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The Commonwealth of Massachusetts

ANNUAL REPORT

OF THE

TRUSTEES OF THE MASSACHUSETTS:
STATE LIBRARY

FOR THE

Year Ending November 30, 1924



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Publication of this Document
approved by the
Commission on Administration and Finance

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STATE HOUSE, BOSTON

TRUSTEES OF THE STATE LIBRARY

NOVEMBER 30, 1924.

~~MASS. OFFICERS~~NATHAN MATTHEWS, *Chairman.*

Appointed June 1, 1923.

Term expires June 1, 1926.

FRANK G. ALLEN, *Ex officio.*
President of the Senate.B. LORING YOUNG, *Ex officio.*
Speaker of the House.CHARLES T. COPELAND.
Appointed June 25, 1924.
Term expires June 25, 1927.CHARLES H. TAYLOR.
Appointed October 8, 1924.
Term expires October 8, 1927.

OFFICERS OF THE LIBRARY

EDWARD H. REDSTONE.....	<i>Librarian.</i>
MRS. ANNIE G. HOPKINS.....	<i>Assistant Librarian.</i>
MISS JENNIE W. FGSTER.....	<i>First Assistant.</i>
MISS SARA E. NOYES.....	} <i>Assistants.</i>
MISS JESSIE L. KNOWLTON.....	
MISS RUTH G. TEDDEN.....	
MISS MINNIE W. PERT.....	
MRS. EMILY S. BURR.....	
MISS ELIZABETH RICHARDSON.....	
MISS HAZEL BARNES.....	} <i>Private Secretary.</i>
MISS LOUISE BRADFORD.....	
MISS RACHEL W. CARTLAND.....	<i>Legislative Reference Assistant.</i>
MISS ETHEL M. TURNER.....	<i>Chief of the Catalog Department.</i>
MRS. FRANCES R. COE.....	} <i>Assistants, Catalog Department.</i>
MISS JULIA JOHNSON.....	
MISS ELIZABETH H. CLARK.....	
MISS ELOISE M. BOLTON.....	
MISS HARRIET ROBINSON.....	
MISS CLARISSA J. HOLMES.....	} <i>Stack Custodian.</i>
CHARLES W. JOHNSON.....	
GEORGE D. ZIMMER.....	
ABRAHAM FINKELSTEIN.....	<i>Assistant, Newspaper Department.</i>
	<i>Assistant Clerk.</i>

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TRUSTEES' REPORT

To the Honorable Senate and House of Representatives in General Court Assembled.

The Trustees of the State Library make this their fifteenth annual report for the year ending November 30, 1924, under the provisions of chapter 6 of the General Laws of 1921.

Professor Charles T. Copeland, who was appointed a Trustee, December 5, 1917, was reappointed for the second time June 25, 1924, for three years. Bishop Edwin Holt Hughes, who was appointed December 14, 1919, and who has been transferred to Chicago from Boston, resigned on the first of October. Governor Cox appointed in his place Charles H. Taylor of Bourne.

The service and value of the State Library should be measured in terms of the amount and quality of compact, concrete data it has been able to supply to those for whose use it has been provided. It has been our aim to make the library an arsenal of facts and information, a central depository workshop and clearing house, serving the needs of the members of the Legislature and of the officials and employees of the state in its various departments; a place where the information obtained by the library for one department or state official is available for use by all.

We recommend the following legislation, with a copy of the bill appended, because many times it is impossible to obtain the signature of the majority of the Board of Trustees, and this department believes that such legislation as recommended is desirable in order to expedite the financial business of the library. We commend to your consideration the report of the Librarian which is appended.

NATHAN MATTHEWS, *Chairman*
FRANK G. ALLEN.
BENJAMIN LORING YOUNG.
C. T. COPELAND.
CHARLES H. TAYLOR.

Accompanying the recommendations of the Trustees of the State Library (House, No.). State Administration. December 4, 1924.

AN ACT RELATIVE TO THE APPROVAL OF ACCOUNTS FOR THE MAINTENANCE OF THE STATE LIBRARY.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section thirty-six of chapter six of the General Laws, as amended by chapter fifteen of the acts of nineteen hundred and twenty-two, is hereby further amended by adding at the end thereof the following sentence:—All accounts for the maintenance of the state library shall be approved by the trustees thereof or by such person as may be designated for the purpose in a vote of said trustees,—so as to read as follows:

SECTION 36. The trustees of the state library may expend such sums annually as the general court may appropriate for permanent assistants and clerks, for books, maps, papers, periodicals and other material for the library and for binding the same and for incidental expenses including binding their report. All accounts for the maintenance of the state library shall be approved by the trustees thereof or by such person as may be designated for the purpose in a vote of said trustees.

LIBRARIAN'S REPORT

To the Board of Trustees.

I have the honor to submit the following report of the work done in the Massachusetts State Library for the year ending November 30, 1924.

It is our purpose to assist every department of the state in its daily work. We attempt to have available, for use at any time, all printed information on all phases of state government. We go farther, and ascertain up-to-the-minute facts which are not yet in print. We do our utmost to help the inquirer from any state department to secure the information which he needs, and this applies to any problem within the realm of state government. The problem may be finances, insurance, taxation, labor statistics, etc.

As noted in last year's report, room 56, in the basement of the west wing, was assigned to the use of the library for additional room, and so, during the past year, Library Bureau stacks have been installed on the first floor, and some 60,000 volumes of books from the main library have been removed there. The Trustees have requested in their budget, for the coming year, an amount of money to complete this room, with more stacks, so as to accommodate an additional 150,000 volumes. When this is completed, our problem of space for the library will be solved for several years.

The number of readers using the library at the present time is more than double that in 1919. With this increased use has come the necessity of stricter surveillance of those using the library. The development of the library has continued and the Trustees have followed the policy outlined in their previous reports. The tax collection has been increased and the library has added all the more important and useful text books, as well as other domestic publications. Important American legal periodicals have been secured and it is believed that the library now possesses all those of real value. The foreign law collections have received numerous additions, and important official revisions of the laws of the British Colonies and the foreign states have been secured. The work of relocating the various collections of books, seldom used, in the new annex, and of bringing together some of these groups which were scattered, is a task which we are now trying to finish.

The usual number of states and territories have furnished their state publications in exchange for those of Massachusetts. To obtain the publications of these several states, especially their statutes and law reports, so as to make a complete series, is a work of great importance, to the library and the public, and to complete the broken series of these publications requires continued care and frequent correspondence.

CATALOGING.

In January, 1923, an arrangement was made with the Harvard College Library, by which it should turn over to the Massachusetts State Library, such educational reports and bulletins owned by them, as would help to complete the files of the State Library, while in return, this Library would send to them all educational publications of cities, outside of Massachusetts, with the exception of New York City. As the recataloging of education progressed, this plan was carried out. At the present time, the recataloging of the collection of general books and pamphlets on education, including colleges and universities, is completed, with all state department reports recataloged in the previous year. Many private publications about the universities of England and the Continent are found here. It is interesting to note that a complete set of annual reports on education in Great Britain are in this Library. They run from 1839 up to the present time, while those of Ireland cover from 1824 to 1919.

Another interesting feature of the year concerns the Massachusetts Documents. In this state certain annual reports have a document number which is used for the same document year after year, and is very convenient. The miscellaneous publications, however, have no such number and it is very difficult to note what may or may not be published. If these documents could have a consecutive number assigned, in the order of their publication, it would furnish

a basis for checking up a complete file, which is impossible at the present time. Early documents are being discovered from time to time and added to our collection. About the usual number of Federal Documents have been received during the year as well as a large number of Congressional Committee Hearings. As these Hearings are not supplied gratis to depository libraries, as is the case with most of the other libraries, this library obtains some of them through our Congressman, but more are purchased from the Superintendent of Documents, Washington, D. C., from whom we subscribe for a select list. This year's total of U. S. Documents cataloged is 2,025 volumes.

Our foreign documents have been coming regularly, also annual and special reports on Agricultural and other subjects have been cataloged and placed on the shelves. The local history has been practically completed. This includes state, county and town histories, with local historical societies. In the account of the state's government, analytics have been systematically made for lists of soldiers in any of our wars, for biography or genealogy of state or town, for vital statistics and lists of names and for any unusual material included in a volume. This forestalls hours of search in reference work, for the catalog can be relied upon to confine a hunt for a name or a record to certain volumes and pages. Deficiencies are made up from time to time for use in certain subjects to bring them up to date. This year an effort was made to collect from the 354 cities and towns of the state, poll tax lists. Up to the present over 125 such lists have been received.

One thousand twenty-three volumes have been rebound and many others mended. Law books whose covers are loosened, but which are in good condition otherwise, have been restored, and this has saved a good deal of expense instead of sending them to the bindery.

The use of the Legislative Reference Rooms by members and officials, in connection with their official duties, has increased somewhat during the last year, but we would like to see more use made of it by state officials and members of the Legislature. Attendance in the Legislative Reference Room from December, 1923, to November, 1924, was 2,102. Attendance of members during the session from January to June was 554.

Some of the following questions asked may be of interest:

1. Is there an absent voting law in New York?
2. Have you a book on voting trusts?
3. Population figures.
4. How to address state officials.
5. The initiative and referendum of municipal government.
6. Inequality of educational opportunities.
7. Compulsory automobile liability insurance.
8. What states provide executive mansions?
9. Date when automobiles were first registered in Massachusetts.
10. Figures on taxes, tax rates, etc.
11. Short history of the Ancient and Honorable Artillery.
12. Cornborers, army worms, etc.
13. What is the Latin in the probate seal of Suffolk County, and what does it mean?

SUMMARY.

Groups of books cataloged during the year for the new catalog:

1. All current additions to the Library and new continuations for the fiscal year. This includes current law books; current documents of Great Britain and her dependencies; current foreign documents.
2. The collection of state and local history completed, 12 states.
3. Books and pamphlets on woman, slavery, political science.
4. Alabama claims commission records, French and American claims commission records, 300 volumes.
5. The set of Massachusetts legislative documents recataloged and all early documents previous to 1837 rearranged and rebound with a contents.

6. United States government publications, the continuations of those already recataloged and current documents.

7. Foreign documents, chiefly those on education.

Total of 17,220 volumes and pamphlets cataloged, represented by 22,564 cards which are supplemented by 3,725 analytics—in all 26,289 cards typed and filed during 1923-24.

Tabulation.

Volumes and pamphlets cataloged by new plan, Dec. 1, 1923.....		198,774	
Volumes and pamphlets cataloged during the year.....		17,220	
			215,994
Total volumes and pamphlets cataloged Dec. 1, 1924.....			
Less volumes and pamphlets reduced by binding.....	504		
Less volumes and pamphlets lost	1		
Less volumes and pamphlets discarded.....	113		618
			215,376
Net volumes and pamphlets represented in the new catalog, Dec. 1, 1924			215,376
Represented by 307,918 cards.			

EDWARD H. REDSTONE,
State Librarian.

ADDITIONS.

Number of volumes added to the Library from Dec. 1, 1923, to Nov. 30, 1924.

Books.

By purchase	1,755	
By domestic exchange	976	
By foreign exchange	239	
By donation	1,654	
Massachusetts state publications	393	
Total		5,017

Pamphlets.

By purchase	306	
By domestic exchange	1,427	
By foreign exchange	119	
By donation	3,161	
Massachusetts state publications	556	
Total		5,569

Atlases.

By purchase and donation	47	
Total		10,586
Total volumes and pamphlets in library, November 30, 1924.....		436,913
November 30, 1924.		

COMMONWEALTH OF MASSACHUSETTS IN ACCOUNT WITH STATE LIBRARY, 1923-24

1923.	Salary of librarian		\$5,000 00	Amount drawn from appropriation of \$5,000 for librarian	\$5,000.00
Dec. 1 to	*Salary of assistant librarian	\$1,260.00		Amount drawn from appropriation of \$29,300 for salaries	
Nov. 30	Salary of legislative reference assistant	1,550.00		of staff	28,409.68
1924.	Salaries of 12 assistants	15,704.16		Amount drawn from appropriation of \$14,500 for books	
	Salary of stack custodian	1,400.00		and binding	12,105.51
	Salaries of 6 recataloging assistants	7,228.38		Amount drawn from appropriation of \$10,000 for storage	
	Payment of temporary assistants	1,267.14	28,409.68	room	8,790.20
	Purchase of books	10,148.90		Amount drawn from appropriation of \$3,500 for incidental	
	Binding	1,956.61	12,105.51	expenses including printing of annual report	1,963.21
	Storage Room		8,790.20	Amount drawn from balance of \$1,046.36 for duplicate	
	Annual report for 1922-23	36.14		catalogue of legislators	100.00
	Incidental expenses, including expressage, postage, stationery, supplies, etc.	1,927.07			
	Duplicate catalogue of legislators		1,963.21		
			100.00		
	Total		\$56,368.60	Total	\$56,368.60

* Salary of assistant librarian \$2,160.00. Granted five month leave of absence in 1924.

TABLE OF ACCESSIONS

BOOKS

	1911.	1912.	1913.	1914.	1915.	1916.	1917.	1918.	1919.	1920.	1921.	1922.	1923.	1924.
By purchase	1,475	1,759	1,518	1,350	1,726	1,366	1,236	1,064	1,383	1,682	1,481	1,228	1,519	1,755
domestic exchange	1,216	944	1,868	2,327	1,606	1,447	1,565	1,388	1,431	716	1,022	1,027	1,031	976
foreign exchange	28	15	444	465	421	444	205	237	181	95	230	318	181	239
donation	1,641	2,125	750	611	655	1,126	700	427	771	1,651	1,760	1,489	2,628	1,654
Massachusetts state publications	866	548	362	475	265	624	705	459	421	416	739	579	379	393
Totals	5,226	5,391	4,942	5,228	4,673	5,007	4,411	3,575	4,187	4,560	5,232	4,641	5,738	5,017

PAMPHLETS

By purchase	632	527	486	590	232	245	342	234	176	735	1,056	389	372	306
domestic exchange	936	502	2,939	3,207	1,972	1,710	1,460	1,878	1,426	499	662	619	705	1,427
foreign exchange	—	3	575	246	195	141	148	434	195	68	110	120	135	119
donation	4,797	3,478	1,211	1,742	1,172	1,580	1,603	639	1,408	3,260	3,141	2,739	9,318	3,161
Massachusetts state publications	834	612	304	456	299	377	554	545	615	824	1,088	924	666	556
Total	7,199	5,122	5,515	6,241	3,870	4,053	4,107	3,730	3,820	5,386	6,057	4,791	11,196	5,569

Total volumes and pamphlets in library November 30, 1924, 436,913.