

Executive Board Meeting
June 7, 1920
1:30 P.M.

Miss Tyler: It has been moved that a meeting of the Executive Board be held on July 15th to receive the final report of the committee on the enlarged program and to transact any other business that may come before the Board at that time. Seconded.

Shall we separate those and decide first upon the date of the meeting as we have been discussing it and then the place of meeting to be decided upon by the secretary and president after an informal consultation with absent members. What do you think of that?

Mr. Utley: I think the place can be decided upon by the president after informal consultation with the other members of the Executive Board and secretary.

Miss Tyler: Then you move to amend?

Mr. Milam: This does leave it to you. --- Motion carried.

Miss Tyler: The next item we have on the docket is the suggestion of Mr. Carlton regarding the notification of the regional state directors regarding the continuance of the fund campaign. Will some one present a motion?

Miss Tobitt: How should that motion be worded? I am not quite clear in my mind.

Mr. Carlton: Special authorization to communicate.

President: I should think a motion that the board authorize the chairman of the enlarged program committee to communicate with the State Regional Directors regarding the continuance of the fund campaign under the Executive Board and the necessity of keeping the work intact --

Mr. Utley: May I suggest, Madam President, that you state that in

the form of a motion; if you will, I will be glad to consider it my motion.

President: Mr. Utley moves that the Executive Board instruct the Chairman of the Enlarged Program Committee to inform the regional and state directors that upon the discontinuance of the Enlarged Program Committee, July 15, that the appeal for funds shall continue and their organization be kept intact.

Seconded and carried.

Mr. Meyers: I move that the Chairman of the committee on the Enlarged Program be authorized to arrange for the continuance of such organization and publicity employes ~~through~~^{to} September 1st, as may be necessary, with the understanding that the expenses must come within the limits of the appropriations made for campaign purposes.

Seconded by Miss Tobitt. Motion is carried.

President: The docket that is before us need not be followed I presume in absolute order. I think we have completed No. 1. We have passed No. 2 until we meet in the fall. If the other members agree I would prefer to omit No. 3 for the present. Will the secretary present the matter of No. 4 for our action?

Secretary: The U. S. Shipping Board has notified us that we will be permitted to name a vessel for the A.L.A. Three names were selected and they chose A.L.A. My recommendation was for "Open Book" having in mind the blue triangle etc. They now notify us that it is up to us to appoint a sponsor, somebody to christen the ship. I have a memorandum from Mr. Spaulding. (reads)

President: Has anyone any suggestions?

Mr. Meyers: How would it be to have Miss Delifino perform this service? She married that blind Italian, didn't she?

President: I was trying to think of someone who stands out in connection with the war work.

Secretary: Mrs. Burton E. Stephenson. That eliminates the profession and yet ties up with it.

President: We can take action on that in September.

Secretary: Why not authorize the president to make the decision?

Miss Tobitt: I move that the president make the selection.

President: I would like to recognize someone who was in the thick of the fray in those days.

Mr. Meyer: Anyone who did work for the shipping board.

Miss Tobitt: I think we will have to think of it a little more.

President: There is very much delay in those matters. One of our students was asked to act in that capacity and the matter hung over her for weeks. I was certainly glad when it was settled.

Mr. Utley: I move you that the sponsor for the launching of the U. S. shipping board vessel which is to be named A.L.A. be left in the hands of the president. Seconded. Carried.

President: As a formality, item 5 should be entered on the minutes. Just how shall that be done?

Secretary: Include in the minutes the statement that the secretary read the correspondence between Mr. Milam and Mr. Hatley concerning the resignation of Mr. Milam from the committee on enlarged program and explaining that the purpose was to make possible the appointment of Mr. Strohm as a representative of the middle west and Mr. Milam continues as the secretary of the committee on enlarged program to give the same interest and attention to the program as when he was a member of the committee.

President: The next item, No. 6. I find that the publishing board which is composed of five members is as follows: (names read)

Mr. Utley: Technically, of course, I think the appointment is by

the Executive Board but this, as in case of other committees, is frequently done by the president on powers given her by the board.

Miss Tobitt: I should like to nominate as a representative from the Executive Board, Mr. Utley to serve on that committee.

Seconded.

Secretary: May I endeavor to avoid embarrassment to the Chairman? I know the president has one or two other things for Mr. Utley and as he is going into his new position, I would like to ask the chairman if she thinks he will accept the other positions if he named on this committee.

President: The chairman is moving one step at a time. The duties of the publishing board I presume are not onerous at the present time.

Miss Tobitt: There are not very frequent meetings but I do think the Publishing Board should have on its membership people who understand something of its work.

President: If Miss Tobitt feels she wishes to be released from continuance on this board, we all know that Mr. Utley has such familiarity that it seems to me as an advisor he would be of greatest value.

Mr. Utley: If it is the pleasure of the board, well and good, I will accept but I can assure you that the Publishing Board, if they want any suggestions from me can have them just as freely without my being a member of the board as with it. I hope Miss Tobitt and yourself continue on the board. I don't want it particularly but I am interested in the publishing work of the association. All I am attempting to say is, don't put me on because you think that is the only way you can get any service from me.

President: The Secretary intimated that the chairman had another

very important appointment. That is true. I don't believe we will overwork him on the two.

All those in favor of Mr. Utley as a representative on the publishing board, signify by saying aye. Motion carried.

It is moved and seconded that Miss Rathbone accept re-appointment on the publishing board. Carried.

Secretary: Do you wish to consider a suggestion from Mr. Andrews? He asked me to mention something about that resolution that was referred to the council, at some time. It was the understanding that the vote of the Executive Board about publishing had been referred to the council. I understand that a committee might be appointed to consider that and I hope the Executive Board will place in his hands the reason for the vote taken in order that no delay will be made in considering that proposition. The vote of the old Executive Board, which was reported to the meeting the other day, was to the effect that the Executive Board contract with a commercial publisher for the publication of the A.L.A. publications. That was referred to the council. He says that the council committee should be given all the information which the executive board has.

Mr. Utley: It was referred to the council but has not come before it.

Secretary: He understood that you would take the responsibility for appointing the committee. He asked me to say to the Executive Board that they ought to have all the information possible.

President: The next item is the appointment of a finance committee. Of course that is an item about which there is a great difference of opinion as to the functions and personnel, probably, of the finance committee. I want to call your attention to the statement in the constitution, sec. 12, (reading) You know the precedent

has been established of voting the letter of the section and appointing the chairman from the Executive Board. You will also observe that it does not limit the appointment of members from the Executive Board, simply the chairman (again reading) It is evident that two members may be chosen from the Executive Board but the Chairman shall be. With all the discussion there has been, I might say almost conflicts in judgment and practice between the Executive Board and the Finance Committee, would it not be wise to appoint two members from the Executive Board instead of one? It has seemed to me that that is very clearly within the meaning of the constitution and we might have a little smoother relationship if we had two from the Executive Board and one from the general membership. Has anyone a suggestion to make on that? The Chair is fully prepared to submit two names if you feel we are justified. I would very much like to have that committee appointed today.

Mr. Utley: I think that would be a very good plan indeed, to have two members from the Executive Board.

President: It does seem to me that when we are strictly within the meaning of the constitution and can avoid friction, we must. We must keep the machinery oiled just as well as we can because it is difficult enough to perform our duties. We all respect Mr. Andrews very conscientious and sincere attitude. We know he conscientiously feels that is his function. We certainly want to keep absolutely within the letter of this constitution. We do not want to get in debt and all that.

Miss Tobitt: Has the matter ever come up as to whether or not two can be appointed from the Executive Board?

Mr. Utley: I don't recall that the question has been raised but it seems to me the wording is quite clear.

Secretary: Do all the members of the Board realize, as I know the president does, that two members on the finance committee can negative the action of the Executive Board?

Miss Tobitt: I think one can; I saw it done in Chicago.

President: I am confident there is nothing in the constitution that prevents it. The chairman shall be chosen, others may be. I think I will, then, recommend to the board the appointment of Mr. Utley and Mr. Root as members of the finance committee from the Executive Board.

Miss Tobitt: I move this recommendation of the president be adopted.
Seconded.

Mr. Utley: I don't know whether there was any ulterior motive intended in the order in which those names were put forth. I would like to urge that Mr. Root be the Chairman of the Finance Committee. If it is the pleasure of the board, I am quite willing to be a member of that committee. It is rather important that someone fairly geographically convenient to headquarters should be a member of it. I am quite willing to serve in that capacity as a member of the committee if you wish but I would like very much to see Mr. Root the chairman. I think he would have a much better knowledge of financial matters and his experience has given him, experience in finances, that mine has not given me, and it seems to me he would be a ~~far~~ very satisfactory member indeed as Chairman of the Finance Committee.

President: There was malice aforethought in naming you first. I am perfectly willing to hold that matter in abeyance but I do think, feel, that the Chairman should be in Chicago. For that reason I am inclined to overrule your objections. Mr. Root will be a very valuable member. You are in Chicago and as chairman it does seem to me it would be very much better.

I will leave those names.

Motion voted on and carried.

Miss Tobitt: I nominate Miss Eastman as a member on that committee.

President: Miss Eastman has had to put an awful lot of work on that committee and she felt like she must quit.

Mr. Utley: It has been considered important in the past that one member of the Finance Committee be either in New York or close to New York in order to be in close touch with the Trustees of the Endowment Fund.

President: I had thought possibly there must be someone in reach of Chicago; that is not necessary is it? Do you consider it desirable that Mr. Craver -- does he function?

Mr. Utley: He does function.

Secretary: May I ask, in all frankness, whether Mr. Craver on financial matters is inclined to take the attitude of Mr. Andrews or is he inclined to take a somewhat different one?

Mr. Utley: He is inclined to be a "strict constructionist". Dr. Andrews is a strict constructionist. I think Mr. Craver would not be a strict constructionist in a personal point of view. Personally, I should be very pleased to have him.

Miss Tobitt: I nominate Mr. Craver.

President: All in favor of Mr. Craver as the third member of the finance committee signify by saying aye. Motion carried.

Are there any other committees that have to be named at this time? Miss Bogle and I didn't think of any. Mr. Utley may, out of his fuller knowledge.

Mr. Utley: I don't, except from previous experience I may say that frequently the committee appointments, standing committees are too frequently delayed and so that not until late in the fall

are the committees nominated and they feel they are in the saddle. It has been customary in previous years for the Executive Board without any intention of placing a hardship on the president, or "passing the buck" if I may use the slang, to empower the president to appoint standing committees. It seemed that was a desirable thing to do, the president feeling free to consult the Executive Board, inasmuch as it would often expedite the work to place the power in her hands to appoint a committee. I will not make that a motion but I merely say that has been the practice in several previous years and I think it has worked well.

President: May the president say that she feels the appointment of standing committees the most important task before the board and the president and my thought had been that I would spend my summer vacation reading the A.L.A. handbook. In other words I feel we should have pretty much of a checking up of standing committees. I am wondering how many committee reports came in.

Miss Bogle: Fourteen committee reports were not received.

Mr. Meyer: That does not mean the Chairman of the Committees are guilty of malfeasance of office. Take the document committee; it seems impossible to make a report; the work of that committee is brought together at the round table and it is not until after discussion that any report can be made.

President: Anyway we thought our committee report would receive more serious consideration if it were presented at the professional training section.

Mr. Meyer: We made a preliminary report.

President: At any rate I know it is an enormous task to work over a new set of committees and I think it requires the best thought

and judgment of this board and I am perfectly willing to make that my chief concern during the summer and if we have a meeting Sept. 1st, as I hope we may, I will come with this list and in the meantime I very much want you to make suggestions to me. There have been two or three suggestions that I feel are good. It does seem to me that if you think of a happy suggestion you should let me know. There are some committees at the present time, committee on international relations and so forth, that I think could take on new functions. I think we should all turn in on that.

Secretary: Miss Marvin for international relations.

President: Exactly so. I had her down on my list. It means a lot of work but I think we must have some live committees.

Secretary: In the meantime what happens? The educational committee has certain work under way. Do they serve until their successors are appointed?

Miss Tobitt: How many of the special committees will continue?

President: I should very much like to know if we can't let some committees lapse if they are inactive. Here is this committee on compilation of reading lists on home economics. It is perfecting absurd. It is not functioning is it? Have you heard of it? I recall when the home economic section and the committee on libraries talked with them about what a fine thing it would be if they got out a reading list. It is that sort of thing that I feel should be allowed to lapse. Can anyone throw any light on the coordination committee; just what does it do?

Mr. Utley: There have been several reports from it. They made several suggestions in the way in which libraries could coordinate with each other. Some of the reports have been very good. It

was quite a hobby of Mr. Gould's; I question whether anyone now will take the interest which he took in it. I think we have passed the stage when coordination needs to be pointed at as much as it did then. I think ~~ta~~ really that committee has performed its function and whatever suggestions a committee on that subject might have could come before the association through some other agency just as fully as through that particular committee.

President: I am wanting these opinions because we are wanting to get rid of all this dead timber.

Mr. Utley: It might be well before dropping the committees to ask the present chairman if he has any plans if he is reappointed or to transmit to a new personnel.

President: If the Board agrees, I will then attempt by conference and correspondence ^{to} bring together the names and submit at the September meeting.

Secretary: I have a letter from Dr. Putnam asking me to bring to the attention of the new President ~~the~~ Committee on International Relations. (reads) I think I may speak of what brought forth this particular letter from Dr. Putnam. You will realize that the European headquarters has been opening up certain things in a way that we never quite anticipate and cannot anticipate from day to day, things that are being asked of us that we do not like to answer offhand and other things which perhaps indicate a problem that we would like to put up to the committee. For instance, Czecho Slovakia has asked that we send two instructors; no matters of finances were mentioned. If they should ask us outright to pay somebody that would be one thing. On the other hand the committee on International Relations might like to ask to try and get the money from some source. There are scores of things of that sort that come up from time to time.

Mr. Carlton has been asked to go to France as our European representative. I think he will accept and if he does I imagine he will be shooting things over pretty rapidly. I had submitted to Mr. Palmer two reports from Dr. Van Hoesen^e, letters from Mr. Stevenson on his visit to Southern France and from Mr. Severance on his visit to Italy, and documents concerning the establishment of libraries of English literature or something of that sort in Germany, called the Anglo American something, but the directors are all Englishmen. There are a lot of things that are coming up. His answer was that these things are simply for general interest and when a specific question comes it should be referred to the Committee on International Relations.

President: I am glad you called that up because I consider that most important. Dr. Putnam suggests Dr. Richardson for Chairman. I have great admiration for Dr. Richardson. The thing I should like to know is whether he moves promptly enough and can relate himself to practical affairs to function in that connection as Chairman of the Committee. He is so thoroughly fine I hesitate to raise any question about it, but I feel quite strongly that we must have a strong committee.

Secretary: I had a most interesting conversation a few days ago with two men who represented themselves as official representatives of the Dutch government. They had personal recommendations from Mr. Cooley^{deg} and Van Hoesen. They proposed to raise money of the Dutch in the U.S. for a memorial. When they left me they said - we will raise \$250,000, \$35,000 of which we will turn over to the A.L.A. for the establishment of an institution in Rotterdam similar to the one you have in Paris.

President: It shows which way the wind is blowing. It seems to me

we are at a place where we can get things done if we have an active committee. Dr. Richardson is essentially a scholar but I am just anxious that we have a Chairman that will function. About relieving Dr. Putnam - it seems such a pity. I can't make up my mind to that.

Miss Tobitt: Dr. Putnam makes a second suggestion there. He also suggests that Dr. Richardson might be placed as a member of the committee.

Miss Caruse: I think Dr. Putnam should remain on that committee.

President: I would like to follow his suggestion about Dr. Richardson -- if you think

Secretary: I have not worked with Dr. Richardson myself. I think Mr. Utley knows how he works.

Mr. Utley: I have the greatest admiration for Dr. Richardson (Rest of these remarks not taken, by request)

Secretary: I would like to suggest for consideration, Mr. Bishop. He has practically offered to go to France if we cannot get anyone else. He is interested enough and eager to go himself if we cannot get anyone else.

President: It is a good suggestion.

Mr. Meyer: Is it the idea of this, that the Chairman of this committee will have to go abroad; would he be active; he would go to France even if he were not Chairman?

Secretary: Oh, yes. Particularly, if he didn't go to France he might be interested enough to serve as Chairman of the Committee.

President: I have made a note of that. We certainly want Miss Marvin on the committee. It is just a question of the chairmanship.

Mr. Meyer: I would like to suggest the killing of one committee and that is Service Basis of Publication. It had to do with the

Wilson and other publications. I made a brief on the question and sent a copy of that to Mr. Craven. I think the committee might as well be put out of existence.

President: How about Sponsorship for Knowledge, the Ventilation and Lighting of Public Library Buildings?

Mr. Utley: Most of those committees have no standing.

Mr. Meyer: I would like to bring up the question of Civil Service relations committee. Mr. Paul B Wright said he didn't want to be continued as Chairman any longer. I am quite sure Mr. Johnston would take the chairmanship. They are going to have an important meeting and I think if Mr. Johnston's appointment could be made immediately it would be a good thing; he wants to present the point of view of the library administrators. He thinks that if he can get the Association of Civil Service Commissions to go on record approving that in some way or other even tentatively or partially, it will have more effect on the library boards than anything else he could present.

President: Does the Board favor the advance appointment of a chairman in that matter?

Mr. Meyer: This meeting comes some time during the summer.

Mr. Utley: As one member of the Executive Board I would like to see a motion passed authorizing the app president, leaving the appointment of standing committees in the hands of the president. The president could of course get assistance from the board just as much as she deemed advisable or needful. That would release her hands, so she could make appointments like this. If she would like to have the advise of the Executive Board, let her call on them but in the meantime let her have a free hand to take definite action on such appointments.

I move that the appointment of standing committees for the coming year be left in the hands of the president.

Seconded.

Miss Tobitt: These committees will all cease to exist now until their successors are appointed?

Mr. Meyer: I think Mr. Johnston would like to go before that Association with proper credentials so that he could speak for the A.L.A.

Secretary: I never have felt quite safe on the Civil Service problem but I know how some librarians who have been through an unfortunate situation might feel. What I mean is this: I should hate very much to have a person given authority to represent the A.L.A. who might by any possibility convey the idea that librarians are opposed to Civil Service. I don't know how Dr. Johnston feels. I raise that question because I feel it is a vital matter. We are for Civil Service but we are for our kind of Civil Service.

Mr. Meyer: I should say that was about his attitude in the matter. I think he is strongly in favor of Civil Service.

President: But he wants international civil service.

Miss Tobitt: What experience has he had?

Motion carried.

President: I think other committees besides standing committees probably should be considered here before we pass on and that is the question of the appointment of a committee within the Executive Board for the campaign fund activities. Shall we discuss that now and authorize that appointment or let that go until July 15th? I suggest that we might ask Mr. Strohm and possibly two other members to be the continuation committee for the enlarged program committee.

Mr. Meyer: To represent the executive committee on the ground?

President: Yes -- someone whom Mr. Milam can call on. I feel that is about the only way we can function. Mr. Strohm is the logical member of the Executive Board. I am rather perplexed as to just whom we should ask to be associated with Mr. Strohm on that committee. Shall we take action or will you authorize me to ask Mr. Strohm to select from the Executive Board any associates he may desire to serve on that committee.

Miss Tobitt: I make that a motion - that you ask Mr. Strohm and he to select from the Executive Board those to serve with him.

President: The secretary is one; how would it do to have two others?

Secretary: I was just wondering if you might think it desirable to go a step further; why exclusively from the Executive Board?

President: I feel that we must as an Executive Board take the responsibility, absolutely.

Miss C _____ Does not that resolution passed on the floor of the association say that it must come from the Executive Board?

President: I think we must fix that responsibility and not go outside of the Executive Board. We could get some very strong people by going outside of the board but we have been elected and this is our job and we must do it.

Miss Tobitt: I believe Mr. Strohm might decide that himself.

President: Of course for obvious reasons we cannot ask Mr. Dana to do anything of that sort. I am wondering if Mr. Meyer would be drafted. He is likely to be away is the only difficulty.

Mr. Utley: Mr. Root showed a very great interest in the work of the enlarged program committee and devoted several weeks of his good time to work away from Oberlin. It seems to me he would be very good on that committee. I think Miss ~~Country*~~ Crawse would bring great weight.

Miss C _____ I would rather not. I am on the Committee of Seven.

I don't think, perhaps it would not be quite ethical for me to be on the Committee of Seven and be on that committee too.

Secretary: For the good of the Association, I think it would be unfortunate to have a representative on that committee and do not have a representative on the board. I think it would be most fortunate if we could be represented also on that group.

Miss C _____ I will do it if the whole committee backs up the subcommittee, and be guided by the advice of this committee as a whole. It simply means being a little closer in touch with the situation. I think we should have the combined advice of the whole committee. By appointing us they should not think they are going to have an easy time.

Miss Tobitt: As I understand it, it is to simplify matters for Mr. Milam:

Miss C _____ Of course I have the advantage of being next to headquarters which would be one of the reasons.

President: We want to get this machine geared up so there will not be a hitch when this transfer comes.

If you will accept the amendment it will be your motion,

Miss Tobitt: You moved the appointment of Mr. Strohm with authority to select the other members; you moved that a committee of the Executive Board to continue the activities of the enlarged program committee's appeal for funds should consist of Mr. Strohm, Mr. Root and Miss Kramer Carried.

Miss Tobitt: I hope those three will be able to go to New York if no one else can.

Miss C. I fully expect to go, Miss Tobitt.

President: This item 8 ^(Legislation Committee) I would like some information on.

Mr. Meyer: They say that is appointed by the council.

Secretary: In the summary of the proposed activities there was this statement. (reads) The Executive Board has done nothing except to pass that resolution. Does the Executive Board wish to do something to carry out that idea?

President: It is not a legislative committee. It is more than that. In brief, it seems to the president that means we should have a committee that would study the present status of the war service work and its continuation as related to the federal government urging the departments to take over the work begun by the A.L.A. as a war measure, since it can be accomplished.

Secretary. There is one. There is a merchants marine taken over by the government. The U. S. Shipping Board is being forced out of existence just as rapidly as the ship owners can force it out. It must be turned over to a private organization.

Mr. Meyer: I had a thought in mind in connection with that particular phase. It might be advisable for the A.L.A. to be the sponsor of the mother or father organization of the A.L.A. which will have its headquarters at New York, their branches at all large ports and act as a library association to the merchant marine properly incorporated under the laws of some state and carry on its activities out of the hands of the A.L.A. as soon as it is started.

Secretary. It is an interesting suggestion. I have a letter from Miss Alice S. Howard (reads) These matters should come before a committee for serious study and the other thing is the considering of the work to be taken over by the government which has not been started. What the government ought to do for libraries would be one of the questions.

Mr. Meyer: Why not call it a committee on the transfer of war service.

President: That was the first step.

Secretary: How about the U. S? Bureau of Education? Mr. Wright wa
is saying that this work ought to be carried on by the govern-
ment.

President: What about the Federal Relations Committee? Does it
function? Let's give it a job.

Miss Tobitt: Is there a Federal Relations Committee?

President: Yes.

Mr. Utley: Federal and state Relations Committee. Mr. Redstone is
chairman.

President: My first impulse is that we should study that as a committee
of the whole. I think wē ought to think of that very hard up to
September 1st and have something in our minds to consider; how
does the secretary consider that?

Secretary: Excellent. And again you may find it advisable to appoint
two or three members so as not to depend on the secretary and
the whole organization.

Mr. Meyer: I agree with that letter - it would be undesirable to
turn over the marine activities for the reason that such exist-
ing organization already has activities pretty well outlined,
whereas if you organize a new society, the object of which was
to supply books for the ^{merchant} marine, ser it would function exclusively
in that field.

President: It is possible it would be well to think it over until
September 1st. I will ask Mr. Meyer and Miss Tobitt to give
yourselves to this very important subject and come with suggest-
ions and discussions.

Secretary: May I urge that those two members come to New York and
perhaps stayover a day in order that they have an opportunity to
talk with people connected with library war service in order to
get into the details with which even I am not familiar.

Appointment approved by the Board.

President: I think we may now pass from committees. Evidently item 10 is one of record.

Secretary: I am not so sure of that.

President: I am omitting 9 to consider 3.

Secretary: This is a request from our regional director from the middle southern states asking whether he can say to the people who are making a campaign for funds in the south that there is a fairly good chance of the A.L.A. establishing southern headquarters. They don't want to go all the way to Chicago for their information.

Mr. Meyer: It seems to be it would be desirable from every point of view. The difficulties now down there, in W. Va. and ^{North} ~~North~~ Car. is that Chicago is too far away. If they have someone they can communicate with nearer than Chicago, it would be very desirable.

President: May I wander from that point to say - is there any possibility of our having a meeting down toward the south. It runs in my mind in regard to the 1921 convention. Might it not be wise for us to think of our meeting down in that direction? We have not been down that way for some time and since this has come up it might be well to consider it.

Mr. Meyer: Richmond or Nashville - some place where they are working.

Miss Tobitt: New Orleans is not good is it?

Mr. Meyer: I think if you meet down there in the lower Mississippi Valley, there is nothing there in the way of library interests to receive you, whereas there is a very lively interest in Virginia.

Mr. Utley: I mention just with the thought that if there is no objection to considering the south I hope we will not commit ourselves to another place until we consider that.

Secretary: We ought to consider the A.L.A. from the standpoint of service. We have been considering pretty strongly from the standpoint of the biggest convention.

President: Let us pass it over until the 1st of September. I wanted to get that into our minds early so that we could be thinking of it.

Mr. Utley: I favor very warmly the south. I would like to put myself on record as to that. I think it is time we went there.

President: I think Miss Bogle has something to say from the look on her face.

Miss Bogle: I feel so strongly about Virginia. The inquiries coming in from there day after day, show so much. Also I happen to know about the Richmond condition. I don't think there could be a better gift to the south.

President: My niece was the first person who had a communication regarding the memorial to the southern soldier; I know that all through the south we owe an obligation.

Mr. Meyer: I have had it in my mind to offer myself as extension lecturer down there. I have already been doing some. They are fully as much interested as any community I have ever seen in this movement.

President: We will pass that over with the thought that we will consider it favorably. No. 10; shall we take action on it? Will the secretary read the letter?

Secretary: (reads)

Mr. Meyer: I move that the secretary be instructed to write to Mr. Rutland that we have received this communication with great favor and will give it further consideration.

Miss Prange: I feel we must not consider branch offices until --

President: We commit ourselves to a policy right at that point. If we start branch offices in the south, why not the Pacific Northwest? That is why I am being cautious. It will open the door and we will establish a policy.

Mr. Meyer: Would it be wise to say we are considering the establishment of offices of that kind in the south?

Motion carried.

President: We have 3 and 9 to consider together. We will take up the consideration of the budget for Chicago headquarters.

Asst. Secy.: I have prepared the statement which you have before you. This first page is our actual budget for the year upon which we are running, as passed January 1st. Then the Asst. Secy. did not know what to do so she prepared three statements; in the first is given the amount of money expended to May 31, 1920, the amount estimated to be expended to June 30th and then the balance that would be left from the \$33,000 odd dollars -- after that, at the bottom of page 2 -- now you have three sheets. The first one is the estimated minimum expenditure upon which the headquarters office could run at all - not as it is running now but with even less assistance, incidentally cutting the proceedings very decidedly and coming down to below rock bottom in all the other work. Even so it would leave a deficit of \$2198.27. This is by way of information. On the next page is the budget for six months, July to December 1920, which would permit headquarters office to function with a degree of efficiency. It would mean a deficit of \$5618.27 and then the last sheet is a budget prepared on a three months basis which would mean no extension of the work but which would mean a carrying on, we believe, satisfactorily, of the normal activities and the meeting of the increasing need. This is only considering headquarters as they now are and not ~~in-the-future-~~ at the foot you see the sum

total that would be required for that three months conduct of office.

Mr. Meyer: We have \$13,882 left over which are available; that would carry on for three months --

Miss Bogle: That is it, exactly, Mr. Meyer.

Mr. Meyer: Have we any dues coming in?

Miss Bogle: The normal dues estimated. We have not yet taken in the \$11,000; we run well between \$8,000 and \$9,000.

Mr. Meyer: This income does not represent up to June 1st but for the entire year; we have to carry on for six months?

Miss Bogle: Yes.

Mr. Meyer: What means have we of raising this \$5618?

Miss Bogle: Not any normal means.

Miss C___ How much of your deficit is due which has come on because of the activities of the enlarged program?

Mr. Utley: A good deal of it. The correspondence, normally heavy, is growing heavier all the time. I am sure it must be heavier now than it was six or seven weeks ago, when I left.

Miss Bogle: It was heavier at the end of the month than it was at the beginning.

Mr. Utley: Which means that increase in correspondence is directly to be attributed to the enlarged program activities. Logically, it would be perfectly proper to ask the enlarged program for funds to make up that deficit if there were enlarged program funds. Of course the enlarged program funds at the present time are of two kinds; in the broad sense, the \$200,000 which has been loaned from the war money to carry on the expenses of the campaign which funds can only be used for that purpose, and the balance of the war service funds which can only be used for the carrying on and continuation of the war work. A certain amount of that

increased work grows out of the activities of the library war service department. I cannot attempt to say that all of the increased work grows out of that, which is another way of saying that we would not be justified in receiving all that deficit out of the library war service funds. I wonder if the secretary in his capacity as a director of the library war service does not agree with that, that being true that something of that deficit might properly come from the library war service funds.

Secretary: I am not prepared to answer that. Something, yes, but the budget shows the estimated income includes the \$3_____ which was the amount we estimated. I am not at all familiar with the detailed expenses of the Chicago office as Mr. Utley and Miss Bogle are. The war service work is limited to a few definite lines. I would imagine it would have to stretch a good deal if you made it cover an income more than the \$#_____

President: I would like to ask if it is trimmed to the bone.

Miss Bogle: It is down to the marrow. May I call your attention to the fact that the editing of the proceedings and correspondence following the conferences is particularly heavy?

Mr. Utley: If you are going to make any membership campaign it has to be done about that time.

Miss Bogle: Also the employment work must receive immediate attention if it is ever going to.

Mr. Utley: From my experience with headquarters I agree most heartily with Miss Bogle, that this sheet has been trimmed to the bone with what the A.L.A. office can rightfully carry on with.

Mr. Meyer: As a member of other organizations I may say that they almost invariably find it necessary to increase the dues. I understand the library assn. is an exception on account of the uniform low salaries and how impossible it is to ask the librarians to add a dollar or more.

Mr. Utley: We cannot increase the dues without a change of the constitution. We can call for voluntary contributions.

Miss Krause What would be the relation of funds that we hope to come in up to the 1st of July?

Mrs. Milam: There will not be any coming in beyond what you have noted there.

Miss K The funds that may come in on the campaign of the enlarged program. Could any of that --

Mr. Utley: You can't count on that. The first \$200,000 of that must be applied--

Secretary: When the dues come in, is it for the use of the Executive Board. It is only a question of how soon those funds will be available.

President: Can the Secretary think of any way that the regular A.L.A. activities have any kind of a line on that first fund. There seems to be at least a fighting chance to control that first fund it seems to me by implication.

Secretary: You have only the moral obligation, whatever that may be ~~a~~.

Mr. Coolidge says he is going to make a drive for membership in Boston.

Miss Bogle: \$300 is the result of this conference.

Mr. Utley: After the conference it is customary to only charge membership fee for the last six months of the year. We are required to charge initiation fee but in order to get members to join more freely than otherwise we have for several years past, after the conference, admitted members for \$1, dues for the last six months of the year, plus initiation fee, anyway taking in for \$2 instead of \$3.

President: Under the new constitution they are omitting that joining fee of \$1; instead of making the dues \$3 a year, it just goes straight \$2.

Mr. Utley: I wonder what the members of the board feel to be the success of an appeal to the members of the Association for a contribution to tide over this deficit in the Chicago headquarters office. I personally have a feeling that there are some members of the association who would be willing to contribute from \$5, \$10 or \$25 as an emergency to tide over this deficit, with the distinct understanding that it be applied to this fund and not a contribution to the enlarged program as such because if it is interpreted as such it would have to go toward the \$200,000. Just an appeal to members of the library association, trustees or anyone so disposed but not an appeal to the general public.

Secretary: Would that interfere with the enlarged program campaign? We are playing for big stakes and we don't want to risk a chance of getting hundreds of thousands in order to give get an immediate \$5000.

Mr. Meyer: Wouldn't it be well to postpone this campaign among members until after the program is raised?

Miss Bogle: What call may be made on the four or five thousand dollars in the hands of the trustees? It is not a contingent fund but there are four or five thousand odd dollars unassigned.

President: Where did it come from?

Miss Bogle: I don't know; I just know it exists.

President: I should like to ask how in the world we were ever allowed to start in a year with so little money.

Secretary: What was done was to make a budget of the estimated income and the estimated expenditures. The point is that the expenditures have been very greatly above the estimated amount.

Miss Bogle: That budget was practically made on a six months program.

President: What we are trying to do now is to make a supplementary

budget.

Mr. Meyer: It seems to me the only thing we can do is to go on for three months with the money we have available and in the meantime give serious thought to it and then ask for voluntary contributions from the members only. Let nothing be said unless we wanted to speak to a few influential members and then take it up in the fall and devise some method then to get enough money to carry on to the end of the year.

Miss C___ If the enlarged program drive is a success, we are going to have enough if not, then we can go to the members.

Mr. Meyer: I move that definite action on this question of additional budget be postponed until some time after September 1st.

Miss Bogle: In the meantime the budget as originally outlined, stands and no finance committee could honor overdrafts on the distribution.

Mr. Utley: The distribution is in the hands of the Executive Board.

President: Are there any transfers that would relieve the immediate situation?

Miss Bogle: All such transfers have been authorized by the finance committee.

Mr. Meyer: Evidently we ought not to take any action now because it would interfere with the campaign funds.

President: Do we need to approve any of these --

Miss Bogle: I am inclined to think - yes.

President: The 1st page, with July, August and September, can we authorize that?

Mr. Utley: That would be a redistribution of the \$10450 of the \$13,000 which we have.

Miss Bogle: The secretary is at a disadvantage in having the assistant secretary handle this. That is the budget which would make possible the work which you want done.

President: I am inclined to think none of us would want to authorize the budget covering July to December if you have cut to the bone for July, August and September.

Miss Bogle: That was done in consultation with Miss Ford and I would say that was cut as deeply as can be for any satisfactory meeting of the problems we would have to meet.

Mr. Meyer: That is the budget July to September will be the first three months of July to December?

Miss Bogle: No, it would have to be worked on an entirely different basis.

President: The estimated minimum, page 4, is the \$5000 deficit?

Mr. Meyer: That is in July to September, will be the full three months expenditure under that?

Miss Bogle: It runs slightly heavier.

Mr. Meyer: If you kept functioning along, at the same rate, you would not be much beyond \$19500?

Miss Bogle: I think that is correct.

Secretary: If we run on that basis it will require \$9000 after the first of September, of which we have \$3000. I am a little dubious about this. I confess that not having prepared the budget myself, I can take the attitude of a member of the board, and I confess that if the finance committee, as was, if it had discovered this, when it was still the finance committee, they would not approve it because we are here providing for a basis of expenditure during three months next succeeding which will practically put us out of business for the next three months. I think we ought to say to the members of the association, frankly, that if you never knew before you needed an enlarged program, you need it now. Or we ought to say definitely that it looks just as accurate to estimate \$5000 as to estimate \$3000

more of income from memberships. It seems to me one of those two course we may have to take. The way that has been proposed is the simple and easy way to go ahead. Permit Miss Bogle to go ahead with that on the basis that will be reasonably satisfactory. Must we not face it one way or another?

President: I would be willing to throw up the office rather than go in debt.

Secretary: I am perfectly willing to assume with the Executive Board as if I were a member, the responsibility of saying that if we adopt this budget we will raise the \$6000 from somewhere. I am willing to take that responsibility. We will pledge that. We wont be going into debt.

President: That is not sound financing.

Miss ~~X~~ We hate to think you would call that legitimate business. If we lose out on this enlarged program we are crippled.

Secretary: If we dont make a reasonable success on the enlarged program we are worse off than before.

Mr. Meyer: I don't think this is any worse than business men confront every day. There are two chances, one from the enlarged program and the other an appeal to the members.

Secretary: We ought to revise our estimated receipts and make the two balance and not resort to a subterfuge of making a budget only for the next three months.

Mr. Utley: Do you mean in the revision of the budget to increase the estimate of our dues?

Secretary: Increase our estimated income about \$3380 which will require of course the approval of our finance committee. Then let's put it down here on page one, estimated income.

Mr. Meyer: That would need the approval of the finance committee.

Secretary: We must have the approval of the finance committee.

President: I am not ready to say that. I think that is rather fictitious.

Miss Tobitt: Are we ever permitted to use any of the Carnegie endowment?

President: That is for a specific purpose.

Miss ~~T~~ _____ Would it be legitimate to run the office for the next two months on what we have? Then go to our members with a frank appeal for funds from our own members?

Mr. Meyer: That was my suggestion. We go on for ~~the~~ estimated three months. I thought it would be well to make an appeal now but Mr. Milam pointed out that we not make an appeal now.

President: Can we approve of a budget for the month of July and give us a chance to, until July 15th? I hesitate very much for us to precipitate a decision. Can we ~~seeheme~~ skim through July and give us a chance until July 15th?

Mr. Meyer: Can't we go along and take it up on July 15th?

President: That is what I had in mind.

Mr. Utley: We have the money for one month's payment of bills, have we not, Miss Bogle?

Miss Bogle: We have the money ^{but} not as distributed.

President: Is there any reason why there should not be an authorization voted to carry on through July or to automatically work through July?

Mr. Utley: What other things are there besides travel?

Miss Bogle: The proceedings of the ~~convent~~ convention are going to run heavier than anticipated.

Secretary: What about the conference; there will be an overdraft?

Miss Bogle: ~~Miss~~ There may be. I don't think we need consider that an overdraft.

Secretary: Did we get a specific letter from the travel committee?

They were authorized to spend \$400 and they have spent \$600.

President: Why did they spend \$600?

Secretary: They were authorized to do a certain piece of work and authorized to spend \$400. They didn't know they had spent \$600.

President: Is it necessary to have so large a travel committee?

Secretary: The custom has been to pay their expenses to these meetings; that is what runs it up.

President: Did Mr. Brown come at war service expense?

Secretary: C. H. Brown? He has no connection.

Mr. Meyer: I understood he was travelling for the government; he had a travel order.

Miss Tobitt: I move that the secretary be empowered to make such transfers from one item to another in the budget as to make possible the carrying on of headquarters activities on approximately the present basis through July.

Mr. Utley: That is not considering a supplementary budget. It is simply a redistribution of what we have.

Seconded. Carried.

President: That is just eking out an existence through July.

Mr. Utley: This is what I think we shall have to do. We can cut down that bulletin appropriation by merely having a schedule of proceedings this year and eliminate the hand book. I don't recommend that as an emergency. I think it would give the members a jolt, to have the conference proceedings cover about 100 pages of just the bare facts of what we have done, without papers and say we are obliged to omit the hand book or have the hand book simply contain the list of committees and officers and that information given with the membership omitted.

President: May I ask before we adjourn; I want the Executive Board to authorize either the secretary or the president to secure the services of a counselor at law to whom we may refer all important questions relating to legal matters that are likely to come up in relation to the transfer of funds.

Miss Tobitt: I think that has already been done.

Secretary: It is not definite; I see no objection/

Mr. Utley: I should say the motion of March 12th did not cover the securing of legal counsel in regard to the transfer of funds and I think it is eminently desirable that we do have this counsel and this resolution is very desirable indeed.

President: Will you please put it in the form of a motion?

Mr. Utley: I move that the President of the Association be empowered to employ the services of a counsellor at law to advise the Executive Board on all matters on which the Executive Board may wish to secure legal authority.

President: We have to find ways and means to do that, of course, but it will give us a start.

Seconded. Carried.

Secretary: You are very eager that headquarters be moved from New York to Chicago on July 1st. We have no place to move.

President: We will consider that on July 15th.

Secretary: Perhaps it is wholly advisable to move the whole headquarters on July 15th.

President: We will take that up on the 15th.

Secretary: My office will become official at Chicago on July 15th.

Adjourned.