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Form Headings in Catalogues of the Past and Present

EVA VERONA, *Head*
Department of Printed Books
University Library
Zagreb, Yugoslavia

THOUGH FORM HEADINGS are a well known and deeply rooted feature of many cataloguing practices, cataloguing literature has not, up to now, paid much attention to them. It would almost seem as if—in certain cases—form headings have been tolerated, more or less tacitly, simply for reasons of convenience. Recently this situation has changed slightly. By including form or conventional headings in the Statement of Principles, the International Conference on Cataloguing Principles, Paris, October 1961, has acknowledged their existence, a fact which has focused the interest of many cataloguers on this problem. Therefore it seems worth while to enter more deeply into the question of form headings, to trace their historical development, and to examine their nature and theoretical foundation.

It goes without saying that form headings cannot be examined as an isolated feature of cataloguing practice. Their development is closely connected with the development of the various methods adopted for entering anonymous titles in general. Hence some brief explanations concerning the development of these methods will prove necessary.

Investigations concerning the historical development of the general alphabetical catalogue and its special problems have to be based, in the first place, on printed catalogues recording the general holdings of printed books in libraries. But, though such catalogues are the main sources, they are far from being the only ones. Library catalogues were slow to come into print, and long before the first library catalogue appeared at the end of the 16th century, other kinds of book lists had already been published. Trade catalogues began to appear soon after the invention of printing, bibliographical compilations and lists of suppressed or licensed books followed.

Sixteenth and Seventeenth Centuries

An analysis of the various types of book lists over certain periods will show identical features with regard to cataloguing methods. Therefore it

seems reasonable to assume that there existed a mutual influence. Obviously the influence of widely circulated book lists must have been greater than that of obscure or less known lists; but even such lists, if compiled under the influence of more important lists, often reflect characteristic cataloguing features of their period and may thus offer important data for an historical survey. For these reasons in this paper various kinds of printed book lists were taken into consideration. Obviously, for the particular problem dealt with in this paper, only those lists which also include anonymous works could be useful.

In the earliest printed book lists (advertisements of printers or booksellers) the number of books enumerated was too small to call for alphabetization. But when the number of titles increased and when it became necessary to facilitate the location of a certain title in a list, alphabetization became indispensable. As far as I could determine, the earliest printed list to adopt alphabetical arrangement both of authors and titles was the list of works censored by the Paris Faculty of Theology, published in 1544. This usage was then taken over by other lists of suppressed books and by the Roman Index which appeared for the first time in 1559. In some of these lists anonymous titles made up special files (e.g. in the various editions of the Paris index and in the earlier editions of the Roman Index); in others they were interspersed with the names of authors in a single alphabetical sequence (e.g. in Milano 1554).*

Though compiled rather carelessly, these lists provide interesting sources for the history of bibliographic and cataloguing methods. They reveal the beginning of certain cataloguing methods which have survived until modern times. Anonymous titles were usually arranged alphabetically according to the first word. In addition to entries under the first word, entries under inverted forms of the title are to be found. By inverting the order of words in the title, some characteristic noun or adjective was brought into the first place and thus became entry word. Moreover, the various indices contained also general designations for whole classes of works. Thus, in Milano 1554, there was such a general designation *Piromantica opera*, in Italy 1575 the designation *Comedie dishoneste*, in Roma 1596 the designation *Kalendaria omnia ab haereticis confecta*. But, since these designations were meant to be substitutes for works belonging to a certain category, without enumerating them, they cannot be considered as class headings.

Apart from the various indices of prohibited books, alphabetization of titles seems to have been a feature almost unknown to book lists throughout the 16th century. Where it appeared at all it was used only as a subordinate arrangement. It plays a more important role in Maunsell 1595, but even there it is not yet a main means of arrangement.

* In the text of this paper, catalogues of institutional libraries are mostly quoted by the name or place of the library and the year when the catalogue began to be published, catalogues of private libraries and trade catalogues by the name of the owner and the year when the catalogue began to be published, bibliographies by the name of the compiler and the year when the bibliography began to be published, lists of censored books by the place and year of publication. For full entries see Appendix.

In the preface to the first part, Divinity, Maunsell expounds the method adopted for his work. There we find the following statement: "Concerning the books which are without author's names, called Anonymi, I have placed them either upon the titles they be entituled by, or else upon the matter they entreate of, and sometimes upon both, for the easier finding of them." According to R. Blum, Maunsell dealt in a similar way with works whose authors were known so that his list was really a dictionary catalogue. In addition to author, title, and subject headings, it contained form headings. Probably these headings were not entirely Maunsell's innovations but were taken over from the mediaeval inventories and catalogues. But obviously, in Maunsell's alphabetical list, they had quite another significance than in the mediaeval ones, where they represented some kind of subject groups. In any case, Maunsell was probably the first to arrange all such types of headings in one alphabet.

A similar method was adopted by the Bodleian catalogues, the first printed general library catalogues to adopt alphabetical arrangement. Yet there exists an essential difference between Maunsell's class headings and the Bodleian ones. While the first assembled both anonymous works and works whose authors were quoted, the latter were primarily destined to facilitate the location of anonymous titles by bringing them together under a designation supposed to be sufficiently characteristic to attract the reader's attention. Without a thorough study and comparison of both Maunsell's list and the Bodleian catalogues, it is impossible to ascertain whether those catalogues were at all influenced by Maunsell or whether they came to use a similar method quite independently from him. An examination of the 17th century Bodleian catalogues will show quite a number of class headings such as *Acta* or *Actae* (Bodl. 1605, 1620, 1635), *Catalogus* or *Catalogi var.* (Bodl. 1605, 1620, 1674), *Concilia* (Bodl. 1605, 1620, 1635, 1674), *Constitutiones* (Bodl. 1605, 1620, 1635), *Leges* (Bodl. 1605, 1620), *Lexicon* (Bodl. 1674), *Pharmacopoeia* (Bodl. 1605, 1620, 1674), *Statuta* (Bodl. 1605, 1620, 1674), *Synodus* or *Synodi variae* (Bodl. 1605, 1620).

The method adopted by the first Bodleian catalogues is illustrated by Hyde's short statement about the compilation of Bodl. 1674 contained in the preface to this catalogue. There we find the following passage: "Sub generalibus capitulis qualia sunt Lexica, Concordantiae, Jus, Concilia etc. exhibui librorum eo spectantium pleniorem copiam, idque propter eorum usum tritissimum." But if we compare Hyde's catalogue with the earlier Bodleian catalogues, we shall notice a slight difference in the use of class headings. Hyde discontinued some of the earlier class headings (e.g. *Acta*, *Leges*, *Synoda*), while others he retained but often in very reduced content (e.g. *Concilia*, *Statuta*). Hyde's preference for particular headings was also stressed by his remarks added in Bodl. 1674 to some class headings, such as *Concilia*, *Pharmacopoeia* and *Statuta* and referring the reader to particular headings.¹

The further development of the alphabetical catalogue in Great Britain followed in general the line drawn by the first printed Bodleian catalogues. After their appearance, other alphabetical catalogues were compiled² and several adopted the Bodleian practice. Thus Bodl. 1620 obviously served as a model in the compilation of Sion 1650. Hyde's catalogue acquired an especially high reputation in learned and library circles. Several college libraries in Oxford possessed no catalogues of their own but used instead for 250 years interleaved copies of Hyde's catalogue.³ Bodl. 1738 as well as Br.M. 1787 and 1813 show, with regard to class headings, more or less the same characteristics as Bodl. 1674. Though, in general, the tendency towards particular headings seems to have become in these catalogues still stronger, in Br.M. 1813 there appeared a new class heading, *Academiae*. Under this heading there were listed also titles which, in the first edition, had been entered under individual headings. Moreover, both Br.M. 1787 and 1813 had the class heading *Society*. In Br.M. 1841 both these headings were brought together under the designation *Academies, learned societies, universities etc.*

Panizzi's rules, published in 1841, were, in many respects, a sanction of the old English practice. These rules mentioned the following class headings (called by Panizzi general names): *Academies, Periodical publications, Ephemerides, Catalogues, Dictionaries, Encyclopaedias, Liturgies*. But it must be emphasized that Panizzi himself was not in favour of such general headings. In his letters and the evidence given at the inquiry into the work of the British Museum, Panizzi quite clearly attacked class headings. His opinion is best characterized by the following words: "The less titles are under one entry the better, and if one could have every title exactly in its place, without any other heading than its own fixed and certain heading, it would be a good thing."⁴ It is especially interesting to note also that the majority of readers questioned during the inquiry objected to the fact that a vast mass of titles, which ought to come under particular headings, were brought together under general headings.⁵

It does not seem necessary to linger on the further development of class headings in England. It will suffice to mention that such headings have been, until recent times, an essential part of the cataloguing practice, not only of the British Museum, but also of other British libraries. The later editions of Panizzi's rules have kept most of his class headings and have even introduced new ones. Yet, in the course of recent revisions, some have been abolished.⁶ The Cambridge cataloguing rules also mention several class headings such as *Academies, Almanach, Conference, Congress, Conventions, Councils, Directory, Encyclopaedias, Ephemeris, Law reports, Periodicals, Statutes, Trials*.⁷

But the importance and role ascribed to class headings is not the same in all English cataloguing rules published in the 20th century. In the Bodleian rules of 1939 only three class headings have been retained: *Catechism, Liturgies* (but only for general liturgical works) and *Law reports* (only for collected reports of cases decided in English courts).⁸ In the cataloguing instructions of the Library Association published in 1881

and 1883 only one class heading, *Liturgies*, was mentioned.⁹ The joint Anglo-American code of 1908 dropped even this heading.

On the continent the progress in the development of the alphabetical author and title catalogue was much slower than in England, and the majority of general library catalogues printed during the 17th and 18th centuries and the first half of the 19th century were classified catalogues. An exception was Italy where, during that period, a considerable number of alphabetical catalogues of private libraries were published. But, in spite of this general preference for classification, Hyde's catalogue had a high reputation also on the continent. It was widely circulated, recommended and praised by the most famous authors.¹⁰ The alphabetic arrangement of several continental catalogues was certainly due to its influence. In some catalogues this fact is explicitly mentioned, others resemble Hyde's work to such a degree that there can be no doubt about its influence.

Italian

According to A. Nicolini,¹¹ the first general alphabetical catalogue to be printed in Italy was Barberini 1681. Even a superficial analysis of this catalogue will reveal certain features which are without doubt due to the influence of Bodl. 1620, while others (e.g. the position of the headings and the whole typographical picture) point undoubtedly to Bodl. 1674. With regard to class headings, Barberini 1681 also seems to have been influenced by both Oxford catalogues. In addition to class headings contained in both Bodl. 1620 and 1674, such as *Concilia*, *Statuta*, etc. there were some which Hyde had already discontinued, such as *Leges* and *Synodi variae*. Hyde's influence can be traced in a certain tendency towards particular headings. While, in Barberini, a great number of titles were listed both under particular and class headings, other were entered only under particular headings. Moreover, under the heading *Concilia* we find Hyde's characteristic remark referring the reader to particular headings. In spite of the evident influence of the Bodleian practice, nothing is said in the preface concerning those catalogues serving as models. Moreover, the Barberini catalogue lists only Bodl. 1620, while, apparently, Bodl. 1674 did not even exist in the Library.

G. Melzi and the *Catalogue général de la Bibliothèque nationale* attribute the Barberini catalogue to Lucas Holstenius, the well known humanist, who had been since 1636 Barberini's librarian. But, since Holstenius died in 1661, it is unlikely that the catalogue was exclusively his work, although in its main characteristics it might be perhaps attributed to him. In this case the influence of the Bodleian practice might perhaps be explained by the fact that, before coming to Rome in 1627, Holstenius had spent several years in Leyden, Oxford, and Paris where he had studied in the libraries. Thus in all probability he was not only cognizant of the Bodleian practice, but was also able to compare it with the practice of other European libraries.

The Barberini catalogue gained a high reputation in Europe and was often quoted along with Bodl. 1674.¹² But, notwithstanding this reputation, its influence on Italian cataloguing methods was less important than might be expected. According to Nicolini the majority of alphabetical library catalogues published in Italy during the 18th century entered anonymous works directly under the title. However, it must be pointed out that such works, if connected in any way with a corporate body, were in several of these catalogues grouped together under a designation indicating the body. This method was, for instance, adopted, with more or less consistency, by Imperiali 1711, Capponi 1747, Brancati 1750, and Chigi 1764. Since none of these catalogues mentioned the Bodleian catalogues, while Imperiali 1711 and Brancati 1750 listed Barberini, it seems reasonable to assume that the above mentioned entries were due to its influence. As far as I could ascertain, this is the only feature of the 18th century Italian cataloguing practice in which the influence of Barberini 1681 can be traced.

Although, with regard to anonymous titles, first word entries seem to have prevailed in most 18th century Italian catalogues (e.g. Imperiali 1711, Brancati 1750, Chigi 1764, St. Martin 1764), catchword entries (entries under an inverted form of the title) also appeared in some of them (e.g. Imperiali 1711, Capponi 1747). It is impossible to ascertain whether and to what extent these catalogues were influenced by the various lists of censored books mentioned at the beginning of this paper.

The best known alphabetical catalogue to be printed in Italy was the famous catalogue of the Casanatense Library, 1761, compiled by G. B. Audiffredi. In this catalogue the first word method was adopted very rigorously. In the preface (p. xii) Audiffredi stressed the advantages of this method and pointed out that it had been used already by other bibliographers. Unfortunately, no names were quoted. Audiffredi's reputation was so high that, though not invented by him, the first word method came to be known throughout the world through his catalogue, and the best known cataloguers and bibliographers of the 19th century considered this catalogue as a masterpiece to be studied or taken as example.¹³ The first word method¹⁴ was also used in various book lists published in Italy at the end of the 18th and the first half of the 19th centuries, e.g. Remondini 1778, Roma 1808, and Melzi 1848.

Form headings or other class headings seem to have been rather exceptions in Italian catalogues and book lists published during the 18th century and the first half of the 19th century. A few of them are to be found in Imperiali 1711 (*Bullae pontificum*), Capponi 1747 (*Rappresentazioni sacre, poetiche; Romanzi e istorielle in rime*), Audiffredi 1761 (*Concilia*), Chigi 1764 (*Bullae summorum pontificum, Decretales epistolae summorum pontificum*), and Venezia 1815 (*Giornali rivoluzionarij*). In the 19th century, along with first word entries, first noun entries began to be used in Italian printed book lists, probably under the Austrian influence. This method appeared in several trade catalogues of that time (e.g. in Branca 1844) and was recommended by G. Fumagalli (1887). It

seems to be characteristic that Fumagalli did not mention class headings; neither did they appear, as far as I could ascertain, in Italian book lists using the first noun method.

Class headings (called "espressioni convenzionali") appeared again in the official Italian code of 1922, which returned to the first word method. The first edition mentioned the following class headings: *Causa penale*, *Causa civile*, *Causa di santi*. In the latest edition (1956) these headings have been slightly changed and their number enlarged. The following headings occur: *Processo civile*, *Processo penale*, *Processo canonico*, *Processo di beatificazione*, *Processo di canonizzazione*.¹⁵ Recently class headings have been advocated, with regard to the Italian cataloguing practice, by G. DeGregori.¹⁶

French

Most library catalogues printed in France during the 17th and 18th centuries were classified. This preference for classification was emphasized in the prefaces to the *Catalogue des livres imprimez de la Bibliothèque du Roy*, 1739, the *Catalogue des livres de la Bibliothèque publique d'Orléans*, 1777, both of which criticized the method adopted by the Bodleian catalogues. The same point of view was expressed in the French criticisms of Panizzi's catalogue which were published round the middle of the last century.¹⁷ Not only catalogues of institutional libraries, but also those of private book collections were, for the most part, arranged in classified order. Several of such printed catalogues were even without alphabetical index, or, if such an index existed, it often did not contain anonymous titles.¹⁸ The same method was also adopted by the majority of bibliographical works published in France during the 17th century and the beginning of the 18th century.

In the second half of the 18th century bibliophile bibliographies adopted an alphabetical arrangement and thus set an example for the compilation of alphabetical book lists in France. In the earlier works anonymous titles were entered under catchwords (cf., e.g., Osmont 1768 or Duclos-Cailleau 1791, where both catchwords and first noun entries appeared). This method was also prescribed by the cataloguing code issued in 1791 by the French government.¹⁹ However, the bibliographical method was soon to be improved, and first word entries began to gain ground in bibliophile lists (cf., e.g., Brunet 1802 and Fournier 1805). This method was further developed in Barbier 1806 and Brunet 1810. Both mention Audifredi as a standard work.

The method established by Barbier and Brunet was the basis for the formation and further development of the French practice with regard to anonymous titles. It was adopted in 1811 for the indices in the French national bibliography, after 1840 by the *Bibliothèque Nationale*²⁰, in 1867 by Lorenz, etc.

In the older bibliographical works no class headings occurred. As far as I could ascertain, they began to appear only in the later editions of Brunet's *Manuel*. The 5th edition contained the following class headings:

Coutumes de France; Entrées des rois, reines et enfants de France; Ob-sèques des rois et reines; Ordonnances; Sacres des rois et des reines de France.

It would be interesting to ascertain whether, in fact, it was Brunet who introduced class headings into the French bibliographical and cataloguing practice and to find out by which influence he was guided. Delisle, the author of the first French cataloguing code (1890), mentioned Brunet's class heading *Coutumes* as an example to be followed in library catalogues. Also, he recommended these class headings: *Bibliothèques* (Catalogues de), *Musées* (Catalogues de), *Exposition* (Catalogues de), *Sociétés savantes*. But Delisle emphasized the fact that, in spite of their usefulness, the formation of such groups should only be an exception to the normal practice and should not be adopted indiscriminately.²¹ Later he recommended a further class heading, *Entrée*.²²

Since the time of Delisle, class headings seem to have become a common feature of the French cataloguing practice and are prescribed by all French cataloguing codes. The code of the French Library Association (1912) mentions the class headings *Mélanges*, *Programme*.²³ Ledos 1923 prescribes the following "rubriques spéciales": *Liturgie*, *Conciles*, *Coutumes*, while, in the new edition of 1940, the heading *Codes* is added.²⁴ In the draft of 1959 for a new French code the number of class headings has been considerably enlarged. The following "vedettes de forme" occur: *Cartulaire*, *Catechisme*, *Collection*, *Couronnement*, *Coutumes*, *Entrée*, *Exposition*, *Mélanges*, *Traité*, *Vente*.²⁵ Recently form headings have been advocated by the French librarian R. Pierrot.²⁶

It may be interesting to note that the few French works on library economy which advocated first noun entries (Namur 1834, Cousin 1882) did not mention class headings.

German and Austrian

In Germany and Austria the development of printed library catalogues was similar to that in France. Preference was in general given to classified catalogues. A classified arrangement was adopted also by the trade catalogues published since 1564 for the Frankfurt book fair, and, since 1595 for the Leipzig book fair, which were both held regularly twice a year. While the current Messkataloge showed no apparent order in the single classes, the compilations of those lists (Basse 1592, Grosse 1600, Cless 1602 and Draud 1610) enumerated the titles in each class alphabetically. No definite method for entering anonymous titles was used. Entries were under the first word or the first noun, or even under a catchword.

Two of the compilations of the Frankfurt Messkatalog (Draud, Bibl. class. 1611 and Draud, Bibl. Germ. 1611) must be mentioned separately since they differed greatly from those described above. In these bibliographies the sub-arrangement in the large classified groups was according to subject or class headings which were listed in alphabetical order (e.g. *Academiae*, *Annales*, *Calendaria*, *Concilia*, *Dictionaria*,

Poemata, Tragoediae; Chronicken, Gespräch, Reissbücher, etc.). Several of these headings are reminiscent of similar headings in the early English bibliographies and catalogues. Yet there is a characteristic difference. While, in the English lists, subject and class headings were interpolated in an alphabetical sequence of author and title headings, in Draud they represented the sub-arrangement of classified groups. Therefore, Draud's were in fact classified subject bibliographies and must be excluded from our study.

The same arrangement and the same variety of methods for entering anonymous titles, characteristic of the various compilations of the Messkataloge, were also to be found in trade catalogues published during the last decades of the 17th century by German and Austrian booksellers (e.g. Haan 1682, Endter 1683-1685, Martius 1685). Yet there were exceptions. Thus, in Endter 1687, first noun entries were adopted fairly consistently.

In the 18th century a great number of book lists published by German and Austrian booksellers dropped classification and listed authors and titles in a single alphabetical sequence. With regard to entries of anonymous works the same inconsistency, characteristic of the alphabetical sub-arrangement in most earlier lists, remained in use throughout the first half of the century. But gradually first noun entries gained ground. According to Gradmann this method prevailed in the Messkataloge in 1760.²⁷ In Leipzig 1780 I found it already very well established. It was used consistently in book lists published by some German and Austrian booksellers during the last decades of the century (e.g. Bernardi 1770, Graeff 1777, Trattner 1779).

In some of these trade catalogues a few class headings were to be found. But there was a typical difference between these headings and those in the English catalogues. While in the English catalogues such headings were a common feature for entering anonymous titles, in the German trade catalogues they were used only exceptionally for bringing together and stressing classes of works which were apparently supposed to be especially attractive to readers. In addition to class headings reflecting the interest of the public in general, there were others which evidently pointed towards natural phenomena or political events of a certain year or a certain period. Thus, for example, after the appearance of a great comet in 1618, in the group "Libri philosophici & aliarum artium humaniorum" of the Frankfurt Messkatalog Easter 1619 there was a special class heading *Tractatus de cometis*, though no other order in the various classes was yet perceptible. In Martius 1685 in the alphabetically arranged group "Libri politici, historici . . ." there were the class headings *Kriegs-Bücher, Liebes-Geschichte, Secretarius*; in the group "Libri medici" a heading *Chymische Bücher*. In Bernardi 1770 there were interpolated into the alphabetical sequence, the class headings *Briefsteller, Comödien, Liebesgeschichten, Lexica*, etc.; in Trattner 1779 the class headings *Comédies & tragédies diverses, Grammaires, Prières diverses*, in Fontaine 1782 the class heading *Heures*.

In German bibliographical works the first noun method took somewhat

longer to gain ground. The bibliophile bibliographies published around the middle of the 18th century (Vogt 1747, Clement 1750, Freytag 1750, Widekind 1753, Bauer 1770) revealed, with regard to anonymous titles, a great inconsistency. Catchword entries were especially numerous. In some of these bibliographies there were a few headings which might be considered as form headings (e.g. *Gesangbuch* in Vogt and Bauer, *Anthologia* in Clement and Widekind). But the number of anonymous titles assembled by these headings was so small, they had hardly any importance at all.

The same inconsistency characteristic of the bibliophile bibliographies appeared also in the first German general bibliography, Georgi 1742, where first word entries and first noun entries occurred along with entries under outstanding personal or geographic names. Finally, towards the end of the 18th century, first noun entries began to prevail also in German bibliographies. They were adopted in Heinsius 1793 and 1812, Ebert 1821 (though not quite consistently), Kayser 1825, etc.

In Georgi there was also a class heading, *Liebesgeschichten*; in Heinsius there were the class headings *Comödien*, *Musicalien*, *Romane*. These headings belonged to the type characteristic of German trade catalogues and proved that Georgi and Heinsius, who were both booksellers, kept to the tradition of their profession.

The various lists of suppressed or licensed books published in Austria during the second half of the 18th century, with regard to anonymous titles, went more or less through the same development as the trade catalogues and bibliographies. While, in Vienna 1765, various methods were used simultaneously, in later editions of such lists first noun entries began to prevail and, after 1794, they were adopted consistently.

Only a small number of institutional library catalogues printed during the 17th and 18th centuries in Germany and Austria adopted alphabetical arrangement of authors and titles.

In Frankfurt 1676 the influence of Bodl. 1620, which was listed in that catalogue, is obvious. Anonymous titles were entered under catchwords or under various class headings such as, *Berg-Ordnungen*, *Breviaria*, *Calendaria*, *Cantiones*, *Catalogi librorum*, *Colloquia*, *Comitia*, *Concilia*, *Gymnasia*, *Itineraria*, *Visitationes*, etc. With regard to the choice between general class headings and particular headings, Frankfurt 1676 seems to have been half way between the old Bodleian practice and the newer tendency. Thus, for instance, publications of ecclesiastical councils were entered partially under the class heading *Concilia*, partially under particular geographical headings, or, rarely, in both places. Other general headings were treated in the same way. Yet it is interesting to note that the heading *Statuta* which, while especially characteristic of the older Bodleian practice, and more or less discontinued in the later English catalogues, in Frankfurt 1676 did not exist at all. All publications of this type were entered under geographical headings, rarely under particular subject headings. It cannot be determined whether this partial tendency towards particular headings arose in Frankfurt quite inde-

pendently or whether it was due to Hyde's influence. It can only be noted that, in Frankfurt 1676, Hyde's catalogue was not listed.

Duisburg 1685 and Rinteln 1692 were obviously compiled without any influence, probably even without any knowledge of Hyde's, Beckmann's or Barberini's catalogues, which, at that time, did not even exist in those libraries. In Duisburg 1685 only one of James' catalogues, probably Bodl. 1605, was listed. Both Duisburg 1685 and Rinteln 1692 were compiled rather carelessly and, with regard to anonymous titles, revealed the same inconsistency characteristic of the German trade catalogues published at that time.

The most renowned alphabetical catalogue of an institutional library to be printed in Germany during the past centuries was Greifswald 1775, compiled by J. K. Dähnert. In the preface nothing was said about the influence of other catalogues. Of the various alphabetical catalogues using class headings, only Frankfurt 1676 existed in Greifswald when Dähnert began his work. Bodl. 1674 was acquired only at the time when the Greifswald catalogue had already been compiled.²⁸ In addition it seems interesting to note that, before compiling his catalogue, Dähnert compiled a list of rare books existing in the Greifswald University Library. In this work he was influenced by Clement and Widekind whose first volumes had just appeared.²⁹

In Greifswald 1775 the majority of anonymous titles were grouped together under geographical, subject, or form headings, such as *Academicae*; *Chronica*; *Colloquia*; *Concilia*, *Synodi*; *Constitutiones*, *Ordnungen*; *Ephemerides litterariae*; *Leges*; *Missalia & Manualia eccles.*; *Societates*. Though the number of general class headings appearing in this catalogue was comparatively great, it cannot be said that Dähnert had a decided preference for the old method of entering anonymous publications under such headings. Most types of anonymous publications were entered partially under general class headings, partially under particular headings, without a decided preference for either method. Yet an exception is perceptible with regard to the headings *Societates* and *Ephemerides* which were evidently intended to assemble, in general, publications characterized by these designations.

Dähnert's catalogue seems to have had no lasting influence on German cataloguing practice. By 1800 the first noun method was already well established in Germany. It was recommended for library catalogues by A. C. Kayser (1790), M. Schrettinger (1808), L. A. Constantin Hesse (1840), J. A. F. Schmidt (1840), A. A. E. Schleiermacher (1847), and J. Petzholdt (1856). Unfortunately, I could not ascertain how far the German cataloguing practice of that time was influenced by these theoretical recommendations. In Bremen 1833 first noun entries were adopted but not very consistently. No class headings occurred in this catalogue. Yet, even in the 19th century the old method of using catchword headings still had some adherents in Germany. It was advocated by J. C. Friedrich (1835) and J. G. Seizinger (1855 & 1863). Seizinger recommends also a class heading, *Ordnungen*.³⁰

All these facts lead to the conclusion that class headings seem never to have been a common feature of the German cataloguing practice. The official German code, the *Prussian Instructions*, dropped them completely. Only few remnants of this old practice have survived until the 20th century. In 1936 the University Library Jena used the class headings (Sachinseln) *Bibliothecae, Catalogi, Landesgesetze, Societates*, etc.³¹ A few class headings occur also in some recent German cataloguing codes, as in the code of the Tübingen University Library 1957 (*Acta martyrum, Gesetze, Inscriptiones, Kongresse Internationale, Spiele Mittelalterliche*, etc.)³², in the code of the Bayerische Staatsbibliothek 1957 (*Jahresbericht*),³³ and in the code of the München University Library 1958 (*Jahresbericht, Calender, Adressbuch, Geschäftsbericht, Verzeichnis der Vorlesungen, Verzeichnis des Personals, Programm*, etc.)³⁴

Swiss

The first catalogue of an institutional library to be printed in Switzerland. Zürich 1744, was clearly an imitation of Bodl. 1674. This fact, mentioned in the preface, is moreover very clearly evident from the catalogue itself as well as from the description of the cataloguing method contained in the preface. In this description, which is a little more detailed than Hyde's, there are also some passages dealing with class headings. These passages read as follows: "Diese Regul (i.e. the rule prescribing anonymous titles to be entered under a nomen proprium) hat ihre Ausnahm bekommen in Ansehung der Chronicorum, Conciliorum, etc. die man nicht nach den Oertern davon sie handeln, da sie geschrieben oder gehalten worden, sondern unter gedachten General-Tituln eingezeichnet, damit sie beysamen stehen, und man solche nicht verstreuet suchen müsse. . . . Andere anonymische Schriften haben ihre eigene Namen von der Art ihrer Verfassung, die niemand unter einem andern Namen suchen wird, z.B. Bullae, Canones, Catechismi, Confessiones, Dialogi, Epistolae, Lexica, etc."

In Bern 1764 and 1811 the influence of Bodl. 1674 and Zürich 1744, which were both mentioned in the preface to Bern 1764, is obvious. Both catalogues used class headings, such as *Académies, leurs recueils* (Bern 1764 & 1811 with a slightly changed designation), *Atlas* (Bern 1811), *Catalogi* (Bern 1764 & 1811), *Ephemerides & journaux* (Bern 1764 & 1811 with a slightly changed designation), *Dictionarium* (Bern 1811.)

In the supplements 1833-1846 to Zürich 1744 class headings have completely disappeared. Apart from a few exceptional catchword entries, anonymous titles were entered under the first noun. In the new edition, Zürich 1864, the use of first noun entries was pointed out in the preface. Without a detailed knowledge of the cataloguing practices of Swiss libraries, it is not possible to ascertain whether, today, class headings have in general disappeared from the Swiss catalogues. They definitely do not appear in the Swiss cataloguing codes drawn up in the 20th century.

Other European

In addition to the English, Italian, French, German, and Swiss book lists described above, two further alphabetical catalogues using class headings have to be mentioned.

Upsala 1814 was compiled by P. A. Aurivillius. In the catalogue all Bodleian catalogues, Frankfurt 1676, Zürich 1744, and Greifswald 1755 were listed. In the preface a short description of the method adopted, resembling those in Bodl. 1674 and Zürich 1744, was given. But the catalogue itself points rather towards the influence of the German catalogues using class headings. Aurivillius treated anonymous titles in a separate part of his catalogue and assembled them all in large classes such as *Academiae, Gymnasia, Scholae; Acta societatum; Biographiae; Calendaria; Catalogi librorum; Ephemerides; Itineraria; Lexica et vocabularia*; etc.

The alphabetical catalogue Utrecht 1834 is especially interesting since, as far as I could ascertain, all the older catalogues of institutional libraries printed in the Netherlands were classified. In Utrecht 1834 anonymous titles were entered partly under catchword or geographical headings, partly under the first noun, partly under class headings such as *Academia et societas, Catalogus, Kronijk, Statuta*, etc.

Historical Summary

Obviously this short survey showing the usage adopted by some printed book lists or prescribed by some cataloguing codes is far from offering a complete history of class headings. Such a history cannot be written as long as detailed histories of the cataloguing practices of individual libraries are not compiled. But it has to be emphasized that in this survey, the best known alphabetical catalogues and bibliographies printed during the 17th, 18th, and the first half of the 19th centuries have been taken into consideration. These book lists set an example which was followed by many alphabetical lists of that period. Therefore the historical outline, as drawn by this survey, might be expected to correspond roughly to the main line of the actual development of class headings. Deviations due to printed catalogues, not taken here into account, or to cataloguing practices of libraries whose catalogues were not printed probably had no decisive effect on the main line of development.

The catalogues, book lists, and cataloguing codes mentioned in this historical survey reveal a great variety of class headings as well as a great variety of technical terms by which these headings were designated. Though their general purpose was more or less the same—the great majority of them meant to facilitate the location of certain types of anonymous publications by grouping them under a single heading—they differed greatly with regard to their character and the types of publications assembled by them. Some were pure subject headings, some were collective corporate headings bringing together publications of a certain kind of corporate body (e.g. *Academies, Concilia, Congresses*, etc.), others were actual form headings assembling publications of the same extrinsic or

literary form (e.g. *Dictionaries, Ephemerides, Romanzi*, etc.). But, in older catalogues, even collective corporate headings and form headings often partially had the character of subject headings since they usually also assembled works dealing with the kind of publications characterised by these headings (e.g. works on the history of academies, etc.). That is true also for most geographical headings which listed publications of the bodies characterised by the headings as well as publications dealing with the territories represented by the headings.

If the term class heading were taken in its broadest sense, it would be necessary to include also in this study groups formed by various editions of the same anonymous work entered under a conventional heading. Such groups occurred in many printed catalogues of the past and are prescribed by many modern cataloguing codes. Though catalogues, and even cataloguing codes, often make no difference between those various kinds of class headings, there yet exists an essential difference. Real class headings assembling various works are normally innovations of the cataloguer. On the contrary, headings assembling the various editions of the same anonymous work are no such innovations, since they are derived from a conventional title which is generally used as a substitute for the original title. Therefore such headings do not seem to fall within the scope of this paper and have been excluded from our considerations.

Moreover, the historical survey discloses chronological changes in the use of certain class headings. Since the second half of the 17th century a certain shift from general class headings towards more particular ones (often geographical headings) took place. As a result of this shift, some general class headings (such as, for example, *Statuta, Concilia*, etc.) were, during the following centuries, gradually discontinued in most catalogues and do not appear in the majority of 20th century cataloguing codes acknowledging class headings. This gradual change might be partially explained by a rising acknowledgment of corporate entries. But it does not seem likely that such an acknowledgment was the only reason for this shifting, because, in spite of this general tendency towards particular headings, during the second half of the 18th century a few new general class headings appeared (e.g. *Academiae* or *Societates, Ephemerides* later *Journaux, Periodical publications*). These headings have remained in use until the 20th century and appear in several codes published in this century. Moreover, in the 20th century, another general class heading, *Congresses*, has appeared in several cataloguing codes. It does not seem likely that this coincidence in the choice of new headings was due only to a mutual influence between the various catalogues or cataloguing codes. It seems reasonable to conclude that this coincidence simply reflects the formation of new types of publications and their further development.

The main development of class headings, as outlined in this paper, might be briefly characterised by the following basic facts: (1) Class headings in general grew out of the catchword method for entering anonymous titles. They were an essential feature of most printed cata-

logues and book lists adopting this method. (2) During the 18th century two more exact methods for entering anonymous titles were gradually introduced in alphabetical book lists. In the first lists using these methods class heading were dropped almost completely. In the further development of cataloguing and bibliographical methods national differences began to appear. In countries using the first noun method, class headings have remained definitely in the background. In these countries they are used only rarely and are probably tolerated only for reasons of tradition and convenience. In some countries using the first word method, as for example in Spain, the situation is very similar to the one described above: the cataloguing codes do not even mention class headings so that, probably, they are not used at all. On the contrary, in some other Romance countries adopting the first word method, for example in France and Italy, class headings have been revived and, in the latest codes of these countries, their number has been considerably enlarged.

It is easy to explain the existence of class headings in catalogues entering anonymous titles under same catchword. The inaccuracy and arbitrariness of this method rendered the location of anonymous titles rather difficult. Probably, therefore, the opinion prevailed that, by grouping large classes of titles together under a general heading, the search for a certain title could be facilitated. This necessity of bringing together titles of similar publications was clearly stressed in the prefaces to some catalogues using the catchword method.

But how to explain the difference between catalogues using the first word method and those using the first noun method? Until recently the first noun method has been used by some Germanic and Slavonic speaking countries. In these languages noun are normally placed after the adjectives. Since the first noun often characterizes the type of publication, in these languages first noun entries often resemble form entries and may, to a certain extent, even fulfill the same task. That might perhaps partially explain the nonexistence of form headings in the great majority of book lists using the first noun method. But, on the other hand, it must be stressed that very similar reasons might be mentioned for Romance book lists using the first word method. Since, in these languages, the noun normally stands before the adjective and is—at least in modern titles—usually at the beginning of the title, the necessity for using form headings does not seem to be greater than in Germanic and Slavonic book lists using the first noun method.

Significance Today

But, notwithstanding the reasons of convenience for which form and other conventional headings have been introduced in alphabetical catalogues, the question arises whether the existence of such headings in alphabetical catalogues is justified, i.e., whether they are in conformity with the essential character of such catalogues. However, it must be stressed that it is impossible to answer this question for all alphabetical catalogues in general. The solution depends in every case on the special

nature of the catalogue concerned, i.e. on the specific functions which are assigned to it.

In a pure author and title catalogue only author and title headings are permissible, i.e. only headings derived from elements to be found, in the majority of cases, in the title page or some other place in the book. As distinct from author and title headings, form and other conventional headings are based, in the majority of cases, on elements extraneous to the title page and are thus innovations of the cataloguer. Hence, if interpolated in an alphabetical author and title catalogue, such headings would seem to be alien to the other headings.

With regard to the way in which they are coined, as well as with regard to their purpose, form and other conventional headings are closely related to subject headings or may even be considered to be special kinds of subject headings. Such a broad definition has been accepted by the Vatican code drawn up for a dictionary catalogue. In this code subject headings are defined as designations indicating the subject of a book, or, if no such subject can be determined, the extrinsic or literary form of the book. In accordance with this definition, the Vatican code treats form headings (called "soggetti formali") in the chapter devoted to subject headings. In this chapter there are mentioned several form headings which also appear in older catalogues or are prescribed by codes for author and title catalogues acknowledging conventional headings, such as *Almanachi, Cartolari, Concili, Dizionari, Enciclopedie, Giornali, Iscrizioni, Periodici, Societa*.³⁵

It has already been mentioned that, among the class headings adopted by various catalogues and codes, there were, in addition to such form headings, actual subject headings. Naturally, in subject and dictionary catalogues the purpose assigned to form and subject headings is not the same as the one assigned to them in alphabetical author and title catalogues. But, in spite of these different aims, the functions actually accomplished by those headings are, in fact, more or less the same for all catalogues mentioned.

It stands to reason that, in the alphabetical author and title catalogue, the interpolation of such various conventional headings, alien to the essential nature of this catalogue, cannot pass without affecting its character and without expanding the scope of functions assigned to it.

In libraries where subject or classified catalogues exist there seems to be no necessity to confer upon the alphabetical author and title catalogue functions which are already usefully accomplished by other catalogues. On the contrary, in libraries in which no subject or classified catalogues exist, it might prove necessary to confer at least some of their functions upon the alphabetical catalogue. But, obviously, such a catalogue would no longer be an author and title catalogue but would develop into some kind of general or dictionary catalogue. In such a catalogue there would exist various possibilities for the choice of headings.

However, it is important to remember that, apart from the non-existence of a classified or subject catalogue, there exist still other diffi-

culties which often lead towards the introduction of form headings. There are publications which, for various reasons, cannot be usefully entered under author or title headings. One must therefore consider the best way to deal with such publications. Two possibilities can be envisaged: either to make provisions for cataloging such publications by changing the definition and broadening the nature of the alphabetical author and title catalogue, or to eliminate such publications from the alphabetical catalogue and instead establish for them special catalogues in accordance with their specific character.

ICC Principles

At the Preliminary Meeting, July 1959, it was decided that the International Conference on Cataloguing Principles should deal with author and title catalogues. The Draft Statement of Principles submitted to the Conference envisaged alphabetical catalogues with a broader scope. In Section 2, devoted to the functions of the catalogue, among the various elements specifying a particular book, this Draft mentioned not only the author and title of the book, but also "other significant characteristics". Thus, according to the Draft, headings derived from such characteristics (including form headings) would be permissible.

At the Conference this part of Section 2 was changed so that, in the final Statement adopted by the Conference, instead of significant characteristics "a suitable substitute for the title" is mentioned. Clearly, this new formulation is less broad than that of the Draft. It could be questioned whether, with regard to such a formulation, form headings are at all permissible. But, on the other hand, it might be pointed out that the expression "substitute for the title" is vague enough to allow various explanations. Therefore, it might be concluded that, in catalogues corresponding to the Statement of Principles, form headings are not totally contrary to the nature of the catalogue. However, it is important to note that, in the final Statement, the formulation of Section 11:6 concerning form headings (called conventional headings) is less definite than the formulation of the corresponding Section 12:1 of the Draft. The Statement allows the possibility of entering certain publications under uniform conventional headings "if it is desired to group these publications in one place in the catalogue."

But, even if the headings themselves might be thus, in a certain way, justified from the point of view of the Statement, the question often arises whether the material assembled under them could in fact succeed in being usefully arranged without being at variance with the nature of the alphabetical catalogue. Often the character of the material calls for some special arrangement (e.g. classified or geographical arrangement). Such categories of publications (mostly material of ephemeral significance) would be better eliminated from the general alphabetical catalogue and recorded in special catalogues established according to the specific character of the material in question. Such special catalogues might be connected through references with the general catalogue so that the uni-

versality and completeness of this catalogue would not be too much impaired.

So far, in this paper, it has been taken for granted that class headings assemble entries for works catalogued individually. Class headings appearing in book lists of the past are normally of such a type, and the regulations brought by most cataloguing codes allowing for various kinds of class headings also envisage individual entries. Yet, the vast amount of ephemeral material which has to be kept by some libraries, in the first place by national libraries, makes, in certain cases, collective or group entries necessary. Such entries are at variance with Section 3 of the Statement of Principles and should therefore be excluded from the general alphabetical catalogue. The cataloguing of such material is, however, a special problem which lies outside the range of this paper.

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4. *Report of the Commissioners Appointed to Inquire into the Constitution and Government of the British Museum*. London, 1850. Q 9736. See also Panizzi's letter to the Earl of Ellesmere, January 29, 1848, in *Appendix to the Report . . .* London, 1850. p. 378-395.
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- less good than Audiffredi's (cf. *Report from the Select Committee on British Museum . . . Ordered by the House of Commons to be Printed 14 July, 1836*. Q 4862, and *Appendix to the Report of the Commissioners . . .* London, 1850. p. 130-131, containing Panizzi's report of February 23, 1836)
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 13. Barbier. *Dictionnaire, Discours préliminaire*.—Brunet. *Manuel*. T. 1, p. 224.—Ebert. *Die Bildung des Bibliothekars*. 2. Ausg. p. 20.—Ebert. *Lexikon*. col. 116, no. 1354.—For Panizzi's opinion see reference 10 and *Report of the Commissioners . . .* London, 1850. Q 9755.
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33. *Katalogisierungsordnung der Bayerischen Staatsbibliothek München*. München, 1957. Rule 38.
34. —2. Ausg. München, 1958. Rule 90.
35. *Biblioteca apostolica Vaticana. Norma per il catalogo degli stampati*. Città del Vaticano, 1931. 3a ed. 1949. Rules 369, 373, 410, 445-452.

APPENDIX

Chronological List of Catalogues and Other Book Lists Mentioned in this Paper

Catalogus librorum qui hactenus a Facultate Theologiae Parisiensi diligenter examinati censurae digni visi sunt secundum ordinem alphabeticum juxta auctorum cognomina. Paris, 1544.

Cited from: F. H. Reusch. "Die Indices librorum prohibitorum et expurgandorum des 16. Jahrhunderts," *Neuer Anzeiger für Bibliographie und Bibliothekwissenschaft*, 1880, p. 259; and: J. Hilgers, "Indices verbotener Bücher aus dem 16. Jahrhundert," *Zentralblatt für Bibliothekswesen*, 20, 1903, p. 444-456.

Index librorum & auctorum nomina, in quorum scriptis christianae lector haereses multas intermixtas offendes, quam plures alii forent addendi. Milano, 1554.

Cited from: Hilgers, *op. cit.*

Index auctorum et librorum qui ab officio sanctae Rom. & universalis Inquisitionis caveri ab omnibus et singulis in universa christiana republica mandatur. Romae, 1559.

Cited from: J. Petzholdt, *Bibliotheca bibliographica*. Leipzig, 1866, p. 139; and: J. Hilgers, *Der Index der verbotenen Bücher*, Freiburg 1904, p. 7-9.

Novorum librorum quos nundinae autumnales 1564 venales exhibuerunt catalogus. Francofurti, 1564 f. with changing titles.

Cited from: R. Blum. "Vor-und Frühgeschichte der nationalen Allgemein-bibliographie," *Börsenblatt für den deutschen Buchhandel*, 15, 1959, Nr. 76a, p. 1166.

Nota de libri prohibiti et de alcuni sospesi . . . oltra quelli che sono contenuti nell'Indice generale fatto già per ordine & decreto del sacro Concilio di Trento. (Northern Italy, between 1575 and 1589.)

Cited from: J. Hilgers. *Der Index der verbotenen Bücher*. Freiburg, 1904, p. 519-521.

Bassé, Nicolaus. *Collectio in unum corpus omnium librorum . . . qui in mundinis Francofurtensibus ab anno 1564 usque ad nundinas autumnales anni 1592 . . . venales extiterunt . . .* Francofurti, 1592.

Catalogus novus omnium librorum qui nundinis autumnalibus Francofurti ad Moenum et Lipsiae anno MDXCIII celebratis noviter impressi venales expositi fuerunt . . . [Leipzig] 1595 f. with changing titles.

Cited from: Blum, *op. cit.*, p. 1187.

Maunsell, Andrew. *The First part of the Catalogue of English Printed Books which Concerneth Such Matters of Divinitie . . .* London 1595.

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Index librorum prohibitorum. Romae, 1596.

Grosse, Henning. *Elenchus seu Index generalis in quo continentur libri omnes qui ultimo seculi 1500 lustro post annum 1593 usque ad annum 1600 in S. Romano Imperio et vicinis regionibus novi auctive prodierunt*. [Leipzig, 1600].

Cited from: Blum, *op. cit.*, p. 1188-1189.

Cless, Johann. *Unius seculi eiusque virorum literatorum . . . ab anno Dom. 1500 ad 1602 nundinarum autumnalium inclusive Elenchus consummatissimus librorum . . .* Francofurti, 1602.

Cited from: Blum, *op. cit.*, p. 1175.

James, Thomas. *Catalogus librorum Bibliothecae publicae quam . . . Thomas Bodleius*

. . . in *Academia Oxoniensi nuper instituit; continet autem libros alphabetice dispositos secundum quatuor facultates*. Oxoniae, 1605.

[Draud, Georg.] *Bibliotheca exotica sive Catalogus officinalis librorum peregrinis linguis usualibus scriptorum . . . quotquot in officinis bibliopolarum indagari potuerunt & in mundinis Francofurtensibus prostant ac venales habentur . . .* Frankfurt, 1610.

Draud, Georg. *Bibliotheca classica sive Catalogus officinalis in quo singuli singularum facultatum ac professionum libri . . . earumque titulos & locos communes, authorumque cognomina singulis classibus subnexa ordine alphabetico recensentur . . .* Francofurti, 1611.

Draud, Georg. *Bibliotheca librorum Germanicorum classica, das ist: Verzeichnuss aller und jeder Bücher so fast bey dencklichen Jaren in Teutscher Sprach von allerhand Materien hin und wider in Truck aussgangen und noch den mehrertheil in Buchläden gefunden werden . . .* Franckfurt, a.M., 1611.

Catalogus universalis pro mundinis Francofurtensibus vernalibus de anno MDCXIX. Francofurti.

James, Thomas. *Catalogus universalis librorum in Bibliotheca Bodleiana*. Oxoniae, 1620. *Appendix ad Catalogum librorum in Bibliotheca Bodleiana qui prodit anno Domini 1620*. Ed. 2a. Oxoniae, 1635.

S[pencer], J[ohn]. *Catalogus universalis librorum omnium in Bibliotheca Collegii Sionii apud Londonensis . . . Ordine alphabetico disposita . . .* Londini 1650.

For data concerning this catalogue the author is indebted to Mr. J. Živković, University Library, Zagreb.

Hyde, Thomas. *Catalogus impressorum librorum Bibliothecae Bodlejanae in Academia Oxoniensi*. Oxonii 1674.

Beckmann, Johann Christoph. *Catalogus Bibliothecae publicae Univ. Francofurtanae*. In: *Memoranda Francofurtana*. Francofurti ad Oderam, 1676.

Index Bibliothecae qua Franciscus Barberinus . . . reddidit. Romae, 1681. T.1-2.

Catlogus universalis hoc est Designatio omnium librorum . . . Ordine alphabetico & adjunctis authorum materijs. Prostant venales in Officina Salisburgensi apud Melchiorum Haan, typographum & bibliopolam. Salisburgi, 1682.

Catalogus librorum officinae Noribergensis Wolfgangi Mauriti Endteri, mundinis Monacensibus aperta. 1683-1685.

Mastricht, Gerhard. *Bibliothecae publicae electoralis Academiae Duisburgensis ut et Bibliothecae Goortanae ejusdem Academiae usibus dedicatae catalogus*. Duisburgi ad Rhenum, 1685.

Catalogus librorum qui venales prostant in Officina Georgii Erhardi Martii bibliopole Francofurtensis. 1685.

Libri novi theologorum Augustanae confessionis et reformatorum ex mundinis vernalibus Francofurtens. & Lipsiens. 1687 in Officina Wolfgangi Mauriti Endteri Noribergae venales extantes.

Catalogus librorum qui in Bibliotheca academica Rinthelii asservantur. Rinthelii 1692.

Not a pure alphabetical catalogue. The main arrangement is by four classified groups, the alphabetical arrangement being used only as subordinate arrangement.

[Fontanini, Giusto.] *Bibliothecae Josephi Renati Imperialis . . . catalogus secundum auctorum cognomina ordine alphabetico dispositus unacum altero catalogo scientiarum & artium*. Romae, 1711.

Catalogus impressorum librorum Bibliothecae Bodleianae in Academia Oxoniensi. Oxonii, 1738. Vol. 1-2.

Georgi, Theophil. *Allgemeines europäisches Bücher-Lexicon*. Leipzig, 1742-1753. T.1-5. *Catalogus librorum Bibliothecae Tigurinae*. Tiguri. T.1-2, 1744; T.3-4, 1781; T.5-6, 1809; suppl. 1833-1846.

[Berti, Alessandro.] *Catalogo della libreria Capponi o sia de' libri italiani del fù marchese Alessandro Gregorio Capponi . . .* In Roma, 1747.

Vogt, Johann. *Catalogus historico-criticus librorum rariorum jam curis tertius recognitus*. . . Hamburgi, 1747.

Bibliothecae S. Angeli ad Nidum ab inclyta Brancatorum Familia constructae et ab aliis deinceps auctae catalogus in quo singuli singularum artium & scientiarum libri,

qui in quavis fere lingua exstant, auctorumque cognomina ordine alphabetico recensentur. Neapoli, 1750.

Freytag, Friedrich Gotthilf. *Analecta litteraria de libris rarioribus*. Lipsiae, 1750.

Clement, Davis. *Bibliothèque curieuse historique et critique ou catalogue raisonné de livres difficiles à trouver*. Göttingen, 1750-1760. T.1-9, A-Hes.

Widekind, Melchior Ludwig. *Ausführliches Verzeichnis von raren Büchern*. Berlin, 1753-1755. St.1-3, A-Biblia.

Audiffredi, Giovanni Battista. *Bibliothecae Casanatensis catalogus librorum typis impressorum*. Romae, 1761-1775. T.1-3, A-G.

Assemani, Stefano Evodio. *Catalogo della Biblioteca Chigiana giusta i cognomi degli autori ed i titoli degli anonimi coll'ordine alfabetico disposto*. In Roma, 1764.

Bibliothecae Regalis Carthusiae Sancti Martini Catalogus in quo singuli singularum artium & scientiarum libri, qui in quavis fere lingua exstant, auctorumque cognomina ordine alphabetico recensentur. Neapoli, 1764.

[Sinner, Johann Rudolph.] *Bibliothecae Bernensis librorum typis editorum catalogus*. Bernae, 1764-1767. T.1-2, & suppl.

Not a pure alphabetical catalogue. The main arrangement is by large classified groups, the alphabetical arrangement being used only as subordinate arrangement. *Catalogus librorum a Commissione aulica prohibitorum*. Vindobonae 1765.

Osmont, Jean Baptiste Louis. *Dictionnaire typographique, historique et critique des livres rares, singuliers, estimés et recherchés en tous genres*. Paris, 1768. T.1-2.

Bauer, Johann Jakob. *Bibliotheca librorum rariorum universalis oder Vollständiges Verzeichniss rarer Bücher . . .* Nürnberg, 1770-1791. Th.1-4 & Suppl. 1-3.

Catalogus librorum . . . qui venales prostant Viennae apud Augustinum Bernardi, bibliopolam Universitatis. [After 1770.]

Dähnert, Johann Karl. *Academiae Grypeswaldensis Bibliotheca catalogo auctorum et repertorio reali universali descripta*. Grypeswaldiae, 1775. T.1-2.

Catalogue des livres françois qui se trouvent chez Rodolphe Graeffler, libraire à Vienne. [After 1777.]

Catalogus novissimus librorum omnium Venetiis editorum qui aut typis vel sumptibus Remondiniani impressi sunt, aut magno numero venales prostant apud Josephum Remondini et filios . . . Venetiis, anno 1778.

Catalogue des livres françois qui se trouvent . . . chez Jean nob. de Trattnern, imprimeur et libraire de la cour. Vienne, 1779.

Allgemeines Verzeichniss derer Bücher welche in der Frankfurter und Leipziger Ostermesse des 1780 Jahres entweder ganz neu gedruckt oder sonst verbessert wieder aufgelegt worden sind, auch inskünftige noch herauskommen sollen. Leipzig.

Catalogue de livres françois, anglois, italiens du fond de Mathias Fontaine, libraire demeurant à Mannheim, et qui se trouve à la présente foire de novembre à Vienne. 1782.

Verzeichniss derjenigen Bücher welche nach dem Antrag der Censurs Hofkommission . . . verbotthen worden. [Wien] 1783-1804, with slightly changing titles.

Verzeichniss der . . . bey allhiesiger k.k. Bücher-Censurs-Hofkommission neu vorgekommenen und zugelassenen en Bücher. [Wien] 1783-1839, with slightly changing titles.

Librorum impressorum qui in Museo Britannico adservantur catalogus. Londini, 1787, Vol. 1-2.

[Duclos, R. & André-Charles Cailleau.] *Dictionnaire bibliographique, historique et critique des livres rares . . .* Paris, 1791. T.1-3.

Heinsius, Wilhelm. *Allgemeines Bücher-Lexicon oder Alphabetisches Verzeichniss der in Deutschland . . . gedruckten Bücher . . .* Leipzig, 1793-1798. Bd.1-4 & Suppl.

Brunet, Jacques Charles. *Dictionnaire bibliographique . . .* Paris 1802. T.4.

This work was published as a continuation to Duclos 1791.

Fournier, François-Ignace. *Dictionnaire portatif de bibliographie*. Paris, 1805.

Barbier, Antoine-Alexandre. *Dictionnaire des ouvrages anonymes et pseudonymes*. Paris, 1806-1809. T.1-3.

Catalogo di libri che trovansi vendibili presso Antonio Rosa, Stampatore libraio veneto. Venezia, 1808.

- Brunet, Jacques Charles. *Manuel du libraire et de l'amateur de livres*. Paris, 1810. T.1-3.—5e éd. Paris, 1860-1864. T.1-5.
- Bibliographie de l'Empire français ou Journal de l'imprimerie et de la librairie. Paris. Année lère 1811/1812 f. with changing titles.
- [Tschärner, Bernhard Friedrich.] *Verzeichniss aller auf der Stadt-Bibliothek in Bern vorhandenen gedruckten Werke*. Bern 1811. Bd.1-3.
- Heinsius, Wilhelm. *Allgemeines Bücher-Lexikon oder Vollständiges alphabetisches Verzeichniss der von 1700 bis zu Ende 1810 erschienenen Bücher welche in Deutschland . . . gedruckt worden sind*. Leipzig, 1812-1813. Bd.1-4.
- [Ellis, Henry & Henry Hervey Baber.] *Librorum impressorum qui in Museo Britannico adservantur catalogus*. Londini, 1813-1819. Vol. 1-7.
- Aurivillius, Peter Fabian. *Catalogus librorum impressorum Bibliothecae Regiae academiae Upsaliensis*. Upsaliae, 1814. Sectio 2.
- Libri italiani o tradotti in italiano proibiti negli stati di sua maestà l'imperatore d'Austria*. Venezia, 1815.
- Ebert, Friedrich Adolf. *Allgemeines bibliographisches Lexikon*. Leipzig, 1821-1830. Bd.1-2.
- Kayser, Christian Gottlob. *Deutsche Bücherkunde oder Alphabetisches Verzeichniss der von 1750 bis Ende 1823 erschienenen Bücher . . .* Leipzig, 1825. T.1, A-K.
- Alphabetisches Verzeichniss sämmtlicher Bücher der Bremischen öffentlichen Bibliothek mit Bezeichnung des Standortes eines jeden Buches in derselben*. Bremen, 1833-1859. Hälfte 1-2 & Fortsetzung 1.
- Bibliothecae Rheno-Trajectinae catalogus*. Trajecti ad Rhenum, 1834-1845. Pars 1-2 & Suppl.
- Catalogue of Printed Books in the British Museum*. London, 1841. Vol. 1.
- Catalogo della Libreria di Carlo Branca in Milano . . .* Milano, 1844.
- M[elzi], G[actano]. *Dizionario di opere anonime e pseudonime di scrittori italiani. . .* Milano, 1848-1859. T.1-3.
- Catalog der Stadtbibliothek in Zürich*. Zürich, 1864. Bd.1-4.
- Catalogue général de la librairie française pendant 25 ans*. Réd. par Otto Lorenz, libraire. Paris, 1867-1871. T.1-4.

ERRATUM

In the Summer 1962 issue a misprint appeared on page 248 in Mrs. Hoage's article. The figures of the first table on this page should read: 59.9%, 27.3%, and 12.8%. We regret the error.

Speaking of Books*

SYLVIE PASCHE

ONE CAN'T AVOID the impression that when a writer publishes a work under a name other than his own, it is because he wishes to be known by a name other than his own (and that such a wish is more likely in a living author than in a dead one). Publishers, book reviewers, even the nothing-sacred daily papers are willing to go along with a writer in his choice of name. Not so the public libraries. Just let an author pick himself a little mask and watch the august institutions pluck it from his face. "No nonsense from you, my fine fellow!" they seem to say, as they firmly paste an unknown name over the one the reading world is ringing with.

Françoise Sagan surely does not suspect that, on the much-used shelves of our Library Circulation Departments, *Bonjour Tristesse* and those other titles are lined up under the author's name of Quoirez. Or Alberto Moravia that "Pincherle" is there to puzzle the public above the euphonious designations he has given to the children of his brain. Who is going to look for them where they are? In the general circulation rooms the average reader seldom consults the catalogue, where of course he would find a cross-reference card with the notation "Pseud." Everything is on the shelves now, and if not there, out. And who, to go on, will look for Nevil Shute under Norway, for March Cost under Morrison, or for Ian Struthers under an elegant but mystifying Maxtone-Graham, hyphenated? Maiden names, too, according to the libraries, are pseudonymous—though not quite always. You will find Helen MacInnes under Highet and Kamala Markandaya under—save the mark—Taylor, but Santha Rama Rau is under Rama Rau, not Bowers, and I don't believe that Katherine Anne Porter has ever, at any time, been called either Pressly or Erskine. Maybe they just slipped through the net.

Some authors get hung sort of half-way. When I read Alma Mahler Werfel's autobiography a year or two ago, I believed, until I got through 1929, that she and Franz Werfel had lived in sin to the end, because the library had pasted the name Mahler over Werfel. But not at all. They were married in 1929, and they remained so to his death in 1945. She is still, most legitimately, Mrs. Werfel. Her maiden name was Schindler. Why the library tossed the handkerchief to Gustav Mahler, her first husband, who died in 1911, and after whose death she married Mr. Gropius before ending up Mrs. Werfel, no one but the library knows. If it does.

The only thing plain is that the library cares. That is, so long as an author is alive and presumably cares too (and some, such as university

* Reprinted with permission from the *Sunday New York Times*, April 15, 1962.

professors who write whodunits in secret, care a great deal). Once he or she is dead, the library becomes much more live-and-let-live about it all. True, Mark Twain is under Clemens (to the confusion of his younger admirers), Stendhal is under Beyle (to the amazement of Frenchmen), and O. Henry is under Porter, but there's not so much as a penciled "Pseud" to mar the title pages of the works of George Eliot, Joseph Conrad, George Sand, Anatole France, Voltaire or Moliere. To be sure, no one would recognize them under their real names, but what about Quirez and those others?

The great Colette herself, writing under her own, legitimate, maiden name, was not permitted (by the Circulation Department of the New York Public Library) to use it while she was alive. Until her death in 1954, it insisted that her name was Willy—not only in penciled notations that hissed "Pseud." at her own name on the title pages, but in gold letters on the bindings, and on the cards in the Circulation Catalogue. "Willy," if you must know, was the pseudonym of her first husband (real name, Gautheir-Villard).

I'm glad that Mme. Colette did not know what was going on here, because she took a very dim view of M. Willy during the half century after their divorce. Since he died, all those pencil notations on the title pages have been respectfully erased. New cards have been printed, new names affixed. The library might have insisted on Goudekot since she was Mme. Goudekot when she died, but it didn't. Mme. Colette is at last permitted to be Colette.

I once assumed that only in New York were writers so strangely treated by the public library. A few springs ago, I learned otherwise. I was rolling across the plains of the Midwest, seated beside a stern woman with an impressive command of German-accented English. She was returning home—to Los Angeles. To a desk in the Public Library. The Public Library! Did they, too, I asked—I poured out my story of man-handled authors. I held up my most mangled exhibit—Colette.

The woman stared at me.

"Jouvenel," she said. She was speaking for the Los Angeles Public Library. "We have her listed as Jouvenel."

Well, they were both behind and ahead of New York. By that time we were already converting to "Colette." On the other hand, as husbands go, M. de Jouvenel was Mme. Colette's second. Divorced in 1924.

Editor Recommends:

The *Unesco Bulletin for Libraries*, v. 16 no. 2, March-April, 1962, carries several excellent summary articles of aid in the library technical services areas. For instance, Jesse H. Shera summarizes the present state of documentation in "On Keeping up With Keeping Up: Recent Trends in Document Storage and Retrieval," and H. R. Verry summarizes copying methods in "Document Reproduction".

The Cost of Imported Scores

GORDON STEVENSON
Art and Music Department, Public Library
Kansas City, Mo.

BETWEEN 1926 AND 1929 Breitkopf & Härtel of Leipzig published Friedrich Ludwig's edition of the musical works of Guillaume de Machaut. It had been out of print for many years, when, between 1954 and 1957, it was reprinted. The new printing was considerably enhanced by the inclusion of a fourth volume containing the composer's *Mass* and other works omitted from the first. This was an event of some importance to music libraries, and in due course the Kansas City Public Library received notices of the new printing from the following sources:

- Associated Music Publishers. *Texts*. New York [1959?].
- Bärenreiter Antiquariat. *Libri novi de musica*. Kassel, 1958.
- Breitkopf & Härtel. *Chormusik*. Leipzig, 1957.
- Breitkopf & Härtel. *Verlags-Verzeichnis*. Wiesbaden, 1957, 1961.
- Broude Bros. *Special list no. 67*. New York [1958?].
- Alexander Broude. *Check list no. 11-21*. New York, ?-1961.
- Ernest E. Gottlieb. *Musical literature cat. 30*. Beverly Hills, n.d.
- Musica Rara. *List 20*. London [1959].
- Kenneth Mummery. *A catalogue of music . . . N. S. 16, 18*. Bournemouth, 1959, 1960.
- Kurt B. Merlander. *Catalogue no. 155, 179*. Burbank, n.d. [1960].

A search through the Music Library Association's *Notes*, the best single U. S. source for current international music bibliography, failed to turn up any mention of the new printing. Neither was it found in the *Liste internationale selective* published in each issue of *Fontes Artis Musicae*, the review of the International Music Library Association. According to the *Music Index*, no reviews of the new printing were published in the periodicals indexed. But from California and New York, from Bournemouth and London, from Kassel, Wiesbaden, Leipzig, and even Amsterdam, dealers' and publishers' advertisements found their way to Kansas City. The prices ranged from a low \$25.00 to \$52.50 in the United States. The price set by Breitkopf & Härtel of Wiesbaden in 1957 was DM 127.40. Four years later the German price had risen slightly to DM 130. The list price set by the Associated Music Publishers, Inc., N. Y., was \$8.00 a volume (\$32.00 for the set). Presumably this price should have some authority since Associated is the U. S. representative of Breitkopf & Härtel. The curious lack of agreement among U. S. dealers as to the price of the set, its omission from the few generally available current bibliographies, and the importance of the dealers'

catalogs as a source of information illustrates some of the problems involved in the acquisition of imported musical scores.

These problems are different in several respects from those involved in the acquisition of books. This follows from the highly specialized nature of the musical score, which is, after all, similar to the book in only a limited physical sense. Most music falls outside the scope of book-trade activities, and few book jobbers even attempt to offer adequate service in this area. From production and printing to distribution and marketing the machinery of music publishing operates independently of similar book-trade activities, and familiar channels of communication that librarians depend on for current book news are practically useless for music.

A few words may be necessary to explain why imported scores are important acquisitions for U. S. libraries. A cursory survey of E. T. Bryant's list of "a representative but not comprehensive stock"¹ of music recommended for library purchase will reveal the large amount of standard repertory music that is not available in domestic editions. In music there are no language barriers, so the latest scores by leading European composers are just as important as those by American composers. The number of domestic editions in the bibliographies of such standard works as Gustave Reese's *Music in the Middle Ages* (Norton, 1940) and *Music in the Renaissance* (Norton, 1954) and Manfred Burkofzer's *Music in the Baroque Era* (Norton, 1947) is negligible. A further indication of our dependence on overseas publishers in these more specialized areas of music is evident on almost every page of Anna Harriet Heyer's *Historical Sets, Collected Editions and Monuments of Music* (A.L.A., 1957). Of over six hundred titles in Miss Heyer's bibliography, only fifty-five were published in the United States.

Finally, for current publications, an examination of four successive issues of *Notes* (March, 1960 through Dec., 1960)² shows that of the two hundred and fourteen items reviewed (exclusive of thirty-five choral octavo) one hundred and twenty-seven, or more than fifty percent, were published overseas. Included were scores from Germany, Canada, England, Italy, Austria, Hungary, and Spain. This is not to say that U. S. musical publications are not numerous, which they are,³ or that they are unimportant; but, for one reason or another (e.g., copyright, composer-publisher affiliation, high printing costs, and lack of a large commercial market), U. S. publishers do not compete with European publishers in those areas covered by Miss Heyer's book and compete to only a limited extent with the type of music listed in Mr. Bryant's book and reviewed in *Notes*. It is the proper business of U. S. music publishers to publish music by our composers, editors, and musicologists—this is another matter entirely, and one with which I am not concerned here.

The bulk of the Western European publications reviewed or listed in *Notes* find their way into the U. S. with little difficulty. They are easily acquired from any of a number of U. S. dealers and agents, from European dealers, or, in some instances, direct from the European publishers. In any case, there is a marked difference between advertised U. S. prices and

the original European prices. We have come to expect this with books, and there are obvious reasons why the U. S. dealer's price should be higher. It is difficult to understand, however, why the complete musical works of William Byrd are advertised in the U. S. at \$175.00 (and this is described as a "special price"),⁴ when the same work is advertised by a German dealer for approximately \$100.00⁵ and by a British dealer for approximately \$90.00.⁶ To cite several other examples, Edward B. Marks, Inc., the U. S. agent for the Polish publisher of the Paderewski edition of the complete keyboard works of Chopin, advertises the set at \$40.00. This is a "special anniversary offer made to libraries,"⁷ and is twenty percent below the \$50.00 U. S. list price. Libraries that did not take advantage of this special offer could have obtained the same edition from Europe for less than \$20.00.⁸ The edition of the Beethoven piano sonatas published by the Association Board of the Royal Music Schools is handled in the U. S. by Mills Music, Inc., who advertise the set at \$22.50.⁹ The same set is available from a British dealer for less than \$9.00.¹⁰ If the Bärenreiter edition of the keyboard works of Frescobaldi is purchased from Europe, the cost is approximately \$11.25;¹¹ the U. S. list price is \$24.00.¹²

That the above prices are not exceptional will be clear from the following, which is a complete listing of all imported music reviewed in the March, 1960, issue of *Notes*. Of the fifty-five titles reviewed in this issue, thirty-nine were published overseas. The U. S. agent for twenty-seven of these is Associated Music Publishers, N. Y., representing half of the twelve publishers on the list. The dollar prices are given as they appear in *Notes*. The overseas prices are from whatever source the author could lay his hands on. The English prices have been converted to dollars according to the *Sterling-U. S. Dollar Exchange* printed by Blackwell's Booksellers of Oxford and distributed with their catalogs. The German *Mark* has been converted at the rate of DM 4 to the dollar.¹³ Associated Music Publishers, Inc., has been abbreviated to A.M.P.

	U. S.	Overseas	
Stainer & Bell (U. S.: Galaxy Music Corp.)			
Storace. No Song, No Supper. (1959)	\$13.50	55s	(\$ 7.70) ¹⁴
Morley. Keyboard Works. (1959)	\$ 5.00	16/12	(\$ 2.38)
Locke. Keyboard Suites. (1959)	\$ 1.50	5s	(\$.70)
Breitkopf & Härtel (U. S.: A. M. P.)			
Beethoven. Supplemente zur Gesamtausgabe. Bd. I. (1959)	\$10.00	DM 20	(\$ 5.00)
Voss. Trio. (1958)	\$ 4.00	DM 8	(\$ 2.00)
Musica Rara (U. S.: Th. Presser)			
Stamitz. Quartet, Op. 8, No. 4. (1958)	\$ 2.00	8/6	(\$ 1.19)
Dittersdorf. Partia in D. (1958)	\$ 3.25	12/6	(\$ 1.75)
Boccherini. Quintet, Op. 21, No. 5. (1958)	\$ 3.25	8s	(\$ 1.12)
C. P. E. Bach. Six Sonatas. (1958)	\$ 5.00	25s	(\$ 3.50)

Schott, London (U. S.: A. M. P.) Blomdahl. Trio. (1956)	\$ 7.50	22/6	(\$ 3.15)
Schott, Mainz (U. S.: A. M. P.) Mainardi. Trio. I (1958)	\$ 6.00	DM 12	(\$ 3.00)
Françaix. L'Insectarium. (1959)	\$ 2.25	DM 4.50	(\$ 1.12)
Torelli. Konzert, Op. 6, No. 1. (1958)	\$ 2.00	7/6	(\$ 1.05)
Albinoni. Sinfonia à 4. (1958)	\$ 1.75	6/6	(\$.91)
Schüler. Fünf Orchestersätze. (1958)	\$ 3.25	DM 6.50	(\$ 1.62)
Henz. Drei Dithyramben. (1959)	\$ 3.75	DM 7.50	(\$ 1.87)
Henz. Nachtstücke. (1958)	\$ 3.75	DM 7.50	(\$ 1.87)
Suvini Zerboni (U. S.: A. M. P.) Malipiero. Quintetto. (1958)	\$ 9.00	L. 4500	(\$ 7.25)
Malipiero. Sonata. (1957)	\$ 3.25	L. 1200	(\$ 1.93)
Maderna. Serenata No. 2. (1957)	\$ 12.50	L. 7200	(\$ 11.60)
Petrassi. Serenata. (1959)	\$ 6.75	L. 900	(\$ 1.45)
Pousseur. Trois Chants Sacrés. (1958)	\$ 2.25	L. 800	(\$ 1.29)
Universal Edition (U. S.: A. M. P.) J. C. Bach. Flöten-Konzert. (1958)	\$ 3.00	10s	(\$ 1.40)
Nilsson. Mädchentotenlieder. (1958)	\$ 5.00	20s	(\$ 2.80)
Haubenstock-Ramati. Ständchen. (1958)	\$ 2.00	6/9	(\$.95)
Lidholm. Ritornello. (1958)	\$ 6.00	20s	(\$ 2.80)
Krenek. Fünf Lieder, Op. 82. (1958)	\$ 1.50	5/6	(\$.77)
Boulez. Improvisation sur Mallarmé. (1958)	\$ 2.50	16/9	(\$ 2.35)
Zeneműkiadó Vállalat (U. S.: Boosey & Hawkes) Liszt. Historische Ungarische Bildnisse. (1959)	\$ 3.50	20 For.	(\$ 1.70)
Bote & Bock (U. S.: A. M. P.) Thärichen. Konzert, Op. 34. (1956)	\$ 4.00	DM 8	(\$ 2.00)
Krol. Concerto Grosso, Op. 15. (1958)	\$ 2.25	DM 4.50	(\$ 1.12)
Ballif. Fantasio, Op. 21. (1959)	\$ 3.00	DM 6	(\$ 1.50)
Ballif. Voyage de mon Oreille. (1959)	\$ 3.00	DM 6	(\$ 1.50)
Xenakis. Achorripsis. (1958)	\$ 2.50	DM 5	(\$ 1.25)
Klebe. Konzert, Op. 29. (1958)	\$ 6.00	DM 12	(\$ 3.00)
Moseler (U. S.: C. F. Peters) Quantz. Konzert. (1958)	\$ 2.75	DM 8.40	(\$ 2.10)
Ricordi, New York and Milano. Vivaldi. Concerto, F. VI, No. 8. (1958)	\$ 1.25	5s	(\$.70)
Peters-Hinrichsen, New York and London. Boyce. Concerto Grosso. (1956)	\$ 2.50	10/6	(\$ 1.47)
Boyce. Double Concerto. (1953)	\$ 2.50	(overseas price not available)	

Such a comparison as this can be very misleading unless one takes into account the discount received from a U. S. dealer and the overseas postage. I can only speak from my own experience in this matter. The Kansas City Public Library receives a ten percent discount from its main New York source, and assumes the postage costs. The total U. S. list price of the above material comes to \$162.25, and is reduced to \$146.02 by a ten percent discount. The overseas prices amount to \$90.86, with approximately six percent extra for postage.¹⁵

At the risk of getting a bit tedious, we list below some of the imported music reviewed or listed in the issue of *Notes* one year from the above, March, 1961. This gives a cross section of the trend in prices today. The sources for the overseas prices are mainly British, relying heavily on the *British Catalogue of Music*.

	U. S.	Overseas	
Ars Viva (U. S.: A. M. P.) Nono. La Terra e la Compagna. (1959)	\$ 2.25	DM 4.50	(\$ 1.25)
Bärenreiter, Kassel and New York. Der Mensuralkodex des Nikolaus Apel. Teil II. (1960)	\$20.00	75s	(\$10.00)
Bote and Bock (U. S.: A. M. P.) Blacher. Requiem. (1959)	\$10.00	DM 20	(\$ 5.00)
Breitkopf & Härtel (U. S.: A. M. P.) David. Magische Quadrate. (n.d.)	\$ 4.00	16s	(\$ 2.24)
Eschig (U. S.: A. M. P.) Martinu. Concerto pour hautbois. (n.d.)	\$ 5.75	21s	(\$ 2.94)
Eulenburg (U. S.: C. F. Peters) Haydn. Violin concerto. (n.d.)	\$ 2.00	4/6	(\$.63)
Heugel (U. S.: Th. Presser) Milhaud. Deuxième concerto. (1958)	\$ 6.00	10s	(\$ 1.40)
Hinrichsen (U. S.: C. F. Peters) Crusell. Three progressive clarinet duets. Nos. 1-2. (n.d.)	\$ 2.00	8/10	(\$ 1.24)
Kneusslin (U. S.: C. F. Peters) Danzi. Quintett, Op. 86, No. 1. (1960)	\$ 4.00	15s	(\$ 2.10)
Leuckart (U. S.: A. M. P.) Boismortier. Quatre suites, Op. 59. (n.d.)	\$ 4.25	15s	(\$ 2.10)
Lienau (U. S.: C. F. Peters) M. Haydn. Quartett. (1959)	\$ 2.50	7/6	(\$ 1.05)

Merseburger (U. S.: C. F. Peters) Mozart. Mozart auf der Orgel. Bd. 1. (n.d.)	\$ 4.00	17/6	(\$ 2.45)
Mueller (U. S.: C. F. Peters) Zipoli. Sonate. Bd. 2. (1959)	\$ 3.50	10/6	(\$ 1.47)
Musica Rara (U. S.: Th. Presser) Danzi. Quartet, Op. 40, No. 3. (n.d.)	\$ 6.50	25s	(\$ 3.50)
Novello (U. S.: H. W. Gray) Mozart. Fantasia, K. 608. (n.d.)	\$ 8.75	25s	(\$ 3.50)
K. Prowse (U. S.: Mills Music Co.) Gerhard. Chaconne. (1960)	\$ 2.00	7/6	(\$ 1.05)
B. Schott, Mainz (U. S.: A. M. P.) Fortner. Chant de Naissance. (1959)	\$ 3.00	DM 6	(\$ 1.50)
Stainer & Bell (U. S.: Galaxy Music Corp.) Merbecke. Domine Jesu Christe. (n.d.)	\$ 1.00	3s	(\$.42)
Arno Volk (U. S.: Oxford Univ. Press) Georgii. Four Hundred Years of European Keyboard Music. (1959)	\$ 6.00	35s	(\$ 4.90)
Zanibon (U. S.: C. F. Peters) Cirri. Concerto, Op. 14, No. 6. (n.d.)	\$ 2.50	12/6	(\$ 1.75)
Zimmermann (U. S.: C. F. Peters) Moritz. Pavane. (1960)	\$ 1.50	4/6	(\$.63)

In-progress series of complete works editions and historical sets constitute another important area of music acquisitions. These scores, offering a repertory of music available from no other source, are indispensable to music libraries. A handy guide to current sets is *Monumenta Musica, Katalog der Musikdenkmäler und Gesamtausgaben*, published by Bärenreiter of Kassel in 1959. This catalog is supplemented by listings in the *Musica Antiqua Recens Edita* section of Bärenreiter's *Libri Novi de Musica*. Bärenreiter is not only one of the largest publishers of this type of material, but is also an agent and dealer for music from all over Europe. Their *Monumenta Musica* catalog includes both their own publications and most of the important historical sets now being published in Western Europe. Of the one hundred and three series listed, sixty are complete works editions and forty-three are historical sets. Compositions by three hundred and ninety composers are represented in a total of well over one thousand volumes.

For the purposes of this study the series listed in *Monumenta Musica* may be divided into three groups: (1) series published by the American

Institute of Musicology, (2) those of European publishers and societies that have no official U. S. agents, and (3) series printed in Europe by publishers and societies that do have an official U. S. agent. The first two will be passed over briefly. The extensive publications of the American Institute of Musicology, a non-profit organization, are subsidized and sell at prices that do not even cover the costs of production.¹⁶ Because series in the second group do not have U. S. agents, sales in this country are not widely promoted, nor, apparently, are review copies widely distributed. These series do turn up from time to time in U. S. dealers' catalogs. The acquisitions librarian should find it interesting to compare U. S. prices with listings in *Monumenta Musica* and *Libri Novi de Musica*, especially Ugrino Verlag publications of works of Buxtehude, Gesualdo and Scheidt. It is the third group, however, that interests us here, and it is in this group that the most interesting things happen to prices.

The U. S. prices of Italian series listed in *Monumenta Musica* seem reasonable, even surprisingly low by comparison. For example, Fabio Fano's *Le Origini e il Primo Maestro di Cappella: Matteo da Perugia* lists at DM 140 (\$35.00), the same price listed by Ricordi's New York office, which handles the U. S. distribution. The prices on the various series published by the Societas Universalis Sanctae Ceciliae, handled in the U. S. by Carl Fischer, Inc., New York, are the same or vary only slightly from the European prices. In this edition Dufay's *Missa L'Homme Arme* lists at DM 16 (\$4.00) in *Monumenta Musica* but sells in New York at \$3.75.

British series are listed in *Monumenta Musica* at German prices higher than the original. In the trade catalog *Scholarly Editions of English Music 1400-1800* (1960) issued by the Galaxy Music Corp., New York, the U. S. agents for Stainer & Bell, Ltd., prices are as much as one hundred percent higher than the British prices. These are large sets, running from sixteen to thirty volumes each. The following table gives the British, German and U. S. prices of volume one of each series:

	British	German	U. S.
<i>English Madrigal School.</i>	(\$3.15)	DM 21 (\$5.25)	\$7.00
<i>English Lutenist Song-Writers I.</i>	(\$1.74)	DM 8 (\$2.00)	\$3.75
<i>English Lutenist Song-Writers II.</i>	(\$.90)	DM 5 (\$1.25)	\$2.25
<i>Musica Britannica.</i>	(\$5.88)	DM 32 (\$8.00)	\$12.50

The Galaxy catalog of the Stainer & Bell import series lists special prices for purchasers of complete sets. For example, the total list price of the first thirty-four volumes of the *English Madrigal School* comes to \$272.75. The special price for the complete set is \$225.00, a discount of a fraction over seventeen percent. The total cost of this same set as listed in Blackwell's Music Shop *Catalog 723* comes to \$108.32. The Purcell Society edition of the complete works of Henry Purcell is published in England by Novello & Co., which is represented in the U. S.

by the H. W. Grey Co., New York. Volumes 27, 28 and 29 are advertised in the April, 1961, issue of *Music and Letters* at £ 5 5s (\$14.70) each. The U. S. prices received from the H. W. Grey Co. in July, 1961, are \$36.75 (Vol. 27), \$26.25 (Vol. 28) and \$30.00 (Vol. 29).

In using *Monumenta Musica* as a price guide for German publications it is necessary to understand that the price listings for Bärenreiter's own publications are given in U. S. dollars. These prices are not, however, the prevailing European rate, but special prices set up especially for the U. S. market. This policy was introduced by Bärenreiter when it acquired a New York representative. To see how this has changed the cost for U. S. libraries one has only to compare the prevailing German and British prices with those issued by the Baerenreiter Music Publishers of New York. For example, the last two additions to the complete works of Heinrich Schütz are advertised in the March, 1961, issue of *Notes* at \$9.50 each. The prices issued from Kassel are DM 19.30 (\$4.83) each. The British prices, listed in the Jan., 1961, issue of *The Musical Times* are 35s (\$4.90) each. Since the Bärenreiter series are so important to U. S. libraries, we will trace the history of one of their most important publications, their edition of the complete works of J. S. Bach.

In 1954 Bärenreiter issued from their offices in Kassel a brochure on the nature, scope, and cost of the new Bach edition. At that time Bärenreiter had no one exclusive agent or clearing house in the United States, and the brochure was widely distributed throughout the U. S. by direct mail to libraries, dealers, and individuals. The following extract will give some idea of the idealism of the publisher and the cost to U. S. libraries:

The New Bach-Edition is being offered at unusually cheap subscription rates. The intention is that as many Bach lovers as possible shall be able to subscribe. . . . The annual expenditure for the subscription to the edition bound in boards can only be estimated roughly . . . but it will probably not exceed DM 80. per annum. . . . the total cost of a subscription to the musical volumes of the New Bach-Edition will amount to roughly DM 1200. spread over 15 years.¹⁷

In other words, the estimated yearly cost was to be approximately \$20.00, and the total cost over a fifteen year period approximately \$300.00. The cost of single volumes was to be determined by the number of pages: "For 16 pages of one volume: subscription price DM 1.60; a volume with 120 pages will therefore cost DM 12." The additional cost for cloth binding was announced at DM 4. Persons or institutions interested in the set could subscribe through U. S. dealers, European dealers, or direct with the publisher.

By 1956 when Bärenreiter issued its *Sonderkatalog: Denkmäler und Gesamtausgaben der Tonkunst* (the first edition of *Monumenta Musica*) five volumes of the new Bach edition were available. Prices were very much in line with those anticipated by the publisher. The score of the *B Minor Mass*, for example, was available at DM 33 (\$8.50) on subscription and DM 42 (\$10.50) as a separate. Figured at DM 1.60 (40¢) for each

sixteen pages, and DM 4 (\$1.00) for binding, the subscription price was within 20¢ of the anticipated price. This was typical of the prices asked by most U. S. dealers. By 1958, however, Bärenreiter had acquired a New York "affiliate," and the U. S. distribution and price policy for all Bärenreiter publications was changed. We quote from a form letter sent by the office in Kassel to its U. S. customers in January, 1958:

I wish to inform you, herewith, that, starting immediately, the BAERENREITER-VERLAG will be represented in the United States by their newly established affiliate, BAERENREITER MUSIC, NEW YORK. . . . This new arrangement implies that BAERENREITER-ANTIQUARIAT can no longer supply you directly with Baerenreiter music and books. . . . Subscriptions for our editions of the works of BACH . . . contracted heretofore, will of course continue to be delivered at the price previously agreed upon and will be shipped from Kassel. All future subscriptions to the above editions will be received by Baerenreiter Music in New York.¹⁸

Shortly after this, Baerenreiter Music of New York issued *Old and Modern Music of Distinction*, a ninety-nine page catalog listing the bulk of Bärenreiter publications. By this time eight volumes of scores of the new Bach edition had been published. The *B Minor Mass* is entered at the following prices:

Mass in B Minor	\$18.50
cloth	\$21.00
critical annotation	\$17.50
cloth	\$19.50

These prices are about one hundred percent higher than the prices originally announced by Bärenreiter.

Towards the end of 1958 after seeing the New York prices, the Kansas City Public Library entered a subscription for the new Bach edition with the Amsterdam firm of Swets en Zeitlinger. To date (August, 1961) sixteen volumes, of the projected eighty volume series, have been received. It may be of some interest to compare the actual cost from Amsterdam with information we have received on the projected cost of a subscription from New York. In a letter dated June 25, 1961, the Baerenreiter Music Publishers informed us that the Kansas City Public Library would receive a twenty percent discount below the New York list prices on a subscription to the complete set of scores (i.e., without the separately published critical commentary) in the cloth bound edition. Column A below gives the list prices taken from Baerenreiter, New York, catalogs, lists, and advertisements and from one New York dealer's catalog. Column B gives the New York price after a twenty percent discount has been made. The last column, C, is the actual price the Kansas City Public Library paid to its overseas dealer.

According to this, the total list price of the sixteen volumes in the U. S. is \$247.25. At a twenty percent discount the cost would be reduced to \$197.80. For the same volumes the Kansas City Public Library has, as a matter of fact, paid \$101.20. To this must be added \$7.10 paid in

	A	B	C
Ser. I, Bd. 1	\$ 9.50	\$ 7.50	\$4.20
Bd. 2	\$16.75	\$13.40	\$6.90
Bd. 7	\$13.25	\$10.60	\$5.50
Bd. 10	\$11.50	\$ 9.20	\$4.95
Bd. 12	\$18.75	\$15.00	\$6.85
Bd. 13	\$16.50	\$13.20	\$6.75
Bd. 21	\$13.25	\$10.60	\$5.65
Bd. 33	\$19.50	\$15.60	\$8.20
Bd. 38	\$20.50	\$16.40	\$8.40
Ser. II, Bd. 1	\$21.00	\$16.80	\$8.10
Bd. 3	\$10.50	\$ 8.40	\$4.35
Bd. 6	\$22.20	\$18.00	\$8.90
Ser. IV, Bd. 2	\$ 9.50	\$ 7.60	\$4.40
Ser. V, Bd. 4	\$11.00	\$ 8.80	\$4.70
Ser. VI, Bd. 1	\$15.25	\$12.20	\$6.25
Ser. VII, Bd. 2	\$18.00	\$14.40	\$7.10

postage and insurance, bringing the total cost to \$108.30. The question here, however, is not the difference between \$197.80 and \$108.30, as considerable as this is. The complete works edition of this one composer is expected to run upwards to eighty volumes. The complete catalog of imported music issued by Baerenreiter of New York contains over one thousand titles. If a library needs the complete works editions of Bach, Händel, Telemann or Schütz (and what library *doesn't* need them), they will have to buy the Bärenreiter editions, for there are no others.

The present relationship between the Baerenreiter Music Publishers, Inc., of New York¹⁹ and the Bärenreiter Verlag of Kassel is confusing to say the least. In the December, 1960, issue of *Notes* the New York firm of G. Ricordi & Co. is listed as the U. S. agent for Bärenreiter publications. In the June, 1961, issue of *Notes* two Bärenreiter publications are reviewed. In both cases the imprints contain New York and Kassel followed by G. Ricordi as the U. S. distributor. Literature received from New York as recently as June, 1961, indicates that the New York Baerenreiter firm is "an affiliate" of the firm in Kassel. The Bärenreiter Music Publishers' advertisement in the June, 1961, issue of *Notes* uses the familiar bear and star trade mark of Bärenreiter Kassel. Yet in a letter dated July 24, 1961, from Kassel, Herr Suck said that the New York firm is no longer the exclusive U. S. agent for their publications and that they would now accept orders direct to Kassel from the U. S. It remains to be seen what effect this will have on the U. S. prices of their music.

The reader may draw his own conclusions from the various figures here presented, keeping in mind that there are factors other than the cost to be considered in the total acquisitions picture: the convenience of a single U. S. source; the fine trade lists, bibliographies, and catalogs supplied by some U. S. dealers and agents; the time element; and efficient service. The differences in price may be due in part to tariffs, which dealers and agents pay, but from which libraries are exempt. According to Paragraph 1410 of the Tariff Act, sheet music and books in sheets are

dutiable at the rate of five percent if the work is of bona fide foreign authorship,²⁰ as most of the music mentioned in this article is.

This paper has hardly scratched the surface of a complex business operation, the inner workings of which are hardly known outside the trade. It has suggested more questions than it has answered. How much music gets into the U. S. from abroad and from what sources? How large is the U. S. library market for imported music? Who decides what the U. S. list prices will be and on what basis? What factors determine which music actually goes on the U. S. market? *Notes* is the chief library tool for the dissemination of information on imported music,²¹ yet the bulk of the music listed in *Notes* seems to be supplied by U. S. agents. What about the music of those overseas publishers who do not have exclusive U. S. agents, or agents who choose not to supply *Notes* with review copies? The present system by which overseas publishers have *exclusive* U. S. agents may be the only system that will work—but has it not given these agents exclusive control over a tremendous block of imported music and virtually eliminated the possibility of any domestic competition?

An interesting aspect to the music trade is the firm that combines publishing activities with importing activities—this is almost the rule rather than the exception. In an operation like this, do high U. S. printing costs in any way affect the list price of the firm's foreign product, the imported music? Why does some music by U. S. composers have lower list prices overseas than it does here?²² The information that caused this last question to be raised was one of the most ironical sidelights encountered in preparing this paper, and is as good a place as any to end it. The vocal score of Irving Berlin's *Annie Get Your Gun* (London, 1947) has a U. S. list price of \$7.50. One special price "subject to no further discount" is \$6.75.²³ Does this sound like a good buy? Check Blackwell's *Vocal Catalogue 723* and you will find *Annie Get Your Gun* lists at 15s in English money, or \$2.10 in American money (to which you can add six percent for postage).

NOTES AND REFERENCES

1. Bryant, E. T. *Music Librarianship*. London, J. Clark & Co., 1959. p. 289-450.
2. Music Library Association. *Notes*. 2d series, 17:2 through 18:1.
3. During 1959 alone, 10,796 musical compositions were published and copyrighted in the U. S.
4. *Scholarly Editions of English Music* . . . N. Y., Galaxy Music Corp., 1960. p. 4.
5. *Monumenta Musica*. Bärenreiter Antiquariat, Kassel, 1959. p. 8.
6. Kenneth Mummary. *A Catalogue of Music and Books on Music*, N. S. 16. Bournemouth, 1959. p. 2.
7. Edward B. Marks Music Corp., N. Y. From letter dated March 1, 1959. Also, *Notes*, 17:4, Sept., 1960. p. 523.
8. *Monumenta Musica*. *op. cit.*, p. 9.
9. *Notes*, 17:1, Dec., 1959. p. 22.
10. Blackwell's Music Shop. *Instrumental Music, Catalogue No. 714*. Oxford, 1959. p. 5.
11. *Ibid.* p. 15.
12. Baerenreiter Music. *Old and Modern Music of Distinction, Catalogue*. N. Y., [1958?] p. 25.

13. The current rate of exchange is DM 3.97 to the U. S. dollar. In 1954 it was DM 4.20. Converting at DM 4., used throughout this paper, results in U. S. prices that are a few cents lower to the dollar than the official exchange rate.
14. The documentation to support these quotations is available on request.
15. Blackwell's of Oxford suggests that their overseas customers figure on a surcharge of about six percent for postage and insurance (see, e.g., their *Catalogue No. 723*).
16. "Important Notice," *Musica Disciplina*, 15, 1961. Inside front cover.
17. *The New Bach-Edition*, Kassel, Bärenreiter [1954].
18. Form letter from Bärenreiter Antiquariat, Kassel, Jan., 1958.
19. I have been unable to locate any music actually published by the Baerenreiter Music Publishers of New York.
20. Information supplied from the U. S. Customs Office by the Music Division of the Library of Congress.
21. How well *Notes* performs the function of a selection and acquisitions tool for librarians might well be the subject of an interesting study—not that it is by any means the consensus of opinion that *Notes* is primarily for librarians.
22. See, e.g., the British prices of miniature scores of works by Aaron Copland in *Music and Letters* 42:2, April, 1961, as compared with the U. S. prices in Boosey & Hawkes' *Pocket Scores, 1960-1*.
23. Direct mail advertisement from The Music Exchange, N. Y., received June, 1961.

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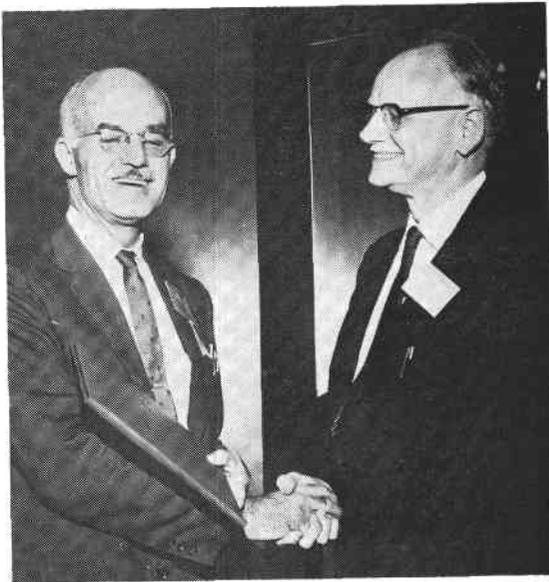
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Wyllis Eaton Wright

Laura C. Colvin, Professor
School of Library Science
Simmons College, Boston



Wyllis Wright (left) receiving Citation from Roger Bristol, Chairman of Award Committee.

The Margaret Mann Citation in Cataloging and Classification is awarded in 1962 to Wyllis E. Wright for his devoted service in the field of cataloging culminating in his selfless and tenacious leadership over several years in securing wide acceptance, both here and abroad, of cataloging principles which promise to advance the library profession as a whole.

“**A** LIBRARIAN’S LIBRARIAN,” Wyllis E. Wright—thus cited in 1957 when he received the Melvil Dewey Medal—is again honored in 1962 when he was awarded the Margaret Mann Citation. Genially called Bill Wright by his colleagues, he is a happy combination of generalist and specialist, bibliographer and bibliophile, cataloger and classifier, administrator and teacher, author and editor, and committeeman and chairman of national and international prowess.

Born in Florida by “happenstance,” Bill Wright, the New Englander is next heard of as a library page in Lowell, Massachusetts, where at an early age books became an influencing factor in his life. Continuing this influence at Williams College Library, Bill was both student assistant and library assistant while completing his baccalaureate and master’s degrees (philosophy). The year following, 1926/27, he became cataloger and constructed the classification scheme for Williamsiana. As we would expect, his next step was education in library service (Columbia).

Bill Wright's professional career may be classified linearly, perhaps, into three areas and periods, three further influences; that of his fifteen years at the New York Public Library; his fifteen years at Williams College Library; and two intervals, when for three years he was librarian of the American Academy in Rome, and when for a year and a half, librarian of the (then) United States Army Medical Library in Washington. While at the New York Public Library as well as later, Bill served from time to time as associate on the teaching staff at Columbia University School of Library Service, where students have benefited both from his detailed knowledge of cataloging principles and from his pragmatic approach, based upon experience.

First as cataloger, then chief classifier, and finally chief cataloger for the New York Public Library, Bill Wright, from the late twenties until the middle forties (with time out for his post in Rome) participated in, or directed the organization of the ever-increasing collections of our major public research library. Administering these masses of library materials not only constituted an invaluable background to stimulate his intellectual interest in cataloging rules of entry and description and in classification policies, but also became the grass roots for his creative interest in simplifying and streamlining the cataloging process.

Back to Williams College in 1947 as librarian, Bill Wright, the scholarly bookman and the realistic administrator, "is sought by both individuals and associations . . . when in need of expert advice on technical matters, particularly those relating to cataloging and classification" (Dewey Medal award). Moreover, a member of the Bibliographical Society of America, he is thoroughly at home in the world of the bibliophile, where he is an acknowledged raconteur among collectors. An intellectual and a humanist, Bill is cosmopolitan in his interests and achievements.

For thirty years his many writings, over a score of which are review articles, reveal his persistent concern over and penetrating knowledge of classification systems and lists of subject headings in special fields, codes of cataloging rules, problems of library catalogs, and cataloging standards and economies. Bill Wright, author of "History of the Catalogues" in *Guide to the Reference Collections of the New York Public Library*, 1941, was chairman, Publications Committee, for the *Catalogers' and Classifiers' Yearbook*, 1937-39; edited (with others) the *Journal of Peter Irving*, 1943; and edited the English translation of the second Italian edition of the *Vatican Library Rules for the Catalog of Printed Books*, 1948. Assisted by the editorial staff of the R. R. Bowker Company, since 1956 Bill has edited *The American Library Annual*, its fourth successive title, *The Bowker Annual of Library and Book Trade Information*. This publication resulted from a committee project of the Council of National Library Associations. The CNLA committee devoted much discussion and long planning hours—committee talk, ideas, suggestions—to this project, but it was Bill who worked quietly and consistently until the job that had to be done was done!

Similarly, Bill Wright has demonstrated his sense of professional re-

sponsibility through outstanding leadership as president, chairman, or committeeman. These assignments represent an extensive and remarkable range of activities, some of which have been carried on concurrently on local, national and international levels.

President: New York (City) Library Club (1942/43)

Trustee: Williamstown (Mass.) Public Library (1951-)

Chairman: Union List of Serials Committee (1939-45, 1947-54); vice-chairman (1958-)

President: Division of Cataloging and Classification (1942/43)

President: Association of College and Reference Libraries (1949/50)

Chairman: Council of National Library Associations (1949/50)

Member: Cataloging Policy and Research Board (1950-54); chairman (1953/54)

Chairman: Catalog Code Revision Committee (1954-)

Chairman: Decimal Classification Editorial Policy Committee (1960-)

Member: ALA Council (1961-)

Chairman: ALA Aid to Libraries in War Areas Committee (1944-47)

Secretary: American Book Center for War Devastated Libraries (1944-48)

Official U. S. and ALA delegate to the IFLA preliminary meeting in London (1959) and to the IFLA International Conference on Cataloging Principles in Paris (1961)

In his role of chairman Bill is most stimulating to watch. His performance may be partly intent, partly personality, but it is always impressive. Generally, he sets the pitch, then sits back quietly listening, intently thinking, while committee members do battle, contribute their ideas, debate together vigorously—with a comment here and there from Bill—and generate much steam and clouds of smoke! At the psychological moment Bill will slowly come alive, no longer aloof; he will synthesize, summarize, and often resolve effectively the problem under discussion. Sometimes tactful and diplomatic, sometimes straightforward and firm, always with a subtle sense of humor, he clarifies issues and articulates points of agreement. He restores perspective. His skill in the art of chairmanship even the most vocal committee member (pro or con) acknowledges with utmost and frank admiration.

When the Division of Cataloging and Classification in 1954 was looking for someone to fill the exacting as well as imaginative chairmanship of the Catalog Code Revision Committee, Wyllis E. Wright was the logical choice. He had served previously on the Advisory Committee for the preliminary second edition of the *A.L.A. Catalog Rules for Author and Title Entries*, 1941. From the time of his appointment Bill has worked assiduously and objectively to secure agreement on criteria and principles for the proposed code. Whether in Steering Committee meetings, or in the full Catalog Code Revision Committee sessions, or at the Institutes on Cataloging Code Revision, both as the chairman and as a librarian, Bill Wright

has been ready to hear fully and to consider carefully all points of view expressed from the floor, in conversation, or in conference. Within the criteria and principles agreed upon and with his comprehensive knowledge of cataloging principles and their implications, Bill Wright, both a theoretician and a practitioner, has guided the endeavor to produce the most effective code for the twentieth century catalog.

At the Stanford University Institute in 1958, Bill as moderator performed a tour de force acclaimed by all registrants at its close. Two summers later in 1960 he did it again in Montreal at the Institute held at McGill University! Reported by a perceptive observer, who attended the IFLA International Conference on Cataloging Principles at UNESCO House in Paris, October 1961, Wyllis E. Wright with dignity and distinction represented the United States and the American Library Association. The U. S. official delegate usually kept his own counsel, but when appropriate, spoke to the point; he thereby increased the respect of other national delegates for his statesmanship. He will represent the United States on the Organizing Committee of the International Conference on Cataloging Principles which is scheduled to meet during IFLA in Berne at the end of August.

Bill is a man's man, with a touch of New England reserve, friendly and understanding in his personal relationships. He is deliberative yet decisive; he is the modest scholar who is not overimpressed by the immediate present but visualizes developments of the future. Eager to philosophize on the theories of cataloging, he likes equally well to arbitrate on practical bases. We all heartily rejoice that the Margaret Mann Citation honors Wyllis E. Wright, the cataloging statesman and the Jeffersonian librarian.

NOMINATION FOR MARGARET MANN CITATION

Nominations for the 1963 award of the Margaret Mann Citation may be sent any time before the first of January, to the Chairman of this Award Committee of the Cataloging and Classification Section of ALA-RTSD. The nomination should be accompanied by a brief resumé of the achievement on which it is based.

The Margaret Mann Citation is awarded for "significant professional achievement in the fields of cataloging and classification." The achievement may have been a notable publication, an outstanding contribution to the activities of professional cataloging associations, introduction of new techniques of recognized importance, or outstanding work in the area of teaching. The achievement or contribution should have occurred or culminated within the last five years. It is not necessary that the nominee be an American librarian nor a member of the Section.

Jennette E. Hitchcock, Chairman
Margaret Mann Citation Committee
Stanford University Libraries
Stanford, California

COSTS, TIME, AND TERMS

Following are some bits and pieces of information relating to time studies and costs. Everyone agrees that we need more cost figures for processing activities, but no one does much about it for fairly obvious (but worth repeating) reasons.

As the Southern California Group discovered, libraries do not keep many statistics or figures or counts which contribute to costs studies. Here again, there are many reasons for not keeping them. Some people may not know what ones to keep, some may not want to keep any because they are resisting change, some may be so involved in continuous change that dependable figures are difficult if not impossible to get or keep, many are on such a frantic treadmill of too much work and too little staff to take the necessary time to set them up. And many (including quite thoughtful ones) deliberately do not keep such figures because they can be (and often are) misused.

They are misused if they are not fully delineated or understood for what they are and what they are not (e.g. do they include indirect as well as direct costs?) They are misused if they're used for evaluative measures without regard for qualitative facets. They are misused if they're used comparatively against figures of different situations. They are misused if they're used to make changes in one part of an institution's services without weighing the moves against their effect on other parts.

A strong contributing factor to the misunderstanding or lack of understanding is the confused terminology. This is bad throughout library work, but nowhere worse than in the processing-technical services-technical processes-preparations-control of materials area. These terms are not only used interchangeably, but they're used as inclusive terms with the inclusion not spelled out. In a feeble attempt to take one step toward consistency, this magazine uses, and beseeches its writers to do likewise, "processing"—noun or verb—as the inclusive term for, among other things, acquisitions, book budget control, cataloging, classification, catalog card production and filing, catalog maintenance, serials and documents work, collection building, resources, inventory and withdrawals, physical preparations, binding, etc. "Preparations" and "preparing" herein apply *only* to the physical preparation of materials for use: stamping, lettering, pasting, jacketing, reinforcing, etc. "Technical Services" or "technical processes" are sometimes accepted in place of "processing" for the inclusive term—but reluctantly; since they have no verb form, they cannot be used consistently. (This in spite of our title!)

Even in the face of the discouragements, *LRTS* nevertheless welcomes the receipt and (as much as possible) the publishing of figures on time and cost studies. Explanatory text may be kept to the minimum, including only enough to define and explain the meanings of the terms used and the coverage of the figures.

Cost Survey: Cost of Ordering, Cataloging, and Preparations in Southern California Libraries

Prepared by CATHERINE MACQUARRIE
Chairman, Cost Survey Committee
Southern California Technical Services Group*

Organizing the Survey

In May, 1960, the Southern California Technical Services Group, American Library Association, initiated a survey for the fiscal year ending June 30, 1960, into the cost of ordering, cataloging, and preparing books for use in libraries of the area. A committee was appointed consisting of the following members: Eric Teel, Whittier Public Library; Helen More, University of California at Los Angeles Library; Mary Louise Seely Dodendorf, Los Angeles City Board of Education Library; Allene Durfee, Los Angeles Public Library; and Catherine MacQuarrie, Los Angeles County Public Library, serving as Chairman.

We held several meetings in order to decide on the elements upon which the survey should be established, so that the statistics submitted by each participating library would be based on the same considerations and be comparable. A tentative form was prepared, and a few libraries in the area were asked to serve as "guinea pigs" in order to try out the form and see if it were possible for them to supply all the information that we were requesting.

It was our original intention to include the cost of book selection with the cost of ordering, as part of the total acquisition process. We also attempted to get indirect costs, such as rent and utilities. Very few of the libraries were able to supply these figures so we based our survey on direct cost only. We found from the preliminary survey that book selection statistics were extremely difficult to determine, since all the professional staff in the libraries concerned participated in book selection, with the chief librarian performing most of it. As a result, the cost of book selection was exceedingly high and threw the cost of ordering out of proportion. Therefore, we decided to omit book selection statistics in the survey and confine ordering to bibliographic searching, the placing of the order, receiving, and follow-up procedures. We revised the form accordingly and at the fall meeting of the regional group we discussed the forms briefly and explained why certain statistics were needed. The Committee then divided libraries in Southern California into three categories:

* Report presented at the 1961 Spring Meeting of the Southern California Technical Services Group.

elementary and secondary school libraries; college and university libraries; and city and county libraries.

School Libraries

Mrs. Dodendorf sent the survey forms to the school libraries. Although less than 25 per cent were returned, the replies were almost identical in spirit and probably reflected the views of the other recipients. Although school librarians expressed interest in the outcome of the survey, they were unable to supply the information needed to arrive at cost figures. Their letters indicated that school administrators expect—and rightfully so—that school librarians should give service to students and faculty at the moment they need it, which service consumes most of the librarians' time. Another reason why these statistics were unprocurable was due to the uncertainty of clerical help in school libraries, with student help a variable factor, one that did not lend itself to the statistics needed for such a survey as this. Also, the time spent on cataloging and other technical processes was interrupted time and not easily accounted for.

College and University Libraries

Miss More, who sent the forms to the college and university libraries, had somewhat the same limited response. From this group we received about a 50 per cent return of usable forms. The main reason for not filling out the form advanced by most of the others who answered was lack of time, in view of limited staffs and particularly since they did not keep detailed statistics and would have to get most of the information from the college business office. The overlapping of individual assignments and interrupted time were the other factors that made supplying the statistics a difficult matter.

In college libraries ordering less than 3,000 titles per year, the average cost per volume for ordering, cataloging, and preparing, as indicated by the survey, was \$3.76 and for larger university libraries ordering over 7,000 titles, \$4.33. None of the reporting colleges had over 250,000 volumes in their collections, and the majority of them ordered only one or two copies of most books; therefore, their per title cost, based on professional cataloging time only, was less than their per volume cost, with an average of \$2.46 per title for cataloging. The number of minutes it takes to catalog a title varied from 36 to 54 minutes, with an average of 47 minutes per title.

The ordering costs were quite varied, from 55 cents per title for a small college library to \$4.04 for a large college or university allowing considerable professional time for ordering. The number of minutes needed to order a title varied from 42 to 99, except for one particularly small library, which ordered less than 2,000 titles at a cost of 15 cents per title. The overall average of 68 minutes was needed to order a title in a representative college library.

Costs of physically preparing the books varied from 11 to 90 cents per book, with an average of 54 cents, taking 9.9 minutes each. The

average number of books done in a day was shown as 91. Several of the college libraries used student help extensively in this work.

City and County Libraries

Mr. Teel, Miss Durfee, and the Chairman sent the forms to the municipal and county libraries in San Diego, Imperial, Orange, Riverside, San Bernardino, Los Angeles, Ventura, and Santa Barbara counties. We received 22 complete replies, many partial ones, and some letters explaining why the libraries were unable to complete the form.

The holdings of the public libraries that reported varied from 12,000 to 2,670,000 volumes; the number of titles catalogued per year from 1,115 to 14,673; and the number of volumes added per year from 2,000 to 252,900. Starting with the volumes catalogued per year, two libraries catalogued over 200,000. The figures then dropped abruptly, with four libraries cataloging from 67,000 to 20,000 per year, six cataloging from 20,000 to 10,000, and the rest of the libraries (over half of the total surveyed) cataloging less than 10,000 volumes. Yet, in spite of these wide variations, there was a surprising correlation in the cost of adding a book to the collection. Most of the libraries were within the range of \$1.43 to \$2.49 cost per volume for cataloging, ordering, and preparing; three of the county libraries were under \$1.00, and two of the smaller public libraries were over \$3.00 per volume. The average cost of ordering, cataloging, and preparing per volume came to \$1.76 for the group surveyed.

Cataloging in Public Libraries

Cost per title for cataloging gave the Committee additional headaches. Using the straight projection of number of titles divided into total costs resulted in fantastic figures, particularly for those libraries with large collections. When using the cost per title based on professional salaries of catalogers divided by number of titles cataloged, the range had a definite correlation with the size of the collection, with the cost range divided into four groups. In four libraries, all with collections of approximately 100,000 volumes, the range was from 76 cents to \$1 per title; in the group with collections of 75,000 to 50,000, the cost per title for cataloging was \$1.03 to \$1.33 with—believe it or not—two of the libraries with exactly the same cost per title; in the group with collections of from 150,000 to 400,000 volumes costs were around \$2 per title; and in the large libraries with collections over 400,000, costs were up to \$4 or more. The overall average cost for cataloging a title in public libraries, according to the survey, was therefore \$2.37.

The close correlation of cost per title with size of library collection leads one to believe that more exact cataloging is needed as the size of the collection increases. For example, in a large library every new title must be fitted into the existing collection, which usually necessitates the use of more extended classification numbers. Since the library has more titles in each subject, this need to carry out the decimals farther and use more variations in Dewey numbers makes it unfeasible to accept Library

of Congress cataloging on an "as is" basis, if a coordinated collection is desired. Furthermore, recataloging is needed to keep existing collections up to date, a phase of work that does not show in the number of new titles regularly cataloged and one that only a single library reported on. In large libraries, this recataloging takes considerable professional time. The same reasoning applies to author entries, so less professional time has to be spent on bibliographic checking and the establishing of names.

Another variable that enters into the cost of cataloging a title is the depth and spread of the collection. This is shown by the fact that the four public libraries with the most expensive cataloging also catalog the most titles per year, with the result that they get into the more difficult cataloging areas, such as serials, documents, foreign languages, and microfilms, records, and other audio-visual materials, all of which take up the time of the professional staff. The use of Cutter numbers is another factor that affects costs. In addition to this, established precedents and decisions, which are needed when there are several catalogers, often necessitate the employment of revisors for the training of new staff members and in order to see that their work conforms, a requirement that results in additional higher paid catalogers who do not actually produce any cataloging. Perhaps the larger libraries with higher cataloging costs should consider whether or not the full and exact catalog information they supply to their users is necessary or justified.

The Committee thought that the exact number of minutes of professional time it takes to catalog a title would be important to know, since it is a basic figure unaffected by variations in salaries in different libraries. We are often asked how many titles a cataloger can catalog in a single day, and there have been a few published figures for some libraries. These figures group into four sections also and correlate closely with cost per title, which indicates that the salaries of catalogers must be similar in the Southern California area. In five libraries, four small and one medium-large, it takes from 14 to 19 minutes to catalog a title, three of them taking 16 minutes each; in the next sized group, from 23 to 28 minutes; in the medium-sized group, from 30 minutes to an hour; and in four large libraries from an hour and 20 minutes to two hours per title. From these figures we can project the figure of 28 titles cataloged a day in the small to medium-sized libraries and only $4\frac{1}{2}$ in the large ones. The overall average for cataloging a title is 45 minutes, or 10 titles per day.

Ordering in Public Libraries

Ordering was impossible to compute on a cost basis. Larger libraries make many replacement and special orders (for new branches, for example) which are not reflected in the new-title figures. About the only information on ordering that is of interest is that many libraries in the group use no professional-librarian time for ordering. Some used from about 10% to 40% of the time of one professional librarian on order

work, while only 3 libraries out of 23 had one or more professional librarians spending full time on ordering books.

Physical Preparation of the Books in Public Libraries

These figures are relatively low when only time for preparation operations is used. Only two libraries used any professional time here, which, since it was inconsiderable, was probably just supervision time. Cost of preparing per volume varied from 11 to 54 cents, with an average of 28 cents per volume. There seemed to be no relation between the cost per volume and the size of the library, nor even with the size of the workload. One of the larger libraries had next to the lowest cost but another of the large libraries had the highest. All libraries using plastic jackets to any extent showed considerably higher costs.

The number of minutes it takes to prepare a book varied from 4 minutes to 19, with an overall average of 9 minutes per book. The plastic jackets again were the time-consuming element. The average work load per person per day came to 62 books, with a variation from a high of 132 to a low of 23 books completed. The library with the highest average of books completed used practically no plastic jackets.

Statistical Summary

Overall figures in public libraries produced a rather odd pattern, as follows:

Time figures

Cataloging — 45 minutes per title, or 10 titles per day
Preparation — 9 minutes per book, or 62 books per day

Cost figures

Cataloging — \$2.37 per title
Preparation — .28 per book

The overall average cost for ordering, cataloging, and physical preparation is \$1.76 per book.

Comparison of college and public library statistics:

	<i>College</i>	<i>Public</i>
Cataloging	47 minutes	45 minutes
Preparation	9.9 minutes	9 minutes

These average figures must be used cautiously. They serve as a target to aim towards in setting work standards but cannot be used as a criterion for any particular library, since too many variables enter into individual library costs and work-time schedules. The Committee wished afterwards that we had asked for duplicate catalog cards from each participating library, to be used as guides in tying costs to quality of work. Such elements as original cataloging versus using either Library of Congress

cards or proofslips or Wilson cards, assigning Cutter numbers for all books or just to biography, using subject headings for fiction and children's books, and the use of annotations and analytics for short stories, poems, plays, and biographies in collections profoundly affect the amount of professional time spent on cataloging. Using the descriptive cataloging of the Library of Congress as it appears on the proofslips or catalog cards takes less time than when the library adds notes such as bibliographical notes, references to other editions of the same title, or fuller information about the physical format of books. However, having average cost figures and performance figures gives a library a goal and a check. If costs for an individual library are widely divergent, either above or below the average, this shows that the library should study its procedures to see what the problems really are and then check the results against the average for its size and type of library.

The replies to the questionnaire indicate that the combined costs of ordering, cataloging, and preparation for the average of the reporting libraries in this area are lower than those offered by most commercial companies. From statistics based on the few copies that were completed, of the last page of the form, about 60% of the overall costs of cataloging would still have to be borne within the library when outside services were used. The costs that a library still would have are maintaining the files such as shelf lists, authority files, and the catalogs, precataloging, shelving of added copies, and revision of work sent in to be sure standards are maintained. Ordering costs would also have to be borne by the library. If the average cost of \$1.76 per book for cataloging and physical preparation of the book is based on comparable figures, it appears that a commercial processing company would have to bid the work under 60 cents per volume if it expected to underbid the present costs in this area. The figures that we have heard of for commercial processing vary between \$1.00 and \$2.00 per book, depending upon how customized the work is to be. These costs do not consider the extra record keeping involved and the inevitable changes that would have to be made in the cataloging.

As determined by this cost analysis it is questionable whether, from a strictly dollar and cents viewpoint, it would profit a public library in this area to contract for outside technical processing. The problems of space, staff, and promptness in cataloging and delivery of books to the service outlet might justify having the work performed on a commercial basis, although the resultant costs might be greater than if the library continued to perform its own technical work in its entirety. Whether the freeing of a professional worker for other duties would be sufficiently worthwhile to outweigh the additional costs is another question, one which we could not readily determine from this survey. Libraries that are unable to hire a professional cataloger probably would be better off using an outside agency than to make do with non-professional catalogers; new libraries that are just organizing their collections and libraries adding new branches with new collections could benefit from hiring the work done and freeing the staff for other duties.

As mentioned so frequently in library literature and pointed up by a recent article by Harry C. Bauer, "Three by Five,"* "the futility of redundant cataloging has long been recognized . . . one writer wrote the book, one publisher published the book, but 12,000 catalogers cataloged the book. It is a pity that otherwise sensible librarians engage in such a pointless ritual." Mr. Bauer's point becomes very clear when we realize that all these libraries in Southern California hire catalogers, order clerks, and preparation clerks; each catalogs almost identical collections of new books. As Johannes L. Dewton says in his article, "The Grand Illusion,"** "Individualism (in cataloging), though understandable, is becoming increasingly questionable from the point of view of regional and national bibliographical controls. . . . Is not the accommodation of the clientele by deviations from the rules uneconomical, since at the same time the advantage of uniformity of the catalog with other catalogs is lost? . . . It involves sacrificing some cherished peculiarities in cataloging, but it should repay manifold in a cheaper, better catalog card in each catalog and a more efficient service to readers, bibliographers, other libraries, and all the users of library materials, however specialized." Centralized cataloging, either by a commercial company or by an organization of libraries, has many attractions. As we have shown by our cost study, for many of us the commercial companies do not have the answer yet as their costs are higher than the costs at which each library can do the job itself. A non-profit organization of libraries in the area might be able to do the same work more from the point of view of the needs of the libraries at a lesser cost. Now that we know the relative costs in this area, we should consider cooperative efforts.

The charts show the actual figures we obtained from the completed charts received from the participating libraries. The many incompletely filled out charts were omitted. The forms at the end show the information we tried to obtain including the indirect costs which only a few libraries were able to complete. Since making the study, the Committee has had many calls from libraries not participating in the survey for the forms so that they would know how to make a similar survey of their own operations.

The Committee feels that this study is just a beginning. The number of usable replies was relatively small and the study was limited to Southern California libraries. Perhaps more studies of a similar nature can be made in other areas. Their results can be checked against ours. Eventually standards of performance should be established for technical services by size and by type of library.

* Bauer, Harry C. "Three by Five." *Wilson Library Bulletin*, 35:393, January 1961.

** Dewton, Johannes L. "The Grand Illusion." *Library Journal*, 86; 1721-23, May 1, 1961.

COST OF CATALOGING A TITLE IN COLLEGE LIBRARIES

Library	No of titles cat. per yr.	Cost per vol.	Cost per title	Cost of prof. cat. time	Cost per title based on prof. salaries	Hours of prof. cat. time	Minutes per title of prof. time
1	1,600	\$3.65	\$4.65	\$ 4,615	\$2.88	960	36
2	2,200	3.14	3.42	4,653	2.12	1,800	49
3	2,675	4.50	6.65	6,998	2.62	2,184	49
4	7,066	3.90	8.26	17,623	2.49	6,384	54
5	8,733	4.76	7.60	19,037	2.18	6,916	48
6	14,942	4.88	7.06	11,242	1.08	3,480	33

COST OF THE PHYSICAL PREPARATION OF A BOOK IN COLLEGE LIBRARIES

Library	Cost of preparation	Hours Prof.	Hours Clerk	Cost per volume	Minutes	Average per day
1	\$ 360.00	—	250	\$.22	9.3	48
2	250.00	—	250	.11	6.8	66
3	1,505.92	156	780	.56	20.0	22
4	4,710.54	—	3,172.4	.66	2.7	166
5	6,790.00	1,040	1,820	.77	19.0	23
6	9,474.00	—	3,450	.91	2.0	225
				\$.54	9.9	91

COST OF ORDERING, CATALOGING AND PHYSICAL PREPARATION OF A BOOK IN PUBLIC LIBRARIES

Library	Use Cutter nos.	Number of catalogs	Number of volumes in library	Number of volumes cataloged per year	Number of titles cataloged per year	Cost per volume
1	No	2	12,000	2,000	2,000	\$5.19
2	B	2	27,000	4,200	2,000	—
3	No	2	29,301	3,900	—	1.54
4	No	3	47,265	4,412	3,190	2.38
5	No	3	36,000	—	1,115	—
6	No	3	37,615	4,000	—	2.42
7	Yes	2	52,758	2,725	2,187	.77
8	B	3	57,720	7,162	3,883	1.06
9	No	2	60,094	4,500	3,500	2.16
10	No	2	—	4,386	3,416	3.10

11	Yes	2	81,003	4,950	3,336	2.01
12	Lit. & B	6	149,287	13,746	5,125	2.32
13	No	6	186,254	19,356	2,920	1.43
14	Yes	4	190,376	12,852	4,187	1.84
15	B	14	214,193	15,458	4,624	2.15
16	No	1	219,539	25,245	5,000	.59
17	No	14	317,024	19,034	3,374	1.99
18	Yes	5	—	13,292	4,953	1.54
19	Yes	24	400,000	40,000	5,000	2.49
20	B	52	401,170	67,493	4,716	.89
21	No	26	538,710	57,000	9,000	1.40
22	Partial	170 bk.	1,580,962	252,908	8,013	.47
		3 cd.				
23	Yes	152	2,673,970	231,373	14,463	1.63

Note: B—Cutter numbers for Biography only.

COST OF CATALOGING A TITLE IN PUBLIC LIBRARIES

Library	Cost of professional cataloging time	Cost per title based on professional salaries	Hours of professional cataloging time	Minutes per title of professional time
1	\$ —	\$ —	—	—
2	—	—	—	—
3	3,079	—	948	14
4	3,805	1.19	1,326	25
5	—	—	—	—
6	5,103	—	—	—
7	337	—	111	—
8	3,174	.82	991	16
9	2,660	.76	950	16
10	3,424	1.00	1,291	23
11	4,442	1.33	1,548	27
12	14,142	2.76	3,640	43
13	7,480	2.56	2,740	56
14	5,611	1.33	1,976	28
15	9,455	2.04	2,775	36
16	5,174	1.03	1,372	16
17	14,650	4.34	4,584	82
18	4,492	.90	1,560	19
19	26,694	5.34	7,246	86
20	13,257	2.81	4,680	59
21	29,520	3.26	9,300	62
22	43,498	5.43	13,205	99
23	107,250	7.41	—	122

COST OF PHYSICAL PREPARATION IN PUBLIC LIBRARIES

Library	Cost of preparing	Clerical time—Hrs.	Cost per volume	Minutes	Average per day
1	\$ —	—	\$ —	—	—
3	746	368	.17	5.8	76
4	2,168.40	1,070	.49	14	34
6	—	—	—	—	—
7	251	153	.09	3.4	132
8	1,807	775	.25	6.5	69
9	1,795.20	1,012	.51	17	26
11	1,063	624	.21	7.6	60
12	5,940	3,120	.43	13	35
13	10,608	6,240	.54	19	23
14	5,053.88	2,548	.39	12	36
15	2,075	1,070	.13	4.1	109
16	4,006	2,283	.15	5.4	83
17	5,409	2,908	.29	9.2	49
18	3,360	2,080	.25	9.2	49
19	8,232	4,160	.20	6.2	72
20	21,744	12,480	.32	11	41
21	6,578	3,720	.11	3.9	115
22	99,607.75	41,380	.39	9.8	45
23	Divided differently				
Averages			\$.28	9 Min.	62 Bks. per day

APPENDIX—THE QUESTIONNAIRE

SOUTHERN CALIFORNIA TECHNICAL PROCESSES GROUP

American Library Association

January 16, 1961

The Southern California Technical Processes Group is preparing a cost study of technical processes in libraries in Southern California. We are limiting the study to public libraries, school libraries, and college and university libraries. Both direct and indirect costs of ordering, cataloging, and processing are included.

The first page of the form is a summary. Some of the questions are for the purpose of determining the quality of the cataloging so that we can compare libraries that do similar grades of cataloging. The figures on the second page should be obtainable in the Catalog Department. Those on the third page relate to business information. If it is too difficult to obtain them, we still would appreciate receiving the information from the rest of the form.

Since there is the possibility that a Processing Center might be established in Southern California, and since there are several commercial concerns now doing processing [i.e. preparations] and cataloging, we think that this is the

Total costs that would be saved (eliminated?) if the work were done at a Center (from p. 4)
 Per volume _____
 Per title _____

DIRECT COSTS

ANNUAL FIGURES 1959/60

	Personnel				Cost of Supplies
	Professional Salaries	Hrs.	Clerical Salaries	Hrs.	
I. Ordering	\$		\$		\$
Searching—verifying name, price, publisher, edition—placing order, receiving, follow-up, and paying.					
II. Cataloging					
A. Costs that would be eliminated if a Processing Center or commercial company did the cataloging.					
1. Descriptive cataloging, classification, subject headings and recataloging.					
2. Preparation of catalog cards.					
3. Catalog Department files: e. g., authority files.					
4. Total					
B. Cost of operations that still have to be done in the library.					
1. Shelf listing, incl. transfers.					
2. Filing and withdrawing of catalog cards and shelf list cards.					
3. Preparation and filing of cross reference cards.					
4. Total					
C. Total cataloging costs					
III. Processing (i.e. Preparations)					
A. Lettering, marking in book, and pasting.					
B. Preparation of book cards and pockets.					
C. Plastic jacketing.					
D. Binding or covering new material (only if cataloged).					
E. Total					

IV. TOTAL DIRECT COSTS

Cost per title \$ _____

Total hours spent

a. Professional _____

b. Clerical _____

Cost per volume \$ _____

COST OF CATALOGING

For Comparison with a Commercial Service or a
Centralized Processing Center
(Include in the following only those costs which the library would not
incur if the books were cataloged outside the library)

DIRECT COSTS

ANNUAL FIGURES 1959/60

- I. Cataloging—Costs that the outside agency would incur.
 - A. Descriptive cataloging, classification, subject headings
 - B. Preparation of catalog cards (including ordering and receiving L. C. and Wilson cards)
- II. Processing
 - A. Preparation of book cards and pockets
 - B. Marking in book (including stamping name)
 - C. Lettering
 - D. Pasting pockets, date slips, plates
 - E. Plastic jacketing

Personnel \$	Supplies \$

TOTALS

INDIRECT COSTS

- A. Maintenance of equipment
- B. Depreciation of equipment
- *C. Pensions
- *D. Rental of buildings or depreciation
- *E. Utilities (electricity, water, gas)

\$

TOTALS

Grand total \$
 Number of volumes processed per year
 Cost per volume \$
 Cost per title \$

*Pro rata share incurred by the Ordering, Cataloging and Processing departments. Based on either the percentage of floor area or percentage of personnel in these departments.

Costs of a Divided Catalog*

ANDRÉ NITECKI

*Director of Processing
Charles Stewart Mott Library
Flint, Michigan*

Introduction

In the fall of 1959, after many weeks of deliberation, the administration of the Flint College of The University of Michigan Library (referred to as the Senior College Library) and the Flint Community Junior College Library (referred to as the Junior College Library) decided to divide the two dictionary catalogs in the above-mentioned libraries into author-title and subject sections.¹

This decision prompted the Joint Catalog Department to conduct a study of the cost of dividing a dictionary catalog as well as a comparative study of the cost of maintaining two catalogs: one dictionary and one divided. It was generally agreed that such a study could be very useful to the profession.

Method

The holdings of both libraries and their card catalogs were comparable in size. The Junior College Library held approximately 29,000 volumes represented by an estimated 76,000 cards filed in 120 drawers. The Senior College Library held approximately 25,000 volumes represented by an estimated 79,000 cards filed in 120 drawers.² It was estimated that each volume held by the libraries was represented by 2.62 cards in the dictionary catalog.

For the purpose of the study it was decided to divide the Senior College Library's catalog as soon as possible and the Junior College Library's catalog a few months later. During the time of the two divisions a careful analysis of the time spent on alphabetic arrangement, filing, and revision was made. Two teams, consisting of four clerks equally trained, with an equal length of service, and equal abilities, were formed. Both teams were headed by an experienced cataloger. All filing and revision were performed in both libraries on Fridays when the minimum interference was expected because of less reader use of the catalog.

* This is the revision of a paper presented at a meeting of the Technical Services Section of the Michigan Library Association, Lansing, October 21, 1960.

1. Both colleges are located on the same campus. The two individual libraries were both under the directorship of James W. Pirie.

2. The Senior College Library catalog contained main entry cards for some Junior College Library's holdings.

For the purpose of this study, the salary schedule was estimated at \$1.50 an hour for clerical and \$2.50 for the professional time for both teams.

Senior College Catalog

During the first four-month period (September-December, 1959) the Senior College team alphabetized, filed, and revised 2,580 cards. It took 17 hours to alphabetize, 35 hours to file, and 15 hours to revise the filing; total 67 hours at the cost of \$115.50.

At the beginning of January, 1960, the Senior College team divided the catalog into 75 drawers of author-title and 45 drawers of subject sections. The physical division took 141 hours at a total cost of \$320.50.

During February-May, 1960, the Senior College team alphabetized, filed, and revised another 2,580 cards. It took 9 hours to alphabetize, 19 hours to file, and 9 hours to revise; total 37 hours. The total cost of servicing 2,580 cards in the divided catalog was \$64.50.

Junior College Catalog

During the four-month period (February-May, 1960) the Junior College team (comparable to the Senior College team in numbers, size, ability, and experience) arranged and filed 7,740 cards into the dictionary catalog. It took 40 hours to alphabetize, 82 hours to file, and 30 hours to revise the filing; total 152 hours, at a cost of \$258.00.

At the beginning of June, 1960, the catalog was divided into 75 drawers of author-title and 45 drawers of subject sections. The physical division took 56 hours at a cost of \$116.00.

During July-October, 1960, the same team alphabetized, filed, and revised another 7,740 cards. It took 26 hours to alphabetize, 47 hours to file, and 21 hours to revise the then already divided catalog; total 94 hours at the cost of \$162.00.

Before resuming the filing, in the then divided catalog, it was necessary to supplement it with more guide cards; 238 guide cards were added to the author-title section (making a total of 897 guide cards) and 280 guide cards to the subject section (making a total of 1,127 guide cards).³

Difference in Obtained Data

At the completion of the period set for the study, it was discovered that although the staffs of the two libraries were comparable in experience and ability, the time of arranging and filing of cards as well as the time spent on the physical division differed greatly between the libraries, although it was proportional for all the steps performed. To illustrate this point, it was sufficient to look at the time consumed for the physical division of the catalogs. The Senior College Library's catalog

3. This operation took 17 hours, or \$25.00 to type and file the new guide cards. This amount was not included in the cost of the estimation of the division. The Senior College catalog did not need additional guide cards.

was divided in 49 hours; the Junior College Library's catalog in 32 hours. During the division, one cataloger spent 92 hours on revision; the other spent only 24 hours. The total cost of dividing the Junior College catalog was \$116.00 or \$204.50 less than dividing the Senior College catalog.

These findings puzzled the administration of the present library.⁴ One of the possible explanations is the training of the personnel, another possible explanation might be the enthusiasm and leadership exercised by individual catalogers. It is also possible that the amount of cards processed during any one time can affect the speed of operation. The explanation of this situation, however, lies outside the scope of this paper, and, although the figures differ, because of their consistency they can be used to evaluate the findings.

Alphabetizing

The difference in time spent on alphabetizing and consequently on cost involved becomes more apparent when we project our figures to a span of one year. After the division of the catalogs, the Junior College team spends only 65 per cent and the Senior College team spends 52.9 per cent of the time previously required to alphabetize the cards. The teams differ greatly in alphabetizing one alphabet but take almost the same amount of time in alphabetizing two divided alphabets.

Filing

The projected figures show great savings of time and money in filing. Since the division, the Junior College spends 57 per cent and the Senior College spends 54.5 per cent of the time previously required.

Revision

The revision of the divided catalog, in both cases performed by the catalogers, also shows great savings of time. The Junior College divided catalog requires 70 per cent and the Senior College 60 per cent of previously required time to revise the filing.

Division

This study indicates that it is comparatively quick and inexpensive to divide a dictionary catalog into two sections; author-title and subject.

The division was performed, in both colleges, by the complete team during the school vacations. The revision, performed by the catalogers, followed right after the division. It took the Junior College team 32 hours to divide and 24 hours to revise, and it took the Senior College team 49 hours to divide, 92 hours to revise the catalog. The cost of division was \$116.00 and \$320.50 respectively.

The cost of division was absorbed by the Junior College within five months, and the Senior College within ten months after division.

4. In the Spring of 1961 both libraries were merged into what is now known as the Charles Stewart Mott Library.

Summary

It is considerably quicker and cheaper to alphabetize, file, and revise the divided catalog than it is to alphabetize, file, and revise the dictionary catalog:

Alphabetizing represents savings from 34 to 47 per cent

Filing represents savings from 43 to 45.5 per cent

Revising represents savings from 30 to 40 per cent

The total savings of time is between 39 and 45 per cent.

The above figures are representative of small-sized college libraries with holdings between 25,000-29,000 volumes.

The cost of dividing a dictionary catalog of this size into author-title and subject sections is very quickly absorbed by savings gained and should be achieved within a four to ten month period.

Servicing 100 Inches of Cards (7,740) in the Dictionary Catalog⁵

	<i>JUNIOR COLLEGE</i>	<i>SENIOR COLLEGE</i>
Alphabetizing	40 hrs. = \$ 60.00	51 hrs. = \$ 76.50
Filing	82 hrs. = \$123.00	105 hrs. = \$157.00
Revising	30 hrs. = \$ 75.00	45 hrs. = \$112.50
Total	152 hrs. = \$258.00	201 hrs. = \$346.50

Servicing 100 Inches of Cards (7,740) in the Divided Catalog

Alphabetizing	26 hrs. = \$ 39.00	27 hrs. = \$ 40.50
Filing	47 hrs. = \$ 70.50	57 hrs. = \$ 85.50
Revising	21 hrs. = \$ 52.50	27 hrs. = \$ 67.50
Total	94 hrs. = \$162.00	111 hrs. = \$193.50

Dividing the Catalogs

Clerical	24 hrs. = \$ 36.00	32 hrs. = \$ 48.00
Professional	8 hrs. = \$ 20.00	17 hrs. = \$ 42.50
Revision	24 hrs. = \$ 60.00	92 hrs. = \$230.00
Total	56 hrs. = \$116.00	141 hrs. = \$320.50

Servicing of Dictionary Catalog for the Period of One Year⁶

Alphabetizing	160 hrs. = \$ 240	204 hrs. = \$ 306
Filing	328 hrs. = \$ 492	420 hrs. = \$ 630

5. Senior College figures projected: based upon sampled 2,580 cards, representing 2,877 volumes added during each period of study.

6. Figures projected, based upon sampled 2,580 and 7,740 cards respectively, representing 11,508 volumes added to the collection.

Revising	120 hrs. = \$ 300	180 hrs. = \$ 450
Total	608 hrs. = \$1032	804 hrs. = \$1386

Servicing of Divided Catalog for the Period of One Year

Alphabetizing	104 hrs. = \$156	108 hrs. = \$162
Filing	188 hrs. = \$282	228 hrs. = \$342
Revising	84 hrs. = \$210	108 hrs. = \$270
Total	376 hrs. = \$648	444 hrs. = \$774
Saving	232 hrs. = \$384	360 hrs. = \$612

Catalog Card Reproduction at the Madison Public Library*

HERMAN R. STORM, *Supervisor*
Catalog-Order Department
Madison Public Library
Madison, Wisconsin

AS YOU WELL KNOW, there are several methods in use for reproducing catalog cards. Among them are printing, typing, mimeographing, Xerography, and Multilithing. A few libraries continue to print their cards, some type them, and many others use one of the last four methods mentioned.

Multilithing is one of those processes referred to as "near-print"; along with mimeo, ditto, etc. Simply stated, the Multilith is an off-set machine that has two cylinders. One is of chrome to which the master (stencil) is attached; the other cylinder has a rubber "blanket" attached.

The master picks up ink from the fountain rollers and, when the "blanket" roller is switched on, the image on the master is transferred to the "blanket". Card stock is fed through the machine and comes in contact with the image on the blanket, thus producing a finished card.

When the Madison Public Library purchased a Multilith machine, Library of Congress proofsheets were purchased for easier and faster cataloging. Prior to this LC and Wilson cards were used when available, causing a delay in processing.

The procedure for processing with proofsheets is quite simple. When

* Paper presented at the Cataloging Section of the Wisconsin Library Association, October, 1961.

it is determined that the book is a new title to the system, it is searched for in the proofsheets file. The slip is placed in the book which is sent to the appropriate cataloger. The slip is compared with the book and corrected, if necessary. The classification and subject headings are also used, if there is no conflict. The call number is written in the left-hand corner of the proofsheets. The number of copies and their location are also noted.

The books and the slips are revised, and the number of cards needed is written on the proofsheets. The number of cards is determined by how many branches have a copy and how many secondary entries are used. There are four branches and a bookmobile, plus the Main Library in the Madison system. They all have complete catalogs, with the exception of the bookmobile which uses author, shelf list, and title cards only. This is the great advantage of making your own cards: the more needed, the more economical the process becomes. The more cards you make, the lower the unit cost.

After revision, the book cards and pockets are typed and the books continue on to marking and distribution. The proofsheets are typed onto a master stencil and sent on to be Multilithed. The advantage here is that the books are not delayed in waiting for cards. There is about a seven-day lag from the time the book is shelved to the filing of the cards.

The following figures were compiled for a two month period selected at random. These figures compare favorably with Library of Congress card subscription rates.

Eight is the number used for an average set of cards. Library of Congress rates used were .07 cents for the first card and .05 cents each for the next seven. Total cost .42 cents.

12,030 cards were reproduced from 1,526 masters.

Proofsheets (\$87.00 per year)	14.50
Running time 37 1/3 hours @ 2.50	93.32
Miscellaneous—start, stop, cleanup, etc. 12 hours	30.00
Card cost—per 1000—\$6.85	
12,000—100% rag content cards	82.20
1526 masters (400 per box @ \$7.50 a box)	24.35
Supplies and solutions	7.00
Machine depreciation (\$1200. in 6 years)	16.00
Machine service and parts, pro-rated	15.00

		\$282.37 total cost
\$282.37 divided by 12,030	equals	.02347 cost per card
.02347 multiplied by 8	equals	.19 (.187) cost per set
		.23 savings per set
1526 multiplied by .23	equals	\$350.98 savings for period selected

Thus our machine has been economical in producing as many cards as we need, when we need them.

Current Checklists of State Publications, as of May, 1962*

State	Bibliography Series	Frequency of Publication
Alabama	None published	
Alaska	None published	
Arizona	Arizona. Department of Library and Archives. [Checklist] <i>Consignment No. . . .</i> Also <i>Current Arizona Bibliography; Selected Federal, State and Local Documents</i> (In <i>Arizona Quarterly</i> , published by the University of Arizona Library)	Irregular
Arkansas	Arkansas. University. Library. <i>Checklist of Arkansas State Publications</i>	Quarterly
California	California State Library. <i>California State Publications</i>	Semiannual
Colorado	Colorado State Library. <i>Colorado State Publications (A Selected Check List)</i>	Monthly, Annual Cumulation
Connecticut	None published. <i>Quarterly Acquisitions</i> of the Connecticut State Library carries a selected list.	Irregular (Last, 1958-61)
Delaware	Delaware Public Archives Commission. <i>Accessions List</i>	Quarterly
Florida	Florida. University. Library. <i>A Short-Title Checklist of Official Florida Publications</i>	Bimonthly
Georgia	Georgia State Library. <i>Exchange Selection List and Checklist of Official Publications of the State of Georgia</i>	Quarterly
Hawaii	None published	
Idaho	None published	
Illinois	Illinois State Publications Unit. <i>Illinois State Publications</i>	Semiannual
Indiana	Indiana State Library. Series in <i>Library Occurrent</i>	Quarterly

*Compiled by the State Library Division of the Tennessee State Library and Archives, Nashville.

Iowa	Iowa State University. Library. <i>Iowa Documents</i>	Quarterly
Kansas	Kansas State Library. <i>Checklist of Official Publications of the State of Kansas</i>	Quarterly
Kentucky	None published	
Louisiana	Louisiana. Department of State. <i>Public Documents</i>	Semiannual
Maine	Maine State Library. <i>Checklist of the State of Maine Publications</i>	Quarterly
Maryland	<i>Maryland State Documents List</i> (In <i>Maryland Libraries</i> , published by Maryland Library Association)	Quarterly
	also Maryland. Secretary of State. <i>Maryland Manual</i> (Biennial list)	Biennial
Massachusetts	None published	
Michigan	Michigan State library. <i>Michigan Documents</i>	Quarterly
Minnesota	Minnesota State Library. <i>Checklist</i>	Annual
	also Minnesota. Dept. of Administration. Documents Section. <i>Minnesota State Publications</i>	Quarterly
Mississippi	None published	
Missouri	Missouri State Library. <i>Checklist of Official Publications</i>	Biennial
Montana	Montana State University Library. <i>Montana State Documents</i>	Irregular (Last, 1950-58)
Nebraska	None published	
Nevada	Nevada State Library. <i>List of Official Nevada Publications</i>	Irregular?
New Hampshire	New Hampshire State Library. <i>Checklist of New Hampshire State Departments' Publications</i>	Biennial
New Jersey	New Jersey State Library. <i>Bibliography of Official Reports, 1905-45.</i> <i>—Supplement, 1945-1960.</i>	Irregular
New Mexico	New Mexico. University. Library. <i>New Mexico Official Publications</i>	Triannual
New York	New York State Library. <i>A Checklist of Official Publications of the State Of New York.</i>	Monthly (Irregular Cum. volumes)
North Carolina	North Carolina. University. Library. <i>North Carolina Publications</i>	Bimonthly
North Dakota	None published	

Ohio	Ohio State Library. <i>Ohio State Publications</i>	Quarterly
Oklahoma	None published	
Oregon	Oregon State Library. <i>Checklist of Official Publications of the State of Oregon</i>	Quarterly
Pennsylvania	Pennsylvania State Library. <i>A Directory of State Publications</i>	Annual
Rhode Island	Rhode Island State Library. <i>Checklist of Departmental Publications</i>	Irregular
South Carolina	South Carolina Archives Department. <i>A Checklist of South Carolina State Publications</i>	Annual
South Dakota	None published	
Tennessee	Tennessee State Library and Archives. <i>A List of Tennessee State Publications</i>	Annual
Texas	Texas State Library. <i>Official State Publications Checklist</i>	Irregular
Utah	Utah State Library. <i>Checklist of Utah State Publications</i>	Annual
Vermont	None published	
Virginia	Virginia State Library. <i>Check-List of Virginia State Publications</i> (in <i>Publications</i> series)	Annual
Washington	Washington State Library. <i>Washington State Publications</i>	Annual
West Virginia	West Virginia. Department of Archives and History. <i>Short Title Checklist of West Virginia State Publications</i>	Annual
Wisconsin	Wisconsin State Historical Society. <i>Wisconsin Public Documents</i>	Quarterly
Wyoming	None published	

REPRINTS AVAILABLE

Offprint copies of the Stevenson article on the cost of music scores and the MacQuarrie study on cost of processing are available at 50 cents each from Mrs. Elizabeth Rodell, RTSD Executive Secretary, American Library Association, 50 E. Huron Street, Chicago 11, Illinois. Please send cash or stamps.

Classification of Four Track Tapes

ALLEN COHEN

*Fellow in the Music Library
City College of New York*

THE INTRODUCTION OF STEREOPHONIC equipment and recordings to replace the "old" monaural way of life is manifold. We now have multiplex in tuners, and the stereo tape recorder.

For those with monaural equipment, the purchase of a stereophonic tape recorder presents certain advantages and disadvantages.

In order to record stereophonically one must have two tracks recording simultaneously. Thus, while the old monaural tape recorders had two tracks, the stereo machine has four tracks. This means that the person with monaural equipment can utilize all four tracks separately. The tremendous advantage lies in economy, for a single tape can be cheaper than a single LP, and yet, depending on the speed used for recording, one can tape anywhere from six to twenty-four LP sides.

However, because so much can be gotten on a single tape, the problem arises as to how to keep track of the tracks. One finds that the space provided on the tape box for listing recordings is both inadequate and unwieldy. Using the box necessitates writing inside and outside the box, and eventually using loose paper when space runs out.

Thus a system was devised whereby the utilization and enjoyment from taped material could be at a maximum; that one could get to the material desired as quickly, efficiently, and painlessly as possible.

This system utilizes both tape as a unique medium, the packaging of tape, and the mechanics of the Norelco 400 tape recorder. The tape comes in a square-shaped box which can stand vertically, and has a space for a number. So many different things can be recorded on a single tape, that a chronological system of numbering the boxes is used. To turn on the Norelco one must press down any one of three speed keys. (Even with machines having an "On" button, one must select the proper speed soon after putting the reels in place.) This is an important factor in the placement of the speed number in the classification. The sequence of the four tracks recorded is another factor, and the actual place on the tape, where particular material was recorded, is a consideration with every tape recorder.

The classification system is as follows:

First Line

first number: box number. e.g. 1, 2, 11, etc. A period is placed after the box number so that two- and three-digit numbers will not be confused with the numbers to follow.

second number: speed. There are three speeds: 1 and $\frac{7}{8}$; 3 and $\frac{3}{4}$; $\frac{7}{12}$. These become 1, 2, or 7, respectively, in the classification.

third number: track. e.g. 1, 2, 3, 4, or any combination of those numbers, depending on the amount of tape used for a particular recording.

Second Line

first numbers: place on tape. e.g. 234-305. (Most machines have a recording meter.)

Third, Fourth, Fifth Line

These lines would depend on how many tracks were used for a particular recording, and would be a continuation of the "place on tape" numbers of the Second Line. (see example 2)

EXAMPLE 1

3.31 Carter, Elliott
234-305 Second Quartet (1959)
—— Julliard String Quartet. RCA Victor Red Seal LM 2481.

On the first line, the first number 3 with period indicates that this recording is in box 3. The second 3 indicates the speed that this composition was recorded at, namely 3 and $\frac{3}{4}$. These two numbers, in this order, actually takes the person from card, to box, to turning on the machine. The last number, number 1, indicates the track. One could not possibly get the right track without first putting the machine on. The second line indicates that this composition starts at 234 on the recording meter. Most machines come equipped with a "fast forward" speed which will bring the tape to the number required. The piece ends at 305 on the meter.

For recordings running to 2, 3, or 4 tracks, the track or track numbers would be appended to the last number on line one. Therefore, if the above piece were recorded on two tracks, the first line number would be 3.314. The last number is 4 and not 2, because on a stereo machine, recording monaurally, the sequence of tracks recorded is 1, 4, 3, 2. In this case, a third line would indicate the inclusive numbers on track four where the piece was continued. A comma placed after the last number of the preceding line would indicate that the following line(s) is a continuation of the same piece.

EXAMPLE 2

8.7143 Bach, Johann Sebastian
0-1599. St. John's Passion. German.
0-1772,
0-584. 8 stands for box number 8; 7 for speed $\frac{7}{12}$; 143 for the sequence of tracks used for recording this composition. The next three lines correspond to tracks 1, 4, and 3, indicating that the composition ended on track 3 at 584.

RTSD President's Report 1961-1962

HELEN M. WELCH, *President*

THE RESOURCES AND TECHNICAL SERVICES Division is justly proud of the programs and activities which it has developed since its members' statesmanlike vote of five years ago to join together in the united strength of a single technical services division. If you are old enough, you will remember that Mr. Dooley said, "What unites Americans is the desire for the same money." The thing which unites RTSD is the desire for the same goal—to get the book and prepare it for the use of the reader.

At the center of our activities is our Executive Secretary, and the report of Elizabeth Rodell's first year in this position appears elsewhere in this issue. Elizabeth has been an old pro from her first day on the job. It's a well-known fact that the Executive Secretary is the mother-figure who leads the President by the hand through his year of office. I want to tell you that it has been a pleasure to be Elizabeth Rodell's first-born.

This year 320 members were actively engaged in the work of the Division's 11 committees, 4 sections and 32 section committees, its Council of Regional Groups, and 11 representatives to organizations outside ALA. I can mention only a part of the activities in which they have achieved results of importance to our profession.

The four sections of the Division represent its four major areas of interest—acquisitions, cataloging, serials, and copying methods. Each section has made significant progress during the year .

Acquisitions Section (David Kaser, Chairman)

The Acquisitions Section's continuing programs had a good year. The Reprinting Committee in its *Reprint Expediting Service Bulletin* listed some 800 reprint titles during the year, prepared a subject index for current and forthcoming reprints, surveyed 30 titles recommended for reprinting, and made plans to increase the *Bulletin's* subscription list from its present 363 to 500. The Cost of Library Materials Index Committee completed arrangements for the annual publication of book, periodical, and serial services indexes. The Committee is now considering the preparation of indexes for rare books, phonograph records, microphotographic materials, paperbacks, and foreign publications.

In addition, new projects are underway. The Committee on Book-dealer-Library Relations is drafting a set of performance standards for rating book jobbers. The Subcommittee on Mechanization of the Acquisitions Policy and Research Committee is surveying the present state of

mechanization in acquisition work. Another subcommittee—on Bibliographical Holdings of European Antiquarian Societies—is making plans to survey American library holdings of the publications of local European antiquarian societies and to investigate the feasibility of a cooperative interlibrary project for the acquisition of such material.

Cataloging and Classification Section (Paul S. Dunkin, Chairman)

Built on the firm foundation of the old Division of Cataloging and Classification, the Section has continued its important program of catalog code revision. Chairman Dunkin reports: "This year the Section's greatest accomplishment was in Paris. Wyllis Wright led the American delegation of seven to the International Conference on Cataloging Principles last October. The Statement on which the Conference agreed reflects much of the work of Seymour Lubetzky and our Catalog Code Revision Committee. Perhaps the most dramatic feature of the Statement is acceptance of corporate entry." Further progress must now be in the nature of compromises among the library administrators represented by ARL, the Library of Congress, the Paris Statement, and the catalogers represented by CCS. Sumner Spalding will now take over the Editorship of the Code, and there are excellent prospects that the Code will be completed in 1964.

An informal survey of classified catalogs in this country by the Classification Committee showed that there are only a few such catalogs and that generally their makers have been content with the Shera-Egan guide. With the Library of Congress, the Descriptive Cataloging Committee has worked on a system of Persian transliteration and plans for drawing up rules for descriptive cataloging of Persian language publications. The Cataloging Policy and Research Committee deliberated on a number of problems, including the implementation of a revised code, the LC automation study, and the current development of commercial cataloging services. The ALA Book Catalogs Committee, which the Section shares with the Reference Services Division, has produced nine working papers showing that there are many reasonable ways for publishing card catalogs in book form, and will be disbanded when its statement on "Preferred Practices in the Publication of Book Catalogs" has been adopted by its two parent bodies.

Copying Methods Section (Jean K. Taylor, Chairman)

Although the smallest of the sections, Copying Methods has the most impressive list of publications this year. Cosby Brinkley brought out a new and enlarged edition of a former directory, now entitled *Directory of Library Photoduplication Services in the United States, Canada, and Mexico*; Peter Scott is working on a new edition of the manual *Guide to Microfilming Practices* under a grant from the Council on Library Resources; and a standardized photographic order form developed under the leadership of Hubbard Ballou has been adopted and is available from commercial firms. The Policy and Research Committee has under consideration suggestions for a manual on institutional photoreproduction services and is studying the problem of developing standards for micro-reading devices.

Serials Section (Ian W. Thom, Chairman)

As in all of the sections, the Policy and Research Committee of the Serials Section plays a central role in its long-range accomplishments. This year the Committee prepared a proposal for a Serials Use Study which has now gone to the ALA Executive Board for a fund request. The Committee's proposal for an annotated list of annuals has been accepted by the Bowker Company, which has appointed an editor to carry out the project. Topics for future consideration include standards for the work load of serials checkers, the history of serials work in libraries, and a study of better methods of acquiring the publications of roving congresses and conferences in the United States.

The Acquisitions-Serials Joint Committee to Compile a List of International Subscription Agents has been compiling information for the *List* and hopes to have it published by ALA before the end of the coming year. The Duplicates Exchange Union Committee has been reconsidering the role of the Union in relation to the USBE and other exchange organizations and facilities.

Divisional Committees

The hard-working divisional committees have made contributions in a number of areas. The Bookbinding Committee, chaired by Arnold Trotier, has pushed its project for developing binding performance standards into its second phase, which will cover three years of research under the administration of the Library Technology Project and in the hands of the W. J. Barrow Research Laboratory of Richmond, Virginia. At Miami Beach the Committee further carried out its responsibilities by sponsoring a library binding workshop.

At Miami the membership adopted an amendment which represents the chief activity of the Bylaws Committee under the chairmanship of Howard Rovelstad. This amendment permits the establishment of discussion groups within the Division. When Howard reported that it had the approval of the ALA Constitution and Bylaws Committee, he knew whereof he spoke, for he is Chairman of that Committee also.

The Organization Committee, under the experienced chairmanship of last year's President Melvin Voigt, prepared a statement on the responsibility of RTSD for selection and evaluation of library materials, which has been submitted to the ALA Committee on Organization. The Committee also prepared a statement of function for RTSD's PEBCO.

James Skipper served as Chairman of the Library 21 Project Committee, an ad hoc committee appointed at the request of ALA Headquarters to cooperate with Xerox and University Microfilms in their audiovisual presentation of the re-creation of the book from microform through the Xerox process. No activity was ever required of this three-man committee, although we understand that the show is on the road. I would remind Jim that such an assignment is no preparation for the Presidency of this Division.

This is the first year for the Public Documents Interdivisional Committee, a six-member committee equally manned by RTSD and RSD. The Chairman this year has been Thomas S. Shaw of the Reference Services Division, and his Committee has worked closely with Germaine Krettek, urging the passage of the Library Depository Bill. Success has been achieved on this very important project.

The Regional Processing Committee has continued to work on a draft of a manual for regional processing centers under the direction of Chairman Evelyn Day Mullen. Similarly, the School Library Technical Services Committee is pushing ahead with its manual on centralized processing under the chairmanship of Dorothy Darrow.

The Resources Committee changed chairmen in midyear, Gordon Williams taking over when Ralph Ellsworth resigned after a vigorous chairmanship which began in 1957. This Committee and its subcommittees, have accomplished the printing of the 1952-55 segment of the *National Union Catalog*, began discussion of the possibility of printing the 1940-1951 segment, arranged discussions on cooperation among the libraries participating in the PL 480 Program, and strengthened its review program as a control of micropublishing projects.

Representatives

Mention should be made of the able representation which ALA receives through members of our Division. Russell Shank has represented ALA in the American Documentation Institute and reports a period of continuing growth for that organization. Joseph Treyz has been our representative on the ALA Membership Committee. Laura Comins has participated in the deliberations of the ASA Sectional Committee Z39. John M. Dawson, after several frustrating years of no visible accomplishment by the Library of Congress Advisory Committee on Public Law 480, was finally able to report a going program under which current monographs in all fields of knowledge and a wide selection of serials were being acquired from India, Pakistan, and the United Arab Republic. Ben Custer reports another successful year for the United States Book Exchange, and RTSD is happy to observe that its representative—Mr. Custer—has been elected Vice President of that corporation.

Our Council of Regional Groups represents the grass roots of RTSD. Its Chairman, Barbara Westby, reports to you elsewhere in this issue. We now have 29 Groups, and two (sections of the Pacific Northwest Library Association) have changed their names to reflect an enlarged scope from cataloging to technical services. The report of the work of Editor Esther Piercy comes to you quarterly in the form of our fine official publication, *Library Resources and Technical Services*, the only professional journal devoted exclusively to the technical services. It is good to be able to report that a more adequate budget will be available to Esther and Managing Editor Ray Hummel so that good papers can be published more promptly.

To all of these members who have been chosen to serve you in various capacities, a large thank you from the Division.

Conference of Past Presidents

RTSD is five years old, and the Division machine has shaken into fine working order. Wondering where its future should lead and wanting to gossip about its past, I called a meeting of our past presidents this spring. Unfortunately, Ed Colburn could not attend, but Bernice Field, John Fall, Melvin Voigt, and I spent two days in the fine old New York Public Library building on 42nd Street discussing such problems as RTSD and documentation, ways to strengthen the Acquisitions, Serials, and Copying Methods sections, the need for a formal structure for permanent planning for technical services as a whole, the control and functioning of committees, budget priorities, reporting to the membership, and performance standards in the technical services. As a result of this meeting, the following actions have been taken:

1. The Board of Directors has created a new committee, the RTSD Planning Committee, to concern itself with the future of the Division and to consider problems of technical services as a whole.
2. Mrs. Rodell has enthusiastically agreed to supply copy for a news page in the *ALA Bulletin* as soon as the *Bulletin* will accept it, hopefully in 1963.
3. The Executive Secretary will call at each summer conference an "initiation meeting" to inform the incoming vice chairmen of the sections and the vice president of the Division concerning the procedures and responsibilities of their jobs.
4. The programs of the Acquisitions, Serials, and Copying Methods sections will be strengthened, we hope, by the following devices:
 - a. The head start which the Executive Secretary's briefing sessions will give the section chairmen each year.
 - b. Advice from the Executive Secretary to each nominating committee, suggesting that nominees should be drawn from persons directly concerned with the activity of the section he is asked to serve, and
 - c. The new organization of the section policy and research committees by which terms of office are longer and overlap, allowing for better continuity and for exploitation of experience.

The policy and research committees of the various sections are central to the long-term advances which each section may make for its membership. It has been a source of satisfaction to me that during the past year the strong organization of the Cataloging and Classification Section Policy and Research Committee has been adopted by the other three sections. I shall watch with interest to see what the reorganized committees produce in the next five years. Another source of satisfaction is the amendment to our Bylaws which permits the establishment of discussion groups within the Division.

We still have interesting problems to solve: the definition of the stake of this Division in documentation, the maintenance of financial support for *LRTS* at the same high level which the magazine maintains, the

acquiring of a professional assistant for our over-busy Executive Secretary, and, most important of all, the definition of new problems which we should be attacking in our areas of interest.

Some problems in technical services can be solved by an individual. For example, the cataloger who found herself too frequently interrupted when she went to the public catalog to check entries and subject headings took to wearing a hat when she had occasion to appear there. Other problems require far greater resources both in money and people. It is toward these problems that RTSD bends its efforts. Our resources are our members, particularly those who each day work directly with the technical services. The Division is our means of communication and our agency for taking joint action. Together we can participate in the common goal of more and better resources, more adequately available to the user.

Report of the RTSD Executive Secretary, 1961-1962

ELIZABETH RODELL, *Executive Secretary*

IN LOOKING OVER the Proceedings of past conferences I am struck by the fact that our Division requires a report by the Executive Secretary to the membership. This may be due to our interest in techniques, or to the fact that working behind the scenes our members have a suppressed interest in personalities. Whatever the reason, I am glad to meet you face to face. I think it is good, too, that I am required to stop in the feverish activity proper to an executive secretary and look back and reflect on my first ten months at Headquarters.

Last year at Cleveland I attended my first conference as an insider, hanging on to the coat tails of Molly Mahoney. She raced along the streets and through halls with such speed that when we reached a meeting room I could think of nothing but catching my breath. My strongest impression was that an executive secretary needed good lungs; consequently even in our new ALA Headquarters building, which has an elevator, I run upstairs a dozen times a day to keep in training.

I am still hanging on to Molly's coat tails. Our Division is a large one, and its structure is complicated. My secretary and I are both new and trying desperately to meet deadlines; we have not taken time to count pieces of mail, so I am not going to read statistics to you, proving that we sent out more pieces of mail this year than last. Next year I might make that kind of report. But I think one should be careful of boasting about the

proliferation of papers; one gets to feel what might be called a paper guilt; I think demerits should be given for writing unnecessary letters or making reports that waste time.

There may be some benefit to you in hearing the impressions of a new executive secretary who has tried to look at our Division critically this year. I am convinced that we have real problems to solve and real work to do. As an American, I am impressed by size; consequently I am pleased to note that ours is still the largest type-of-activity division in ALA. I should say that our members are among the hardest-working, too; at Midwinter, for example, which is strictly a working session for boards and committees, I counted 52 separate meetings for us as compared with 37 for the division with the next largest number.

I find that we have a preponderance of members from college, research, or very large libraries. This is understandable, as we are specialists, and a library needs a staff of a certain size before it can specialize. However, this means that when we have a problem in technical services which affects small libraries, it may be hard to find RTSD members with the proper experience to serve on a committee. This leads to an emphasis on the problems of large libraries, and we are in danger of getting caught in a vicious circle: the librarian cataloging or ordering books for a small library may conclude that our Division is not interested in his problems and may join some other division.

A good many letters we receive at ALA are from librarians in very small libraries who need advice about technical processes. Fortunately, this year the Small Library Development Project has been working on simple guides for this type of library. It is encouraging also to reflect that, with the development of regional libraries and centralized processing for school libraries, there will probably be increasing staff specialization, and we will find a larger proportion of public and school librarians in our Division.

Another problem is that of finding, and appointing to committees, able newcomers to our field. The Council of Regional Groups keeps a watchful eye out for good papers read in regional meetings, and some of these find their way into *Library Resources and Technical Services*. Vice chairmen and others responsible for making committee appointments are looking for members with fresh ideas and new approaches who are willing to undergo the often thankless labor a committee post involves. Here is another vicious circle: often attendance at conventions is allowed only to staff members who already have committee appointments, so that a newcomer may become discouraged about his chances of participating in division work.

I can hardly express sufficiently my admiration for the hard-working officers of RTSD, many of whom have spent arduous hours of overtime on Division business. A good executive secretary should help these valuable individuals and try to save their time. It takes art to help and not get in the way; sometimes the gyrations involved remind me of the linemen trying to stay out of the line of scrimmage in a football game. We try to develop a perceptiveness about what is worth communicating, and see that

each person working in a field is informed about what he needs to do his work.

Communication, then, is the main function of the Headquarters Office—keeping unclogged the pipe lines from the individual working library to whatever group is equipped to tackle his problems, and back to him with the answer; keeping groups working in adjacent fields aware of one another's work to avoid duplication of effort. Like most of you, we have not nearly enough help to do our job well, and so much of this has to be achieved by means of the "carbon chain", which means sending carbon copies of each letter written to everyone concerned.

A wider kind of communication is achieved by the publication of scholarly articles in *LRTS*, our quarterly, which, by the way, is unusual among divisional periodicals in being edited and managed entirely by volunteers among our members, as a labor of devotion. Financial limitations have prevented *LRTS* from publishing more than a small percentage of the important articles in our field, but we hope the situation will improve this coming year.

Results of the work of our members, as groups or as individuals, may be published in the *ALA Bulletin* or in other library journals. Books are published, too, which may be in varying degrees the result of work done by our members: this Spring has seen the publication of the Carhart report on the Southwest Missouri Library Service, for which Mrs. Mahoney was a consultant; and Cosby Brinkley's *Directory of Library Photoduplication Services*, for which our Office mailed out three thousand questionnaires.

One of the most important means of communication within our Division, and between RTSD and the rest of the library world, is provided by the annual convention and the Midwinter meeting. It is said that we at Headquarters are working on conventions all year long, and this is true; on returning from Midwinter in February, we found ourselves scheduling meetings for Miami Beach, preparing agenda, sending in program notes, arranging for preconvention workshops, making all the thousands of preparations that any sort of function involves.

Our communication with the individual librarian is sometimes direct, for he may write in to the Executive Secretary, who is supposed to be enough of an expert in his field to know where to look for the answer. Much time is spent in answering these letters, though more time should be spent, and only a beginning has been made in building an up-to-date file of unpublished materials on such urgent topics as cost surveys, cataloging services, centralized processing, and mechanization of technical processes, to name only a few.

Executive secretaries are supposed to attend state and regional conventions, also, and may be asked to make talks to the members. This year I have had the pleasant experience of meeting with the New York Library Association; of leading a panel on automation for a technical services group of the Indiana Library Association; of talking to the Texas Regional Group of Catalogers on the new guide to the Dewey Decimal System; of

representing the American Library Association at the Information Retrieval Conference held at Western Reserve University; and of talking to the Northern Ohio Technical Services librarians. I hope to get around to visiting all of the regional groups in the next year or so, and I hope this will prove useful in helping to keep the channels of communication open.

In closing, I should like to express my pleasure in working with the members and officers of the Division this year, and my gratitude to those who have helped me, especially Helen Welch, our President, who has been my guide and inspiration.

Regional Groups

BARBARA WESTBY, *Chairman
Council of Regional Groups*

THE COUNCIL OF REGIONAL GROUPS held two meetings during the Miami Beach Conference on Wednesday, June 20. The early morning discussion on program planning and other problems was attended by six groups. Because of this meeting the annual luncheon was a purely social and informal affair. Thirteen Groups were represented. Total attendance was 36 including officers of RTSD and its sections.

Many of the programs of the Regional Groups this year have continued to concentrate in whole or in part on code revision, but among other topics have been data processing, centralized processing, and relations with reference librarians, patrons, and administrators.

The New York Technical Services Librarians heard Neal Harlow, Rutgers University, present a talk entitled "I Was Thinking of a Plan" at its fall meeting. Ruth Eisenhart described briefly the International Conference on Cataloging Principles held in Paris last October. Its spring meeting was devoted to the Union List of Serials. Its organization and editing was described by Edna Brown, Editor, Library of Congress; while Leo M. Weins, of the H. W. Wilson Company, discussed its production and distribution.

Book Processing Center for County and Regional Libraries was the topic of a panel discussion at the fourteenth annual meeting of the Florida Catalogers' Roundtable in March. Clara E. Wendel, Albertson Public Library, Orlando, moderated the panel consisting of Verna Nistendirk, Extension Director, Florida State Library; Helen Clark, Central Florida Regional Library, Ocala; Annette Yoho, Santa Fe Regional Library, Gainesville; Kathleen Reich, Administrator of the Center, and Robert Hamilton, Librarian, Martin County Public Library. They described the organization and work of the center.

The annual meeting of the Oklahoma Library Association Division of Technical Services was a business meeting with no program.

At a joint meeting of the New Jersey Library Association's Catalogers, Extension, and Reference Sections, Paul Dunkin, Rutgers University, described the work and services of the Resources and Technical Services Division, its Executive Secretary and its journal, *Library Resources and Technical Services*. Then round tables of discussion were held on the following topics: How to deal with local history material, Ways and means of setting up a clearing house for technical processes, Adult services, Bookmobile services, Methods and procedures in an expanding catalog department, New techniques and services in reference work, Cooperation among public, school, college, and special libraries, Effective staff communication, and The catalog and reference service.

Elizabeth Rodell, RTSD Executive Secretary, described the activities of the Division and the services available at ALA to the Northern Ohio Technical Services Librarians at their spring meeting.

The Patron Appraises the Catalog was the subject of the afternoon session of the Ohio Valley Group of Technical Services Librarians last Spring. Participating were Dorothy Tredennick, Berea College, Wilhelm Moll, University of Kentucky, W. Gordon Ross, Berea College, and Rolland Stevens, Ohio State University Libraries. In the evening after a selection of folk songs sung by Carolyn Joy Ritchie, F. Bernice Field, Yale University Library, spoke on Current Trends in Technical Services.

The Philadelphia Area Technical Services Librarians heard Harry Dewey, Pratt Institute, speak on the Readers' Need for Geographical and Chronological Specificity in Subject Headings. He pointed out the lack of uniformity in LC headings and stressed the need of both with many cross references in a dictionary catalog.

DECIMAL CLASSIFICATION EDITORIAL POLICY COMMITTEE MEETING

The Decimal Classification Editorial Policy Committee met at the Library of Congress on May 10 to review various editorial matters in connection with the preparation of the 17th edition of the *Dewey Decimal Classification*. It approved new criteria designed to make the index more useful, changes in the rules of schedule structure, a new "floating table" for geographical division of any subject, clarification of procedures for giving specific instructions to classifiers, and the preparation of a modernized and more systematic form-division table. Also, it heard reports on developments in the Universal Decimal Classification and on the interest of the Catholic Library Association in the schedules for philosophy and religion.

Attending the meeting were Chairman Wyllis E. Wright of Williams College; Secretary Deo B. Colburn of Forest Press; members Edwin B. Colburn of the H. W. Wilson Company, Godfrey Dewey of Forest Press, Virginia Drewry of the Georgia State Department of Education, Carlyle J. Frarey of the University of North Carolina, Harriet D. MacPherson, Lucile M. Morsch of the Library of Congress, Esther J. Piercy of the Enoch Pratt Free Library, and Pauline A. Seely of the Denver Public Library.—*Benjamin A. Custer, Editor, Dewey Decimal Classification, The Library of Congress.*

Form Division in DC

BENJAMIN A. CUSTER, *Editor*
Dewey Decimal Classification
The Library of Congress

READERS OF THEODORE SAMORE'S "Form Division in L.C. and D.C. Classification Schemes" (*LRTS*, v. 6, no. 3, Summer 1962, p. 243-246) should note that the author's conclusions appear to be based largely on Edition 14 of the DC, although Edition 16 is twice mentioned. This is unfortunate, since the later edition departs in numerous respects from the earlier.

Both Mr. Samore and his readers will be interested to know that the Decimal Classification Editorial Policy Committee has taken notice of the illogical organization of the form divisions that has grown up through the years, and has asked the editors to revise the table along reasonably conservative lines for Edition 17 in order to eliminate inconsequential separations and establish improved relationships. Among the changes will probably be the following: (1) the separation of Persons in relation to the subject (o69) from o6 Organizations; (2) the relocation of Patents from o27 to o87 adjoining Trademarks; (3) provision for historical and geographical treatment of a discipline as well as of the subject with which that discipline deals, e.g., Japanese ornithology vs. birds in Japan. (Compare 330.109 and 330.9 in Edition 16.)

The Committee has also authorized the removal of detailed geographic differentiation of the earth's surface from 940-999 to form division 09. In Edition 17 the former will give historical periods only, while the latter will be a 300-page floating table applicable to virtually all subjects and will probably be printed in volume 2 for use with any page of volume 1.

LC LAW CLASSIFICATION

The Council on Library Resources, Inc., has granted the Library of Congress \$34,200 "to develop and publish a shelf classification for Anglo-American law books." This follows an earlier CLR grant which enabled the Library—with the cooperation of the American Association of Law Librarians—to convene an Advisory Committee of specialists for extensive studies of such a project.

Miles O. Price, who was the Law Librarian of Columbia University from 1929 until his retirement in 1961 and was a member of the Advisory Committee, will serve as principal consultant in the work; the responsibility for developing the scheme will rest with him and with LC's Werner Ellinger, under the administrative direction of Richard S. Angell, Chief of the Subject Division.

The Library expects to complete the scheme in mid-1964 and plans to apply it to new accessions to its own Law Library and, if funds can be obtained, to earlier book holdings. The classification will be carried on LC cards from then on.

REVIEWS

Reviews: Micropublishing Projects

Over a year ago the Subcommittee on Micropublishing Projects of the RTSD Committee on Resources recognized a problem in the availability of information by which librarians throughout the country might evaluate large publishing projects using the medium of microtext. It was hoped then that a program might be undertaken by someone in the profession to obtain reviews of these projects and have them published. The following are the results, to date and at long last, of such an effort. *It should be stressed at this point that the following opinions and reviews are not the considered opinions of ALA or any body or group within ALA, but are solely those of the signatory persons.*

The work toward this result has been very interesting. First, several hundred publishers of microtext, both domestic and foreign, were canvassed concerning the project and were asked for their cooperation, particularly in supplying, on loan, review copies of their materials. Subsequently much further correspondence has been carried on with them, and, with a very few peculiar exceptions, all have been pleased at the project and cooperative in the extreme. It is obvious that, as a group, they are quite desirous of *more* information regarding the desires of libraries than of *less* scrutiny of their products.

In the course of correspondence, several matters were reported which may be of interest. An attempt was made to review the advertised *German Drama on Microcards*, to be published by Falls City Microcards, Cincinnati, Ohio, and a request was made for a list of subscribers. In reply, Laurence S. Thompson, one of the editors of the series, stated that "at this time (May 10 '61) it is not certain we will actually publish this material on microcard."

Those awaiting expectantly this resource should be vocal in requesting it of Falls City Microcards.

One slightly different matter was pursued to a similar end. In conjunction with its publication *Three Centuries of English and American Plays*, Readex considered making available a set of catalog cards for the titles reproduced. As these were delayed in production, the University of Missouri, under Ralph Parker's direction, decided to catalog the titles included and proposed to offer sets of these at a reasonable price to those libraries interested. We decided that a comparative review of these two sets of cards would be of interest, and Herbert Searcy of the Catalog Department, University of Illinois Library, was asked to pursue the matter. A final statement from G. William Bergquist of Readex states that difficulties involved in the format of the cards has delayed Readex making them available, and other projects are resulting in further delays. Dr. Parker has recently announced by circular the availability of his cards, and samples of the work are available.

I am very grateful to those who undertook the following reviews, and to those presently at work on others. I hope that the products of their efforts will be of benefit to the profession.

G. A. Harrer

Boston University Libraries

Titles from Coulter's *Travels in the Confederate States* and Clark's *Travels in the Old South*. (Microcard) Louisville, Lost Cause Press, 1960.

A research library in Southern history at \$3.89 per volume, that is the possibility offered by the Lost Cause Press's Microcard printing of titles from Ellis Merton Coulter's *Travels in the Confederate States* and Thomas D. Clark's *Travels in the Old South*. An attractive possibility it is, and

through its realization a library may purchase a collection worth, conservatively, \$35,000 for a mere \$6,806.44.

But to more libraries than otherwise \$6,806.44 is not very "mere" but a big hunk of a year's book funds. And to many librarians and scholars Microcards are not books but only a poor substitute therefor. Librarians are rightly concerned with books. Librarians are rightly concerned not only with the value of books' contents but with books themselves as works of art and with the tactile as well as the intellectual enjoyment of books.

As right as such concern is, it must not take precedence over the larger concern of providing necessary materials for scholars. Given a Microcard or nothing—; the answer is obvious. Books may be here to stay, but Microcards are pretty surely here to stay too. They must not be treated as stepchildren in our research collections but must be recognized for the very real values they contribute.

Coulter's *Travels in the Confederate States* contains listings for 492 titles (Professor Coulter having quite appropriately used a very broad definition of travel books). The Microcard series of the Lost Cause Press reproduces 472 of these titles in 481 volumes. Even were unlimited financial resources available, it would be almost impossible for a library building a new collection in this area to collect half as many of these titles in a score of years.

If the publication on Microcard is such a good thing, why are twenty titles listed by Coulter omitted? The answer is manifest after an examination of Coulter's listing. These (with one exception) are titles which are still covered by copyright. The omissions do not do great harm to the value of the Microcard set. Some of the titles will soon be in the public domain, and the others are comparatively readily available, but it would well behoove the publishers to state the lacunae clearly and, if possible, to promise eventual

Microcard publication of the omitted titles. (The exception, by the way, is General W. T. Sherman's *Memoirs*, published in 1875 and now, despite fairly recent publication of a reprint edition, obviously in the public domain. The inclusion, by what chance it is hard to discern, of one title not in Coulter's list, Benjamin Morgan Palmer's *The Life and Letters of James Henley Thornwell*, hardly compensates for the omission of the Sherman title.)

Publication on Microcards of such a cohesive group of books is a long step forward from the haphazard printing of whatever books on a subject happen to be on the shelves of a library to which the publisher has access. Excellent bibliographical control is easily achieved simply through use of the printed bibliography in whose arrangement the cards are issued. In this particular case, in addition to Coulter's bibliography, the fine *Lost Cause Press Microcard Catalog, 1962* includes a shorter listing of the titles in the set that is eminently useful. This is publication of material on Microcards as it should be done.

This review has concerned itself primarily with the Microcard edition of books listed in *Travels in the Confederate States*. Work on publication on the titles in Clark's *Travels in the Old South* is not so far along but follows the same fine pattern. If the pattern can be followed to its logical conclusion—publication of as complete a group of books as possible, with no equivocation about omissions—, the Lost Cause Press will do a service to libraries and to scholarship generally that will match the fine service done by Professors Coulter and Clark in the original compilation of their excellent bibliographies.—Richard B. Harwell, Bowdoin College, Maine

Micro Methods, Ltd. has reproduced on microfilm a number of items that are of interest and value to the historian. Aside from those above, there

Caedmon Ms. Junius II (Anglo-Saxon, ca. 1000 A. D.)

Complete microfilm, 117 frames	£3.15.0
Color microfilm, 25 frames (selected)	£2.2.0
Notes by W. O. Hassall	-.5.0
All together	£6.0.0

The Chronicles of the Counts of Flanders (Holkham Collection)

Complete microfilm, 313 frames	£7.5.0
Color Filmstrip, 22 frames (selected)	£2.2.0
Notes by W. O. Hassall	-.5.0
All together	£9.15.0

Micro Methods, Ltd., East Ardsley, Wakefield, Yorks, England

are the *Liber Albus*, a register of documents received and sent by the Monastery of Worcester between 1301 and 1446; and the *Registrum Sede Vacante* of the bishopric of Worcester for the period 1301 to 1435. Both of these are valuable additions to what is available in print in the field of the ecclesiastical history of England in the Middle Ages.

One wonders why these particular items were selected for reproduction. Was there a special demand for them? The amount of unpublished material is so vast and the interests of historical scholars so diverse, that it would be very difficult even for a group of professional historians to foresee what would "sell" and what would not. Has such a group been consulted? If so, there has been no word of it in the various announcements of the company that I have seen. W. O. Hassell of the Bodleian is their "advisor on medieval manuscripts;" but his interests, it would seem, are not primarily historical. A project of special interest to the historian just announced by Micro Methods in "British Records Relating to American History," selected by a committee of the British Association for American Studies. Will there be other ventures of this sort?

The products of Micro Methods, both color and black and white, which I have used I have found entirely satisfactory. They say suggestions are "always welcome," and mine are (1) reproduce the whole of any document, including, in color, all the initials, il-

lustrations, coat-of-arms, costumes and grotesques; (2) seek the advice of outstanding scholars in the various fields of history as to documents in special need of reproduction; (3) make sure that each document as reproduced is made known promptly to the bibliographers in each field. Indeed, why not submit microfilmed items to the professional journals for review?—*W. O. Ault, Professor Emeritus of History, Boston University*

Technical Notes on the Color Films of the *Caedmon M.S.* and *The Chronicle of the Counts of Flanders.*

There has been little color microfilming to date, and these two films whet our appetite for more.

It is most enjoyable to see these illustrations and drawings in color, since their black and white rendition conveys very little of their beauty.

If we praise these films, it is for their intent, not for their perfection. The films are not actually color microfilm; they are color strip films, since the format is that of standard 35mm film. This is too large an image to be accommodated in its entirety on most microfilm readers (of course it would be fine for film strip projection). The film of the *Caedmon M. S.* has a disturbing green color dominance and the definition and color rendering of the illustrations is not consistently of high quality.

The films illustrate that color copy-

ing is still an art rather than a science, or at least a rather young science.

One cannot help wondering why someone went to the trouble of setting up color copying equipment to select only 26 of the fifty-odd drawings in the Caedmon M. S. when it would have been little more work and most rewarding to photograph them all.

I think most people would prefer in future color films an image size about 50% smaller, and slightly higher quality in definition and color rendition.

Micro Methods Limited deserves high praise for undertaking a difficult and thoroughly worthwhile task.—*Peter Scott, Microreproduction Laboratory, Massachusetts Institute of Technology*

Trotter, J. Else and Trotter, Leslie B. C. *Histology of British Mosses*. East Ardsley, England, Micro Methods Ltd., 1960. 3 reels, color microfilm, £47.00

The three film strips composing this series are the only form of publication of this work and consist of color photographs of very carefully done wash drawings of each moss species showing general structure of one plant, then each part is illustrated with a num-

bered explanation. The study contains about 38 genera with 208 illustrations of species. This is an extremely valuable reference work applied to the identification and histology of British mosses. Since there are many species in common between Great Britain and North America, it is of considerable value to the taxonomy of mosses in this country. The whole effort might be considered as an illustrated herbarium but of considerably more value since microscopic views of stem sections, leaf shape, the calyptra, peristome, seta, and spores are done in detail and with great care.

Objections to the effort might be that the ordinary film reader does not do justice to the drawing and the roll size is difficult to project on an ordinary film strip projector. It is difficult to see all the detail in a film strip reader. Moreover, the habit and habitat of the mosses illustrated is not given. These are, however, rather minor objections. The manuscript is of great value to one doing moss taxonomy.—*Wesley N. Tiffney and James D. Barton, Department of Biology, College of Liberal Arts, Boston University*

IN THE MAIL

Corporate Entry and the Paris Conference

Progress is slow, but through patient and repeated tests better and more enduring principles evolve.

In the disturbing conflict of world affairs it is reassuring to read of the pleasant and fruitful cooperation of librarians at the international meeting of catalogers in Paris. As justly noted, a most significant event was the vote of the German libraries and others now using the Prussian Instruction for the entry of publications of corporate bodies under the names of the corporate bodies responsible for their publication.

In the history of cataloging this takes us back more than three hundred years to 1672 when Thomas Hyde formulated, for the catalog of the books in the Bodleian Library, the first known rules of cataloging. Where individual libraries had listed earlier books haphazardly, mainly as inventory lists for protection, he laid down a first primary rule of attributing books to their authors, thus bringing all works of an individual author under his name. This theory of authorship entry for personal authors has never been contested. It was adopted as a principle of the entries for the British Museum Library under Panizzi in the "91 Rules" issued in 1841.

However, authorship entry was not applied to corporate entries, but other methods of dealing with this vastly extended group of literature, to this day, have been used and developed both by the British Museum Library and the European libraries, especially the German libraries which follow the *Prussian Instructions*.

In this country a young librarian, Charles Coffin Jewett, after a careful study of several years of Panizzi's "91 Rules" and other European libraries, was appointed Librarian of the Smithsonian Institution in 1841. Here, supported by other American librarians, he planned an ambitious scheme for a Union Catalog to which other libraries would furnish copy. This scheme was never carried out, but it resulted in a most important contribution to American cataloging practice. This was the formulation of rules to guide the contributing libraries, published as part of the Smithsonian Report in 1852 and reissued in 1853. Here in these rules Jewett extended for the first time, authorship entry in corporate bodies, a practice followed in both American and British rules.

Now a hundred years after Jewett, the magnificent *British Museum Catalog* follows usefully the older practice for corporate publications, and German libraries have never adopted the authorship entry for corporate bodies. After years of experimenting with corporate entry it is a matter of great significance that the majority of all European libraries at the Paris conference in 1961 voted for authorship entry for corporate bodies.

What the next hundred years will see in the development of the form of our catalogs is anybody's guess. But it would seem that the basic principle of authorship entry for all material for which responsible authority for the author or corporate agent for its publication can be usefully established is an enduring principle.—*Julia Pettee*, Salisbury, Conn.

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