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LIBRARY

LOOK OUT

## LIBRARY LOOKOUT

Issued Quarterly By The West Virginia  
Library Commission

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### CHANGES AND ADDITIONS TO THE STAFF

I regret to announce that Mr. Bennett resigned as executive-secretary on November 1, 1942, because of illness. During the seven and one-half months that Mr. Bennett was executive-secretary, he did an excellent job of organizing the Commission headquarters and had just about reached the point where the lending service could begin. Our sincere thanks for his excellent work and our best wishes for a speedy recovery go to him.

Miss Clara B. Johnson, of Nebraska, has been appointed to succeed Mr. Bennett and began her duties on December 1. Miss Johnson, a graduate of the University of Denver Library School, has had many years of experience in public library and library commission work. The program of the Commission will go forward under her leadership.

### THE LIBRARY COMMISSION OPEN FOR BUSINESS

Information leaflets already sent to West Virginia libraries and individuals on the mailing list have announced the services available from the Library Commission. Eligible borrowers are individuals, organizations, schools and libraries. After filling out an application card for library service as directed, it should be sent to the West Virginia Library Commission, Morgantown, with a letter stating the nature of the loan desired - whether a single book, a package library, or a traveling library to include books for children

of upper grades, primary, or adults. If preferences are stated as to age level and reading interests, we shall be greatly assisted in selecting a collection of books for you.

In communities where free public libraries exist, individuals will borrow from the Library Commission through their local libraries.

### KNOW WEST VIRGINIA LIBRARIES

The drawing on the cover of this issue of the Lookout is of the Kanawha County Public Library. Henceforth, the Lookout will carry an illustration of some West Virginia Library on the cover and a description of the same library inside until the list of libraries in the state is exhausted.

### Clarksburg Public Library

The last issue of the Lookout had an illustration of the Clarksburg Public Library but no write-up concerning it. In order to bring the record up-to-date, here are a few facts concerning the Clarksburg Library.

There are four members on the staff: Miss Ethel Green, Librarian; Miss Mildred Lawson, Assistant Librarian; Miss Charlotte Bailey, Head of the Adult Department; and Miss May Potter, Head of the Junior Department.

The library had 17,383 volumes on June 30, 1942, and circulated 48,431 books during the year. The library operated on a budget of \$4740.00 for 1941-42.

During this fall the Clarksburg College Club sponsored five story hours on Saturday mornings, with an excellent average attendance of 125 children. Book Week was celebrated with an exhibit of new books in the Junior Department. The library

served as the local headquarters for the Victory Book Campaign last spring and will probably do so again in 1943.

### Kanawha County Public Library

Like many libraries in West Virginia the Kanawha County Public Library owes its origin to a progressive group of women. In June 1909, through the efforts of the Library Association of the Woman's Kanawha Literary Club, the Charleston Public Library was opened in the Y. M. C. A. building, with about 1000 volumes. In her first report, Miss Mabel Delle Jones, the first librarian, reported 195 borrowers and an average daily circulation of 20 books.

Today over 15,000 borrowers throughout the entire county are served with a book collection of about 60,000 volumes, and an average daily circulation of 500 books. In 1912 the library had an income of \$1,457.26; this year its income is slightly more than \$51,000.

In 1913 the library came under the maintenance of the city Board of Education. In 1934 when the Charleston Board of Education was absorbed into the county unit, the Charleston Public Library became the Kanawha County Public Library and its facilities were extended to the rural sections of the county by bookmobile service. At various times in the course of the Library's existence branch libraries were established. Lincoln Branch in the Lincoln School on the West Side, Crescent Branch on Crescent Road, and Garnet Branch in the Garnet High School. Only the Garnet Branch is now active.

Serving both as a city public library and a county extension library, the Kanawha County Public Library has been particularly aware of the need for efficient and broad service. It has in recent

years been reorganizing and continuing to enlarge its activities. Among its more unusual services, the Kanawha County Public Library is particularly proud of its Readers' Bureau, a combination of reader's advisory and reference service which helps anyone from a young person who wants a reading course to make up for the lack of a year in college to the newest recruit in a defense plant who wants to learn the art of welding aluminum. Special collections of books for young people in the teen ages are being made in both the Adult and Boys' and Girls' departments, a step which it is hoped will make easier the transition from juvenile to adult literature. In the next month or so, a "Browsing Room" will be opened in the Adult Department. This room will be as much like a living room or private study as will be possible for a library room. Designed for the reader who wishes to spend an hour or two delving into the resources of a broad collection or reading on current subjects, the browsing room will contain popular new books, both fiction and non-fiction, and a selection of the current magazines received by the Library.

On the professional front the Kanawha County Public Library has been experimenting with registration statistics. In addition to the usual name, address, occupation, and experience, each new borrower is asked to check his age group, probable use of the library, educational background and to list his specific interests or hobbies. All information given is recorded so that, for example, the total number of readers who are interested in chemistry and their names and addresses are available at any time. Statistics such as these are valuable guides to book selection, compilation of book lists, and to an estimate of the general effectiveness of the Library in the community.

There are eighteen members on the staff of the Kanawha County Public Library. Mr. Charles Butler

is the librarian but is now serving in the armed forces. He was granted a leave of absence and Miss Isobel Lynch is serving as acting-librarian for the duration.

### THE LIBRARY'S WARTIME JOB

Time has brought progressive changes in the emphasis of public library service during the past year. First libraries prepared for needs of defense, then emphasis changed to the role of the public library as a war information center, now libraries are urged to direct their best effort toward a campaign for general popular education in the causes behind the war, the war aims of the United Nations, and the prospects for an enlightened peace.

Most of us are looking to leaders in our professional field for guidance in directing the work of our libraries in this "combatant" service. The October A.L.A. Bulletin may serve you very well as a current manual for action. In it is "A Message to American Librarians," by Mr. Elmer Davis, Director of the Office of War Information, in which he challenges librarians by saying,

"They are combatants from this time on in all countries where free libraries and a free culture still exist. As combatants they have a right to know what their combatant duties are in what ways they can fight back and what fronts are committed to their charge...

The librarian has around him, or should have, the books in which the facts are presented -- the books in which the problems are posed, the considerations

are reviewed, and the facts are made evident. Librarians in their professional duty are continually concerned with the problem of directing their readers to the materials which their readers require. In the present war as never before this duty of librarians assumes a first and pressing importance and librarians in consequence carry a responsibility such as they have never carried in our history."

In the same issue of the Bulletin in the article, "Our War Job." Mr. Carl Milam defines the conversion of libraries thus:

" It means, I think, a better understanding by library staff members and library trustees of what the vital problems and issues are; greater familiarity with the insides of books, pamphlets, periodicals and documents which deal sensibly with these problems and issues; and the development of new techniques for keeping problems and issues, as well as books, before the readers."

PUBLICITY THROUGH THE PRESS AND OVER THE AIR

Miss Elsie M. Ringle, Librarian of the library sponsored by the Eastern Star Woman's Club in Grafton, sent in a copy of the local paper, The Sentinel, to show the part their library is taking in war work. A colorful map display is described in the news article in which progress of the war can be followed by observing the position of different flags. The account also calls attention to available books and pamphlets regarding subjects of the day provided by the library and on loan from the state WPA project.

Miss Alice D. Alfriend of the Lewis County Memorial and Louis Bennett Public Library was one of the librarians who used the release sent from the Library Commission to give publicity to the call to arms message of Elmer Davis. Her article appeared in the Weston Democrat. Miss Alfriend wrote that, too, their library displayed government posters and literature on war subjects during Book Week. She expressed her interest in cooperating in the publicity program and added, "We not only feel the responsibility of the libraries to meet this issue but consider it a real opportunity to be of service."

Such newspaper publicity from West Virginia goes to show that if the library is to make a contribution to the education of citizens in the community on war and post war issues, it must let the public know what it has to offer. Well planned newspaper publicity used regularly to inform the public of library services will be an invaluable aid to the library program.

A Chinese proverb says, "One picture is worth 10,000 words," so if you can get your paper to use a human interest picture taken at your library in connection with the news note, it will be worth a number of ordinary stories.

The Library Commission is glad to receive clippings of your newspaper publicity. Clippings are most useful when name of paper and date of issue are written on the margin.

Have you heard the Thursday evening program, "Know Your Public Library," over WWVA in Wheeling at 7:45 P.M.? Miss Eleanor Hamilton, librarian of the County Library there, has prepared with the

assistance of her staff a series of weekly broadcasts. Each week some special phase of library service is discussed. Once it was service from the library bookmobile, another - to educate the public regarding the reference library including war information, then Miss Hamilton invited the Library Commission to discuss on the air our plan for library extension in West Virginia. Next time her program will concern books about our neighbors to the south and just before Christmas children of the library's radio audience were treated to a Christmas story told by the children's librarian.

If you have aroused friendly public opinion and support for your library by working out a radio broadcast from a local station, the Library Lookout would appreciate having news of it.

The Enoch Pratt Library in Baltimore has been producing weekly radio programs for some time. Any West Virginia librarian interested in promoting the use of her library through radio programs could, no doubt, borrow these scripts for ideas and adaptations.

#### IDEAS FOR EFFECTIVE EXHIBITS

The Wilson Library Bulletin, published monthly by the H. W. Wilson Company, 950 - 972 University Avenue, New York, N.Y., with a subscription price of \$1.00 a year, has a feature section called, "The Display-of-the-Month." A photograph suggests a very timely window display to acquaint the public with most vital books and pamphlets. Very practical directions as to needed materials and color combinations are given as well as suggested adaptations of the arrangement.

Exhibits can be used both inside the library and beyond its walls to attract readers to war

information and post war planning. Simple exhibits with posters and a few books are effective if used with a striking slogan or heading.

Libraries are urged to cooperate in furthering mutual understanding among the American republics. Mr. Nelson A. Rockefeller in a recent message to American librarians said, "The people of our democracy depend on the libraries of the country to gather and provide for them the basic written materials necessary to an understanding of hemisphere relations - the history, culture, economy, resources, and needs of all the American."

Miss Mora E. Beust, library specialist in the U.S. Office of Education, in an article, "Exhibits of Our Neighbor Republics," in the November 1st issue of the Library Journal points out that the purpose of the exhibits is to acquaint young people with the books, pictures, and realia that will develop an appreciation for the other Americas. The suggestions would be most helpful in informing a library public of the need for hemispheric solidarity. Possibly your library could borrow an exhibit from Miss Beust's office or pattern one yourself using ideas suggested in her article.

Exhibits and publicity of other sorts from telephone use to films and records are a form of service and a practical working force. "Books can help win the war. Librarians are asked to give them their chance."

#### NEW BOOKS AT PIEDMONT

Miss Mary Ledlow of the Piedmont Public Library sent the Library Commission a list of new books added when she mailed her monthly report for November. New accessions included a fine group

of books for boys and girls. Miss Lodlow wrote that the new children's books used with Book Week posters made a very colorful window display. Other exhibits recently featured were a window arrangement using model planes made by a Boy Scout and new airplane books, and a Thanksgiving exhibit.

#### THE BOOK POST LAW

Of interest to borrowers who use library books by mail is the summary, "The Book Post Law", by Louise Savage, published in the November 1942 A.L.A. Bulletin. Congressional action last summer made the bill Public Law 636, 77th Congress, and reads as follows:

"Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, that the postage rate on books consisting wholly of reading matter or reading matter with incidental blank spaces for students' notations and containing no advertising matter other than incidental announcements of books, when mailed under such regulations as the Postmaster General may prescribe, shall be three cents per pound or fraction thereof, irrespective of the postal zone of destination thereof: Provided, That this act shall not affect the rates of postage on books mailed by or to libraries and organizations as prescribed by the Act of February 28, 1925, as amended (39 U.S.C., 1934 ed., Sec. 293a.)

Miss Savage says, "It is to be especially noted by librarians that the new bill establishing a flat rate of books to all zones effective July 1, 1942, provided, "That this act shall not affect the rates of postage on books mailed by or to libraries and

organizations as prescribed by the Act of February 28, 1925." This act of February 28, 1925, applied only in the local and in the first to third zones or within the state in which mailed. This rate is three cents for the first pound and one cent for each additional pound on "library books consisting wholly of reading matter and containing no advertising matter other than incidental announcements of books, when sent by authorized public libraries, organizations, or associations not organized for profit as a service to other libraries or as a loan to readers or when returned by the libraries or readers."

#### V. B. C.

The 1943 Victory Book Campaign for More and Better Books for our armed forces, sponsored by the American Library Association, the American Red Cross, and the United Service Organizations started on January 5 and will continue until March 5, 1943. Miss Leonore White of the Kanawha County Library is the state director.

#### NEED THIS MANUAL FOR STUDY GROUPS ?

Any library that can use a copy of American Negroes, A Handbook by Edwin R. Embree, published by The John Day Company, 1942, may secure the same by requesting it of the Library Commission. A quantity has been sent us for free distribution.

For the asking, too, you may get from us "Books for Boys and Girls," a reprint from The Parents' Magazine with a good annotated list prepared by Alice Dalgliesh.

#### NOTES FROM THE LIBRARIES

The West Virginia University Library, Morgantown, announced on December 3 that it has been

designated by the Office of War Information as a depository and distributor of war-effort films. Mr. W. P. Kellam, librarian, states that the films are free for the use of community groups having projectors. A catalog describing the films will be mailed in response to a request sent to him.

Kanawha County Public Library, Charleston, sent the Commission a mimeographed list of additions to their book collection for the month of November. The list is arranged by class for both adult and juvenile books and is useful as a tool for the borrower in selecting his reading.

The Public Library of Marion County, Fairmont, will go on record as being the first to send in the signed application requesting free public library service from the Library Commission. The request sent by Mrs. Nell C. Conaway, the librarian, was dated December 3, 1942.

The Milton Public Library was the first library to ask for a traveling library. The books were sent on December 21, 1942. In acknowledging their receipt, Mrs. Lattie Ball, the librarian, wrote, "Books arrived December 24 and have been carefully checked. They are very interesting and beautiful and I shall take the best possible care of them. Forty-eight new books coming in every two months will certainly make our library more interesting."

#### PRIORITIES

The following information regarding library supplies has just been received from Mr. Walter H. Kaiser, Senior Public Library Specialist of the U. S. Office of Education.

"Libraries which experience difficulty in obtaining supplies for maintenance and operation on

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PRIORITY FILLS

The following information regarding library supplies has just been received from Mr. Walter E. Kaiser, Senior Public Library Specialist of the U. S. Office of Education.

"Libraries which experience difficulty in obtaining supplies for maintenance and operation on

their A-10, P-100 rating may be able to secure such supplies by filing the P-1A form with their regional representative of the War Production Board, Governmental Division. The information supplied on the P-1A form, which may be obtained from any local or regional W.P.B. office, should include the following statements: (1) that the A-10, P-100 rating was found insufficient to secure the supplies; (2) that the supplies are necessary to essential maintenance and operation of the library; and (3) that the supplies will be expended over a period of 30, 60, 90 days, etc., as the case may be.

"The W.P.B. Representative, Governmental Division, for your region is Mr. Fred W. Ramsey, 1500 Union Commerce Bldg. Cleveland, Ohio."

