The best reading for the largest number at the least cost.

AMERICAN LIBRARY ASSOCIATION

SUPPLEMENTARY HANDBOOK

MAY, 1902.

CONTENTS

PURPOSES OF THE ASSOCIATION
GROWTH AND PERMANENCE OF MEMBERSHIP
PAST MEETINGS AND ATTENDANCE
CONSTITUTION AND BY-LAWS
OFFICERS AND COMMITTEES
SUPPLEMENTARY MEMBER LIST
CHANGED ADDRESSES
NECROLOGY

BOSTON
COMPILED BY THE SECRETARY
1902
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American Library Association.

Organized, October 6, 1876.
Incorporated, December 10, 1897.

This national body was organized in Philadelphia, Oct. 6, 1876, as the immediate result of a three days' library conference held in connection with the Centennial exhibition.

Its purposes are the promotion of library interests, the interchange of experience and opinions, the obtaining of larger results from library labor and expenditure, and the advancement of the profession of librarianship.

In addition to advancing library interests generally, 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.

As shown by the following tables, the association has steadily grown in numbers, its present membership being over one thousand. Since 1876, with but three exceptions, it has held annual meetings; the place of meeting is purposely varied so as to reach different sections of the country.

Growth and Permanence of Membership.

<table>
<thead>
<tr>
<th>Year</th>
<th>Membership Nos. in order of joining</th>
<th>Added each year</th>
<th>Members April 1, 1902</th>
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<td>1894</td>
<td>324-1230</td>
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<td>1895</td>
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<td>1898</td>
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<td>1899</td>
<td>334-1825</td>
<td>141</td>
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<td>336-2000</td>
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<td>1902*</td>
<td>2071-2390</td>
<td>274</td>
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<tr>
<td></td>
<td>2391-2432</td>
<td>42</td>
<td>42</td>
</tr>
</tbody>
</table>

*To April 1.

In addition to benefits derived from the formal proceedings, and the papers presented at the various sessions of each general meeting, those in attendance find a direct practical value in the informal discussions and individual conferences made possible by the intervals between sessions. Similar opportunities are given by the necessity for traveling together to and from the places of meeting, and at the various social occasions connected with the conferences.
Meetings.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Held at</th>
<th>Total Attendance</th>
<th>Present members attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>1876, Oct. 4-6</td>
<td>Philadelphia</td>
<td>163</td>
<td>16</td>
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<tr>
<td>1877, Sept. 4-6</td>
<td>New York</td>
<td>66</td>
<td>19</td>
</tr>
<tr>
<td>1877, Oct. 2-5</td>
<td>London (international)</td>
<td>21</td>
<td>6</td>
</tr>
<tr>
<td>1879, June 30-July 2</td>
<td>Boston</td>
<td>102</td>
<td>44</td>
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<tr>
<td>1881, Aug. 14-17</td>
<td>Washington</td>
<td>70</td>
<td>21</td>
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<tr>
<td>1882, May 24-27</td>
<td>Cincinnati</td>
<td>47</td>
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<tr>
<td>1883, Sept. 8-11</td>
<td>Buffalo, N. Y.</td>
<td>72</td>
<td>32</td>
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<td>1885, July 7-10</td>
<td>lake George, N. Y.</td>
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<tr>
<td>1887, Aug. 30-Sept. 2</td>
<td>Milwaukee</td>
<td>133</td>
<td>46</td>
</tr>
<tr>
<td>1888, Sept. 25-28</td>
<td>Thousand Islands, N. Y.</td>
<td>186</td>
<td>63</td>
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<td>1889, May 8-11</td>
<td>Catskill Mts., N. Y.</td>
<td>32</td>
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<tr>
<td>1890, Sept. 9-13</td>
<td>St. Louis</td>
<td>106</td>
<td>56</td>
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<tr>
<td>1891, Oct. 12-16</td>
<td>fabwans (white Mts.)</td>
<td>224</td>
<td>106</td>
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<tr>
<td>1892, July 16-21</td>
<td>San Francisco</td>
<td>83</td>
<td>34</td>
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<tr>
<td>1893, July 13-22</td>
<td>Lakewood, Baltimore and Washington</td>
<td>200</td>
<td>126</td>
</tr>
<tr>
<td>1894, Sept. 17-22</td>
<td>Chicago</td>
<td>311</td>
<td>140</td>
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<tr>
<td>1895, Aug. 13-21</td>
<td>Lake Placid, N. Y.</td>
<td>205</td>
<td>129</td>
</tr>
<tr>
<td>1896, Sept. 1-8</td>
<td>Denver and Colorado Springs</td>
<td>147</td>
<td>56</td>
</tr>
<tr>
<td>1897, June 21-25</td>
<td>Cleveland</td>
<td>303</td>
<td>188</td>
</tr>
<tr>
<td>1897, July 13-16</td>
<td>Philadelphia</td>
<td>315</td>
<td>176</td>
</tr>
<tr>
<td>1898, July 5-9</td>
<td>London (international)</td>
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<td>48</td>
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<tr>
<td>1899, Sept. 9-13</td>
<td>Lakewood-on-Chautauqua</td>
<td>494</td>
<td>271</td>
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<tr>
<td>1900, June 6-12</td>
<td>Atlanta, Ga.</td>
<td>215</td>
<td>136</td>
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<tr>
<td>1901, July 3-10</td>
<td>Montreal, Canada</td>
<td>462</td>
<td>320</td>
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<tr>
<td>1902, June 14-20</td>
<td>Waukesta, Wis.</td>
<td>460</td>
<td>388</td>
</tr>
</tbody>
</table>


Adopted 1900.

Object.

§ 1. The object of the American Library Association shall be to promote the welfare of libraries in America.

Membership.

§ 2. Members and fellows. Any person or institution engaged in library work may become a member or fellow by paying the annual dues, and others, after election by the executive board.

§ 3. Honorary members and fellows. On nomination of the council, honorary members may be elected by unanimous vote at any meeting of the association.

§ 4. Life members and fellows. Any individual member may become a life member, exempt from dues by paying $25. On payment of $100 any individual member may become a life fellow and any institution a perpetual member. An individual life member may become a life fellow on payment of $75.

Endowment Fund.

§ 5. All receipts from life and perpetual memberships and life fellowships, and all gifts for endowment purposes, shall constitute an endowment fund, which shall be invested, and the principal kept forever inviolate. The interest shall be expended as the council may direct. The endowment fund shall be in the custody of three trustees, one of whom shall be elected by ballot at each annual meeting to hold office for three years from the date of his election and until his successor shall be elected. No money from the endowment fund shall be invested or expended except on check signed by a majority of the trustees.

Management.

§ 6. The business of the association shall be entrusted to the executive board and the council. But the association may, by a three-fourths vote of those present and voting, take direct action, or revise the action of the executive
Board or council, or give them mandatory instructions.

**Officers and Committees.**

§ 7. The officers of the association shall be a president, first and second vice presidents, a secretary, a recorder, and a treasurer, to be elected by ballot at the annual meeting of the association, and to hold office until the adjournment of the meeting at which their successors are elected. These officers, together with the president for the preceding term, shall constitute an executive board and they shall also serve as officers of the executive board and of the council.

§ 8. *President and Vice Presidents.* The president shall be the representative head of the association. In case of his death, resignation, or inability to serve, the ranking vice president shall become president.

§ 9. *Secretary.* The secretary, subject to the general authority of the president and of the executive board, shall be the active executive officer. He shall be elected first for one year, and upon re-election for a term of three years, and shall have such salary as the council may determine.

§ 10. *Recorder.* The recorder shall keep a record of the attendance and proceedings at each meeting of the association, council or executive board.

§ 11. *Treasurer.* The treasurer shall record all receipts and disbursements, collect dues, pay bills on written order of two members of the finance committee, and make an annual report to the association.

§ 12. *Executive Board.* The executive board shall administer the business affairs of the association, except those entrusted to the council; and it shall have power, in intervals between meetings of the association or of the council, to act on all matters on which those members present at a meeting reach unanimous agreement. The executive board shall appoint from the membership of the association a finance committee of three, and may appoint other committees, assistant officers, and reporters on special subjects. It shall have authority to arrange the program for the annual meeting and to decide upon the presentation and printing of papers and reports.

§ 13. *Finance committees.* The finance committee shall prepare annual and supplementary budgets, within which appropriations shall be made by the executive board. It shall 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 authorized appropriation.

§ 14. *Votes by correspondence.* Approval in writing by every member of the council or of a board or committee shall have the force of a vote.

**Council.**

§ 15. *Members and votes.* The council shall consist of the executive board and twenty-five members elected by the association, five each year, to hold office for five years.

§ 16. *Meetings.* The council shall meet at the place of meeting of the association, immediately prior to the annual meeting of the asso-
ciation, and immediately prior to the final session thereof, and also between meetings of the association on call of the executive board or of a majority of the councillors.

§ 17. Duties. The council shall adopt by-laws for the association. It shall nominate officers of the association and trustees of the endowment fund, and shall include on a printed ballot other nominations filed with the secretary by five members of the association twenty-four hours before the election. It may, by a two-thirds vote, establish sections of the association. It may, by a two-thirds vote, promulgate recommendations relating to library matters, and no resolutions except votes of thanks and on local arrangements shall be otherwise promulgated.

Publishing Board.

§ 18. The publishing board 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.

§ 19. The publishing board shall annually appoint its chairman, secretary and treasurer.

§ 20. No moneys shall be paid by the treasurer and no work shall be undertaken except by vote of a majority of the whole board.

§ 21. The treasury of the publishing board shall be entirely distinct from that of the association, and the association shall not be liable for any debts incurred by the publishing board. With the approval of the finance committee, money may be appropriated by the executive board from the treasury of the association for the running expenses of the publishing board.

§ 22. The publishing board shall report in print at each annual meeting of the association.

Meetings.

§ 23. Annual meetings. There shall be an annual meeting of the association at such place and time as may be determined by the council.

§ 24. Special meetings. Special meetings of the association may be called by the executive board, and shall be called by the president on request of twenty members of the association. At least one month's notice shall be given, and only business specified in the call shall be transacted.

§ 25. Quorum. Forty members shall constitute a quorum.

Amendments and By-laws.

§ 26. Amendments. This constitution may be amended by a three-fourths vote of those present and voting at two successive meetings of the association, provided that notice of the amendments in their final form be sent to each member of the association at least one month before its final adoption.

§ 27. By-laws. Any by-law may be suspended by a three-fourths vote of those present and voting at any meeting of the association or council.
By-Laws.

§ 1. The annual dues of the association shall be $2 for individuals and $5 for libraries and other institutions, payable in advance in January. Members who are one year in arrears shall, after proper notification by the treasurer, be dropped from the roll of membership.

§ 2. Nine members shall constitute a quorum of the Council for the transaction of routine business, but no sections of the association shall be established and no recommendations relating to library matters shall be promulgated at any meeting at which there are less than 17 members present. The records of the council, so far as of general interest, shall be printed with the proceedings of the association.

§ 3. In case of a vacancy in any office, except that of president, the executive board may designate some person to discharge the duties of the same pro tempore.

§ 4. No person shall be president, first or second vice-president, or councillor of the association for two consecutive terms.

§ 5. The president and secretary, with one other member appointed by the executive board, shall constitute a program committee, which shall, under the supervision of the executive board, arrange the program for each annual meeting and designate persons to prepare papers, open discussions, etc., and shall decide whether any paper which may be offered shall be accepted or rejected, and if accepted, whether it shall be read entire, by abstract or by title. It shall recommend to the executive board printing accepted papers entire or to such extent as may be considered desirable.

§ 6. The executive board shall appoint annually a committee of five on library training, which shall investigate the whole subject of library schools and courses of study, and report the results of its investigations, with its recommendations.

§ 7. The executive board shall appoint annually a committee of three on library administration, to consider and report improvements in any department of library economy, and make recommendations looking to harmony, uniformity, and co-operation, with a view to economical administration.

§ 8. The executive board shall at each annual meeting of the association appoint a committee of three on resolutions, which shall prepare and report to the association suitable resolutions of acknowledgments and thanks. To this committee shall be referred all such resolutions offered in meetings of the association.

§ 9. The objects of sections which may be established by the council under the provisions of section 17 of the constitution, shall be discussion, comparison of views, etc., upon subjects of interest to the members. No authority is granted any section to incur expense on the account of the association or to commit the association by any declaration of policy. A member of the association eligible under the rules of the section may become a member thereof by registering his or her name with the secretary of the section.
§ 10. Provisions shall be made by the executive board for sessions of the various sections at annual meetings of the association, and the programs for the same shall be prepared by the officers of sections in consultation with the program committee. Sessions of sections shall be open to any member of the association, but no person may vote in any section unless registered as a member of the same. The registered members of each section shall, at the final session of each annual meeting, choose a chairman and secretary, to serve until the close of the next annual meeting.

OFFICERS, 1901-1902.

President.
John S. Billings, Public Library, New York.

First Vice-President.
James K. Hosmer, Public Library, Minneapolis, Minn.

Second Vice-President.
Electra C. Doren, Public Library, Dayton, Ohio.

Secretary.
Frederick Winthrop Faxon, 108 Glenway St., Dorchester, Mass.

Treasurer.
Gardner M. Jones, Public Library, Salem, Mass.

Recorder.
Helen E. Haines, Library Journal, New York City.

Registrar.

Executive Board.
(With power to appoint sub-committees.)
The president, ex-president (Henry J. Carr),
vice-presidents, secretary, treasurer, and
recorder.

Trustees of the Endowment Fund.
John M. Glenn, Baltimore, Md. (Term expires 1902.)
George W. Williams, Salem, Mass. (Term expires 1903.)
Charles C. Soule, Boston, Mass. (Term expires 1904.)
A. L. A. COUNCIL.

The Executive Board and Twenty-Five Members, as follows:

Term expires 1902.
W. I. Fletcher, Amherst College Library.
W. E. Foster, Providence Public Library.
Caroline M. Hewins, Hartford Public Library.

Term expires 1903.
Wm. H. Brett, Cleveland Public Library.
F. M. Crunden, St. Louis Public Library.
Frank P. Hill, Brooklyn Public Library.
Hannah P. James, Osterhout Free Library, Wilkes-Barre, Pa.
J. N. Larned, Buffalo, N. Y.

Term expires 1904.
John S. Billings, New York Public Library.
Electra C. Doren, Dayton Public Library.
Wm. C. Lane, Harvard College Library.
J. L. Whitney, Boston Public Library.

Term expires 1905.
C. H. Gould, McGill University Library, Montreal.
J. K. Hosmer, Minneapolis Public Library.
Katharine L. Sharp, University of Illinois Library, Champaign.
Charles C. Soule, Boston, Mass.

Johnson Brigham, Iowa State Library.
John Thomson, Philadelphia Free Library.
Henry M. Utley, Detroit Public Library.
COMMITTEES, 1901-1902.

Finance.
James L. Whitney, Boston Public Library.  
Charles K. Bolton, Boston Athenæum, Boston.  
George T. Little, Bowdoin College Library, Brunswick, Me.

Library Administration.
Hiller C. Wellman, Springfield City Library.  
W. R. Eastman, New York State Library.  
N. D. C. Hodges, Cincinnati Public Library.

Public Documents.
Roland P. Falkner, Library of Congress.  
Adalaide R. Hasse, New York Public Library.  
W. E. Henry, Indiana State Library.  
Johnson Brigham, Iowa State Library.  
Worthington C. Ford, Boston Public Library.

Foreign Documents.
C. H. Gould, McGill University Library, Montreal.  
L. B. Gilmore, Detroit Public Library.  
James Bain, Jr., Toronto Public Library.  
Worthington C. Ford, Boston Public Library.

Co-operation with Library Department of National Educational Association.
John C. Dana, Springfield City Library.  
Melvil Dewey, New York State Library, Albany.  
J. H. Canfield, Columbia University Library.  
Isabel Ely Lord, Bryn Mawr College Library.

A. L. A. Publishing Board.  
W. I. Fletcher (term expires 1902), Chairman;  
Wm. C. Lane (term expires 1903), Secretary and Treasurer; Melvil Dewey (term expires 1904); Charles C. Soule (term expires 1903);  
R. R. Bowker, (term expires 1902).

Special Committees.
Gifts and Bequests—Reporter, George Watson Cole.


Program Committee—John S. Billings, Frederick W. Faxon, Helen E. Haines.


Title-pag es to Periodicals—W. I. Fletcher, Ernst Lemcke, A. E. Bostwick.


Sections and Section Officers.
College and Reference Section—Chairman, A. S. Root; Secretary, W. M. Smith.

State Library Section—Chairman, W. E. Henry; Secretary, Maude Thayer.

Trustees’ Section—Chairman, D. P. Corey; Secretary, T. L. Montgomery.

Catalog Section—Chairman, J. C. M. Hanson; Secretary, Mary E. Hawley.

Library Work with Children—Chairman, Annie C. Moore; Secretary, Mary E. Dousman.
SUPPLEMENTARY LIST OF MEMBERS, A. L. A.

APRIL, 1901—APRIL, 1902.

Supplementing List in 1901 Handbook.

The number following each address is the membership registration number in order of joining.


Allen, Miss Jessie M., Asst. Cataloger State Univ. of Missouri L., Columbia, Mo. 2355.

Allen Miss Mary Warren, Cataloger Dept. Libraries, Brooklyn Inst. of Arts and Sciences, Brooklyn, N. Y. 2430.

Allen Miss Sylvia M., Asst. P. L., St. Louis, Mo. 1482.

Applegate, Miss Elsie, Asst. P. L., Indianapolis, Ind. 2349.

Ball, Miss Lucy, Ex. Ln., 210 No. Union St., Grand Rapids, Mich. 890.


Bardwell, Mrs. W. A., 60 Cambridge Place, Brooklyn, N. Y. 840.

Barnard, J. M., 140 Beacon St., Boston, Mass. 2464.

Barton, Miss Margaret S., 1st Asst P. L., West End Br., Boston, Mass. 2501.

Bascom, Miss Elva L., Indexer State L., Albany, N. Y. 2477.

Beck, Miss Sue, Ln. P. L., Crawfordsville, Ind. 2343.


Berryman, J. R., Ln. State L., Madison, Wis. 540.

Beveridge, Mrs. Julia, Asst. Armour Inst. of Technology L., Chicago, Ill. 2258.

Billon, Miss Sophie C., Ln. L. Assoc., Davenport, Iowa. 2334.


Bogue, Oliver H., Sec'y Carnegie L., Wabash, Ind. 2272.


Bowdish, Miss Mary P., Asst. Cataloger P. L., Providence, R. I. 2484.

Bowerman, Mrs. George F., 1707 No. Broome St., Wilmington, Del. 2335.

Branch, Miss Elizabeth, student Univ. of Ill. L. S., Champaign, Ill. 2337.

Briesen, Miss Henriette von, Ln. P. L., Manito- woc, Wis. 2341.


Brown, Miss Bertha Mower, Ln. P. L. Eau Claire, Wis. 2253.


Brown, Miss Edna Adelaide, 64 Summit St., Pawtucket, R. I. 2024.

Brown, Miss Gertrude L., Asst. F. P. L. Evans- ton, Ill. 1812.


Brown, Miss Zaidee M., student N. Y. State L. S., Albany, N. Y. 2428.
Bullock, Miss Waller Irene, 1st Asst. Ln. P. L., Utica, N. Y. 1694.
Burbank, Miss Nancy Ingalls, Ln. P. L., Rockland, Me. 2417.
Burnet, Duncan, Head Cataloger Univ. of Mo. L., Columbia, Mo. 2286.
Carrington, Miss Louise M., Ln. Beardsley L., Winsted, Conn. 2460.
Carver, Mrs. Mary L. (Mrs. L. D.), Cataloger State L., Augusta, Me. 2306.
Chapin, Miss Artena M., 1st Asst. State L., Indianapolis, Ind. 2378.
Chase, Miss Adelaide M., 109 Brooks St., West Medford, Mass. 2384.
Churchill, Mrs. Annie S., 58 Franklin Square, New Britain, Conn. 2401.
Churchill, Miss Rose, 58 Franklin Square, New Britain, Conn. 2402.
Coit, Miss Emily S., Asst. Cataloger P. L., Buffalo, N. Y. 2480.
Colerick, Miss Margaret M., Ln. P. L., Fort Wayne, Ind. 2260.

Crawford, Miss Esther, Asst. Ln. Adelbert Coll. L., Cleveland, O. 1149.
Crewitt, Mrs. Julia Sumner, Asst. Univ. of Neb. L., Lincoln, Neb. 2256.
Crim, Miss Margaret E., Asst. State L., Indianapolis, Ind. 2380.
Cross, Frank Clifford, Ex. Ln., 516 San Pedro Ave., San Antonio, Texas. 2470.
Dame, Miss Katharine, Cataloger Cornell Univ. L., Ithaca, N. Y. 2391.
Dean, Miss C. Ruth, Asst. P. L., St. Louis, Mo. 2267.
Dielman, Louis Henry, Cataloger State L., Annapolis, Md. 2426.
Dippel, Miss Clara, Asst. P. L., Indianapolis, Ind. 2345.
Dockery, Mrs. E. J., Free L. Commission, Boise, Idaho. 2322.
Dodge, Miss Bertha Alma, student Illinois State L. S., Champaign, Ill. 2508.
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