

1898

If interested in education through libraries and reading you will probably wish to send your name either as a member or as 'interested.' See page 35

*The best reading,
for the largest number, at the least cost*

American Library Association Handbook

June 1898

The association seeks in every practicable way to develop and strengthen the public library as an essential part of the American educational system. It therefore strives by individual effort of members and where practicable by local organization to stimulate public interest in establishing or improving libraries and thus bringing the best reading within reach of all.

American Library Association

Organized Oct. 6, 1876; incorporated Dec. 10, 1879.

Origin. Early in 1876 a few who believed that the great work just opening before libraries as an educational force demanded organization and active cooperation, proposed a library conference in connection with the Centennial exhibition. Hearty responses from prominent librarians led to general announcements in the press and special invitations, sent through the U. S. Bureau of Education, to American and leading foreign librarians. October 4, 1876, 103 enthusiastic librarians spent three days in Philadelphia in comparing methods and interchanging views and experience.

The great practical benefits derived and the possibilities of progress and influence suggested by this first meeting convinced the most skeptical, and on October 6, 1876, the AMERICAN LIBRARY ASSOCIATION was organized to promote the library interests of the country, and increase reciprocity and good will among librarians and all interested in library economy and bibliography.

Objects. Besides advancing general library interests in every practicable way, the

association, which is commonly known as the A. L. A., aims:

1 By organization and force of numbers to effect needed reforms and improvements, most of which could not be brought about by individual effort.

2 By cooperation, to lessen labor and expense of library administration.

3 By discussion and comparison, to utilize the combined experiments and experience of the profession in perfecting plans and methods and in solving difficulties.

4 By meetings and correspondence, to promote acquaintance and *esprit de corps*.

Growth. The association has steadily maintained its original reputation as a practical working body. In cities where hundreds of conventions have been held, it is a common remark after a library meeting that, more than any similar body, the librarians devote themselves persistently and enthusiastically to their professional problems. The antiquarian and historical side has received little attention, their supreme interest being to accomplish more for the public good with the means and time available for libraries. But it would have been impossible to build up the practical

cooperation among libraries with common interests, on which the great success of the association rests, without the foundation of systemized detail laid by the unceasing effort of its first 15 years. This work was done under the watchword 'Cooperation' and the motto, later formally adopted by the association, 'The best reading, for the largest number, at the least cost'.

MEETINGS

Dates	Held at	Total attendance	Present members attended
1876, Oct. 4-6 . . .	Philadelphia	103	22
1877, Sep. 4-6 . . .	New York	66	21
1877, Oct.	London (internat'l) .	21	9
1879, June 30-July 2	Boston	162	54
1881, Feb. 9-12 . .	Washington	70	26
1882, May 24-27 . .	Cincinnati	47	12
1883, Aug. 14-17 . .	Buffalo, N. Y.	72	36
1885, Sep. 8-11 . . .	Lake George, N. Y. .	87	54
1886, July 7-10 . . .	Milwaukee	133	48
1887, Aug. 30-Sep. 2	Thousand Isl's, N. Y.	186	77
1888, Sept. 25-28 . .	Catskill Mts, N. Y. .	32	20
1889, May 8-11 . . .	St. Louis	106	61
1890, Sep. 9-13 . . .	Fabyans (White Mts)	242	117
1891, Oct. 12-16 . .	San Francisco	83	42
1892, May 16-21 . .	Lakewood, Baltimore and Washington . .	260	141
1893, July 13-22 . .	Chicago	311	168
1894, Sep. 17-22 . .	Lake Placid, N. Y. .	205	146
1895, Aug. 13-21 . .	Denver	147	77
1896, Sep. 1-8 . . .	Cleveland	363	295
1897, June 21-25 . .	Philadelphia	315	244
1897, July 13-16 . .	London (internat'l) .	93	59

GROWTH AND PERMANENCE OF MEMBERSHIP

Year	Membership nos. in order of joining	Added each year	Still members in 1898
1876	No. 1- 69	69	24
1877	" 70- 122	53	10
1878	" 123- 196	74	20
1879	" 197- 385	189	25
1880	" 386- 397	12	3
1881	" 398- 413	16	4
1882	" 414- 454	41	5
1883	" 455- 470	16	10
1884	" 471- 476	6	2
1885	" 477- 513	37	18
1886	" 514- 594	81	19
1887	" 595- 700	106	20
1888	" 701- 725	25	7
1889	" 726- 771	46	23
1890	" 772- 884	113	43
1891	" 885- 939	55	20
1892	" 940-1081	142	65
1893	" 1082-1230	149	86
1894	" 1231-1315	85	44
1895	" 1316-1377	62	39
1896	" 1378-1550	173	168
1897-98	" 1551-1693	143	138
		1693	793

Postconferences. Experience having proved that much of practical value for the year's work comes from informal discussions carried on by twos and threes, it is usual to have a postconference, which is at once so enjoyable and profitable that it tends to hold together the leading members for a

few days after the formal sessions end, when they have leisure to talk over fully the subjects in which they have common and peculiar interest.

This postconference, the intervals between sessions, and the one social evening which is a fixed feature of the program, afford opportunity for informal intercourse which does much to develop the strong *esprit de corps* characterizing the A. L. A.

Membership. Membership is open to any person connected with library administration, whether as trustee, librarian, assistant or in any other capacity. The A. L. A. also cordially welcomes all other friends of library progress, who may become members on vote of the board, for the vast field before the association offers abundant work for all. Annual fees are \$2 or \$5 according to grade of membership. For details see p. 8.

Every member receives free the annual volume of proceedings. In these days of rapid library progress every librarian who wishes to keep abreast of his profession must keep in close touch with the representative national body. In it are enrolled from all parts of the country, not only librarians, but also many others interested

in libraries as an educational agency. To its leaders libraries everywhere turn for advice as to buildings, administration and employees; and from its ranks nearly all important library positions in the country are filled.

CONSTITUTION

§ 1 *Name.* This organization shall be called the American Library Association.

§ 2 *Object.* Its object shall be to promote the welfare of libraries by stimulating public interest in founding and improving them, by securing needed state and national legislation, by furthering such cooperative work as shall improve results or reduce expenses, by exchanging views and making recommendations and by advancing the common interests of librarians, trustees and others engaged in library or allied educational work.

Members

§ 3 *Eligibility.* Any trustee, librarian or other person engaged in public library administration may become a member of the association by paying the annual fee and signing the constitution or a membership application blank supplied by the secretary and to be filed in the records. Other per-

sons may in the same manner become members after election by the board. Any member paying an annual fee of five dollars shall be known as a fellow.

§ 4 *Annual fee.* The annual dues shall be two dollars for members and five dollars for fellows or institutions, payable in January.

§ 5 *Associates.* Associates may be elected by the board for a single year with all privileges of members except voting, and shall pay besides the annual fee of two dollars such fee as shall be established each year by the board for associates wishing to share in reduced rates granted to members; but no extra fee shall be required from persons in the immediate family of members.

§ 6 *Honorary members.* Honorary members nominated by the board may be elected by unanimous vote at any meeting of the association and shall be exempt from dues.

§ 7 *Life members and fellows.* Any member may become a life member or life fellow, entitled during life to all rights and privileges of membership without payment of annual dues, by payment of \$25 for life membership and \$100 for life fellowship.

Endowment fund

§ 8 All receipts from life memberships and all gifts for this special purpose, shall constitute an endowment fund which shall be invested and kept forever inviolate. The interest shall be expended as the council may direct. The custody of the endowment fund shall be committed to three trustees, one of whom shall be elected by ballot at each annual meeting of the association, to hold office for three years from the date of his election. No money shall be expended from the endowment fund except on check signed by a majority of the trustees.

Officers

§ 9 The officers of the association shall be a president, three vice-presidents, a secretary, a recorder and a treasurer, to be elected by ballot at the annual meeting and to hold office until the adjournment of the meeting at which their successors are elected.

§ 10 *Executive board.* These officers, together with the president for the preceding year, shall constitute an executive board, with power to act for the association in intervals between meetings on all matters on which they reach unanimous agreement.

They shall elect from members of the association a finance committee consisting of three members, a cooperation committee of five members, and such other committees or officers as shall be required to transact the business of the association.

§ 11 *Secretary.* The secretary shall have charge of the books, papers and correspondence, and shall give due notice of any election, appointment, meeting or other business requiring the personal attention of any member.

§ 12 *Recorder.* The recorder shall keep a faithful record of the members present at each meeting of the association or board and of all business transacted.

§ 13 *Treasurer.* The treasurer shall keep a full and accurate record of all receipts and disbursements, with date, purpose, and amount; collect dues; pay bills, but only on written order of two members of the finance committee; and shall make an annual report.

§ 14 *Finance committee.* The finance committee shall make all needed appropriations, audit bills, and give orders on the treasurer for payment; and no expense shall be incurred on behalf of the association by any officer or committee, in excess of the appro-

priation made for the purpose by the finance committee.

§ 15 *Cooperation committee.* The cooperation committee shall consider and report on plans for securing improvement, economy, uniformity and harmony in any department of library work.

§ 16 *Publishing section.* The publishing section shall consist of five members appointed by the executive board for terms of not more than three years. Its object shall be to secure the preparation and publication of such catalogs, indexes and other bibliographic and library aids as it may approve.

The section shall annually appoint from its own number a chairman, secretary and treasurer.

No moneys shall be paid by the treasurer except with the written approval of three other members of the section, and no work shall be undertaken except by a vote of a majority of the whole section.

The treasury of the section is entirely distinct from that of the association, and the association is not liable for any debts incurred by the section. With the approval of the finance committee, money may be appropriated from the treasury of the association for

the running expenses of the section, but the section depends on the endowment fund as the financial basis of its undertakings.

The section shall report in writing at each annual meeting of the American Library Association.

§ 17 *Council*. There shall be a council to serve as an advisory board. No recommendation in relation to library administration shall be promulgated by the association, and no section shall be established under its name, till approved by two-thirds vote of the council.

The council shall consist of 20 members, whose term of office shall be five years. They shall be divided into five classes, so that the term of office of four members shall expire annually. Election for their successors shall be by ballot of the association at the annual meeting, from eight nominees selected by the council by ballot. All other vacancies shall be filled by the council for the unexpired terms.

Meetings

§ 18 *Regular meetings*. There shall be an annual meeting at such time and place as may have been decided on by the association or board, and the secretary shall

send notice to every member of the association at least one month before meeting.

§ 19 *Special meetings*. Special meetings of the association shall be called by the president on request of 10 or more members, provided that one month's previous notice be duly given, and that only business specified in the call shall be transacted. Meetings of the board may be called by the president or by a majority of its members.

§ 20 *Quorum*. Twenty active members shall constitute a quorum.

§ 21 *Votes by correspondence*. Any resolution approved in writing by every member of the board or of any committee shall have the force of a vote.

Amendments and by-laws

§ 22 *Amendments*. This constitution may be amended by three-fourths vote at two successive meetings of the association, provided that each member shall be notified of the proposed amendment at least one month before its final adoption.

§ 23 *Adoption and amendment*. Any by-law not inconsistent with this constitution may be adopted or amended by three-fourths vote at two successive meetings.

§ 24 *Suspension and repeal.* Any by-law may be suspended by unanimous vote at any meeting, but shall be repealed only by three-fourths vote at two successive meetings.

By-laws

§ 1 *Eligibility of president.* The same person shall not be elected president for two consecutive terms.

§ 2 *Program.* No paper shall be read before a meeting of the association till it has been examined by the board or a program committee appointed by it, which shall decide whether it is to be read entire or by abstract, or to be submitted for printing in full or abstract, or rejected.

§ 3 *Resolutions and arrangements.* The board shall appoint for each general meeting a local committee to have in charge all local arrangements under the direction of the board or program committee, and also a resolutions committee to prepare for the association needed votes of thanks and other resolutions; and all resolutions offered by members shall be referred to this committee for any desirable revision before final action is taken thereon by the association.

§ 4 The executive board should provide a printed ballot containing not less than three nominees for each office, including any names filed with the secretary 48 hours before the election by five members of the association.

SECTIONS

Within the association are several sub-organizations of those engaged in the same specific work or seeking to accomplish some common purpose of too technical or novel character, or involving too great outlay, to belong properly to the association at large.

This section system has doubled the practical usefulness of the meetings, as every library worker can find in its best form the kind of discussion he most needs. Section meetings, except of trustees, are open to all and provide for the needs of each special class of workers, while the regular sessions are left free for subjects of general interest.

The most important sections are: Elementary section devoted to the interests of the smallest libraries.

Large libraries section for the great city libraries having special problems growing out of their branches and deliveries.

College and reference section for libraries of educational institutions and the questions pertaining specially to reference rather than circulating collections.

State library section to consider all questions concerning the state's relation to library interests.

Trustees section to consider questions which are settled by the governing board rather than the administrative officers.

Bibliographic, law, medical and other sections will give opportunity for any group of workers however small to meet by themselves and compare theories and experience with a detail impracticable in a great convention.

The publishing section has a similar name but a different work. It has charge of the preparation and publication of catalogs, indexes and other bibliographic and library aids which the association finds it wise to undertake.

State library section

The most important library problem now before the country is the relation of the state to libraries. This includes legislation, subsidies, state aid, exemption from taxation, public documents and their distribution, or-

ganization of the library interests of each state, library commissions, traveling libraries, public libraries departments, annotated lists of best books prepared and distributed by the state authorities, and indeed every question concerning the state's relation to library interests.

The results already obtained in the way of state library commissions and state aid to libraries in both grants of moneys and traveling libraries, warrant the expectation that through the state library is to be found the greatest means of library advancement in the immediate future.

State aid to libraries. Seven states, Massachusetts, New Hampshire, Connecticut, Vermont, Wisconsin, Georgia and Ohio, have already established library commissions and offer aid in money, advice or other assistance to new libraries. California, Colorado, Illinois, New Jersey, Indiana and Kentucky have asked their legislatures to establish library commissions. California, Maine and Rhode Island give assistance to school or other libraries through the board of education or state library.

New York has instead of a library commission a public libraries department of the

University of the State of New York, the first distinct government department devoted entirely to promoting public library interests. About \$50,000 a year is appropriated for the benefit of free public libraries including the traveling library system. From the academic fund also of over \$250,000 annually the University grants money for approved books added to libraries of academies and high schools or lent to them as academic traveling libraries. Libraries receiving aid must be under state supervision, must be free to the public for either circulation or reference, and must be open at least one hour on three days of each week, and oftener in larger places according to population. A grant equal to the amount raised from local sources, up to \$200 a year is made to each library to be spent exclusively for books approved by the public libraries department, which also aids libraries by advice and instruction personally or by mail, or through the state library school or its summer session, by official visitation, by lists of approved books, by promoting library organization and in other ways. The state library also lends books to any of the nearly 1200 University institutions.

A traveling library can be borrowed for six months by any library under the department's supervision, by any community on application of 25 taxpayers, or by the officers of a registered extension center, study club or reading circle giving a satisfactory guaranty for safe return and paying a fee of \$3 for 50 volumes or \$5 for 100 volumes. Annotated catalogs may be had free on application. The state now has in active use about 500 traveling libraries usually of 100 volumes each, and has in the suite of rooms in the capitol assigned to this special work a staff of 15 giving their entire time to public library interests, besides aid from the state library staff of 30.

A library not owned by the public, but maintained for its welfare and free use, if registered by the University as maintaining a proper standard, may obtain a subsidy from local taxation of not more than 10 cents a volume of the yearly circulation approved and certified by the public libraries department.

Full information of this great work may be had free from the State library, Albany, N. Y.

The work accomplished by the various state library associations was summed up in the *Library Journal* for 1895, p. 380-82.

Accurate reports from every state and territory regarding the progress of library legislation, the establishment of new libraries and all library gifts and bequests, is submitted to the annual meetings of the A. L. A. and published in the *Library journal*.

Traveling libraries. Increasing interest is shown in several states, in this most recent and economical method of bringing books to people distant from local libraries, whereby libraries are living up to our motto, which demands provision of 'the best reading for the largest number at the least cost.'

New York has since 1892 conducted the largest and most thoroughly organized system of traveling libraries. More recently Iowa, Michigan, Maryland, Montana, New Jersey and Wisconsin have passed laws establishing the traveling library system; in Ohio this system has just been started under the general law passed in 1896.

Philadelphia through its free library has started the traveling libraries throughout the more remote parts of the city, and in

Wisconsin, Massachusetts, Kentucky and elsewhere they are conducted under private auspices.

Trustees section

More boards of trustees are each year recognizing the practical value of having their librarians attend the meetings, and give them not only the time but necessary expenses. More significant is the increasing number of trustees who find that it pays to attend the A. L. A. meetings themselves as the best place to qualify themselves for more efficient discharge of their public trust. Some of the meetings of trustees are jointly with the librarians interested in supervisory problems; at others only trustees are present, thus having opportunity to discuss salaries, laws, vacations, rules for staff and other questions in which the librarians have a personal interest which modify their judgment.

Publishing section

This section was organized in 1886, as a publishing society with an annual \$10 subscription, to secure the preparation and publication of catalogs, indexes and other bibliographic and library aids.

Since the establishment of the A. L. A. endowment fund, however, which now furnishes the financial guarantee for the association publications, the membership plan has been abolished and the publications are sold through the Library Bureau. Among the most important publications already issued are:

Reading for the young, a classified and annotated catalog (with author index) of books for young people, by John F. Sargent. Issued in 1890, it found a ready sale and quick recognition as a useful guide. A supplement nearly as large, compiled by Mr Sargent's sisters, Mary E. and Abby L. Sargent, was published in 1896. This contains an author index to its own titles and a detailed subject index to both volumes. Both lists include articles in children's periodicals—*St Nicholas*, *Youth's companion*, *Harper's round table* and *Wide-awake*—making them the young people's Poole's *Index*, and adding greatly to their usefulness.

A L. A. index. This issued in 1893, is for general literature what Poole's *Index* is for periodicals. In a single alphabet of subjects it gives a clue to the labyrinth of miscellaneous essays, collected biography and

travel, historical monographs, reports of various sociologic societies, boards, etc. The first five year supplement includes the contributions which have appeared in the *Annual literary index*, and much besides.

Subject headings for use in dictionary catalogs. Compiled by a committee of the Association, and published in 1895. It is intended to promote uniformity in cataloging and to help the cataloger in choosing between synonymous or related headings, and in making necessary cross-references. Early sale of the entire edition showed that it was a tool which librarians needed. The new edition of 1898 has been carefully revised and will long be the standard authority.

Annotated lists. This is a series of lists of the best books in different departments, accompanied by critical and comparative notes. The first of this series was of general scope, *Books for girls and women and their clubs*, its different sections compiled by specialists recognized as competent authorities in their several departments, such as Russell Sturgis in fine arts, H: E. Krehbiel in music, Prof. R. G. Thwaites in history, H: C. Bolton in chemistry, Stewart Culin in

folk lore, and many others. Though having the needs of a special class in view, and hence in a few sections (such as self-culture, livelihoods and domestic economy) being specially designed for the use of girls and women, the book as a whole is of equal value to all, and should be on the reference shelf of every public and school library. It is to be followed by lists more extended in special departments, an *Annotated list on fine arts*, by Russell Sturgis; and an *Annotated list on music*, by H. E. Krehbiel, a brief *Annotated list of children's books*, by Miss C. M. Hewins, of the Hartford public library. This important series could not have been published except for the liberality of Mr George Iles of New York who has not only given outright much valuable service but has also paid the printing bills amounting to several thousand dollars, personally taking all risks of loss and giving to the section any possible profits.

A. L. A. portrait index. This index to portraits contained in books and periodicals and published collections will soon be issued under the editorship of W: C. Lane of Harvard university, with the cooperation of other libraries and bibliographers. The index

will be general in scope, describing a portrait by giving the name of the artist (painter, engraver, etc.) as given on the plate, with an occasional date or descriptive epithet (caricature, death-mask, at the age of—, statue and the like); i. e. it will be a collection of material simply, and will not attempt critical comparison or discussion.

Library primer. In *Public libraries* there has been printed a series of chapters of information and advice in elementary form in regard to the various details of public library organization and administration. These were in tentative form to elicit criticism and suggestion, and after being thoroughly worked over and amended, and submitted to farther criticism of leading librarians, they will be issued as a library primer.

Printed catalog cards for current books. The preparation and issue of these cards, conducted by the Library Bureau for three years with distinctly greater success than any former experiments, was in October, 1896 transferred to the publishing section. The cataloging is now done at the Boston Athenaeum by the publishing section's cataloger; but the cards are still printed and

distributed by the Library Bureau, which for three years issued about 5000 cards a year to an average of 60 subscribers, furnishing the cards in any size, style or quality desired to match existing card catalogs. Each card bears the proper class marks of the 'Decimal' and 'Expansive' systems of classification, the Cutter author-number, suitable headings for subject entry in a dictionary catalog, and catch-words of added entries when needed. These items serve only as suggestions in some libraries (so diverse are methods of cataloging); but in smaller libraries and those beginning their work they are followed as guides. In any case the cataloger has only to fill in the shelf marks and the subject headings in their proper place on the cards and they are ready to be inserted in the catalog. As many cards are sent as are necessary for the proper cataloging of the book under author, subject and title entries. Only such books are cataloged as would be somewhat generally bought by public libraries, excluding editions *de luxe*, gift books, children's picture books, school text-books, medical, legal and other professional works. By this system the small libraries are able to have their cata-

logging of these books done by experts and in print, thus saving the most serious item of library administration.

ENDOWMENT FUND

This was established by the trustees section in 1890 as a permanent fund 'for publishing the proceedings of the association.' The fund of \$5000 then collected has now increased to \$6000. This fund should be increased to \$100,000 or more so that the income would allow much other important and useful work from which no pecuniary profit can be expected.

The fund itself is kept inviolate, and its annual income used as the council directs by the publishing section. This furnishes capital for printing needed library aids. If the returns from sales equal expenses, the means of the publishing section are not depleted, as its officers receive no compensation for their service. If, as is to be expected in printing books which publishers will not undertake, there is a deficit, it must be made up by the interest of the fund or by gifts before work can be continued.

A. L. A. AT COLUMBIAN EXPOSITION

A very important work accomplished by the Association, in cooperation with the

United States bureau of education, was the library exhibit and the model A. L. A. library of 5000 volumes for an average community and its catalog at the Columbian exposition in 1893. The A. L. A. library was deposited with the bureau of education, Washington, the comparative exhibit with the library school, State library, Albany. 20000 copies of the *Catalog of the A. L. A. library* were distributed free within a year. It can be had free from the Bureau of education, Washington, D. C.

The five year supplement to this most practically useful catalog ever published will be issued in October 1898 by the public libraries division of the University of the State of New York, which will furnish an edition also to the publishing section. Even greater care than in 1893 will be taken to secure the advice and cooperation of experts in all subjects so that the volume shall be the best selection possible from the books of the past five years, cataloged and classified by the most approved methods.

COOPERATION WITH NATIONAL EDUCATIONAL ASSOCIATION

The National Educational Association, in 1896, in response to a very strong demand,

established a library department in formal recognition of the fact that libraries are as essential as public schools in any satisfactory system of education. All educators concede that the schools with compulsory attendance should take the responsibility of teaching the children to read and giving them a taste for good literature, while the library should undertake to guide and develop this taste and supply the best reading for the rest of their lives. The establishment of this department on this highest plane of the dignity and importance of libraries and reading will mark an educational era and bring about a more effective cooperation between public libraries and public schools.

The first officers were: president, Melvil Dewey, secretary of the University of the State of New York; vice-president, Sup't J. H. Van Sickle, Denver, Col.; secretary, Mary Eileen Ahern, Library Bureau, Chicago, Ill. The president for 1898 is Pres. L. D. Harvey, Milwaukee normal school; the secretary, Miss Myrtila Avery of the New York state library.

At the request of the National educational association the A. L. A. has a standing committee to cooperate specially in this work.

GIFTS AND BEQUESTS

The *Library journal* has since 1880 had a department for recording gifts and bequests to libraries, and in 1890, 1891, 1894 and 1896 reports on this subject were made at the A. L. A. meetings. The report for 1894-96, though meager and imperfect, states that in two years the libraries heard from had received nearly \$25,000,000 in money, buildings worth nearly \$1,000,000, and more than 100,000 volumes, besides pictures, statues, bric-à-brac, coins and manuscripts whose value was not estimated.

ALLIED AGENCIES

From the A. L. A. have grown three agencies whose influence and value have been perhaps even greater than its own immediate action, though none of the three is under its direct control.

1 **Library journal.** This is the official organ, a monthly exponent of library progress, whose volumes constitute a bibliothecal library now recognized as a necessity in every progressive library and as unequaled in any language. Its office is 59 Duane st. and the subscription is \$5 a year.

2 **Library Bureau.** This, since its first three years when it was conducted as a part of the secretary's work, has had no organic

connection with the A. L. A., but is carried on in full harmony with its spirit and aims as an instrument through which the A. L. A. cooperative schemes may be realized, and as an agency for all library wants except books and periodicals. It undertakes as a library center for the country such needed enterprises as are impracticable for the Association or the *Library journal*, and thus serves as their business supplement, publishing and manufacturing many technical library fittings and supplies needed for the most efficient and economical work, but which would not be undertaken by a mere commercial house.

The Library Bureau also publishes monthly at \$1 a year *Public libraries*, which deals with all phases of library work in a concise, simple way, such as will best aid, encourage and inspire small libraries. It may be had at any of the Library Bureau offices: Boston, 530 Atlantic av.; New York, 280 Broadway; Chicago, 125 Franklin st.; Philadelphia, 112-116 No. Broad st.; Washington, D. C., 1416 F st. N. W.; London, 10 Bloomsbury st. W. C.; Paris, 8 rue Aubriot.

3 **Library schools.** The school at Albany, carried on by the University of the State of

New York, is a powerful agent in raising the standards of intelligence and efficiency for librarians and their assistants. Only those who have completed a high school course or its equivalent, are admitted to the entrance examinations, which cover two years' work of college grade. College graduates may be received without examination, but are required to furnish a certificate of special work done in college in literature, history, French and German. A standing of 75 per cent in all work of the two years' course is required for a diploma; while for the degree bachelor of library science (B. L. S.), honors, or 90 per cent in three fourths of all work of the course, are required.

The school now has a regular faculty of 10 and of 20 nonresident lecturers. It occupies a suite of large rooms in the state capitol specially equipt for its work, where it has an illustrative collection made from its establishment in 1876 by the A. L. A., the international library exhibit from the Chicago world's fair of 1893 and thousands of articles collected by the school itself. This bibliographic museum illustrates everything connected with library buildings, furniture, equipments, administration meth-

ods, cataloging, classifying and every detail of practical librarianship. It is unequaled in size and practical value for study, being fully cataloged, labeled and indexed. It is free to all interested and is constantly visited by librarians and trustees who are making a thorough study of library problems. Contributions are invited to this, which is the museum of the whole association deposited permanently in the custody of the library school.

236 students have matriculated in the school since its opening, January 5, 1887. Its graduates and students have filled 604 positions in 25 states. Many are already taking leading places in the profession, many of them in turn giving more or less systematic training to others. For those unable to spend two years in the regular course and yet anxious to share in the advantages of the school, there is a summer session of five weeks, first opened in 1896, when special teachers supplemented by the regular faculty undertake to give the most practical course possible in so short a time.

The demand for trained librarians and assistants has outgrown the ability of the New York state library school to satisfy it,

and several other schools and training classes have been established from time to time, three of which are on a permanent footing. These are connected with the Pratt institute in Brooklyn, Drexel institute in Philadelphia and University of Illinois at Champaign, and are under direction of graduates of the New York state school.

The Pratt institute school in Brooklyn, opened in 1890, has graduated 163 students from its one year course, and 3 from its special or second year course established in 1896.

The Drexel institute school in Philadelphia, opened in 1892, has a one year course, has graduated 70 students and enrolled 20 for the ensuing term.

The Illinois school was opened at Armour institute, Chicago, in 1893 with a one year course. In 1897 this school was transferred to the university of the state at Champaign, where it is housed in one of the finest of recent college library buildings and has been made an integral part of the university. Its director, Miss Katharine L. Sharp, is a full professor in the university and the school in all respects is on the full plane of the university professional school and enjoys many advantages not to be found outside a large university.

Printed matter descriptive of its work can be had free on application to any of the schools.

INTERESTED LIST

A register is kept of those interested in the modern library movement in all parts of the country. If the reader of this circular does not care to send the \$2 fee to the treasurer and become a member, but yet wishes to receive other printed matter about libraries and librarianship, he should send his address marked 'Interested in libraries' to Melvil Dewey, director New York state library, Albany, N. Y.

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