



## A memo to the ALA Executive Board and Headquarters Staff

### HEADQUARTERS REPORTER

Volume 2, No. 6

November 9, 1964

#### FLAG-RAISING CEREMONY

The entire staff is invited to our flag-raising ceremony in front of the Headquarters Building on Wednesday, November 11, at 11:00 o'clock in the morning. Each staff member can stand and view with great pride the new addition to our building, and each staff member can feel that he or she had a definite part in observing the flag raised for the first time at the American Library Association.

#### IN LUSCIOUS COLOR

##### ...And Something More

On November 20th the film from the Knapp School Libraries Project will be shown in the Staff Lounge and the entire staff is invited to see it. "...And Something More" was filmed in the Sedgefield Elementary School, Charlotte, North Carolina. The film is a true-to-life evocation of that school and its program.

Following the showing of the film and Miss Sullivan's commentary on it, the Knapp School Libraries Project will serve donuts ...And Something More IN LUSCIOUS COLOR. The time: 4:00 p.m.

#### THE CHRISTMAS PARTY

On Thursday, December 17, the Staff Association Christmas Party will be at the Kungsholm. We will have a smörgasbord and luncheon will begin at 12:00 noon. Your social chairman has plans well on their way and we can all look forward to a happy, musical-type party (and a cash bar). So mark the day on your calendar. There will be no family party this year. But the Staff Association would like to give books to the children of staff members as is our custom. These books are for children through age 12. Please send the names of your children to Mary Cradick using the blank at the bottom of the last page.

#### ALA VISITING COMMITTEE

The Visiting Committee of the ALA Executive Board will be at ALA Headquarters November 10-11.

The committee on this visit will concern itself with meetings and discussions with department heads generally, with particular emphasis on fiscal and personnel matters and a space survey of the building.

This year any member of the staff who wishes to meet with a member of the Visiting Committee is privileged to do so. Wednesday, November 11, is set aside for these individual meetings, which are timed for fifteen minutes each. Appointments must be made in advance. Please consult Mr. Trezza if you wish to make such an appointment.

Too late  
to handle  
in 1965-



### EXPANDED LIMOUSINE SERVICE TO O'HARE AIRPORT

Continental Air Transport Co., who has the airport bus and limousine franchise for Chicago, has started a new Gold Coast service. It starts at the Water Tower Inn and goes to the Continental Plaza, Drake, and Ambassador, then to O'Hare. There is also a return service.

Hourly service on the hour outbound, 7:00-11:00 a.m., half-hourly beginning at noon.

Hourly service on the hour inbound, 8:00 a.m.-1:00 p.m., then half-hourly.

Fare: \$2.00.

### INTERNATIONAL RELATIONS OFFICE NEWS

Two distinguished foreign librarians who are active in the national library associations of their own countries will visit ALA later this month. Mrs. Laura Garcia Moreno Russo of the Sao Paulo Public Library and President of the Brazilian Federation of Library Associations will visit Headquarters November 16, and Mr. Takashi Ariyama, Secretary General of the Japan Library Association, will visit Headquarters about November 29.

Mrs. Russo has been with the Sao Paulo Municipal Library since 1941. From 1959-61 she was Chief of the Psychology and Child Orientation Section of the Library and is now Chief of the Acquisitions and Records Service. She has visited libraries in Europe and South America and she comes to Chicago after having spent two months at the University of California at Berkeley.

The Sao Paulo Public Library has a collection of 500,000 volumes and 490 employees. In her U. S. tour, Mrs. Russo will visit several special libraries, public libraries, and library schools. She is particularly interested in technical processes, reader services, bookmobiles, and children's libraries. Her U. S. visit is sponsored by the U. S. Office of Education.

Mr. Ariyama has been visiting libraries in California and will stop in Chicago en route to the East Coast. He will also visit libraries in Minneapolis, Philadelphia, Washington, D. C., and Nashville. Mr. Ariyama is particularly interested in aspects of public library service and development.

### NEWS FROM JANET KILGORE - FORMER MOODY STUDENT, ALA PART-TIMER

The RTSD office heard recently from their former part-timer Janet Kilgore, Moody Bible Institute graduate now working with missionary doctors in a hospital (Hospital Vozandes) in Quito, Ecuador. From the details of her October letter to Mrs. Rodell and Erlyenne, she is very happy with her role in Christian service and pleased with the progress achieved in that area. She sends her greetings to the ALA staff.

### CRUSADE OF MERCY

We are trailing! Won't you make your contribution now? Give your card and contribution to Edith Krentz in Accounting TODAY!



PERSONNEL OFFICE LISTS NEW EMPLOYEES, POSITIONS AVAILABLE

New Employees - 10/5/64 to 11/9/64

William P. Cole, Editor-Manager, Library Technology Reports, Library Technology Proj.  
Delores De Re, Intermediate Secretary, Manuscript Procurement, Publishing Department  
Kathleen E. Dineen, Senior Secretary, Adult Services Division  
Marjorie Prehler, Junior Secretary, Special Assistant for Program  
Judith Taylor, Key Punch Operator, Data Processing Department

Re-employed

Ida Goshkin, Editor of the Study Discussion Program Project, Adult Services Division  
Zenobia Newell, Membership Clerk, Membership Records Department

Positions Available at ALA Headquarters

11/10/64

Production Manager - Publishing

CLASSIFIED ADS

WANTED: (3) tickets to Lyric Opera performance of Don Giovanni on Friday evening, November 20. Call David Hoffman, Ext. 223.

FOR SALE: Bicycle, girl's model, blue and white, 27". Fairly new, needs one tire, good sturdy expensive bike! \$25.00. Call Phyllis Stipe, Membership Promotion (part-time).

LOST, STRAYED, OR STOLEN November 4: Male Siamese seal point, named MING. Wearing blue felt collar with two bells on it. Lives at 2401 No. St. Louis Ave. (vicinity of Logan Square - 2400 north, 3500 west). If you, or friends, should have any information in this regard, please give to Erlyenne Meuer, RTSD, Ext. 267. (Incidentally - this is not her cat!--"thank goodness!")

SELECTED LIST OF ADDITIONS TO HEADQUARTERS LIBRARY

American Documentation Institute	Proceedings and Papers	010.78 A512a
Audio-Visual Leadership Conference	Summary of 9th Conference	371.33 A912Sr
Baa, Enid	Library and bibliographic activities in the Caribbean	027.08 B111L
Beggs, David	Team teaching	371.3945 B416
Bowler, Roberta, ed.	Local public library administration	027.4 B787
Coburn, Morton	A survey of seven recently constructed public library buildings in U.S. and Canada	022.314 C658
Cooke, David	How books are made	655.3 C772
Daedulus	The American reading public	028.9 A512a
	Data Processing Yearbook, 1962-63	651.26 D232
Bush, Bernice	Fare for the reluctant reader	028.52 B978 1964
Ernst, Morris	Censorship; the search for the obscene	343.7 E71
	Directory of Foreign Area Fellows, 1952-1963	R 378.35 E714
Griffin, Hillis	EDP procedures in technical library operations	010.78 G851
Hagerstown, Md. Washington Co. Hospital, School of Nursing	Your school of nursing library	026.61 H144Y 1964
Hanley, Mary	Centralized processing.	025.2 H241 1964
	Information aids index to "how to do it" information	016.7455 L355



Selected list of additions to Headquarters Library (Cont'd.)

International Federation for Documentation	Library and documentation journals	R 020.5 I61
Jesse, William	A program for the planning of a new library building, University of Concepcion, Concepcion, Chile	022.317 J58
Johnson, Herbert	How to use the business library	016.65 J67
	A joint college/industry library with automata	010.78 J74
Melin, John	Libraries and data processing	010.78 M522
Meyer, Edith	Meet the future; people and ideas in the libraries of today and tomorrow	020.69 M612
National Council of Women of the U.S., Inc.	International directory of women's organizations	R 396 N277
New York (City) Board of Education	A guide to some educational resources in the city of New York	917.472 N532
National Education Association	Classroom teachers salary schedules, 1962-63	371.16 N277c
National Education Association	Selected statistics of large school systems, 1961-62	370.973 N277s
National Education Association	Small high school, 1960-61	373.23 N277
New York. Suffolk County Library Association. Comm. on Library Statistics	A survey of library budgets for Suffolk County	021.9 N532
	Official Catholic Directory, 1964	R 282.058 032

Books for Children thru Age 12  
CHRISTMAS 1964

NAME

AGE

BOY OR GIRL

Selected list of additions to Headquarters Library (Cont'd.)

Passow, A. Harry	Education in depressed areas	371.96 W926
	Pupil library assistants in the school library	027.82 S355
Shoemaker, Richard	A checklist of American imprints for 1820	015.73 S535c
Sievers, Patricia	Automated routines in technical services	025.2 S573
Snyder, Luella	The second kind of knowledge	027.7 S675
Trinkner, Charles L., ed.	Basic books for junior college libraries	016 T833t
UNESCO	Handbook on the international exchange of publications	021.852 U58 1964
U.S. National Library of Medicine	Classification	025.4 U58
U.S. Dept. of Health, Education, & Welfare	College and university enrollment and facilities survey, 1961-65	022.317 U58 E-C Pt. 4
Warren, Stafford	Proposal [for] the national library of science system	027.5 W293
West, Roland	Individualized reading instruction	372.41 W519
Wyer, Malcolm	Books and people	020.88 W979
Young, Virginia	The library trustee	023.3 Y77

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