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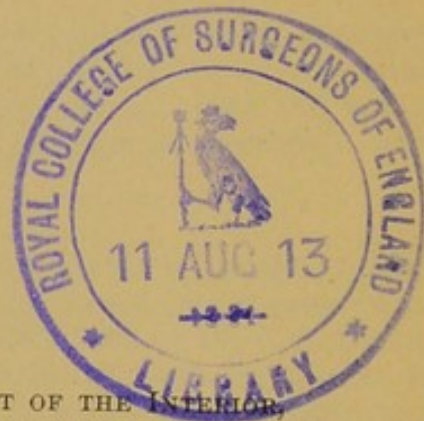
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LIBRARY AIDS.



DEPARTMENT OF THE INTERIOR,
BUREAU OF EDUCATION,
Washington, March 24, 1881.

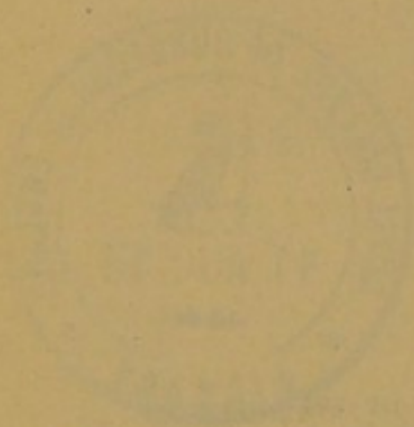
The following article by Samuel S. Green, esq., the accomplished and well known librarian of the Worcester (Mass.) Free Public Library, answers many inquiries addressed to this Office as to the sources of information respecting the establishment and conduct of libraries.

It is impossible for the Office to publish at present fuller or more complete suggestions of this character.

JOHN EATON,
Commissioner.

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LIBRARY AIDS.

It is very desirable that a library manual should be prepared and published. None exists. There are materials, however, for a good one in the contents of the five volumes of the *Library Journal* already published and of the Special Report issued at Washington in 1876, by the Bureau of Education, and entitled *Public Libraries in the United States of America*, their history, condition, and management.

I have been requested to call attention to the more important articles and papers in these publications, and by grouping them under appropriate headings make their usefulness more apparent than it is at present to the great body of librarians and persons interested in establishing and maintaining libraries.

I proceed, without further introduction, to do the work assigned to me, premising only that large portions of both publications having interest as history only, or because they describe different kinds of libraries, or give library news, will not be alluded to. The association referred to throughout this paper is the American Library Association.

LIBRARY LEGISLATION.

For instruction in regard to the history of this subject and the teachings of experience respecting the best forms for library laws, mention should first be made of the excellent Report on library legislation (*L. J.*, v. 4, p. 300), made by Dr. H. A. Homes, and to a paper which he read before making it, *Legislation for public libraries* (*L. J.*, v. 4, p. 262). The laws proposed as model legislation are printed in the *Library Journal*, v. 5, pp. 79, 109; read, also, in this connection, editorial notes on pp. 76 and 106, in the same volume.

Other articles on this subject which it is desirable to read are State legislation in the matter of libraries, by W. F. Poole (*L. J.*, v. 2, p. 7), Free town libraries in the Spec. Rep. (p. 445), and Public library government (*L. J.*, v. 2, p. 292). There is a record of a discussion which followed Mr. Poole's paper in the *L. J.*, v. 2, p. 20.

FOUNDATION OF LIBRARIES.

Note especially the Organization and management of public libraries, by W. F. Poole (Spec. Rep., p. 476), How to make town libraries successful, by F. B. Perkins (Spec. Rep., p. 419), A word to starters of libraries, by Justin Winsor (*L. J.*, v. 1, p. 1), Some popular objections to public libraries, by W. F. Poole (*L. J.*, v. 1, p. 45), and Rev. A. M. Pendleton's series of useful articles, How to start libraries in small towns (*L. J.*, v. 1, pp. 161, 213, 249, 313, 355, and 421).

LIBRARY BUILDINGS.

Attention should be called to Library buildings, by Justin Winsor (Spec. Rep., p. 465), and to discussions on this subject at the meetings of the association in New York and Boston (*L. J.*, v. 2, p. 31, and v. 4, p. 292). Examine, also, Hints for improved library economy, drawn from usages at Princeton, by Frederick Vinton (*L. J.*, v. 2, p. 53), Brown University Library (*L. J.*, v. 3, p. 117), and Elevator in Worcester Public Library (*L. J.*, v. 4, p. 201).

VENTILATION, HEATING, AND LIGHTING.

Note Ventilation of libraries, by D. F. Lincoln, M. D. (*L. J.*, v. 4, p. 254), and Warming libraries, by A. M. Pendleton (*L. J.*, v. 5, p. 277). The subjects of ventilating and

warming library buildings demand fuller treatment than they have received. Much information regarding the use of the electric light for libraries has appeared in the *Library Journal*. I wish to call attention to the following articles, stating only in advance that Mr. Richard Garnett, who writes two of them, is keeper of the reading room in the British Museum, and that the electric light has been in use in this reading room for a considerable time. Perhaps it would be well to read the articles in the following order:

The Electric light at the British Museum reading room (*L. J.*, v. 4, p. 128), Electric light [in the British Museum], in a letter of Richard Garnett (*L. J.*, v. 4, p. 444), Electric light in the British Museum (*L. J.*, v. 5, p. 153), The electric light at the British Museum: a letter from Richard Garnett (*L. J.*, v. 5, p. 171). Discussion is still going on as to the safety of this light at the British Museum. Mr. W. H. Preece, a gentleman whose special acquirements entitle his opinion to respect, is understood to take an adverse view of the matter. On the other hand, we understand that a distinguished American authority in matters of this kind, Prof. John Trowbridge, of Harvard College, states that great advances have been made lately in the direction of rendering the electric light available for illuminating purposes.

Articles treating of the effects of gas in disintegrating leather will be referred to under the heading Binding.

BIBLIOGRAPHY.

One of the latest and best lists of books of reference needed by the officers of libraries is that contained in Mr. Winsor's paper in *College libraries as aids to instruction*. This pamphlet was issued by the Bureau of Education as Circular of Information No. 1, 1880.

In the Special Report issued in 1876 by the Bureau of Education we have Works of reference for libraries, by A. R. Spofford (p. 686), Library bibliography (containing lists of books of reference and of articles in periodicals concerning libraries), by A. R. Spofford (p. 733), Scientific libraries in the United States, by Prof. Theodore Gill (p. 183), an article which mentions the best special bibliographies in the different branches of science, namely, anatomy, chemistry, &c., and Medical libraries in the United States, by Colonel J. S. Billings (p. 171), in which are scheduled the leading reference works needed in medical bibliographical work.

In Part II of the Special Report we have as Appendix II to Mr. Cutter's Rules, &c., a list of bibliographical works needed by the cataloguer. Mr. Cutter also states here where fuller lists may be found.

The librarian who consults these lists has to be on the lookout to see that the latest edition of a work is given in them and that supplementary volumes have not been published to works there recorded. For example, a new edition of that very important work Vapereau's *Dictionnaire universel des contemporains* has just been completed, and supplementary volumes of Brunet's *Manuel* have been published within a short time.

A sure resource in case of doubt is to read over the lists under the proper headings prepared by Mr. Cutter for the department "Bibliography" in the successive numbers of the *Library Journal*. The *Library Journal* has other valuable bibliographical matter. We note the following article: Reference books in English, by Justin Winsor (vol. 1, p. 147).

The portion of the latest edition of the Handbook for readers with regulations issued by the Boston Public Library entitled "Books on special subjects, how to find them," contains a valuable list of reference books.

The Chronological index to historical fiction, and the Annotated catalogue of books in the Lower Hall, of the classes of history, biography, and travel, also issued by the Boston Public Library, are of great service in supplying humble bibliographical needs. Elaborate and valuable bibliographies appear in the bulletins issued by the library of Harvard College, and it is to be hoped that this library will have money placed at

its disposal in sums adequate to enable it to do a large amount of this kind of work. Similar bibliographies have been published in some of the bulletins of the Boston Public Library. The lists of books issued by the Boston Athenæum, the St. Louis Public School Library, the Young Men's Library in Buffalo, and the Free Public Library in Worcester, and the lists prepared by Mr. W. E. Foster, of Providence, for the State superintendent of schools in Rhode Island, are valuable for bibliographical purposes.

Some of the best library catalogues are very useful, such, namely, as that of the Boston Athenæum, the Brooklyn Library, and the subject catalogue of the Library of Congress.

Especial mention should be made here of the American Catalogue, compiled by L. E. Jones and published by Frederick Leypoldt, and it should be stated distinctly that the libraries of the country are very much indebted to Mr. Leypoldt for carrying through such an undertaking as this valuable but unremunerative work, and for his generous conduct in publishing the Library Journal, although incurring heavy loss in doing so.

Attention should be called to the fact that Poole's Index to Periodical Literature will soon be published, and allusion should be made to the useful indexes which we have of the North American Review (1815-1877), Christian Examiner (1824-1869), Bibliotheca Sacra (vols. 1 to 30, through the year 1873), Harper's Monthly (vols. 1 to 60, June, 1850, to June, 1880), Scribner's Magazine (vols. 1 to 10, Nov., 1870, to Oct., 1875,) the Atlantic Monthly, both that issued by its publishers (1857-1876) and a Supplementary Index to the Atlantic Monthly, giving gleanings from the volumes already indexed and indexing subsequent volumes up to the beginning of 1881, issued in Bangor, Maine, by Q. P. Index; to other indexes emanating from the same quarter, namely, a General Index to the Nation (July, 1865-Sept., 1880), and General Index to the International Review (1874-1880); also to other indexes which are promised by this publisher, such as indexes to Lippincott's Magazine and to Scribner's Magazine (vols. 1-20), and to another index still, which is promised by Q. P. Index conditionally upon the receipt of a sufficient number of subscribers, namely, An index to articles on history, biography, travel, philosophy, literature, and politics contained in collections of essays, &c., to the New York Daily Tribune Index (1875-), Palmer's Index to the Times Newspaper (January 1, 1863-Sept. 30, 1880, which is still published, and is working back as well as forwards), (to say nothing of the indexes to foreign English reviews and the Revue des Deux Mondes), to the Chronicles of facts and events, in the successive annual volumes of the Boston Almanac, the Record of current events of Harper's Magazine, the Week in the Nation, lists of important events appearing in newspapers at the close or beginning of every year, and Annals of our time, with supplements, by Joseph Irving (1837-July 22, 1878).

CATALOGUING.

A history of catalogue making and a criticism of the different kinds of catalogues are contained in the article Library catalogues, by C. A. Cutter, in the Special report (p. 526). Persons interested should study this paper, for it is very important to learn what experience has taught before undertaking to make a catalogue. Part II of the Special report is Rules for a printed dictionary catalogue, by C. A. Cutter. We have here the first printed rules for making a catalogue on the dictionary plan. The writings of Mr. Cutter on the subject of cataloguing and the work he has done in preparing catalogues have shown that he is an authority in this matter second to none.

For expositions of other systems of cataloguing, mixed and classed, see Catalogues and cataloguing, by S. B. Noyes, Jacob Schwartz, John J. Bailey (Special Rep., p. 648), and the remarks of Melvil Dewey in Decimal classification and subject index (Spec. Rep., p. 623).

Four volumes of the catalogue of the Boston Athenæum (A-S) have been issued, and it is hoped that the work will be completed before the close of the present year. This is the best example that we have of a printed catalogue prepared on the dic-

tionary plan. It was made by Mr. Charles R. Lowell, but has been carefully revised and greatly improved by Mr. Cutter during its preparation for printing, and although he is unwilling to have it regarded as his ideal catalogue, yet, owing to his work, it has proved the most valuable contribution yet made anywhere to the list of printed catalogues of large libraries.

Mr. Noyes's catalogue of the Brooklyn Library is now complete. It is constructed on the dictionary plan, with modifications, the most important of which are the introduction in alphabetical order of carefully classed lists of books on the various branches of knowledge and the frequent use of references to periodicals. Mr. Noyes's catalogue is an admirable piece of work and one for which all students are indebted to him.

The report of the committee on uniform entries, appointed at the meeting of the association in New York, is published in the *Library Journal* (v. 3, p. 12), and the majority report there given contains the rules for cataloguing that stand as the rules recommended for use by the American Library Association until amended by it.

With Mr. Cutter's rules, this report, and good catalogues, such as those of the Boston Athenæum and the Mercantile Library Association of Brooklyn, at hand, libraries are now well equipped for beginning under guidance the work of good cataloguing.

We do not realize how great our indebtedness is to the institutions which have incurred the expense of issuing the best printed catalogues. Why do not all librarians buy both of the catalogues just mentioned for the sake of the advantages to themselves which would result from their free use and to encourage other institutions to issue similar catalogues? With the rules we now have and the good examples of catalogues which we may acquire by purchase at what, considering their cost, is a nominal price, the work of cataloguing is half done, and can be intrusted to skilful persons who have had only elementary training in this kind of work with a little supervision on the part of a specially trained cataloguer.

As examples of annotated catalogues, we must still refer to the catalogue of the books in the Lower Hall of the Boston Public Library of the classes of history, biography, and travel, the fiction list of the same library, and to the catalogue of the Public Library at Quincy, Mass. Excellent papers on cataloguing are those read at the Boston meeting of the association, by Fred. B. Perkins and James L. Whitney, entitled, respectively, *Classification in dictionary catalogues* (*L. J.*, v. 4, p. 226) and *Catalogues of town libraries* (*L. J.*, v. 4, p. 268). See, too, Mr. Garnett on *Public libraries and their catalogues*, by C. A. Cutter (*L. J.*, v. 4, p. 452). It should be noted here with great satisfaction that Congress has enabled Dr. J. S. Billings to issue the first volume (A-Berliński) of his valuable *Index catalogue of the Library of the Surgeon-General's Office, United States Army*. Reference should be made to the lists of additions issued by several libraries, which are mentioned by name under the head of *Bibliography*, and to the *Index Medicus*, a monthly classified record of the current medical literature of the world, compiled under the supervision of Dr. John S. Billings and Dr. Robert Fletcher.

An inexpensive catalogue is described in the *Library Journal* (v. 1, p. 436).

There is much interesting matter about indexing in the *Special Report* and in the *Library Journal*, particularly in the latter. Thus we have *The plan of the new Poole's Index*, a library symposium, by S. B. Noyes, Justin Winsor, F. B. Perkins, J. L. Whitney, J. Schwartz, W. I. Fletcher, C. A. Cutter (*L. J.*, v. 3, p. 141); *The Index symposium and its moral*, by W. F. Poole (*L. J.*, v. 3, p. 178); *Some points in indexing*, by W. I. Fletcher (*L. J.*, v. 4, p. 243); and *Book indexes*, by F. B. Perkins (*Spec. Rep.*, p. 727).

Added to the report of the committee on uniform title entries are a general list of abbreviations and what are known as Cutter's abbreviations of Christian names (*L. J.*, v. 3, p. 16). Note, also, *Months in brief entries*, by Mr. Dewey (*L. J.*, v. 4, p. 93) and *Abbreviations for feminine names*, by C. A. Cutter (*L. J.*, v. 5, p. 176). Appended to the report above mentioned on Uniform title entries, is a subreport on

Sizes (L. J., v. 3, p. 19), which contains the results of much thought on the part of our best cataloguers. There is much more on this matter in the *Library Journal*, which may be found by the use of the indexes of that periodical. Mr. Cutter treats The use of capitals in the *Library Journal* (v. 1, p. 162). Mr. Whitney's Pseudonyms and anonyms, in different numbers of the *Library Journal*, must not be overlooked; they are valuable.

For a description of the different kinds of catalogues in use in public libraries besides the kinds already considered see Appendix I to Mr. Cutter's Rules, &c., in the second part of the Special report. A discussion of interest was started by Justin Winsor's Shelf-lists *vs.* Accession catalogues (L. J., v. 3, p. 247). Articles in which views different from those of Professor Winsor are expressed are Shelf-lists *vs.* Accession catalogues, by W. F. Poole (L. J., v. 3, p. 324), and The accessions catalogue again, by F. B. Perkins and Melvil Dewey (L. J., v. 3, pp. 336-338).

Note Brass guide boards for card catalogues, by C. A. Cutter (L. J., v. 5, p. 215).

THE NUMBERING OF BOOKS AND THEIR ARRANGEMENT AND CLASSIFICATION.

Read first two series of general articles by Melvil Dewey, namely, Principles underlying numbering systems (L. J., v. 4, p. 7 and p. 75) and Arrangement on the shelves (L. J., v. 4, p. 117 and p. 191).

There have been two interesting and important discussions of these subjects in the *Library Journal*. Both were started by articles written by J. Schwartz, of New York.

In the first discussion the articles succeeded one another in the following order: A combined system for numbering and arranging, by J. Schwartz (L. J., v. 3, p. 6); Another method of numbering books, by C. A. Cutter (v. 3, p. 248); Mr. Cutter's numbering system, by J. Schwartz (v. 3, p. 302); Numbering: rejoinders to Mr. Schwartz, by M. Dewey and C. A. Cutter (v. 3, p. 339); Plans for numbering, with especial reference to fiction; A library symposium, John Edmands, J. N. Larned, M. Dewey, C. A. Cutter, F. B. Perkins (L. J., v. 4, p. 38).

The second discussion began with an article by Mr. Schwartz, entitled A mnemonic system of classification (L. J., v. 4, p. 3), which was followed by the Schwartz mnemonic classification, M. Dewey, F. B. Perkins, C. A. Cutter (L. J., v. 4, p. 92), and Classification on the shelves, by C. A. Cutter (L. J., v. 4, p. 234).

See, also, Mr. Cutter defends his modifications of the Dewey plan (L. J., v. 4, p. 17), and Mr. Cutter continues (L. J., v. 4, p. 88). Other important articles are: A proposed modification of the Amherst classification in mathematics, astronomy, and physics, by Lord Lindsay (L. J., v. 4, p. 149), and Classification for the natural sciences, by C. A. Cutter (L. J., v. 5, p. 163). Send to Mr. Cutter to buy the latest printed details of his system. Look at the last report (1880) of the librarian of Harvard College. Consult Decimal classification and subject index, by M. Dewey, in Special Report (p. 623). See also British Museum Shelf-classification, by R. Garnett (L. J., vol. 2, p. 194), and Author catalogues in classified shelf systems, by C. A. Cutter and Melvil Dewey (L. J., v. 3, p. 371).

ADMINISTRATION.

Consult especially reports of the coöperation committee of the American Library Association, to be found in different numbers of the *Library Journal*. This committee, of which Mr. Cutter has been chairman, has made recommendations of the best methods and appliances in library matters, after careful examination of all proposed plans and suggestions. It has reached decisions on such subjects as accession catalogue, shelf catalogue, binders, printed numbers, call slips, catalogue slips, covering paper, size of catalogue cards, &c. W. F. Poole's elaborate contribution to the Special Report on the Organization and management of public libraries (p. 476) is of great importance. Refer also to Proceedings of the Conference of Librarians at Philadelphia in 1876 and of the meetings of the American Library Association in New York

and Boston, as reported in the *Library Journal*. Examine, too, Notes and queries in different numbers of the *Library Journal*.

For instruction in regard to the best methods in use for charging books and for criticism of various methods, read first an admirable series of articles in the *Library Journal*, by Melvil Dewey, entitled, respectively, Principles underlying charging systems (L. J., v. 3, p. 217); Charging systems based on accounts with borrowers (L. J., v. 3, p. 251); Charging systems based on accounts with books (L. J., v. 3, p. 285); and Charging systems: a new combined plan and various details (L. J., v. 3, p. 359). Consult, also, Systems of charging loans and an improved slip-case, by Frederick Jackson (L. J., v. 3, p. 230); The charging system at Harvard, by Justin Winsor (L. J., v. 3, p. 338); Another charging plan, by C. A. Cutter (L. J., v. 4, p. 17); A "combined" charging system, by J. Schwartz (L. J., v. 4, p. 275); Mr. Cutter's charging system, by C. A. Cutter (v. 4, p. 445); More about charging systems, by C. Estabrook, J. Schwartz, Melvil Dewey (L. J., v. 5, p. 72); and New charging system in use in the Providence Public Library (L. J., v. 5, p. 320).

Mr. W. F. Poole read at the Boston meeting of the association an interesting paper entitled Spread of contagious diseases by circulating libraries (L. J., v. 4, p. 258); Mr. W. B. Clarke read at the same meeting a paper on Book thieving and mutilation (L. J., v. 4, p. 249); examine, also, in this connection Conviction for book thieving (v. 4, p. 377); and Capture of a notorious book thief, by Samuel S. Green (L. J., v. 5, p. 48).

In regard to the disposition to be made of the pamphlets, consult Preservation of pamphlets, by C. A. Cutter (L. J., v. 1, p. 51); Proceedings of the conference of librarians at Philadelphia (L. J., v. 1, pp. 101, 104); Pamphlets (in an article by A. R. Spofford, on the binding and preservation of books, Spec. Rep., p. 677) and Treatment of pamphlets in special libraries, by E. S. Holden (L. J., v. 5, p. 166). For the recommendations of the association in regard to library statistics, see report of the coöperation committee (L. J., v. 1, p. 429), and the amendments made to the report by the association at its New York meeting (L. J., v. 2, p. 37). Note, also, Library statistics, by Samuel S. Green (L. J., v. 5, p. 83), and Library statistics, by W. E. Foster (L. J., v. 5, p. 107).

Other interesting articles and papers in the *Library Journal* and Special report to which attention may properly be called under the heading Administration are Branch libraries (L. J., v. 1, p. 288); A self-supporting collection of duplicate books in demand, by F. M. Crunden (v. 4, p. 10); Book selections, by Melvil Dewey (v. 1, p. 391); Civil service reform in public libraries (v. 5, p. 113); Book auction catalogues and their perils, by A. R. Spofford (v. 3, p. 53); Alfabeting catalog cards, by Melvil Dewey (L. J., v. 5, p. 176). See also Spec. Rep., p. 730; Delinquent notices and check box, by Melvil Dewey (L. J., v. 3, p. 370); and Duplicating processes, by Melvil Dewey (L. J., v. 4, p. 165). References on many other subjects in which persons having the charge of libraries are interested would have been given here had room allowed. They are less necessary, since the excellent indexes which Mr. Cutter and Mrs. Dewey prepare for the *Library Journal* enable inquirers to find readily what it contains concerning any matter of interest. Look there and in the Special Report for such subjects as Indicators, Gum tragacanth as a library paste, Embossing stamps (for the covers of books), The Sunday use of libraries, &c.

BINDING.

Consult Binding and preservation of books, by A. R. Spofford (Spec. Rep., p. 673); Library memoranda, by Justin Winsor (Spec. Rep., p. 712); Bindings for a public library, by F. P. Hathaway (L. J., v. 4, p. 248); On binding, by Sir Redmond Barry (v. 2, p. 203); Before rebinding, by Edward G. Allen, of London (L. J., v. 5, p. 214); Buckram binding, by E. B. Nicholson (L. J., v. 2, p. 207), Buckram (L. J., v. 2, p. 34); and The use of buckram, linoleum, and cretonne for binding, by E. B. Nicholson in Proceedings of the United Kingdom Association (L. J., v. 5, p. 304).

In the article last referred to, Mr. Nicholson, the first man to recommend the use of

buckram as a binding, withdraws his recommendation. It should be stated, however, that some librarians still regard buckram as a useful material for binding.

On the restoration of books, see *L. J.*, v. 2, p. 24.

For the effects of gas and heat on bindings, see Gas and heat (*L. J.*, v. 1, p. 124); Gaslight and bindings, by F. B. Perkins (*L. J.*, v. 3, p. 64); The deterioration of bindings, a letter from Prof. Wolcott Gibbs to William W. Greenough, president of the board of trustees of the Boston Public Library (*L. J.*, v. 3, p. 229); Gas, in article on ventilation by D. F. Lincoln, M. D. (*L. J.*, v. 4, p. 255); On the deterioration of library bindings, by Prof. W. R. Nichols (*L. J.*, v. 4, p. 435); communication from William Hand Brown, of the Johns Hopkins University, on Bindings deteriorated without gas (*L. J.*, v. 5, p. 50); and Deterioration of bindings, by H. A. Homes (*L. J.*, v. 5, p. 213).

For Insect pests in libraries, see an article with this title, by Prof. H. A. Hagen, in the *Library Journal* (v. 4, p. 251); The croton bug as a library pest (v. 4, p. 376), and Library pests (v. 4, p. 448).

LIBRARIES AS EDUCATIONAL INSTITUTIONS.

Examine for information on this subject Public libraries in manufacturing communities, by W. I. Fletcher (*Spec. Rep.*, p. 403); Public libraries and the young, by W. I. Fletcher (*Spec. Rep.*, p. 412); Personal relations between librarians and readers, by Samuel S. Green (*L. J.*, v. 1, p. 74); The usefulness of public libraries, as illustrated by the experience of the library at Worcester, Mass. (*L. J.*, v. 5, p. 114); On library lectures, by W. E. A. Axon (*L. J.*, v. 3, p. 47); Library lectures and other helps, by Justin Winsor (*L. J.*, v. 3, p. 120); Library questions and answers, by Justin Winsor (*L. J.*, v. 3, p. 159); Methods of securing the interest of a community, by W. E. Foster (*L. J.*, v. 5, p. 245); Free reading-rooms, by William C. Todd (*Spec. Rep.*, p. 460), and the 28th annual report of the trustees of the Boston Public Library (1880), p. 18 (to find an account of the work done by Thomas H. Cummings and Mary A. Jenkins while stationed near the catalogue of the Lower Hall to give assistance to inquirers).

For the consideration of the place of libraries in college instruction and for the treatment of kindred subjects, consult College libraries as aids to instruction (*Circular of Information No. 1, 1880*, issued by the Bureau of Education, which contains important papers by Prof. Justin Winsor and Prof. O. H. Robinson); College library administration, by O. H. Robinson (*Spec. Rep.*, p. 505); Professorships of books and reading [to teach how to read], by F. B. Perkins and William Mathews (*Spec. Rep.*, p. 230 and p. 240); Learning to read in college, by R. R. Bowker (*L. J.*, v. 2, p. 60); Class-room bibliography (*L. J.*, v. 2, p. 66); Use of college libraries, in an extract from a report by Justin Winsor (*L. J.*, v. 5, p. 47); The college library and the classes, by J. Winsor (*L. J.*, v. 3, p. 5); Open shelves at Brown University, by R. A. Guild (*L. J.*, v. 5, p. 210); Third report (1880) of Justin Winsor as librarian of Harvard University.

Consult, for information regarding the connection of schools and libraries, The relation of the public library to the public schools, by Samuel S. Green (*L. J.*, v. 5, p. 235); The public library and the public schools, by C. F. Adams, jr. (*L. J.*, v. 1, p. 347), and Mr. W. E. Foster's admirable articles The school and the library: their mutual relation (*L. J.*, v. 4, p. 319), The relation of the libraries to the school system (*L. J.*, v. 5, p. 99), How to use the public library: suggestions for the use of pupils (*L. J.*, v. 4, p. 447), and Aimless reading and its correction (*L. J.*, v. 4, p. 78). Examine also Reading in the public schools, by Robert C. Metcalf (*L. J.*, v. 4, p. 343), and Public library and public schools, by Mellen Chamberlain (*L. J.*, v. 5, p. 299).

In regard to the fiction question, refer to Sensational fiction in public libraries, by Samuel S. Green (*L. J.*, v. 4, p. 345); portions of a paper entitled Some popular objections to public libraries, read at the Philadelphia conference, by W. F. Poole (*L. J.*, v. 1, p. 45); Reading in popular libraries, by Justin Winsor (*Spec. Rep.*, p. 431); Free libraries and readers, by Justin Winsor (*L. J.*, v. 1, p. 63); Fiction in public libraries

and educational catalogues, by C. F. Adams, jr. (L. J., v. 4, p. 330); Popular reading [citations from the London Saturday Review and London Telegraph, the latter containing J. S. Mill's views on fiction] (L. J., v. 1, p. 223); Fiction in free libraries, by P. Cowell of Liverpool (L. J., v. 2, p. 152); Fiction in libraries; an extract symposium (L. J., v. 3, p. 196); Responsibility of parents in the selection of reading for the young, by Kate Gannett Wells (L. J., v. 4, p. 325); Evil of unlimited freedom in the use of juvenile fiction, by Miss M. A. Bean (L. J., v. 4, p. 341); Addresses of James Freeman Clarke, T. W. Higginson, and others, at the Boston meeting of the association (L. J., v. 4, p. 355 et seq.); As to novel reading, a confession, by Peccator (L. J., v. 5, p. 104), and Class adaptation in the selection of books—the fiction question (a communication of S. S. Green in answer to Peccator) (L. J., v. 5, p. 141). For an example of radical opposition to the presence of any novels in a public library, see Fiction in public libraries, by William Kite (L. J., v. 1, p. 277). In the proceedings of the Philadelphia conference, there is a discussion on novels in libraries (L. J., v. 1, p. 96); so also in the proceedings of the London conference (L. J., v. 2, p. 255).

For a list of the best hundred novels, see an article by F. B. Perkins in the L. J., v. 1, p. 166. There is an interesting paper on Sunday school libraries by Miss Martha H. Brooks in *Library Journal*, v. 4, p. 338. Attention should be called to the admirable selected lists of books needed in the investigation of various subjects issued by Mr. Foster, of Providence, of which several have been published in the *Library Journal*,¹ and to Mr. Foster's article, Reference lists on special topics, with specimens of lithogram bulletins (L. J., v. 5, p. 38). References to Mr. Foster's lists and to a list of works on political economy and political science, by Professor W. G. Sumner, are given in a note.

NEED OF TRAINED LIBRARIANS.

Examine Library science a special study at the (German) universities, by Rullman (Spec. Rep., p. xxiv); Apprenticeship of librarians, by Melvil Dewey (L. J., v. 4, p. 147), and Consulting librarianship, by Melvil Dewey (L. J., v. 5, p. 16).

CONCLUSION.

In closing, it should be stated that there is much discussion in the Special report and *Library Journal* concerning improvements which it is to be hoped will be some time introduced. Such subjects are treated there as coöperative cataloguing, coöperative indexing of periodicals (as supplementary to the work done by Mr. Poole in his *Index of Periodical Literature*, soon to be issued), the supply by publishers of catalogue slips with books sold to libraries and individuals, the distribution of public documents, a clearing house for duplicates, &c.

Progress is continually being made in respect to methods of housing and administering libraries. Librarians should, therefore, read carefully the successive issues of the *Library Journal* (N. Y., Frederick Leypoldt), the reports of the meetings of the American Library Association, and such works as are issued in the interest of libraries by the United States Bureau of Education.

The report of the meeting of the American Library Association held in Washington in February, 1881, will soon be published as a supplement to the *Library Journal*.

¹ Political Economy and Political Science, by W. G. Sumner (L. J., vol. 5, p. 17); Hawthorne (L. J., vol. 5, p. 40); The Irish landlord and his tenant (L. J., vol. 5, p. 40); Reading (L. J., vol. 5, p. 41); Hume (L. J., vol. 5, p. 42); Should parochial schools be established in the U. S. ? (L. J., vol. 5, p. 80); Will the publication of Charles Dickens's letters enhance his fame? (L. J., vol. 5, p. 81); Should legal-tender notes be withdrawn from circulation? (L. J., vol. 5, p. 81); Is a change in English orthography desirable? (L. J., vol. 5, p. 81); Herbert Spencer (L. J., vol. 5, p. 111); William Ellery Channing (L. J., vol. 5, p. 112); International copyright (L. J., vol. 5, p. 112); Gladstone's political integrity (L. J., vol. 5, p. 113); U. S. Constitution (L. J., vol. 5, p. 172); U. S. Constitution, continued (L. J., vol. 5, p. 222); Founding of Boston (L. J., vol. 5, p. 288); Henry Wadsworth Longfellow (L. J., vol. 5, p. 290); Robert Burns (L. J., vol. 5, p. 290); The Foundation of the American Colonies (L. J., vol. 5, p. 329); The Alienation of the American Colonies (L. J., vol. 5, p. 329).