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American Library Association

DIVISION OF PUBLIC LIBRARIES

Drake Hotel, Chicago  
December 29 and 30, 1945

The Board of Directors of the Division of Public Libraries held its first regular meeting, in connection with the Midwinter Conference of the A.L.A., in the Drake Hotel, Chicago, Saturday, December 29, 1945, at 8 p.m.

Present: Roll call by the Secretary showed the following attendance: President Amy Winslow, presiding; First Vice-President, Martha B. Merrell; Second Vice-President, Anne Hume; Treasurer, Nordica Fenneman; Executive Secretary, Julia Wright Merrill; Directors: Elsie Gordon (Adult Education Section), Mrs. Dorothy T. Hagerman (Branch Librarians), Milton A. Drescher (Business and Technology), Magnus K. Kristoffersen (Lending), Glenn M. Lewis (Order and Book Selection), Anne Hume (Small Libraries), and Ruth E. Hammond, representing Librarians of Large Public Libraries in the absence of Carl Vitz.

A.L.A. Councilors and Committee chairmen invited to participate but without vote: Helen E. Farr, Doris L. Hoit, John S. Richards, Helen Seymour, Richard B. Sealock, chairman of Organization and of Constitution Committees, and Ruth E. Hammond, chairman of Nominating Committee. (Two other Councilors, Anne Hume and Magnus K. Kristoffersen are listed under Directors).

Minutes of the organization meeting of October 15, 1944 were approved without reading, on motion of Mr. Kristoffersen, as they had been sent to all who attended and no corrections had been reported.

Completion of the organization of the Division was the first main topic discussed.

Membership, as reported by the Secretary was 1,356, including only 17 received in December and not yet entered and the 1,339 reported as of October 25, divided among sections as follows:

Adult Education	187
Branch Librarians	207
Business and Technology	91
Lending	54
Librarians of Large Public Libraries	146
Order and Book Selection	53
Service Librarians	172
Small Libraries	242
No Section designated	187
	<u>1,339</u>

The need of membership promotion was recognized - see later discussion.

Constitution and By-Laws. The Secretary reported that the revised constitution and by-laws had been approved by the Board of Directors, and that the next step, according to the present provisional constitution, was to send the revision to the entire membership in advance of the annual meeting, looking to adoption at that meeting by a two-thirds vote of those present and voting. President Winslow called attention to a few differences that affected procedure, particularly the elimination of the Second Vice-President, in the interest of a small board of directors, appointment of a nominating committee by the president-elect in advance of the annual conference, and election of directors by the sections and immediate reporting. She mentioned the committee year as needing further consideration, and recommended continuing the Committee on Constitution and By-Laws, but with changes in membership, in the year 1946-47 as some of the original members were not now members of this Division.

Nominating Committee. Chairman Ruth Hammond reported that the Committee was still working on Councilors but had the following slate for officers, having decided to present only one candidate for each office:

President - Carl Vitz (1 year)

Vice-President (and President - Elect under  
the new constitution) - Martha B. Merrell  
(1 year)

Treasurer - Nordica Fenneman (3 years)

Executive Secretary - Ruth W. Gregory (1 year)

No formal action was needed. There was discussion, however, of the policy of setting up one candidate for each position and further discussion at the Buffalo Conference was proposed. Nominating a candidate for Second Vice-President, as called for by the provisional constitution, but not by the new draft, was considered unnecessary.

The Secretary called attention to the time schedule, requiring publication of the official slate in the March A.L.A. Bulletin (copy by January 20) in order to allow time for nominations by petition and a mail vote well in advance of the Annual Conference.

Secretaryship. Because of her retirement from the Headquarters staff March 1 under the A.L.A. - Metropolitan Plan, the Executive Secretary presented her resignation as of March 1. It was accepted with expressions of regret. The President appointed the Treasurer, Nordica Fenneman, Acting Executive Secretary until the end of the Buffalo Conference with the promise by the Executive Secretary of the A.L.A. that she could use secretarial help in the A.L.A. Public Library Office for the remainder of the term.

Division Representatives and Executive Board. President Winslow discussed briefly, and Martha Merrell reported on the discussion of the future of the Department of Information and Advisory Services at a meeting the

evening of December 27 of representatives of the several Divisions with the A.L.A. Executive Board. (See Exhibit A.) Specific action needed was nomination of two candidates for a representative for an advisory committee for the department, to meet as soon as possible. It was moved, seconded and

Voted, That this Division nominate Marian McFadden, Indianapolis Public Library, and Harold L. Hamill, Kansas City Public Library, as candidates for a representative on an Advisory Committee for the Department of Information and Advisory Services, the Division to pay traveling expenses to a committee meeting for the representative appointed.

Organization Committee. Chairman Richard B. Sealock, who had come in by that time, summarized the report of the Organization Committee which had been sent to the directors in December 1944 (See Exhibit B). There was lively discussion of the need of sections; whether they should be organized by size of library, by reader interest as adult education, or by method; whether the Division should be most concerned with practical problems or with stimulation; whether members of existing sections would feel that they had vested interests; and whether group or discussion meetings at the Conference could not cut across section lines.

It was agreed to put the problems involved before the membership at the Buffalo Conference at a business meeting with plenty of time for discussion, to be followed by Section business meetings, and if feasible, another business meeting of the Division - in addition to a program meeting. Final decisions could then be made at a meeting of the new Board of Directors at the end of the Conference week.

In the meantime, existing sections should appoint nominating committees to be ready to present nominations at the section meetings for the few officers needed and for a representative on the Division Board. Mr. Sealock was asked to prepare a very brief organization statement for these nominating committees, and for mailing out to the membership with the ballot.

Treasurer's Report. Nordica Fenneman presented the financial report as of the end of the fiscal year August 31, and a supplementary report to December 29 (See Exhibit C). The balance December 29 was \$1,084.80. The report was accepted.

Other Financial Matters. The Secretary reported that because of the importance of this first meeting of the Board, the President had instructed her to offer necessary traveling expenses (but not hotel expenses) to members of the Board whose libraries did not send them with official expense accounts; that this did not include Councilors. It was moved by Mrs. Hagerman, seconded, and

Voted, that the Treasurer be authorized to pay the bills for travel to this meeting as presented by Board members.

It was moved by Mr. Kristoffersen, seconded, and

Voted, that the Treasurer be authorized to meet the costs of mimeographing and mailing connected with the spring balloting, and sending the draft of the constitution and by-laws.

The Board expressed the opinion that decision between first class postage and second class postage should be made in light of the possible time schedule.

It was decided to defer budget making until the Annual Conference or later.

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The Board recessed at 10:30 p.m. and reconvened Sunday, December 30 at 9:25 a.m.

Present: Same attendance as the preceding session, with the addition of Isabel DuBois, and the loss of Milton A. Drescher and of Glenn M. Lewis who had to return to Minneapolis because Mr. Vitz was leaving. Magnus K. Kristoffersen left before the end of the session to attend the meeting of state representatives with the Federal Relations Committee.

Organization: Elsie Gordon, at the President's request, summarized the discussion of organization for the benefit of Miss DuBois.

Publications Committee: President Winslow reported that Miriam McNally had only recently succeeded Russell Munn as chairman of the Publications Committee, had not been able to attend this meeting, and had not sent a report. It would be an important topic for discussion at the Annual Conference.

Plans for the Buffalo Conference. It was agreed that the Board of Directors should meet early, preferably on Sunday, and the new Board at the end of the week; that a business meeting of the Division be held early, followed by section meetings, then a Division meeting again. Topics for the first Division business meeting suggested by the President included: constitution and by-laws; reports of officers; reports of committees, as nominations, elections, publications; discussion of organization; discussion of what the Division should be and what it should do.

The program for the one Division program meeting was discussed. Suggestions included the Executive Board's theme of the urgency of the times and the part libraries can and must play in adult public opinion; use of films, recordings, etc.; service to business; public relations. Suggestions for speakers included Leslie Brown, member of A.L.A. Adult Education Board, now connected with the University Extension Division of the University of Wisconsin; Lowell Martin, Graduate Library School; Stanley Diamond, Wayne University, Detroit.

The desirability of an exhibit was discussed, possibly in connection with another group, as buildings, public relations. People suggested to help included John Adams Lowe, Ralph E. Ellsworth, chairman A.L.A. Committee on Library Architecture and Building Planning, and Joseph L. Wheeler.

All suggestions were referred to the Program Committee, which had just been set up - Amy Winslow, chairman, Aubry Lee Graham, and Emerson Greenaway. It was moved by Miss Merrell, seconded, and

Voted, that the Program Committee be authorized to make necessary expenditures for program and an exhibit, within the available funds.

Membership Promotion. The need was recognized. The President was authorized to appoint a membership committee of three. Suggestions included one representative in each state, articles in state bulletins, special effort to reach staffs of large libraries. Several of those present promised immediate action in their states.

Cooperation with Trustees Division. This had been discussed by the President and Executive Secretary with the President of the Trustees Division. Suggestions included a special invitation to trustees to attend program meetings of the Division, and active work by Division members in interesting their trustees in joining the A.L.A. and the Trustees Division. The value to public library development of an informed body of trustees was recognized.

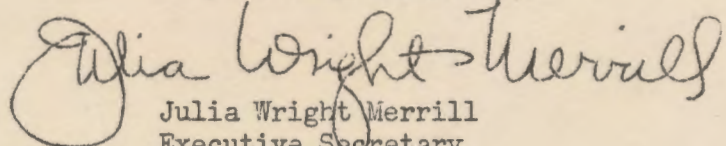
Cooperation with Committee on Business Groups. Presentation to Council by Chairman Manley of this project seemed to make further discussion unnecessary, but its importance was recognized.

Other Business. Mr. Sealock called attention to the importance of an adult education meeting now being planned for May in Detroit or Ann Arbor, under the auspices of the American Association for Adult Education, the NEA Department of Education, the A.L.A. Adult Education Board, and others. The A.L.A. would be represented at a program conference in January by Ruth Rutzen, Fern Long and Ralph Ulveling. Announcements will be made in the A.L.A. Bulletin.

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The meeting adjourned at 11:10 a.m.

Respectfully submitted,

  
Julia Wright Merrill  
Executive Secretary

January 3, 1946

Meeting of Executive Board and Division Representatives

December 27, 1945

Report by Martha B. Merrell

Those of you who heard Miss Rothrock's motion at the Council Meeting Friday, were probably confused by it. The motion: "That a Committee be appointed to serve in an advisory capacity to the Department of Information and Advisory Services; the appointments to the Committee to be made by the Executive Board on recommendation of the Divisions."

This motion was the result of two hours of discussion Thursday evening, between members of the Executive Board, officers of the Divisions and members of A.L.A. Headquarters staff - a discussion based on a 20 page mimeographed report of a proposed reorganization. The Divisions of Hospital Libraries and A.C.R.L., feel they need more help from Headquarters - in the way of professional reference service, clerical help, organizational assistance, etc., and the Executive Board feels an obligation toward such groups pulled in by A.L.A. reorganization.

But Miss Merrill, Miss Batchelder and Miss Baker are carrying a more than full load in their present schedules of answering inquiries both by mail and in person on a multitude of subjects in the public library and school fields, both adult and juvenile. The increase in this work together with necessary work with boards and committees has tended to squeeze out promotional and field work. The Cataloging and Classification Division has carried its own activities and has not yet felt the need to call on A.L.A. Headquarters for help. The Division of Libraries for Children and Young People, Library Extension, Public Libraries and Trustees, would all feel any reduction in assistance from Headquarters keenly; but all recognize the justice of the demands from newer divisions.

It all boils down to a question of a need for more funds for normal operating expenses which Mr. Ulveling brought out so clearly today, and Miss Rothrock, Chairman, put it squarely up to the Divisions to assume a responsibility for a maximum of membership accretion effort to secure the additional \$7000 - \$10,000 needed to do the minimum job requested.

In the meantime, the motion presented to the Council Friday morning was an attempt to meet the very real problem temporarily. It would be the job of that advisory committee to work out with Headquarters staff the best compromise possible - to decide what must be omitted entirely and what must be spread thinner in order to be fair to all.

REPORT OF THE COMMITTEE ON ORGANIZATION

December 16, 1944

The Committee submits the following report based on discussions among its members and with the Executive Secretary of the Division of Public Libraries, the Executive Secretary of the A.L.A., and Miss Beatty.

The Committee was requested to present a plan for the logical organization of the Division, both immediate and future, and to consider for inclusion or exclusion all professional groups and interests lacking divisional organization.

In its work the Committee has been guided by the expressed interests of those signing petitions requesting the organization of the Division; by the requests of round tables desiring inclusion; and by the list of sections declared a part of the Division in the organization meeting of October 15, 1944.

It has not been possible to recommend any one type of sectional organization for the Division. In considering size of library, type of library, function, and special subject work as approaches to sectional organization, the Committee has probably been illogical, but has tried to be realistic.

The Committee recommends the immediate completion of the organization of the following sections based on size and type of library:

1. Large libraries - support areas of 100,000 population and over
2. Medium-sized libraries - support areas of 25,000 to 99,999 population
3. Small libraries - support areas under 25,000 population
4. Branch libraries
5. Service librarians - army and navy

With respect to the other possible sections, the Committee sees two possibilities:

1. Separate sections on adult education, art, business and technology, lending, order and book selection, public relations, reference, work with foreign-born, and work with the blind; or
2. These groups might find satisfactory combinations such as one section for all of the subject groups, one section for the other service-to-the adult-public groups, etc.

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The Committee strongly recommends the latter type of organization because it recognizes the weaknesses inherent in a multiplicity of sections. These weaknesses are:

1. An unwieldy board of directors;
2. The possible dissipation of funds if allocations are made to each section;
3. The increasing number of committees if each section uses its authority to create its own committees.

It further recommends that completion of sectional organization for all except the first five, the size and type sections, be postponed until the first A.L.A. conference, and that in the meantime the Board of Directors be requested to set up Conference programs, in cooperation with the present officers of the various groups not included in the above first five, and that the programs be directed toward developing a discussion of sectional organization. The Committee feels strongly that we should not immediately freeze the pattern of sectional organization within the Division. At the same time, it has no desire to interfere with the going operations of the groups which are already organized.

The post-war upsurge in adult education predicted by Ralph Ulveling at the October, 1944 Council meeting, and in the recent Gallup poll, released December 16, 1944, indicate that adult education should find greater emphasis in libraries, and in the work of the new Division. The need for a separate section is, therefore, underlined by the Committee.

This Committee recognizes the common interest between the new Division of Public Libraries, and the present Library Extension Division, and suggests that there may be conversation between the two groups to consider the possibility of a merger, if all agree that it is desirable.

Many reference librarians in public libraries have expressed the hope that they might find a place in the Division of Public Libraries. As individuals, they will, of course, be eligible to join the Division and will be welcome. Whether they should become a section or a part of a section devoted to the service to the public, is a question which should be decided only after discussion with the officers of the Association of College and Research Libraries.

It is even possible that comparable groups may ultimately appear in two or more divisions.

The Committee realizes that numerous sections would lead to a large Board of Directors. However, in case the Board of Directors becomes unwieldy, it recommends the consideration of a small executive committee empowered to conduct the business of the Division between the meetings of the Board of Directors, these meetings presumably taking place during the Conferences of the A.L.A.



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It is believed that related interests of sections should be cared for through Division Committees, and also discussion groups with separate programs at conferences, rather than through the establishment of a greater number of separate sections, or through the establishment of round tables within the Division.

Respectfully submitted,

Richard B. Sealock, Chairman  
Harold F. Brigham  
Amy Winslow

## THE AMERICAN LIBRARY ASSOCIATION

Division of Public Libraries

## FINANCIAL REPORT

January 22 -- August 31, 1945Receipts

Allotment to Division from A.L.A.	\$1,009.41	
Additional section memberships	<u>7.30</u>	\$1,016.71

Disbursements

Fidelity bond	\$ 5.00	
Traveling expenses	29.98	
Treasurer's supplies	<u>6.70</u>	\$ 41.68

BALANCE ON HAND, AUGUST 31, 1945		\$ 975.03
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September 1 -- December 29, 1945

<u>Balance September 1, 1945</u>	\$ 975.03	
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Receipts

Allotment to Division from A.L.A.	157.40	
Additional section memberships	<u>5.80</u>	\$1,138.23

Disbursements

Postage for mailing ballot to councilors and covering letter to membership	19.50	
Stationery for circularizing 1300 members and run off of Constitution and By-laws	<u>33.93</u>	\$ 53.43

BALANCE ON HAND, DECEMBER 29, 1945		\$1,084.80
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Nordica Fenneman  
Treasurer