

American Library Association
Public Libraries Division

Formalized Minutes
Meeting of Board of Directors, ALA Annual Conference
Minneapolis, Minnesota, 1954

Sunday, June 20, 1954, 12:30 p.m.
Presiding, Jack B. Spear, President

PRESENT: Board members: Jack B. Spear, Ruth W. Gregory, S. Janice Kee, Mrs. Ralph I. Burris, Nell Scott, Mrs. Gretchen K. Schenk, Mrs. Mary Kenan Hadley, Gladys Sandifur, Mrs. A. J. Quigley.

Councilors: Joyce Nienstedt, Lucile Nix, Roberta Bowler, Frances M. O'Halloran, Maryan E. Reynolds, Mrs. Helen T. Steinbarger, Mildred Stewart, Siri M. Andrews, Harold J. Baily, Irving Lieberman and Ruth Shapiro.

Others: Mrs. Dorothy K. Smith and Donald Kohlstedt.

The Board enjoyed an informal luncheon and went into executive session at 2:00 p.m. President Spear commented on the agenda for the meeting, mentioned the PLD program for the Conference week, and reported the difficulties he encountered in securing a speaker for the general session. He said he had first hoped to get Adlai Stevenson, but the ALA Program Committee discouraged this plan because an invitation to speak had been extended to President Eisenhower. He then invited Charles A. Lindbergh, Elmer Davis, and Edward Murrow, but each one had reasons to regret their inability to accept. Miss Perrie Jones recommended Professor Theodore Mitau from Macalester University who accepted President Spear's invitation to speak on the ALA Conference theme.

After notice that the minutes of the Midwinter Meetings of the Board had been approved by mail vote, reports of twelve of the Division's Committees were heard and items of new business were discussed.

ARCHIVES COMMITTEE: Ruth W. Gregory, Chairman reported that the Committee had investigated the workability of the policy statement and instruction sheets which had been prepared for the maintenance of the Division archives and had found them satisfactory. Upon the Committee's recommendation, the Board VOTED to discharge the Committee.

ELECTIONS COMMITTEE: Dorothy Reading, Evanston, Chairman. Miss Kee read the report of the Committee which stated 5770 ballots were sent and 2511 were returned. The following are the elected officers: Vice President and President-Elect: Mildred W. Sandoe, Cincinnati Public Library; Treasurer: Harold W. Tucker, Public Library, Gary, Ind.; Councilors: John E. Smith, Public Library, Santa Barbara, Calif.; Charles M. Mohrhardt, Public Library, Detroit, Mich.; Mildred Young, Public Library, Brooklyn, N. Y.; Nettie B. Taylor, Library Extension Div., Dept. of Education, Baltimore, Md.; Clarence S. Paine, Public Library, Oklahoma City, Okla.; Miriam Putnam, Memorial Hall Library, Andover, Mass.; Mrs. Elsa Thompson, Public Library, Albuquerque, N. M.; Helen Norris, Public Library, Indianapolis, Ind. There was discussion of the suggestions of the Committee regarding the counting of the ballots and tabulating the results by members, with their expenses paid, or by "extra help" employed by the Division. The Chairman had expressed a preference for membership

participation. The Board VOTED to increase the number of members of the Elections Committee from six to eight and to ask librarians from libraries in the near Chicago area, preferably not the chief librarian, to serve on this committee.

FOREIGN BOOK SELECTION COMMITTEE: Richard Malone, Detroit, Chairman. A letter from Mr. Malone was read by Miss Kee which indicated that the Committee's negotiations are underway with the ALA Booklist for the publication of the four annotated lists that have been prepared. These include books in the languages of Polish, Latvian, Serbian and Russian.

ARCHITECTURE COMMITTEE: Charles Mohrhardt, Detroit, Chairman. The report was read by Miss Kee. The work of the Committee of the past year had encompassed four areas: (1) the answering of requests for information, (2) giving free advisory service, (3) organizing meetings, and (4) participating in organizing the pre-Conference Library Buildings Institute at the Twin Cities Conference. This report had been mimeographed and distributed to the Board. The Board VOTED to commend this committee for its excellent work in connection with the pre-conference Buildings Institute.

PUBLIC RELATIONS COMMITTEE: Robert Kingery, New York, Chairman. Miss Kee reported some correspondence with the Chairman, who had said he thought "assignments" should be given to the Committee by the President or by the Board. The charge to the Committee was reviewed and discussed. The Board re-approved the charge as it stands.

PUBLICATIONS COMMITTEE: Mrs. Marion Hawes, Baltimore, Chairman. Miss Kee read the report of the Chairman. Two projects are in progress: (1) a sub-committee is preparing a brief handbook of practical information on recording service in the smaller library, and (2) a proposed publication of a collection of sample agreements or contracts between libraries for special services, including brief explanations of the province of the contracts.

STATISTICS COMMITTEE: Ed Wight, Chairman. Miss Kee read the report of the Chairman. The Committee is currently circularizing public libraries in the 100,000 to 200,000 population group in an effort to determine the full-time equivalent professional and other staff assigned to various types of work. The Committee has determined certain problem areas which will be studied. The question of whether or not the Committee is considering a compilation of statistics on audio-visual materials was raised. It was suggested that the Executive Secretary indicate the Board's interest in this matter to the ALA Audio-Visual Board, ALA Statistics Committee, and PLD Statistics Committee.

DIVISION ORGANIZATION COMMITTEE: Harold F. Brigham, Chairman, did not submit a report to the Board at this time. The work of the Committee was evidenced by the proposed amendments to the PLD By-Laws, sent to members with ballots.

MEMBERSHIP COMMITTEE: Mrs. Mildred McKay, Chairman. There was no report. Miss Kee stated the Committee had scheduled a meeting during the Conference.

REVISION OF STATE GRANTS TO PUBLIC LIBRARIES, Advisory Committee. Mrs. V. Genevieve Galick, Chairman. President Spear reported for Mrs. Galick. The Committee, with the compiler, Irving Verschoor of the New York State Library, is preparing a questionnaire which will be sent out soon.

REVISION OF CLASSIFICATION AND PAY PLANS FOR MUNICIPAL PUBLIC LIBRARIES: Harold W. Tucker, Chairman of the Working Group. Miss Kee reported briefly on the progress being made on this project. The PLD-named subcommittee of this Board consists of a

Working Group in the Chicago area which has held a number of meetings since the Mid-winter Meeting. Tentative outlines and materials have been prepared by this group for the review of the Advisory Group who will be meeting in Minneapolis. A suggestion was made that county and regional libraries be considered in the revision.

COORDINATING COMMITTEE ON STANDARDS. Dr. Lowell Martin, Chairman. Miss Kee read a letter from the Chairman. He reported that the Coordinating Committee on Standards had given primary attention to getting funds for the project. A project statement was drawn up by members of the Committee and presented to Carnegie Corporation of New York. The Corporation indicated its interest in making funds available. The Coordinating Committee has called its first work conference for June 26 in Minneapolis. Mr. Spear announced that a grant of \$10,500 from Carnegie Corporation of New York to the ALA had been made just after Dr. Martin's letter was written.

EDITORIAL COMMITTEE: Harriet Carter, Editor, and Donald W. Kohlstedt, Business Manager of Public Libraries. Miss Kee read the Editor's report. There was discussion of the questions raised in the report, and it was generally agreed that Public Libraries should continue to emphasize the business of the Division -- Conference plans and reports, Committee and Section work in all issues; to include statistical tables when available; to continue news from the states and there will be one issue each year devoted to a particular subject or theme. The question of making funds available to the Editor to compensate her for her work and to employ help was discussed. Ruth W. Gregory, President-Elect, mentioned her hope that staff would be added to the Headquarters office and therefore make it possible for the Executive Secretary to offer more assistance to the Editor. Donald W. Kohlstedt, Business Manager, reported on the extent of advertising he had secured for Public Libraries and his work in selling single copies. He recommended that, in the future, it would be desirable to have the Editor and Business Manager located in the same town.

COMMITTEE TO INDEX PUBLIC LIBRARIES. Eleanor Peterson, Chairman. Miss Kee read the Chairman's report. The Committee had several all-day meetings and had completed the index of Public Libraries through December 1953. After discussion, the Board VOTED to publish the Cumulative Index, Vol. 1-7, the size of the current Public Libraries and to provide for the publishing of the Index annually hereafter. The Editor of Public Libraries had offered to index Vol. 8.

THE PLD REPORTER: President Spear reviewed briefly the history of The PLD Reporter, originally referred to in the records as "Working Papers". Miss Kee stated again the purpose of the publication and showed the Board the manuscript of the first issue on "Public Library Use of Paper-bound Books". She reported, for this issue, 79 questionnaires had been distributed and 65 replies had been received from 28 states. She said Clara Reaum, Chicago Public Library, had designed the cover and a corresponding one for Public Libraries. She then explained the difference in the objectives of The PLD Reporter and the ACRL Monographs, and expressed her hope that the PLD publication would be distributed by the ALA Publishing Department. She regretted she had not been able to secure full information on such distribution cost before the Conference. Considerable discussion followed on the subjects of editorship, questionable need for another Division publication, possibility of including the proposed material in Public Libraries, the public relations value of The PLD Reporter, possible users of this type of publication and the costs involved. It was pointed out to the new members of the Board that many of these questions had been thoroughly discussed before the 1952-53 Board of Directors had approved this publication project and \$500 had been budgeted to launch it. The Board VOTED to authorize the PLD Executive Committee to work out the details of making The PLD Reporter available. It was suggested that a statement of costs be given to the Board at the Midwinter Meeting.

TREASURER'S REPORT: Mrs. Ralph I. Burris, Treasurer. Copies of the Treasurer's Report for the period September 1, 1953 through May 31, 1954 had been mimeographed and distributed to members of the Board. Although an incomplete report for the fiscal year, it was noted that the Division is operating well within the budget and the report was received and filed.

ALA EXECUTIVE BOARD "COMMITTEE OF THREE": President Spear reported the establishment of the "ALA Executive Board Committee of Three on Grades 12-17". This Committee has under consideration ways and means of reviewing these positions and implementing the proposed salary schedule for headquarters staff members. The PLD Executive Secretary's salary is involved.

NEW BUSINESS:

Office of Reprint Expediter: Miss Kee read a letter from Alton Keller, Chairman, ALA Board on Acquisition of Library Materials, requesting financial support from the Division (\$355 a year for two years was suggested) to set up in New York City an Office of Reprint Expediter to be directed by a sub-committee of this ALA Board. Mr. Keller also asked the PLD President to nominate two public librarians in the New York area to represent the Division on the sub-committee on reprinting, from which the ALA Board would select one. The request for funds provoked discussion on the inadvisability of the Division's allocating funds for projects considered by some Board members to be of indirect benefit to the PLD members. On the other hand, the importance of this experiment in the interest of getting needed books reprinted was brought into the discussion. A motion to authorize \$355 for the purpose of establishing an Office of Reprint Expediter was amended to give authorization to the PLD Executive Committee "to consider the allocation of \$355 when the next year's budget is in preparation". After discussion, the original motion and amendment were withdrawn. Then a motion was made and seconded to authorize the PLD Executive Committee to budget "an appropriate amount" to make possible the establishment of the Office of Reprint Expediter in New York City. After further discussion, the Board VOTED to table this motion until the meeting of the 1954-55 Board of Directors on June 26.

INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS: A second request for funds came from the ALA Executive Secretary, David H. Clift, asking the Division to share the expense of sending the Chairman of the ALA International Relations Board to Zagreb, Yugoslavia for the 1954 meeting of the International Federation of Library Associations. After considerable discussion, the Board VOTED to budget an amount considered the Division's share, if necessary, but after a thorough exploration as to whether or not there is a possibility that someone on the continent could represent ALA at this meeting.

President Spear expressed his appreciation to the Executive Secretary, S. Janice Kee, her secretary, Mrs. Edythe C. Stapleton, and her part-time Assistant, Mrs. Dorothy K. Smith for their work in the Headquarters office. There was a standing vote of thanks by the Board of Directors.

The meeting was adjourned at 5:10 p.m.