

The meeting of the Executive Board of the American Library Association at the Mid-Winter Meeting was called to order at two-fory-five o'clock, Tuesday afternoon, December 30, 1924, at the offices of the Association, 907 Crerar Building, Chicago, Ill., by the President, Mr. H. H. B. Meyer.

There were present:

President H. H. B. Meyer
 Secretary Carl H. Milam
 Assistant Secretary, Miss Bogle
 W. W. Bishop
 Charles H. Compton
 John A. Lowe
 Ernest J. Reece
 Edward D. Tweedell
 Frank K. Walter
 J. I. Wyer

1. The minutes of the meeting September 29th and 30th were approved without reading, (copies having been sent to the members of the Board) with the following addition:

"RESOLVED, That the Executive Board record the gratitude of the officers and members of the American Library Association to the Chicago Public Library, its Librarian, Staff and Board of Directors, for their generosity in providing an A. L. A. Headquarters office without charge from August, 1909 to August 16, 1924."

2. The Secretary read the following correspondence votes:

"Vote of October 8th, that the 1925 Conference be held in Seattle, June 29th-July 4th.

"October 18, 1924. Electing the five Trustees of the American Library in Paris: Benet, Berry, Morgan, Lancaster, Skinner.

"October 21st. RESOLVED, That the 1924 Conference in Seattle be held July 6-July 11th.

"December 6th. Vote on the Washburn budget."

Secretary Milam read the report of the Finance Committee approving the estimate of the receipts for the Washburn project.

3. The Secretary read a letter from the Carnegie Corporation, dated November 10th, in which was incorporated the following resolution:

"RESOLVED, That the sum of \$15,000 for the year 1924-25 and \$15,000 for the year 1925-26, be and it hereby is appropriated to the American Library Association for its general purposes."

A motion was made by Mr. Bishop, seconded and carried unanimously, that the Executive Board on behalf of the American Library Association accept with warm thanks and high appreciation the gift from the Carnegie Corporation.

The Secretary asked the opinion of the Board as to whether any action of the Council would be necessary on this gift or other gifts accepted during the last six months. It was the unanimous opinion of the Board that nothing had been done in the way of accepting gifts which, because of involving

a new policy of the Association, needed to be referred to the Council.

4. Demonstration Libraries. After Secretary Milam had reviewed the action at the last Board meeting and the present requests for demonstration libraries, it was the consensus of opinion of the Board that the Council should request the Executive Board to appoint a standing committee of the Association on Library Extension, which committee could take up the matter with the designated individual or committee of the League of Library Commissions. No formal action was taken by the Board.

5. It was voted, on motion by Mr. Wyer, seconded and carried, that the request for a regional meeting at Sioux City in 1925, to be participated in by Minnesota, Iowa, Nebraska and South Dakota, be granted and that the cooperation of the Headquarters Office be extended.

6. Dues of affiliated societies. Secretary Milam stated that following the consideration at the Saratoga Springs meeting of the Association of an amendment to make the dues of affiliated societies \$25, he had ascertained that the amount paid, on the present basis, by the Special Libraries Association last year was \$24.90, Association of Law Libraries \$8, League of Library Commissions, \$1.30. It was voted, on motion of Mr. Bishop, seconded and unanimously carried, that the Executive Board's report to the Association, after examination of the

facts in the case, be that it sees no reason to recommend a change in the existing Constitution.

7. Honorary Officers -- Fiftieth Anniversary. Mr. Lowe presented the following resolution, which had been submitted previously in a letter to the President:

"RESOLVED, That for the year 1925-26, because of the Fiftieth Anniversary of the American Library Association, there be appointed in addition to the regular officers an honorary president and several honorary vice-presidents, and that the selection be left to the committee on the Fiftieth Anniversary."

In Mr. Lowe's letter to Mr. Meyer he suggested that the honorary president should be an outstanding American librarian and the honorary vice-presidents should be notable librarians from Canada, Europe, the United States, South America and the Far East.

It was voted, on motion by Mr. Wyer, seconded and carried unanimously, that the Executive Board submit to the Anniversary Committee the desirability and expediency of the appointment of honorary officers, a president and vice-presidents, to serve during the Conference of 1926.

8. Hospital Library Committee. Secretary Milam read the report from C. B. Lester, Chairman of the Committee on Committees, which had considered the recommendation of the Hospital Library Committee that it be disbanded and that its

duties be turned over to the Hospital Libraries Round Table. The recommendation from the Committee on Committees to the Board was:

1. That the Hospital Libraries Committee be continued as a committee of the Association.

2. That the Board consider the suggestion of Miss Jones regarding the appointment of some members of the Committee from those most active in the work of the round table meetings.

Mr. Wyer made a motion, which was seconded and carried, that the report be accepted and the recommendations adopted.

9. Paris Library. Secretary Milam reviewed the correspondence in connection with this matter, and Miss Bogle made a statement of the conditions which she found in the Paris Library.

(a) Election of another trustee to take the place of W. V. R. Berry. It was the consensus of opinion of the Board that Col. Drake, the President of the Board of Trustees in Paris, should be consulted and asked to make one or more recommendations, and that simultaneously Miss Mann should be asked to confer with Col. Drake, find out his recommendations and send to the Executive Board all information obtainable on the persons Col Drake suggests.

(b) Nomination of a librarian. After considerable discussion, it was moved by Mr. Bishop, seconded and carried,

that a committee of two members of the Board be appointed to draft a letter in reply to Dr. Johnson's communication of the 26th of November, 1924, and that the committee report at the next session of the Board. (See page 8 for report.)

President Meyer appointed Mr. Bishop and Mr. Wyer.

The Committee was instructed to make a recommendation concerning a further communication which will put the Board on record as having some doubts as to whether the present librarian is 100% satisfactory.

In all the discussion it was the majority opinion that when Dr. Johnson's services were to be discontinued he should be given a year's notice.

10. International Institute of Bibliography. Miss Bogle read her report and also a report from Dr. Richardson on this subject. Mr. Walter moved (seconded and carried) that the Board accept with thanks the reports made by Miss Bogle.

11. A. L. A. Delegate to China. Secretary Milam gave a report of a recent conference between Dr. Bostwick, Mr. Tye and Dr. Paul Monroe, in which Dr. Monroe indicated that the libraries in China should have some aid from the China Foundation for the Advancement of Culture and Education. Mr. Milam read a letter from Mrs. Frederick Cunningham in which she agreed to supply \$5,000 for the expenses and salary of Dr. Bostwick to China in the near future. The opinion of the Board was unanimous in approval of this arrangement.

12. Advisory Committee -- Commission on the Library and Adult Education. Secretary Milam reported that in accordance with the instructions of the Board at the last meeting he had written to Dr. Putnam, asking him to become the Chairman, and submitting the list of names which had been approved in advance. Mr. Milam read a series of communications with Dr. Putnam, in which Dr. Putnam declined to accept the chairmanship until there were available results from a preliminary inquiry and study by the commission. The Board was impressed by Dr. Putnam's suggestion that this action was perhaps a little premature, and decided to hold the matter open until plans develop more in detail regarding it.

13. Scholarships and fellowships. Secretary Milam read the following additional proposal by the Board of Education for Librarianship, which is the only one not approved: "One fellowship of \$1500 for an experienced librarian for special preparation for the teaching of library science or related subjects." On motion of Mr. Reece, seconded and carried, the recommendation was approved.

... The session adjourned at six-ten p. m. ...

ADJOURNMENT

The second session of the A. L. A. Executive Board at the Mid-Winter meeting was called to order at ten a. m., Wednesday, December 31, 1924, at the offices of the American Library Association, President Meyer presiding.

There were present when the meeting convened:

President Meyer
Secretary Milam
Mr. Bishop
Mr. Wyer
Mr. Reece
Mr. Walter
Mr. Compton

The following members came in at the beginning of the consideration of Item 14, Job Analysis:

Miss Bogle
Mr. Tweedell
Mr. Lowe
Mr. Carl B. Roden

15. Request from Navy. It was voted, on motion of Mr. Compton, seconded and carried, to grant the Navy Department's application for \$6,000, to be paid out of what remains of the war fund, with the understanding that \$3,600 is to be returned in case they do not require it.

9. (Continued. See Pg. 6.) The Committee appointed at the previous session to draft a communication on the Paris Library reported the following:

"In the matter of a librarian for the Paris Library, the interpretation by the Executive Board of the American Library Association of the Constitution and By-laws of the American Library in Paris, Incorporated, as well as the precedents

heretofore, is that its function and duty in the nomination of a librarian obtains only in the event of an actual vacancy in that post, a vacancy which according to the Board's best information does not now exist. It cannot agree with the opinion expressed in a letter from Trustee Olds (now stated to be unofficial) that the apparent vacancy resulting from the constitutional provision for a year-to-year tenure calls for an annual nomination by the American Library Association. The last sentence of Sec. 1, Article VI, of the Constitution of the American Library in Paris, reads: 'Except during the first yearly period, the tenure of office of the librarian shall be determined by the Board of Trustees.' This seems to the Executive Board of the American Library Association both clear and convincing as to the intent and meaning of the Constitution in the matter of the librarian's tenure -- an interpretation indeed which has heretofore been accepted and acted upon by the Trustees without hesitation or question."

A motion was made, seconded and carried, that the Secretary communicate this letter to the Paris Board of Trustees, addressed to Dr. Johnson, as Secretary of that Board.

14. Job Analysis. There were invited into the Board meeting, during consideration of this subject:

Mr. Strohm
Mr. M. G. Wyer
Miss Smith
Miss Howe

Mr. Keogh
Mr. Telford
Dr. Bowerman

President Meyer reviewed the action of the Executive Board in approving the recommendation of the Board of Education for Librarianship for undertaking a job analysis. Mr. Strohm read a statement by the Board of Education for Librarianship, setting forth the investigation made by it, at the Executive Board's request; the Board of Education recommended that if Mr. Telford's conclusions did not meet the requirements, a job analysis should be started by July, 1925; that a study of library work might be made by Dr. Charters without any duplication of effort, such a study to be used as a basis for the building of a proper curriculum for each type of library school suggested by the Board and for the furtherance of text books to be used.

Mr. Telford made a report of the work to date and the progress made. He stated that he thought the work would be completed some time between April 1st and July 1st, but a number of the large libraries' reports had not been received to date. He requested Mr. Strohm's Board to modify the word "promise" and to extend the time until after the Convention of the American Library Association at Seattle, at which time he felt sure the matter would be presented in complete form. Mr. Strohm granted the request.

Dr. Bowerman spoke for a few moments, expressing satisfaction at the conclusion reached.

Mr. Roden asked if the work of the St. Louis Survey

was in conflict with the project of job analysis. The question was not answered directly.

Following this discussion those not members of the Board withdrew. On motion unanimously carried, the Board adopted the following resolutions:

"RESOLVED, That the Executive Board views with pleasure and appreciation the progress made by Mr. Telford and his colleagues under the direction of the Committee on Classification of Library Personnel.

"RESOLVED, That the Executive Board authorize the Board of Education as soon as funds become available to employ Professor Charters and necessary assistants to aid the Board of Education in formulating curricula standards for library courses and in the preparation of text books.

"WHEREAS, The Board of Education has indicated that the results obtained in the analyses of library positions by the Committee on Classification of Library Personnel serve as the basis of the construction of curricula by the Board of Education, therefore be it

"RESOLVED, That the Executive Board request that Committee to make available to the Board of Education for Librarianship the results of the investigation as soon as may be practicable."

The Board suggested that the Board of Education and the Survey Committee be offered any assistance they desire from

the Association office in the way of getting responses from the libraries.

19. Discussion of requests for future grants from the Carnegie Corporation. The Board was of the opinion that the Secretary should get a bona fide estimate from the various commissions and boards as to what they need for the next year, and with that as a basis consider whether the Carnegie Corporation should be asked for \$15,000 or \$25,000 to meet the extras, including the revolving fund and extension work, and the work of committees already in existence not provided for in these larger grants. The Board was heartily in favor of library extension as the next big project if it could be arranged for.

20. Conference of 1926. Mr. Roden reported on the progress of the preparations for the conference, stating that there was no money for the Celebration nor for the Exhibition and the Committee was at a loss to know where it would come from.

... The session adjourned, on motion made, seconded and carried, at twelve-thirty p. m. ...

ADJOURNMENT

The third session of the A. L. A. Executive Board at the Mid-Winter meeting was called to order at four-forty p. m., Wednesday, December 31, 1924, at the offices of the American Library Association, Vice-President Lowe presiding.

There were present:

Mr. Lowe
Mr. Roden
Mr. Reece
Mr. Bishop
Mr. Wyer
Mr. Walter
Mr. Compton
Mr. Tweedell
Secretary Milam
Assistant Secretary, Miss Bogle

16. Treasurer's report for 1924. The report of the Treasurer was presented, although there were no copies for distribution to the Board members. A motion was made by Mr. Bishop, seconded and carried, that the report be referred to a special committee, composed of Mr. Roden, the Chairman of the Finance Committee, and Mr. Tweedell, the Treasurer, for consideration and report to the Board, and that a mail vote approving the report be had after the special committee concludes its examination.

17. Budget for 1925. Secretary Milam presented the 1925 budget, together with necessary changes. It was voted to refer it to the same committee considering the Treasurer's report for the same action.

18. Budget overdrafts - 1924. Secretary Milam ex-

plained that these overdrafts did not constitute an overdraft on the total amount appropriated but were transfers from one account to another, and recommended that the Executive Board approve the payment of these amounts in excess of the items as budgeted. It was voted to adopt the Secretary's recommendation.

21. Communications. Two letters were read from Miss Esther Everett Lafe, in charge of the American peace work, urging the American Library Association to endorse the World Court. It was the opinion that this was not a matter the A. L. A. would wish to take any formal action on.

Mr. Faxon's letter, asking for an expression of opinion on closing the Seattle Conference at a certain time to permit a trip into Alaska, was referred to the Program Committee on motion duly seconded and carried.

Letter from Mr. Wyer dated December 8th, and correspondence with Audit Bureau of Circulations with respect to their eliminating libraries from the free list, referred to the Committee on Book Buying, on motion seconded and carried.

A letter was read from Miss Mulherron, expressing regret at being unable to attend the Board meeting, and extending Portland's desire to cooperate in the A. L. A. meeting at Seattle.

Secretary Milam read a petition from the members of the American Library Association engaged in business library work, requesting space on the program at the Seattle Conference

for a round table meeting. It was moved by Mr. Roden, seconded and carried, that the communication be referred to the Program Committee with an expression of the strong approval of the Executive Board in this request.

Communications with respect to the Dictionary of American Biography were summarized, and a motion made by Mr. Wyer, seconded and carried, that the President communicate to Dr. James F. Jameson the keen interest of the American Library Association in the recent press announcements of the new project for an authoritative, adequate Dictionary of American Biography, and that the A. L. A. offers its cordial cooperation, particularly toward perfecting the bibliographic detail.

A letter from Miss Duncan was read with respect to discontinuing the publishing of the list of gifts to the A. L. A. in the Library Journal. It was the unanimous opinion of the Board that this list was not of sufficient importance to continue its printing in the A. L. A. bulletin annually.

A letter was read from Mr. E. H. Anderson, Chairman of the Sabin Bibliography Committee, suggesting that the Committee's work be turned over to the Bibliographical Society and the Committee relieved. A motion was made by Mr. Bishop, seconded and carried, that this be done after the Committee has turned over to the Bibliography Society everything that it has.

Miss Bogle read the following communication from Miss Parsons:

"I believe the Executive Board of the A. L. A. in confirming the budget does so with the understanding that the Director of the School will use funds only for the purposes for which they have been approved, but that in case of the contingent fund she has authority to add the amount, in whole or in part, to any one or more budget items when in her judgment this is necessary. May the resident director have authority from you to do the same thing with the contingent fund so far as it needs to be spent in France?"

It was voted, on motion of Mr. Walter, that Miss Parsons be given authority to use the contingent fund in accordance with the plans in her letter.

Miss Bogle read another letter from Miss Parsons asking that the director of the school in Paris be given authority to use the fund of 3,000 francs which was given to the school as a student loan fund, for publicity and other purposes that will give the most immediate help to the school. It was voted, on motion of Mr. Wyer, that the recommendation be approved.

Secretary Milam, following the completion of the docket, submitted some ideas on the matter of publicity for the activities of the Association's various committees and boards, and asked whether it would not be well for the Executive Board to bring about the appointment of a temporary joint committee composed of one member of the Executive Board, one member of the Board of Education for Librarianship, one member of the Adult Education Commission, one member of the Editorial Committee and one member of the Survey Committee, to look into

this question and see whether it is wise to take any further steps to bring about a greater dissemination of information about these special activities during the course of the year, whether directly to librarians and libraries or to the general public.

A motion was made by Mr. Bishop, seconded and carried, that the President and Secretary appoint such a committee to investigate the need for publicity for the special projects and to make recommendations to the Executive Board.

... The meeting adjourned, on motion seconded and carried, at six-fifteen p. m. ...

ADJOURNMENT