

American Library Association  
DIVISION OF PUBLIC LIBRARIES  
Minutes of Officers' Meeting

October 7-8, 1946

The officers of the Division of Public Libraries met at the A.L.A. headquarters in Chicago on October 7 and 8, 1946. The first session opened at 9:30 on October 7.

Present: Carl Vitz, President; Martha Merrell, Vice-President; Nordica Fenneman, Treasurer; Amy Winslow, Past-President; Ruth W. Gregory, Executive Secretary; Mildred Batchelder, Acting Head, Department of Information and Advisory Services, and Katherine Berthold, Assistant, Public Library Office.

Status of Meeting. The officers of the Division were called together through the executive authority of the President to act as a planning committee and in an advisory capacity.

Schedule for Midwinter. The schedule for Division activities at the Midwinter meeting was set up and referred to Mr. Morin. The Division plans for Midwinter include two Division Board meetings, Section business meetings, two general programs sponsored by the Division, a Joint Program Committee meeting of the Extension, Trustees, Children and Young People, and Public Libraries Divisions.

Councilors at Midwinter. Councilors are to be asked to attend the Division Board meetings at Midwinter. In addition, all individuals who were elected as councilors for the Division in the spring of 1946 are to be invited by the Secretary to attend these meetings even though their terms have been vacated (See Councilors, page 4).

Division Committees:

Membership. The following names were proposed for the membership committee:

Helen Seymour Farrington, Chairman, El Paso P.L.  
Otto Pragan, Akron P.L.  
Helen J. Siniff, Wilmette P.L.  
Florence Waller, Seattle P.L.  
Stuart Sherman, Providence P.L.  
Nordica Fenneman, Ex-Officio, Chicago P.L.

The Secretary was instructed to write to each of the eight sections inviting them to appoint a member from their sections to serve on the membership committee.

The President indicated that he would write to large libraries, state agencies, and library associations, and would emphasize the potentialities of full participation.

Public Relations and Publications Committee. It was agreed that the Public Relations and Publications committee should be combined with a joint function of considering both the aspects of public relations and publishing in their planning. The purpose of the committee is to clear with the A.L.A. Editorial Committee on needed publications, to act in an advisory capacity to the editor of the proposed Division Bulletin, and to initiate plans for the Institute at San Francisco. The following suggestions were made for committee appointments:

Sarah Wallace, Minneapolis P.L.  
Grace Gilman, Springfield P.L.  
Raymond Lindquist, Cuyahoga Co. L.  
Hoyt Galvin, Charlotte P.L.  
Sigrid Edge, Simmons College  
Lee Zimmerman, St. Paul  
Ruth Hyatt, Fitchburg P.L.  
Harold Hamill, Kansas City P.L.  
Harry Peterson, Ft. Worth P.L.  
Emily Sanders, Charleston P.L.  
Helen Steinbarger, D.C.P.L.  
Ruth W. Gregory, Ex-Officio

Committee on Personnel Administration.

Amy Winslow, Chairman  
Muriel Perry, Decatur P.L.  
Joyce Nienstedt, Iowa City P.L.  
Helen Harris, Lawson McGee P.L.

The President appointed Amy Winslow to serve on the Advisory Sub-Committee of the Board of Personnel Administration and to act as spokesman for the Division in relation to the Division of Education for Librarianship. The other members of the committee on Personnel Administration are to be invited by the Secretary to work with Miss Winslow in an advisory capacity.

Nominating Committee.

Roberta Bowler, Chairman, Los Angeles P.L.  
Marian McFadden, Indianapolis P.L.  
Harry Peterson, Ft. Worth P.L.  
Hoyt Galvin, Charlotte P.L.  
Grace Estes, Osterhout F.L.

Elections Committee.

Andre Nielsen, Chairman, Evanston P.L.  
Leah Klein, Chicago P.L.  
Vernell Dammeier, Maywood P.L.

Constitution, Bylaws, and Organization Committee. The following names were suggested for this committee:

John Richards, Chairman, Seattle P.L.  
Walter Kaiser, Wayne County L.  
Horace Moses, Mobile P.L.  
Marie Barkman, Sheboygan P.L.  
Adeline Bernstein, Carnegie P.L.  
Grace Estes, Osterhout F.L.  
Milton Drescher, Milwaukee P.L.  
Dorothy T. Hagerman, Grand Rapids P.L.  
Martha Merrell, Ex-officio

Committee on Relations with A.L.A. The committee which is already functioning, consisting of John S. Richards, Chairman, Julia Grothaus, Walter Kaiser, Muriel Perry, and Marian McFadden, will be asked to serve for another year.

Committee on Program. The following suggestions were made for a program committee on service to the small business man for the San Francisco meeting.

Walter Kaiser, Wayne County P.L.  
Marian Manley, Newark P.L.  
Otto Pragan, Akron P.L.  
Nellie Fisher, Portland P.L.  
Rose Vermelker, Cleveland P.L.  
Dorothy Ware, Minneapolis P.L.  
Maria Brace, Baltimore P.L.

The following suggestions were made for the Midwinter program. "The Library and Service to the Small Business Man": Jean Taylor, chairman, Marian Manley, and Ruth Gregory. "Adult Education": Florence Craig. It was suggested that Mr. Milam be kept informed on the progress of plans for the program on service to business with its emphasis on small business. Announcements are to be made that the Division hopes to sponsor other programs covering various consumer interests, rural life, labor, and the social worker, etc. Action on further suggestions on the Midwinter adult education program was postponed. The morning session of the officers meeting ended at 12:30.

The Officers' meeting re-convened at 2:15. The afternoon was taken up in consultations with Mr. Milam and A.L.A. Department Heads on matters of interest to the Division.

Membership Program. During the conference with Miss Beatty and Mrs. Mitchell of the Trustees Division the suggestion was made that a peppy membership program be included in one of the

general sessions at San Francisco. The slogan "One more trustee from your library" was suggested for the membership campaign with trustees.

Councilors. The Division with its present membership of 1,681 is entitled to seven councilors. The problem of excess councilors was discussed with Miss Beatty. It was decided that Mr. Vitz would ask Mr. Munn to withdraw as a Division Councilor since he is already a Council member, and that the situation should be cleared by writing to those ineligible to take office because of insufficient membership explaining the mistake and indicating that the one councilor selected was determined by the record of votes. The authorized Councilors and their terms are as follows:

Helen Seymour Farrington	(1950)
Helen Farr	(1947)
Doris Holt	(1947)
Magnus Kristofferson	(1949)
John S. Richards	(1948)
Margaret Clay	(1950)
Robert Franklin	(1950)

Membership Dues. The officers made the suggestion that the A.L.A. constitution be revised to allow second division dues at a nominal fee to be set by the Divisions in joint action. This matter is to be placed on the agenda for the Midwinter meeting.

Program. Miss Merrell moved that the general program planning for Midwinter be assigned to the respective sections of the Division to work jointly with the interested A.L.A. Boards or committees and that the section chairman and a member of the Division Board serve as members of the Committee, as in the case of the action taken in regard to the Program Committee on "The Library and Service to the Small Business Man". Seconded by Miss Fenneman. All in favor. It was suggested that letters to the section chairman indicate the Board's interest in a broad pattern of planning for programs which will be of interest to all sections.

The program for the San Francisco meeting was discussed. Suggestions were made that two general meetings be planned, one by the Division alone and one in cooperation with other Divisions. Institutes on Public Library Management and Adult Education, and exhibits on Buildings and Publicity were discussed. Further action is to be taken at Midwinter.

Librarians of Large Public Libraries. The place of the Large Library Round Table in the Division was discussed. This problem is to be referred to Miss Hammond by Mr. Vitz.

Relations with the Extension Division. Mr. Vitz brought up the subject of bringing in the Extension Division with its three sections. It was decided to investigate further the possibilities of such action. Mr. Milam suggested that the Board invite the President of the Extension Division to join the Board. Mr. Vitz explained that Miss Parks, Miss Roos, and Miss Sandoe, in addition to Mrs. Mitchell, had been invited to participate in program planning for the San Francisco meeting and had accepted the invitation.

Information on Division Activities. It was suggested that the Secretary set up the machinery to send information on Division activities to Mr. Milam, to the A.L.A. President, President-Elect, and the A.L.A. Executive Board. Mr. Milam suggested direct mailing.

The afternoon session adjourned, and the committee of officers reconvened at 7:30.

Statistics. Miss Batchelder reported that no public library statistics had been collected by A.L.A. for 1945. She indicated that Mr. Dunbar had pointed out the value of an expression from librarians on their interest in a further broadening of the statistical program of the Office of Education. It was decided that the Board should take some action at Midwinter.

Library Architecture Committee. Mr. Vitz discussed the present A.L.A. Architecture committee set-up with its preponderance of college librarians, and suggested that perhaps there should be two committees, one selected by the Division of Public Libraries and one by ACRL. The following suggestions were made for the Division of Public Libraries Library Architecture committee:

Ernest Miller, Chairman, Detroit P.L.  
Russell Schunk, Minneapolis  
Will Collins, Columbus P.L.  
Alfred Githens (consultant) New York  
Francis Keally (consultant) New York  
Betty Baker, Ferndale P.L.  
Lydia Barrette, Mason City P.L.  
Walter Brahm, Columbus  
John Henderson, Los Angeles Co. P.L.

An important job of this committee will be to arrange for an exhibit at the conference. Joint action with the Extension Division was suggested.

Division of Public Libraries representation on other committees. Miss Batchelder suggested that the Division members who serve on A.L.A. committees be asked to serve as observers for the Board and that they report action and information which would be of interest to the Division to the Secretary.

No action was taken on the following committees: Committee on Library Administration, Library Equipment and Appliances, Library Revenues, and Relations with Business Groups.

Council of National Library Associations. The Division of Public Libraries is entitled to two delegates to the Council consisting of the President and one appointee. The question of membership dues was brought up by Miss Batchelder, and the Secretary was instructed to get information on these dues by the time of the Midwinter meeting. Mr. Vitz appointed Francis St. John as a delegate, and Lowell Martin as the alternate for the President.

Manual of Procedure. The Secretary was instructed to collect material for a manual of procedure for all officers.

The Monday meeting adjourned at 9:00 p.m.

The officers' meeting reconvened October 8, 1946 at 9:30. The officers, Mr. Richards, Miss Batchelder and Mrs. Berthold were present.

Publications. The officers discussed with Mr. Fontaine the ways in which the Division can work with the publishing department. Mr. Fontaine's ideas on projects were tabled until the Midwinter Board meeting.

Statistics. Mr. Fontaine discussed the statistical program of the Office of Education and indicated that pressure on individuals of higher authority than those in the Office of Education might bring results on needed statistics. No action was taken by the committee of officers.

Conference Exhibits. The subject matter of exhibits was discussed with Mr. Fontaine who recommended that the exhibits be confined to subject matter of interest to public libraries, with a notification of plans to other Divisions who might like to exhibit nearby. Mr. Fontaine pointed out that service charges will have to be budgeted for exhibits. He made the following suggestions for committee membership: John Henderson of Los Angeles and Peter Conmy of Oakland.

Bulletin. The proposed Division Bulletin was discussed with Mr. Fontaine. He advised that advertising could be solicited when the Bulletin had something to sell.

Library Architecture Exhibits. Exhibits on library architecture were discussed with Mrs. Caldwell. It was suggested by Mr. Richards that the exhibits be in two parts: one dealing with the problems of the small library and the other with the problems of the large library. It was suggested that Ernest Miller be the Division representative on the A.L.A. committee.

Publicity Exhibits. Ideas for publicity exhibits, such as legislative campaigns, etc. were discussed with Olga Peterson. Miss Peterson questioned the Division's ability to finance a questionnaire and a request for material which her office would assemble for the exhibit. Since the A.L.A. Public Relations Committee is interested in a co-sponsor it was suggested that a letter be sent to Harold Hamill indicating the Division's willingness to cooperate. Miss Merrell moved that the Division cooperate in this project and that not more than \$50 be allowed for the Division's expenditures in soliciting the information needed. Seconded by Miss Winslow. All in favor. Institutes were discussed and Miss Peterson made the suggestion that an effort be made to obtain free room to allow more time for audience participation after the clinic.

The meeting adjourned at 12:30. The afternoon meeting was called at 1:30 p.m.

Relations with the A.L.A. Miss Merrell reported on her attendance as the Division representative at special committee meetings consisting of (1) presidents of divisions, and (2) the budget committee. Out of the first meeting came resolutions on the autonomy of divisions. Matters discussed included universal membership, federal association of library organization comparable to the Public Affairs Clearing House, and ACRL problems. She reported that the committee recommend that the Executive Board is to invite and urge the ACRL to establish their specialist at headquarters. The report of the budget committee meeting included the financial condition of A.L.A., and the ACRL position in relation to other divisions and their specific requests.

The officers committee then discussed the need for expanding the budget for provision of a Public Library Specialist. Mr. Milam pointed out that he was looking forward to a joint activity of the Trustees Division, the Library Extension Division, and the Public Library Division in its relation to the Public Library Specialist.

Miss Merrell moved that the committee of officers of the Division of Public Libraries recommend that the Executive Board invite the Library Extension Division, the Trustees Division, and the Public Library Division to join in appointing a joint committee of three to have an advisory or supervisory relationship to the Public Library Specialist on the headquarters staff. Seconded by Miss Winslow. All in favor.

Public Library Specialist. It was suggested that the salary of the public library specialist be increased in view of the current difficulty in obtaining the services of a specialist.

Miss Fenneman moved the adoption of the following statement: The general and rapid increase in the cost of living, and the parallel increase in library salaries, has made it impossible for the Executive Secretary to fill the public library specialist position at Headquarters within the amount authorized. This creates a serious emergency in the Association's work for Trustees, Library Extension, and Public Library Divisions. The Board of Officers of the Public Library Division, therefore, recommends that the Executive Board and Council authorize the use of additional endowment capital for current operations, and the allocation of some of these funds for the Public Library Office. Seconded by Miss Winslow. All in favor.

Budget. On the motion of Miss Winslow, seconded by Miss Merrell, it was voted to accept the attached budget as a provisional guide for the officers and for presentation for adoption, subject to revision at that time, by the Board of Directors at the Midwinter meeting.

Mr. Vitz raised the question of the Division offering to contribute something toward the salary of the Public Library specialist. Miss Winslow moved the following resolution: The Public Library Division Officers will recommend to its Board of Directors that as a last resort the Division offer \$400-\$600 toward the salary of a public library specialist on a two-thirds of a year basis for the current fiscal year pending the release of additional endowment funds or other funds to adequately fill that position. This action is taken in spite of the fact that this will seriously limit the program of the new Division. It was voted that Miss Winslow present this resolution at the Executive Board meeting if she finds that it is necessary.

Membership Records. Mr. Vitz recommended that Miss Batchelder, Miss Fenneman, and the Secretary meet to work out the relationship between the headquarters office and the Secretary to determine what Division work should be done at the A.L.A. headquarters.

Meeting adjourned.

Respectfully submitted

Ruth W. Gregory  
Secretary