vacation if they desire. They may be exchanged in Boston or San Francisco or any other town for any other Tabard Inn Library book, and that may be returned to us to cancel the charge. We do not care whether our readers return the same book or not, providing it is a book belonging to the system, and we are not obliged to return to Philadelphia at the end of the year the same fifteen hundred volumes received, but we can return any fifteen hundred volumes bearing the Tabard Inn Library imprint. The plan is simple, economical, and popular.

Mr. Hodges: There have been references to the ease of cataloging. The general public has an idea that the cataloging of a library is a very simple affair. The average person from outside walks into a library and says, "Why don't you catalog this library?" In what I am going to say I refer more especially to the catalog work which is done or should be done in a large library. I have had put in my hands occasionally some of the printed cards, the index cards, to scientific periodicals, and I have been asked to subject-catalog those cards. I think it is no exaggeration to say that I found it necessary to spend from two hours to four hours in determining the subject which should be placed at the head of each one of those titles. It is extremely difficult to do that kind of subject-cataloging. No one person can cover any considerable fraction of the whole field of human knowledge. Then, at the end of that time, after spending from two to four hours on each one of those cards, I was by no manner of means certain that I had put the correct subject heading on the card. If there is a genius who can subject-classify 120 cards for the titles in the Old South Leaflets in the fraction of a minute — they estimate that the cost of cataloging the Old South Leaflets is simply the cost of the cards — I should like to know him. I do not think it is much exaggeration to say that it would take me, if I took the Old South Leaflets, from a week to two weeks to properly subject-catalog all the items in that collection.

When all this cataloging has been done, what is the result? Of course, the catalog of Harvard University is not a dictionary catalog; it is a classed catalog; but it is a very elaborate catalog. Those who are acquainted with the work there have estimated that that catalog has cost about half a million of dollars. Several years ago I was looking up the subject of foundation sacrifice, and I am not sure that I found a single entry in that elaborate catalog of any material on foundation sacrifice. Foundation sacrifice is the propitiatory offering to the powers of the earth when new buildings, churches, etc., are erected. But I did take the newest book on folk-lore which I could find, and in a few moments I found a footnote,—I think there was no formal bibliography,—and I found references to other material, and in the odd moments which I had to give to the matter, in a day or two I had on my notes the titles of about a dozen books containing chapters on the special subject in which I was interested and on which I was preparing a paper. None of that material had been brought out in the catalog, which had cost a fortune, and I hope it never will be brought out.

I was asked at one time at Harvard to find a pamphlet written by a French priest, name unknown, describing the occurrences at the time of the opening of the tombs of the French kings at St. Denis. As I say, the author was unknown, and it was merely stated to me that when those tombs were opened, a French priest very naturally was present and saw what happened, and a few days afterwards he wrote down a report of what was done, and that was printed in pamphlet form. I went to
the Harvard catalog and I looked in its drawers for about five or ten minutes. I was simply staggered at the idea of hunting down that pamphlet from that catalog, but I went to the shelves and in twenty minutes I had that pamphlet in my hands, printed as an appendix to one of the larger histories of France. There is nothing simpler than finding material of that kind. It was suggested to me that an entry ought to be made and a card inserted in the catalog; but if I had put that card in, I would very much prefer going to the shelves and finding the pamphlet again as I did, rather than try to find that card among the millions of cards in those drawers. All that was necessary, of course, was to get the most elaborate and extensive history of the Reign of Terror and to turn over the pages until the pages were reached describing the desecration of the tombs, and there in a foot-note — it was a properly made book — was a reference to the raw material on which that history was built up.

I think it is a mistake to think that cataloging is a very simple and easy matter. I confess it is distasteful work to me; I never liked it. I think it is also extremely difficult work if you are going beyond the simplest books, and it is work that takes a great deal of time and costs an enormous amount of money. You can jump at the subject from the title, but you are almost certain to jump wrong.

**Charles K. Bolton** submitted the report of

**Committee on Nominations**

presenting the name of C. W. Andrews for chairman, and George F. Danforth for secretary. The report was accepted and the persons named were unanimously elected.

A report to the A. L. A. Council was made by the Section's Special Committee on American Dissertations, appointed last year, and this report was referred to the Section for consideration. It is as follows:

**Report of Committee on American Dissertations.**

The committee on American dissertations submitted in part fulfilment of the requirements for the degree of doctor of philosophy, beg leave to report their work for the past year.

It was found impracticable to send the draft letter printed in the Proceedings of the Waukesha Conference, page 207, until it was too late to have desired data included in university catalogs for 1901-02. This being the case, it seemed best to let the matter rest still further, so that the question might reach university authorities late in the present year, to be carried into effect next academic year. A copy of the circular letter approved by the Council was finally sent to the presidents of seventy-seven institutions, including all institutions which conferred the degree of Ph.D. on examination in the years 1898-99 and 1899-1900, according to the Commissioner of Education's reports for those years. To this list were added certain other institutions of good grade, offering the degree on examination and residence, according to the list given on pages 1566-1581 of Commissioner of Education's report for 1898-99. The circular letter was sent also to Toronto and McGill Universities, and to the librarians of thirty-three of the more important institutions, inclosing in each one of the printed cards as follows:

**To the Librarian:**

Your attention is respectfully called to the accompanying letter, a copy of which has been mailed to the president of your university. The inclusion of the desired data in the annual catalog, or corresponding publication, of your institution will greatly facilitate the compilation of the proposed annual bibliography of American dissertations. Hence your co-operation in securing prompt action by the faculty of your institution on this matter is urgently requested.

**The Committee.**

This seemed desirable in the case of the more important universities, so as to secure co-operation of librarians in getting the matter attended to. A short foot-note to the letter was appended as follows:

A copy of the above letter is sent to such institutions of learning in the United States and Canada as confer the degree of doctor of philosophy or science after residence and examination. The committee has under consideration the compilation and publication of an annual list of American dissertations for the degree of doctor of philosophy or science, and of a similar complete list of such dissertations to July, 1900. Any communications with reference to the subject may be addressed to Walter M. Smith, Librarian of the University of Wisconsin, Madison, Wis.

The communications that have come and are coming in will be filed and forwarded to the person or committee that takes up the work of the compilation of the proposed list. It is highly probable that in time the Library of Congress will take up the matter of compiling and publishing such a list, and the committee recommend that this arrangement be made, if possible. In any case, the insertion of suggested data in university catalogs will make much easier the compilation of an annual list.

Replies are already coming in from university presidents, and all heard from so far agree to publish desired data in future catalogs.

**Walter M. Smith,**

**Bernard C. Steiner,**

Committee.

C. W. Andrews,

There was no discussion on the report of the committee. The meeting adjourned at 12.45.
CATALOG SECTION.

The Catalog Section of the American Library Association held a meeting in the New Magnolia Hotel, Magnolia, Mass., on the afternoon of Thursday, June 19. The officers of the section were J. C. M. Hanson, chairman; Miss Mary E. Hawley, secretary. The meeting was called to order at 2:30, when the chairman announced a

Committee on nominations, consisting of T. F. Currier, Miss Edith Clarke, and Miss Maude Henderson.

The Chairman: It may be well to preface the program with a brief explanation. For previous meetings of this section, no stated program was announced. If this year we have decided to depart slightly from the precedent thus established, there are several reasons for doing so. This conference seemed to offer special opportunities for learning something about the card catalogs which in their respective fields certainly take the lead,—the dictionary card catalog of the Boston Public Library, the alphabetical classed catalog and the author catalog of Harvard College Library. This year we have been especially fortunate in securing Mr. Lane to speak for Harvard College and Mr. Hunt to speak for the Boston Public Library. I will, therefore, ask Mr. Lane to describe for us

The Catalog of the Harvard College Library.

W. C. Lane: I am glad to have an opportunity to talk about the Harvard catalog because that catalog is distinctly different from either of the two great types of catalog which have come into general use, but it is of a kind to give many useful hints to other libraries. I have brought no statistics or history in my head or on paper, so I shall not take up the subject from that side. I will simply say in passing that the library printed three catalogs in the eighteenth century (1723, 1773, and 1790), and that the last one was that issued in 1830. A supplement was printed in 1833, and then material began to collect toward a succession of later supplements; but no further supplement was ever printed. This material was soon turned over into a card catalog, the present official catalog of the library, which I suppose is one of the oldest—possibly the oldest—strictly card catalog in existence. This has been continued down to the present time with some changes of plan and some changes of detail. The public catalog, however, is the one of which I want to speak and about which I think you will be most interested to hear. This catalog was begun in 1861. It was planned by Mr. Ezra Abbot on what was then a rather new idea, and it was developed with much skill and ingenuity. The two other types of catalog are (1) the dictionary catalog, which adopts what would seem to be the most obvious plan (though it was not the earliest),—the plan of arranging all subjects both great and small in one alphabetical series, and (2) the classed catalog which works on the opposite plan, lays out the field of knowledge into classes, then divides and sub-divides these classes until the smaller topics are reached. The Harvard catalog combines important elements from each of these and profits by the combination. As in the dictionary catalog, the arrangement is alphabetical from beginning to end, but instead of a single all-comprehensive alphabet, we have related topics grouped alphabetically under larger headings, the object being not only to bring side by side topics that are nearly related or that one would be likely to want at the same time, but to bring them also into close relation with more general works that cover the same subject. In fact, the underlying method of the catalog is that of combining similar things in groups rather than that of sub-dividing general subjects into special. A classified catalog is the result, but classification is not pressed any further than usefulness demands. Of the primary heads that make up the main alphabet, some are very extensive, as extensive as some of the main divisions of classified systems, and fill drawer after drawer of the catalog case,—such as History and Geography, Chemistry and Physics, and other sciences; while other headings are of limited scope and cover but a few cards. In a single drawer, for example, are the main headings "Famines," "Fats," "Fences," and "Ferries," each one of them with but few
cards under it. These were left as main headings simply because there was no particular advantage in grouping them with others under a more general division. "Fences" might have been put under "Agriculture" or "Architecture" or "Carpentry" or elsewhere, but as nothing would be gained by doing so, the cards are left under "Fences."

The main principle of the catalog being a grouped arrangement, that arrangement was carried out, in the first place, to a very complete degree, but has been modified to some extent from time to time, as certain inconveniences became evident. For example, at first all biographies were brought together under the heading "Biography," under which heading were (1) general or collected biographies, divided by countries or by classes of people, and (2) an alphabetical series of individual biographies. But a few years ago it was decided that a better plan would be to scatter the individual biographies through the author catalog. That has now been done, and the result is that after the titles of books by a man follow immediately the titles of books or pamphlets about him or relating to him in any way.

This suggests another point which properly should have been mentioned earlier. The catalog is in two alphabets, by authors and by subjects, but that is no necessary characteristic of it; it might be thrown into one alphabet like a dictionary catalog—that is to say, the subject headings might be introduced into the author catalog without in the least changing the principle of the catalog. It seemed more convenient, from the fact that many subjects take up a great many drawers, not to interrupt the alphabetical progress, so to speak, of the author catalog, by introducing great blocks of cards under one heading, and therefore the subjects were made a separate alphabet.

Another example of the grouping tendency was the Greek and Latin authors, which Dr. Abbot brought all together under the two heads "Greek authors" and "Latin authors," in the subject catalog, including under each author's name both texts and commentaries. That appeared to us after a time to be on the whole an inconvenient arrangement, and they have now been scattered through the author catalog, texts and commentaries being of course still kept together. The classics, that is to say, are treated like moderns—perhaps an indication of a general change of attitude toward classical studies. It is interesting to consider whether further changes of the same kind would not be for the advantage of the catalog, and if one were starting afresh, such questions would certainly require consideration. For example, under the heading "History" all the strictly historical works in regard to various countries and places are brought together in an alphabetical arrangement by places. The same is true of books of travel and description under "Geography." I am inclined to think, however, that it would be an improvement to split up these classes just as "Biography" was split up, and to scatter their contents up and down through the alphabet under the names of the places themselves. Perhaps if we did this, it would be in accordance with the spirit of the catalog to group places locally under common heads, putting, for example, the towns of Massachusetts under "Massachusetts," or even placing Massachusetts and its towns together with other states all under "United States."

Then under the name of each place would be found everything of a descriptive or historical nature connected with it which now has to be sought under several different heads, Antiquities, Customs, Geography, History, Politics, Political Economy, Statistics, etc.

We should, however, probably never go so far as the Boston Public Library has done in bringing local material under the place name used as a main heading. Books on the flora, the fauna, or the geology of a place we should continue to enter under Botany, Zoology, or Geology, making subordinate place-divisions under those heads, as is now the custom even in dictionary catalogs, and the same would be true of books on the art or music of a place. But there is abundant room for difference of opinion as to whether books on the agriculture, the commerce, or the manufactures of a particular locality are best included with other descriptive works under the name of the place, or are more useful under the heads Agriculture, Commerce, or Manufactures, side by side with books relating to other places considered from the same point of view.

A change of this kind, however, in the Harvard catalog is not likely to be actually made, though in many respects it would be desirable. The labor involved forbids.

The grouping of minor subjects under general
headings requires more detailed consideration than we have yet given it. The arrangement continues alphabetical, but not necessarily in a single alphabet under any one heading. The character of the sub-heads may be such that it is desirable to group them. For example, under "Botany" some of the sub-divisions would be names of countries or places (for books relating to the flora of a particular place); others would be names of particular plants or families (for systematic works or descriptive monographs), others would relate to physiology, others would be the names of distinguished botanists (for biographies), and so on. That being the case, we do not want to mix up in one alphabet our botanists and our plants and our countries, and they are segregated into as many alphabetical groups as are desired by the use of headings, such as "Biography," "Geography," "Physiology," "Systematic," each of which serves to hold together under it headings of a similar kind.

The same is true of all the larger headings of the catalog. Under "Music" we must provide for (1) biographies of musicians, arranged alphabetically under the sub-head "Biography;" (2) works on the history of music, grouped together alphabetically by countries under the general sub-division "History;" (3) topics relating to musical theory, counterpoint, harmony, and the like, grouped together under the sub-head "Theory;" (4) Books on musical instruments—the accordion, the piano, the organ, the flute—grouped in alphabetical order under the head "Instruments;" (5) Books of instruction on various instruments, grouped together under the sub-head "Instruction;" (6) Musical texts, brought together under the headings "Instrumental" and "Vocal" and so on. The same practice applies to all the groups that make up the catalog. It is not worth while to take your time in going over different ones in detail. You see the principle and its application.

There is one essential part of the system which I have not mentioned—the index. For the first twenty or twenty-five years of the catalog's existence, it had no index, or had only imperfect references on the cards. You see, of course, that a complete index of all subordinate headings is absolutely essential to the usefulness of such a catalog. A person unfamiliar with the catalog—and a host of new students come in upon us every year—does not know under what general head he should look for a subject, and becomes confused. He is bewildered at first by the different alphabets under each head and must learn to find his way. What he needs is a full alphabetical index of all the headings great and small, principal and subordinate. Such a subject index was the result of a good many years' work which necessarily involved the straightening out of many inconsistencies and imperfections in the catalog that had grown up just because there had been no index of this kind to guide cataloger as well as student.

One point in regard to the references in the index I should mention. A system of numbering, not contemplated in the original scheme of the catalog, had been introduced and applied to the subject headings so as to make reference more easy. If under "Organs" in the index it is desired to refer to the place in the subject catalog where titles on the history or construction of organs will be found we might say, Music—Instruments—§ Organs, but it is simpler and shorter to write 6520.354; 6520 being the serial number assigned to Music, and .354 a decimal number indicating the particular subdivision under Music.

These numbers are inscribed on the outside of the catalog drawers and on the guides inside so that the inquirer is easily and quickly led to the specific heading he wants. With the index the use of the catalog is reasonably simple. I know of no subject-catalog which a novice or a person who is unwilling to take pains can use to advantage. One has to learn to use it like anything else.

The advantages of the Harvard catalog over either of the types in common use are mainly these. In the first place, new subjects as they come up can be inserted easily and naturally without limit. New subjects are coming up constantly, especially in connection with analytical work, such as the cards issued by the Publishing Board. New subjects generally appear first in periodicals, but they very soon turn up as the themes of books and pamphlets and have to be dealt with. In a classified catalog on the Decimal or Expansive system you have to find an appropriate place and introduce a new number, which in many cases will make your new subject appear to be subordinate to something else not particularly appropriate.
You have not an indefinite number of new places of the same rank as the old ones in which to introduce new subjects; you have to introduce them as subordinate to something else already established. But in our catalog it is not so. You introduce as many subjects as you like on the same rank with subjects already represented, because the arrangement is simply alphabetical.

The fact that related subjects are brought together and brought into connection with general works is an advantage which the Harvard catalog shares with other classified catalogs, but which it has over the dictionary catalog.

One other advantage of our catalog is its adaptability to printing. It would be very easy to take any of these larger sections and put them in print whenever we have the means and the time to do so, and I hope that sometime we shall be able to undertake this on a continuous plan. When we do, we need not start at the beginning of the alphabet. If chemistry or physics or fine arts are more important than agriculture, we will start with whatever seems ripest at the time, and the catalog breaks up into groups in such a way that this can conveniently be done.

C. A. Cutter: May I make a slight correction of one statement? Mr. Lane said that a new subject inserted in an Expansive catalog would have to be inserted in an apparatus subordinate while it ought not to be subordinate; but in the Expansive notation, subordination is expressed entirely by indentation, and the notation is not intended to express and does not often express any subordination whatever.

J. L. Whitney: It was my pleasure to know Mr. Ezra Abbot; that friendship was one of the joys of my life and among my sweetest remembrances. At my first visit to Cambridge I went to the Harvard College Library and opened one of the drawers and began to study it. At that time my thoughts had not been fixed upon library work, but an hour at that catalog settled my purpose. I immediately got a blank book and copied off every heading from that list, taking several days to do it in. This I carried home and reflected upon and afterwards became a librarian.

C. A. Nelson: I have in my possession a copy of the classed catalog of the Cambridge High School, published by Mr. Abbot before he went to the Harvard College Library as an assistant. I came to Cambridge as a student in the High School in the year 1855. The next year I became librarian of a literary society in Cambridge and made a card catalog there based on Mr. Abbot's high school catalog. When I entered college it was my privilege to be for six years under Mr. Abbot and under Mr. Sibley as a student of catalog work, and I think those years made me a librarian and a cataloger. Whatever good work I have done as a cataloger, if any, has been done because I was under their tuition.

Mr. Cutter: Since praises of Dr. Ezra Abbot seem to be in order, I want to express the immense obligation I owe to him for introducing me to cataloging and classification and bibliography. I should be nothing in the library world without Dr. Abbot.

E. B. Hunt read a paper on

THE CATALOG OF THE BOSTON PUBLIC LIBRARY.

(See p. 25.)

E. H. Anderson: I would like to ask Mr. Hunt what is the nature of the references in the general library to the departmental libraries?

Mr. Hunt: There is no need of any references because everything in the special libraries is in the main catalog. We mean to have the Bates Hall catalog contain everything in the building, barring English fiction, which is cataloged by itself on the same floor within a few feet of the main catalog. With regard to the special libraries, I made the catalog of the Brown Music Collection practically alone. It was a work requiring a great deal of time and I went into it not knowing very much, certainly in a theoretical way, about music. So the catalog was distinctly an evolution with me and I did not print anything in the card catalog until the whole collection was practically done. This was adopted to avoid any more false starts than were necessary. That collection is very rich along certain lines; for example, there are four thousand operas in it, and at least ten thousand part songs. I cataloged not only everything which had an imprint, but I analyzed every collection and every collected edition of part songs, or church music, etc., so that the analysis part, if it should ever be printed, I think would be easily the biggest
single index to music for part songs, vocal music, and operas ever prepared. When I started, I thought I could arrange under separate headings such things as part songs and madrigals and glee's and catches, etc., but I found that the same composition was called by as many different names as it happened to have editors. So I chose the one general heading, Part songs," and put everything under that heading relating to more than two voices. Songs for one voice were in one class, duets in another class. In chamber music I made the same sort of a collection and I arranged under "Chamber music" all that music written for a number of instruments.

Mr. Gould: I would like to ask Mr. Hunt whether he has any subdivision for trios in his music. He speaks of solos and duets and then part music.

Mr. Hunt: Music for trios for strings, or for any other instruments, would be under Chamber music.

Mr. Gould: You don't put vocal trios with that collection?

Mr. Hunt: No, we put vocal trios in with part songs. I drew the line at three voices, and I had the advice in that matter of a good many good men,—Mr. Philip Hale, Louis Elson, Frederick Field Bullard, and John K. Paine, of Harvard.

Mr. Cutter: Did they advise you to mix three part songs and four part songs?

Mr. Hunt: Yes, they did. The trouble is, you have very often the same thing arranged for three or four voices, and that was the difficulty in trying to keep them distinct according to the number of parts.

Mr. Cutter: But I do not see that that has anything to do with it. If people are going to sing a particular piece in four parts, they want four part music; if three people are going to sing a piece in three parts, they want a three part arrangement. It seems to me they should be separate.

Mr. Hunt: Every part song cataloged bears on the title the number of parts and voices; but where you have the same title for a piece which is published, say, for three voices, and the next edition is published for women's voices, and the next is published for a male quartet, it seems to me altogether too finishal to make three entries for that particular piece.

The Chairman: I would like to ask Mr. Hunt if in his classification part songs are arranged by nationalities.

Mr. Hunt: No, I have not tried to do that. There are so many German part songs and songs in other languages which have been adapted to English words and appear with English words, as well as with the German or the other original language, that I have not tried to divide them according to their nationalities. They are simply arranged under the heading of part songs.

F. B. Gay: Are you likely ever to publish that catalog as a whole?

Mr. Hunt: That was the intention when the catalog was begun, but whether it will be done or not I do not know. Certainly if so I should cut it down very much from the card catalog.

Mr. Gay: If published, would it not make the most useful bibliography of music known?

Mr. Hunt: I do not believe there is another index that could touch it.

Mr. Lane: What Mr. Hunt has said gives us a realizing sense of the enormous extent of the card catalog of a great library and the overwhelming prospect ahead of us, as things go on. The same thing is true of the Harvard Library and of most large libraries. Has any one any suggestion to make as to anything that we can do, any improvement that we can make in the card catalog or over the card catalog, with the view of reducing bulk and adding convenience?

Mr. Hunt: I have heard the proposition — I don't know whether it could ever be worked out or not — that it is possible to photograph the entire catalog on very minute cards and then have these arranged in drawers where they could be examined through magnifying glasses. You could thus reduce the bulk to a tenth of its size.

Mr. Lane: How could the cards be handled?

Mr. Hunt: They would not be too small to be handled. That is a possible solution, but I do not think it is probable in the immediate future.

Mr. Fletcher: I would like to ask Mr. Hunt if he has ever made any estimate of how long it is likely to be before the whole of Bates Hall is lined with a card catalog.

Mr. Hunt: I cannot see in the nature of things how you are going to have a great library and a great collection of books without a
correspondingly great catalog. It would not alarm me, and I do not think it ought to alarm anybody, if eventually our catalog did line Bates Hall.

The Chairman: The suggestion made to Mr. Hunt reminds me of a proposition that was made to the Library of Congress, to have the books arranged on the shelves in good order, see that they were properly lettered, and then have a photographer come in and photograph the books just as they stood on the shelves. The result would be a classed catalog, an alphabetic catalog, or anything you like. That was a proposition made in all seriousness.

Mr. Hunt: About fifteen or eighteen years ago a man in Boston offered to re-make our entire catalog,—catalog the whole Bates Hall collection,—and all the time that he wanted to do it in was six months, or even less. That offer was made in sober earnest.

Mr. Cutter: May I carry the history of the card catalog a little farther back? Mr. Charles Folsom, who left the librarianship of the Boston Athenæum, I think, in 1856, had introduced there a card catalog. Of course that carries it back to about 1850, and I think he had introduced it from the library at Harvard College.

Mr. Lane: Our present official catalog goes back to 1834.

Mr. Fletcher: When I went to the Boston Athenæum, that catalog was existing in what I suppose was its primeval state. It was in a series of what were apparently volumes, under the counter. If any one wanted to refer to one of those, he pulled out the apparent volume, which proved to be a box. He lifted the lid, which turned on hinges, and then there was before him something like a card catalog drawer. I suppose that was the primeval form of the card catalog of the Boston Athenæum. That carries it back to 1860. In the course of five years it was changed to ordinary drawers. Mr. Lane says that in the Harvard College library it is carried back to 1834, but its previous source, I think, must be lost in the mists of antiquity.

T. Solberg: I should like to ask if there is a general impression that the card catalog originated in America, or whether it originated abroad, and when?

Mr. Nelson: In France, at the time of the French Revolution, a law was passed ordering that a card catalog should be made in all the libraries of France, and the cards to be used were the ordinary playing cards, because the playing card was the only one which could be found uniform throughout the country. They were to use the ace of spades, because that card had the most space upon it. I think that is as early a reference to the card catalog as we can find. The rules laid down were as accurately and as carefully made as any we have now. Of course there were changes in the main entries, but the cards were written so that they would stand on end. Duplicates of those cards were to be kept in the libraries throughout France, and the originals were to be sent to Paris to be kept at the Bibliothèque Nationale, as the complete catalog of all the books in the various libraries of France.

Mr. Whitney: Our catalog was perhaps the first printed catalog, but our catalog was borrowed by Mr. Winsor from the University of Leyden. As has been stated here to-day, the titles were printed on sheets and then they were cut out with scissors and pasted on the cards. In that way, of course, we found that the cards would double up, so that three or four would fill up an inch space. We had a roller to roll them out, but that was found to be clumsy and inconvenient, and afterwards we had the titles printed directly on the cards.

Discussion on Capitalization.

The Chairman: If there are no further remarks, we shall proceed to one of the topics which has been outlined for discussion. There is a catalog committee, consisting of seven members, who have been working on various questions in cataloging during this conference, and I suppose the greater part of the time has been taken up by the discussion of capitalization. So far we have been unable to reach any definite agreement on some of the points at least, and a discussion at this meeting would perhaps be of considerable assistance in settling these mooted questions. Some of those present may have seen the circulars sent around by this same committee after a meeting at Atlantic City in March of this year, asking for opinions on four or five different points in capitalization. I will take up those points in order.

The first rule suggested is: "If an article is used at the beginning of a title for the sake of clearness, capitalize the first word of the title following the article." I learn that this is to
be recommended in the fourth edition of Mr. Cutter's "Rules." It is therefore proposed to capitalize the word following the article, not only, as I understand it, in titles of periodicals, but in titles of fiction, etc., — titles of ordinary books. That question is now open for discussion.

Miss Kroeger: For example, the proposition is: in the case of the title "A Woman's Reason," capitalize "a" and "woman." That was the suggested change.

Mr. Andrews: Will the chairman please state the present practice in the Library of Congress?

The Chairman: The Library of Congress rules state that in quoting titles like "The Nation," "The Times," the word following the article is capitalized, but not the article itself. It is therefore a different case. I may add that the Library of Congress rules call for the capitalization of the article and also of the word following the article in titles of periodicals, newspapers, etc., but not in titles of ordinary books.

Mr. Cutter: I suppose that every one has noticed that in Lorenz this practice is followed. The French, of course, always retain the article before the first noun of the title, and they always capitalize the first noun of the title. In English we do not do that. It was proposed by Mrs. Fairchild that we should adopt the French custom as an assistance in the arrangement of titles in the card catalog. Take the case of the title "A Woman beyond compare." One is almost obliged to retain the "A" there, as my rule says, "When an article beginning a title is retained for clearness or for euphony, the word following should also have a capital initial."

Mr. Fletcher: I should like to know if the chairman of the committee is willing that it should be stated what was the result of the discussion of the committee on each of these points.

The Chairman: I do not recall the vote on this matter, but there is no objection, so far as I am concerned, to the vote of the committee being made public.

Mr. Fletcher: The report has been placed in my hands as a representative of the Publishing Board. If there is no objection, I would state that the discussion on that point in the committee resulted in a vote of five against and two in favor of the change. I have already heard some further discussion of the matter, and there was evident feeling that there was something to be said against the use of the second capital. The fact that French practice retains the capital is nota very strong argument, because, if we are going to follow the examples of continental bibliography, we shall find ourselves getting into pretty deep water. The typographical appearance is against such a change, unless we use capitals all through the title. The first word "A," then "Woman" beginning with a "W" and then no more capitals, — such an arrangement is not pleasing to the eye.

Miss Kroeger: It is even less pleasing when you have an adjective than when you have a noun.

A. G. S. Josephson: We have the same rule as in the Library of Congress. We capitalize the first word in the title of a periodical after the article. Of course, we always retain the initial article. It has been the custom in a good many libraries not to retain the initial article, but I do not think that is a good custom.

Miss Kroeger: I should say in regard to the vote of the committee that the committee decided that, in case of periodicals, the first word after the article should be capitalized, as in the case of "The Nation," and "The Times." That was the only exception which the committee as a whole decided upon.

Mr. Solberg: May not the question be properly asked, why was that distinction made? Why should the title of a periodical be capitalized, the article itself being discarded in some cases, while in the titles of books, the article being also discarded in particular cases, the capitalization of the next word is eliminated? It seems to me that the same reason ought to govern in one case as in the other.

The Chairman: For one reason it is to assist in the arrangement of the titles in the catalog. Periodicals and newspapers are entered under their titles, but in the case of ordinary books the author's name decides the arrangement. Then, in titles of newspapers and periodicals there seems to be necessity for making the word following the article stand out clearly and distinctly.

Mr. Nelson: I can see why the capital might be retained in the titles of periodicals, because
those are title entries where we want to draw especial attention to the first word in order to get at the name of the periodical. In the other cases there is no necessity for using a capital.

S. H. Berry: Unless there is some decided reason for the use of the capital following the article we ought not to make the change. It would be difficult to change the quantity of work already done to accord with the proposed rule. If those favoring the retention of the capital in the title can offer some substantial and real reason why it ought to be there, then we might be convinced that the change would be advisable, but it must be a strong reason.

Mr. Cutter: I thought there had already been given what seemed to me to be a strong reason, namely, that the capitalization of the word after the article assists the arranger or the person who puts the card into the catalog and calls his attention to the word under which it is to be placed, both in the arrangement of titles under the author and in the arrangement of title entries. I can see, however, that there is another reason in the case of periodicals. Periodicals are known by a sort of proper name, and you want to call attention to that. Take, for instance, the title of "The Times." If you print the first word with a capital "T" and then use a little "t" for "times," it gives an uncomfortable and unaccustomed impression. Does the Library of Congress capitalize the first word after the article in the case of periodicals or the word under which it is entered? For instance, if the title is "Daily Evening Star," and there is a "Daily Morning Star," or a "Morning Star," then you would capitalize "Star," would you not?

The Chairman: For the present such titles would be arranged under "Daily" when that word follows the article; but that is a temporary makeshift. We have that rule under consideration. We propose to consider seriously whether it is not possible to place the name of the city where the paper is published before the word "Daily," and arrange newspapers under cities in all cases of that kind.

Mr. Cutter: Is it your idea to put in the name of the city in all cases?

The Chairman: No, not in all cases. We shall try to draw a line, particularly in the case of foreign newspapers published in the United States. These would largely be arranged under their distinctive titles, other newspapers having distinctive titles would have also to be arranged under the title.

Mr. Fletcher: There is one thing that ought to be said regarding Mr. Berry's remarks as to the result of this committee's work. These so-called changes proposed in the rules are simply to bring the rules into conformity with the usual practice, so far as can be judged, of most of our libraries. Now, possibly, Mr. Berry has not been using these capitals in the way in which it is now proposed. His library may be an exception; but the committee have found, after sending their circular to twenty-five separate libraries, that nearly every one of those libraries uses capitals in very nearly the way that is proposed in these so-called changes. Therefore the objection cannot be made to these changes that they will revolutionize the practice already existing. The libraries which favor the use of more capitals—not in all these points, but in general—are such as Columbia University, Pratt Institute, John Crerar, Forbes, St. Louis, Carnegie of Pittsburgh, Peabody Institute, Brooklyn Public, Boston Public, Princeton University, and the New York Public, and these changes are proposed to bring the A. L. A. rules into conformity with what seems to be the practice of the best libraries.

The Chairman: Would it be possible to have a show of hands on this question? Those in favor of capitalizing in the title of periodicals both the article and the word following the article, please raise their hands.

The vote was in the affirmative.

The Chairman: In the case of titles not periodicals, those in favor of capitalizing both the article and the word following the article, please raise their hands.

The vote was in the negative.

Mr. Gay: Do we not lose sight in this of the convenience of the public? Is the card catalog made entirely for the librarian? Every advertiser knows that it is important for him to capitalize and underline and italicise or to put up as large as possible the important words that he wishes to call attention to. When an unlearned and would-be reader of your library sees in the card catalog a long title, with the prominent subject buried perhaps in the last line, it is very unhandy for him to read it all
through. Why need we cover it up? Why not bring it out?

Mr. Lane: There is one general consideration which should have weight in these matters. Capitalizing for a card catalog is quite a different thing from capitalizing in a page of reading matter. I think that ought to be borne in mind. In putting the title entry of "The Monthly Anthology" along with other titles in a catalog, we can very well neglect the distinction of capitals, while "The Monthly Anthology" referred to in a page of print has to be brought out by one or more capitals.

The Chairman: I shall pass on to the next point. The suggested rule is: "Capitalize also the initials of generic names." I must explain that this refers to geographic names, for instance, where the distinctive name is followed by a generic word. Take "The Rocky Mountains" and the usual examples of rivers, "Yellowstone River," etc. Shall we capitalize the generic word "mountain" or "river," or shall we not capitalize it? The proposition here is to capitalize it.

Mr. Fletcher: The committee voted unanimously in favor of the change.

Mr. Lane: What is the present practice at the Library of Congress and please state the reason for it?

The Chairman: I am sorry to say the present practice in our library is to make a distinction. We have capitalized "mountains" in "White Mountains" and we have not capitalized "mountains" in "Rocky Mountains" and we are thoroughly tired of the rule. Questions are constantly occurring: Shall we capitalize the generic word here or shall we not?

Mr. Josephson: Do we understand that the committee is unanimous in recommending the capitalization of generic names?

Mr. Fletcher: Yes.

Mr. Josephson: Then I move that we proceed to the next point.

Mr. Fletcher: Before that is passed, I think that the officials of the Library of Congress, who are to be governed by these rules when made, are looking to this assembly for an expression of opinion, and I think it is desirable to have this recommendation passed upon.

The Chairman: All in favor of capitalizing the generic word, please raise their hands.

The vote was unanimous in the affirmative.

The Chairman: The next rule is, "Capital-
lowing. I very much hope that the Publishing Board will support the majority of the committee, and will support the vote of these twenty-five libraries in the adoption of these few changes,—not, as I said at first, because I care about capitals one way or the other, but because it seems to me we are losing our influence in matters which are vital, and which affect the life of the community, by making ourselves conspicuously different from the rest of the world in these small and unimportant points.

The Chairman: Mr. Dewey was anxious to take part in the discussion, but he was not able to be present. He has, however, sent a communication on capitals, and as I think it has a general bearing on the question it might be read now.

The secretary read Mr. Dewey's communication on

Changing catalog rules.

Some librarians seem to feel toward their rules as they do toward their clothes, that they are liable to be commented on unpleasantly unless they have something new each season. Whenever a few come together there is the tendency to propose alterations with the same freedom that they would try experiments in other directions, forgetting that the card catalog is the worst place in the world to make new changes, because new work is inserted at irregular places, destroying consistency and harmony, and reflecting unpleasantly on the ability of those who have done the work. When Panizzi made his rules 50 years ago the field was comparatively new. With a quarter century experience we took up the matter again when the A. L. A. was organized and the ablest librarians and catalogers gave protracted study to agreement on a code. This has been very widely adopted, and we are approximating a general uniform practice. Certain restless spirits will always be clamoring for change, and unless care is exercised will destroy much of the symmetry and consistency of the older work and all hope of uniformity. No librarian with much respect for his catalog will consent to continual changes in his rules, even if he is anxious to keep in harmony with A. L. A. committees, library schools, and the practice of printed cards.

Catalogers now change so often from one piece of work to another that the importance of recognized standard rules for cataloging constantly grows. Our one hope of seeing such rules is to stand firmly by a reasonable ground that no changes are to be made without overwhelming evidence that the change is not only an improvement, but a great enough improve-

ment to justify its cost and the inevitable confusion that must result from it. The best service that those who understand this question can render librarianship is to fight vigorously against the tendency to continual changes and modifications.

I certainly am not by nature over-conservative. I should regret of all things to see the library profession put itself on a plane with some theologians who object to all revision, who refuse to believe that we know more now than we did a generation ago, and who insist that changes must necessarily be harmful. But the American tendency for some new thing, to run after alleged improvements, is peculiarly dangerous in our cataloging work. We may change rules at the loan desk and in the reference department and for almost anything else, but those that affect the card catalog are like changes in the architecture of a great building after it is half done. They may make it more picturesque, but are much more likely to make it ridiculous in the eyes of an expert and are usually very costly. The question whether certain words shall begin with capitals or small letters is but dust in the balance whichever way it is settled, though it is only fair to say that the steady and rapid trend of the English language is to use fewer capitals, that the publishers and printers who have the widest reputation for good taste are leaders in this movement, and that if any change is made it should be to use fewer capitals, or otherwise we are working toward the middle ages instead of looking to the future, and are simply making a change that will inevitably be changed back again a few years later.

Mr. Fletcher: Mr. Dewey is so persuasive that I think it proper, if anybody can, to show that he is dealing with a complete fallacy. The status of the thing is more like this: we have Cutter's "Rules" for cataloging, which are based on the practice of the libraries of America—as nearly in harmony with that practice as they could be made when those rules were prepared for the successive editions. The "A. L. A. rules" which we are revising, or looking over with the view of revising, at least, are another code of rules which in some of these minor points differ from Mr. Cutter, and we are now trying to adopt a system which shall be acceptable to those who are using either. This is not changing a well established practice. It is only trying to establish the practice a little better by doing away with divergencies—as Mrs. Fairchild has said, divergencies from the generally accepted practice in literary matters. I do not think anything further need be said about Mr. Dewey's argument except
that it is evidently fallacious in its very foundation. I differ slightly from Miss Kroeger's estimate as to the practice of the libraries to which this circular was sent. I do not think their preference is different from their practice. Those libraries have not been affected by the A. L. A. rules, and not very much affected by Cutter's rules except as these have fallen in with their practice. They find Cutter's rules agree with their practice in the main. As a general rule they follow the practice they prefer to follow in those libraries, and they do not accept the ruling of any code of rules as against what they prefer. So I say it is a fallacy to claim that we are proposing to change any established practice.

Mr. Josephson: We should remember that these rules we are discussing are primarily meant for the printed cards issued by the Library of Congress for itself and for other libraries. It is not meant that libraries should necessarily change their own old cards to conform with these rules if they do not wish to.

Mrs. Fairchild: It is only fair to say that I had no knowledge of this communication of Mr. Dewey's which has just been presented to the Association. Our difference of opinion rests entirely on our conception of what the work of the Library Association is for. If it is our business to try to reform the English language, and if more decapitalization is a reform, then we must agree with Mr. Dewey. But it seems to me that, as librarians, we have other and very much better work to do.

The Chairman: The question of capitalizing the title when separated from the name by a preposition has not been disposed of. I should like to have a show of hands on that question.

Mr. Cutter: The rule as I have it in the fourth edition of my Rules is, "Use capitals for titles of honor standing instead of a proper name," as "the Queen of England said or ordered so and so; the Earl of Derby did this or that." But when you say, "John Stanley, earl of Derby," that is a mere explanation, and the word "earl" is not capitalized. It is capitalized only where the title of honor stands in place of a proper name.

Mr. Fletcher: I would like to ask if the committee understood this matter differently from what Mr. Cutter has stated when they seemed to favor this change.

The Chairman: No, we did not; we did not consider that titles should be capitalized when following proper names as "John Stanley, earl of Derby." In that case, we all agree not to capitalize it, as Mr. Cutter has said, but when you use the title instead of a name, and when directly prefixed to a name, the majority voted for capitalizing it.

Mr. Bisbee: According to my recollection, the Library School rules give exactly that same interpretation, that the "earl" is not capitalized when it follows a personal name, as "John Stanley, earl of Derby."

The Chairman: When the title follows the name, as "John Stanley, earl of Derby," the committee agrees not to capitalize the title "earl." But when the title stands in direct address immediately preceding, for instance, "Earl of Derby" or "Bishop of Albany," using that designation instead of the proper name, then the majority of the committee has voted to capitalize the title. All who agree with the committee on that point please raise their hands.

The vote was in the affirmative.

The Chairman: The next point is with regard to the names of government and state departments and the names of societies and other bodies. The practice has been to capitalize according to the Library School rules, to capitalize in the case of names of societies and institutions the first word, but not the other chief words in the name. That is to say, in the title, "American association for the advancement of science," you would of course capitalize "American," but you would not capitalize "association," "advancement," or "science." On the other hand, Mr. Cutter's Rules propose to capitalize in such cases all the chief words.

Mr. Nelson: The argument Mrs. Fairchild has used certainly applies here with great force. You speak of "Harvard University" and you spell "Harvard" with a capital "H" and "university" with a small "u," and that is an insult to the institution. If you adopt that on the ground that "university" is a general term and "Harvard" is the university you are speaking of, and because university is a common word you can capitalize "Harvard" and let "university" stand small, you might just as well use a capital "J" in "John Smith" and let the "s" stand small, because there are
more Smiths than there are universities. I contend that the name "university" is just as much entitled to be capitalized as the name of the university, and every organization which has its own corporate name should be capitalized in every one of the words, I don't care if it is five lines long.

Mr. Andrews: We tried our best to follow the Library School rules on this matter, but we could not stand it and we gave it up. I want to express my emphatic agreement with what Mr. Nelson has said. I believe "Harvard University" is a proper name and should be properly treated. Mr. Currier, what is your practice at Harvard?

Mr. Currier: We do not capitalize any part of a proper name except where we absolutely have to. For instance, in the case of the title, "Proceedings of the Folk Lore Society," we use a small "f" and a small "s." In the case of "Harvard University" we are very disrespectful to our own institution, as we use a small "u." It is true, as Mr. Nelson says, that for ordinary editing rules in a book, we must be respectful; but when it comes to card cataloging titles, that is a different thing. If we can reduce the number of capitals without injuring people's sensibilities, well and good, provided we can get a rule for doing it that catalogers can easily follow. The trouble with these Library School rules seems to have been that it is almost impossible to follow them easily and decide just what points agree with the rules and what do not. I advocate in some cases, like generic names, the capitalizing of both the generic and the specific name, and that might apply to institutions, except that I think it is easier to make a rule for institutions that the first word of the full name only is to be capitalized. That is an easy rule to follow, and in that way we can reduce the number of capitals. In the case of a generic name, it is often impossible to decide just when the generic part of the name is properly a part of the name, so as to distinguish where to capitalize both and where not to do so. That is why, in the case of geographical names, we have to make the simple rule to capitalize both the specific and the generic name.

Mr. Andrews: We should have rules which can be easily followed. I should rather adopt the rule as Mr. Cutter proposes, to capitalize all the chief words in the title. For example, in the case of "Massachusetts Institute of Technology," where the students use the initials "M. I. T." to designate the institution, the use of small letters would fail to bring out these distinctive initials.

Mr. Nelson: I may add that this matter has caused more expense, when it has come to the printing of catalogs, than the original writing of the cards, because we have had to put on the capitals. If the cards had been written with capitals in the first place, we should not have had to waste time and money in correcting them.

Mr. Solberg: I am very strongly in favor of the discarding of capitals, and it is as an advocate of that view that I rise. Mrs. Fairchild has presented the view of a great many people on the non-usage of capitals by the A. L. A., and probably that objection is based very largely on just such examples as the writing of "Harvard University" with a small "u" and "British Museum" with a small "m." It would seem to be good sense on the part of those who dispense with useless capitals—and I think it is much more important than it seems, although it is not so important as other rules in libraries—that there be a yielding on these points and that some flexibility be used, so that the essential rule of the general discarding of capitals may be maintained.

Mr. Fletcher: One practical point has not been mentioned. It really is not easy, in the case of such a title as "Proceedings of the Folk Lore Society," when that title is spelled with a small "f" and a small "s," to perceive that the society's proper name has been given. There may be a good many societies called folk lore societies. You may have the title, "Journal of the Geological Society of Essex County." Now, when "geological" is spelled with a small "g" and "society" with a small "s" a person reading that title would not know the official name of the organization; the society might be called "The Society of Essex County Geologists." When we are setting down the name of a society, especially one that contains several common nouns or adjectives derived from common nouns, if we do not capitalize those we do not indicate clearly its name.

Mr. Currier: I want to be sure that I was understood in regard to the instance of the "Folk Lore Society." I should not advise our
own custom to be adopted. It is something we shall change just as soon as we can get a good rule to go by. I think it is absurd to see "Folk Lore Society" written with a small "f" and a small "s."

The Chairman: The Library School rules say, in the case instanced by Mr. Fletcher, "Capitalize 'geological' and write lower case for 'society.'"

Mr. Cutter: Let me present one other point of view, that of the rule-maker, who desires to make a simple rule not requiring explanation or exceptions, but carrying one principle through several different applications. Such a rule is also convenient for the student of the rules and for the public. Let me read from the fourth edition of my Rules a half page which applies to this matter. Use capitals:

2. for all proper names (each separate word not an article or preposition)
   a. of persons and places.
      E.g. John Smith, Cape May, Charles River, the Bight of Benin. This will include North, South, etc., when indicating a section, but not when meaning the compass points.
   b. of bodies.
      E.g. Society for Promoting the Diffusion of Useful Knowledge, Third Congregational Church. Also the abbreviation of such names used when the full name has already been mentioned or is well known, as the Bureau, the College, the Synod.
   c. of noted events and periods.
      E.g. Boston Massacre, French Revolution, Gunpowder Plot, Middle Ages.
   d. of months, days, holidays, and holy periods and ceremonies.
      E.g. February, Friday, Fourth of July (in titles better written 4th of July), Advent, Halloween, Holy Week, Lent, Lord's Supper, Thanksgiving.

There are four cases of actual proper names which we treat exactly alike. It is a very simple thing to follow those rules in preparing your catalog; doing otherwise introduces confusion. If you were to write my name, for instance, "Charles ammi cutter," then you might go on and write "Folk Lore Society;" but not otherwise, if you are to be consistent.

L. P. Lane: It seems to me that a few words ought to be said for the progressive wing of the catalog world. It is evident that catalogers are groping slowly toward the light; but I do not think the progressive wing has been represented here except by Mrs. Fairchild and Mr. Andrews. I wish in particular to controvert Mr. Dewey's thesis that the construction of a card catalog by a system of rules is analogous to the erection of a building under the specifications and plans of an architect. The only condition under which that can be true is when the catalog has become popularized. A much more sound analogy is that the catalog is analogous in its growth to a set of political institutions, where there are frequent changes. We have in the Boston Public Library cards 30 years old which are quite different from those inserted to-day. I have been a cataloger for about two years and I think our rules in regard to capitals have been changed about every six months. Yet these changes, I must call to your attention, have not been vacillating; they have been steady in their aim, and I think the time is coming when we shall capitalize very much as people in general who have had good literary training do. For example, in that specific instance "John Stanley, earl of Derby," we would capitalize "earl" and "Derby."

W. H. Tillinghast: The Harvard College rules seem to be a little unpopular. They are based, however, it seems to me, on an entirely reasonable practice. They may be a little extreme in some details, but the theory that work for a library catalog is a different kind of work from work for ordinary composition seems to me thoroughly sound, and the fact that a large number of capitals do interfere with the easy following of a title, whether printed or written on a catalog card or on a printed page of a catalog, seems to me clear. That being so I see no reason why librarians are not entitled to act on that principle and exclude capitals as far as they may. I am quite unable to sympathize with those who see any derogation to a particular society by the omission of some of the capitals to which it may deem itself entitled. I fail to see that the "Society for the Prevention of Cruelty to Animals" is treated in an indecorous way by capitalizing simply the first word of the title, and I do not see that it gains anything by capitalizing the rest of the title, while I think that by capitalizing the rest of the title you do interfere with the ready reading of the title in which it occurs. Our rules may go rather too far in the omission of capi-
The Chairman: Will those who are in favor of capitalizing all the chief words in the names of societies and institutions, government departments and bodies, please rise?

62 rose.

The Chairman: Those in favor of capitalizing only the first word, please rise.

41 rose.

Mr. Andrews: What was the opinion of the committee on that point?

Mr. Fletcher: The vote in the committee was a small majority in favor of the practice as it stands in the Library School rules.

The Chairman: The next question is: "Capitalize the names of historical events and epochs."

Mr. Fletcher: The vote on that in the committee was five to two against using capitals for historical events and epochs unless in the case of proper nouns and adjectives.

Mr. Martel: It seems to me that a number of specific exceptions to that rule might be promulgated from time to time. We might start with "Reformation," "Renaissance," "Revolution," meaning the French Revolution, and such others as might be proposed.

The Chairman: May I say that in the committee the vote was influenced by this consideration, that it had been found to be exceedingly difficult to always decide what is an historical event. It was the tendency here to make a rule that could be more easily followed.

Mr. Fletcher: It seems as though there could not be a better rule—if there is to be a rule made along the line of Cutter's rules—than that those words which are admitted to be proper names should be capitalized. That is to say, capitalize the principal words if proper names, as in "St. Bartholomew's Day." The word "day" there is a proper name, because it refers to some thing that is not a day at all. People in speaking about St. Bartholomew's Day are apt to mean the massacre itself. There are other striking examples that might be mentioned in which a word is used differently from its ordinary meaning.

The Chairman: All those in favor of capitalizing all the words in names of noted historical events and epochs please rise.

62 rose.

All those opposed to capitalizing the chief words in such cases, please rise.

3 rose.

The Chairman: There is another point which some of the librarians are anxious to have discussed. Mr. Andrews has mentioned to me the case of common nouns in German.

Mr. Andrews: I wish to speak on this point, as it is perhaps the one as to which the people who use our library have the greatest interest. I make no pretence of coming here as a cataloger, but simply as a man who uses the catalog from the point of view of the student, and it is from that point of view, which was indicated by Mrs. Fairchild's argument— with which I heartily concur—that I want to speak. The Library of Congress at present prints its German titles with the noun in lower case. I cannot accept that as being in accordance with the practice of the best publishers of Germany. I would like to obtain an opinion on this question from the catalogers and representatives of those libraries which have any large percentage of German literature. I have purposely limited the question because it seems to me that a library which contains 30 per cent. of its books in German is in a somewhat different position from a library which has only one or two per cent., as I suppose the majority of American libraries have. I believe that the authorities of the Library of Congress hold that it is becoming less the custom in Germany to capitalize common nouns, but I have myself seen no evidence in support of that view. The German books which I read now show as small a percentage of this alleged change of custom—in fact, I might say almost as absolutely non-existent a percentage—as they did twenty years ago when I first began to read scientific German. It is on those arguments—that it is contrary to the best practice of German writers, and that it does therefore offend those who are accustomed to reading German in the same way that the decapitalization of titles or proper names offends the majority of us—that I make the request that those catalogers who deal with German literature would express their preferences on this point.

Mr. Currier: That is a good point. Having myself been brought up in America, I am
So accustomed to using small letters for the initial letters of German nouns that it has become almost a second nature. But I can see that what Mr. Andrews says has great weight. I know how it offends me in foreign titles to see what I consider a proper name or proper adjective printed with a lower case initial. I know the same thing must hold true of the German who consults our catalog, and while at present I am in favor of using lower case as much as possible, I am willing to be persuaded to use capitals in cases of that kind. The only trouble is, that there is a difference in other languages. It might be a little difficult to tell sometimes in the case of different languages just what would be the proper rule for the use of capitals.

Mr. Martel: While I am personally in favor of capitalizing nouns in German, I think that the use of German nouns beginning with small letters is increasing and is not quite as uncommon as Mr. Andrews seems to think. I think that the percentage of this growth may be said to be nearly equal to the growth of the use of Roman characters for writing German. I know that there is considerable correspondence by Germans in which small letters are used for nouns, and the tendency probably is that way. It is not uncommon to find scientific literature especially printed in Roman characters, and with small letters at the beginning of nouns, and if this practice is kept up in the printed cards, I think it will be in line with the tendency. The same may be true of the Scandinavian languages also.

The Chairman: The Scandinavians do not capitalize the common nouns any longer, nor do we in cataloging books in those languages.

Mr. Josephson: There was a tendency beginning in the '80's to discourage the use of capitals for German nouns. At the same time there began a tendency to use Roman letters instead of German letters. The latter tendency has grown, the former has ceased. You can occasionally find a German author who does not use capitals for nouns, but all the best standard authors and all the best standard publishers and printers use them. This question can be regarded only as a part of the general question how to treat foreign languages. In my own opinion we should treat them according to the best usage of the language itself.

A. Keogh: I should like to ask whether we should capitalize nouns in copying lower-case titles? The German section at Yale has some seven thousand volumes, and I should say that there were five hundred printed with the nouns beginning with small letters,—even the paragraphs beginning that way. What should we do in such a case?

Mr. Andrews: I should follow the title-page. If they used lower case on the title-page, I would do the same; if they used capitals, I would use capitals. I would adopt Mr. Josephson's suggestions in regard to foreign titles—to follow the best custom of the country, where the author had not himself deliberately set out to express an opinion in his title.

The Chairman: I observe that Mr. Dewey is here. We have had a written communication from him, but now that he is present, he may wish to add something to it.

Mr. Dewey: I should like to make plain my attitude. Since we started the Library Journal in 1876 I have studied the trend of this matter, and my observation is that the people who are troubled most about sparing use of capitals are those who work not on scholarly knowledge of the subject, but on the ordinary prejudices of the educated eye. Unless one has studied the matter with care, he has the same prejudice against the dropping of capitals that he had against dropping the "ue" from "catalog" some years ago. Originally all letters were capitals; then after the legible small letters were invented every word began with a capital; then every prominent word or every noun began with a capital. Steadily we have been getting rid of our double alphabet in the same way that the German is getting rid of its Gothic letters and substituting the simpler Roman forms. The whole tendency of the world is to produce any given result in the simplest, quickest, and cheapest way. Of course, it is an absurdity to have two alphabets instead of one. It is a condition of things which has grown out of the old hieroglyphics. If you follow this tendency as shown during the last twenty-five years, and take the authorities on this subject, you will find a steady lessening of the number of capitals used. If you send your printing to a cheap country office, where some green boy has grown up to be foreman, you will find it peppered full of
capitals. But if you send the same work to De Vinne or to some other press, famous for the beauty of its typographic work, you will see the capitals rapidly disappearing. I have noted that those who declaim most loudly about this matter of decapitalization are the people who have never really studied it and have no claim to be considered authorities. They do not like "the look" of it, that is all. They have been used to seeing a certain style of capitalization and so they declaim against any improvement without studying its merits. There is nothing so hard to change as rules for a card catalog, because it is like an uncompleted book. If you are printing a book and a change of style is suggested in the middle, common sense tells you to wait until you have completed that volume. It makes little difference whether you use capitals or small letters, but any change in the middle is offensive and disastrous. Capitalization is a little detail, compared with our great work of librarianship, but yet it is a serious thing to change. It is not the most important thing in the world, but it is annoying to have that confusion. It is not worth while to change unless we are sure we are making an improvement.

Some one has said that the work of the A. L. A. is not to reform the English language. I agree to that; but let us not put ourselves in the attitude of antagonizing a natural and helpful growth in the right direction. That growth is steadily towards the use of fewer capitals. When we discussed this twenty-five years ago in 1877 in New York, we had full consideration and agreed on a plan of restricting capitals which has been widely adopted. A good many people do not use it, but it is the one which has been used more largely than any other code. Now, we ought to think twice before we change that code. Those of you who have looked at De Vinne's new books published this summer will find that he has taken clear strong ground, and in letters which he has written to me recently he says he wants to go still farther. He is easily the first authority on printing in this country, and for us to ignore the judgment of the closest students of these things and of the presses that do the best work, and at the same time to go back on our old practice seems to me discreditable. If you don't know whether to put in a capital or not, leave it out; if you are in doubt whether to put a silent letter at the end of a word, leave it out. It is a good rule always to do a thing in the cheapest and shortest way.

L. P. Lane: I think the whole problem will be solved when all books are printed in Volapuk. If the time is coming when all German books will be printed with the nouns beginning with small letters, then the most economical way would be to print them that way at the present time.

The Chairman: All those who are in favor of capitalizing the common nouns in German, please rise.

The vote was in the affirmative.

The report of the

Committee on Nominations

was presented, submitting the names of Charles H. Gould, for chairman; and Miss Sula Wagner, for secretary for the ensuing year. The report was accepted, and the persons named elected.

The session then adjourned.
THE Trustees' Section of the American Library Association held a meeting in Library Hall, Magnolia, Mass., on the afternoon of Thursday, June 19. Deloraine P. Corey, chairman of the Section, presided, with Thomas L. Montgomery as secretary. The meeting was called to order at 2.45 by the chairman, who said:—

LADIES AND GENTLEMEN OF THE TRUSTEES' SECTION, AND MEMBERS OF THE ASSOCIATION.—I am more than pleased at the appearance of so many new faces here, which I think shows that we have a number of trustees with us. I have to say to them that they are more than welcome, and we trust they will make themselves heard and felt here. If there is anything that they wish to speak upon we would like to hear from them. This is a Trustees' Section, and we wish the trustees to speak their minds — and the librarians also. If the librarians do not like what the trustees say, they are free to reply.

It is not my intention to take up your time by any extended remarks, but to speak briefly and broadly of that which appears to claim our first and most careful attention — the relation of the trustee and the librarian, each having his proper and clearly defined field of activity, and each dependent upon the other for intelligent co-operation and support. There are matters which concern both the trustee and the librarian. There are questions which directly affect the trustee, and others which more especially touch the librarian, in which, however, each may have a sympathetic and helpful interest.

There are questions which concern us as trustees which may be considered in future sessions, but this rightfully takes precedence of all. Others are such as are modified by conditions of place and circumstances — this is one of universal application; for that which is helpful or that which is unjust in the relation of the trustee and the librarian in the large library is helpful or burdensome or unjust in the small one. While the trustee has his burden to bear — and it is not always a light one — he may with propriety remember that a burden is laid upon the librarian which he may lighten and in the effort find his own burden lightened by the sympathy and aid of the other.

An experience of a quarter of a century must have taught me something; and it has confirmed me in the belief that this is the most important subject that can come before this Section; for upon the harmony or the discord of the trustee and the librarian largely rests the success or the failure of the library. This leads me to say that I class as a discord that indifferent or perfunctory spirit which pervades too many library boards, an indifference which mainly springs from the indifferent material of which some boards are composed. This is, perhaps, not a pleasant part of our subject, but as a trustee I can allude to it. It is on the dark side, and it is the dark side which we wish to eliminate.

This subject has so many aspects, and it is so varied in its applications, that the discussions of one session cannot exhaust it. We need the views of the many, both of trustees and librarians, that out of the many we may form a composite that will present a likeness of the real body as it exists, and that we may form another of the ideal body that might be and should be. We may not be able to raise ourselves to the level of the ideal — we can raise ourselves above the plane upon which too many library boards are placed.

There are conditions that are common to all libraries; and there are conditions which are exceptional or are confined to a class and are not common to all. So our discussion, to be complete, should be from many standpoints, embracing all the extremes as well as the means of library conditions.

There has been a spirit in some of the meetings of this Association in past years which I hope will not find a place here. I refer to a state of gentle acquiescence which precludes the best results. While such a condition may not always prevent a session from being in a degree interesting and instructive, a little opposition — a little exchange of variant thoughts — may come like the breath of one of our New England east winds at the close of a sultry summer day. Perhaps there may be a feeling of delicacy
in the mind of the trustee as he reviews the methods of the librarian. Perhaps the librarian may hesitate to speak of the shortcomings of the trustee. Let us be frank in our interchange of thought and experience as members of one family, that we may strengthen ourselves in the courses which are right, that we may correct those things that are wrong or that are not expedient.

There is so much that forces itself upon my mind in relation to trustees — their uses and abuses — that there is a temptation to enter into details to an undue occupation of your time. If the few words which I have spoken in a desultory way, and those things which may be said by other and more able speakers, should be found to be suggestive, may I not ask you to consider with carefulness the obligations of the trustee, and ask of yourselves, with that earnestness which should characterize personal examination, if those obligations are met by you?

The chairman appointed a

**COMMITTEE ON NOMINATIONS**

as follows:

Charles C. Soule, Dr. H. M. Leipziger, W. R. Eastman.

In the absence of Dr. James H. Canfield, Mr. Quimby read the former's paper on

**THE RELATION OF THE TRUSTEE TO THE PUBLIC LIBRARY.**

The parallel between the public school and the library is never more complete than in the matter of trustee and trusteeship — I fear that it is complete on both sides, for good and for evil. The same general qualities are desirable, and are necessary for a successful issue; and alas! are so often lacking. Mr. Beecher once said that the strongest proof of the divine character of Christianity was to be found in the fact that it had survived in spite of its preachers and preaching. Some of us have often felt that the dire necessity for public schools is clearly manifest in the survival of the system in the face of its teachers and teaching. And it may be that the public library is to prove its right to be by outliving and by living down its management and its general administration. Yet all this means, after all, in each case, that the purposes of public administrators are generally right and righteous; and that humanity necessarily reaches any fixed goal by tacking back and forth, sometimes apparently wide of the route; and not by a more direct path.

In library matters as in the church and in education I hold it to be of the very first importance that a trustee shall understand that the proper discharge of his duties will demand preparation and action, time and thought; and that he will distinctly prepare for this sacrifice. It is probably true that if men gave no more or no better attention to their private affairs than to the interests which they have promised to guard in their capacity as trustees, or managers, or directors they would be bankrupt in ninety days; or if not in ninety days, as soon as the natural progress of a neglected business will carry them to bankruptcy. A trustee of a public library should note carefully the dates of the various official meetings, and far in advance of other demands should clear his engagement book for these. He should find time for an occasional visit to the library, perhaps an informal rather than an official visit, in order that he may note carefully the general progress made in administration by the librarian and the staff, as well as the uses made of the library by the public which the trustee is undertaking to serve. At the very beginning of his term he should say to himself at least, either “This one thing I do,” or “This is one of the things which I propose to do, and do well.” Only when he gives himself thus systematically to the discharge of his duties can he be accounted a faithful servant. To allow every chance attraction to take him from trustee meetings, to be irregular and desultory in all his ways, to lack the continuity of interest and of effort which is so necessary to success in any undertaking, — all this is not only to fall short of his duties, but is to place himself in the position of an obstructionist. For it must be true that every man who does not lift at the load in these days adds his own weight to the load and makes the lifting of others more arduous. A trustee should take a certain pride in his work, should undertake to establish a definite reputation in his work, should feel that there is an opportunity and a rather unusual opportunity for public service, and should sincerely believe that if his duty is well done his fellow citizens will keep his memory green.

The trustee ought to have a very clear conviction of the importance of the work which he
has in hand, of the real end in view in connec-
tion with all library effort. He should under-
stand that the library is to be a definite force
for good in the community, that it is to furnish
inspiration rather than amusement and recrea-
tion, that it is a necessary adjunct of any high
form of civilization. He will not come into
this knowledge all at once, he will grow with
the growth of the library. This knowledge and
this thought of the power and place and value
of the library will constantly expand as the days
of his service increase in number. He will find
himself studying the field, and endeavoring to
determine the characteristics of the city or
town, assuring himself of the lines of greatest
demand as well as the lines of least resistance.
He will find in his community different classes
of people with different interests, whose wel-
fare must be promoted by different methods.
He will give himself to a more or less careful
study of the needs of the different departments
of industry; he will inquire carefully as to
what reading matter will most surely interest
and stimulate his fellow-townsmen in their
various walks of life; he will begin to under-
stand what it means to furnish a library to those
who have none of their own, and who can have
none of their own, as well as to supplement
the collections of those more fortunate. He
will never for a moment question the desira-
bility and the necessity of a well equipped and
well administered library, maintained at public
expense, as a most sure and swift and effective
agent in public welfare. His convictions will
be formulated in his daily contact with his
fellow-citizens. He will be able to give a rea-
son for the faith that is in him, and therefore
and thereby will be worth ten men who cannot
do this. Objectors to public taxation for this
purpose will cross the street rather than meet
him, because they dread the keenness of his
blade; he will be the champion of the library
in the strict sense of the word, and he will fight
his fight to a finish, and will win because he
feels and knows that his cause is just.

The wise and successful and efficient trustee
will also have or secure an intelligent apprecia-
tion of the means by which these much desired
ends are to be reached. This knowledge of the
end in view and this sincere conviction of the
desirability of reaching this end, and this intelli-
gent appreciation of means, necessarily go hand
in hand — each ministering to the other, and
each quickening the other. As before, he will
not come into this intelligent appreciation all
at once. He will secure this by careful study
of methods, by a willingness to learn rather
than by a spirit of captious criticism. He will
become a reader of library journals, and of
library news in whatever form it may be found.
He will give some of his time and some of his
money to attendance upon conventions; pre-
cisely as he will do if he is a banker or a man-
ufacturer. He will begin to feel that he is of a
class, and of a class concerning which he de-
sires to know more than at present. His recog-
nition of a community of interest will be a great
incentive in this study of ways and means; and
in this also he will put himself in close touch
with his librarian.

With all this the trustee will be careful not
to think himself an expert; because after all
he will simply secure that general information
along general lines which belongs with the
larger phases of administration rather than
with the details. Recognizing this, he will turn
willingly and constantly to the experts of re-
pute in his particular field. If I desire to know
anything of theology I go to the theologian for
my information and not to a soapmaker. On
the contrary, if I wish to secure a reasonable
mastery of the process of soapmaking I am not
apt to go to the theologian. The development
of the specialist, the place of value of the ex-
pert, are clearly recognized to-day in all call-
ings. The wise trustee, therefore, will under-
take to see that an expert in the best sense of
the word is put in charge of the library; and
having accomplished this, the trustee will await
results. He will advise, but he will not dictate;
he will suggest, but he will not demand; he will
go-operate at all times, and never simply criti-
cise. His own efforts will constantly strengthen
his librarian and his librarian's staff in all their
work. He will be the granite wall between the
librarian and hasty and unjust criticism in the
community at large. His knowledge of the
work of the library will be such as to commend
his position and his opinion to his fellow-citi-
zens and win for him their confidence; and
through him this confidence and this support
will pass directly and helpfully and in a stimu-
lating way to the librarian and those working
with him. The wise trustee will be strong
enough and brave enough to say that a good
man shall hold his place, and he will be strong
and brave enough to say that a poor man shall not hold his place. It often takes more courage to dismiss an incompetent servant than to perform almost any other administrative duty. The wise trustee, however, will be the trustee who works efficiently although with large leisure, who is never hurried off his feet, and who never loses his head because of the haste of others. He will stand firm-grounded in what he knows that he knows, but he will never for an instant imagine that he knows it all.

These, then, are some of the characteristics of the efficient trustee, and these all too briefly are the relations which he will sustain to his library. In the church and in the state, in the school and in the library, in this wise and complete union of all educational forces, we are marshalling the armies of intelligence against the forces of ignorance, we are seeking to put rational faith in place of sheer credulity, the temper which says, “I believe and I will it” in place of “I don’t know and I can’t”; we are putting strength against weakness and courage against fear, and hope against despair, and light against darkness. It is time for individualism, it is true, for the largest possible development of all individual capacity and power; but for individualism of that high type and order which knows that its most efficient manifestation is to be found in organization of high type and order. The last hour has already struck for the man whose individualism consists simply of self-assertion only equalled by his ignorance of the benefits of co-operation, or his unwillingness to stand by his fellow-men; who still fancies that guerilla warfare is as effective as the well-ordered movements of battalions and brigades. The signal has been given for every man to take his place, and the true place of every man is in close and sympathetic touch with his fellow-men. In this great conflict the trustees of the public libraries rank as quarter-masters; they are to see that supplies and ordnance are not wanting, that the men who are on the firing lines are cheered and sustained and stimulated, that the best care is continually given to those who should be free to wage the battle without one backward look. It is said that McKinley won his first fame by seeing that every man in his regiment had a cup of hot coffee on the eve of battle. The men who are the advance guard of civilization, preachers, teachers, and librarians, need back of them just this sort of competent service and sympathetic and efficient attention.

Men are never quite equal to our ideals; but it is well to hold the ideal up to the fore, and not to lower the standards. Then and only then may we hope to see the day, already dawning, in which to the list of those who serve their fellow-men and who become worthy of the title of public benefactors, will be added the trustee of the public library.

The Chairman: Dr. Canfield’s paper is before you for remarks or discussion.

Mr. Quimby: It may not be amiss to emphasize that point about the individuality of the trustee. All through that paper the trustee is taken as an individual, but in fact he is only one of a group of four or five or perhaps more. It is well for the trustee to know that he is one of a number—that he is working side by side with others. The great executive power of men who have been leaders has lain in their ability to select the right agent and instrument to do their work, and the successful trustee is very dependent upon the power to pick out the right librarian. But when he has done that, that librarian is the one who is to be trusted to carry out the work.

Sometimes the inquiry comes up, Who is to choose the books? and in deciding such points we have to come down to certain principles. The community owns a library, and the trustees work for the community, not for themselves; but they are to consult the general good and the highest and best public spirit. And then, after that, the librarian is responsible to the trustees. The librarian may select the books, but the trustee must revise the selection.

A Delegate: In an experience of many years I have found one fault, or rather one defect, in the average board of trustees. This is a defect which is not due to the individual members of the trustees nor to the character of the board, but to the organization of the board. And this particular board to which I refer is not the class of boards which are elected for limited periods, but the trustees in incorporated libraries, which have resulted in the beginning from some gift to a town. Such boards have been frequently modified in after years, having their terms renewed. I find a defect in such boards in the long tenure of office, resulting in the retention of men who have reached such
an age that it prevents them from performing the duties which they are required to perform, so that in some cases it is difficult to obtain a quorum through actual inability to be present. A remedy for this might be found, as has been suggested, in a voluntary change in the method of the tenure of office by the board itself, and this plan has been suggested: that the board of trustees, having been duly incorporated in the first instance, should make a regulation that every five years one-third of its membership should withdraw, and not be eligible until another five years had elapsed; that would make five years for the first, ten for the second, and fifteen for the third, and that would preven — however this board might be selected, whether by the votes of the board itself or outside election — the retention in office of men to whom such service had become a burden.

Speaking now very briefly from the standpoint of the librarian, it seems to me the first duty is to study the relations which should exist between the librarian and the board of trustees. In other words, the librarian should try to learn his own duties as distinguished from the duties of the board, so that he will not trespass on the one hand, and on the other hand that he will not expect from the trustees the performance of duties which belong to himself.

I find in many towns that the trustees have fallen into the habit of performing trivial duties; and we, as librarians, ought to remember that the trustees have no salaries, that we are paid, and that the arduous duties of detail are our function. To illustrate, I know one town where the board of trustees are required to pass upon each card that is given out, and not only that, but to fill out those cards and send them back to the library; a system of red tape annoying to the trustees. This is not an important instance, but simply an illustration of a burden which ought not to be thrown upon the board of trustees.

On the other hand, there are librarians who presume upon the functions of the board of trustees and who gradually appropriate to themselves the functions to which they have no legal right, and for which they cannot be held responsible. The result of that is, that if the librarian takes some action and makes a mistake, although it may be passively allowed by the board of trustees, the responsibility falls upon the board, and they are annoyed and perhaps incensed that the librarian should have taken such a liberty. So it seems to me that the first person plural "we" is the key-note to the position of the librarian. He should understand clearly what matters lie outside of his position, and he should have a clear understanding of those things which lie within his duty. He should always be willing and quick to give credit for those duties which lie outside of himself.

Another thing that is wise for a librarian to do is to realize that unless he puts forth some initiative he ought not to expect every one to take an interest in his library. Therefore it is best to interest one trustee after another in some special work connected with the library. Trustees are divided into committees, and if a trustee when entrusted with certain matters will consult the men on that committee, will go to the library and look into the problem himself, he will not only be better able to secure the co-operation of his committee, but he will greatly increase his usefulness and his interest in the library's work.

Rev. J. P. Bodfish: I have been a trustee of a public library for a good many years and have served on a good many boards, and it occurs to me that there is one fact in regard to the relation of the trustees to the librarians which has not been alluded to this afternoon.

By the laws of Massachusetts, that Act of the Legislature incorporating the body called the Trustees of Public Libraries has placed all libraries and library property in their hands absolutely. They hold the keys to the buildings; it is all subject to their absolute control; they hold all the moneys that are given by bequests or taxation, and they have the sole power to spend those moneys as they think best for the furtherance of the interests of the library and the community. Therefore they have an obligation conferred upon them, by the statutes of the state, that they cannot throw off, and therefore they are really the responsible persons connected with the library, because in one sense they are holding it in trust for the public. They have the selection of the librarian, they fix his salary, and they in many places state what his duty shall be, and they pay the employees of the library.

Now, my experience shows me that they are only too glad to have this ideal librarian that
has been spoken of here, but where can they find him? You have to search north, east, south, and west for a man to whom you can entrust a great library, and what are you to do for the smaller libraries, that cannot secure the services of such a person?

Norman S. Patton: Being neither a librarian nor a trustee, perhaps my remarks will be unbiased. In some matters purely pertaining to library buildings, I have noticed it as quite characteristic that many libraries almost entirely indicate the trustee; the librarian seems to be quite overlooked. I have tried to account for this and it seems to me that a man who has a place of responsibility feels that he cannot delegate this responsibility to somebody else. I have heard men say, “I am not familiar with this subject,” then they will turn around and refuse to be led by the advice of some one who is an expert on the subject. In discussing library buildings I have seen many cases where the librarians were not consulted, and in almost every case the librarian certainly should have been brought into consultation. The question has been brought up over and over again in my presence, “Had we better call in the librarian in consultation?” but frequently that is not even thought of; and if you will seek for one reason why library buildings have not been more practically satisfactory than they are, I will say that it is because in a majority of cases the library trustees have ignored the librarian completely. It has been my experience in planning a building that even to say that the librarian would like to have such a thing done was often enough to defeat the purpose, the library trustees thinking that the feature desired was intended for the personal convenience of the librarian, and to save him or her labor, not realizing that the main object was the convenience of the public.

Therefore I would like to make this one suggestion, that the librarian, although having no vote, and not having the primary responsibility that the trustees bear, ought to be brought into consultation on all practical matters with which the management of the library is concerned much more frequently than is now the case.

Dr. Leipziger: I don’t know whether Mr. Patton’s experience is characteristic of the West, but I think in the East it is almost universally acknowledged that in the administration of libraries and the construction of library buildings the librarian should certainly be consulted, and I cannot imagine an intelligent board of trustees undertaking any work without consulting the person who has charge of that work.

Mr. Patton said he spoke neither as a librarian nor as a trustee; I speak in both capacities. It seems to me that while the development of the library system in this country is due to the librarian’s intelligence and expert knowledge, it is also due in no small measure to the public spiritedness of the trustee, the generosity of the trustee, and the character of the trustee. Trustees are in most cases intelligent men and women, and the simile used by Dr. Canfield in his paper of the relation between the locomotive engineer and the railroad president does not apply to the ordinary librarian and his trustee. Most trustees are persons of a wide culture; their knowledge of books and love for books show that any one of large culture who concentrates his mind upon the library can be of value and assistance even to the most accomplished expert. It goes without saying, that the librarian, being the executive head of the library, should be in direct control of the institution, but the function of the trustee is in representing the people. Just as we have a board of education and board of officers in college, and just as we have a President of the United States, just in the same way does the trustee stand in relation to the public library; and while we recognize the skill of the expert we must never fail to recognize the large mindedness of the general trustee.

The Chairman: We have been disappointed in not having Mr. J. G. Rosengarten with us. He was to speak on “American libraries from a trustee’s point of view.” He has, however, kindly sent us his paper, which will be read by the secretary.

Mr. Montgomery read the paper by J. G. Rosengarten on

American Libraries from a Trustee’s Point of View.

A short experience of the relation of a trustee to the library with which he is connected may perhaps justify some observations on that point. Too much of the time of boards and trustees is given to details of administration. Look at the largest libraries of the world — London, Paris, Berlin. Who ever hears of the governing body, whether it be a
board or a government bureau? All power is placed in the hands of the librarian, and it is of him and his work and administration that we hear. The trustees of the library of the British Museum are great officers of state and great men of letters and science, but it is only in posthumous biographies and letters that the public hear anything of their activity in the matter. Ellis and Panizzi and Garnett are the men whose work in connection with the great English library is familiar to us. So too in Paris and Berlin, where the librarian is always the prominent figure, with him alone the public has to do, and he alone is held responsible for the administration of his great charge. In this country, library boards are among the public trusts that too often fall to the lot of men who with the best intention in the world cannot forbear the opportunity of letting the world, their little local world, know how much it owes to them. Hence the frequent occurrence of experiments in library management that generally result in failure, because they are made by men who are not in close touch with the public using the library, ignorant of its real needs both as to details of management and the right use of the facilities that a library offers for both use and abuse. The ideal board of trustees is that which is neither seen nor heard. It always chooses a librarian with care, having first ascertained not only his technical knowledge and literary attainments, but also his administrative power.

Once in office, the public and the library staff and the bookseller and the reader all must look to the librarian as the mouth-piece and the eye and the ear of the board of trustees. He should be present at every meeting of the board and of all of its committees, and if not actually the secretary, should know of every subject under discussion and of every new rule adopted, and that by word of mouth from the trustees in their proceedings, and not by merely written communication, nor by or through any individual trustee or officer of the board.

All appointments should be made by the librarian, upon some system of civil service examination by a board of the old employees and after probation, and no trustee should ask or expect any appointments or other spoils of office — all applications for appointment should be filed with a registrar or other officer specially designated for the duty, who should be entirely impersonal, simply assigning a number to the applicant, filing all testimonials with that number, and submitting them to the librarian with the official result of the examination — in this way all question of influence would be reduced to a minimum, or better still to nothing. The body of appointees would then have every inducement so to work as to earn promotion.

With the increase of library schools there need be no difficulty in making the test of examination one that will show how far the technical work has been properly learned. The question of personal fitness, a very large factor with all who have to deal with so difficult a public as those who use the library, can be tested by a short probation of actual work in each department.

Even more rigid than selection of employees should be the selection of books. No committee of any board, no matter how intelligent or conscientious, can successfully deal with the enormous list of books offered for choice and purchase. The real expert is the librarian, and he must know just where to find special experts to assist him in the selection of technical books on special subjects. If left to a committee of the board, the work will either not be done at all or will be influenced by personal likes and dislikes. The library should be broad enough to include representative books and books to meet the needs of the reading public. Readers should be invited to ask for any books they want, and with a fair discrimination, this method may be made a good test of the needs of the average reader. Books recommended or asked for by those who speak with authority as writers and students of special subjects, should be first put on the list for purchase, and technical bodies — engineers, electricians, architects, etc. — ought to be invited to send in lists of books needed.

Trustees and librarians ought to strive to set on foot cooperation of all the libraries in any given city or locality, so that expensive books above a certain fixed price, say $50 or $100, should be bought only for one library, that there be no unnecessary duplication. Only recently three libraries in one city got three copies of the reproduction of an East Indian Vedic manuscript, for which there can hardly be one reader in the whole city. Then too trustees and librarians should cooperate in the preparation and publication of finding lists of periodicals, so that readers may know exactly
where to find every periodical, and thus again save the time of the readers and officers of libraries in their use.

Trustees ought to be seen and not heard—they should be frequent visitors in every branch, but should never give orders or instructions, or criticise methods to employees—all these should be reserved for the librarian, through whom changes and improvements should be made. Meetings of boards and committees should not be matters of publicity, lest "cranks" attack them by letters; let all the dealings of the public be through the librarian and his office, where there should be a book of complaints in which every complaint and grievance should be recorded, to be submitted to the board or the proper committee at the regular stated meetings.

The complaints that abound in every library would soon diminish if every person who has a grievance were politely instructed that it must be stated in writing in a book kept for the information of the board. The trustees must then enforce rigidly the rule that they will not see individuals complaining of this, that, or the other grievance, but that every complaint or criticism must be duly entered in the proper record book, which will in turn bring it before the proper committee of the board and through its report to the board itself. Every library must expect criticism, and the only way to meet it is to give it a fair hearing and to weigh its value, and decide, where it is well founded, on the best method for such reform as shall effect the best result.

The personal character of the librarian is always in evidence and it must therefore be beyond any suspicion. He must have the gift of dealing with his staff and with the public and especially with the public authorities, with transparent honesty. The trustees as individuals have no standing—it is only as a board that they act and should act. On occasions when the library comes before the public, it should be through the librarian, and the trustees should be only a chorus at the opening and closing of any act of special interest. Annual reports and bulletins and other publications should be made the official vehicles for the librarian, with the sanction and approval of the trustees, and any difference of views should be threshed out in private conferences, and only the results of agreement be made public.

Under the system generally in force, by which libraries are supported entirely or largely by public appropriations, it is the librarian who, as executive officer, should be the spokesman of the board of trustees in dealing with finance committees and the mayor and city treasurer and controller and other officers of the city. Few trustees can speak with the same accuracy as to the needs of the library, the proper distribution of the annual appropriation between the expenses of maintenance and the provision for books,—a percentage that needs careful watching, so that the public may have the best service, as well as the freest and largest use of all the books that can reasonably be provided out of the funds in hand.

Trustees may well use their strength both individually and collectively to obtain public grants and private contributions for proper library buildings. No librarian, no matter how efficient and capable, can do his best while the library is housed in temporary quarters, often unsafe and unsanitary, and always difficult to administer economically, because not built and not suited to library purposes. On the other hand, no board of trustees should accept a gift, no matter how splendid, of a library building that was not planned after long and careful consideration by their own librarian, and consultation with other librarians, expert in the needs of a thoroughly well planned library building. There are too many examples of the two extremes—on the one hand large and growing libraries cabined and confined in unsatisfactory buildings, and on the other hand libraries large and small, put in buildings that are too large for their contents, and, in a number of instances, made museums of art, attracting mere gazers, and thus interfering with the daily use of the library by those for whom it is primarily intended. To sacrifice the purpose of the library to a love for artistic decoration is to make a very serious and costly blunder, and one that trustees ought to guard against in spite of liberal donors of expensive buildings. Perhaps the most striking example of the one-man power of a librarian at its best is that of the library of the University of Strasburg. After the destruction of the time-honored building, an obscure librarian in a little German town appealed to all Germans to atone for the injury done by the German army. Restored to German nationality, Strasburg was made the object of liberal benefactions by the German government, and while the work of material
restoration was being rapidly carried on, this appeal for books for the Strasburg Library was widely circulated and responded to generously. From every corner of the world where there were Germans, gifts and contributions of books were rapidly sent in. Then the government invited plans for a new library building; they were prepared under the direction of the man who had first appealed for it, and to-day in a well appointed and well contrived and well constructed library building, he is the librarian in charge, with over 400,000 volumes, so that both the city and the University of Strasburg have a library and a librarian to be proud of. Could any board of trustees have done such a thing? With all the magnificent splendor of the National Library of Congress in Washington, the real impulse to its growing and useful activity is due to its librarian, and not to the joint committee of Congress on the library,—their real usefulness is in securing appropriations and legislation to enable the librarian to carry out effectively his plans for increasing its usefulness in many ways. Notable among them is the deposit of the Congressional Library card catalog in at least one library of every city and of every university, where men engaged in study and original research may find what books are at their command by loan.

The trustees can do little more than make the necessary provision for storing these cata-
log cards in a convenient and accessible place, but the librarian can direct inquirers and readers to them and can help them to obtain the books from the Congressional Library or from that at Albany or any other great library, where the librarians have effected a method of useful exchange of books, and of procuring those not on their own shelves from any other that has them.

The meetings of librarians, national, state, and local associations, full of instruction to the professional librarians and all engaged in the work, are for the most part a sealed book to trustees, whose occupation is largely in other directions. The splendid plan of a union of all the libraries of the city of New York bears the strong impress of the hand of a very able librarian—not all his trustees could carry it out, although they can give powerful help in making the plan successful. The example thus set cannot fail to inspire other cities, with scattered and separate libraries, with the wisdom of a similar union of forces, thus reducing the expenses, increasing the efficiency, and giving to the library as a whole the advantages of the greatest good to the largest number by the simplest method.

There is no more melancholy spectacle than that of a multiplicity of libraries in one city, some burthened with debt, some with trusts that have long since outlived their usefulness, if they ever had any, each under a board of trustees in which there is reflected all the narrowness of local interest and of pride of place and of misunderstood opinion of the rights of proprietors or stockholders and the public. Make one united body, under the headship of one good librarian, and the public, as well as the individuals who use the library, will at once feel the benefit of a broad and generous management that will help materially to increase the libraries and their usefulness.

The man who wants to do a generous act is the one who helps an old library, gives it new strength and power, not he who puts up a new building, no matter how handsome, and then leaves it to the community where it is situated to sustain it,—often with an old and long-established library already in existence left high and dry in the change of time. Unite the new and the old, and each strengthens the other, and trustees may well look askance at the most munificent donor who forgets the claims of an existing library in order to establish a new one which shall perpetuate his name, and in doing so cripple the usefulness of some earlier library that has had years of experience as to what the people want in a library.

Few cities have as much reason to be grateful to their library trustees as Chicago, where the Public Library, the Newberry Library, and the Crerar Library have agreed to take each its own location and its own particular line of library work, the first of general reading, the second of special collections in the fine arts and bibliography, and the third of the exact sciences,—thus making it possible to achieve results nowhere else attained in the same time. There indeed trustees have shown the highest fitness for their task, and such an example may take its place alongside of the consolidation of all the libraries of New York in one system, as lessons by which all trustees should be guided and instructed in the right way to discharge their duties.
The Chairman: I am glad now to announce that Mr. Herbert Putnam will speak to us on

THE WORK OF THE LIBRARY OF CONGRESS.

Mr. Putnam: I have been a little puzzled to know why this topic should appear upon your program. It had been understood, I supposed, that trustees appear at our meetings, particularly for their own instruction; and when you referred to a customary "gentle acquiescence" at the meetings of the Trustees' Section I supposed you were going to explain it as the gentle acquiescence of the librarian in the existence of the trustee. We would not, to be sure, regard trustees with intolerance. It is quite clear, or usually becomes so from our discussions, that their functions are in general superfluous, and commonly intrusive. But we realize that they themselves frequently recognize this and exercise these functions in a properly deprecatory spirit. We would not therefore treat them with undue severity. We invite them to our meetings with cordiality. And yet in doing so we have been considerably perplexed between our desire to have them know a certain amount as to library work, and our fear lest they should know too much. They must know enough to appreciate the excellence of our recommendations, but not enough to desire to operate the libraries themselves.

Now on the assumption that the purpose of this meeting is the instruction of trustees, my topic seems to me inexplicable, because it calls for a statement of the work of a particular library,—a library which is, to be sure, or is to be, a library, but only one library; which has certain processes in common with all other libraries, but certain differences also which are perhaps even more marked between it and the libraries in which most of the trustees here present are interested.

We have at Washington a large collection, roundly a million and a half items,—say a million books and one half a million other articles, maps, manuscripts, music, and prints. Since 1897 we have been attempting to reduce this collection to order. We have had the problem of classification, and we have had and still have the problem of catalog. We have in the meantime and concurrently the problem of use. We are issuing publications. We are thus to some extent engaged in many of the activities, with the exception of the work with children, that are characteristics of the ordinary municipal free library.

We have had occasion within the past three years to secure a large increase of funds for a work the need of which had to be explained. We have had to secure a large staff in order to cope with work for which there had been no adequate provision. Now that work has, as I have stated, many characteristics in common with the work of administration of an ordinary library; but it involves certain differences which result chiefly from a difference in function, distinguishing the Library of Congress as the National Library of the United States. We are handling an unusually large mass of material, but the difference is not in this. We are handling unusually rapid accumulations (the accessions of a single year—last year, 76,000 printed books and pamphlets and nearly 40,000 other articles—reached to the size of an ordinary library), but the difference is not in this. We have a small immediate constituency, but the difference is not merely in that.

We have, with other libraries, the problem of acquisition. Now, the difference in that is a material difference. Those of you who are trustees, who are determining the policy of a library, are called upon to discriminate—to discriminate in the choice of new material. To a very large degree the accessions of the Library of Congress—for instance, all that come from copyright and much of the rest—are accessions without discrimination, that is, are not the result of deliberate selection. You are called upon to select only the books that are worthy as literature; the Library of Congress receives an enormous number of books that are inferior as literature and unworthy from a moral standpoint. You are called upon by recent suggestion to discriminate not merely in selection, but in the arrangements for its accommodation, between the book that is active and the book that has ceased to be active. The test that you are asked to apply is, What is the present demand? The Library of Congress as the National Library is supposed to have a duty not merely to accumulate those books which are in present demand, but to accumulate for posterity. In your catalogs you consider the minimum expenditure that will suffice to cover the needs of your readers, taking into account the other aids, including human service, at their disposal; but the Library of Con-
gress, undertaking now to catalog not merely for the use of its own readers, but for the entire country, may be compelled to an elaboration in such processes not requisite for its immediate constituency.

But the most material distinction, and one which seems to preclude a description of the Library of Congress from presenting any analogy for trustees, lies in the fact that the Library of Congress has no board of trustees. The Library of Congress is administered by the Librarian of Congress. The Librarian of Congress is appointed by the President of the United States. He goes directly not to the Joint Committee of Congress on the Library but to the Committees on Appropriations for appropriations for the maintenance of the library. The appropriations made are placed at his disposal for expenditure. He is authorized to appoint his subordinates and to dismiss them. He is further authorized “to make rules and regulations for the government of the library.” There is a Joint Committee of both Houses on the Library of Congress, but that committee does no one of these things that I have named, and therefore cannot be said to stand to the library in the relation of a board of trustees. It does not intervene between the librarian and the Committees on Appropriations, nor in any such way represent the library before Congress. Certain of its members may by chance be members of the Appropriations Committees, in which case they will presumably have an interest in the success of the estimates of the librarian; but this is a different matter.

I do not see, therefore, that I can cite to you from Washington anything which may have any potent analogy to the trustee of a library.

The trustees, however, who come to these meetings come, I suppose, for the purpose not of learning technique in detail, but of observing tendencies which may affect policies to be pursued by their own libraries, and there are occasionally matters discussed at the meetings which, in relation to such a purpose, may explain the presence of the Librarian of Congress upon your particular program. At the present conference, for instance, among the various suggestions which have become prominent, one concerned the limits of accumulation of a library and the method of accommodating its books. There is the suggestion to which I have referred above—that a separation should be made between the live books and the dead books and that the dead books should be segregated from the others, with, of course, the implication that if, in addition, the librarian can determine what book is likely to be less used, he should refrain from putting that in the library, if in any manner it can be reasonably accessible elsewhere. This suggestion is that each library in its accumulations should limit itself to the books likely to be constantly in demand by its immediate constituency, and that as to others it should content itself with acting as an intermediary between its immediate readers and other institutions possessing the less used books, one copy of which in a large area might suffice. Now, the appendant to that suggestion was that we should have a few libraries in this country which might serve as reservoirs for these unused books. The Library of Congress was mentioned as one. It must be admitted that that library is accumulating without regard to active use, and within the field of Americana at least it will seek completeness. It will regard as appropriate, at least, every book not wholly unworthy which represents the product of the press of the United States, and, perhaps in a less peremptory degree, of the Western Hemisphere.

The other suggestion to which I may refer is that of the librarian of Cincinnati as to the superior advantage of bibliographies over catalogs. Now the argument for bibliography over catalog is simply the argument for the centralization of catalog work—the production at one point of lists that shall suffice for a great many institutions, the substitution of central and organized bibliographic work for the multiplication of effort by each institution for itself. Such questions cannot be discussed without a natural reference to the recent undertakings of the Library of Congress, which places its bibliographic work at the disposal of other libraries. We have undertaken to make that work generally available. We consider it particularly our duty to do so where by mechanical means its results may be multiplied and within legal authority distributed. One of these undertakings of the library, which is of most general concern, is the distribution of the catalog cards printed by the Library of Congress. During the past seven months this distribution has been going on. The results of it are to be reported at this meeting, and this report with
the incidental discussion has been made part of the regular program at a more general session.

Now I suggest that this undertaking is one which does concern a trustee, because its results are likely to affect that part of the administration of a library which a trustee must consider,—that is the general policy, the general direction which expenditure shall take. There is, I think, a common neglect on the part of trustees, as well as of librarians, to consider the relative efficiency of one or another form of expenditure; for instance, as between that for books, that for catalogs and other apparatus, and that for service. In a small way we have noticed this in connection with this distribution of catalog cards. We are now issuing cards at the rate of about fifty thousand titles a year. At the present rate of subscription it would cost a library two hundred and fifty dollars a year to secure a full set of these cards. By way of experiment we have been issuing also what we call "proof strips." Before the titles are run off on card stock they are printed off on proof paper. Now the proof is issued in strips, and thus far has been issued to practically any applicant. It has been issued without charge. Now we have found that certain libraries receiving the proofs are undertaking to cut them up and paste them on ordinary blank cards. They do this to secure the information which would be given by the printed card, but on the assumption that they cannot afford two hundred and fifty dollars a year for the printed cards. It is very easy to estimate, however, that the current cost of cutting up the strips and pasting them on ordinary cards would alone exceed the cost of a set of the printed cards. The cutting and pasting would take very nearly the whole time of a single person. It seems to me that this is but an instance of an inconsiderateness quite common, which is abashed at the proposal to spend two hundred and fifty dollars for a piece of apparatus, but without thought spends more than that amount in the extra service requisite which the apparatus would save.

Now, if you will excuse me, Mr. President, I will not attempt to speak further of the work at the Library of Congress. It seems to me that you have on your program other topics more important, and that in general, at the meetings of the Trustees' Section, trustees rather than librarians should be heard. The present conditions in the Library of Congress and the present undertakings are set forth in the report which we issued last fall, and which is at the disposal of any one who desires it. I content myself, therefore, with referring to the card distribution as particularly worthy of the attention of trustees in its bearing upon the administration of their own libraries. The distribution has been a success and it will proceed. The past seven months have developed defects that have been studied and in part will at least be remedied.

I do not wish to speak at any length of the Library of Congress and shall refrain from doing so. But there is an "institution" in the library to which with this opportunity I cannot refrain from referring. I say an institution in the Library of Congress, because prior to 1897 he was practically the Library of Congress.

Our associated characteristics to-day—indeed, you might say the characteristics of the librarian of to-day—are prominently energy, the practical, the business push and sagacity,—I should say acuteness,—the search for system, order, and the mechanical means of doing things. There has undoubtedly been a falling off—at least a disappearance into the background—of the librarian of the earlier days. He is referred to, if not with ridicule, at least scarcely with indulgence. Of his efficiency you will find little recognition in our discussions at these meetings. And yet are we so safe in putting into the background the characteristics that give him distinction? Are we not overlooking traits that we cannot afford to spare—and for which we offer no adequate substitute? Our meetings are replete with enthusiasm; but the librarian of the earlier day was not lacking in enthusiasm. We talk much of the professional spirit; he certainly was not lacking in the professional spirit. It is not business that produces the professional spirit. He did lack system, or perhaps it would be fairer to say that he preferred system inside his head rather than outside. He did not crave disorder; but he had no relish for order. He was impatient of order,—of an order which could be secured only through apparatus; and yet, on the whole, he achieved a result; and he did it not by constructing apparatus, but by associating himself with the material—the books themselves. Now, I hope it is not going to be the case that as time goes on the librarian of the
older type will become to us simply "quaint." I have observed the career of one of them. I am now observing it, and in retrospect I have studied it; the career of a man who has been for over forty years in the service of the Library of Congress, and has pursued that service with an unalterable devotion, and who now at seventy-five years of age begins his work at eight o'clock in the morning and rarely finishes it until eleven o'clock at night; a man who (not to attempt detail) is a miracle of the qualities of the librarian of the older type—the qualities which, believe me, are not merely lovable, but make for efficiency.

Now, order and system and the apparatus must come. They are necessary to the operation of a library attempting to serve modern needs in a modern way. But in securing them, do not surrender wholly what you can afford to retain of those qualities which distinguished the librarian of the olden time. You may have in your libraries some one who represents them. If so, I strongly recommend that you thank God for him—as we do for Ainsworth Spofford!

The Chairman: We will now have the pleasure of hearing Dr. John S. Billings, the president of this Association, speak to us on

THE ORGANIZATION OF THE NEW YORK PUBLIC LIBRARY.

Dr. Billings: The subject assigned to me is the organization of the New York Public Library, which is so peculiar, although it does have trustees, and its lines of work are in some respects so different from those of most libraries, that probably my statement will not be particularly instructive or interesting. Still, there are some matters connected with the consolidation, and the way in which matters are being managed in the temporary conditions in which we find ourselves, that may possibly be of some interest to the trustees of other public libraries.

Most of you are no doubt familiar with the history of the consolidation. The Astor Library was founded in 1848, the Lenox Library in 1859, and the bequest left by Mr. Tilden to found another public library became available in 1893. These interests were consolidated under a Special Act of the Legislature, in 1895. The new organization, entitled "The New York Public Library, Astor, Lenox, and Tilden foundations," had two large reference libraries, neither of which had been formed with any regard to circulation or home use. The Lenox Library was mainly a museum of very rare books, Bibles, unusual editions, etc., while the Astor Library had been built up with long series of periodicals and books specially selected for reference work purchased from a special fund, left by Mr. Astor with the provision that books purchased from that fund should never be taken from the building, his object being that the books should always be found in that library, by scholars coming from any part of the country.

The Tilden Library had about 20,000 volumes, mainly political history. The essence of the Tilden contribution was about $2,000,000 as a fund for conducting this establishment.

The consolidation was consummated by the selection of seven trustees from the Astor, seven from the Tilden, and seven from the Lenox Library, making a board of twenty-one trustees, who elected officers, made by-laws, and selected a director.

They had two separate buildings, three miles apart; the Lenox being on 70th Street and the Astor on 8th Street, and the trustees saw there were two different courses they could take. They were a private corporation; they had funds enough to put an addition to one building to contain all the books and thus to make a great reference library; nothing else. And that was the easiest thing to do. They had the land connected with the Lenox building; they had sufficient funds to conduct the library and put up a building. They felt, however, that would not be the best thing to do, nor would it meet the public expectations or demand as to what was desired from this newly formed corporation. They therefore proposed to the city of New York that if the city would furnish a building sufficient to accommodate the general reference library they would put into it all their books and collections and maintain such library for the free use of the public without cost to the city. That is to say, the New York Public Library contributed about $2,500,000 worth of books, pictures, and other material, and the income of about $4,000,000. On its side the city of New York agreed to put up a building, to cost about $5,000,000. It was stated to the city that with this central building should be connected a system of branch libraries for furnishing books in all parts of the city for home use, but that the funds of the
library would not be sufficient to do that and at the same time to carry out the conditions of the trust under which it was formed. But it was stated that, if the city would furnish the necessary funds, this large central building would be so planned as to be used in connection with such a system, and that the New York Public Library would agree to take charge of that side of library work also.

All this having been agreed to, plans for the new building were prepared, and the work of classifying and cataloging the books was commenced. There were a very large number of books in each library which had never been properly cataloged. There was no subject catalog. There were finding lists and rough check lists, by which you could usually find out if any given book was in the library; not always.

In 1901 the New York Free Circulating Library—which had twelve branch buildings, besides a travelling library department—decided to consolidate with the New York Public Library, furnishing a nucleus for a Circulating Department, and, subsequently, two other libraries have come in—the Saint Agnes and the Washington Heights.

In the same year Mr. Carnegie offered to give money to the city of New York to build 65 branch libraries at a cost of about $80,000 each, and that offer was accepted by the city. His offer was intended for the entire Greater New York, and he had a general idea that it would be well to have it all under one system, but he was not very particular about that, and when Brooklyn and the Borough of Queens preferred to have what they called their share of the fund turned over to them for their own independent use, he approved of that arrangement.

A contract was made between the city, the New York Public Library, and Mr. Carnegie for the Boroughs of Manhattan, the Bronx, and Richmond, to the effect that the city should provide sites, that the New York Public Library should put branch buildings thereon, and that the money for doing so should be furnished by Mr. Carnegie to the amount of 42 such buildings at an average cost of $80,000 apiece.

The New York Public Library is managed by a board of twenty-five trustees. Three of those are officials of the city, the Mayor, comptroller, and president of the Board of Aldermen. They elect their own successors, and if a trustee is absent from three successive meetings, without an excuse that is accepted by the board, his seat is vacated. The business is managed mainly by committees, the four most important being the Finance Committee, the Executive Committee, the Library Committee, and the Committee on Circulation. The duties of the Finance, Executive, and Library Committees are about the usual duties. The Circulation Committee looks especially after the interests of the circulating side of the library, and will also have charge of the Central Department of Circulation in the new building. Only one member of the Circulation Committee need necessarily be a trustee of the library. The other members of that committee have been selected as representatives of the circulating libraries which have consolidated with us. The director of the library meets with all the committees. He makes a report to each, and is also present at all the meetings of the board, and may or may not make a report to the board. He is there to answer questions. There is also a special superintendent of the Circulating Department. This is a gentleman whom you all know well, Mr. Bostwick, who was the director of the New York Free Circulating Library.

The committees meet once a month, as a rule. The Executive Committee has been meeting more frequently, and is the committee which prepares the greater part of the business for the board meeting. The Library Committee has the general direction of all matters pertaining to the purchase of books and cataloging, and decides on the general plan of the work to be done each year, leaving the details as to methods to the director.

The action of the Board of Trustees has been very harmonious, and the meetings have been well attended.

The work which the New York Public Library is now doing is in a way temporary in character; peculiar because of the necessity of keeping up the supply of books for the public and at the same time preparing its materials for the new building.

The work of the library is also peculiar because of the rarity and importance of the collections made by Mr. Lenox; of the great value for reference purposes of the books in the Astor Library, and because it contains many books which are not to be found in any other library
in this country. And having the duty of preserving those and also a large amount of manuscript material, relating to American history, the relations of the New York Public Library to the public are somewhat different from those of the average free public library. The work is divided among several departments, each having a chief who reports to and receives instructions from the director. There is a business superintendent, who pays all bills and has general charge of the buildings. All bills must be approved by the director. The Order and Receiving Department, the Catalog Department, the Shelf and Classification Department, the Readers Department, the Periodical Department, the Public Documents Department, the Jewish Department, the Slavonic Department, the Oriental Department, and the Print Department, are those of most importance in the reference library.

The Circulation Department has its own order and catalog departments, and keeps separate accounts, but all its bills are paid by the business superintendent on the certificate of the superintendent of circulation and the approval of the director.

There are over 200 members of the staff. They have monthly meetings for the reading of papers and for discussion—according to programs prepared by special committees of their own selection. These meetings are held alternately at the Astor and Lenox buildings, and there is usually a special exhibit prepared for each meeting.

The trustees include lawyers, bankers, prominent business men, and so on, and the reports of the several committees receive careful consideration. I do not think that the comparatively large size of the board has been in any way detrimental to its efficiency. It has had some important and difficult questions to consider and decide upon, and has, perhaps, been a little slower to act upon some of them than a smaller board might have been, being rather conservative in character, but upon the whole I think that its work has met with general approval. I shall be glad to answer any questions.

Mr. Brett: May I ask a question of interest to librarians? That is, the one great difficulty in getting together a staff of a library very much smaller than the New York Library, is to so arrange the time that the members of the staff may be spared from their duties. We do have staff meetings which are in the hands of the staff itself. They are usually held in the evening, but the libraries are remote from one another and scattered.

Dr. Billings: I will answer Mr. Brett's question by saying that the present condition of the reference department affords a favorable opportunity for getting these staff meetings, because the Astor and Lenox Libraries are not open at night, the meetings are in the evening, and the entire reference staff is able to attend. As regards the staff of the circulating branches, which are kept open at night, they must divide. Those who come this month will stay and attend to the library work next month, and allow the others to come.

The Chairman: I will now ask Mr. Dewey to tell us what he thinks of

**THE FUNCTION OF THE TRUSTEE.**

Melvil Dewey: I take it the supreme function of the trustee is to administer the funds which are in his hands so they will do the most good. It seems to me they are to settle the sort of books to be bought, whether it is more feasible to keep the money for books that are most useful or to spend it for something that will be useful only to the few. I think Mr. Rosengarten put very generously what the relations should be between the librarian and the trustee, from the trustee's standpoint.

From the librarian's standpoint, I can never forget that the trustees are a board, not private owners, on which rests the responsibility for the wise use of library property. If they have a competent librarian let them advise with him about matters pertaining to the library; I believe in that thoroughly. But, if they have a man or woman in charge of the library who is entirely incompetent, then it becomes their duty to get some one who is competent. A man in my office a few days ago, talking about a prominent library at the head of which is a very prominent man, said the librarian was simply an employee and asked what business he had representing the library; "the president of the board of trustees represents this library." He was an earnest, sincere man, but he actually believed that the librarian was rather impertinent to speak for the library. I said to him frankly that his attitude would be sure to ruin his library; that he was like a man with a spirited pair of horses and a coachman.
If the coachman is good for anything, of course, he will not sit still and let the man take the reins; if he is not competent and the horses are good for anything, they will run away with him, and that is what is apt to occur in a library. But, if you were out driving, as I have been in the last few days, with my little boy, and the horses became frightened, you would take hold of the reins and help him; I might do the same thing if a competent driver were on the box, but he might then get off and leave the whole thing to me.

It is not the function of the librarian to invest the funds and attend to financing, but in my conception it is a trustee's function to see that the library work is properly done, and if he does not do this it is an oversight on his part. We librarians would do well to put ourselves in the attitude of having accepted a trust, and if the trustees would meet with us and put themselves in our place, we should work together more and more in sympathy. It is not my experience that trustees who make trouble do it from any ill-will to the librarian; it is because they have not thought or studied their mutual relations; but of that enough has been said.

Two or three things occur to me as specially important. The modern church, you will find very often, has fifty or sixty distinct agencies in operation, social rooms, libraries, clubs, etc. The old high school was a place to hear a few recitations. Our modern school, in library facilities and educational methods, is far in advance of the college of a generation ago. There has been the same development in these as in our modern railways, wireless telegraphy, etc., and the library is going along with the rest. It is an age of electricity and of libraries. Libraries are as old as Hindu records, and there were books in those early days just as much as now. There were also electricity and steam; but the difference is that we have learned to use these forces, and the public is coming to understand them; and following it back we find that the printed page, which means the work of the library, is the thing which will influence men from the cradle to the grave. The world has come to understand that the whole system of education is in two distinct parts; school education, from kindergarten to university, is part; but there is another part, just as important, just as deserving, that is not for the young only, but for adults also, that is not in an insti-

- tuition but in the home. This, which we call "home education," — a library, — is the second part, and those two things have to travel on together from this time on. That is the first fact for the library trustee to understand. The librarian or trustee who looks upon a library from the point of view of a generation ago, as simply a collection of books, isn't going to do the best kind of work till he gets a broader view.

As to the library staff, the trustees ought to come themselves and send their assistants to these meetings. That is what we have done in Albany. We find it pays to give our assistants the time to attend library meetings. Our observation proves it the best investment we can make. If I were running a library as a private institution, I would send my staff to this meeting every year. They do better work and it pays for the assistants all along the line. Dr. Canfield's last words to me were, "Emphasize that fact; that men won't do team work unless they have instruction," and if you can't make them do team work they are not good for much in this world. That is the kind of man that doesn't want a telephone, or any modern invention, he wants to go along in the same old way. Library work isn't done that way. We must get into full touch with all the world, and we want our trustees to come to all our meetings.

Just a word about salaries. When I was in Boston twenty-five years ago I could get graduates of Harvard college at three dollars a week, but if I wanted a boy out of the gutter I had to pay him six dollars a week, because he could get that in a factory or mill. The man who wanted to make a beginning in business would work for almost nothing to get into business. When a teacher comes out of the normal school with its training, she does not work for nothing; she gets in the beginning a higher salary because she is devoting her life to that work. In our state library school we are going to pick from the entire country the people that can do the best work. To enter they must have a high school education and must have a degree from registered college; i.e., they must give eight years to secondary and college work and then two years to their technical work. It is absurd to suppose a person is going to spend ten years in preparation and then come back and accept the same pay as the boys and girls just coming from the high school. We
are doing a work essentially educational, for which we need intelligence and special training, and civil service boards ought to recognize these conditions. We send boys to West Point and Annapolis; we do it because we want the benefit of their training. To trustees I say, give a fair salary for what you are asking; and to librarians I say, don't expect to get as much pay as in any other business. We go into this work and we ought to accept a small salary, and we ought to distinguish between those who go into it temporarily and those who are taking it up as a life profession.

A great thing is to keep in mind all the modern demands on a library. In every community we have the school board, that is an established custom. We cannot get the best results unless the library business is kept distinct from the school business. A man that is in any kind of business and thinks some other business is better doesn't make much of a success, and the people we want on the library boards are the people that believe the library is more important than the school, more important, with a more lasting and longer influence over the whole community, therefore the public library should be the center of the educational life of the community, and the museum, art, history, and sciences naturally cluster around the library. It is the best place for them—not in the same room perhaps, but in the same building or adjoining, so that when people are working in the museum and want to refer to books they are at hand. Secondly for students, colleges, meetings on scientific subjects and other subjects they ought to go to the library as naturally as a home pigeon will fly back to its home. The library is the cornerstone of all this and trustees ought to recognize that. But libraries have other functions. Information is exceedingly important in an economic sense for reasons which can be demonstrated; it pays; but most important of all is inspiration. The public library should also be a source of amusement. We can give the public no amusement so wholesome as books. What can be a more legitimate expenditure of public money than to give to people so burdened down that they can hardly stagger another step, a book that takes them into another world? We librarians and you trustees together ought to see our work in the broadest way, and we ought to look forward, not back, and above all things lend a hand.

The report of the

COMMITTEE ON NOMINATIONS

was presented, submitting the names of the same officers as nominees for the ensuing year, viz., Deloraine P. Corey, chairman; Thomas L. Montgomery, secretary. The report was accepted and the officers named elected.

H. T. KELLY: Before we adjourn I would like to say a few words. While I have sat here for the last two and a half hours I have had forced upon me the change that has taken place in the Trustees' Section. Five or six years ago I was sent to one of these meetings by my board of trustees. I was then chairman of the board of trustees of the Toronto Public Library, and I must say I went home, if not discouraged, very much disappointed. I could not feel that I had brought home one solitary thing from the meetings of the Trustees' Section which I attended; and I had scarcely anything to report to my board. I never came to another meeting until now, because I thought it wasn't of any use. I have completely changed my views. Some one has expressed surprise that there are so few here. I was surprised that there were so many; and I can only say that if those who are surprised at the small attendance had been here four or five years ago they would regard this meeting with delight. You can much more easily get librarians and assistants to attend these meetings than you can get trustees. Trustees cannot come in so large a number: they are not so directly interested; but there should be some means of putting before them the information which has been derived from attending this meeting to-day. It is true it will be published in the official Proceedings of the A. L. A., but not many trustees receive that. Is it not possible to have the records of to-day's meeting, especially those two admirable papers which were read in the beginning, put before the trustees of the country in separate and convenient form?

The SECRETARY: I will bring the matter before the Executive Board. I have no doubt they will be glad to do so if they can afford it.

It was moved and seconded, That the Executive Board be requested to put the minutes of the meeting in separate form into the hands of the library trustees.

Voted.

Adjourned.
SECTION FOR CHILDREN'S LIBRARIANS.

The Children's Librarians' Section of the American Library Association held two sessions during the Magnolia Conference. The chairman, Miss Annie Carroll Moore, presided, and in the absence of Miss Mary Dousman, Miss Clara W. Hunt acted as secretary pro tem.

FIRST SESSION.

The first session was held in the Oceanside Hotel Casino on Wednesday morning, June 18. The meeting was called to order at 9.45, and was opened by the reading of the secretary's report of last year's meeting, as given in the A. L. A. proceedings for 1901.

In the absence of Chesley R. Perry, chairman, J. C. Dana read the

REPORT OF COMMITTEE ON CO-OPERATIVE LIST OF BOOKS FOR CHILDREN.

To the Children's Librarians' Section of the American Library Association:

Your committee appointed at Waukesha in July, 1901, to take preliminary steps towards the production of a co-operative evaluated list of books for children beg leave to report progress.

One of the first things done was the appointment of Miss Linda A. Eastman, of the Cleveland Public Library, as editor, and thanks to her arduous and persevering labors, even through days and nights of illness, we are enabled to offer for consideration here at Magnolia a tentative list which may be said to be at least a step in the right direction. "The work of this year has of necessity been largely that of preliminary preparation." As the work of selection has progressed, the great need of a list of juvenile works made acceptable through co-operative methods of evaluation has been emphasized.

Ample funds for all expenses of the past year have been provided by the subscriptions of individuals and libraries. The amount on our subscription lists is $85.50 and of this $52.50 has been collected (collections have been made as follows: 4 of $5, 1 of $2.50, 7 of $1, and 46 of 50 cents). Most of the balance will be collected when needed.

The expenditures have been:

By the chairman:
Postage and stationery...... $2.42
Typewriting and mimeographing..... 1.00

By the editor:
Blanks and printing........ $9.00
Postage and stationery..... 8.00
Clerical work........... 5.00

22.00

$25.42

There is an unpaid printing bill of about $15. This will leave a balance of $12.08.

We recommend that a committee on this subject be appointed from the active members of this section and be instructed to report at the next annual meeting.

All of which is respectfully submitted.

Chesley R. Perry,
J. C. Dana,
Eliza G. Browning.

As the results of the work of the committee were to be presented at the second session by Miss Eastman, no action was taken.

The chairman appointed a

COMMITTEE OF NOMINATIONS

consisting of Miss Power, Miss Stanley, and Mrs. Malthy.

Miss Gertrude Sackett read a paper on

HOME LIBRARIES AND READING CLUBS.

(See p. 72.)

Discussion of Miss Sackett's paper was opened by Charles W. Birtwell, originator of the home library system under the auspices of the Charity Organization Society of Boston.

Mr. Birtwell: Home libraries touch many sides of the lives of the poor. The subject is in competent hands with the librarians of the country. Charities and libraries are engaged in the same work. Both aim at the good of the people.

In Miss Sackett's admirable paper she referred to the source of the books. We do not rely upon people to give the books. We pur-
chase them — after critical reading from cover to cover by responsible readers. Of course we receive gifts, to which all libraries are subject! We received a donation of seventeen books lately, and one was admitted to the libraries.

Miss Sackett seemed to think the libraries applicable only to girls and younger boys. In Boston we have groups of boys sixteen, eighteen, and even nineteen years old. Once in a while a group will grow into a young men's club, and meet in a club room, and even then they may want the books in the club, — even if they do not read them so much, — from a sentimental attachment to the thing that first brought them together. Our use of young men as visitors aids in this direction. We have one home library of young married women. They have been members for a good many years. Of course they have had a faithful visitor. She still meets them once a week.

As to the sexes in the groups, it is unavoidable that some groups shall be made up only of boys or only of girls, but I confess I like a group to include both. Wholesome companionship of girls and boys, such as the little libraries offer, without special consciousness of sex, is a training in right ideas of sex and a protection against the perverted, ruinous notions that lack of such association fosters.

Among the many things Miss Sackett mentioned I noticed no mention of savings. We use the stamp savings method. The children buy stamps, with which they gradually cover specially designed cards. Then the stamps are redeemed and accounts opened by the children at the savings banks. Even parents buy these stamps, through the children, to save for various purposes.

An item that Miss Sackett mentioned is the visiting of the families of the children in the group. We urge the visitors to call once a month upon the families from which the children come to the library, in order to get better acquainted with the home life of each child.

I am very sorry that Miss Beale, our paid general visitor, is not here. She has shown enthusiasm and skill. Among other things she has been successful in finding volunteer visitors, which is one of the most difficult features of the work. We usually have from forty-five to fifty-five visitors. Their terms of service vary from a week to many years. We have losses through marriages, sudden departures for Europe, and many queer reasons. We ask the visitors for reports each month. We do not invariably get them, but secure a fair number, and these furnish the staple of our monthly conferences. These reports range from a mere statement of the number of members, amount of savings, and similar items, to a full story of the month.

Just a word in addition in regard to one statement in Miss Sackett's paper — that the poor do not need merely relief for physical wants, but help toward higher ideals and standards of life. Of course the whole trend of charity is towards something deeper than relief. Degradation can only be done away with or prevented by measures that tend to tone up the whole life. The treasures you as librarians have in your custody are of great value to this end. To gather books, and books worth reading, and then to get those books read, is a high service to one's fellow-men. We want to see the librarians as keen to satisfy and even create the desire in men, women, and children for what books can give, as the saloon-keepers are to gratify and provoke thirst, or the newspapers to stimulate and cater to the craving for news. Now what we have to do is to work shrewdly, and try to get these books into the hands of the people, and I think, as Miss Sackett said, that the time to begin is when they are young. There are many who will stop reading, carried away by other excitements, but I can see even them, as they get on in life and sorrows come, returning to books again; and he who has never cared for reading is without that resource.

A motto which seems to me a fair one to propose for librarians is one that was given the other day at a hearing before the City Council of Boston, on a petition for an additional public playground, by Mr. Henry L. Higginson, who said, "Be bold, extravagant, and wise."

Miss SACKETT: I saw in Boston a group of Italian children who had, I think, been a library group for eight years, and the young lady in charge was one of the original group. Never for one year had the group been discontinued, and the books they were reading showed an intelligent appreciation of good literature that was most encouraging. When you spoke of older boys being in home groups, were they not boys who had begun young? Because with
older boys I have found it almost impossible to found groups in the home.

Mr. Birtwell: Miss Sackett is right. These groups of older boys were started when the boys were younger. A lady came to me who wanted to work among girls, wanted to devote herself to a club of girls sixteen or seventeen years old. I told her to form a group of ten-year old girls, and in six years she would have what she wanted.

Miss Hewins: We have no home libraries, but for several years have had charge of a branch in a slum settlement. We began by letting all children of the street and neighborhood take books. We soon found that too many swarmed in, careless and unmanageable, and we now make it a very exclusive thing to belong to the library. The membership is limited to forty, and there are always several on the waiting list, and of those who came several years ago there are none who are taking books now, for as soon as we can we graduate them to the public library. All of the children who have a good record are allowed to take books from the public library, and if their record keeps good they may keep on or go back to the settlement. What Mr. Birtwell has said about visitors is exactly our experience. The children who came in several years ago are now our best workers.

Miss Hall: At the Brighton Branch of the Boston Public Library we have a club of boys and girls under sixteen years of age, called the Brighton Readers' Club, organized in 1900.

We proceed according to parliamentary rules, and hold formal meetings, with some interesting speaker from outside to address the club each month during the school year.

Magic lantern slides with views of foreign travel, readings from Seton Thompson's animal stories, and a talk on South America by a lady from Chili, have been some of the programs.

As a result, the children take a greater interest in the library. A direct outgrowth of the club has been recently noted. Twelve girls have collected fifty books, placed them in one of the girl's homes, and meet every Tuesday evening after school to read, talk over books, etc. They have numbered the books, pay dues of two cents a week to add to their collection, and are now planning to have a fair to increase their present treasury fund of $1.19.

This is a new phase of the home library, self-organized through direct stimulus from the Public Library.

Miss F. B. Hawley: Is there not difficulty in getting volunteer visitors, in that some people volunteer who are unfitted to do the work? And is it not difficult to refuse when people volunteer to do work for nothing? How are volunteers selected?

Mr. Birtwell: First of all be cautious about getting into trouble. Never advertise broadcast. I have been urged to do, but have feared that newspaper advertisement would bring undesirable offers. If unsuitable people get enlisted, insistence on good work may eliminate them. If not, remember that the libraries are for the poor, not for the visitors, and do your duty.

A Member: I have been in this work for the past ten years and our groups have always consisted of both boys and girls. We had originally ages from ten to fifteen years, and found the children agreed together very nicely. It takes some little tact to make a meeting pleasant for both boys and girls. I have thought it quite as important to train the children in good manners as in reading. One of the original boys is now a junior at Dartmouth College and when he comes home visits the group and makes it very interesting.

Miss Hitchler: Do you ever follow up the visitor?

Miss Sackett: Yes, indeed. That is an important part of the supervisors' work. I have many personal conversations with our visitors, as well as general monthly meetings, and every once in a while go to the different groups and participate in their good times. It is essential that a supervisor should thus know all the children and the manner in which each visitor is conducting the work intrusted to her.

A Member: To what extent do you encourage games? We have found in Chicago that games take up a great deal of the time. When they have them the children do not care anything about the books.

Miss Sackett: You cannot depend at first upon the children's interest in books. That interest develops gradually, much depending upon your own tact in presenting them. Af-
ternoons spent with books alone will soon cease to interest the children and you want the library hour to be one to which they look forward with happy anticipation. You must establish confidence in yourself — make them feel that you enjoy what they enjoy, and there is no better way than by heartily entering into the spirit of a good wholesome game. Having thus established yourself as one of themselves, their affection and trust gained, you can lead them gradually to other interests. Such games as “Twenty questions” not only develop the memory but arouse an interest in subjects which you can refer the children to the proper books to learn more about.

Mr. Birtwell: The oversight of the visitors is an extremely important point in the management of the libraries, and Pittsburgh is fortunate in having Miss Sackett’s whole time devoted to home libraries. In Boston we now have 60 active libraries. It is our hope to engage a second paid general visitor and increase the libraries to 100, and then assign only 50 to each general visitor. Experience seems to indicate that one competent person can stand back of not more than 50 libraries; in some cases even less than that number. There is infinite detail in really successful work. We must try to strike deeper and deeper into the life of the children — to touch them in a greater variety of ways. More and more we are trying to get the visitors to come to us at our office and discuss individual children, their future, their situation, what may be done for them. We have a meeting of the volunteer visitors once a month, and once a year or so we gather the members of the libraries together and have a general entertainment. Every spring we have two flower sales, one at the North end and one at the South end a week later, and in the fall all children who can bring live flowers bought in the spring are invited to a little festival and collation.

The discussion was characterized by marked interest in the subject, by an intelligent appreciation of the chief difficulties in Home Library work, and by a readiness to share experiences which it is impossible to reproduce in a printed report. During a short intermission Miss Sackett’s display of street literature was examined, the tentative fiction lists were distributed, and an opportunity was given to all who did not care to remain through the Round Table discussion to withdraw from the room.

The

ROUND TABLE DISCUSSION ON CLASSIFICATION AND CATALOGING OF CHILDREN’S BOOKS

was opened by a communication from Mr. Brett, who stated that the Cleveland Public Library and the Carnegie Library of Pittsburgh have planned to collaborate in printing cards for a dictionary catalog of juvenile books, with simplified subject headings, the cataloging being done in Cleveland and the printing in Pittsburgh. These libraries find it desirable to supply each of their branches with a catalog of this sort, and believe the plan of cooperation to be practical. It has been suggested that other libraries may be glad to secure sets of these cards. The greater part of the juvenile collection of the Cleveland Public Library has been very fully cataloged within the past two years, and considerable study has been given to the question of simplified subject headings. Library School rules are followed as to form. Subject fullness of names is given, and no imprint except the copyright date on the author card. A. L. A. subject headings have been used, except where it has seemed wise to simplify. Such variations have been adopted as: “Airships,” “balloons,” for “Aerial navigation;” “Drinks” for “Beverages,” “Housekeeping” for “Domestic economy,” “Manners” for “Etiquette,” etc. Additional headings have been used, such as specific names for flowers, trees, birds, etc., names of holidays, names of common articles and of ethical qualities.

The aim has been to bring out all material which may be of service to children or teachers, and analyticals have been made very freely. In all cases where a simplified subject heading is used, the A. L. A. heading follows in parenthesis, and cross references are made.

Cost of the cards will depend partly on the subscriptions received, and will probably not be over one cent per card, provided 50 sets are subscribed for. The charge includes only the cost of the additional work required, for the two co-operating libraries bear all cost of composition and getting ready. Subject cards are not duplicates of author cards, which increases the cost somewhat.

The catalog will be enlarged by adding all
books contained in the Carnegie Library children's collection not already cataloged for the Cleveland library, and will be kept up to date by cataloging the important children's books of each year.

It is intended to prepare a list of 1,000 volumes which are considered valuable in the two co-operating libraries, and are believed to be in use and approved by most of the libraries in the country. Copies of this list, when ready, will be sent to all applying for them. Cards will be printed for books in the list first, and subscriptions will be received only for entire sets of the cards for these books. Subscriptions may be extended to include the cards for the entire collection, and all subsequent additions, at cost; but if the number of subscriptions drop off after the completion of the first lot of one thousand, the cost per card will be somewhat increased.

Applications for the list of books, or for sample cards, and all subscriptions for cards, should be addressed to Edwin H. Anderson, Librarian Carnegie Library, Pittsburgh Pa.

Samples of the cards were distributed.

G. M. Jones: I think it is a great mistake to adopt subject headings for a children's catalog different from the subject headings in the adult catalog. I do not especially champion the headings in the A. L. A., but think in the same library the same headings should be used for all departments. I have had no experience in children's rooms, but in theorizing upon the subject have thought the difficulty would be in changing from one subject to another. Children soon learn the heading to be looked for to find works on a special subject.

Miss Titcomb: We have no special children's catalog, but use cards of a different color for children's books. The books for the youngest children are on yellow cards, and for children from 12 to 18 years on blue cards. The children like to pick out the colored cards and if they can find one on a book on meteorology there is not the slightest difficulty in their learning to use the catalog retaining the same subject headings. It has occurred to me that in printing the cards of Mr. Brett's catalog for use in libraries where they are to be used with the main catalog it might be a good scheme to print on a card of some distinctive color.

Miss Olcott: Mr. Jones' argument seems to me to be in favor of more simplified headings for the adult catalog. If we simplify these our catalog will be more useful both for adults and for children. A children's catalog is more of an index than a catalog and so it is better not to use Latin words for the ordinary subjects children ask for.

Mr. Anderson: Colored cards will be a physical impossibility in our scheme. Of course the expense would be very much less if it was not that we are printing subject headings on the cards. It will not be necessary to write in subject headings.

Miss Clara Hunt then gave a summary of her paper on the "Classification of children's story books," printed in Library Journal, February, 1902, which was followed by a brief discussion. The necessity for adjournment cut short the discussion, which it is hoped may be taken up more fully at a future session.

SECOND SESSION.

The second session of the Section was held in the Oceanside Hotel Casino, on the afternoon of Thursday, June 19. It was devoted to the subject of evaluation of children's books from three standpoints: from the point of view of the literary critic and the student of children's literature, in a paper by Mr. Charles Welsh; from the point of view of the children themselves, in Miss Hewins' report on a list of children's books annotated by the children's comments; and from the point of view of children's librarians, in Miss Eastman's report on the list of juvenile fiction.

Charles Welsh read a paper on

THE EVALUATION OF CHILDREN'S BOOKS FROM THE POINT OF VIEW OF THE HISTORY OF LITERATURE FOR CHILDREN.

(See p. 76.)

Miss Caroline M. Hewins presented the

REPORT ON THE LIST OF CHILDREN'S BOOKS WITH CHILDREN'S ANNOTATIONS.

(See p. 79.)

In response to a call for a rising vote of those who would be sufficiently interested to send children's comments to Miss Hewins during the next six months, about 40 rose.

Mr. Welsh made a brief statement of his experience in England 25 years ago in endeavoring to secure spontaneous comments from boys
and girls with regard to the books they were reading. The experiment was based upon questionnaire which were sent to a number of English schools. Comparatively few of the answers accurately reflected the child's own impression. In Mr. Welsh's opinion written questions would always be unsuccessful. He considered the most valuable data was to be obtained from the verbal expression rendered offhand by the children when selecting their books.

Miss Linda Eastman presented the

REPORT OF EDITOR OF CO-OPERATIVE LIST OF JUVENILE FICTION.

It was recommended at the meeting of the American Library Association last July that a co-operative list of juvenile literature be made by the children's librarians and others interested in the work with the children. The list was to represent the combined judgment of those who know the books both from actual reading and from use of them with the children, as to their literary merit, moral tone, and interest for children.

It was decided that it would be best to begin with the juvenile fiction, and as the opinions were all to be based on personal knowledge, to make up the first preliminary lists with those titles already best known to the largest number. With this in view, three sets of blanks were prepared, which read as follows:

RECOMMENDED.

The books listed below are among those which, from knowledge based on actual reading of them, as well as observation of children's reading, I should most unhesitatingly recommend for a small selected list of the best juvenile fiction.

Signature
Address

NOT RECOMMENDED.

Some of the books which should be excluded from a carefully selected list of juvenile fiction.

Signature
Address

DEBATABLE.

The following are books which seem to me to be of doubtful value, and about which I shall be glad to have the opinion of children's librarians in general.

Signature
Address

These blanks were sent out to about 175 libraries with the request that they be filled out by the children's librarian or whoever in the library was best informed on the children's books. An endeavor was made to reach those libraries most actively interested in this work; as no accurate data for making it complete could be found, the mailing list must necessarily have contained some omissions which it is hoped will be rectified in the continuation of the work. About 100 of the blanks were returned with lists, and in many cases where no lists were sent a regret at being unable to cooperate was accompanied by an expression of interest in the work.

The returns, when tabulated, showed nearly 1,000 titles. Of these about 200 were discarded, being non-fiction and adult fiction uninteresting to children. Many books recommended by some were considered doubtful or objectionable by others, and the lists, when reduced to those titles upon which there was substantial agreement of recommendation or disapproval yielded 277 titles recommended, and in the "not recommended" list 42 entries, eight of which were authors whose works were all included, the remainder being individual titles. These lists were printed and sent out for careful criticism to all who had made the first returns. On the first of June the final returns were tabulated, and the results of the recommendation after all books objected to were eliminated is given in section I of the printed list.*

There has been evident on the part of some contributors an extreme caution in the recommendations which, while counteracting any tendency toward carelessness on the part of others, has also limited their helpfulness. Many books were recommended as good books simply because they were not bad, because they contained nothing which could be objected to, while in fact they do not contain anything in particular of which to approve. This first list of 100 books I believe still contains some books whose interest is not great enough to warrant their being given a place in a small selected list of the best stories.

Opinions on the "not recommended" list were much more nearly unanimous.

*The printed list was distributed among those present at the meeting.
There were next selected from the debatable list those titles on which the majority of those who reported were agreed as to recommending or excluding, and these lists were sent out on May 29 preparatory to any discussion at this meeting. All remaining titles on the debatable list upon which reports had been at all general are included in the sections 4, 6, and 8.

As the list was to represent a consensus of opinion, the editor's work to this point has necessarily consisted entirely of collecting and submitting those opinions. In the course of the work, however, certain facts have become apparent which should now be formulated into statements.

First, and of utmost importance and promise in its bearing upon the project of an evaluated list of juvenile literature, is the very serious interest manifested by all concerned; meagre as are the results of this first year's work, the vital importance of putting good books into the hands of our children is so fully recognized that the obstacles in the way of more rapid progress on the work must be overcome.

Chief of these obstacles is the lack of any uniform standards of judgment on the part of those co-operating. As such standards can only be established by a comparison of opinions, the work of this year has of necessity been largely that of preliminary preparation. There are many books on which individual opinions will always differ hopelessly, and it is probable that the debatable list will remain a long one; but the lists on which all are agreed, which represent a consensus of opinion based on actual knowledge, — these lists, even though they be short, will furnish safe standards by which other books can be judged, and will be of the greatest help to the younger assistants who are specializing in the children's work. This function of the co-operative list, as the means of establishing uniform standards for the evaluation of the juvenile books, is, to the mind of the editor, by far its most important one. Good lists of juvenile books already exist, and the good judgment of the compilers of these lists must bear great weight in any co-operative work, but in the co-operative work the comparison of opinions should be helpful to others in forming their own opinion and establishing principles for their guidance. It is with this in mind that the recommendation is made that the list submitted be held over in tentative form during the coming year, with a final revision in time for a report at the next annual meeting, and that some discussion be given here as to what, in reality, constitutes a good juvenile story, and what are the elements which should be considered in juvenile fiction, using the books in the list in illustration.

One other recommendation seems in place here. It will be some time before anything approaching an exhaustive evaluated list of juvenile fiction can be completed.

The new books are the ones which are most difficult to select. Cannot a practical plan be devised for co-operation in the evaluation of the current books? The strong arguments which have been brought forward during the year against the purchase of ephemeral fiction apply with even greater force to juvenile fiction: it would seem to be an easy matter to at least decide that no juvenile fiction should be duplicated for our libraries until it had been read and reported on somewhat generally by a reading committee of children's librarians. The need of such co-operative work is keenly felt by most of them, and there seems to be no serious obstacle in the way of its accomplishment.

It was Voted, That the report of the committee on the list of juvenile fiction as submitted by Mr. Dana at the first session, together with Miss Eastman's report, be accepted, and that the thanks and appreciation of the Children's Librarians' Section be extended to the committee and especially to Miss Eastman for the painstaking and arduous work expended in the preparation of this tentative list.

A committee of children's librarians consisting of Miss Hunt, Miss Power, and Mrs. Maltby was then appointed to continue the work upon the fiction list during the coming year. Mr. Dana recommended that the Library Department of the National Educational Association be informed of this work, as it was exactly the sort of undertaking to interest the school people of the country, and it might be possible to secure welcome support in its execution.

Miss Olcott: Did the committee decide upon the number of titles to be included in this list?

Miss Eastman: No: it would be a good thing for the incoming committee to decide upon the length of the list; it should be a short one.
Mr. Wellman: I should advise making the list with simple annotation, getting it up so that any library could buy it cheaply, keeping it fresh, up to date, and choosing good editions. It ought to be a great saving of time and expense in many libraries.

Mr. Elmendorf: Lists of any kind seem to me almost worthless for children's use. They want the books themselves on open shelves. Lists are useful to teachers and librarians, but it is preferable for children to learn to use the card catalog.

The rest of the meeting was devoted to discussing the merits and defects of some of the books on the "debatable" list, which was generally conceded to be made up of more interesting books than those on the "approved" list. The "Rollo" books, the "Katy" books, the "Peterkin papers" were restored to favor.

It was suggested that the children's librarians, like the children in making comments, may have been self-conscious in making up the estimates from which their list was compiled, although as it stands the list represents the opinion of many who are not children's librarians. Miss Hunt, on behalf of the committee, asked to have the lists checked up after thoughtful consideration and mailed to her, in order to give the committee a broader basis on which to continue their work during the coming year. In closing the discussion, the chairman called attention to the danger of allowing good books to drop out of lists through a lack of personal recommendation on the part of the children's librarian. Children need to be introduced to a great many books, and the introduction must be made by the children's librarian, who should be mindful of the needs as well as of the desires of the children.

At the close of the second session a business meeting of the active members of the Section was held.

Basis of Section Membership

was defined as follows:

Active members shall consist of children's librarians and those library assistants whose entire time is given to work with children in libraries and schools.

Associate members shall consist of: 1. Assistants, a part of whose time is given to work with children in libraries and schools. 2. Librarians and others who wish to identify themselves with the work of children's librarians.

Reading for the Young

A recommendation made by Mr. Fletcher in the report of the Publishing Board was brought to the attention of the Section. Mr. Fletcher stated that the Sargent list of "Reading for the young" was now out of print, and recommended that the work of preparing a new list be presented to the children's librarians.

It was Voted, That the Section undertake the preparation of such a list, and that the selection of the books be determined by a committee to be appointed by the chair and announced at her convenience. It was recommended that a strong effort be made to get a sufficient amount of work done on this list to make it available for use in the juvenile part of the "A. L. A. catalog" for 1904.

It was decided to refer all business arising in the formal sessions of the Section to meetings of the active members, in order to conserve time for the discussion of subjects noted on the program.

Committee on Nominations

reported the following names: chairman, Frances Jenkins Olcott; secretary, Alice D. Jordan. Miss Olcott declined to accept the nomination, on the score of the very exacting demands of her own work during the coming year. The committee presented for alternate Miss Mary E. Dousman, of Milwaukee. The officers were elected by unanimous vote.

The Section is now fairly organized by virtue of the special section registration effected at this meeting. Twenty active members and 120 associate members were registered.

It is highly important that all children's librarians should be registered in the Section as soon as possible, in order to increase the effectiveness of the section work. Names for membership may be sent to Miss Alice Jordan, Boston Public Library.
STATE LIBRARY COMMISSIONS ROUND TABLE.

A "ROUND TABLE" meeting for the discussion of the work of State Library Commissions was held in the parlor of the Hotel Hesperus on the evening of Thursday, June 19. Melvil Dewey acted as chairman, and after opening the meeting called upon Johnson Brigham to speak on

THE CAMPAIGN OF EDUCATION BY THE STATE LIBRARY COMMISSIONS.

Johnson Brigham: Having watched the trend of legislation and been associated with legislators in both the East and the West, I have come to the conclusion that legislators are the same everywhere: well disposed toward libraries, but not intensely in earnest in their support; willing to vote appropriations for library commission work — provided always that there is likely to be any money left, after appropriations are made for state fair pavilions, for new buildings and additions for penal and charitable institutions, for new public buildings, and the improvement and decoration of the old, and for the support of various other commissions, from those of inquiry into financial and social conditions down to those which regulate the barber's profession.

The campaign of education must be carried up from the kindergarten, through the schools and colleges, out among the masses into the farmers' institutes and granges, the labor unions, the practically religious organizations that are giving daily demonstration of the large amount of Christian work left undone by the churches, into the women's clubs — that yet unmeasured social force for good in our community life — and lastly — but far from least — into the state legislature — whence comes the means whereby commissions live and work and grow in their capacity for public service.

The chief obstacles in the way of success in legislation are lack of knowledge and consequent lack of interest, or almost equally dishartening, misdirected effort to serve.

The shortness of the average legislative career suggests to the earnest worker for results the necessity of a radical modification of the general campaign when legislation is the end to be attained.

Like Grant at Donelson, the lobbyist for library legislation must move on the enemy's works at once, and the move should be on the weakest point in the defence. What is that weakest point? Fortunately for this outline of tactics, it is the same everywhere — the individual legislator's dependence on popularity at home, and consequent sensitiveness to local "influence."

The campaigner must not neglect the use of any of the usual means.

He must select the right man in the Senate, and in the House, to father his measure, and he would do well to select one of the two who will be satisfied with nothing more than results.

Our lobbyist must see that an early hearing is given his cause by the committee, or far better, by a joint meeting of the Senate and House committee to which his measure is referred, and the presentation of the case should be brief and pointed, and well backed up by a presentation of facts and conditions warranting the legislation prayed for. A few representative women and men as backing, with the best talker in the State Federation of Women's Clubs to deliver your peroration for you, are aids not to be disregarded.

But the real campaign is not there. One strong letter from an influential citizen causes the indifferent legislator to look around and make inquiries. A dozen urgent letters arouse interest. Forty or fifty letters will cause the once indifferent legislator to wonder how anybody can be indifferent to a cause so noble!

If doubt still remain as to success, there yet remain the visiting delegations. A series of cards sent in to the senator, or representative, followed by an earnest inquiry after the measure, with an incidental reference to the local importance of the bill and a direct appeal for increased activity, coupled with assurances of the gratitude with which everybody at home will regard his efforts, — all the purely legitimate means to the accomplishment of desirable ends are reasonably sure of success.
But the campaign of education when carried into legislation should take a wider range than an attack upon the public treasury. We should not be satisfied with a clever vote, nor with a vote prompted by desire to win popularity at home. Our best results will come when we can acquaint our legislators with the real quality and value of the work we are doing, and what it means to the state at large, and to their own community.

The Chairman: We will ask Miss Hoagland to speak to us on this subject.

Miss Merica Hoagland: What I have to say seems to group itself naturally into the "Who, when, what" order.

Who shall we educate in this campaign? First, begin with the individual. We have found in our state work that it is better to interest, first the individual in any given town and from this individual, go to a little larger circle and from that circle to a mass meeting of the people. How shall we educate the individual? This is a matter, of course, of entirely personal arrangement, for we can interest the individual in various ways. Do not wait for formal occasions. It has seemed to me that the best results come in a by-the-wayside talk. We may meet some one and ask, "Have you a public library in your city, and if not, why not?" In that way we may start the interest of the individual; which will likely lead to correspondence and possibly to an invitation for the organizer or a member of the state commission to visit a particular locality. Working from that individual, we can soon work through a larger circle and then again through the mass meeting.

I think that three visits to a community desiring to be interested in the organization of public libraries, are quite necessary. These three visits may have to be compressed into one day. I think the following should be the order of the three talks that should be made: first, to the individual, then to the larger concourse of people, then to the citizens. Beginning with the individual, one may soon learn the local conditions, but we should not attempt any work in educating people until we have ascertained exactly what these are. The local conditions in one place may not be the same as in others. We have to fit the kind of education to be given to the need. What will be best for a small country community will not answer, of course, for a larger city population.

Working out from the few into the mass is a very interesting process, and I think no better illustration can be given than in the matter of the town of Greensburg, Indiana, which was mentioned this morning in the list of gifts from Mr. Carnegie. The first visit was to render assistance to the librarian of a school library. There I talked to the superintendent of schools as to the desirability of a public library in that place. He expressed an interest in the matter, and the cause was further advanced by a visit to two or three of the interested citizens. Then I was asked to give advice concerning the laws of Indiana under which a library could be organized in that place. That first visit I counted the visit to the individual. Then came the visit which was to be made to the larger group, and to the mass. In the meantime Mr. Carnegie generously donated $15,000 to Greensburg. The mayor's meeting and the meeting which had been called by the women's clubs were merged into one and I expounded the library laws as best I could. Finally the council threw the responsibility of establishing a library in that place upon the people, and by popular election the matter was to be decided. Then the library committee telephoned into the state commission's office and asked me to come and talk to the people of Greensburg as to the desirability and value of a public library. That done, the election was carried.

When shall we educate? At opportune times. I have found that the pressing of the matter of the value of a library at inconvenient times has worked a very disastrous result to the project. You go into the office of a busy man and find him engaged in such a manner that he cannot possibly pay attention to you, and it is not a satisfactory visit either to you or to him. It has seemed to me that the evening is the better time to arouse interest. It finds people more at their leisure; they are through with their day's occupations; their evening meal has been finished, and they are ready for what may be presented. It is not, however, always possible or desirable to arrange an evening meeting. The Farmer's Institutes are the very best sort of places under "when." In the Farmer's Institutes we can interest the farmers and the rural districts in the matter of
travelling libraries — and the travelling libraries are only a make-shift toward the establishment of more permanent libraries. Through the Teacher's Institutes very good results may be obtained, and also at the State Teachers' Associations. Talks to the students in colleges and in the normal schools, addresses to the women's clubs, in local or state meetings, — all of these are agencies through which we can arouse and interest the public.

Of what shall this education consist? Why does the state educate its children? Because their ignorance would put the state in jeopardy. That, it seems to me, was the keynote of the discussion introduced by Dr. Canfield last evening, and I believe it should be the basis of what we have to say in this matter of the education of the public in regard to public libraries. They are a part of the educational system of our state. We must lay that down as an underlying principle, else I think the library system as a system will surely fail. I think it has been the cause of failure in preceding movements of many of our states that libraries have not been placed upon educational bases.

This education must also carry with it some indication of what our state library commissions and our state library associations are doing for the people of the several states. I find in going through our state that there are many of the communities not even aware that we have a Public Library Commission or how long we have had one, or for what the Public Library Commission was created.

Then, in telling what the organization and reorganization of public libraries really means, emphasis must be placed on library training. That is one of the points that we must bring forward if we would educate the people to the highest appreciation of a public library. In the past all that has been thought necessary has been to have a custodian in charge of the public library. To deal out books over a counter has been the one function for which the librarian or custodian was appointed, but now through our regular library schools and through our summer library training schools we must show to the people what that training means. I believe that not until our librarians can so relate the libraries to their respective communities that they can see the value of them can we attain the best end and enlist the interest of the people.

As to the results, it seems to me that we are all too anxious for the results. I believe that our work well done should rest just there. I believe the results are the responsibility of the others. The very anxiety which sometimes comes to workers in this general field of library labor I think hampers their future usefulness and wears them out. I believe that, having done the best we can with this work, the responsibility for the results should not be ours, but if we would educate the people ten years from now, let us begin now.

The Chairman: The topic is now open for discussion.

F. A. Hutchins: I recognize there are differences in conditions, but I think we very often cheapen library work by arguing too much for it. You know the story of a little boy who went to school and returned in a disgusted frame of mind. They asked him what he had learned and he said, "The teacher taught me what I always knew before." If you want people to work for you and with you in philanthropic work, assume their interest. That is often the quickest way to get it. In this matter of getting libraries for small communities I find too little said about interesting business men. I would rather spend my time with the one man who influences a hundred men than to keep running round after the hundred. I have stopped going first to address mass meetings in small communities. Let the mass meeting come later. Get your business men together. The business men do not come to the mass meetings; they leave it to the women. The women want to raise a library by ten-cent shows, and they frequently raise a ten-cent library. Get the business men together and say to them: "Such and such communities the same size as yours have good libraries. Those communities raised $2,000 each; surely you have as much public spirit." I went once to a little community which was trying to raise $100 and had asked me to help them. I went to see a business man, a banker, who said: "Oh, we have tried libraries; we have had a number of them; I have lost my interest; we raised $100 for one." I said: "I don't wonder you lost your interest. I don't want that kind of a library." Finally he said: "If they want to raise $100 I will give $5." I told him: "Mr. Smith, there is a train that leaves here in half an hour. If you will give
$100 I will stay, if you won't I will take that train." The result was that the business men raised $1,900 and another man gave them $6,000, just because they were so much interested. We cheapen library work by assuming that we need to argue its advantages in this day and generation, and we cheapen it by assuming that a good library in a community can be started by a little enthusiasm, a few old books, and almost no money.

John Thomson: I want to endorse Mr. Hutchins' remarks. You cannot do anything without finances. Do not ask for the minimum, but ask for large subscriptions. Take your hat in your hand and do not argue, but say: "This is a good thing. I know that you believe it is a good thing. Please help us," and I believe the work will prosper and prosper speedily.

Miss Hoagland: Do you not think it a very good thing to have systematic visits from the library commission? For instance, our State Superintendent of Public Instruction is supposed to visit all the ninety-two counties in Indiana in two years. If the Public Library Commission could cover the ground in the same way, there would be a sort of a campaign of education.

The Chairman: I do not believe the work can ever be done satisfactorily in any other way. You cannot do by correspondence or by print what you can do by personal contact, and when the work is organized in any state it soon demands the travelling librarian even more than the travelling library, putting him into personal contact with those communities. We are following exactly the experience of the schools. The School Commissioner and the State Superintendent and the Institute Conductor—those classes of people must be duplicated for the libraries and they must systematically cover the whole state.

The chairman announced the appointment of a Committee on Nominations consisting of Mr. Hutchins, Miss Hoagland, and Miss Hewins.

Miss Sharp was called upon to speak on Special Library Training for State Commission Library Organizers.

Miss Sharp: I can say nothing practical, because so far as the Illinois State Library School is concerned we have as yet no state commission; but I believe that there is great need for special training in the schools. It seems to me that the New York State Library School is peculiarly fitted to give those special courses.

Miss Ahern: I would like to ask for a little information as to just what such a course as that would cover. It seems to me that the personal element is so large a factor with the people who are going to take up organizing work that I do not quite see how you are going to teach the art of successful organizing in your library school. How would you go about training organizers for a library commission?

The Chairman: First, catch your hare. Get only those who have executive qualifications and take up with them all the questions of inspection, preparation of reports and returns, supervision of lists of books, help in regard to buildings, stimulation of interest, raising of funds, etc. Instead of studying cataloging and classification, study the work that has to be done by inspectors and commissions. The advantage in Albany is, of course, that our students can be studying our state system in actual operation.

We should discourage any one taking up the course who did not give some evidence of special fitness. Otherwise the requirements are those which are usually required for admission to the school—graduation from a college recognized as maintaining a high standard. We take that as a basis. In some cases we should be more inclined to encourage a man who had had successful educational experience or had done executive work elsewhere. His greater maturity and experience would be of advantage in that case.

Mr. Brigham: An important feature of this work would be the study of library architecture. Most of our architects have had confronting them the last year or two the fact that there is something more needed for library purposes than simply the drawing of a pretty building. The library schools should train people so that they can instruct architects in the proper working of libraries and can intelligently insist on having things right instead of having things wrong. Some of Mr. Carnegie's gifts to our state have been neutralized in part by the failure of architects to
appreciate that the interior arrangements are the things needed.

Miss Frances B. Hawley: In the case of one who has not had some actual experience in library work, would not the trustees of libraries to be organized feel that they were being experimented upon, if their organizer was simply a person of college education and special training, without any actual experience, without having tried certain methods in certain places and found them unsuccessful, and other methods in other places and found them successful?

Miss Ahern: I do not believe you ought to take college graduates for that course; it ought to be limited to people who have tested in the actual field of work, not only their own ability, but the wants and wishes of the people. If there is any criticism to be made on the library school people it is that they do not know people as well as they know books. If they are to deal with people primarily they ought to have a wider knowledge of human nature than the college graduate possesses, even a Ph. D. with a library school diploma in his hand. I think you would do well not to let that kind of people go into that work until they have had some actual experience in actual library work.

The Chairman: Go back to your school parallel again. If a man has taken a course for a superintendent's position he does not expect to go out as a superintendent at once. He expects to teach for a time. If you take a college education as the general basis, then a library school course of two years, then from two to five years of successful experience in a library, you will get good material for this special course for supervisory work.

Let us now take up the general subject of the education of librarians, assistants, and trustees by round tables, institutes, etc. We all understand the work of the library schools and of the summer schools. Now it is a serious problem for those of us who are engaged in the state library work to what extent we are to encourage the formation of library schools. There is need for more workers than can be supplied by the well equipped schools.

We cannot get enough people who will take the full college course and full library school training to do all the work that is to be done in our libraries. We must either have it done by people who have no training, or else by those who can take only superficial training. We constantly receive propositions to establish small schools or training classes at a good many points, but at no single place is there any provision for a faculty. Now, to what extent shall we encourage the formation of weak schools because we have no others? To go back to the school system again, is not a poor normal school or training class better than none at all?

Miss Hoagland: We have to meet the condition as we find it, not as we would have it. In the work in our own state we feel that we must raise the standard of librarianship in the small libraries, and that such training as we can give in the short course is better than no training at all.

The Chairman: Another question that we ought to consider is: Shall we multiply schools or shall we increase the numbers in the existing schools? My own impression is that we would get better results to concentrate on a few points and build up larger schools with better facilities, making them in every way stronger. But there is a certain amount of state prejudice. The same thing crops out in other ways. Let one state make a list of books and an adjoining state is prone to do that same work, and perhaps not do it half as well, so as to have their own list. There is a kind of state pride that prevents some states utilizing the work done by other states.

Miss Ahern: Why not ask for state normal schools for training librarians?

The Chairman: That is what we have in New York. The state library school is a state normal for librarians.

Miss Ahern: I mean branches of that in various localities.

The Chairman: Branches of the normal school?

Miss Ahern: Instead of two years in Albany, have one year in separate localities.

The Chairman: Do you mean to have it connected with the normal school or only on the same standing with the normal school?

Miss Ahern: On the same standing.

The Chairman: I think we all agree that we should keep the library movement distinct from the school movement, but this is a suggestion that the state establish in different parts of the state these normal library schools,
STATE LIBRARY COMMISSIONS ROUND TABLE.

just as there are in this state eight or ten normal schools now, and we have thirteen in the state of New York. I do not believe that is wise. When transportation was so expensive you could do it, you could carry your school to the people; but now that travel is so cheap and so quick you can get great deal better results to concentrate — that is, you can more easily bring your students to the strong central school than to divide them up among many weak schools.

Miss Hazeltine: I wish to say a word about the summer school last summer at Chautauqua. We tried the experiment of starting a summer school for six weeks, to carry out the idea that Miss Hoagland has already brought out, that the object is not to create new conditions, but to help those that already exist. My heart goes out to the librarian of the smaller library, because I am one myself, and I know all about the difficulties of the work in the small libraries, where one is away from other libraries, without any one in the town who has any inspiration or desire to help, where you must do all the technical work yourself, give out the books yourself, do the reference work yourself, — in fact, you must move the whole institution and introduce it to the town. There are many working in that way throughout New York State, as there are in every state in the Union.

We were much pleased with the result of the school last year. It was the first year that a summer school was conducted at Chautauqua. We thought that if twelve pupils came we would have a large school for the first year, but we had forty-one, representing twenty states. They came from Texas, Florida, Colorado, Idaho, Nebraska, and Montana, besides Massachusetts and Connecticut and New Jersey and Delaware and the South. We taught as much cataloging and classification as we could in the time given, and shelf listing and accession work and reference work as we could, and we gave as much help and inspiration to these pupils as we could. We had librarians come from a distance — Mr. Dewey, Mr. Peck, Mr. Elmendorf, and several others. Those forty-one pupils went home with a new inspiration. I have had letters from them all the year. The keynote of our school was not to take those who had never studied library work. Our requirement was a high school education or an equivalent, and some experience in library work, in order that the work could be established on a high basis at once. It may be interesting to you to know that one of the pupils was an attendant at the first American Library Association in 1876 and a subscriber to the first year of the Library Journal. I had a most appreciative letter from him a few weeks ago saying that besides carrying on the full work of a teacher in a school near Philadelphia he was also expected to be the librarian, and he had reclassified the library, had made an accession book and a shelf list, and he was engaged in making a card catalog.

That is the work we are endeavoring to do in the summer schools — to help those who cannot take the time to take a year's course or a two years' course, but can be aided by a six weeks' course to get an idea of what modern library work is and to get inspiration for the work. Possibly, as the years go by, we may have a second six weeks' course. Our clergyman at home, who is a rather noted minister, spent six or eight weeks last year at Cambridge studying in the summer school. He said he was in a small place and therefore he must have some inspiration from the professors in Harvard. If eminent divines can go to summer schools in this country or in Europe, why should not the librarians of the smaller libraries, who need help and inspiration, do the same?

Miss Sharp: I should like to call attention to a new feature in the work of the Wisconsin Summer School which seems to me admirable, and that is the giving of supplementary courses. They started with a general outline course, but this year the Wisconsin Summer School is to give a supplementary course on the special subject of public documents. The Iowa Summer School is to give a supplementary course on the special study of children's work. I know the purpose of those two summer schools is to continue this plan with the hope of bringing back their students so that none of them will be in danger of thinking that he or she has had a complete course in six weeks. It is to keep hold of the students and encourage them to read and study during the year, and then to come back each year for some special subject which will be given. It seems to me a decidedly new feature of the summer school work — one which leads me to believe in them very much more strongly than I used to.
Mr. Eastman: I wish Miss Hazeltine would tell us about the library institute she conducted at Olean.

Miss Hazeltine: Where shall I begin — there is so much of it? In all the institutes held in the state we had two study sessions and one session for inspiration where we endeavored to reach the town people. At Olean, in the sessions of which I had the honor and pleasure of being the conductor, we met in the afternoon with an audience of about thirty-five, representing twenty small libraries in four western counties called the "benighted district" of New York State. We met in the reference room of the town library in the midst of books, so that was the first point in our favor, — we had the influence of books about us on the shelves. We carried out the program just as it was laid down, that the students might know what was expected of them. We began with laying down some principles as to the collection of books. It was astonishing to see how those people who had come together for the first time, not knowing each other, were willing, after an introductory talk, to ask questions, because things were said and principles laid down that had never entered their minds before. They had never thought that there was an underlying principle in the selection of books — that they need not select books from the advertisements they saw in the papers, or from what people said about them. They learned that there was a difference in editions, that they could buy fifty books with fifty dollars instead of twenty-five books, if they bought the cheaper editions. They thought they must order through a book agent, — none of them had any local bookstores, — but we showed them that they need not buy of every agent that came along. We discussed the technical construction of the accession book, which is required in every New York library that receives money. We gave them a new idea about the accession book, showing them that it is the basis of insurance. Most of them had their libraries in poorly constructed buildings, or in frame buildings in which there were various other institutions, such as a post-office or a grocery, and which would burn easily. We showed them that the accession book must be kept carefully in a safe or carried to another building, because if the library burned the basis of insurance would be on the accession book. Then we went on to discuss the correct method of cataloging and classification, and the eagerness with which those people asked questions and the desire that they expressed to go home to carry out the ideas was remarkable. Then we had our little evening reception where they met one another and became better acquainted, and they left very eager to come again next year. We are invited to hold the institute in another town next year. We had in our audience one man with his wife who has started a library on his own ideas, because he feels his little town needs it. He shut up his shop to come to that institute and he brought his wife, who left her bread-making and sewing to come with him. They took notes on everything. Since then I have noticed in their local paper that they have been publishing lists of books that were suggested at the institute and have put them in the paper with some idea of classification. I have had visits from others who have come to our library to get other ideas. Just the few results that we have had in the five weeks since that institute closed have been most encouraging to us. It was a great thing for those people who have been working in small, isolated communities, needing sympathy and friendly help, to know that there were people in the world who would help them, who were interested in the same work they were doing. It was not so much the technical instruction that they received, although we hope that was a benefit to them, but it was the friendly, helpful, sympathetic touch.

There are four representatives of the Chautauqua library school in attendance at this meeting of the A. L. A.

Miss Hewins: We had a very interesting one day's teaching recently. We heard a little while ago from the Springfield library that one of Miss James' assistants at Wilkesbarre was going to Springfield to give two or three days' instruction in mending library books. We engaged her to stop in Hartford for two days, and then we sent out an invitation to the Connecticut librarians to come to Hartford to learn about new methods of pasting and mending. About forty came and they had a most interesting and profitable day.

The chairman introduced the subject of
REDUCED POSTAL RATES FOR LIBRARY BOOKS.

The Chairman: In our commission work we feel the need of having the same privileges of sending books through the mail at the same rate that is allowed newspapers. Senator Lodge is warmly interested in this matter and Judge Lawrence has also introduced it into the House. President Roosevelt has also expressed a warm interest in it. If we will work together we can get that privilege. We ought all of us, when the matter comes up at the next session of Congress, to write to our Senator or Representative and show him that we are thinking about it and that we want that privilege, especially those of us in the state commissions. If every state commission would act officially this measure would certainly go through.

Has any one anything to say on this postal question? I think it would be a wise thing if this meeting would pass a vote asking the Council to ask Congress to pass a law giving us this privilege.

Mr. Brigham: We cannot do much until we convert the leading men in the A. L. A.

The Chairman: Do you think that because one or two or three men object to a thing we ought to go without it?

Mr. Brigham: No, but my feeling is that even if we were all of one accord in this matter and a man of as great prominence as Dr. Billings says, "I do not think we ought to ask for it," it is unfortunately the fact that one such man can neutralize our action by his negative position, especially if he is supposed to be interested and is giving reluctant testimony.

The Chairman: I assume that any one interested in public library work is in favor of having this facility for distributing books. It is simply the question whether or not books, belonging to public libraries and recognized as such, may be allowed the same privilege as the newspapers are in the way of a low rate of postage. The objections are chiefly based on theories that are not consistent with the facts. These books will be circulated within a small radius. If they were going to be sent from here to San Francisco it would be expensive, but except in rare cases the people that want them will send for them to the nearest point. But even supposing there were a loss—in Canada and Australia and in other countries there is a provision for sending such books through the mail without any charge. How many of those present think we ought to have this privilege?

A show of hands was taken, which proved unanimous in the affirmative.

W. E. Henry: Do I understand that the bill providing for these rates is now before Congress.

The Chairman: Yes.

Mr.-Henry: I would like to make one suggestion. The thing that is left for everybody to do is never done. If some one will keep track of that bill and, when the time comes for action upon it, send a circular letter all over the United States asking all librarians who believe in it to write to their congressmen, urging its special support and assigning the reasons for that, I believe it will be passed.

The Chairman: It is not competent for this body to promulgate anything as coming from the A. L. A. But it is perfectly proper to instruct our secretary to notify members when that bill is to be acted upon and to ask the Council of the Association to give it their support.

Mr. Henry: I move that those who register as members of this section should ask the secretary to inform them when the proper time comes for action on this matter. Voted.

The Chairman: Now shall we request the Council to pass a resolution endorsing the opinion of the State Library Commission Section that pound postal rates should be granted on library books?

The motion was made, seconded, and carried.

The report of the

Committee on Nominations

was presented, submitting the names of Mr. Dewey as chairman and Miss Gratia Countryman as secretary for the ensuing year. The report was accepted and the officers unanimously elected. The meeting then adjourned.
WORK OF STATE LIBRARY ASSOCIATIONS: ROUND TABLE MEETING.

A "ROUND TABLE" meeting devoted to the consideration of the work of State Library Associations was held in the New Magnolia Hotel, Magnolia, Mass., on the evening of Wednesday, June 18. The meeting was conducted by Miss Beatrice Winser, chairman, and was called to order at 8.30 p.m. The chairman introduced Melvil Dewey, to whom had been assigned the subject

THE FUNCTIONS OF A STATE LIBRARY ASSOCIATION.

Mr. Dewey: When in New York omnibuses first went on the streets, it was a great improvement. Street cars were a great improvement on omnibuses. Then came elevated railways and cable and trolley cars. Now the city is torn to pieces and honeycombed with tunnels, preparing for still more rapid transit. The work of a state library association just now is very like that of the subway in New York City. We are taking on new functions and a new conception of what library work is.

A state library association works in both directions. We had the International Library Conference in 1876; we had another in London at the time of the Queen's jubilee in 1897. We have these great national A. L. A. meetings. We have also interstate meetings—that at Atlantic City brought together delegates from half a dozen states; library week at Lake Placid drew prominent workers from fifteen states and two provinces. There will be another interstate group soon near Chicago and Wisconsin, and there will be still another in the South. We thus have these interstate, national, and international meetings above the state library association, of which this is distinctly the time. Almost every state has and will continue to have one. I am president this year of the State Library Commissions Section, and we have a full program and are doing active work, but the state library commission is merely a temporary expedient, a scaffolding to bridge us over to our permanent organization of state library departments similar to the state school departments.

In 1895, in New York City, was organized the Public School Society. It worked to establish public schools till 1853, curiously the very year that the first convention of librarians in the world was held. That year the Public School Society stopt its work and turned over its property of $600,000 to the public, because the time had come for the public to carry on this work for itself. Like this, the state library commission is to bridge us over to our final organization, but the state library association is a permanent institution.

The library movement is duplicating nearly or quite every one of the great movements that developed the American system of public schools. The great work of the Library Association, with its different agencies, is to educate the public—individuals, communities, and legislatures—to understand that libraries are just as essential as schools, that they are costly, that they must have large state appropriations and liberal local support.

I remember at the first A. L. A. meeting in Philadelphia, when one of the most prominent proprietary librarians objected to free public libraries, I said, "You might just as well object to free public schools." He replied, "I do object. The state has no right to tax me to educate the children of my neighbor." I answered, "We rest the case there. The library stands on exactly the same plane." The American public have decided for the free public school and they are supporting it each year with greater and greater generosity. There is nothing for which taxes are paid so willingly and so liberally; nothing would so quickly create a revolution as to take away from the public the free public school.

This library movement started as the school movement started, with the voluntary association of workers who gave their time and money to educate the public to the point of taking up the public service as a public charge. The state library association stands in the middle. Above it are interstate and national and international meetings. Below it, in its own state, we follow the same lines with the
schools. They have not only state but sectional conferences, and teachers from various counties or from neighboring towns come together to compare notes and to help each other on. After the state library association similarly come sectional, county, or more local clubs; then the individual library; then home and house libraries, thus going not only to the community with the public library, but into summer hotel, factory, farm house, and other small centers away from library privileges. Librarians are recognizing more and more the function, growing stronger every year, of guidance not alone in consulting books in the library or in borrowing books and carrying them home, but in selecting books for those who wish to buy them for themselves and make a personal library.

The state association, a voluntary union of the most active and earnest librarians, will therefore be a permanent institution, but whenever a state has its organized library department, just as it has its school department, the work of the state library commission will be merged into that. The work of the state library ought to be under a state board called trustees of the state library, or what you will; but a single body in charge of all library interests in the state. That carries with it another grave responsibility of the state association, and one of the greatest problems with which we have to deal: training competent librarians. The public school system amounted to little, till, by persistent effort of the association, and the development of state departments, of institutes, and of various other agencies, teachers were trained to their work. We are recognizing that more and more in the library field. We are still in a rudimentary stage in respect to this. The number of people who can come to library schools for two full years of professional training is very small, compared with the number that must work in libraries.

Our plan in New York is to supplement the two years' course with summer courses. We have promise for some time a correspondence course, and expect soon to begin it. It will not be as good as personal contact, but a great deal better than no guidance, and in the last few years the capacity for usefulness in correspondence teaching has been shown to be very great. Schools like the International Correspondence School in Scranton, started merely as a business venture, have grown to immense proportions and have done a great deal of practical service; they mingle with education that fatal element of commercialism which will be eliminated as soon as the public understands its needs in this respect. Beyond that, there is the new work of this year, which Dr. Canfield will tell us about,—the Library Institutes, which have been very promising. I think we must go a step further than the institute and go to the scattered libraries with what I call round tables. We must reach not a dozen counties, but merely a few adjoining towns. Wherever we can get a dozen librarians or their assistants together, an inspector or two, train especially for that work, should meet them for a day or two and rouse their interest and enthusiasm, answering their questions. Very likely they will be interested enough in the round table to go to the next institute, and the interest there may lead them to take the correspondence work and then they may go to the summer school for six weeks and some may later take the full two years' course. A variation that will be new to many of you we are discussing in our faculty, and I think we shall adopt, to give our summer course hereafter in rotation, or sequence. We will take six weeks one year for nothing but cataloging and classification under our best teachers and with all our facilities. The next year we will take bibliography and reference work and give six weeks of solid work to that subject. The third year we will give six weeks to general library administration, omitting classification, reference work, etc. So, in three consecutive years, we shall rapidly cover the whole field.

We have also in connection with our great Chautauqua Institution a general library school of six weeks that covers the whole field in the usual way. Our hope is that those who cannot get the full two years' training will go to Chautauqua first for six weeks and get a bird's-eye view of the whole subject. They will thus become acquainted with our teachers and they will keep in correspondence with them and read and study under their direction for a year. The next year some will take one of our three rotation courses and become more closely acquainted and read and study on those lines. The third and fourth years they can take the other courses, and thus in four years the librarian who can get away from home only six
weeks out of each year will secure, first a birdseye view, and then, in our three courses, with reading and study in the meantime and with correspondence with our teachers, he will be able really materially to increase his efficiency.

Thus, in a nutshell, I outline the work of the state library association as a permanent educational force. Whatever organization may come, we must always have a voluntary association in each state of those specially interested in library work who shall co-operate with the interstate, national, and international associations above it and with the sectional and local and individual libraries on the other side, that will stand constantly within that state as an advisory council, that will study all the while the wants of that section of the library field and to the extent of its abilities help to carry on this great work to which we have given our lives.

The Chairman: Mr. Dewey has so ably outlined the functions of the state library association that we must all feel that the state associations are going to do a work that the A. L. A. can no longer do. It cannot do the things it has done in the past on account of its increasing size, and the smaller libraries are certainly going to gain more from state meetings than they can from a large meeting like this, which cannot treat of technical matters and go into details in the way that the small associations can.

Anderson H. Hopkins: It is a source of peculiar gratification to me to hear what Mr. Dewey has just said, because less than six weeks ago the Illinois State Library Association did exactly what Mr. Dewey said was the right thing to do, and it was done with considerable fear and trembling. The state of Illinois has been without a library commission. The state library association has made vain efforts for six years to get one, and at last it determined to be one itself, and it is now a state library commission without legislation. At its last meeting it revised its constitution, following as closely as it could the constitution of the A. L. A., and elected a council that it might thereby gain continuity of policy. Provision was also made to incorporate under the laws of the state so that it could hold property. It is now ready to get the property, and means to get it as soon as it can and begin the work of a state library commission.

Miss Cecelia Lambert spoke on

**How can a state library association best arouse interest in towns and villages which are totally without library facilities?**

In New Jersey, to our discredit, we have between fifty and sixty places entirely without library facilities, of over one thousand population, and New Jersey is a prosperous state with a surplus of $2,000,000 in the treasury.

We are safe in saying that most of these places, and those in other states as well, have reached that stage in their development where they are conscious, at least, that the public library is a good thing to have. State associations, then, have never had a more encouraging outlook for their work. It is true that the treasuries of these organizations are in a state of chronic emptiness, but with some time, an organized plan of campaign, and a great deal of energy, money is not the item of greatest importance after all.

The libraries which have come into existence in the small towns under my own observation are due, without exception, to the enterprise and unselfish efforts of some one determined person. It is with the individual then that associations can accomplish their most effective work.

How is this one interested person to become known to the association? In our state the library commission employs this method: a communication has been sent to the principal of the public school of each town where there is no library asking for the names of citizens of good standing who would take an active interest in the establishment of a free public library under municipal control. A copy of the data obtained will be turned over to the secretary of our state library association. The correspondence which has been opened up in this way reveals many interesting and pathetic facts. From one place came the following sorrowful letter: "My father gave a library to this town and kept it stocked with books. When he died there was no more money, but I kept the rooms opened and gave my services without charge until the circulation dwindled away into nothing and now the library is dead too. Can your association do anything for us?"

Another writes: "We are very poor — the
two beer saloons on opposite corners of the main street have all the money there is in this town. What can anybody do under these circumstances?" And the saloon with its open fire, easy chairs, and yellow journals is indeed a formidable force in opposition to the work which we are trying to do.

When we answer the cry of the heathen we do not send a box of Bibles, much good and cheerful advice, and a cordial and pressing invitation to attend our meetings. We send a competent person to take hold of the difficulties and overcome them. Until state associations use these same methods in their missionary work they will not have helped the small towns and villages in the best and most direct way, for I venture to say that one such visit will accomplish more than many meetings.

This leads up to the question "Whom shall the state associations send?" and the answer is not so easy; but where there is a will there's a way, and perhaps we may find it at this meeting. At any rate, we are very clear in our minds as to the kind of missionary whom we should send. This should be an attractive, capable, tactful, and business-like person. An almost equally important point is advertising. When a business man makes a business venture he puts aside a certain sum, and not a small one, for advertising. If we want every city, town, and village in the state to know what we are for, and what we are doing, we must tell them and keep on telling them. Every well organized body has a press committee. Library associations may have them, but I have never heard of one.

Library associations can make the best possible use of the "A. L. A. tracts." They are just what the newly interested citizen or inexperienced board of trustees needs.

Library enthusiasm is, happily, the kind that is very catching, and every time the association has a meeting the state should be suffused with it. If only these meetings were not such strenuous affairs! I thoroughly sympathize with the indignant little woman from an out-of-the-way place, who said: "I didn't get up at five o'clock this morning and travel for hours to listen to papers on fifteenth century bookbindings. I want to know how to run a library." And if she had not an opportunity for getting the information for which she came the meeting was just that much of a failure.

If we are to arouse the interest of towns and villages without libraries, let us extend a cordial invitation to all, that they may be inspired with the earnestness and enthusiasm which characterizes the library profession.

Miss Ida F. Farrar read a paper on

HOW SHOULD THE PROGRAM FOR A STATE LIBRARY ASSOCIATION MEETING BE MADE UP TO BE OF THE MOST USE TO THE LIBRARIANS OF SMALL LIBRARIES?

The small library, as used in this connection, contains anywhere from 200 volumes or less to 10,000 or more. In spite of the increasing number of graduates from library schools, those in charge of the smallest libraries, with salaries varying from $5 to $100 a year, are and will continue to be untrained people. They need then three things which the meetings of a state library association can give them: inspiration, a conception of what they may accomplish with the means at hand, and practical help in matters of detail. These we will consider in our study of the make up of the program. To rightly understand this we must go back to the program maker, who, for the sake of convenience, will assume is the secretary and a woman. She will usually have the advice of the executive committee along general lines, but the following of details and often the suggesting of subjects will fall upon her shoulders. The secretary consequently will be chosen not only because of her executive ability, but because she is sympathetic and tactful. She will make a study of the small library and its possibilities and try to put herself in the place of every librarian she meets, from the busy housekeeper who has to answer a request for a book when her cooking is at a critical point or the baby is just falling asleep, to the trained librarian of 10,000 volumes, housed in a beautiful memorial building. Both of these people are types in every group of small libraries.

The program maker will, either through correspondence or personal visits,—the latter are preferable,—make herself acquainted with library problems in the town where the next meeting is to be held. As these are likely to be the problems of other towns, she will arrange for the discussion of at least one of them. For example: Spruceland needs a reading room: the librarian and the minister are
keenly alive to the need; the next meeting of
the club is to be held there; the tactful se-
tary sees the opportunity to bring the matter
before the people. Another town of about the
same size has a reading room: the librarian
there can tell how it was established and how
it is maintained; another can discuss the re-
late merits of periodicals; another the matter
of discipline; the minister may speak of the
value of a reading room in the community as
a moral power, and all this is planned for an
hour in the afternoon when townspeople can be
present, the librarian having previously adver-
tised the meeting. It is quite possible that a
reading room will be established in Spruceland
as the result of this meeting.

The program maker will not only visit the
place of meeting, but surrounding towns, for
every state meeting must be to some extent a
sectional meeting, since distance and irregu-
larity of trains will seldom permit attendance
from all parts of the state. If the secretary is
the kind of person I have described she will
not begrudge a part of her vacation for these
trips. She will not only come into close
touch with people engaged in library work,
but will also visit ministers, teachers, and
school superintendents, and will seldom meet
with any difficulty in enlisting their services.
She will keep a list of these people and when-
ever a meeting is held in their vicinity will
invite them to be present and speak.

As to the program itself: once a year, at
least, probably at the annual meeting if the
attendance is largest then, should come an in-
spiring address. Some minister who is known
to always be bright and helpful will give it and,
with a little explanation as to what is wanted,
will choose his own subject and treat it as he
likes. He will impress his audience, those
both in and out of the profession, with the
utmost respect for its high calling.

The librarian of a small country library re-
cently wrote the president of a club saying: "We
have $100 a year to expend for books: I have
notices of 12,000 books sent me yearly, all of
which are said to be invaluable to any library;
how am I to choose?" Here is a chance for the
library club to help, for it is a problem which
comes to all its members. They may all be in-
vited to contribute to a list of 100 of the best
books of the year to be discussed at the mid-
winter meeting, the time when there is the
greatest output of books and when libraries are
purchasing. This list may be annotated and
printed just before the meeting in some local
paper, and reprints made so that each person
present shall have a copy. This book talk may
be a yearly feature.

The other subjects should be so far as possi-
able along lines which members of the club
have suggested. These suggestions may come
in answer to a call on the program or as the
result of the personal observations of the se-
cretary or president in their visits.

Avoid fine technicalities of detail: the school
graduate has no need of them, the busy house-
keeper will only be bewildered by them. A
discussion of the classification of music, for
instance, which had a perfectly legitimate place
on the recent program of a club composed for
the most part of large libraries, would be
utterly out of place on the program of a club
composed of small country libraries. The
comparing of notes as to a simple plan of clas-
sification, the repairing of books, the making
of a book, the best methods of binding — these
are all practical topics for any library and
hence for the small one. Leave plenty of time
for discussion. If the subject of the "Relation
between the school and the library," which is
such a favorite one, is on the program it will be
worth while to devote half or even the whole
of one session to it. Ask the school superin-
tendent of that group of towns to close the
schools for a half day and be present and lead
the discussion from the standpoint of the
school. The teachers will all be present, and
if any have made a point of interesting the
children in books be sure that they tell how
they did it. If the secretary does not know of the
work of the teachers in question let her invite
one from another locality whose work she does
know. A librarian will open the discussion
from his standpoint. Some of the older pupils
in the school will be invited, and some one who
understands children will speak to them on
"What we may discover in books." A teacher
who attended such a meeting recently said, "If
school institutes were as interesting as this
library institute has been I should not dread
them so."

Suppose the subject of the "Relation between
the Sunday-school library and the public
library" be suggested. The secretary will
write to a number of towns asking questions as
to the condition of the two and the practicability of their working in common. Prominent Sunday-school workers will be invited to be present and one of their number asked to lead the discussion from that side, the librarian of a public library from her viewpoint, and as a result of the vigorous discussion which will follow, a union of the forces of both libraries will be brought about in many towns.

The program-maker has seen how much more good may be accomplished by the library in every town by the distribution of books through branches. She asks a librarian who has met with success in this matter to come to the next meeting and tell how she did it. Letters are sent out two weeks before the date set asking questions like these:

Have you any branch libraries?
Who takes care of them?
How many books do you send?
How often do you exchange them?
What is the nature of the community to which you send them?
Do the people appreciate them?
Will you not take part in the discussion of branch libraries appointed for the next meeting of the club, telling such facts as these questions call for and any other interesting ones in your experience?

This will insure discussion and be likely to result in the establishment of branch libraries.

As to the personnel of the program: reference has already been made to securing the services of ministers and teachers. Trustees need to be interested and sometimes to meet with a change of heart. They are likely to be prominent men and women in the town and ready speakers. Plan subjects sometimes with especial reference to them, such as "How trustees may help or hinder." Get hold of the shy people, such as the librarians of small libraries are liable to be. Find the lines in which they have achieved some success and ask them to talk or write along these lines. If they are too timid to do that, ask them to take some part in a discussion, taking care to tell them they will not be formally called upon.

A word as to the division of time in the arrangement of a program. A morning and an afternoon session of about two hours each is a comfortable division. Ten or fifteen minutes in the morning before the session opens gives people an opportunity to greet each other. If there must be an address of welcome let it be short—not a rehearsal of the history of the town and the library since the beginning. A strong speaker at the beginning and another strong one at the end seems to give a sense of firmness. It has been proved over and over again that the life of a meeting such as we are considering is in the discussion, well conducted of course, the getting hold of theories and experiences of a number of people. Hence too many subjects should not be introduced. A new secretary is liable to be worried for fear that the material will not hold out. She needs to learn that too many courses spoil the digestion, that plenty of good wholesome food of only two or three kinds is good for the mind in the case in point as well as for the body.

An hour and a half is usually long enough for dinner and sociability and a visit to the library, which should always be arranged for. Visits to outside objects of interest, such as mills, are usually distracting, take valuable time, and are made more out of a feeling of obligation to those entertaining than from any real desire to see the place in question. Plan to close early enough to gather up the impressions of the day. That is the time to begin to find out whether the program has really been of use or not, and if a few words of criticism are borne to her ears the program-maker is not discouraged, but adds them to her "Notes gathered from experience." She learns to study people, conditions, time, and place, but experience is her best teacher, for

"Experience joined with common sense
To mortals is a providence."

Dr. J. H. Canfield spoke on

the benefits of library institutes.

Dr. Canfield: It will be quite as well to put this matter in a concrete form as to undertake to speak of it in an abstract way. Therefore I will speak of the library institutes as organized and carried forward by the State Association of New York during the last year, properly during the last spring.

A year ago the Library Association of the State of New York withdrew, in a certain sense, from the state. That is, it ceased its wanderings in the state, wanderings which had been led or misled for several years under the guise of doing missionary work. It did that which
every similar state organization, I think, will find it desirable to do — established itself at a fixed point and as nearly as possible at a fixed date, so that every one interested in the work of the state association came to know just where it was to meet and when it was to meet. Having done that, it felt that it ought to make some compensation to the state for the relief from the wanderings, and so it took upon itself the organization of library institutes within the limits of New York.

The first result of that effort naturally appeared within the state association itself—the reflex action of the determination to do something instead of simply to talk. It is a very helpful thing to set one to a definite task. It gives one something to do, to accomplish; and accomplishment is a thing which interests most men and women who have good red blood in their veins. In a definite task men and women find a new thought and a new impulse. It is not too much to say that new life came to the state association in New York from the very moment it undertook in a definite way a task of this kind. It found itself quickened by a new thought and a new impulse. I even count it as one of the most beneficial results of the State Library Institutes that they have put before the state association this definite task in this definite way.

The state was divided into ten library districts; excluding Buffalo at one end and Greater New York at the other, each of these being large enough and old enough to care for itself and for the immediately adjacent country. For each of these ten districts a secretary was appointed — some one willing to co-operate in the library work of that district, some one who would give time to the study of library work in that district, some one who would undertake to awaken new interest in library work in that district; above all, some one who would be responsible for the library institute. Suggestions and advice were sent out to these secretaries, and with their help a great deal has been accomplished. This secured the co-operation of at least eight or ten responsible, interested, and intelligent people in the library work of the state.

The state association found that this work was going to be something of a burden financially, and was to draw heavily upon the time of some of its members, but the state association very wisely felt that it was in no danger of being pauperized or impoverished by meeting any such drafts whatever. It is almost impossible to conceive of any one's getting money into his pocketbook until he opens the mouth of his pocketbook so wide that some will fall out. He who gives is generally he who receives. That is a divine law, and it is a human law, and a natural law as well. So we have found ourselves gaining in strength, we have found the year remarkable for the inspiration which has come back to the state association directly from the institutes. That is the first result.

Now, these institutes were organized somewhat as follows: We could not hope to hold prolonged institutes, covering three or four days. The librarians could not get leave from their libraries for three or four days. The institute had to be carefully planned in order that the librarians could attend. When possible it was placed toward the last of the week so that teachers could come on their weekly holiday. We hoped that school directors would close their schools for half a day in order that teachers might be present, and some did this. Perhaps we will reach that more generally next year. Two instructional sessions were provided and one session — we didn't know exactly what to call it, and somebody suggested that we call it an "inspirational session," and we let it go at that. The "inspirational session" was always held in the evening, when we could secure the attendance of the public. The institute covered one night only, and that night was so chosen as to be as little burdensome as possible to all concerned. Into the instructional session we brought the advice and the practical active co-operation of some of the best known librarians and library workers of the state. If possible, we found a director within the district, because that meant less expense and less demand upon time. The state librarian was very helpful to us. The state inspector was present at every meeting, I think, officially and personally; and when he is present in both capacities you may know that he is a power indeed.

We brought to these meetings the simplest form of instruction, suggestion, and advice as to what may be done in and for and with a small library. We knew that if we reached people helpfully at all we were going to reach
those who could not attend such a meeting as this, or at least who do not attend it. It is proper to say they could not attend it, for it is beyond their purses and beyond the time that they are able to give. It is all very pleasant for us to come together in these great meetings. They are full of inspiration and uplift to us; we go home feeling a new pride in our profession, and we draw upon each other very heavily, and we are full to overflowing with new thoughts and with new life. But not everybody can take a trip to Magnolia or Placida. The institute is planned to give to those who cannot be here, who cannot get anything better than the institute, to get at least that.

The first benefit of the institute directly to those who participated came through the definite instruction, and suggestions that were offered. The second benefit was along the line of question and answer. It was perfectly surprising, the readiness with which those who were present took part in what we would ordinarily call discussion. I have always believed that in meetings like our own, discussion is worth more than papers. A paper ought to be simply the fuse with which we light the explosives, with which we touch off the cannon. The effectiveness ought to come in the discussion that follows the explosion. The discussions in the institutes were remarkably interesting because the questions went right to the point. They covered practical work; they were from those who evidently asked them because they wished to know; they were not asked in a captious way or a critical way or simply to take up time, but they were asked because there was somebody present who didn't know this particular thing and desired to know. It was worth a great deal to have present those who had had experience in the larger libraries and in the larger towns, and who knew ways and means; it was worth much to bring them face to face for two or three hours in each of those sessions with those who were longing for that contact and longing for the opportunity to ask the question which was most immediately pressing upon them for an immediate answer in their daily work. The discussions, if they may be called discussions, the questions and answers, were peculiarly valuable and peculiarly helpful.

That was the second benefit which came directly to those who participated. The third benefit seems to have been the fact that these workers who had been alone so long came in contact with the personality of those who were experienced and successful workers of repute in the larger libraries. There is nothing, after all, equal to coming into actual contact with the flesh and blood of a worker along the same line that you are working, one whom you know has met with success and who can impress you immediately with the reason for that success in his or her personality. I think that those who were so fortunate as to come into those institutes will long remember and will remember with gratitude—if their letters and their words mean anything—the opportunities thus given them by the state association to meet personally for some considerable time those of whom they had heard and those whose work elsewhere had been so successful.

There was a fourth benefit, and I am not sure but that in a certain way it was as great as any. I am now speaking of simply what we did in New York, but the same work is not only desirable everywhere, but it must be done everywhere. I am not speaking of it as exceptional at all; I am only going over the ground so that if it is an old story to you it may appear possibly with a new face, or if it is a new story it will be helpful because it is a definite thing that has been tried. The fourth benefit was this, that in those evening meetings we brought together the citizens of the various communities where we went who were interested or who might become interested in library work. We had an address from one well-known library worker, and then from some one in the locality, if it was possible to secure some one,—and I think it was always possible to do that. I do not now remember a single meeting in which there was not active participation on the part of the residents. And there we had the opportunity to drive home that one thought that every librarian must take up and first con until he or she knows it word for word, verbatim et punctuatim et spelleratim, and everything else from start to finish,—that one thought which was referred to by Mr. Dewey,—that the libraries are being built up and are to be built up on precisely the same conditions, upon precisely the same principles of public taxation and public expenditure, and according to precisely the same general methods, that the public schools have been
built up. It is very hard indeed to find to-day one-tenth enough librarians who can defend the library tax and who can say why it is proper that the tax should be levied. It is an exceedingly difficult matter to find people who can answer the objections that are sometimes made, or when objections are not made, the demands that are sometimes made under that system of taxation. Now we have built up the schools on the principle that a public tax is levied because the public wants something and not because the individual tax-payer wants something. That is something we ought not to forget. We have built up the schools upon the same general principle of taxation that we have levied all other taxes and built up all other public institutions and done all other public work. When we levy a tax for a road we do not expect to reimburse the man who pays the tax by the use of the road in proportion to the amount of the tax that he pays. A great many cripples and bed-ridden people pay the road tax who are never on the road; hundreds of men pay a road tax who only walk beside it and have never any occasion to drive over it under any circumstances whatever. We levy all other taxes in precisely the same way. We never for a moment think of re-distributing the tax, sending it back to the taxpayers individually in proportion to the amount which each one pays. When it comes to the public schools, we levy the tax in the same way. We tax the men who have no children, we tax the men who have many children, we tax the man who has but one child. It doesn't make a particle of difference. We levy the tax, not for the benefit of the man who has children, nor do we levy it for the benefit of his children directly, but we levy it for the benefit of the community. What the community is to receive, the communal interest, the common interest, is to determine how that tax is to be expended. We have gone a long way along that line in school matters and we are on reasonably safe ground to-day. There are a few grumblers; there are a few men who do not yet understand that in all the appeals, both to the people and to the courts, no method of taxation and no one tax has been so unanimously and so enthusiastically and so triumphantly maintained as the tax for public education. There are a few people yet who do not quite understand it, but just as soon as they undertake to encounter it from the standpoint of an obstructionist, they understand it very well indeed, and they never come up to that battle a second time! There has never yet been a question raised and taken to the courts for decision regarding which the courts have so unanimously held together on one line, and that the line of a steady advancement and a steady recognition of the public interest and the public welfare, as the question of taxation for public education, for free schools.

The library must be put upon precisely the same basis as that, and that is the song we have been singing all winter long throughout New York. That is the story we have been telling, and it is the story we must tell, each one of us, over and over again,—to ourselves first, as I said,—until we know it by heart, and then to our respective communities. When you consider the matter from that standpoint, you simplify the work of the library directors and of the librarians and you remove a large number of obstacles and clear the way for advancement. The man who pays a school tax to-day does not dare to say that because he pays the tax he wants his daughter taught dancing and he proposes to have her taught dancing. He does not dare to say, "I pay my school tax, and I don't care anything about reading, writing, and arithmetic, but I want my daughter taught dancing." But the man who pays his library tax will tell you that he "wants what he wants" and that he supports the public library in order that he may get the books he wants to read; and there are a great many people—some very good people—some of them even librarians—who have fallen into the habit of saying that they rather think the librarian must do just that thing—he must get him just what he wants. No, he is not obliged to do anything of the sort, any more than you are obliged to pay taxes for schools in which to teach dancing to the girls. You are not obliged even to do that which may be useful. Here is a tax levied in behalf of the district schools, and there is a family which says, "We want our girls taught cooking, domestic science, domestic economy." Now, domestic economy and domestic science and cooking are all well enough in their way, and it is perfectly proper that they should be taught. There is sad need of their being taught, for that matter; but it rarely occurs to any one
that you must meet that demand when it is made upon the district school. Why? Because the directors of the school, the state authorities which have charge of educational matters, the superintendent of the schools, the teachers in the school, have determined otherwise, and that settles it. The day is surely coming when there will be just as clear an understanding that it is the duty of library directors and of librarians and their assistants, and of state supervision wherever we are intelligent enough to get it, to determine what shall be bought and what shall be put upon the shelves and how the public demand may be most wisely met. We will never reach that point until we see clearly that this whole question of taxation for the public library is to be dealt with precisely as any other tax question is to be dealt with.

It is incumbent upon us, therefore, it is absolutely necessary in self-defence, that we tell in that story and tell it that way. We must insist that the public library is a part of the general system of education, that it is not something that is going to be established in a haphazard way; it is not the scheme of a few designing people; it is not a hobby a few persons may ride to their own benefit; it is not something that is demanded by a segment of society, but it is a part of the general scheme of education which is made absolutely essential to preserve democratic equality and republican institutions in a land like our own. Only as we so regard it shall we be safe in pressing its claims, or shall we be successful in pressing its claims, and when we so regard it we shall be both safe and successful.

Those are the four benefits, then, which we believe that we are to realize in connection with library institutes. Those institutes are very much like the first institutes held for instructors in the public schools. I was very glad when Mr. Dewey said that we are following along in the steps of the public school system, though thirty or forty or fifty years behind. I remember hearing an officer in the United States army, of high rank, say, in the city of San Francisco a few years ago, that in the year 1845, while he was living in the central part of New York, as a boy he was soundly thrashed by his father because he refused to attend the public school; and he said, "I took my medicine, because I told my father that he might thrash me as much as he pleased, but I had too much self-respect to go to the paupers' school and the beggars' school of the community." That was in central New York as late as 1845, if he told the truth, and I think he did. It is certainly true that only within a half century have we begun to understand what a mighty power there is in the public school. The public library is treading close upon its heels, following the same road. We believe, therefore, that library institutes, in the retroactive effect upon the state association itself, in their stimulus to do better work and more definite work, in the definite instruction that is offered, in the opportunity for each of the minor librarians to detail by questions her own grievances and her own difficulties, and to find from experienced hands relief in explanation and suggestion and encouragement, in the meetings which are held for the public and in which the public unites, and in the stimulus which comes to the entire community because of this thought of the public library as part of the system of public education,—we believe that library institutes not only pay, in the largest sense of the word, but are absolutely essential everywhere to the most rapid and the most sure advancement of all library interests and library work.

The Chairman: Before we enter upon the discussion of the papers I should like to say that I tried very hard to get one of our western friends to talk upon the difficulties connected with the library institute. Dr. Canfield has inspiringly presented the benefits of library institutes. Now I am sure there must be some difficulties. I had so short a time, however, in which to prepare this program that I was unable to procure a speaker on that phase of the topic. Is there not some one here who will take up the other side of the library institute problem? Perhaps Mr. Dana will tell us something about the difficulties.

J. C. Dana: You ask for a few words on the difficulties in the way of library institutes. I will suggest some that occurred to me this morning when I heard the discussions on home libraries in the Children's Librarians' Section. That discussion was, naturally, concerning our work for people whom it is, so we assume, our function to teach — for people who are our inferiors in knowledge. This, in large measure, is also the function of the library institute.
That is, the work we are entering upon in this line of institutes is a work that at once puts us into the position of the superior, of the teacher, of the better man of the two. Now that is a very dangerous position in which to be placed. I wish to call your attention for a moment to three things that we should look out for in this work, and especially, it seems to me, in the attempt through library institutes to promote our ideas, to carry out our educational theories in small communities. The three things are perhaps well suggested by the words "condescension," "resentment," and "conscious virtue." The condescension, if it exists at all, is on our part. I am sure that we do not in the least intend to have it; I am sure also, that, without intent, many and many a time we acquire the habit before we know it. The habit of condescension will grow on us, and that rapidly, if we do not take the greatest care, and in institute work, as in other like fields, it is absolutely fatal to success.

Resentment is something which may arise in those who are taught, in those whom we wish to improve. I could not help thinking this morning, as I heard of the gracious and well-meaning visitors to the "lower" parts of the city, to library groups, to home libraries, and to social settlements, that there is very great danger here of the development of a condescension on the part of the benefactors, and of a corresponding state of resentment on the part of the benefited. I do not believe I am wrong in uttering just a word of warning in regard to those two things.

The third of the feelings I mentioned is, perhaps, not exactly in line with this evening's discussion; but as I have started in on the line of difficulties I will venture to go a step further. This third difficulty is the danger there is of arousing among the people whom you set out to improve a sense of conscious virtue. You will notice that the people who attend, for example, library groups and use home libraries, who read good books under your direction and with your guiding care, as soon as they have done these things begin to feel that they have done the right thing. There is apt then to arise in them the feeling of duty done. Now the feeling of "duty done," while very comforting, is apt to be accompanied by a feeling of conscious virtue, which is one of the most insidious and dangerous of all emotions. These people feel that they are better than they were before, and that therefore they are entitled to something from you; that they are entitled to something from the world. They are apt to get the idea that virtue has some other reward than its own, that it is virtue alone that helps this world, that it is moral conduct, pure and simple, which is entitled to some reward, while fact is that it is virtue plus utility that is entitled to some reward. Let me beg of you, then, in doing any work in the line of library institutes, in going out into the world as missionaries, to avoid in every case, with the greatest possible care, any feeling of condescension on your part, lest you arouse on the part of those for whom you work resentment among the proud, and conscious virtue among the unguided.

Just another word along another line. But first, you may not know, all of you, that the story Miss Farrar told of the things that a state library association can do is really a story of things that have been done. They have been carried out during the past two years in Western Massachusetts, and with the greatest success. We have seen there in recent years a swiftly-growing interest in the very things Dr. Canfield has so charmingly put before us.

We lend a few books, and we encourage people to read a little; but the newspapers in this country are the powers that are encouraging the people in this country to read a great deal. We of to-day have had newspapers, as we now understand the word, for one generation. The mind of man cannot conceive what it is going to mean, in one or two generations from now, for the people of that time to have had behind them, not one generation with the newspaper-reading habit, but two or three. The newspaper is one of the very great factors in modern life. What it is doing for us nobody knows. Nobody knows what the habit of reading is doing for this and other civilized countries. We cannot begin to imagine what its effects are to be, and the daily press is one of the most powerful instruments in society to-day. I remember, some six or seven years ago, I brought before the Association a suggestion, and urged it as well as I could, that we as an association establish a bureau of publicity and promotion, which should, through the newspapers, let the people know what the library idea is. It was not done then—it has not yet
been done. A publisher told me to-day that in conversation with some of the leading publishers of the country he had discovered that almost to a man they held librarians in small esteem. They considered our work of protest against the raising of prices of books to be of very slight consequence. That is partly because we are not much in the newspapers. We are not much in the newspapers partly, of course, because we are not of sufficient consequence to be there. Now my idea of six or seven years ago I think was a good one. You can produce results that shall also be causes. We could have put ourselves more in the newspapers than we have, and to-day we would, because of that studied publicity, be there more than we now are. I mention this simply to point the suggestion I wish to make about state library associations, which is, that they use the newspapers more than they do. I have had a very good illustration of the value of this suggestion. For four years I lived beside the Springfield Republican, which is the newspaper of western Massachusetts, the chief local news gatherer and news disseminator of that whole community. The Republican was a friend of the Springfield library and of every other library within the radius of its influence. Day in and day out, and week in and week out, and year in and year out it never failed us when we went to it for assistance in spreading the ideas that we wished carried through that community. The constant reiteration in the Springfield Republican of the things that we wanted said was far more helpful than was all the work that all the library workers in western Massachusetts could do. In fact, we frankly confessed that we had well-nigh gained our ends if we arranged for a meeting, carried through our program, and printed an abstract thereof in our friend the newspaper, even if our meeting in itself seemed almost a failure.

The Chairman: Will Miss Underhill, of the Ilion Public Library, tell us something of the institute work at Ilion, New York?

Miss Underhill: The institute at Ilion we regard as a fairly successful one. Out of the 80 libraries listed for the district which we had prepared, there were only 25 which could be properly called free public libraries and of those 25, 16 were represented by the librarian or an assistant or by the trustees. The schools in Ilion were closed for a part of the session of the institute and the teachers came, together with the superintendent of schools, who took an active part in the discussion. We also had superintendents of schools from two other places near by. One point was found very practical, and that was that several of the larger libraries made exhibits of books that were stamped and pasted, dating machines and devices of that sort, sample accession books, sample order sheets, etc., and it seemed that the librarians in attendance got more help from these than from almost anything else. As a result of the meeting an arrangement was made with two librarians from little libraries, that they should spend two or three days in our library in October for help and for practical work.

H. W. Fison: I would like to ask for discussion on Miss Farrar's paper. The greater part of this meeting has been spent in discussing library institutes and state library associations, but I think there are a large number of librarians here in charge of smaller libraries who feel that this question of the usefulness of state library associations is of vital interest to them. How can the state library association meeting be made more helpful to the small library?

Miss Haines: The officers of the state associations might send a circular to the librarians of the state, requesting practical suggestions, asking them to name topics they are personally interested in. That was done in the New York Library Club. A circular was sent to all the members and suggestions were received, I believe, of about twenty-five different topics, only four or five of which had been presented before. I don't know whether the topics were ever all brought up; but they were sent in very generally by members.

George Stockwell: Miss Farrar did not mention the fact that she has a card catalog containing the name of every library in western Massachusetts. She has kept in very close touch with those libraries. In correspondence with them she has learned the different problems confronting them, and what they would like to have discussed at the meetings. She files these letters, so she knows the condition of each library in her section, what they want, what they are doing, and what they ought to do. Then, when she comes to draw up her program for the meeting, she looks over the card catalog
and the file of letters and draws her subjects from them, taking especially the section where the meeting is to be held. I want to emphasize what Miss Farrar said about personal visits. In our institute work the programs which were arranged through personal visits were much more successful than those arranged otherwise.

Mr. FISON: I understood that Miss Farrar spoke of what the ideal library association should do. I did not know of any state library association doing the work she described. My experience has been, in the state library association meetings I have attended, that most of the subjects discussed have been entirely above the small library. We do not care anything about the classification of art or music in a library of less than ten thousand volumes. What we want are practical suggestions that will help us in our daily work, and the average small library does not have a corps of assistants so that one or two or more can go to the library meeting. I hope if this discussion ever comes up again, that the state library associations will bear in mind that the majority of the libraries in any state are small. There are very few really large libraries in any one state. Let us have more material for the smaller libraries to work on. I came here on purpose to hold up the single-handed man, being one myself, and I think we need more help. We need a great deal of help, because, as a rule, we are not close enough to other libraries to receive the enthusiasm and the help that other libraries can get from one another and from large libraries. That is the reason why I should like to hear what other librarians of the smaller libraries have to say in regard to the benefit they have received from the state library association meetings.

Mr. DEWEY: I would like to make two or three suggestions. One is that the librarians of the district be asked to send to the association officers a statement of their difficulties; another, that there be a question box at the meeting. But the most important one of all is like the old rule for cooking a hare: "First, catch your hare." First, get your conductor. I think the greatest danger in the library institute, possibly, is in assuming that because instruction is a good thing, and institutes are a good thing, you have only to say, "Go to, now; conduct an institute," and it will be done. There are very few people who can conduct a teachers' institute or a library institute successfully. The moral is that in every state which is going to take up the library institute work, people must be found who have a gift for it, and who have been trained for it, so that at least one person can be able to carry it on. I look forward to the development of a class of institute conductors in library work, just as in schools, who will give practically their whole time to this work.

The CHAIRMAN: Pardon me, but Mr. Fison does not feel that library institutes and state library association meetings are the same thing. Are you putting forward the proposition that they are both the same—that a library institute is exactly the same thing as a state library association?

Mr. DEWEY: Oh, no. But if state library associations are to give instruction there must be some trained teacher, and I say that instruction cannot be given successfully unless you have some one who is especially trained for the work. And I think this work of the institute has got to be graded. If we repeat the institutes in New York this year and bring the same people together, they do not want to go over the same ground. Those are the two points I want to make—the selection of a conductor and the grading of the work.

W. R. EASTMAN: The persons who have the responsibility for the preparation of the program of a state association meeting should take especial pains to put themselves in the place of the smaller librarians, so as to understand and sympathize with their work. We are very apt in these large meetings to get into the habit of dealing only with the large libraries, because there are always a certain number of those who represent the large libraries who have the leisure and the means to attend, and little by little they come to dominate our conferences. Now, the members of the program committee need conscientiously to put themselves in the place of smaller librarians, and with some such local index as has been referred to try to acquaint themselves with the actual conditions of the libraries.

Mr. DANA: I will tell Mr. Fison what is the matter. In the first place, he expects too much of the state library association meeting. Now, the state library association meeting held for one day, with perhaps a couple of sessions, can be of very little help to anybody—the
meeting itself, that is; and if any people from small libraries attend expecting to get much information, much instruction, that will be of immediate practical help, then I believe they are mistaken. But Mr. Fison should bear in mind that the benefit of the state library association meeting will be considerable to him if he will take a hand in the meeting. If he does not find the meetings of his state library association profitable he should say so. Many librarians of small libraries would have rendered a great service to the meetings of their state library associations if they had said that before now. Many of these state meetings, to my knowledge, are dreary things. They talk about subjects that have nothing whatever to do with the practical life of the librarian. Mr. Fison is quite right, but he should have objected before now, and he should have stated his objections plainly. He should make his objections to the officers of the association, and if he cannot reach them, let him get up in the meeting and say so. Then let him take hold himself and work along the line that he thinks would be of advantage, and out of the work that he does himself he will get benefit.

Now, my statement that the actual meeting of the state library association is of very little importance does not mean that the state library association itself is of no importance or that the meeting as a factor in the library work of the state is of small importance.

The library association should be a factor of very great importance in the life of the state. I regret to say that some of them are not. But they can be, and it is our business to make them so. There is one thing we cannot realize too clearly, and that is that the work done between members by correspondence, by publication in newspapers of items about libraries, by the interchange of notes and inquiries, either directly or through the medium of the secretary and officers of the association, is of the greatest importance.

Adjourned.

TRANSACTIONS OF COUNCIL AND EXECUTIVE BOARD.

MEETINGS of the Council of the American Library Association were held in connection with the Magnolia conference, on June 16, 18, 19, 20, in all four sessions being held. There were also short meetings of the executive board on June 16 and 20. Of the twenty-five members of the Council twenty-two were present, as follows: Mary E. Ahern, E. H. Anderson, C. W. Andrews, J. S. Billings, W. H. Brett, Johnson Brigham, F. M. Crunden, C. A. Cutter, Electra C. Doren, W. I. Fletcher, W. E. Foster, C. H. Gould, Caroline M. Hewins, F. P. Hill, J. K. Hosmer, Hannah P. James, W. C. Lane, Herbert Putnam, Katherine L. Sharp, C. C. Sojile, John Thomson, J. L. Whitney. The members of the executive board served as ex-officio members and officers of the Council. They included the president, Dr. J. S. Billings; ex-president, Henry J. Carr; 1st vice-president, Dr. J. K. Hosmer; 2d vice-president, Electra C. Doren; secretary, F. W. Faxon; recorder, Helen E. Haines; treasurer, Gardner M. Jones.

PROCEEDINGS OF COUNCIL.

Place of meeting. Invitations for the 1903 meeting of the American Library Association were received from California; Nashville, Tenn.; Memphis, Tenn.; Brevard, N. C.; Helena, Mont. An invitation to meet in St. Louis in 1904 was also presented, and it was Voted, That in making selection for the 1903 meeting place, it should be borne in mind that there is an invitation from St. Louis for 1904. 

Regarding 1903 meeting, formal motions were made and carried that the Association should not meet in California or in Montana. It was finally Voted, That the executive board be instructed to select between some place in Tennessee, Mackinac, and Niagara Falls for next meeting, and also select the time at which it shall be held.

Acceptance of Carnegie gift. It was Voted, That Mr. Andrew Carnegie's gift of one hundred thousand dollars, offered through the president of the American Library Association, be accepted, subject to the conditions of
the donor, namely, that it be kept as a special fund, the income of which shall be applied to the preparation and publication of such reading lists, indexes, and other bibliographical and library aids, as would be specially useful in the circulating libraries of this country.

It was Voted, That the amount thus given be designated as The Carnegie Fund, and be placed in charge of the trustees of the Endowment Fund, whose treasurer is authorized to receive the gift on behalf of the Association.

Nominations. It was Voted, That a committee of ex-presidents present be requested to present nominations for the ensuing year, to be reported to the Council. This committee reported at a later session and the nominations submitted were adopted, with the provision that the ticket include also names sent in in nominations signed by five members of the Association.

Method of nominations. It was Voted, That a committee of the Council be appointed by the chair to consider the principles and methods upon which nominations to the Council should be based, and to report to the Council its findings for deliberate discussion. This committee was later appointed as follows: C. W. Andrews, Herbert Putnam, F. M. Crunden, Miss M. E. Ahern, Miss H. P. James.

Committee on Relations with Book Trade. The resolutions appended on the Report of the Committee on Relations with the Book-trade, as presented to the general Association, were referred to the Council for consideration, as was the resolution on the same subject later offered in the Association by Mr. Dana. The matter was fully discussed at a special meeting of the Council, and the following resolutions were passed and later submitted to and adopted by the Association:

Whereas, The system of net prices maintained by the American Publishers' Association has resulted in an unexpectedly large increase in the price of books to libraries; and

Whereas, That increase has worked great hardship upon libraries in limiting their purchase of current books, diminishing their power of meeting the demands of the public, and narrowing their influence and opportunities as educational institutions; and

Whereas, The interests of the library and the bookseller should be closely allied;

Resolved, That the American Library Association urges the American Publishers' Association to make such arrangements that libraries may secure an increased discount over the present allowance on net books, and may not be unduly restricted in dealing with booksellers.

A committee consisting of five active librarians was appointed to confer with the Publishers' Association on the lines of the foregoing resolution, as follows: W. T. Peoples, H. L. Elmendorf, John Thomson, H. C. Wellman, H. J. Carr.

Reduced postal rates on library books. The following resolution was presented to the Council on behalf of the Round Table Meeting on State Library Commissions:

Voted, That the Council of the American Library Association be requested to use its influence to secure the passage of the bill now pending before Congress, which provides for the transmission of library books through the mails at pound rates.

After discussion, it was Voted, That the Council endorses the measures now before Congress to secure transmission of books to and from libraries at reduced rates.

It was Voted, That the present Committee on Reduced Postal and Express Rates be continued and a new committee be appointed by the incoming executive board.

State Library Commissions Section. On request of officers of the Round Table Meeting on State Library Commissions, it was Voted, That the State Library Commissions Round Table meeting be created a section of the Association.

A. L. A. State Library Section. The advisability of discontinuing the State Library Section of the Association was discussed. It was pointed out that that section had practically ceased to exist within the last few years, its place being taken by the National Association of State Librarians, which was a separate and independent organization. At the same time the section remained on the Association's records, and each year there arose the question of its representation on the program. It was felt that closer relations with the National Association of State Librarians were desirable either as a section or an affiliated organization, and that the State Library Section might well be discontinued or regularly merged in the
former body. It was later reported that a committee had been appointed by the National Association of State Librarians to consider the question of relations with the A. L. A. and to report at the next meeting of the National Association of State Librarians.

Affiliation with Federation of Women's Clubs. In response to request presented last year by members of Round Table Meeting on State Library Associations and work of women's clubs, that an alliance be effected between the A. L. A. and the Federation of Women's Clubs, it was Voted, That the matter be referred to a committee to confer and report to Council. The committee was later appointed as follows: F. M. Crunden, Miss L. E. Stearns, Miss M. W. Freeman.

Resolutions on Public Documents. The resolutions presented in the report of the Committee on Public Documents were approved and endorsed. (See report of committee, p. 96.)

Library Training. The recommendations contained in the report of the Committee on Library Training, that the committee be set a definite task by the Association, and granted an appropriation for carrying out its work (see report of committee, p. 136), were referred to the executive board.

Library Handbook for Normal Schools. The recommendation of the Committee on Co-operation with the National Educational Association, that a library handbook for the use of normal schools be prepared in connection with the National Educational Association, was referred to the Publishing Board.

Checklist for Registration of Voters. It was Voted, That the checklist of members be employed to check voters in election of officers.

Change in Program. It was Voted, That the Program Committee be requested, if in its judgment it found desirable, to so change program arrangement as to bring up Mr. Hastings' paper on distribution of catalog cards from Library of Congress, in connection with the report of Committee on Administration.

Reporting Sections. It was Voted, That the Executive Board be authorized to employ a stenographer to report proceedings of section meetings at this conference, as may be found desirable.

Index to Proceedings. It was Voted, That an index to the proceedings of the Magnolia Conference be prepared and published.

TRANSACTIONS OF EXECUTIVE BOARD.

Carnegie resolutions. It was Voted, That the resolutions passed by the Association regarding the Carnegie gift be engrossed on parchment and forwarded to Mr. Carnegie with a letter from the president.

Reporting Sections. It was Voted, That the recorder be authorized to employ a stenographer to report section meetings at this conference, after consultation with officers of sections.

Non-library membership. It was Voted, That the list presented by the treasurer of persons not engaged in library work be accepted and the persons named admitted to membership in the Association.

Appointments to committees, etc. Publishing Board: W. I. Fletcher (re-appointed); Hiller C. Wellman (succeeding R. R. Bowker, resigned).


Public Documents Committee: R. P. Falkner, chairman, with power to add two members.

Next Meeting of Executive Board. It was Voted, That the next meeting of the executive board be held in connection with the library meeting at Lake Placid, in September, and that the secretary send in advance to members minutes of matters to be considered.
THE SOCIAL SIDE OF THE BOSTON AND MAGNOLIA MEETING, AND THE POST-CONFERENCE EXCURSIONS.

For the record of the Boston and Magnolia meeting precedent must be set aside, and the chronicles of social incident and of post-conference excursions must be merged into one narrative. This is because both were in fact so mingled that it is not easy to separate them, and their record must be based upon reports sent in from varied sources, as no one or two persons could possibly "know of their own knowledge" all that was done and seen on this largest of A. L. A. conferences.

The present meeting was the first held in Massachusetts for twenty-three years, and the Old Bay State—for so long the centre and model of library development—gave a welcome overflowing with hospitality and kindliness. The first formal session, held at the Boston Public Library on Saturday morning, June 14, served mainly to bring people together for announcements and invitations, and to give a foretaste of the welcome that awaited them. Guides were in attendance to show the visitors over the library building, and the workings of each department were courteously explained ad infinitum by those in charge. The great series of Abbey pictures, so recently completed, proved the magnet to a constantly moving and changing throng, and indeed throughout the three Boston days the Public Library was the headquarters of information and of interest. Saturday, Sunday, and Monday were, according to the program, assigned for visiting the principal libraries of Boston and Cambridge, for excursions and sightseeing. It is impossible to do more than note a few of the delightful incidents of those three days. At Cambridge the visitors were received at the Public Library by Mr. Gifford and his staff and were conducted through the building, where special interest was roused by the collection of books and manuscripts by Cambridge authors. The Harvard Library, with its many treasures, the Fogg Art Gallery, the Harvard Museum, and various campus buildings were inspected, and a centre of attraction was found in Phillips Brooks house, where Mrs. Eliot and several ladies of the faculty served tea for the library visitors. On Sunday a small party visited Brook Farm under the guidance of Mr. Lindsay Swift, and at the invitation of Miss Caroline Hewins, and on their return were entertained at the delightful home of Mrs. Hewins and her daughters; others visited the Boston Art Museum; and indeed the places of interest in Boston and the suburbs and nearby cities were overrun by eager and interested librarians. Many of the delegates were entertained by friends, or by the local hosts, and from one party of assistants comes a special tribute to the hospitality of the Massachusetts Library Club, which provided for their guests delightfully comfortable quarters, delegated one of the ladies of the guest committee to act as hostess at every meal, and gave many thoughtful and delicate little attentions that were as much appreciated as they were unexpected.

On Monday morning a trip about Boston and its suburbs on the electric cars had been arranged and was taken by a large number. The start was made from the Public Library at ten o'clock and the trip lasted until twelve. It was followed by a harbor excursion to the Boston Light, and return, arranged through the kindness of the mayor, for which the city boat J. Putnam Bradlee had been chartered. So large was the attendance, however, that a second boat had also to be pressed into service. The afternoon was cloudy, but there was a fine view of the harbor, and the trip was greatly enjoyed. A few of those present had attended the first Boston meeting in 1879, and recalled the delightful harbor trip then taken, and the luncheon given at Deer Island, while others were reminded of the like trip to Deer Island taken in connection with the A. L. A. meeting of 1890. This was the last of the pre-conference excursions, and it was followed by general scrambles for baggage and railway tickets, and an exodus for Magnolia, where the three hotels were found in possession of a goodly number of early arrivals, who had already explored the beauties of rocky shores and woodland by-ways.
At Magnolia, despite the rush and nervous strain of a busy convention of over one thousand persons, with its general sessions, special sections, committee meetings, and "round tables," there was, nevertheless, a strong element of outdoor recreation and social enjoyment. It could hardly be otherwise in a "summer resort" meeting, such as this, set in one of the most beautiful regions of the New England coast, and held during a week of perfect June weather. The consideration of problems of bibliography and of administration, and the discussion of such crucial questions as capitalization or the relative dangers of Henty and Ballantyne as food for infant minds, were lightened by rambles to Rafe's Chasm or to the cliffs near Norman's Woe, by boating or sailing parties, and by long drives to Gloucester, to Rockport, to Manchester, and other of the delightful nearby resorts. Moonlight had been considerably provided by the Local Committee, and the moon, the rocks, and the ocean twice furnished the setting for a general midnight chorus of college songs. One of the pleasantest incidents of the meeting was the delightful reception and afternoon tea given for the Association by the Misses Loring at their estate "Burnside," Pride's Crossing, while the Beverly Historical Society, the Manchester Public Library, and the Magnolia Public Library also extended a hospitable welcome to all librarians during the conference. There were reunions of library school alumni, meetings of state library associations and clubs, many of which combined some social feature, as a drive, or a luncheon, with their business routine. On three evenings dancing was in order, and indeed the program throughout succeeded to an unusual degree in alternating business and pleasure.

Saturday, June 22, was for most of the members the last day at Magnolia, and the beginning of post-conference activities. It rained steadily and heavily, but bad weather could not dampen the ardor of the library pilgrims, and a large party made a special trip to Salem, where their welcome at the Public Library and at Essex Institute was as cordial as the elements were unfriendly. The return was made to Boston, again the general headquarters, whence members scattered at their convenience, north, south, or west.

The post-conference plans this year were, in several respects, a contrast to former meetings. Two special trips had been planned, one to the White Mountains on the plan of the Appalachian Club jaunts, the other to Bar Harbor by steamer along the Maine coast. The former was given up, owing to the small number desiring it; the other was taken by a party of only forty-seven. The remainder of the one thousand and eighteen seem for the most part to have scattered themselves over the surface of New England, some staying in Boston for the week of Harvard commencement festivities, many returning to their homes by way of New York, and others spending a few days for further visits to New England libraries and historic scenes. A party of about thirty gave up Monday, June 24, to a visit to Lexington and Concord, under the guidance of Mr. Virgin and Mr. Crosby, of the local committee. At Lexington they were welcomed by Miss Kirkland, Rev. Mr. Staples, and Rev. Mr. Crosby, and under their escort visited the library, housed in the city hall, where many interesting Revolutionary relics were displayed. Among the points of special interest were Buckman's Tavern, the old bell tower, from which rang out the call to arms on the morning of Paul Revere's warning, and the famous Clarke-Hancock house, rich in old-time furniture and historical relics. At Concord, Miss Whitney and Miss Kelly, of the Public Library, were guides and hostesses in one, and a delightful drive was taken to the Emerson, Alcott, and Hawthorne homes, to Sleepy Hollow Cemetery, and to the battlefield, ending with a visit to the pleasant library.

The Bar Harbor party came into existence on the afternoon of Saturday the 22d, when two score and seven "dem'd damp, moist" bodies boarded the City of Bangor for the all night run to Rockland. The little boat started out bravely in the storm, and her passengers sought their berths at an early hour, hoping and praying that the morrow might dawn bright and fair. But alas! for their hopes, the storm had only increased its fury. The same damp party, more disconsolate and forlorn, climbed over the gangway to the steamer Mt. Desert at Rockland, early on Sunday. Breakfast for those "so dispoged" was found on the dock, or in the stuffy cabin, and little groups were formed on the wet deck, with the vain hope that the sea breeze and fresh air might revive
their flagging spirits. But the storm was a really violent one, and as soon as the pitching and lurching began, one by one most of the pilgrims disappeared, and were not visible again until anchor was dropped in Bar Harbor at three o'clock in the afternoon. Only the tried sailors of the party remained, and to the unfortunates who longed only for dry land were given later glowing accounts of the fury of the storm and the magnificence of the surf as it dashed upon the cliffs and the many reefs along the coast.

The boat was scheduled to reach Bar Harbor before noon, but it could make but little headway against the storm, and it was a hungry and weary crowd that alighted in the pouring rain and trailed up to the Newport House on Sunday afternoon. The bright, low, broad room of the office, with its cheerful log fire glowing on the hearth, had at once a reviving effect, and after a good dinner and a short rest every one was restored to a peaceful and cheerful frame of mind.

The days that followed were glorious halcyon days and fully paid for all the discomforts of the journey. Monday dawned bright and fair. At ten o'clock all started on the ocean drive which carried them along the edge of the cliffs. They alighted at Newport Cove to watch the surf at Schooner Head; they scrambled down the rocks and peeped in Anemone Cave; they wandered out to the edge of Otter Cliffs; and drove home around the other side of Newport Mountain, making a complete circuit. Looking back to Otter Cliffs from the gorge between Newport and Green Mountains, the view was most magnificent, with the glimpse of the ocean in the distance and Otter Creek winding its way through the meadows in the valley.

At three in the afternoon a mountain party of ten was organized to climb Newport Mountain, driving to the foot of the mountain where the carriages waited them on their return. At various points stops were made to enjoy each view and cameras were busy all the way. The higher they climbed the more islands appeared in view. From the topmost point could be seen the five Porcupines, Bar Island, with the tide receding from the bar, and the islands on the other side of Mt. Desert. A mighty gale was blowing and the lee side of a big rock was sought to survey the harbor.

Meanwhile other parties had been formed. One group enjoyed a sail up Frenchman’s Bay to the coaling station, with a fine view of the Ovens and Cathedral Rock. Another made an expedition on the ferry boat Pemaquid to the Bluffs, returning home on the Sappho. Stops were made at Sorrento, Hancock Point, and Sullivan. In the evening the shore walk was resorted to, to enjoy the brilliant sunset and afterglow, and at half-past nine the moon arose to find groups still lingering on the rocks.

On Tuesday morning two parties set out separately to climb Green Mountain and one of these met with a series of thrilling experiences. They started at half-past eight in the morning and returned in scattered numbers wet, ragged, and scratched, from three until half-past four in the afternoon. They had climbed the mountain by the path and had then attempted to find a new trail on the other side, with results which can be appreciated only by the seasoned climber. After wading, scrambling, and stumbling for what seemed weary miles they came out at the back of a farm-house, and were able to reach civilization once more. While some climbed, others enjoyed a drive to the Ovens. Unhappily the tide was coming in and the Ovens and Cathedral Rock could be viewed only by hanging over the edge of the precipice, but this added zest to the game. The ferry-boat trip proved again popular in the afternoon and others rambled along the shore walk or yielded to the attractions of the village shops.

Wednesday found all reluctant to leave this beautiful haven of mountain and sea and woodland. Until the last call for an early dinner they sat on the piazza feasting their eyes on the glorious blue sky with its soft fleecy clouds forming a background for the pines of the islands. A slight spattering of rain tried to discourage those who were to brave the voyage home; but all eyes were on the clouds, which gave every indication of fair weather. Nothing can ever surpass that sail down through the islands. The sky and clouds could not have been more perfect. The islands, which had shown only little patches of green through the mist and rain on the previous Sunday, now stood in bold relief against the sky. One group gathered beside the pilot house, which commanded a fine view of the passing scenery. Nothing could induce them to leave the spot, neither cold, nor wind, nor even the alluring sound of the supper bell. They preferred to
wait until Rockland should be reached and then eat a fragmentary meal, perched on the high stools of the restaurant on the dock. Happily the boat was a few hours late and they had the pleasure of seeing the sun set behind the mountains before they reached Rockland. The beautiful afterglow did not die away until the Bangor boat pulled out; and then the moon rose in a perfect night of brilliant stars. Morning found them steaming energetically into Boston Harbor, with rain coming down in torrents and the steamer rolling about on the waves. Thus, as the post-conference began, so it adjourned, in the pouring, drenching rain; but no amount of mist or moisture can dull the memory of those perfect Bar Harbor days, or of that glorious panorama that was unfolded as the Maine coast was passed and left behind on the homeward journey. To the thoughtfulness and foresight of their conductor, Mr. Jones, to which the pleasure of the trip was so largely due, the Bar Harbor pilgrims owe a debt of cordial thanks, gladly registered, and paid in all sincerity.

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Johnson, Edith, Leavenworth, Kan.
Johnson, Mrs. G. G., 58 Church St., Hartford, Conn.
Johnston, Charles D., Ln. Cossitt L., Memphis, Tenn.
Johnston, Dunkin V. R., Ref. Ln. State L., Albany, N. Y.
Johnston, Mrs. Dunkin V. R., Albany, N. Y.
Jones, Mrs. Gardner M., Salem, Mass.
Jones, Mrs. J. A., San Antonio, Texas, student Drexel Inst. L. S.
Jones, Ralph K., Ln. Univ. of Maine, Orono, Me.
Katz, Louise W., student N. Y. State L. S., Albany, N. Y.
Kautz, F. R., Trustee Butler Coll. L. (address care Bowen Merrill Co., Indianapolis, Ind.).
Kelley, Helen T., Supt. of Circulation P. L., Detroit, Mich.
Kellogg, Paul C., Remington typewriter, Boston, Mass.
Kelly, Mrs. H. J., Toronto, Ont., Canada.
Kelso, Tessa L., with Baker & Taylor Co., 33 Union Sq., N. Y. City.
Kent, Henry W., Ln. Grolier Club, 29 E. 32d St., N. Y. City.
Keogh, Andrew, Ref. Ln. Yale Univ. L., New Haven, Conn.
Kirbyburn, Mrs. Harriet M., 192 Marlborough St., Boston, Mass.
Kimball, W. C., Tr. P. L., Passaic, N. J., Chairman N. J. L. Commission, Trenton, N. J.
Kingman, Helene Agnes, Cataloger F. P. L., Trenton, N. J.
Knight, Marion A., Classifier, Carnegie L., Pittsburgh, Pa.
Koopman, Harry Lyman, Ln. Brown Univ. L., Providence, R. I.
Lamb, Eliza, Ln. Western Coll., Oxford, O.
Lambert, Cecelia C., Ln. F. L., Passaic, N. J.
Lane, Belle, St. Louis, Mo.
Lane, Mrs. C. M., Cambridge, Mass.
Lane, Mrs. Evelyn N., Chief Issue Dept. City L., Springfield, Mass.
Lane, Lucius Page, Cataloger P. L., Boston, Mass.
Larsen, Martha, Asst. Deichmanske Bibliothek, Kristiania, Norway, student N. Y. State L. S.
Leach, Margaret, Ln., No. Brookfield, Mass.
LeClair, Minnie, Asst. P. L., Brooklyn, N. Y.
Lee, G. W., Information and Research Ln., 93 Federal St., Boston, Mass.
Le Huray, Louise, Ln. F. L., Summit, N. J.
Leighton, Mrs. Flora H., Sec'y to Ln. City L., Springfield, Mass.
Leipziger, Henry M., Consulting Ln., Aguilar L., 113 E. 59th St., N. Y. City.
Leipziger, Pauline, Ln., Aguilar L., N. Y. City.
Lewis, Kate, West Superior, Wis., student Pratt Inst. L. S.
Lindsay, Mary Boyden, Ln. F. P. L., Evanston, Ill.
Little, George T., Ln. Bowdoin Coll. L., Brunswick, Me.
Loring, Katharine P., Pride's Crossing, Mass.
Lyman, Alice, Asst. State L., Albany, N. Y.
Lyman, Bertha H., Asst. P. L., Providence, R. I.
Lyman, Mary E., Trustee Levi E. Coe P. L., Middlefield, Conn.
McCaine, Mrs. Helen J., Ln. P. L., St. Paul, Minn.
McCullough, Elizabeth, Ln. Logansport, Ind.
McCurdy, Robert Morrill, student N. Y. State L. S., Albany, N. Y.
McDevitt, Cora E., Book-dealer, N. Y. City.
ATTENDANCE REGISTER.

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McDowell, Grace E., Asst. P. L., Bushwick Br.,
Brooklyn, N. Y.
McGuiffy, Margaret D., Chief Issue Dept. P. L.,
Boston, Mass.
McIntire, Mary A., Asst. Harvard Coll. L.,
Cambridge, Mass.
Mackay, Margaret S., Asst. McGill Univ. L.,
Montreal, Can.
McKirdy, Alice E., 1st Asst. So. End Br. P. L.,
Boston, Mass.
McMahon, Rev. Joseph H., Director Cathedral L.,
N. Y. City.
McMillan, Mary, Asst. P. L., Brooklyn, N. Y.
McMillan, Elizabeth McN., Children's Ln. P. L.,
Scranton, Pa.
McMullen, Grace L., Filer Columbia Univ. L.,
N. Y. City.
McRitchie, Euphemia D., Hillsdale, Mich., student
Drexel Inst. L. S.
Macrum, Mary F., Chief Loan Dept., Carnegie L.,
Pittsburgh, Pa.
Macurdy, Theodosia E., Chief Order Dept. P. L.,
Boston, Mass.
Malkan, Henry, Bookseller, 1 William St., N. Y. City.
Maltbie, Anne L., Cataloger State L., Hartford,
Conn.
Maltby, Mrs. Silas B., Children's Ln. P. L., Buffalo,
N. Y.
Mann, Olive L., student N. Y. State L. S., Albany,
N. Y.
Manning, Richard C., Pres. Salem Athenæum,
Salem, Mass.
Mansfield, Mrs. Julia W., Cataloger Harvard Coll.
Marsh, Alice F., Dedham, Mass.
Marsh, Lilian A., Asst. P. F. L., Newark, N. J.
Marsh, Louise V., Asst. Robbins L., Arlington,
Mass.
Martel, Charles, Asst. L. of Congress, Washington,
D. C.
Marvin, George R., student N. Y. State L. S.,
Albany, N. Y.
Mason, Edith H., 1st Asst. P. L., Pawtucket, R. I.
Mason, Ethel W., Asst. L. of Congress, Washington,
D. C.
Mastin, Mary E., Ln. Fletcher Mem. L., Ludlow,
Vt.
Mayberry, Bertha R., Asst. P. L., Bangor, Me.
Mayberry, Carrie C., Asst. P. L., Bangor, Me.
Medlicott, Mary, Ref. Ln. City L., Springfield,
Mass.
Mellen, Helen L., Ln. Tufts Coll. L., Medford,
Mass.
Merrill, Bertha H., Bookbuyer and Cataloger P. L.
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Mich. (Address 12 Ashburton Place, Boston,
Mass.)
Merrill, Mrs. Emily A., Cambridge, Mass.
Merrill, Frederick W., Tr. P. L., Amesbury, Mass.
Meyer, Hermann H. B., student Pratt Inst. L. S.,
Brooklyn, N. Y.
Middleton, Jean Young, Ln. Apprentices' L., Phila-
delphia, Pa.
Miller, Eva L., Springfield, Mass.
Miller, Grace, Ln. D. A. Wells Economic L.; City
Mitchell, Gertrude E., Cataloger F. P. L., New
Haven, Conn.
Mitchell, Sydney B., Asst. McGill Univ. L., Mon-
treal, Canada.
Moffat, Mary, Asst. L. of Congress, Washington,
D. C.
Montgomery, Thomas L., Ln. Wagner Free Inst.,
Moody, Henrietta, Sweetser Sch. L., Thornton
Academy, Saco, Me.
Mooney, Katherine G., Asst. West End Br. P. L.,
Boston, Mass.
Moore, Annie Carroll, Children's Ln. Pratt Inst.
L., Brooklyn, N. Y.
Morrison, Mrs. Mary, 31 Massachusetts Ave., Bos-
ton, Mass.
Morse, Anna Louise, Millbury, Mass.
Morse, Carrie L., Custodian West Roxbury Br. P. L.,
Boston, Mass.
Morton, A. Louise, Cataloger City L., Springfield,
Mass.
Mudge, Isadore Gilbert, Ref. Ln. Univ. of Ill. L.,
Champaign, Ill.
Mulliken, Clara, Asst. State Univ. L., Lincoln, Neb.
Mullon, Lydia, Lincoln, Neb., student N. Y. State
L. S.
Mullon, Mrs. O. A., Lincoln, Neb.
Myler, Mary, Ln. P. P. L. Branch No. 1., Detroit,
Mass.
Nelson, Charles Alexander, Ref. Ln. Columbia
Univ. L., N. Y. City.
Nelson, Peter, Asst. State L., Albany, N. Y.
Newell, Louise E., Classifier City L., Manchester,
N. H.
Newhall, Mrs. Henry E., 56 Rutland Sq., Boston,
Mass.
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Drexel Inst. L. S.
Newton, Miss E. J., Ln. Robbins L., Arlington,
Mass.
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vue, Neb.
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Peck, Dr. Elizabeth, Philadelphia, Pa.
Peck, Nina A., Asst. P. L., Cleveland, O.
Peckham, Dr. George W., Ln. P. L., Milwaukee, Wis.
Pepper, Elsie L., Asst. State L., Albany, N. Y.
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Poirier, Lydia M., Ln. P. L., Duluth, Minn.
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Power, Effie Louise, Children’s Ln. P. L., Cleveland, O.
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Reed, Mrs. Elizabeth T., Custodian P. L., Dorchester Br., Boston, Mass.
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Rice, Mrs. Harry R., Lowell, Mass.
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ATTENDANCE REGISTER.

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tion Co., Boston, Mass.
Wakefield, Mass.
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keepies, N. Y.
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ton, Mass.
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more, Md.
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phia, Pa.
Stimson, Florence, The Auburndale, Mt. Auburn, Cincinnati, O.
Stockwell, George Watson Cutler, Ln. Westfield
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Stuart, May, Indianapolis, Ind.
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Tarleton, Mrs. L. B., Watertown, Mass.
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Welsh, Robert G., Manager Library Dept. Charles Scribner's Sons, N. Y. City.


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Wheeler, Martha Thorne, Annotator State L., Albany, N. Y.


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White, Alice G., Cataloger Thomas Crane P. L., Quincy, Mass.

White, Andrew C., Asst. Ln. Cornell Univ. L., Ithaca, N. Y.


White, Gertrude Fitch, Asst. F. P. L., New Haven, Conn.


Whiteman, Edna, Asst. P. L., Cleveland, O.


Whitney, Mrs. Carrie Westlake, Ln. P. L., Kansas City, Mo.


Whitney, Mrs. Henry M., Branford, Conn.


Whitney, James L., 2d, Branford, Conn.


Whittemore, B. A., Asst. State L., Albany, N. Y.


Whitten, Robert H., Sociology Ln. State L., Albany, N. Y.

Whitten, Mrs. Robert H., Albany, N. Y.

Whittier, Florence, Riverside, Cal., Summer Sch. of L. Sci., Univ. of California.


Whittlesley, Julia M., student N. Y. State L. S., Albany, N. Y.

Wiggin, Pauline G., Ln. Univ. of Virginia, Charlottesville, Va.

Wildman, Bertha Selina, Ln. P. L., Madison, N. J.

Wildman, Gertrude, Boston, Mass.

Wildman, Linda Froebisher, Cataloger Boston Athenaeum, Boston, Mass.

Wilkinson, Elizabeth B., Cataloger Cossitt L., Memphis, Tenn.


Williams, Mary, Ln. P. L., Neenah, Wis.

Williams, Olive, Classifer, Columbia Univ. L., N. Y. City.

Wilson, Mary H., Cataloger P. L., Syracuse, N. Y.

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Winchester, J. H., Ln. Stewart F. L., Corinna, Me.

Winne, Grace L. M., Clerk State L., Albany, N. Y.

Winser, Beatrice, Asst. Ln. F. P. L., Newark, N. J.

Winsor, Mrs. Mary G., Tr. Millicent L., Fairhaven, Mass.


Witham, Eliza, Ln.-in-charge P. L., Astral Br., Brooklyn, N. Y.


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Woodruff, Eleanor B., Ref. Ln. Pratt Inst. F. L., Brooklyn, N. Y.

Woodworth, Florence, Director's Asst. State L., Albany, N. Y.

Woodworth, Margaret, Mass. Homoeopathic Hospital, Boston, Mass.


Wright, Charles E., Whitefield, N. H., Tr. N. H. State L.


Wyer, Malcolm G., student N. Y. State L. S., Albany, N. Y.


Wyman, Mrs. A. L., Boston, Mass.

Young, Hester, student Pratt Inst. L. S., Brooklyn, N. Y.


ATTENDANCE SUMMARIES.

BY NINA E. BROWNE, Registrar; Secretary A. L. A. Publishing Board.

BY POSITION AND SEX.

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<thead>
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<th>Position</th>
<th>Men</th>
<th>Women</th>
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<td>Trustees and commissioners</td>
<td>40</td>
<td>14</td>
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<td>Chief librarians</td>
<td>103</td>
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<td>Library school students</td>
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<td>College presidents</td>
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Deduct those counted twice

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BY GEOGRAPHICAL SECTIONS.

9 of the 9 No. Atlantic states sent ........................................ 825
6 " 9 So. " " " .................................................. 36
2 " 8 So. Central " " ........................................ 5
8 " 8 No. " " .................................................. 130
4 " 9 Western " " ............................................... 11
2 " 8 Pacific " " ............................................... 4
Canada sent .......................................................... 7

**Total** .......................................................... 1,018

BY STATES.

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Deduct those counted twice

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<td><strong>Total</strong></td>
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INDEX.

The colon after the initial a given name means that is the most common name beginning with that initial, as A.: Augustus; B.: Benjamin; C: Charles; D.: David; E.: Edward; F.: Frederick; G: George; H: Henry; I: Isaac; J: John; K: Karl; L: Louis; R: Richard; S: Samuel; T: Thomas; W: William.

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