

Sixty-Second Annual Report

OF THE

COMMISSIONERS

OF THE

OHIO STATE LIBRARY

TO THE

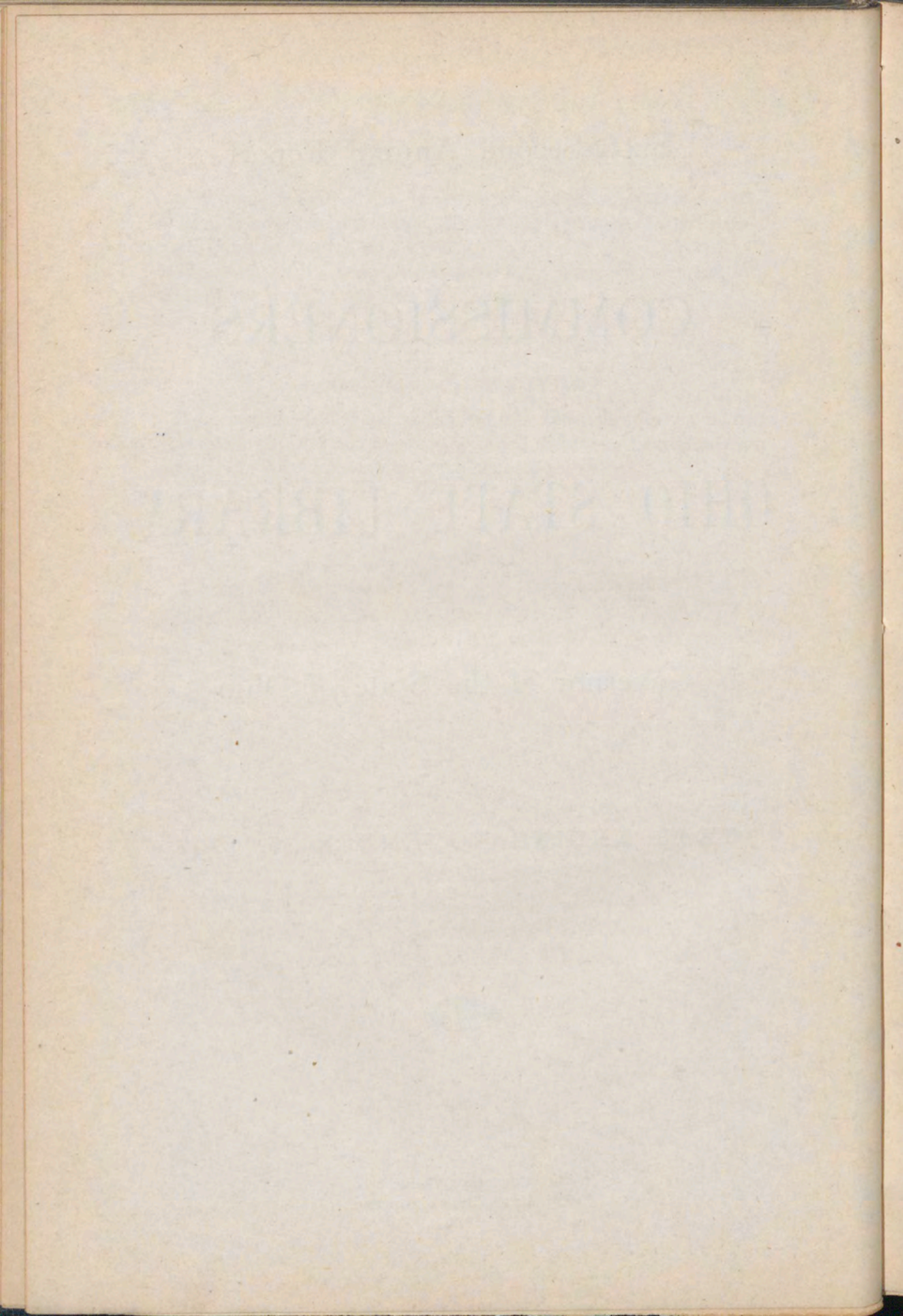
Governor of the State of Ohio

FOR THE

YEAR ENDING NOVEMBER 15, 1907



COLUMBUS, OHIO:
F. J. HEER, STATE PRINTER.
1908.





BOARD OF LIBRARY COMMISSIONERS.

J. F. McGREW	Springfield.
CHARLES ORR	Cleveland.
JOHN MCSWEENEY	Wooster.

STATE LIBRARY STAFF.

GENERAL LIBRARY.

C. B. GALBREATH.....	Librarian.
ALICE BOARDMAN	Assistant Librarian.
JAMES R. HALE.....	Document Clerk.
LOUISE SCHOENEWEISS	Assistant Secretary and Stenographer.
ALICE S. DAVIS.....	Library Assistant.
MARY MORRIS	Library Assistant.
AGNES NICHOL	Library Assistant.
ALICE D. MCKEE.....	Library Assistant.
EDWIN TRAUTMAN	Page.
JOHN C. RAMSAY	Janitor.

TRAVELING LIBRARY.

IDA K. GALBREATH.....	Superintendent.
MARGARET A. GRAMESLY.....	Assistant.
JENNIE Z. CORMAN.....	Assistant.
ANNA L. LONG.....	Assistant.
AGNES CLARKE	Assistant.
MINNIE L. BUSHFIELD	Assistant.
JOHN WILSON	Janitor.

REPORT OF BOARD OF LIBRARY COMMISSIONERS.

COLUMBUS, OHIO, November 15, 1907.

To His Excellency, ANDREW L. HARRIS, Governor of Ohio:

We have the honor to submit the sixty-second annual report of the board of library commissioners, which is the twelfth under the library act of 1896.

Within the past year the library has been more generally used than ever before. Eight thousand seven hundred and twenty-eight volumes have been added in all departments. A list of these is herewith submitted.* In the selection of books it is believed that the former standard has been fully maintained.

The pressing needs of the library were fully set forth in our last annual report. The recommendations there made are renewed, and we respectfully but most earnestly solicit the consideration of those through whose aid relief must speedily come, if the library is to perform in creditable measure its mission to the state. The need of more room for the library is self-evident and imperative. When cities and educational institutions are providing substantial and commodious library buildings, the state should be prompt to do as much for its library.

The General Assembly will be asked to make an appropriation for the department of library organization, authorized by an act passed at its last session. The library interests of the state have long and earnestly sought the assistance of an organizer. It is confidently believed that a properly qualified person in this position would render invaluable aid in building up and systematizing the public library work of the state.

Since the submission of our last annual report some changes have been made in the library staff, chiefly due to the resigning of assistants who have gone to other fields of work. Those who have been employed to fill the vacancies have all had library training and experience, four of them having been graduated from college and from two of the leading library schools of the United States.

The employment of a trained and efficient staff is perhaps the highest service that a library commission can perform. It has been our aim to keep that fact steadily in view. The results of this policy have been satisfactory. We are pleased to repeat our commendation of the librarian and his faithful assistants.

Respectfully submitted,

J. F. MCGREW,

CHARLES ORR,

JOHN MCSWEENEY,

Board of Library Commissioners.

* See note on page 13.

STATE LIBRARIAN'S REPORT.

COLUMBUS, OHIO, November 15, 1907.

To the Board of Library Commissioners:

GENTLEMEN:—I have the honor to submit to you the report of the State Librarian for the year ending November 15, 1907. Within the past year additions have been made as follows:

	<i>Volumes.</i>
To the Traveling Library Department.....	6,241
To the General Library Department.....	2,700
Total	8,941
Withdrawn and to replace lost copies.....	213
Net increase since last report.....	8,728

The number of volumes in the State Library at the close of the last fiscal year was 112,735. This, with the net increase for the year, makes a total of 121,463 volumes.

ADDITIONS TO THE LIBRARY.

The full list of additions to the library is omitted from this report.* The following items are worthy of especial mention:

CROWN COLLECTION OF PHOTOGRAPHS OF AMERICAN MAPS.

This important and valuable work is the most expensive for which the board has contracted within the year. The maps are photographic reproductions collected by the editor, Archer B. Hulbert, a native Ohio writer and professor in Marietta College. The scope of the series is set forth in his prefatory note:

"This volume is the first of a series of photographs of rare American maps. There lie in many of the foreign and domestic libraries and museums, manuscript maps of undoubted worth to the historical, archaeological, and ethnological student. Some of these have been published but poorly, and are often hidden away in volumes quite as inaccessible as the original maps themselves. Vast numbers have never been reproduced.

"There is no reason why photographs of all American maps should not be at the disposal of students in our more important libraries and private collections, uniform in size, properly described, classified and indexed. Actual size reproduc-

* See note on page 13.

tions are, of course, far preferable, but if the lettering of the maps is in all cases legible, and if an accurate description of the size of each map is appended, the reductions are quite useful, and uniformity of size is a great convenience.

"For a number of the volumes the majority of the photographs will be, as the name indicates, from the Crown Collection of Manuscripts in the British Museum.

"Of each volume twenty-five copies only will be made; each volume will be numbered and signed by the editor. The volumes will contain approximately fifty photographs each.

"The value of the series will be greatly enhanced by the successful realization of the editor's hope of eventually compiling a complete analytical index of the maps, thereby putting within reach of the students a vast fund of information on the early cartography of this country."

WORKS OF THOMAS SMITH GRIMKE.

Interesting alike because of the character of the author and the local associations of his closing days, is the rare collection of the published addresses of Thomas Smith Grimke, which have recently come into the possession of the library. This eminent scholar, orator and reformer, though he neither held nor sought high places of political power, wielded an influence that should give him a secure place in our biographical annals. He was born in South Carolina in 1786 and died near Columbus, of the cholera, in 1834, when on his way to visit his brother, Frederick Grimke, afterward judge of the supreme court of Ohio. Some portions of his published addresses became household possessions through McGuffey's Readers, in which they were reproduced. Perhaps the most familiar of these is the selection entitled, "Lafayette and Robert Raikes." Others almost equally popular were "The Natural and Moral Worlds" and "The Bible, the Best of Classics." Grimke was a graduate from Yale College and a lawyer by profession. He was the contemporary of Calhoun, with whom he was well acquainted, and the partner of Hayne, whose name is famous because of his debate with Webster. He was, however, opposed to slavery and the states' rights theories of Calhoun. His sisters, Evangelina and Sarah, went to New England where they became prominent as anti-slavery advocates. He was an advocate of temperance, universal peace, industrial education, spelling reform, and a larger place for English and the sciences in the college curriculum. In these reforms he was distinctly in advance of his time.

He was successful in his profession; and in the possession of a fortune adequate to his needs he looked forward to leisure for literature and the advocacy of reform. Death brought an end to this pleasing prospect.

The works of Grimke were purchased from a dealer in London, England. They include twenty-one public addresses, covering a period from 1809—the year after he was graduated from Yale College—to 1834, the year of his death, and constitute perhaps, the best collection of his works to be found in any library. His last two addresses were delivered on his visit to Ohio, one before the Eurodelphian Society of Miami University

and the other in Cincinnati before the Western Literary Institute and College of Professional Teachers. A sketch of the life of Grimke, by Edward D. Mansfield, is appended to the first volume of the proceedings of this association.

AMERICAN CATHOLIC HISTORICAL RESEARCHES.

Some valuable items have been acquired by purchase from the library of the late Dr. William Egle, among them a complete set of the American Catholic Historical Researches, the early volumes of which are now out of print and very rare.

OTHER REFERENCE WORKS.

Among the important additions to the reference department are the following:

Granite Monthly, v. 1-32, 1878-1902; Columbia University Studies in History, Economics and Public Law, v. 1-24, 1891-1907; Quarterly Journal of Economics, v. 4-19, 1889-1905; Gleanings in Bee Culture, v. 1-34, 1873-1906; American Social Science Association Journal, v. 37-44, 1900-06; Baptist Missionary Magazine, v. 75-85, 1895-1905; Southern Historical Society Papers, v. 7-34, 1883-1906; Quarterly Journal of the Texas State Historical Association, v. 1-9, 1897-1906; South Carolina Historical and Genealogical Magazine, v. 1-7, 1900-06; Dictionary of the Bible, 5 v.; Jewish Encyclopaedia, 12 v.; Werner's Readings and Recitations, 40 v.; Holmes' Lectures, 10 v.; History of Egypt, by Maspero, and others, 13 v.; and the complete works of Lincoln, 12 v.; Whitman, 12 v.; Franklin, 10 v.; Dumas, 34 v.; Mitchell, 12 v.; and Mabie, 10 v.

CATALOGUE OF STATE PUBLICATIONS.

In the report submitted one year ago reference was made to the cataloguing of state publications. Last May appeared the first two numbers of a serial publication, entitled, "Index of Economic Material in the Documents of the States of the United States." One number is devoted to the publications of each state. Those issued thus far cover the states of Maine, New Hampshire and Vermont. The work has been done with great care, under the editorial direction of Miss Adelaide R. Hasse, a recognized expert on the subject of document literature. In a prefatory note are found the following explanatory statements:

"Although the index is confined to matters of economic bearing, the term 'economic' has been given a broad interpretation. In view of this liberal interpretation it is believed that the index will constitute a useful addition to the resources of students of almost any aspect of American history."

These valuable indexes are published by the Carnegie Institute of Washington and will constitute, when completed, a work of the utmost

importance to students and librarians. In large measure it will relieve the various states of the expense of indexing their own publications. It has been the policy of the State Library to so arrange the United States documents that their contents may be readily accessible through the indexes published by the United States government. In like manner it will be its aim to utilize to the fullest possible extent this index to the documents of the different states, as they are issued from the press, especially the number covering the document literature of Ohio.

MONTHLY BULLETINS.

The issues of the Monthly Bulletin for April, May and June contain material of especial interest. The first of these is devoted to "The County Library in Ohio." It contains the amended county library act and a detailed description of the library systems of Hamilton and Van Wert counties. The next is devoted to a history of the Ohio "Traveling Library Department." The June issue contains the Ohio library laws, notes on the same, with directions for the establishment of public libraries, and a bibliography of aids for library workers. Previous numbers of the Bulletin have been issued in a pamphlet, entitled, "Ohio Emblems and Monuments: Seals, Flag, Flower, Buckeye, Jewels, McKinley Memorial." An extended bibliography on the initiative and referendum is in press.

LEGISLATIVE REFERENCE.

There has been continued interest in the establishment of a legislative reference department. At the request of the Ohio State Board of Commerce this subject was presented at the annual meeting of that body, in the current month of this year, by the State Librarian. Among other things he said:

Special provision for this work has been made, not only in New York and Wisconsin, but also in many interior commonwealths, including our sister states of Indiana and Michigan. The South, usually very slow to adopt an innovation, is ahead of us in provision for this work. Mr. Owen, of Alabama, has made a record second only to that of Dr. McCarthy, of Wisconsin, and Dr. Whitten of New York. It is therefore entirely proper, in the vernacular of the day, that Ohio should now "sit up and take notice." It is encouraging that Mr. Stockwell, who drafted the bill, should have stipulated an appropriation for the work.

The sum named in the bill is \$3,000. Dr. McCarthy gets for the great work he is doing an appropriation of \$15,000. It is understood that Wisconsin desired to appropriate a larger sum, but that Dr. McCarthy demurred. He seems to have matters very much his own way with the General Assembly of his own state. \$3,000 is not a large sum for the work in Ohio, when we consider that for a time at least it will probably be necessary to rent a room for this department. With careful management, however, it will be sufficient to make a start and demonstrate what can be done. Indeed, I am inclined to believe that with our present equipment and provision for suitable rooms this appropriation would be adequate to the needs of the new department for years to come.



The Ohio State Library, under its present commission has done, with practically no provision for this, a not inconsiderable part of what is here contemplated. A check list of Ohio state publications has been made and revised. We now have on file a classified index to all the important bills introduced in the various state legislatures at their last session. Through correspondence with members of the General Assembly, we have been enabled to anticipate the needs of those who wish to make preparatory study of the subjects of legislation in which they are especially interested. We have published reading lists for their use. * * * All things considered, the State Library has made no mean contribution to legislative reference work.

What has been done, however, is but a prophecy of what will be done if this bill is made a law. I do not believe that legislative reference work is a panacea for all the public ills, real and imaginary, that in these later days are proclaimed from the house-tops, but I do believe that the creation of the department contemplated by the Stockwell bill will be a most substantial aid to our General Assembly and that the appropriation stipulated would be an expenditure in the interest of economy,—that it would in the long run save many times that sum to the state and the people.

TRAVELING LIBRARY DEPARTMENT.

Within the year 1,146 traveling libraries, aggregating 38,159 volumes, have been issued to 820 different communities. They were distributed as follows:

To women's clubs.....	197 libraries.
To schools	517 "
To granges	111 "
To independent study clubs.....	125 "
To religious organizations.....	90 "
To men's clubs	51 "
To libraries	55 "
Total	1,146 "

A study of the records of this department, extending through a number of years, reveals, among other things, the fact that rural communities in many parts of the state find continued interest in the use of traveling libraries.

On November 13, 1897, the first traveling library was issued to a farmers' organization. It went to Darby Grange, near West Jefferson. From that date to the present this grange has been a regular patron. It has received in all 25 traveling libraries. Following is the detailed record:

Serial Number of Library.	Date of Issue.	Volumes.
44	November 13, 1897.....	25
227	March 23, 1898.....	25
557	February 3, 1899.....	35
769	September 28, 1899.....	40
1167	March 10, 1900.....	30
1271	July 5, 1900.....	30
1562	November 15, 1900.....	32
2052	August 22, 1901.....	30
2624	March 14, 1902.....	30
2747	June 21, 1902.....	30
2761	July 18, 1902.....	35
3042	October 23, 1902.....	40
3294	January 24, 1903.....	12
3453	March 29, 1903.....	13
3491	May 1, 1903.....	36
3936	October 20, 1903.....	15
4121	December 5, 1903.....	36
4374	March 10, 1904.....	36
4461	May 24, 1904.....	40
5175	January 5, 1905.....	36
5492	June 23, 1905.....	36
6183	December 28, 1905.....	35
6511	July 6, 1906.....	35
7278	December 18, 1906.....	40
7472	May 21, 1907.....	35
Total, 25 traveling libraries.....		787

In 1899, in the same community, was organized the Darby Hills Library Association. It was noticed that the patrons of this association included a number who belonged to the Darby Grange. The Darby Hills Library Association has to its credit the following record:

Serial Number of Library.	Date of Issue.	Volumes.
609	March 30, 1899.....	25
669	July 26, 1899.....	35
939	December 21, 1899.....	35
1298	August 1, 1900.....	30
1824	February 18, 1901.....	30
2076	September 10, 1901.....	30
2715	May 19, 1902.....	25
3128	November 15, 1902.....	36
3492	May 1, 1903.....	40

Serial Number of Library.	Date of Issue.	Volumes.
4068	November 14, 1903.....	40
4462	May 24, 1904.....	36
5176	January 5, 1905.....	36
5491	June 23, 1905.....	36
6184	December 28, 1905.....	35
6510	July 6, 1906.....	35
7683	August 21, 1907.....	40
Total, 16 traveling libraries.....		544

To both of these organizations, composed in part of the same members and in the same community, have been sent an aggregate of forty-one traveling libraries, numbering 1,331 volumes. Here we have a substantial illustration of continued interest and appreciation.

The Blendon Grange, of Westerville, drew its first library January 6, 1901. To date there have been issued to this grange 13 traveling libraries, aggregating 465 volumes. The Board of Education of Crawford township, Wyandot county, drew its first library January 12, 1901. To date there have been issued to it 42 traveling libraries, aggregating 1,215 volumes.

Other specific instances could be given, illustrative of the fact that, while the traveling library department is making new friends, it is holding the old ones.

OHIO LIBRARY ASSOCIATION.

The annual meeting of the Ohio Library Association, held in Columbus, October 15-18, was well attended, and much interest was manifested in the discussion of timely topics.

The addition of the referendum to the county library law was suggested. This would make it possible, on petition, to submit the question of the establishment of a county library to the voters of a county. The hope was frequently expressed that ample provision might be made by the General Assembly for the department of library organization, authorized at its last session. To this end the association has labored for years with zeal and unanimity. It is confidently believed that the organization of this department will mark the beginning of a new era of library development and activity in Ohio.

NEW LIBRARY BUILDING.

The crowded condition of the library has reached a point that demands prompt relief. No other State Library in the United States is crowded into quarters so inadequate and inconvenient. The Crist bill, now pending in the Senate, or some other measure that will provide the needed room, must be enacted if the State Library is to meet, in a measure at all creditable, the increasing demands made upon it.

The library has been fortunate within the past year in securing the services of persons well qualified by training and experience to fill the places of efficient assistants who have gone to other fields. Librarianship, with each year that passes, is becoming more generally recognized as a profession. No library can long succeed with a staff selected on any other basis than that of recognized merit. This is emphatically true of a state library, for reasons too obvious to call for extended specification.

Respectfully submitted,

C. B. GALBREATH,
State Librarian of Ohio.

NOTE:—The list of additions to the library, usually printed in full in the Annual Report, is omitted this year, at the suggestion of the Governor, to reduce expense of publication. Typewritten copies of the list were submitted with the report and have been kept for use in the library.

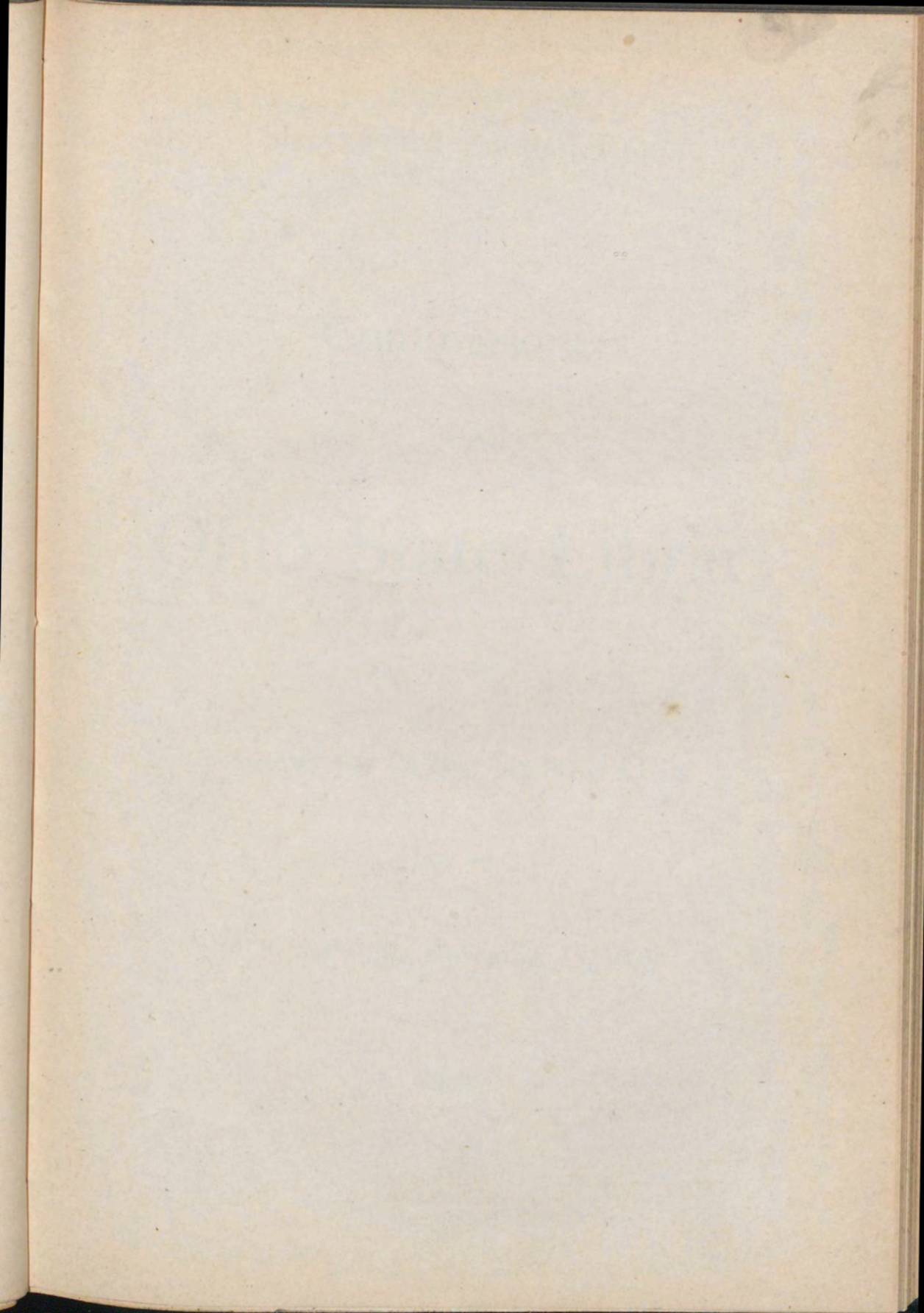
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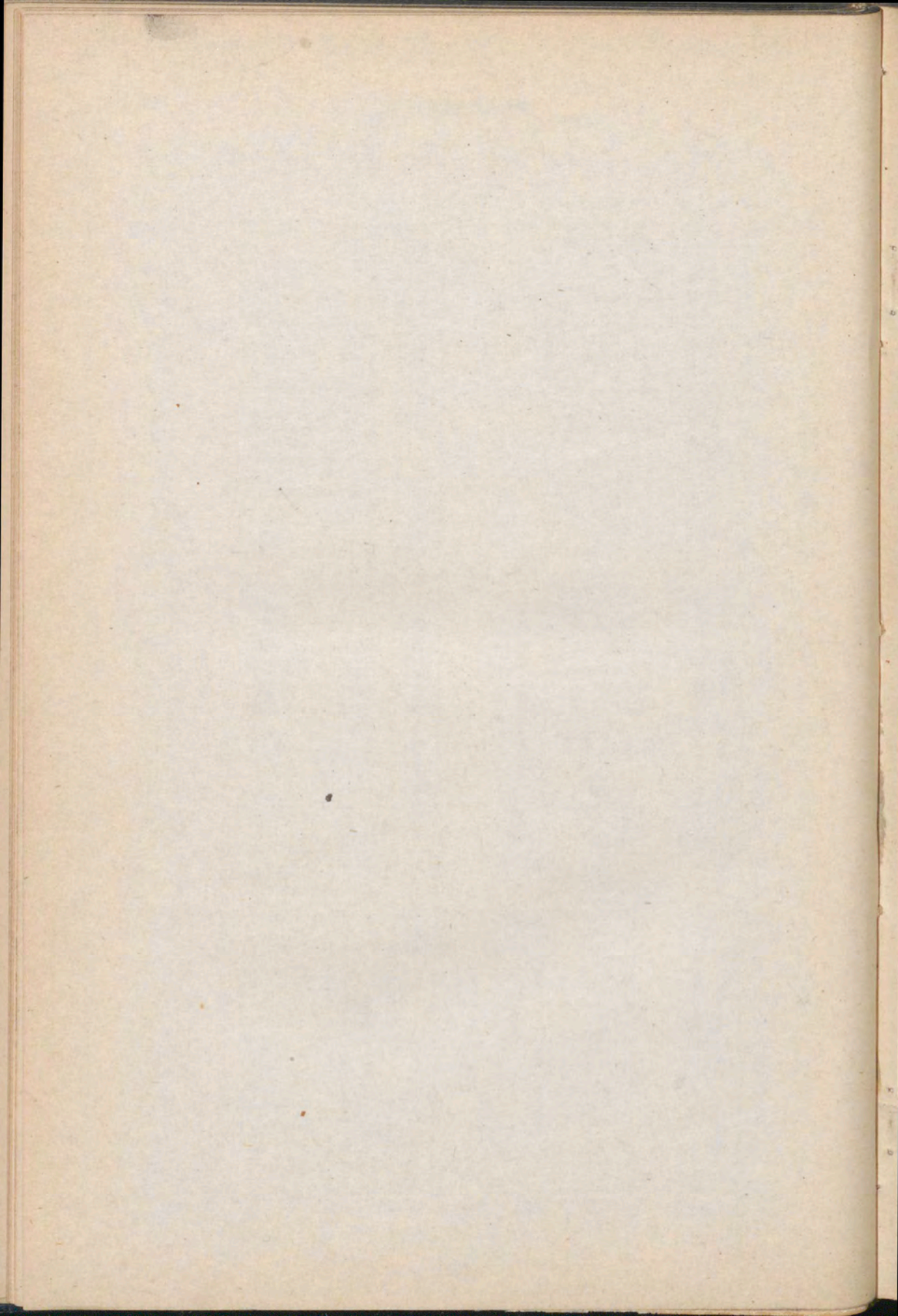
RECEIPTS.

	Books and periodicals.	Traveling libraries.	Librarian's salary.	Asst Librarian's salary.	Stenographer's salary.	Janitor's salary.	Contingent expenses.	Commissioners' expenses.	Document clerk.	Four library assistants.	Carpet, repairs and furniture.	Sec'y Library Commission.
November 16, 1906.....	Balances	\$2,060 81	\$875 00	\$300 00	\$180 00	\$225 00	\$177 87	\$198 05	\$240 00	\$767 50	\$258 99	\$125 00
1906	Appropriations ..	9,600 00	1,500 00	1,200 00	900 00	990 00	1,800 00	500 00	960 00	3,280 00	500 00	500 00
Totals	\$4,252 61	\$11,660 81	\$1,875 00	\$1,500 00	\$1,080 00	\$1,125 00	\$1,977 87	\$698 05	\$1,140 00	\$4,047 50	\$758 99	\$625 00

EXPENDITURES AND BALANCES.

	Books and periodicals.	Traveling libraries.	Librarian's salary.	Asst Librarian's salary.	Stenographer's salary.	Janitor's salary.	Contingent expenses.	Commissioners' expenses.	Document clerk.	Four library assistants.	Carpet, repairs and furniture.	Sec'y Library Commission.
November 16, 1906 to November 16, 1907.....	Expenditures	\$10,053 17	\$1,500 00	\$1,200 00	\$855 00	\$900 00	\$1,651 27	\$488 01	\$860 00	\$3,051 25	\$549 26	\$500 00
November 15, 1907..	Balances	1,697 64	375 00	300 00	225 00	225 00	326 60	210 04	240 00	996 25	206 76	125 00





Sixty-Third Annual Report

OF THE

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Ohio State Library

TO THE

Governor of the State of Ohio

FOR THE

Year Ending November 15, 1908



Springfield, Ohio:
The Springfield Publishing Company,
State Printers.
1909.

Jerrold, Tom. Garden that paid the rent. 1882.

Johnson, Charles. Seed grower; a practical treatise on growing vegetables, flower seeds and bulbs for the market. 1906.

Illustrated.

Kains, M. G. Ginseng; its cultivation, harvesting, marketing and market value. 1904.

A practical working manual to be used in the growing of the ginseng crop. Cultivation of ginseng is on the increase in the United States owing to the enormous consumption in China.

Landreth, Burnet. Market gardening and farm notes. 1903.

Experiences and observations in the garden and field. Of interest to the amateur gardener and truck farmer.

Morse, J. E. New rhubarb culture. 1901.

A complete guide to the dark forcing and field culture; how to prepare and use rhubarb. Illustrated from photographs.

Paine, A. B. Little garden calendar for boys and girls. 1905.

Author has told in simple language a few of the wonders of plant life, and set down certain easy methods of observation, including planting, tending and gathering the harvests from month to month throughout the year. Delightfully written.

Rawson, W. W. Success in market gardening. 1892.

Records of the experiences of a man brought up in the business of market gardening.

Roe, E. P. The home acre. 1886.

Tree planting; fruit trees and grasses; the garden; the vineyard and orchard; the raspberry, the currant, strawberry, and kitchen garden.

————— Play and profit in my garden. 1904.

Story of one man's experience in gardening. Written in an easy, conversational style.

Wythes, George. Book of vegetables. 1902.

Handbook of practical gardening, together with chapters on the history and cookery of vegetables. Well illustrated.

Sixty-Fourth Annual Report

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Ohio State Library

TO THE

Governor of the State of Ohio

FOR THE

Year Ending November 15, 1909.



Springfield Publishing Company,
State Printers.
Springfield, Ohio:
1910.

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BOARD OF LIBRARY COMMISSIONERS.

J. F. McGREW.....	Springfield
CHARLES ORR.....	Cleveland
JOHN McSWEENEY.....	Wooster

STATE LIBRARY STAFF.

GENERAL LIBRARY DEPARTMENT.

C. B. Galbreath	Librarian.
Alice Boardman	Assistant Librarian.
James R. Hale	Document Clerk.
Louise Schoeneweiss	Assistant Secretary and Stenographer.
Alice S. Davis	Library Assistant.
Mary Morris	Library Assistant.
Agnes Nichol	Library Assistant.
Minnie L. Bushfield	Library Assistant.
Emma J. Hollingsworth	Library Assistant.
Edwin H. Trautman	Page.
J. C. Ramsey	Janitor.

DEPARTMENT OF LIBRARY ORGANIZATION.

Mary E. Downey	Library Organizer.
Eleanor E. Ledbetter	Assistant Library Organizer.

TRAVELING LIBRARY DEPARTMENT.

Ida K. Galbreath	Superintendent.
Margaret A. Gramesly	Assistant.
Alice D. McKee	Assistant.
Jennie Z. Corman	Assistant.
Anna M. Long	Assistant.
Agnes Clarke	Assistant.
*Erma J. Moore	Assistant.
John Wilson	Janitor.

*Resigned, May 15th.

NOTE—William Rickman has been employed most of the year as day laborer in the different departments.

Report of the Board of Library Commissioners.

COLUMBUS, OHIO, November 15, 1909.

To His Excellency, Judson Harmon, Governor of Ohio:

We have the honor to submit the sixty-fourth annual report of the Board of Library Commissioners, which is the fourteenth under the library act of 1896.

The General Assembly at its last session, while not granting all that we requested in our estimates for the current year, made substantial additions to previous appropriations for the different departments of the State Library, which enable them to meet the unabated and steadily growing popular demand for books and service. In spite of the fact that nothing has been done to provide needed additional room, and while appropriations for some features of the work have proven inadequate, we are pleased to report that the past year's work has been distinctly the most satisfactory in the history of the library.

With passing years the scope of the work has steadily grown. For administrative convenience it is arranged in three general divisions:

1. The General Library Department.—This includes the documentary and reference works of the library, a large collection of books for the use of individual patrons of the state, and the allotment of documents for exchanges with other libraries. From this department, books, lists of references and in many instances direct information are sent to patrons. It is at once a reference library for state officials and the General Assembly, and the free public library of the entire state. Within the past year it has loaned more books, distributed more exchanges, and performed a greater service by mail than in any previous year.

2. The Traveling Library Department.—The Commission has defined a traveling library as a collection of from twenty-five to fifty books, issued to a reading club, a board of education, a grange, a public library, or an association of citizens, to be kept four months with privilege of renewal. Recently the work of this department has been somewhat extended and smaller collections of books on agriculture are loaned to individual patrons for the period of three months. We are pleased to report for the past year an increase of twenty-six per cent. in the number of books loaned from this department. They have gone to all sections of the state, have been extensively read, and we believe have rendered a substantial educational service.

3. Department of Library Organization.—At the head of this depart-

ment is the library organizer whose duties have been prescribed by the Board, as follows:

To give aid and counsel by correspondence and personal visits to cities, towns and communities proposing to establish libraries.

To assist in reorganizing old libraries according to modern methods, which will ensure greater efficiency and the best results.

To gather statistics of Ohio libraries for the use of the Commission and the guidance and information of trustees and others.

To give advice and assistance in planning library buildings and collect material on this subject for the use of the library board.

To prepare an annual report to the Board of Library Commissioners on the general library conditions of the state.

Since our last report the organizer has visited and inspected many libraries, has aided in the establishment of new libraries, has held district meetings of library workers and has done much to promote library interest in many communities of the state. In order to facilitate the work of this department and do everything in our power to insure its success, an assistant has been employed since July 1st. The work of this department is set forth in the report of the Organizer herewith submitted.

We wish especially to emphasize the need of more room, as stated by the Librarian in his accompanying report. The state should house this valuable collection in a manner in keeping with its worth and its importance to the people of the present and future generations.

In the scope and character of its work the State Library has steadily advanced until it has become an important educational institution, with but few equals among the state libraries of the Union. This gratifying result is due primarily to the good work of faithful assistants and the effective service of the State Librarian, under whose administration the library has attained its present satisfactory condition. We cannot too highly commend his zeal and efficiency.

Respectfully submitted,

J. F. MCGREW,

CHARLES ORR,

JOHN MCSWEENEY,

Board of Library Commissioners.

Report of State Librarian.

COLUMBUS, OHIO, November 15, 1909.

To the Board of Library Commissioners:

GENTLEMEN:—I have the honor to submit to you the report of the State Librarian for the year ending November 15, 1909. Within the past year additions have been made to the library as follows:

	Volumes.
To the Traveling Library Department	4,915
To the General Library Department	3,000
Total	7,915
Withdrawn	39
To replace lost copies	131
	170
Net increase since last report	7,745

The number of volumes in the State Library at the close of last year was 127,198. This, with the net increase for the year, makes a total of 134,943 volumes.

Following a suggestion that this report be reduced in volume, the list of additions to the library is omitted. These books are permanently recorded in the accession registers of the library. The more important items purchased for the General Library are published in the Monthly Bulletin, and it has been thought that the publication of a complete list of additions might be omitted without loss to the library or its patrons.

Among the larger collections added within the year are the following: American History and Encyclopaedia of Music, 9 v.; Works of Henry James, 24 v.; Expositor's Bible, 24 v.; Quarterly Review, v. 54-75, 147-8, 157, 163, 167, 208; Life and Writings of Thomas Paine, 10 v.; Beaux and Belles of England, 28 v.; Authors' Digest, 20 v.; Works issued by the Hakluyt Society, v. 43-100; American Antiquarian, v. 7-19; Great American Lawyers 8 v.; Fynes Moryson's An Itinerary, 4 v.; Hakluytus Posthumus, 20 v.; Hexaglot Bible, 6 v.; Works of George Sand, 20 v.; Journal of the Franklin Institute, v. 4-10, 61-119, 129, 132. The sum still to the credit of the book fund will be in part expended for volumes of magazines indexed by Poole and the Reader's Guide.

CATALOGUING.

The volumes accessioned have been carefully catalogued and considerable progress has been made in the more thorough analysis of the

contents of earlier additions to the library. More trained service is needed for this work. Nothing adds so much to the value of the library for reference purposes as a carefully worked out catalogue with a very liberal supply of analytics and cross-references. This makes readily accessible the material in the library.

The Index of Economic Material in the Documents of Ohio, notice of which was included in a previous report, is now in press and will soon be available for use. The editor, Miss Adelaide R. Hasse, who recently spent some time in the larger libraries of the state, gathering material for the work, assures us that it will be one of the largest and most satisfactory of the volumes that she has thus far compiled in the series for the different states. This will almost wholly obviate the necessity of indexing the Ohio documents. The forthcoming volume will be in itself an index by expert authority to practically everything of value that these documents contain. The state will thus get practically free this work, the preparation of which would have cost it thousands of dollars. As previously explained, it will be published by the Carnegie Institute of Washington.

SENATE AND HOUSE BILLS.

There is in the Library in bound form a fairly complete file of bills introduced in the General Assembly since 1839. Duplicate copies in unbound form have been kept since 1896. Within the past year these have been placed in cases, labeled and arranged for convenient access. A comprehensive index to all the bound volumes would be useful to members of the General Assembly and those interested in the legislative history of the state. The legislator and the student often wish to trace the successive changes that a bill undergoes before it becomes a law. The bills that fail do not wholly lose their interest. Some of them involve principles that are subsequently enacted into law. For obvious reasons it is sometimes profitable to know what has been attempted as well as what has been accomplished in legislation.

SKETCHES OF OHIO LIBRARIES.

This is the title of a publication issued by the Library in 1902. It represents the libraries of the state substantially as they were at the close of the previous year. At that time Andrew Carnegie had made but seven gifts for public library buildings in the state and only four of these, at an expense of \$187,000.00, had been erected. Since then, he has made donations to cities and villages for sixty-five additional library buildings, in all seventy-two, aggregating the vast sum of \$2,437,183.00. Following is the list:

City or Village.	Amount.	City or Village.	Amount.
Akron.....	\$82,000	Kenton.....	\$17,500
Alliance.....	25,000	Lakewood.....	15,000
Ashtabula.....	15,000	Lancaster.....	17,500
Athens.....	30,000	Lebanon.....	10,000
Bellefontaine.....	14,000	Lima.....	34,000
Bellevue.....	10,000	London.....	10,000
Bryan.....	10,000	Lorain.....	30,000
Bucyrus.....	15,500	Mansfield.....	37,000
Cambridge.....	18,000	Marion.....	30,000
Canton.....	60,000	Marysville.....	10,000
Carey.....	8,000	Mentor.....	7,000
Celina.....	12,000	Miamisburg.....	12,500
Chillicothe.....	30,000	Middletown.....	20,000
Cincinnati.....	180,000	North Amherst.....	10,000
Cleveland.....	373,000	Norwalk.....	15,000
Cleveland Heights.....	10,000	Norwood.....	23,000
Clyde.....	12,500	Cberlin.....	150,000
Collinwood.....	17,500	Portsmouth.....	50,000
Columbus.....	200,000	Ravenna.....	10,000
Conneaut.....	25,000	Rockport.....	10,000
Coshocton.....	15,000	Salem.....	17,500
Defiance.....	22,000	Sandusky.....	50,000
Delaware.....	21,500	South Brooklyn.....	11,800
East Cleveland.....	12,500	Steubenville.....	62,000
East Liverpool.....	50,000	Toledo.....	100,000
Eaton.....	10,000	Urbana.....	15,000
Findlay.....	35,000	Warren.....	28,383
Fostoria.....	17,500	Washington C. H.....	15,000
Galion.....	15,000	Wauseon.....	8,000
Gallipolis.....	12,500	Wellston.....	15,000
Geneva.....	10,000	Willoughby.....	12,500
Germantown.....	10,000	Wilmington.....	12,500
Glenville.....	15,000	Wooster.....	15,000
Greenville.....	25,000	Xenia.....	23,500
Jackson.....	10,000	Youngstown.....	50,000
Kent.....	11,500	Zanesville.....	52,500

The foregoing list does not include all of Mr. Carnegie's gifts in Ohio for library purposes. Among other donations are \$20,000.00 to Otterbein University for a library building at Westerville, \$40,000.00 to Miami University for a library building at Oxford, and \$100,000.00 as an endowment for the Library School of the Western Reserve University, at Cleveland.

Nor has the progress of the intervening years been measured by the gifts of Mr. Carnegie alone. Municipalities, boards of education and institutions of learning have made more ample provisions for the support of their library. As a natural result the service of these libraries has steadily and rapidly grown and a detailed record of the work to date should be written.

Very naturally the great cities of the state were first to seek a rational solution of the library problem. Ten years ago the libraries of the five largest cities of the state were well organized and doing good work under substantially the same administrations that we find today. In each new methods have been introduced and the library staff has been strengthened. We should not expect here, however, the rapid proportional growth to be found in new fields of library activity; and

yet in the libraries of these cities the number of volumes rose from 535,615 to 989,520, an increase of 453,905 or 84 per cent. In the same cities the circulation rose from 1,920,501 volumes to 4,799,142 volumes, an increase of 2,878,641 volumes, or 150 per cent. Branch libraries, delivery stations, traveling libraries, children's rooms, the story hour, the bulletin board, trained service, and modern methods have done wonders to extend the use of books and cultivate a taste for reading.

In the smaller cities and villages, while the library privileges are still inadequate, commendable progress has been made. New libraries have been established, subscription libraries have been converted into free public libraries, and per cents cannot measure the improvement in buildings and equipment.

Improved library conditions and an increased demand for information relative to what has been accomplished in different communities call for a new edition of "Sketches of Ohio Libraries." This is now in course of preparation and will soon be ready for the press.

GENERAL LIBRARY.

There has been a notable increase of patronage in the General Library since our last report; 785 new patrons have taken out borrowers' cards. There was a gain in circulation of 1,373. An increase more marked is noted in requests by mail for information and reading lists on various subjects. With each passing year more ample provision should be made for investigation and special reference work.

NEWSPAPER CLIPPINGS.

For the past few years the library has patronized a newspaper clipping bureau and has added two selections from this source, pamphlets and excerpts gathered from other sources. The Traveling Library Department has collections on eight hundred different topics, while the General Library Department has 23 volumes, aggregating 5,049 pages of bound clippings and a collection in unbound form that an assistant is now arranging for reference use. These are carefully indexed. The arrangement of such materials for ready reference use has attracted much attention within recent years, and will certainly become one of the important features of the work of all reference libraries.

TRAVELING LIBRARY DEPARTMENT.

The records of this department speak for themselves. Within the year 1,222 traveling libraries, aggregating 54,334 volumes, were sent to 786 communities. These libraries were distributed, as follows:

To women's clubs	207 libraries.
To schools	571 libraries.
To granges	82 libraries.
To libraries	108 libraries.
To independent study clubs.....	128 libraries.
To religious organizations.....	87 libraries.
To men's clubs	21 libraries.
To W. C. T. U.....	18 libraries.
Total	1,222 libraries.

There were also issued from the department to individual patrons 1,505 volumes. Three hundred and ninety of these were books on agriculture, issued in collections of five volumes each, for a period of three months. These went to seventy-five different patrons. This arrangement is devised to aid those desiring to make a serious study of this subject. The total issues for the year therefore aggregate 55,839 volumes. This is an increase of 191 traveling libraries, and 11,839 volumes over the report of last year.

At the end of the year the resources of this department are practically exhausted and a number of requests cannot be filled for the lack of books. It will be necessary to have increased appropriation for the purchase of books to meet the rapidly growing demand.

A statistical table of the work of this department, together with some comparative statistics from a recent Bulletin of the U. S. Bureau of Education, will be appended to this report.

LIBRARY AND SCHOOL—CO-OPERATION.

Interest in the library movement was never more active throughout the state, and there is growing appreciation of the fact that the public library is an important and beneficent agency in our system of popular education. A closer and more effective co-operation is developing between the library and the school. The committee of the Ohio Library Association on the Relation of the Library and the School this year arranged for addresses on library work before a number of county teachers' institutes and the Ohio State Teachers' Association. To the extent of its ability to do so, the State Library assisted in this work. In twenty-six counties of the state the teachers heard representatives of the Association speak on the theme of library extension through co-operation with schools. From a number of these counties come encouraging reports of the work. The growth of interest is revealed in the correspondence of the State Library, especially in requests for the loan of traveling libraries.

At all the institutes visited there was apparent a disposition on the part of teachers to welcome most cordially the representatives of the library interests of the state, and to consider favorably any practical proposition to place within reach of the schools an ample supply of

good books. The importance of collateral reading and the cultivation of a taste for good literature, it was observed, was the theme of much of the regular instruction in these institutes. In Ohio there is certainly among the teachers and prominent educators a growing appreciation of the modern public library.

We are under obligations to Miss Esther Straus, chairman of the Ohio Library Association committee on the Relation of Library and School, for the following list of counties in which the teachers' institutes were addressed by a library representative, with place of meeting, speaker and date.

County.	Place.	O. L. A. Speaker.	Date.
Adams	Winchester	Esther Straus.....	Aug. 24.
Ashtabula	Jefferson	C. B. Galbreath	Sept. 3
Butler	Hamilton	Esther Straus.....	Aug. 31.
Clark	Springfield	Mary Ely	Aug. 25.
Clinton	Wilmington	Esther Straus.....	Aug. 23.
Cuyahoga	Cleveland	C. B. Galbreath	Sept. 2.
Fairfield	Lancaster	Mary E. Downey.....	Aug. 24.
Franklin	Columbus	C. B. Galbreath	Aug. 24.
		Mary E. Downey.....	Aug. 26.
Hamilton.....	Cincinnati	Esther Straus.....	Sept. 1.
Hocking	Logan	Eleanor Ledbetter....	Aug. 26.
Holmes	Millersburg	C. B. Galbreath	Aug. 26.
Licking	Newark	C. B. Galbreath	Aug. 24.
Medina.....	Medina	Effi Power.....	Aug. 24.
Montgomery	Dayton	Mary Ely	Aug. 18.
Muskingum	Zanesville	C. B. Galbreath	Aug. 30.
Perry	Somerset	C. B. Galbreath	Aug. 19.
Pickaway.....	Circleville	Mary E. Downey.....	Aug. 25.
Richland	Mansfield	C. B. Galbreath	Aug. 16.
Ross	Chillicothe.....	B. E. Stevenson.....	Sept. 1 and 3.
Tuscarawas	New Philadelphia	Eleanor Ledbetter....	Aug. 24.
Union.....	Marysville	C. B. Galbreath	Aug. 23.
Vinton	McArthur	C. B. Galbreath	Aug. 17.
Warren	Lebanon	Esther Straus.....	Aug. 18.
Washington.....	Marietta	Willia Cotton	
Wayne	Wooster.....	C. B. Galbreath	Aug. 25
Wyandot	Upper Sandusky	Mary E. Downey.....	Aug. 20.

C. B. Galbreath addressed the Ohio State Teachers' Association, on "The Library Movement in Ohio," at Put-in-Bay, June 30th.

LIBRARY SCHOOLS.

While the state does not financially support a library school, many Ohio library workers have had the advantages of such schools. Thirteen of these attended the summer school at Chautauqua, while sixteen are at present enrolled in the Library School of the Western Reserve University of Cleveland. There is an increasing demand for trained help in the libraries of the state. It is fortunate that those desiring to enter upon the profession find schools so readily accessible.

LEGISLATIVE REFERENCE WORK.

There is a growing demand for specialization in library work. This has led in many states and a few municipalities to the creation of legislative reference departments. The primary object of these departments is to collect and systematically arrange materials for the information and use of members of the law-making body. Suppose, for instance, that the "initiative and referendum" is up for the consideration of the general assembly, or that the "public ownership of electric lights" is proposed in the city council. In either case it would become the duty of the legislative reference department to make thorough research and arrange all available information on these subjects for the use of the representatives of the people. Obviously such a service would conduce to the intelligent consideration of these subjects.

What interests the law-making bodies of the land interests the whole people. The legislative reference department, properly conducted, becomes a general information bureau on all questions of current and prospective legislation. Through the publication of bulletins, its service may be extended to the entire constituency from which it derives its support.

On the following pages the need of a legislative reference department for Ohio is set forth in three addresses delivered before the Ohio State Board of Commerce, November 12, 1909.

NEED OF A LEGISLATIVE REFERENCE DEPARTMENT FOR THE
MEMBERS OF THE GENERAL ASSEMBLY.

By Hon. H. W. CRIST.

There can be no question that there has come to be a rather widespread distrust of legislatures. Hasty and ill conceived legislation, together with too great a subservience on the part of legislators to special interests on some occasions, may largely account for it. Legislative bodies have been hedged about with restrictions of various kinds, and every attempted increase of their power is looked upon with suspicion. It was this feeling which was at the bottom of practically all of the opposition to the taxation amendment submitted last fall, in which your body had an especial interest. It accounts, too, for the movement in behalf of such radical changes in our form of government as is sought in the Initiative and Referendum.

It would seem, if we are to preserve our present system, that the proper thing to do is to use every endeavor to increase the efficiency of the legislature and render it less susceptible to the influences of the professional lobbyist. It is directly in line with this purpose that a legislative reference library service is proposed. While efforts are constantly being made to remedy some recognized evil or promote some public benefit through legislation, this measure is directed towards the

improvement of all legislation by increasing the practical working efficiency of the legislature itself. It seeks to provide a readier means of information with regard to all matters of proposed legislation than is ordinarily available to the legislator.

There is really nothing new in the proposition itself. As is well known, the original purpose of our state and national libraries was to render assistance to the various departments of the government. In the effort to give them a wider usefulness, however, commendable indeed, in itself, the primary object would seem, in a measure, to have been lost sight of.

No criticism is intended on the libraries themselves. Their policy, in the nature of the case, has been under the control of the legislature; and if they have not been of the highest degree of usefulness to the legislatures of which they may be capable, the legislatures alone are responsible. Our own state library has collected thousands of volumes and valuable documents and has been of inestimable service to the people of the state. In addition to this there are now many other libraries and repositories of information which are available to the legislator as well as anyone else who may wish to use them. I can testify, moreover, that our own state librarian, during the years I have been connected with the General Assembly, has given much attention to the specific needs of the legislature itself, in so far as he could within the general scope of his duties. Valuable bibliographies on some of the leading subjects involved in pending legislation have been prepared and much assistance rendered to individual members in their investigation of matters in which they were especially interested.

Anyone, however, who has had some practical experience in a legislative body and has been well nigh appalled at the multitude of measures on which he is supposed to form an intelligent opinion, has, I am sure, had an almost over-powering sense of the need of some disinterested department or agency to which he could turn for assistance, and upon which he could rely with confidence. This is not a mere desire, as some might imagine, to shift responsibility to some one else or to have some other person do his thinking for him. Consider the situation for a moment.

The average legislator, despite the cheap jokes of the newspaper wit and distrustful constituent, is a man of at least average intelligence, honesty and common sense; and in many cases he is above it. Most of them have been reasonably successful in the various occupations which they represent. Each of them probably enters on his term of service with some particular pet measure in mind, and fairly well defined opinions on others which have been topics of current discussion and which he knows will be up for consideration. As the session progresses, however, he is confronted with bills bearing on almost every conceivable topic of human interest, many of them matters to which he had never before given the slightest consideration. Even though he be an expert

along some particular line, he is as helpless as any of the others regarding the vast majority of the questions presented. In the session of 1908, which was of about the average length, there was an aggregate of 1,970 bills introduced in both houses. They concerned railroads, municipal bonds, oil wells, taxation, tuberculosis, vinegar, ragweed, and practically everything else that could be thought of. While all legislators may not be towering examples of industry during the period of their service, it is beyond human reason that any one of them, no matter how conscientiously he might apply himself, could independently investigate all matters presented, and form, unassisted, an intelligent opinion upon them. The practice, as is well known, is to refer the various bills to committees where they are considered and, if approved by the committee, referred back to the original body for further action. The bills coming before the various committees, however, are so numerous in each case that even if the legislator were relieved from responsibility for any except those referred to his own committees, he still has a heavy burden on his shoulders. He is absolutely compelled to rely, in a great many cases, on the judgment of some fellow member who has investigated measures to which he has been unable to give the proper amount of attention. He is almost sure to find that he has not so much as read over many of the bills, even when they have come for their third reading.

I have been speaking as though the legislator were dependent on his own resources and left to grope his way alone in the maze of pending legislation. Anyone knows, however, that this is far from being the case. Plenty of assistance is, in reality, always at hand. In fact the legislator has great difficulty, most of the time, to keep from being assisted, whether he wishes it or not. The character of the assistance offered, however, has been of such a kind, in so many instances, as to bring the whole business of assisting legislators into more or less of disrepute. And the fact that the assistance has been accepted has served likewise to put the legislatures themselves in something of the same position. The average legislator is no match for the trained lobbyist who is seeking some favor or opposing some remedial measure which contravenes the selfish interests of his clients.

It is a common impression that lobbying ordinarily involves the use of corrupt methods and practices, and that its principal efforts are directed towards the venal legislator. No one denies that this is so in some instances, but in the great majority of cases it is not true. The lobbyist appears before committees in a perfectly legitimate manner. He is usually an expert in his line and has been employed by reason of his exceptional ability. He presents facts and arguments, both in public hearings and in private conversation, to which, though they may be altogether specious, the one to whom they are presented is usually unable to offer a reasonable answer. Many times, it is true, there will be some other member of the "third house" to present the opposing

side; and in such instances the legislator sits in a sort of judicial capacity. Oftentimes, however, when there has been no special agitation of a matter, the lobbyist will have his way unopposed; and it is not at all strange if, under such circumstances, the legislator falls under his influence completely and yields to his apparently plausible arguments.

The business of lobbying is, in itself, an altogether respectable and legitimate one if it be conducted in a legitimate manner. Every effort to prevent it has been and always will be futile. No one should seek to bar any person from presenting to a legislative body such considerations as he may wish to urge either for or against proposed legislative measures. The real remedy lies in bringing within the reach of the legislator ample information which is readily available and which can be implicitly relied upon as not emanating from some interest which is to be either harmed or benefited by a measure proposed.

That this purpose can be effectively accomplished has been demonstrated in the experience of several states which have already established as a distinct department of state library service, their so called legislative reference libraries. The most notable instance, perhaps, is that of Wisconsin, where the department is under the able direction of Dr. Charles McCarthy. In an address delivered before this body at one of its former meetings by Mr. Galbreath, Dr. McCarthy's own statement as to what should be the character of a library of this kind is quoted; and it would, perhaps, be superfluous for me to give again his statement in full. In brief, however, in addition to having a trained librarian and indexer who devotes his entire time to the department, together with a large library readily available, it is sought to gather all the information that can have any bearing on matters of proposed legislation, and to put it in such form that it shall be readily accessible when it is needed. Dr. McCarthy started his department by organizing a clipping bureau. Books are generally behind the times and legislators, moreover, have no time to read them. References to such parts of them, however, as may be useful, should be readily available. Much of the material gathered consists of documents, pamphlets, clippings, magazine articles, letters, special messages, political platforms, in fact anything that may be of use on any subject of legislation that may be pending. All this material is carefully classified and indexed. One very important part of the work is to secure, in so far as possible, all the laws of other states, together with unbiased opinions as to their workings; also the experiences of other states regarding measures proposed in our own. I recall one instance in the session of our General Assembly last winter, where a committee recommended for passage a measure which was practically an exact copy of the law of another state; yet, in this other state, the measure, after having been on the statute books for a number of years, had been repealed, by reason of its failing wholly to accomplish its purpose, only a few days before it

was recommended for passage in our own. This fact was not known, however, to any member of the committee which reported it. It is quite possible that the measure may have been all right for our own state, but the experience of the other one should certainly have been known.

The Wisconsin department was established in 1901, and it has demonstrated its usefulness so effectively that it has received constantly increasing appropriations from the legislature. Since then similar departments have been organized in Alabama, California, Indiana, Michigan, Nebraska, North Dakota, South Dakota, Connecticut, Texas, Rhode Island, Washington, Pennsylvania and New York. The city of Baltimore has established a municipal department of a similar character, and the matter is being agitated in a number of other states and municipalities. Not all of these departments follow the same method, but their purpose is the same.

I can think of no objection which could be urged to the establishment of a department of this kind, except the matter of the expense which would be involved; but, considering the benefit to be derived, the expense is surprisingly small. A large part of the material to be gathered costs absolutely nothing, and all that is needed is some one to gather it. It might be said that the work could be carried on by our present state library without the creation of an additional department. As was previously stated, however, our present state librarian has sought, insofar as he could with the means at his command, to render such assistance of this character as was possible; yet there is no provision in our statutes for a work of this kind, and I think it is readily apparent to anyone that it should be made a distinct department in itself. We already have a good state library and an amply equipped law library, both easily accessible. The work of gathering the public documents, reports, bulletins, etc., of other states, and of classifying and indexing them, has been largely anticipated. As compared with the amounts expended on the libraries of other states, the appropriations for our own have been exceedingly small. It is estimated, moreover, that between three and four thousand dollars would be amply sufficient to enable this additional work to be carried on thoroughly and effectively. Surely such a sum as this should not stand in the way of a measure which both the experience of other states and the logic of our own reason would indicate to be of inestimable benefit to the people of the commonwealth in the way of saner and more intelligent legislation. The Wisconsin legislature deem it of such value that last year they appropriated fifteen thousand dollars for their department, though they started with but fifteen hundred. Connecticut receives five thousand. The city of Baltimore itself appropriates upwards of four thousand. There is no reason why Ohio should begrudge an even lesser sum than these.

A year ago last winter, during the second session of the Seventy-

Seventh General Assembly, a measure providing for a legislative reference library service was introduced in the Senate by Mr. Hypes. It passed that body with scarcely any opposition, and later was favorably recommended by the Libraries Committee of the House. The session adjourned, however, before it had time to be considered. Earlier in the session a similar measure was introduced in the House by Mr. Stockwell, but failed of passage. The failure was due, I think, to the fact that the importance of the matter had not been sufficiently agitated. It is believed that if the attention is given to this measure that is ordinarily necessary to secure consideration of any matter of proposed legislation there would be little difficulty in securing favorable action at the hands of the General Assembly.

No one is foolish enough to suppose that it would be a panacea for all the evils at present inhering in legislation and legislatures. It offers no remedy for enactments secured through the corrupt practices and shady arts of the unconscionable lobbyist, except in so far as these practices consist in misrepresentations and distortions of facts, though presented in a legitimate manner. It will not insure the election of honest, capable men to the legislature or necessitate a proper degree of industry when they are there. These things must always be taken care of by the people themselves. But it is confidently believed that it would greatly aid in increasing the general efficiency of the legislative body, rendering it less susceptible to the domination of selfish interests, and thereby in restoring the waning confidence of the people.

Your organization has been in the past, and now is, actively interested in promoting legislation which the collective experience of your members, both as citizens and business men, has demonstrated to be necessary. While the measure under discussion possibly may not be of as great importance as some others which have engaged your attention, still it is to be hoped that it may appeal to you as one which is worthy not only your endorsement, but some active effort on your part. Indirectly it will materially assist in securing the enactment of every other measure championed by you which is actually deserving of recognition in the law of our state.

DISCUSSION.

By C. B. GALBREATH.

More and more we are appreciating the trite truism that ours is an age of specialization. We see this in every department of industry and investigation. As has been said, there is nothing new in legislative reference work, its aims and its purposes. It is simply the evolution and specialization of an original function of the state library. When Governor Thomas Worthington used a part of his contingent fund to purchase the first books that went into the state library, he declared

that he did this to place "within the reach of the representatives of the people such information as will aid them in the discharge of the important duties that they are delegated to perform." That is the purpose of legislative reference work today—to aid the members of the General Assembly in the "discharge of the important duties which they are delegated to perform."

The state library, in response to popular demand, has outgrown its original purpose. It is more than a reference library for officials—it is the free public library of the state, and its service extends to every county in Ohio. It loans traveling libraries to distant communities; it sends books daily by mail and express to individual patrons; it provides personal assistance for towns and cities establishing or reorganizing public libraries. And all this work, with its multiplicity of detail and correspondence, is administered by direction of the board of library commissioners under the immediate supervision of the state librarian. The state library has something to do for every working day of the year, but is more than willing that ampler provision shall be made for the realization of its original purpose through specialization in legislative reference work.

As Mr. Crist has kindly said, the state library has already made some contribution to this work. It has built up a collection of books with special reference to the needs of the members of the General Assembly; it has published reference lists for their use, and has indexed periodicals and documents and newspaper clippings on subjects of current legislative interest. But this is suggestive only of what would be accomplished with provision for a legislative reference department.

What would be done with such a department? How could it be made useful? Mr. Crist, I think, has answered this question. Obviously it should be placed under the direction of a person fitted by nature, training and experience for this special work—one who will make the members of the General Assembly his clients and guard sacredly the confidences committed to his care; who is acquainted with the sources of information and knows how to arrange them for ready reference; who is versed in constitutional history, the science of government and the details of legislative procedure. In short, he should be all that is included in the comprehensive title of his office—a legislative reference librarian.

Such a servant would find much to do in Ohio. In the first place, he would have thoroughly indexed in one alphabet the bills that have been introduced into both branches of our General Assembly. A measurably complete file of these has been kept since 1839. A member about to introduce a bill is interested in what has already been attempted along the same line. Such an index would supply the information, and once made could be easily kept up to date.

Material would be collected on important questions to be consid-

ered at the coming session of the General Assembly. In other words, its interests should be anticipated. It is reasonably certain, for instance, that legislators will be interested in the subjects of taxation, canals, prison management, the abolition of capital punishment and the management of the benevolent institutions of the state. The first four have been considered in other years, while the last, if newspaper accounts are to be credited, is about to receive, for the first time in the history of the state, attention commensurate with its importance. The legislative reference librarian would diligently collect all available data relating to these important subjects, and open a general information bureau for the members of the legislature.

He would establish close and friendly relations with each department of the state government and all the state institutions, to the end that he might utilize promptly, for the benefit of his patrons, these sources of information.

When the session of the General Assembly opens he would be ready with his assistants to aid in the preparation of bills, to draft bills when requested to do so, to collect and transcribe statistics and other data for the use of members in the discussion of measures and the formulation of reports. Every bill, as soon as it is introduced, should be made the subject of investigation and study by the legislative reference department. The introduction of an important measure should be a signal to collect from libraries and every other available source whatever may throw light on the need, utility and expediency of the proposed legislation. Subject to intelligent scrutiny, legislation would take on better form, and there would be less occasion for codifying commissions to make it grammatical, consistent and intelligible.

When the session is ended, the results of its work, including bills, reports of special committees, addresses and hearings in manuscript and printed form, together with comment from the press, should be filed permanently and indexed for future reference. The work of such a department is cumulative, and its records increase in value with each advancing year.

It is needless to observe that if all is well done that Mr. Crist and I have briefly outlined, the legislative reference librarian will have plenty to do. He will not have time to spend his summers abroad, make extended lecture tours through the country or hold down a chair in a college or university. His abiding place will be the state capitol, where he should be at home to the members of the General Assembly at least three hundred days in the year.

As Mr. Crist has explained, and as I intimated in a more extended address before this body two years ago, the chief objection to the legislative reference department will be that it will cost money. But this is answered in a measure by the fact that wherever this work has been established in state or municipality it has actually saved many times

its cost. We confidently predict that if established in Ohio it will perpetuate itself through its saving power and demonstrated merit.

DISCUSSION.

By JOHN A. LAPP, Librarian of the Legislative Reference Department of Indiana.

I am pleased indeed to have the privilege of following Mr. Galbreath and Mr. Crist upon the subject of legislative reference libraries from the standpoint of what we have done in Indiana. The legislative reference department was established in the Indiana State Library before the session of 1907. Although limited in means, it demonstrated its usefulness so effectively during that session that the legislature established a permanent department with a substantial appropriation for its special work. This appropriation, amounting to four thousand dollars annually, has been fairly adequate for the needs of the department up to this time. The expansion of the work will require some increase in the future, but effective work can be done on an appropriation of four to six thousand dollars.

The department at Madison, Wis., which is working on an extensive scale, uses approximately fifteen thousand dollars annually, though this includes the hire of several expert draughtsmen during the long session of the legislature.

The state library in Indiana is the central reference library for the state, as your state library is in Ohio. The legislative reference department is established in the state library. We have the use of all the reference books and documents of the state library, and are thus relieved of the expense of duplication except in the purchase of volumes which we deem of special importance. This is an economical arrangement. We are thus enabled to use practically all of our appropriation for the services of specially trained workers.

The test of legislative reference is in the extent to which it is used. Valuable material and expert service can do little if the legislators do not avail themselves of their use. In Indiana we have found that the legislators do avail themselves of the services of the department and are cordial in their support of it. In the last session practically every one of the one hundred and fifty members used the department in one way or another. Fully one hundred of these had practically all of their special reference and legal work done through the department. In this connection I might add that in addition to reference work we do work in the preparation of bills for members under their direction. Judged by the test of actual use by the legislators, this work has been a pronounced success in Indiana. The members, and especially the chairmen of the committees, will testify to the actual use of the department.

Legislation is the most difficult of the processes of government,

for every other process must depend on it. And yet, less attention has been given to it by experts in government than to any process. It is appalling that vital legislation is not based upon careful investigation of the underlying principles and facts. We frequently have examples of laws being enacted long after similar laws have been tried and found useless or unconstitutional in some other place. Such a condition should not exist. Let us refer to the familiar methods of the courts for comparison. When a case is to be decided, every precedent which can be found anywhere is examined to determine whether any light can be shed upon the subject at issue either directly or indirectly. Everything is examined and upon the basis of determined law and precedent the judges give their decision. A judge would not dare to base his decision upon his own unsupported judgment. He builds upon all that has gone before. The legislature, gentlemen, does nothing of the kind and can do nothing of the kind until you give them the facilities for doing it. A few measures are well considered, but it is safe to say that out of the thousands of bills which are introduced scarcely any receive careful investigation before their introduction, and the rush of work during the session makes careful consideration of the larger part impossible. A legislative reference department helps to prevent this condition by bringing together all the available information and precedents of your own and other states, and by scientifically aiding the legislators in digesting and interpreting this material and in the preparation of measures and arguments. It may be an ideal in legislation to hope that the same care will ever be given in the preparation of bills and enactment of laws that is now given in making a court decision, but it is an ideal toward which we can work and a legislative reference department will help powerfully toward that ideal.

Recently a prominent official of an eastern state, in opposing a legislative reference department, said that his state has no need of such a department, that it was sufficient unto itself in matters of legislation and could learn nothing from other states. This position is, of course, a provincial absurdity. It is true that no state can literally follow another in details of legislation, but the principles upon which laws are founded are the same everywhere. The enlightened statesman wants to know what exists elsewhere so that he may choose what is good and amend it if necessary to fit local conditions. It is the province of the legislative reference department to aid the busy legislators in this work. We follow the course of legislation throughout this and many other countries. Long before the session of the legislature opens we have anticipated the possible lines of work. It is a significant fact that before the session of 1909 opened more than half of the senators and representatives had used the department in making their investigations. To illustrate how the department works by a concrete case. Last year it was known that a uniform public accounting law would be proposed. We im-

mediately began gathering material through inquiries all over the country. This material was placed in the hands of the men who were working on the bill. We found that your state had the best and most complete law of any state. With that as a basis a bill was drafted following your law closely, making only such changes as the operation of the law had shown to be advisable. As a result, the law of Indiana is now about such a law as Ohio would adopt if it were to be re-enacted. Indiana's experience will disclose some further defects, and other states will profit thereby. It would be folly for any state now to enact a uniform accounting law without building on the experience of Ohio and Indiana. Examples might be given without end, of the practical work of the department.

The legislative reference movement has spread rapidly since Wisconsin established a department in 1901. New York, California, Nebraska, North Dakota, Texas, Connecticut, Rhode Island, Pennsylvania and Michigan have established special departments, while the state libraries of many other states are taking up the work in a more general way as their resources permit. Your own state library has done much in this respect, but your state librarian and his force cannot be expected to go into detailed legislative reference work. They are already burdened with the general work of the library. Legislative reference work requires the persistent attention all the time of a force of especially trained assistants and investigators. During the last session we had seven people working to the limit all the time on legislative matters. This illustrates in another way the extent to which the department was used.

Recently I had the privilege of attending a meeting of the special libraries association in New York. It was shown at that meeting that many special libraries are maintained at great expense by firms and corporations in order to aid their business. One manufacturing corporation maintains a library for its special use which requires eight assistants. Surely if the special library is proven by private business to be of such great value for the specific purposes of a single line of work, how much more valuable would it be for the state with all its diverse and vital interests. Private business treats the special library as a business asset. Public business finds it equally an asset for the public good. Its efficiency has already been proven. You will make no mistake in Ohio if you establish such a library on a sound, efficient, and non-political basis. I hope that your state will establish such a library not only for the good which the state of Ohio will derive from it, but also for its advantage to us and to other states as a medium of information through which we may learn about your laws and your special problems.

In the close co-operation among the states which can be secured through legislative reference departments great good will come to all the citizens of all the states.

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THE GREATEST NEED OF THE LIBRARY.

In conclusion, the most vital need of the state library is once more presented for consideration. It would seem trite and superfluous to state that a reasonable amount of room is necessary to the proper care and administration of a library. In 1896, when the state library was

placed under the control of the Board of Library Commissioners, there were on its shelves 47,115 volumes. The need of more room was then recognized by the board. This number of volumes has been increased until now there are in all departments 134,943 volumes. The condition that this increase has forced upon the library can perhaps be fully appreciated only by those who have had to do with the administration of such a department, but anyone even casually interested must understand that the lack of room seriously impedes the work and growth of the library. In every room shelves filled with books reach from floor to ceiling. The traveling library department, with over fifty-three thousand volumes, is crowded into two rooms twenty-three feet high, with floor space of thirty-two by nineteen feet and thirty-six by twenty-two feet, respectively. This affords less space than is to be found in the basement of more than one Carnegie building in the state. These rooms, on the third floor of the capitol building, have communication with the basement by means of a hand elevator, up and down which more than twelve hundred boxes of books are carried every year. Connecting the traveling library department with the main library are two document and newspaper rooms, each thirteen feet high, with floor space of twenty-four by twenty feet. On the lower floor opposite is a room fifteen feet high, with floor space twenty-six by fifteen feet. This was originally intended as a passageway and packing room. It is now also used for the purpose of a lavatory, and is so crowded with books and newspapers that it serves most unsatisfactorily its original purpose. Immediately over this room is a room occupied by the assistant in charge of the documents. There is no light except from artificial sources. The wall space is packed with books and documents to the depth of two feet. Beyond this, on the same floor, is a room twelve feet high, with floor space thirty-one by fifteen feet, occupied by the U. S. Government documents. The stacks are only two feet apart. Below this is the office of the State Librarian. Shelves on all sides of this room are filled with books and newspaper files. The floor space actually available for office purposes is sixteen by eleven feet. Frequent reference to these books and papers seriously interferes with the work for which this room was intended.

The main, or reading, room is thirty-five feet high, with floor space eighty-two by fifty-five feet. In such a room, designed for a state library, the conditions should be ideal for reference work and study. In it should be the reference librarian and assistants. It should communicate with small separate rooms for special research work. Rooms properly equipped should also be provided for collating, accessioning and cataloguing. Such arrangement is impossible in the state library under existing conditions. All this work is thrown into this one room. Here visitors, patrons and those who have business to transact with the library come. With the most careful management there is necessarily confusion and interruption in the work.

About half of the entire space allotted to the library is dependent upon artificial light. Into these two rooms are crowded over 134,000 volumes, and under these conditions the staff must work to provide as best they may the service that citizens in these progressive times have a right to expect from their state library. No other large library in the state and no other state library in the Union is crowded into quarters so inadequate.

Members of the General Assembly have appreciated this pressing need of the library. At the session of 1908 an effort was made to provide relief. Plans for the enlargement of the capitol building on its present site were strongly opposed. Representatives of the capital city insisted that no further encroachments should be made on the state house grounds. Members of the General Assembly from other sections of the state as strenuously protested against the purchase of a new site for a building to meet the needs of many of the state departments. The conflict of these interests brought to naught the effort to secure additional room for the state library.

The inevitable result of this condition of affairs is that the state has been compelled to enter upon the policy of renting rooms in many parts of the city to accommodate its different departments.

The state library must be kept together, and it must be kept in or near the capitol building. That is the definite and almost unanimous opinion of committees that have considered this subject. The creation of a legislative reference department will more firmly fix this conclusion. In view of this fact, the proposition to erect on a site near the state capitol an educational building sufficiently large to accommodate the State Commissioner of Common Schools, Ohio State Archaeological and Historical Society and the state library seems to be the most fitting and feasible plan of relief. It is in line with what has been done in other states. New York is erecting such a building on a site purchased for \$400,000. The building, when completed, will rival the library of Congress. The state library of Connecticut is to be accommodated in the supreme court building, that is to cost \$1,000,000, while many other states have recently erected well-equipped modern buildings for their libraries. In this report reference has been made to gifts from Mr. Carnegie for library buildings in Ohio, aggregating about two and one-half million dollars. A state educational building in Ohio would be in keeping with the progressive spirit of the times.

It is not our purpose here to ask for such a building or to obtrude personal preferences for any specific plans. It is a plain duty, however, to draw attention to the fact that a crisis has come in the growth of the state library. We have come to the limit of temporary expedients. If the progress of recent years is to be maintained, additional and suitable room must promptly be provided.

Finally, I wish to thank personally all who have loyally assisted in

the work. Gentlemen of the Board, they have helped to carry out your plans and policies, and to make this, as you have declared it to be, the most successful year in the history of the library.

Respectfully submitted,

C. B. GALBREATH,
State Librarian.

STATISTICS.
The Summary of the Work of the Traveling Library Department Indicates the Growth of the System
and the Class of Patrons.

Libraries have been issued from the Traveling Library Department as follows:

Year Ending November 15.	1896.	1897.	1898.	1899.	1900.	1901.	1902.	1903.	1904.	1905.	1906.*	1907.	1908.	1909.
To women's clubs	2	37	69	75	125	138	146	140	131	159	187	197	164	207
To schools	10	89	177	252	251	310	409	468	437	526	517	463	571
To granges	2	92	46	95	100	80	71	78	129	110	111	65	82
To independent study clubs	7	128	90	179	224	153	181	160	168	126	125	154	128
To religious organizations	1	35	50	50	87	85	89	82	94	90	72	105
To libraries	4	20	10	27	16	26	33	27	55	68	108
To men's clubs	1	2	21	14	19	36	51	45	21
Total	2	62	378	445	711	763	803	923	966	1,027	1,106	1,146	1,031	1,222
Number of volumes	50	1,331	9,887	12,877	19,505	20,698	22,031	27,078	30,935	36,441	40,007	38,159	44,005	54,334

TRAVELING LIBRARIES—COMPARATIVE STATISTICS, 1908.

State.	Date of organization	Number of stations.	Number of collections in circulation.	Total number of volumes in such collections.
California.....	1903	423	274	13,700
Colorado.....	1899	204	215	10,750
Connecticut.....	1897	286	6,799
Delaware.....	1901	151	66	3,300
Idaho.....	1901	144	11,000
Indiana.....	1899	200	205	7,212
Iowa.....	1898	600	17,000
Kansas.....	1898	400	30,000
*Maine.....	1899	125	6,250
*Maryland.....	1902	81	2,835
Michigan.....	608
Minnesota.....	1899	375	444	18,825
Missouri.....	1899	96	100	4,000
Nebraska.....	1901	196	134	5,200
New Jersey.....	1899	203	203	13,833
New York.....	1892	742	36,769
North Dakota.....	1907	65	60	2,160
Ohio.....	1896	832	1,031	44,005
Oregon.....	1905	103	105	5,525
Pennsylvania.....	1899	356	383	17,650
Utah.....	1898	32	2,560
Virginia.....	1904	235	205	8,200
Washington.....	1901	291	150	6,637
Wisconsin.....	1895	614	762	36,539

*The above statistics, with the exception of those for Michigan and Maryland, are taken from Bulletin No. 5, 1909, of the U. S. Bureau of Education. Michigan reported for the two years ending June 30, 1908, 1 215 traveling libraries loaned. The figures for Maryland are taken from a report made to the League of Library Commissions.

Ohio Canals

George Washington was one of the early advocates of a canal system to connect Lake Erie through the Ohio, the James and the Potomac Rivers and their tributaries with Chesapeake Bay. In a letter to Benjamin Harrison, Governor of Virginia, dated October 10, 1784, he favored the appointment of commissioners to make a preliminary survey. He urged in part:

“Let these commissioners make an actual survey of James River and the Potomac from tidewater to their respective sources; note with great accuracy the kind of navigation and the obstructions, the difficulty and expense attending the removal of these obstructions, the distances from place to place through their whole extent, and the nearest and best portage between these waters and the streams capable of improvement, which run into the Ohio; traverse these in like manner to their junction with the Ohio, and with equal accuracy. The navigation of the Ohio being well known, they will have less to do in the examination of it; but nevertheless, let the courses and distances be taken to the mouth of the Muskingum and up that river to the carrying place to the Cuyahoga; down the Cuyahoga to Lake Erie; and thence to Detroit. Let them do the same with Big Beaver Creek, although part of it is in the state of Pennsylvania; and also with the Scioto. In a word, let the waters east and west of the Ohio, which invite our notice by their proximity, and by the ease with which land transportation may be had between them and the lakes on one side and the rivers Potomac and James on the other, be explored, accurately delineated, and a correct and connected map of the whole be presented to the public. These things being done, I shall be mistaken if prejudice does not yield to facts, jealousy to candor, and, finally, if reason and nature thus aided, do not dictate what is right and proper to be done.”

Times have changed in the last one hundred and twenty-five years, and we now have more to transport than the “fur peltries” of the wilderness, but the western end of Washington’s canal problem is still with us, while “surveys” and “commissions” are familiar terms in its perennial discussions.

In an earlier communication, the same year, Washington writes on this subject:

"More than ten years ago I was struck with the importance of it; and, despairing of any aid from the public, I became a principal mover in a bill to empower a number of subscribers to undertake at their own expense, on conditions which were expressed, the extension of the navigation from tidewater to Will's Creek, about one hundred and fifty miles."

We have here a suggestion of the modern corporate enterprise that is back of the Lake Erie and Ohio River Ship Canal, from Ashtabula to Pittsburg, and something very much like the proposition relative to the Miami and Erie Canal advanced a few weeks ago at the annual meeting of the Ohio State Board of Commerce.

Some advance has been made in the discussion of canal transportation, however, and inventive genius has somewhat extended the vocabulary of its advocates. The colonial statesmen have nothing to say of ship canals and it is not probable that they even dreamed of the electric mule.

In one respect the statesmen of our day have an advantage. There is no longer a dearth of literature on the subject. The State Engineer and Surveyor of New York recently published a history of the canals of that state covering 1,547 pages, including 193 pages of references to printed articles. The Buffalo Historical Society is supplementing this with a large work in three volumes, two of which have been published within the current year. While no such work has been published for Ohio, the literature on our canals is by no means meager. A useful list of references will be found on subsequent pages.

We quote from only one of the works listed. In the introduction to his carefully prepared and impartial "Transportation and Industrial Development of the Middle West," Dr. William F. Gephart, of the Ohio State University, says:

"We are undoubtedly upon the eve of a period of large expenditures by the states for improved highways, the rehabilitation of artificial waterways and the inspection of industrial plants and industrial products. The expenditures have already begun in several states.

"The experience of the states in this activity has not been encouraging, and partly because of the political party system, which made such activities a means of furthering party organization. The same party system still prevails, and it can hardly be said, notwithstanding our recognition that this public work is of such a technical character as to

require for its proper performance trained officials and employees, that we have ceased to prostitute this work to base party purposes.

"There was some excuse for the mistakes of the past, for the people had no experience to guide them. Such ignorance we cannot plead. Official records of bankrupt cities and states, of repudiated debts and of responsibilities shifted to future generations are the mournful reminders of overzealous enthusiasm in constructing public works and of ignorance and dishonesty in their management. If we are to prevent history from repeating itself, as it so often does in a democracy, we must see to it, among other things, that public work does not mean opportunity for public plunder and political party financiering. Ohio has had a sufficiently varied experience in public work to give her a wealth of wisdom, which, if her sister states are lacking, she may well share with them for the benefit of all. If we will but act upon the basis of what that experience has been, all may well approve of this second period of large expenditures by the states for public works."

FROM MESSAGES AND INAUGURAL ADDRESSES OF GOVERNORS, 1900-08.

From the Message of Governor Myron T. Herrick, Jan. 1, 1906.

The seventy-fifth General Assembly, by an act passed April 18, 1902, declared for the maintenance of the present canal system. The seventy-sixth General Assembly appropriated for the canals \$412,118.11 and earnings amounting to \$211,421.62, making a total of \$623,539.93, while the emergency board, since the adjournment of the last legislature, allowed deficiency appropriations in the sum of \$70,000 for repairs. The total revenues from the canals was \$211,421.62, showing a loss to the state of \$282,118.31.

The largest item of appropriations, \$200,000 for the improvement of the Northern Division of the Ohio Canal, was allowed on condition that the water rents be increased from \$10,000 to \$30,000 per annum, and in order to make available the federal improvement of the Muskingum River. The work thus undertaken may well be concluded, although it will require additional appropriations, since the state receives a return on its investment in additional revenue. This same policy might, with equal propriety, be pursued with respect to other portions of the canals, notably the division from Cincinnati to Dayton. Where the state receives in increased water rents a fair interest on the money

expended, appropriations to maintain the canals, even in their present condition, may be justified. But the policy of expending money at a loss to the people for the sole purpose of continuing the canal system without making it useful for the purposes for which it was established must and ought to be abolished.

We must either rebuild the canals or abandon them. It will not do to go on forever declaring for the maintenance of what we ironically call our "water ways" and then permit them to sink gradually into a worse and worse condition of ruin and wretchedness. Every political convention of every political party in the state within the memory of man has been declaring in favor of maintaining the canals. Every campaign has been more or less enlivened with the charge that somebody was going to steal the canals. About the only beneficiaries of these declarations have been the army of state employees who are hired to watch the canals and the lessees of water privileges who have been getting the service far below cost for a great many years. The canals themselves have received very little benefit from the state's continued protestations of favor.

It is generally assumed that it will require approximately ten million dollars to put the canal system in a condition to furnish transportation facilities throughout the state. Such an undertaking or anything like it would make imperative a constitutional amendment, for the limit of state indebtedness now authorized is \$750,000.

I recommend that the General Assembly face this question squarely, and put it squarely to the people in some form that will permit a definite answer to the question. "What shall we do with the canals?" A practical way of presenting this problem would be to ascertain from expert engineers the cost of modernizing our canals so as to give the people of the state a system of artificial waterways connecting the lakes with the river. When such cost is ascertained, let the question of amending the constitution so as to authorize the issuance of the necessary bonds be presented to the people. Let them say by the adoption or rejection of such amendment whether they want to keep the canals or abandon them. If they want to keep them, the duty is plain and the way is clear. If they want to abandon them, then this great asset of the state, which is represented by these valuable strips of territory crossing our domain in various directions, should be sold or leased, not to any favored corporation or individual, but to the highest bidder, upon such terms and for such purposes as will secure to the state the best return, both in money and in service.

I earnestly insist that the State of Ohio must either maintain the canals or abandon them. It cannot do both, and that is what it has been trying to do for many years.

From the Inaugural Address of Governor John M. Pattison, Jan. 8, 1906.

As to the canals, it is right that we should take it for granted that to maintain them is the settled policy of the state. These waterways cost the state several million dollars and persons who have given the subject most careful consideration believe that if not today, certainly in the near future they will be worth over one hundred million dollars. I ask you to carefully consider their immense possibilities for the benefit of the people. The canals may be developed into a system of waterways adequate for transportation of freight in unbroken bulk at minimum rates between ports on the Great Lakes and ports on the Ohio, Mississippi and the Gulf. With the improvements being made from year to year in the Ohio River and the vast and increasing navigation on the Great Lakes, I think it most important to conserve the canals, which in the future may become so valuable in affording water connections between these two great arteries of commerce. I believe that the people want the canals preserved, improved and made a real factor in the commerce of the state. For many years past efforts to do away with them have been backed by the enemies of the state. It seems, also, that for the past quarter of a century Ohio has had within its borders men base enough to plan to defraud the state of the valuable property for their own personal aggrandizement. Yet some of these men have been permitted to live in our midst without being ostracised or sent to the penitentiary for acts which were sufficiently bad to place them there. It is your duty, therefore, as members of the General Assembly, to accept the situation as you find it, and to take necessary action to improve the canals, thus increasing their value to the state and to its people.

One of the first things to which I would call your attention is the fact that the income of the canals for the water rights and other privileges is largely below what should be expected because of their value. Individuals, directly or indirectly, have taken advantage of the state, or persons who have had charge of the state's affairs have not looked after the interests of the state, so that the income, as I am reliably informed, is only about one-half or one-third of what it ought to be. I do not believe that the majority of the people who live along the canals are disposed to be unpatriotic, and when this matter is presented to them in the proper light they will do the fair thing, and pay what is just and equitable for the rights they enjoy.

From the Message of Governor Andrew L. Harris, Jan. 6, 1908.

The Board of Public Works asks for \$281,000 for the Miami and Erie, and \$215,000 for the northern part of the Ohio and Erie Canal, in continuing this work of reconstruction the coming year. The total estimate of \$496,000 is \$110,000 less than the aggregate appropriations

made for the canals at your previous session, and it is considered necessary to carry out the work that is already under way.

If the old method of transporting by boats were still to be depended upon, I might question the expediency of further expenditure along these lines. But invention has brought radical changes in the method of propelling boats in narrow and shallow waterways. The new system of power has been in operation most successfully on the Erie Canal in New York. The use of such propellers on our canals has been found, since your last session, to be not only practicable, but also profitable. Unfortunately there are as yet only small parts of our canals in navigable condition. It has been demonstrated, however, that the new method of propelling will operate successfully wherever the old method was used.

The improvement of the canals is not now for any convenience or advantage of water-power or for any other purpose than that of transportation. I desire to call your attention to the report of Chief Engineer Perkins on the modern method of propelling and its bearing on low rates for hauling, and also to ask your careful consideration of the recommendations of the Board of Public Works.

From the Inaugural Address of Governor Judson Harmon, Jan. 11, 1909.

Our most valuable public asset is the canals. I believe our people will soon be rewarded by the persistence with which they have held them against all temptations and in spite of neglect and mismanagement. The proved insufficiency of the railroads in normal times, the experience of other states and countries and the national enterprises on the rivers and at Panama have now recalled attention to carriage by water, and Ohio is most happily placed for a large share in the benefits.

So a plan is in execution for rebuilding locks and other structures along our canals. But the traffic we hope soon to carry between lake and river will require larger boats, and it may be well to reconsider the question whether it is wise to go on rebuilding on the old dimensions, as the plan provides. And it is hard to account, on business principles, for the retention of the force of lock tenders, collectors and other employes along the canals during the long period when there was no traffic. Useless expense ought to be as promptly stopped in public as it is in private business, and I am sure the people now demand that we do it on the canals and elsewhere throughout the entire service of the state.

LIST OF WORKS RELATING TO OHIO CANALS.

Ansberry, Timothy T. Ship canal from Lake Erie to Ohio River—Toledo to Cincinnati over Miami and Erie Canal.

Speech in U. S. House of Representatives, Feb. 2, 1909. (Congressional Record, v. 43, p. 1746-9.)

Atwater, Caleb. Canals. (In his History of Ohio. 1838. p. 275-9.)

Brief description of Ohio canals.

Backus, Abner L. Views of Abner L. Backus, president of the Board of Public Works, "relating to the sale or keeping in force of the present system of the repairs of the state's interest in her public works." 1860. 7 p.

Favors the sale of the Ohio canals.

Bates, James L. Ohio canals. (In his Alfred Kelley, his life and work. 1888. p. 9-10; 59-93.)

Alfred Kelley was a member of the first canal commission of Ohio. He was one of the pioneer advocates of internal improvements of the state.

Black, Alexander. Canals. (In his The Story of Ohio. 1888. p. 195-98.)

Interesting account of origin of Ohio canals.

Brown, R. C. Canals. (In History of Portage Co., Ohio. 1885. p. 286-90).

Canal agitation. (In History of Dayton. 1889. p. 151-5.)

Canal celebration. Commencement of Ohio canal at Licking Summit, July 4, 1825. (Columbus Gazette, July 7, 14, 1825.)

Contains addresses of De Witt Clinton and Thomas Ewing.

Charter of Sandy and Beaver Canal Company; and acts amendatory. 1847. 18 p.

Cincinnati. City club. Report of committee on waterways. 1909. Maps. 45 p.

Favors the retention and improvement of the canals. Considers especially the enlargement of the Miami and Erie Canal.

Cist, Charles. Canals, railroads and turnpikes. (In his Cincinnati in 1841. 1841. p. 82-92.)

— Natural and artificial routes. (In his Cincinnati in 1851. 1851. p. 129-44.)

Drake, Daniel. Canals. (In his Natural and statistical view or picture of Cincinnati. 1815. p. 221-5.)

One of the earliest published accounts of the benefits to be derived from a system of canals connecting Lake Erie and the Ohio River.

Ford, H. A., and Ford, K. B. Canals. (In their History of Hamilton Co., Ohio. 1881. p. 217-21.)

Gephart, William F. The relation of canals to the industrial development of the Middle West. (In his Transportation and industrial development of the Middle West. 1909. p. 107-28.)

An able and impartial presentation of the subject.

Harris, Andrew L. Address. (In Proceedings of the Ohio Valley Improvement Association. 1906. p. 11-17.)

Strongly favors the improvement of the Ohio canals as connecting links between the Great Lakes and the Ohio River.

Hill, N. N., Jr. Comp. Canals. (In his History of Coshocton Co., Ohio. 1881. p. 283-8.)

Irwin, William Gilbert. The Lake Erie and Ohio River ship canal. (Scientific American. 1898. v. 79. p. 195.)

James River and Kanawha Company. The central water line from the Ohio River to the Virginian capes, connecting the Kanawha and James Rivers, affording the shortest outlet from the Mississippi basin to the Atlantic. 1868. Map. 95 p.

Contains material relative to Ohio canals.

Keifer, J. Warren. Ship canal from Lake Erie to Ohio River—Toledo to Cincinnati over Miami and Erie Canal.

Speech in U. S. House of Representatives. Feb. 2, 1909. (Congressional Record. v. 43. p. 1740-6.)

Kilbourn, John. Public documents concerning the Ohio canals which are to connect Lake Erie with the Ohio River, comprising a complete official history of these great works of internal improvements. 1828. 404 p.

Made up in large part of numbers of the Civil Engineer and Herald of Internal Improvements, which was published monthly in Columbus, Ohio. While the title page bears date of 1828, the work contains documents dated as late as Feb. 23, 1830. The volume is devoted wholly to material on the early history of Ohio canals and is a most valuable compilation.

King, Rufus. Canals. (In his Ohio, first fruits of the ordinance of 1787. 1891. p. 347-50.)

Sets forth advantages derived from canal system.

Knapp, H. S. Canal systems of Ohio and Indiana. (In his Maumee valley. 1872. p. 329-47.)

Lane, S. A. Pennsylvania and Ohio canal. (In his Akron and Summit Co., Ohio. 1894. p. 71-9.)

McClure, W. F. Barge canal between Pittsburg and Lake Erie. (World Today. 1906. v. 10. p. 323-4.)

Martin, W. S. The Columbus Canal. (In his History of Franklin Co., Ohio. 1858. p. 84-8.)

Miami Canal. (In History of Butler Co., Ohio. 1882. p. 136-50.)

Ohio. Ohio state archaeological and historical society. History of the Ohio canals, their construction, cost, use and partial abandonment. 1905. Maps. 181 p.

Prepared by C. P. McClelland and C. C. Huntington under the direction of Prof. J. E. Hagerly. Contents: Introduction: History of the Ohio canals. Financial management of the canals. The value of the canals to the state throughout their history. Appendix. The only late work devoted exclusively to this subject.

Ohio Canal. (In History of Franklin and Pickaway Counties, Ohio. 1880. p. 50-2.)

Pittsburgh Chamber of Commerce. Lake Erie and Ohio River ship canal. Report of the provisional committee of the chamber of commerce of Pittsburgh. 1897. Maps. 269 p.

Probasco, Harry R. Construction of a barge or ship canal connecting the Great Lakes and the Ohio River. (Proceedings of Ohio State board of commerce. 1909. p.)
Strongly favors the project.

Ryan, D. J. The canals, their value and mission. (In his History of Ohio. 1888. p. 88-105.)

Sale of public works. 1859. 20 p.

An address "to the people of Ohio by a committee of a convention held in the city of Columbus, Ohio, Jan. 6, 1859, at the instance of the board of trade of Cleveland, Ohio, to consider the sale of the canals." This address was also published in a pamphlet of 20 pages by the board of trade of Cleveland, and presented as a memorial to the general assembly of the state of Ohio. It opposes the sale of the canals.

Sandy and Beaver Canal Company. Charter of the Sandy and Beaver Canal Company and report of the engineers. 1834. Map. 40 p.

Shaw, John E. The relation of the Lake Erie and Ohio River ship canal to the commerce of the Great Lakes and the commerce of the proposed deep waterway to the Atlantic Ocean. (In Proceedings of the International Deep Waterways Association. 1895. p. 260-4.)

Short, J. T. Ohio canals. (In his Ohio; a sketch of industrial progress. 1882. p. 25-32.)
A concise and very interesting account of the canal system from its inception.

Shriver, James. An account of the surveys and examinations, with remarks and documents relative to the proposed Chesapeake and Ohio, and Ohio and Lake Erie Canals. 1824. Map. 116 p.

Pages 67-103 are devoted to the projected "Ohio and Lake Erie Canal."

Sieber, George W. Akron's interest in Ohio canals. (In Proceedings of Ohio state board of commerce. 1909. p. 278-90.)

An able defense of the canal system.

U. S. Engineers Department. Miami and Erie Canal and Ohio Canal. Report of survey of Miami and Erie Canal, Ohio Canal, etc. 1906. Maps, plates. 119 p.
(U. S. 54th Congress, 1st Session. House document 278. In serial number 3425.)

This is popularly known in Ohio as Capt. Hiram M. Chittenden's report. It contains an excellent "map of Ohio canals, proposed, existing and abandoned," drawn from data prepared by Capt. Chittenden, corps of engineers, and sets forth feasibility and desirability of converting existing canals into ship canals connecting Lake Erie and the Ohio River.

U. S. Geological Survey. The natural features and economic development of the Sandusky, Maumee, Muskingum and Miami drainage areas of Ohio. By Benjamin H. and Margaret S. Flynn. 1904. (Water supply and irrigation paper No. 91. Also U. S. 58th Congress, 2d session. House document No. 690. In serial No. 4719.)

U. S. House of Representatives. Ship canal connecting Lake Erie with the Ohio River. 1892. (U. S. 52d Congress, 1st session. House report 1416. 7 p. In serial No. 3046.)

Favors a ship canal by way of Mahoning Valley, Ohio, and Shenango Valley, Pennsylvania.

U. S. Senate. Memorial of the legislature of the State of Ohio in relation to the connection of Lake Erie with the Ohio River by means of canal navigation. 1825.
(U. S. 18th Congress, 2d session. Senate document No. 86. 6 p. In serial No. 110.)

U. S. Statistics, Bureau of. Great canals of the world. The Suez, Kaiser Wilhelm, Manchester, Canadian, St. Mary's Falls, New York State and other canal systems of the world; from the summary of commerce and finance for Jan., 1905. p. 2375-456.
(U. S. 58th Congress, 3d session. House document No. 15, pts. 7-9. In serial No. 4822.)

U. S. Topographical Bureau. Copy of the report of the survey of a canal route to connect the waters of the Ohio River with those of Lake Erie. 1832. (U. S. 22d Congress, 1st session. House document No. 239. p. 4-11. In serial No. 221.)

Van Tassel, C. S. Ohio canals. (In his The Book of Ohio. n. d. p. 682-3.)

Vance, John L. Lake Erie and Ohio River ship canal. (Proceedings of the Ohio Valley Improvement Association. 1906. p. 38-9.)

Waggoner, Clark, ed. Toledo's canals. The Miami and Erie and the Wabash and Erie. (In his History of Toledo. 1888. p. 444-51.)

Washington, George. Canal connecting Lake Erie and Ohio River. (In writings of George Washington, edited by Ford. 1891. v. XI. p. 200-1.)

Letter to Thomas Jefferson, Mt. Vernon, Jan. 1, 1788, pointing out the feasibility of such a canal. In Sparks' The writings of George Washington, v. IX, on the same subject, are addressed to Benjamin Harrison, Governor of Va., p. 58-68; to Richard Butler, p. 301-3; to William Irvine, p. 326-7. They show Washington's deep interest in the establishment of canal communication between these waterways.

OHIO STATE OFFICIAL PUBLICATIONS.

Abbreviations: S. J.—Senate Journal. H. J.—House Journal. E. D.—Executive Documents, including “messages and reports” and “documents” published in collected form since 1836. They have been issued under the title “Executive documents” since 1864.

AUDITOR.

SPECIAL REPORTS.

- 1825-1834. Auditor's tabular statement of all taxes levied in the state for canal purposes from Feb. 4, 1825, to Dec. 1, 1834, showing amounts levied in each county in each year, made in response to House Resolution of Dec. 4, 1834. (H. J., 1834-35. Opposite p. 80.)
1836. Report of auditor of state, relative to canal lands. 4 p. (E. D. 1835-6.)
- 1839-44. Auditor's report, relative to canal funds, stocks, etc. 10 p. (E. D. 1844-45. doc. 26.)
1843. Special report of auditor of state relative to quality and value of canal lands. (E. D. 1847-48. pt. 2. p. 94-99.)
1846. Special report of auditor of state relative to Miami and Wabash and Erie Canal lands. (E. D. 1846-47. pt. 1. p. 635-40.)
1859. Report of auditor of state, attorney general and secretary of state of proceedings under act “to cancel contract for enlargement of Lewistown Reservoir;” with testimony. (S. J. 1859. Appendix, p. 65-181.)

BOARD OF CANAL COMMISSIONERS.

ANNUAL REPORTS.

- 1822-35. Annual reports of the board of canal commissioners. 1822-35.

SPECIAL REPORTS.

- 1820-36. Special report of board of canal commissioners on claim of A. Enoch for damages sustained on Miami Canal: Papers, evidence, accounts. 11 p. (E. D. 1838-39. pt. 2, doc. 65.)
1828. Report of canal commissioners relative to experimental surveys made between Licking Summit and the Ohio River. (H. J. 1827-28. 250-60.)
- Report of canal commissioners relative to survey made of Muskingum River and of Pennsylvania and Ohio Canal; and report relative to surveys between Licking Summit and Ohio River. (S. J. 1827. p. 240-58.)
1829. Report of canal commissioners relative to examination of the Stillwater and Killbuck Creeks. (H. J. 1828-29. p. 261-77.)
- 1829-39. Special report of board of canal commissioners relative to claim of Morris Seely, on account of works constructed on Miami Canal at Dayton. 8 p. (E. D. 1838-39. pt. 2, doc. 66.)
1831. Report of canal commissioners on amount of moneys paid for exploring, locating and surveying the Ohio Canal. (S. J. 1830-31. p. 191-210.)
1832. Rules and specifications relating to the construction of the Ohio Canal and the estimating of work performed thereon. n. d. 17 p. (Reprint from S. J. 1832-33. p. 347-57. Part of annual report of board of canal commissioners for the year 1832.)

1833. Rates of toll on the Ohio and Miami Canals, established by the board of canal commissioners, Feb. 21, 1833; to which is added a table of the distances on the Ohio Canal. 1833. 7 p.
1836. Special report of canal commissioners relative to Hockhocking Canal on survey of Hockhocking Valley, for termination of lateral canal. 5 p. (E. D. 1835-36.)
- Report of the canal commissioners relative to contractors on Miami Canal north of Dayton. (H. J. 1835-36. p. 668-75.)
1838. Communication from board of canal commissioners relative to manner in which subscriptions bearing date Dec. 2, 1825, were obtained from citizens of Chillicothe, with documents A to C. (S. J. 1834. p. 621-30.)
- Special report of board of canal commissioners relative to surveys, plans and estimates of construction of Vernon and Mohican Canals. 34 p. (E. D. 1838-39. pt. 2. doc. 68.)
- Special report of board of canal commissioners relative to southern termination of Ohio Canal. 46 p. (E. D. 1838-39. pt. 2. doc. 70.)
1839. Special report of board of canal commissioners relative to original and present estimates of certain state improvements. 10 p. (E. D. 1838-39. pt. 2. doc. 61.)
1841. Special report of commissioners of canal fund on impracticability of sale of state stock, etc., to procure funds for prosecution of public works; advantages of temporary loans or use of post notes issued "by our own banks" set forth. 9 p. (E. D. 1840-41. doc. 66.)

BOARD OF PUBLIC WORKS.

ANNUAL REPORT.

1836-1909. Annual report of board of public works. 1836-1909.

SPECIAL REPORTS.

- 1825-41. Special report of board of public works whether Mad River Feeder was ever entered upon books as one of works adopted by state, etc.; including history of extension of Miami Canal. 7 p. (E. D. 1840-41. doc. 62.)
1837. Report of board of public works relative to Tuscarora Summit of the Ohio Canal. (H. J. 1836-37. p. 389-97.)
- Special report of board of public works on amount of money expended in purchases of land for purpose of using water power created by construction of canals of state. (H. J. 1836-37. p. 457-61.)
- Report of board of public works on Whitewater Canal. 14 p. (E. D. 1836-37. Report 33.)
- Report of board of public works on Tymochtee and Delaware survey. 10 p. (E. D. 1836-37. Report 36.)
- Special report of board of public works containing report and estimates of the One Leg Creek Canal, made by J. W. Reeve, engineer employed by the board for that purpose. 7 p. (E. D. 1836-37. Report 50.)
- Special report of public works on preliminary survey of Ohio, Wayne, Richland and Crawford Canal or railroad. 6 p. (E. D. 1836-37. Report 56.)
1838. Special report from board of public works relative to extension of canal up Black Fork of Mohican River. (H. J. 1837. p. 188-96.)
- Special report of board of public works relative to improvement in Licking Summit Reservoir. (H. J. 1837. p. 547-51.)

1839. Special report of board of public works transmitting report of engineer on survey of canal route from Columbus to Lake Erie, through valley of Scioto, Olentangy and Sandusky rivers. 31 p. (E. D. 1839-40, pt. 2, doc. 54.)
- Special report of board of works with engineer's report on survey, plans and estimates of cost of each section of Killbuck Canal and recapitulation. 17 p. (E. D. 1839-40. pt. 2. doc. 61.)
1840. Special report of board of public works transmitting report and estimates of cost of S. Dodge on Cuyahoga and Grand River Canal route—impracticable on account of deficiency of watersupply. 12 p. (E. D. 1839-40. pt. 2. doc. 103.)
1841. Special report of board of public works relative to North Fork of Licking Feeder. 13 p. (E. D. 1841-42. pt. 1. doc. 22.)
- Special report of board of public works relative to claim of J. L. Vance on account of erroneous estimates made on job 35, in Miami County; review of case and action thereon from 1835. 8 p. (E. D. 1840-41. doc. 54.)
- Special report of board of public works on utility of constructing Logan County Reservoir and Mad River Feeder of Miami Canal. 8 p. (E. D. 1840-41. doc. 46.)
- 1842-44. Special report of board of public works stating specific rates of toll established by board each year and reasons for certain discriminating rates. 22 p. (E. D. 1844-45. doc. 35.)
- 1848-51. Special report of board of public works showing total amount of awards on claims for damages to private property on account of canals and slack water improvements. (E. D. 1850. pt. 2. p. 708-13.)
1851. Special report of board of public works relative to Warren County Canal. (E. D. 1850. pt. 1. 634-41.)
1856. Report of board of public works, giving items of expenditures for repairing and superintending sections 1 and 3 of public works for six years from Nov. 15, 1849, to Nov. 15, 1854; with testimony. (S. J. 1857. Appendix. p. 97-141.)
1857. Special report of board of public works with copy of contract for enlarging Lewistown Reservoir. (S. J. 1857. Appendix. p. 405-76.)
1858. Special report of board of public works relative to Lewistown Reservoir. (S. J. 1858. Appendix. p. 19-32.)
- Special report of board of public works of examination of Pennsylvania and Ohio Canal. (S. J. 1858. Appendix. p. 7-18.)

COMMISSIONERS OF THE CANAL FUND.

ANNUAL REPORTS.

- 1822-51. Annual report of commissioners of the canal fund. 1822-51.

SPECIAL REPORTS.

- 1825-39. Special report of Ohio canal fund commissioners in regard to money borrowed for use of state, rate of premium obtained on bonds, deposits of borrowed money, amount of money drawn from all sources, disbursements on public works, amount of interest paid on state debts, character of funds deposited at different times and places of deposit, etc. 52 p. (E. D. 1839-40. pt. 2. doc. 91.)
1842. Special report of commissioners of canal fund. 17 p. (E. D. 1841-42. pt. 2. doc. 77.)

COMMISSIONS (SPECIAL).

1898. Report of commission appointed by the governor to investigate and report on the canal system of the state of Ohio. (In governor's message, Jan. 3, 1898. p. 20-25.)
1903. Report of the canal commission appointed under act of April 19, 1902, ending November 15, 1903. 15 p.

GOVERNORS' MESSAGES.

1820. Governor's message in compliance with House resolution of Jan. 14, requesting information respecting the practicability of a canal connecting the Ohio River with Lake Erie. (H. J. 1819-20. p. 224-32.)
1833. Beneficent effect of works of internal improvement of state; encouragement of local interests for public good urged; "plans of internal improvements by side cuts, lateral canals, railroads and turnpikes have been projected and act of incorporation obtained for many of them." (Governor's message, 1833.)
- Relative to reorganization of board of canal commissioners; propriety of organizing it as a board of public works. (Governor's message. 1833.)
1835. Communication from governor enclosing communication from Indiana soliciting aid to improve great northern chain of communication from Maumee Bay in Ohio to rapids of Illinois River; also communication from directors of Louisville Canal Co., transmitting their annual report. (S. J. 1834. p. 464-71.)
1836. Special message of Governor Lucas relative to supplemental report received by him from committee appointed to examine books and vouchers of canal commissioners. 12 p. (E. D. 1836-37. Report 2.)
- Special message from Governor Vance relative to correspondence from commissioners of General Land Office, showing discrepancies in selections made in lieu of lands sold by U. S. belonging to Wabash and Erie canal grant, etc. 4 p. (E. D. 1836-37. Report 17.)
1837. Special message from Governor Vance with accompanying documents relating to Wabash and Erie canal lands. 35 p. (E. D. 1836-37. Report 37.)
1838. Special message of governor relating to Wabash and Erie and other canal lands. 8 p. (E. D. 1837-38. pt. 2. doc. 5.)
1839. Report on act relating to management of certain canal lands of the state, passed March 19, 1838. (Governor's message. 1839. p. 22-24.)
- 1850-51. Special message of governor transmitting copies of all correspondence between J. W. Allen and officers of the state relating to canal lands. (E. D. 1851-52. pt. 1. p. 237-53.)

MISCELLANEOUS.

1822. Report of committee on so much of governor's message as relates to canals. (H. J. 1821-22. p. 176-87.)
- Canal report, made by James Geddes, esq., the engineer employed by the state of Ohio. (H. J. 1822-23. p. 179-90.)
1828. Report of committee of ways and means on report of commissioners of canal fund and on so much of report of canal commissioners as relates to their accounts. (S. J. 1827-28. p. 359-74.)
1830. Report of standing committee on canals on report of W. Silliman, commissioner, to treat with Indiana on subject of connecting by a navigable canal waters of the Wabash with Lake Erie. (S. J. 1829-30. p. 169-71; 418-20.)

1831. Report of Samuel Forrer, Wm. H. Price and Jesse L. Williams, engineers, appointed to examine practicability of extending Miami Canal from Dayton to Defiance. (H. J. 1830-31. p. 341-67.)
1833. Majority and minority reports of select committee on so much of the governor's messages as relates to extension of the Miami Canal. (S. J. 1833-34. p. 163-72.)
1834. Text of memorial of Pennsylvania and Ohio Canal Co., adopted November 21, 1834, praying an alteration in charter regulating tolls. (H. J. 1834-35. p. 146-48.)
- Report on memorial of Pennsylvania and Ohio Canal Co. and on bill further supplementary to act to provide for internal improvement of Ohio by navigable canals. (S. J. 1834. p. 164-71.)
1836. Report of survey of Killbuck and Black River Summit, with accompanying documents. 11 p. (E. D. 1836-37. Report 6.)
1837. Report of select committee relative to improper sales of Miami Canal lands. (H. J. 1836-37. p. 468-726.)
- Report of House select committee appointed to inquire into appraisement and sales made of Wabash and Erie Canal lands in 1836, at Perrysburgh and Defiance. 71 p. (Appendix to H. J. 1836-37.)
- Report of select committee on so much of the governor's annual message as relates to Pennsylvania and Ohio Canal Co. and memorial of stockholders. (S. J. 1836-37. p. 283-89.)
- Report of board of commissioners appointed to examine books and vouchers of canal and canal fund commissioners, with accompanying documents. 51 p. (E. D. 1836-37. Report 72.)
1838. Report of committee on canals relative to southern termination of Ohio Canal and eastern termination of Wabash and Erie Canal. 56 p. (H. J. 1837. Appendix No. 2.)
1840. Communication from William Wall in vindication of his conduct relative to letting of contracts on Hocking Valley Canal, with accompanying documents. 19 p. (E. D. 1839-40. pt. 2. doc. 80.)
1845. Report of standing committee on canals on memorial complaining that board of public works had located feeder dam at grand rapids of Maumee River below Purdy Mills, in such manner as to destroy hydraulic power, etc. (S. J. 1884-85. Appendix. p. 122-28.)
- Report of board of commissioners appointed by act of March 12, 1845, to examine books, accounts and proceedings of board of canal fund commissioners. (E. D. 1845-46. pt. 2. p. 577-820.)
1852. History of the origin of the board of canal fund commissioners and the eventual relegation of its powers to the sinking fund commissioners. (Semi-annual report of commissioners of sinking fund, July, 1852. p. 1-37.)
1858. Report on memorial of D. McCarthy & Co. relating to widening and deepening of Lancaster side cut canal and also special report of board of public works relating to same subject. (H. J. 1858. Appendix. p. 9-26.)
1863. Report of select committee relating to sale of state's interest in Ohio and Pennsylvania Canal. (H. J. 1863. Appendix. p. 128-30.)
Sale of the state stock in the Pennsylvania and Ohio Canal. Paper read by Auditor Taylor to the select committee of the Senate. 1863. 11 p.
1872. Report of the committee appointed by order of the General Assembly to examine the public works of Ohio. 1872. 223 p.
1893. Report with testimony of committee appointed to investigate by what authority Toledo, Wauhonding Valley and Ohio Railroad is now in possession, use and occupancy of part of Wauhonding Canal property. (H. J. 1893. Appendix. p. 5-46.)

NEW YORK CANALS.

In the early history of Ohio canals the state in many particulars followed the example of New York. At the present time, in the discussion of the Ohio canal problem, frequent reference is made to the experience of New York. The general works that are here listed are a key to all of the valuable literature on the canals of that state.

Hill, Henry Wayland. An historical review of the waterways and canal construction in New York state. 1908. 549 p.

"A comprehensive survey of the whole story of New York state's efforts to create, to stimulate and to control commerce by the construction of artificial waterways and improvement of lake and river channels." It contains a chapter on the state's new canal policy.

New York. State engineer and surveyor. History of the canal system of the state of New York, together with brief histories of the canals of the United States and Canada, by Noble E. Whitford, resident engineer, under authority of Henry A. Van Alstyne, state engineer and surveyor. 1906.

A voluminous work of 1547 pages, containing a "bibliography of New York canals and navigable waterways," by Minnie M. Beal. p. 1173-1366; "biographies of engineers," p. 1145-72; "great canals of the world," 1477-1511.

Severence, Frank H., ed. Canal enlargement in New York State. Monographs by eminent authorities in transportation and construction problems—men who have been most interested in bringing about the present canal policies of New York State. 1909. 450 p.

Contents: New York City's part in the construction of the state's waterways; The Canal Improvement Union; The New York Produce Exchange; Railroad differentials and canal enlargement; Inception of the barge canals project; Function of New York's barge canals in controlling freight rates; The United States government and the New York state canals.

 ACKNOWLEDGEMENT.

Grateful acknowledgement is due Miss Adelaide R. Hasse for many references to special reports in Ohio publications. A more complete list of these will be found, in her forthcoming work, "Index of Economic Material in the Documents of the States of the United States—Ohio," now in press.

Report of Library Organizer

COLUMBUS, OHIO, November 15, 1909.

To the Board of Library Commissioners:

GENTLEMEN:—As provided by a section of the Library Laws, creating the office, I have the honor to transmit herewith the first annual report of the Library Organizer.

HISTORICAL.

The section under which the work was organized was enacted into law through the efforts of the State Library Association, which had for several years carried on a campaign of library extension and was thus able to present to the Legislature the need of state aid for such work. The section is as follows:

Sec. 348. (Commissioners may give advice as to organization and maintenance of free public library.) The librarian or trustees of any free public library may ask said board of library commissioners for advice as to all matters pertaining to the organization, maintenance or administration of the library; and the board shall give such advice and personal attention as it shall find practicable. (92 v. 291.)

(Library organizer; appointment and duties.) and it may appoint a library organizer with office room in the state library, one of whose duties it shall be to furnish such advice and information; such library organizer shall keep informed of the condition, scope and methods of work of the various public libraries in the state, visiting the same as occasion may require, shall assist, as far as practicable, in promoting and starting new libraries, and at the end of each fiscal year shall make a report of the general library conditions in the state to the library commission. (98 v. 194.)

The State Library Commission appointed a Library Organizer on August 26, 1908, and as no suitable space in which to carry on the work was to be found in the State Library, temporary quarters were secured in the Outlook Building, immediately opposite the Capitol.

In addition to meeting special requests for aid in the organization of new libraries, effort has been made to accomplish the following definite results: to visit the tax supported libraries of the state; to encourage the keeping of proper records in accession, registration and circulation, to install standard charging systems; to classify established libraries needing such help; to stimulate an increased use of libraries; to hold

district meetings in various parts of the state and to encourage training in the summer and long course library schools.

VISITS.

The general plan adopted has been to visit as many libraries as possible when answering a call for special service, thus economizing in time, strength and money. Visits numbering one hundred and seventy have been made, including tax supported public libraries of the state, a number of them having been visited more than once. College and other libraries have also been visited as opportunity offered. The following places have been visited in the interest of the library movement: Akron, Alliance, Amherst, Ashland, Ashtabula, Athens, Barberton, Bellaire, Bellefontaine, Bellevue, Bryan, Bucyrus, Cadiz, Caldwell, Cambridge, Camden, Canton, Carey, Cedarville, Celina, Chillicothe, Cincinnati, Circleville, Cleveland, Clyde, Columbus, Conneaut, Coshocton, Dayton, Defiance, Delaware, East Liverpool, Eaton, Elyria, Findlay, Fostoria, Fremont, Galion, Gallipolis, Geneva, Germantown, Granville, Greenfield, Hamilton, Ironton, Jackson, Jefferson, Kent, Kenton, Kirkersville, Lancaster, Lebanon, Lima, Lisbon, Logan, London, Lorain, Mansfield, Marion, Martinsburg, Marysville, Massillon, Medina, Mentor, Miamisburg, Middleport, Middletown, Mt. Sterling, Mt. Vernon, New Athens, New Lexington, New Philadelphia, New Straitsville, Newark, Niles, Norwalk, Oberlin, Oxford, Painesville, Perrysburg, Piqua, Plain City, Pomeroy, Portsmouth, Rockford, Salem, Sandusky, Shelby, Sidney, Springfield, Steubenville, Tiffin, Toledo, Troy, Union City, Upper Sandusky, Urbana, Van Wert, Wapakoneta, Warren, Washington C. H., Wauseon, Wellington, Wellsville, Willoughby, Woodsfield, Wooster, Worthington, Xenia, Yellow Springs, Youngstown, Zanesville.

Visits to the following twenty towns were made to assist in establishing libraries: Caldwell, Granville, Greenfield, Ironton, Jackson, Kirkersville, Martinsburg, Marysville, Miamisburg, Middleport, Middletown, Mt. Sterling, New Athens, New Philadelphia, Newark, Oxford, Plain City, Upper Sandusky, Wapakoneta, Wellsville.

Advice has been asked and suggestions and instruction have been given along the various lines of library work. While board meetings have not been sought, we have met incidentally board members of fifty-two libraries.

Addresses to the number of forty-five have been given in the interest of the library movement, before various organizations, including library schools, mass meetings, women's clubs, teachers' institutes, high schools, colleges and district library meetings.

Traveling libraries have been used to supplement collections in small libraries as follows: Ashley, Bristolville, Camden, Carey, Conneaut,

Cuyahoga Falls, East-Liverpool, Jamestown, Jefferson, Kent, Loudonville, Mansfield, Marion, Middleport, Mt. Gilead, Mt. Sterling, Mt. Vernon, Napoleon, New Carlisle, Newark, Orrville, Plymouth, Washington C. H., Sidney, Wellsville, Wilmington, Zanesville. We find this means of increasing the number of books in starting new libraries the greatest possible help and always appreciated.

The twenty sets of "Library Helps" in the Traveling Library Department have been largely used and have greatly assisted librarians and trustees. The following towns have been benefited by them: Amherst, Ashland, Barberton, Camden, Eaton, Ironton, Jackson, Kirkersville, Logan, Mechanicsburg, Medina, Mt. Sterling, Wapakoneta, Wooster.

New libraries have been started in eight towns: Conneaut, Ironton, Martinsburg, Miamisburg, Mt. Gilead, Mt. Sterling, Plain City and Wellsville.

As an illustration of the value of organized aid offered by the Department in bringing about library organization, special mention may be made of Miamisburg. We met the City Council with a committee, to present the library proposition. Questions of the council were answered and discussion followed. Within an hour the members agreed to levy the tax for library maintenance. The next morning the Mayor wrote Mr. Carnegie asking for a building. In twelve days the offer of a \$12,500 building was made on the usual conditions. The city furnished a suitable site in a park, with which the architect's plans are in harmony. The cornerstone was laid on July 9th, and the library will be dedicated early in the new year.

Conneaut furnishes an example of aid to a small library. The library started with a new building and new books. The librarian was appointed and an organizer worked with her till the opening of the summer school, which the librarian attended while the organizer remained with the library. On her return the librarian took entire charge, continuing the work in a skillful manner.

BUILDINGS.

New buildings have been completed or are under construction in the following places: Cincinnati (Price Hill Branch), Cleveland, (South Side, West Side, Glenville Town Hall remodeled), Conneaut, Findlay, Geneva, Marysville, Miami University, Miamisburg, Willoughby and Youngstown. Buildings are promised at Middletown and South Charleston, the latter to be the gift of Leon H. and Edwin Houston, local benefactors. By the will of Nellie Harris, the income from an estate of \$40,000 increases the funds of the Bucyrus Library.

In giving advice as to new buildings, central location is urged so far as possible. A number of towns have good buildings located

away from the most frequented parts with the result of greatly diminishing the use of the library. It is also sometimes possible to bring about a change in the plans where general utility has been sacrificed to architectural effect. Where libraries are very much crowded, suggestions are made as to rearrangement or added shelving to relieve the condition. We also occasionally have an opportunity to offer suggestions for the remodeling of a building.

While many libraries are well kept some are found to be greatly lacking in the care which makes for health and beauty. The wear and tear to buildings through lack of proper janitor service is often greater than that through use. Cleanliness is urged where needed, and as overheated and poorly ventilated buildings are not uncommon, we try to impress the importance of pure air both for the health of the staff and comfort of patrons.

REGISTRATION.

Effort has been made to simplify registration of borrowers. In a few instances patrons have had to come to the library the third time before being allowed to take a book. Many libraries have been found needing reregistration, in which suggestions have been given. The number of people using a library in comparison with the population is seldom what it should be. Notable exceptions to this condition are to be found at Bellevue, Carey, Greenville, Oberlin and Wellington. This also means that the circulation is proportionately large. The circulation at Bellevue is six times, at Oberlin eight and one-half times and at Carey nine times the population.

CHARGING.

A variety of charging systems has been found. The method used has been worked out oftentimes and frequently requires from six to ten times the necessary amount of time to charge a book, causing great annoyance to patrons who understand the condition, and wasting valuable time of attendants. The Newark charging system has been installed in the following libraries: Cedarville, Conneaut, Hamilton, Logan, Middleport, Plain City, Wellsville and Wooster. The charging systems in many of the established libraries still need to be changed.

CLASSIFICATION.

The proper classification of books is one of the first essentials for convenience of staff and patrons. The new libraries have been carried through this stage of development, and as many of the established libraries as possible brought to this standard. The following fourteen

libraries have been classified, labeled and arranged: Cadiz, Cedarville, Eaton, Germantown, Hamilton, Jackson, Jefferson, Logan, Mentor, New Athens, Plain City, Wellsville, Woodsfield, and Worthington. This work has been done also at Conneaut, Wilmington and Wooster, by organizers employed by the libraries. •

CATALOGUING.

Assistance has been rendered in cataloguing at Bucyrus, Camden and Mount Vernon. The Wilmington Library has had special work in cataloguing by an organizer employed by the library. Many libraries need to be catalogued, and this work will be taken up more extensively as training comes in to assure its continuance. We have found a number of libraries thoroughly catalogued at the beginning, but when the organizer left no one was able to continue the work with new accessions. This leaves the library in little better condition than if no technical work had been done. Aid of the greatest importance in cataloguing can be rendered libraries having only one trained worker whose duties are so manifold as to make the cataloguing drag on for years. When the back work is once up she will be better able to keep to date with new additions.

LIBRARY SCHOOLS.

Nothing can do more to raise the standard of our libraries than to get trained workers into them. So we have encouraged attendance at the summer and long course library schools. Ohio was represented at the Chautauqua Library School by thirteen students from the following libraries: Akron Public Library; Ashtabula Public Library; Bierce Library, Buchtel College; Birchard Library, Fremont; Celina Public Library; Conneaut Public Library; Lane Free Library, Hamilton; McClymonds Public Library, Massillon; Platt R. Spencer Memorial Library, Geneva; Sidney Public Library; Troy Public School Library; Wooster Public Library; Wooster University Library. Aside from the students, twelve Ohio librarians and trustees visited the school or consulted in regard to library matters.

The long-course schools have twenty-five students from Ohio this year.

LOCAL LIBRARY EXTENSION.

A number of libraries, aside from those of our largest cities, already doing so admirably in extending their work, have developed sufficiently to take up work with schools, factories, commercial houses and to establish branches. Great progress in this phase of library development may be expected in the next few years.

COUNTY LIBRARIES.

Interest in the law providing for County libraries has been manifest in Holmes, Knox, Licking, Mahoning, Montgomery, Muskingum, Ross and Sandusky counties. In Ross County a petition is being circulated by the teachers asking for a county library. With the Chillicothe library as a nucleus, and the additional tax for maintenance, the system could be well worked out. In Holmes County, the petition having failed, effort is now being made to get as many traveling libraries into the county as possible, in the hope of creating a demand for a county library centered at Millersburg. Calls for twenty-two traveling libraries have been received. Some consideration has been given the subject in Montgomery County, which, if effective, will greatly extend the usefulness and influence of the Dayton library. There is also hope of working out the county system in Mahoning County, where the new building at Youngstown would serve a larger number of people. Interest has been shown by the library boards at Mt. Vernon, Newark and Zanesville in working out the county system in their respective counties. The Birchard Library, at Fremont, is free to all citizens of Sandusky County, but the tax levy comes only from the town of Fremont. The trustees are taking up the matter with the county commissioners, and hope to have the maintenance provided by the whole county. The library already has a fine collection of books, which will increase in use when brought under such progressive methods as the additional funds will permit. Mansfield has opened its public library free to the people of Richland County, in the hope of arousing such an interest that the commissioners will levy the tax.

TOWNSHIP LIBRARIES.

Many communities are taking advantage of the provision for township libraries, which often enables a small town to have a building and proper maintenance. We encourage this form when possible. The libraries along the lake have especially made use of this law. At Jefferson the librarian is co-operating with the traveling library department in sending libraries to all schools of the township. The library at Carey hopes to extend its service by receiving maintenance from the whole township. This development appears to be the outcome of the use of traveling libraries in the township schools for the last seven years. The library board at Wauseon has manifested interest in the township library idea, and will make an effort to so increase the maintenance and usefulness of the library. A movement is in operation at New Athens to combine a township and town library with that of Franklin College. For the small town this combination of town or township and college library increases funds, resources and administra-

tive facilities, bringing about a much more desirable library. There are in the state a number of towns having colleges where this method would work to advantage.

DISTRICT LIBRARY MEETINGS.

A series of six district meetings has been held. The state has been divided into districts containing a number of neighboring libraries, and a central town with good railroad or interurban facilities chosen for a day's session to discuss library problems. From fifteen to forty-two librarians, assistants and trustees have been in attendance at the various sessions, the whole attendance numbering one hundred and fifty-eight. Meetings have been held at Washington C. H., Sidney, Painesville, Mansfield, Norwalk and Columbus. Other meetings are now planned for Canton and Toledo. These meetings bring together people with like interests for acquaintanceship, comparison of methods and informal discussion of library problems. The presence of members of library boards not only lends inspiration to the librarians, but also broadens their own conception of library matters. Librarians are sometimes awakened to the need of technical work in their libraries and training for themselves. The presence of superintendents, principals and teachers has stimulated co-operation between libraries and schools. Interest has been aroused in towns without libraries neighboring the one where the meeting was held—e. g., a delegation from Greenfield came to Washington C. H., and a committee from Wapakoneta visited the Sidney meeting, and invited the organizer to meet a committee and hold a mass meeting with the object of establishing a library. The organization of a district library club is to be the outcome of one of the meetings. We hope to continue these sessions once a year in the various districts, the meetings to be held at a different library each year. They offer the greatest stimulus to the hostess library as well as to those in attendance. Many get more from them than from the larger associations, while others come to district meetings who never have an opportunity to attend the state or A. L. A. conferences. These meetings had an unusual value this year, since the O. L. A. went out of the state, thus limiting the attendance of Ohio librarians.

OHIO LIBRARY ASSOCIATION.

The Department was represented at the meeting of the O. L. A. in a tri-state meeting with Indiana and Kentucky at Louisville, October 20-22, which gave opportunity to come in touch with librarians of our state as well as the neighboring ones. An invitation to take part in the round-table discussions was accepted, and a talk given on "How to Determine the Book Needs of a Small Library." Several committees were aided by reports from our work.

LEAGUE OF LIBRARY COMMISSIONS.

The Department was represented at the midyear meeting of the League of Library Commissions, held in Chicago, January 4-6, which was largely attended by representatives of commissions of various states. The sessions were very inspiring, and many problems relating to commission work were discussed. One whole session was devoted to reports of new work undertaken by the commissions, which included this department. The Chicago branch of the Library Bureau Factory was visited.

OHIO FEDERATION OF WOMEN'S CLUBS.

An afternoon and evening was spent at Lima with the O. F. W. C. Meeting women from all over the state at Tiffin last fall has helped our work throughout the year. The women's clubs are often very active in the work of starting new libraries and fostering them.

TEACHERS' INSTITUTES.

The Committee on Relation of Library and School of the O. L. A. arranged to have an address relating to library extension through co-operation with schools at as many country teachers' institutes as possible. Of the twenty-eight addresses given, the department helped provide seventeen, in counties as follows: Ashtabula, Cuyahoga, Fairfield, Franklin, Hocking, Holmes, Licking, Muskingum, Perry, Pickaway, Richland, Tuscarawas, Union, Vinton, Wayne, Wyandot. It also, in part, provided a speaker for the meeting of the State Teachers' Association, at Put-in-Bay. The results of this work have been a stimulus to the local library in its use by teachers, not only of the town where the meeting was held, but also of the county; an interest toward developing a library in towns and counties having none, and an increased use of traveling libraries by teachers of the state. This work, to be most effective, should be continued from year to year by a sequence of subjects.

TAX LEVY.

Frequently it is found that the tax levy is not large enough to maintain the library properly. The reassessment of property valuations may remedy this condition. Occasionally towns are willing to meet the requirements for a larger library than Mr. Carnegie offers. As such gifts seem to be based on the old valuation and census statistics, the reassessment and taking of the census may change this condition also. At the rate our towns are growing it would be best to have the building and levy meet the maximum, as many libraries are soon inadequate to meet the development of the towns.

OUTLOOK.

- According to the census of 1900, there are in the state eight towns of over five thousand population without tax-supported public libraries. The new census will show more. There are, also, sixteen counties having no tax-supported libraries. In addition to these counties three county-seat towns are without such libraries in counties having them in other towns. The ideal is to establish libraries in such towns first, but interest must develop in every case before the work can be pushed.

We find eighty-five towns having association or subscription libraries, or where there is agitation looking to the development of tax-supported libraries. The work of the coming year should include visits to these towns in an effort to aid in reaching this goal. There are also hundreds of school libraries in the state, many of which may later form the nucleus of free public libraries. The prospect is bright for rapid development. It is not too much to hope that the future may see Ohio attain with Massachusetts a free public library in every town of the state. With our one hundred and six such libraries as a beginning, time and work will accomplish this end.

The immediate need for service has been out in the field. There effort has been spent aside from the necessary office demands. The office side of the work needs to be further developed, for much can be done through correspondence and writing on library subjects. The addition of an assistant to the department for the last four and one-half months has helped the progress of the work. We shall hope the appropriation may be increased sufficiently to add another in the coming year.

Without co-operation so much could not have been accomplished. To the librarians of the state, to the Ohio Library Association, to men and women of Ohio, interested in the library movement, to our co-workers in the state and traveling libraries, and to the Board of Library Commissioners, is due our gratitude for co-operation and kindly interest.

Respectfully submitted,

MARY ELIZABETH DOWNEY,

Library Organizer.

Government Documents in Small Libraries

By CHARLES WELLS REEDER,

Assistant Reference Librarian, Ohio State University.

[Substance of an address before a meeting of librarians held under the auspices of the Library Organizer of the Ohio Library Commission, Ohio State University, October 8, 1909.]

The problem of government publications in the small libraries has been discussed at much length by librarians, but it is still far from a definite solution. In fact, there can be no general settlement of many phases of this question, for each and every library must decide what its own policy and attitude shall be toward this class of publications.

It is generally admitted that some libraries ought to have all the publications that are made for distribution, and therefore a system of depository libraries is maintained by the government. The libraries which are not favored with this privilege are compelled to make a selection from the great number of documents and there is the essence of the problem for discussion here. The question of what to get involves the selection of certain publications which will be useful to present patrons of the library and the acquisition of those for which a demand can be created. For instance, if the library is located in a rural section, there will be a big demand for publications relating to agriculture, and a larger proportion of such documents will be secured than for other subjects. If the students of the high school are interested in debating present day questions, the publications of the government relating to the existing political and economic conditions will be in demand. In the final analysis, the librarian must feel the pulse of the community, as it were, and secure the classes of government material which correspond most nearly to the demand. At the same time, by making use of bibliographies, of department lists of publications and of the reference section in the Documents Office, the demand for this class of literature can be materially increased and documents secured which are not already in the library.

The purpose of this discussion is to suggest a list of government publications which will be of use in a small library. Before doing so, the various methods of securing documents must be mentioned, as the way will be indicated with each document serial in the following list. First of all, there is the system of depository distribution which is based on the act of January 12, 1895. The idea is to place in all sections of the country complete collections of all public documents which are

printed and made for distribution. This privilege is granted by law or through the request of senators and representatives. The second way in which large numbers of documents are distributed is through the congressional quota. This practice is a very old one, being used for the first time in 1791. Each member of Congress is given a quota of all documents published by that body, the number varying with each document. These are distributed by the order of the congressmen and are sent out under their franks. As a rule, the libraries will receive very prompt and courteous attention from their representative in Congress to any request made for publications. Thirdly, the departments and bureaus have mailing lists including public officials, institutions of various kinds and interested people. Usually a request by a library to be placed upon such a list is granted; if not, a letter to the congressman will bring the desired result. Finally, the Superintendent of Documents is authorized to sell the government publications at a price sufficient to cover the actual expense of paper, press work and binding. The amount is always small because the main costs of typesetting and stereotyping are eliminated from the price. There are some publications which are secured by sale only, this rule applying to libraries as well as to individuals.

The list of publications which will be useful is as follows: The *Farmers' Bulletins* of the Department of Agriculture are brief popular articles which give in simple, concise language the results of investigations and experiments. They also outline methods for farm procedure and offer instructions and suggestions for the practical farmer. The annual edition of these bulletins is over six and one half million copies. By law eighty per cent. of these are placed at the disposal of the members of Congress, the remaining twenty per cent. being in the hands of the Secretary of Agriculture. Libraries will be placed on the mailing list, or single copies will be sent on application to a senator, representative or delegate, or to the secretary of the department. An *Index to Farmers' Bulletins 1-250* was issued as *Bulletin 8* of the Division of Publications, Department of Agriculture *Circular No. 4* of this Division is a *Farmers' Bulletin Subject Index*, and contains a list of the subjects of the *Bulletins* arranged alphabetically. It is revised at frequent intervals. The Library of Congress issues printed cards for the *Farmers' Bulletins*.

The *Yearbook* of the Department of Agriculture is virtually an annual encyclopedia of popular, timely articles on special topics covering the year's work of the Department and the year's progress in agriculture. The law provides for an edition of 500,000 copies, but under the new system of public printing, the actual number issued is 300,000. The Department has 30,000 and the remainder is placed at the order of the members of Congress. Applications to either source will be filled, but requests had better be sent to the congressmen first. Two indexes

to the *Yearbook* have been prepared: *Bulletin* 7, Division of Publications covers the annual volumes for the period, 1894-1900, and *Bulletin* 9 of the same Division, the years 1901-1905. Catalog cards for all the articles can be secured from the Library of Congress.

The Division of Publications, Department of Agriculture, issues *Circular No. 2, Publications for Free Distribution*, which gives the titles of such publications. They are sent free as long as the edition lasts, application being made to the Secretary of Agriculture. *Circular No. 3 is Publications for Sale*. These can be purchased from the Superintendent of Documents, the remittances being sent by postal money orders, express orders, New York draft, or in currency, but never in stamps. There is also a *Monthly List of Publications* issued by the Department of Agriculture, which will be sent to any library free. Through these three lists a librarian can keep in touch with the publications of the most active publishing department of the government and secure the latest available information for the library patrons.

The *Annual Report* of the American Historical Association is devoted to papers by historians of national fame, to reports of the Public Archives Commission, and to the publication of historical bibliographical enterprises. For the students of American history no one set of government documents can be more valuable. The edition is rather limited, the law providing for 5,500 copies. As the Smithsonian Institution has so many exchanges, these reports are best secured from the quota allowed to Congressmen.

The International Bureau of American Republics is not essentially a United States government bureau, but one in which twenty-one of the republics of the Western Hemisphere have an interest. The *Monthly Bulletin* is printed in four languages—English, Spanish, Portuguese and French. It contains the latest information on the commerce, laws, new enterprises and general development of each republic. It is essentially a magazine of Central and South American events. This Bulletin cannot be obtained free, as the bureau sells nearly all its publications. The subscription price for the English edition is \$2.00 per year. A small library does not need the foreign edition. Communications should be addressed to the Director of the Bureau.

No library can afford to be without the publications of the Bureau of the Census. The volumes of the decennial censuses contain the statistical records of the nation's growth and development. If the full set of reports is not wanted, by all means the *Abstract* should be secured, as it contains the summaries. The series of *Bulletins* issued by the permanent bureau contains the recent statistics, estimates, and are the source for much of the data found in the annual newspaper almanacs. These publications are supplied free of charge to libraries upon application to the Director of the Census or to members of Congress. The Department of Commerce and Labor has issued a *List of Publications*

... available for distribution; the Bureau has also issued *Publications Tenth, Eleventh and Twelfth Censuses and Permanent Bureau*. The publications no longer available are marked with an asterisk.

The *Annual Reports* of the Civil Service Commission contain the data on the historical and statistical growth of the classified government service, the number and character of examinations, the appointments to service, the rules covering civil service appointment and the legal decisions of the Commission. The Commission has twenty thousand copies of its annual report for distribution, applications for it being made directly to the Commission. The *Manual of Examinations* is issued January 1st and July 1st of each year, and give the date, place, character and scope of scheduled examinations. It will be found indispensable for those desiring to enter the government service. It will be furnished gratuitously by the Commission.

The *Congressional Directory* is issued in three editions for a long session, and in two for a short one. It contains the essential facts necessary for a valuable reference book on the government. There are biographical sketches of each senator, representative and delegate in Congress; committee arrangements are given for all members; officials and attaches of both houses are listed; biographical sketches are given for the heads of the executive departments; there is a roster of the chief officers in each department and in the consular and diplomatic service; finally, there is a brief outline of the official duties of each department, bureau and division in the government. The number issued is determined by the Joint Committee on Printing, but inasmuch as the *Directory* is issued as a Senate document, it can be secured by application to a member in Congress. If not supplied in this way, it can be purchased from the Superintendent of Documents. The last edition is the one to be secured.

The *Congressional Record* is published daily when Congress is in session and in a collected edition when the session is over. It is a verbatim report of all that takes place in Congress, and ought to be placed with the daily papers in a library. An *Index* is prepared every two weeks and one for the entire session. Besides the references to the bills, the index contains a history of each measure and the number of each committee report and document presented. Each senator has ninety copies and each representative and delegate has sixty-two copies. Librarians should make application to their congressmen for the *Record* at the beginning of each session of Congress, as new mailing lists are made out at that time.

The *Annual Reports* of the Bureau of Education are devoted to statistics concerning the educational system of the United States. There are also discussions and papers on important educational movements in other countries. The law provides for an edition of 35,000 copies, 20,000 of which are distributed by the Bureau. The reports from 1867

to 1898 are indexed in *A. L. A. Index*, 2d ed. Since 1906 much of the descriptive material in the annual reports has been eliminated and published as *Bulletins*. These contain many late monographs of importance and the results of study of new problems in education. Bulletin 2, 1908, is a *List of Publications . . . 1867-1907*. The annual bibliography of education which has been issued for the past eight years in the *Educational Review* is now printed as a *Bulletin* of the Bureau of Education.

The *Experiment Station Record*, a publication of the Office of Experiment Stations, gives a technical review of the current literature of agricultural investigation, not only in the United States, but also throughout the whole world. It reviews books and annual reports of governments and the agricultural experiment stations in the various states and about 1,600 periodicals in twelve or more languages. The Office maintains a mailing list, and application for publications should be directed to the Director. The *Record* is also sold by the Superintendent of Documents at \$1.00 per volume, beginning with July, 1909. Previous volumes are \$1.50.

The *Annual Reports* of the Interstate Commerce Commission cover both the administrative and the quasi-judicial proceedings of the Commission. In its administrative features the report presents railroad statistics, discusses the uniform methods of accounting, and summarizes the results of enforcing the safety appliance laws, the hours of service act and the accidents law. Important decisions made during the year by the Commission and by United States Courts are reviewed. The reports are furnished gratuitously by the Commission to those who apply. Another valuable serial is the report on the *Statistics of Railways in the United States*. It is prepared according to schedules, and covers the mileage, the amount of railway capital, the earnings and income, the general expenditures and the accidents. This volume is also distributed free by the Commission.

The Bureau of Labor issues three serials which ought to be found in every library. The *Annual Reports* contain the results of investigations which the Bureau has made on industrial and social subjects. The *Special Reports* are on particular subjects, and are prepared as requested by the President of the United States or by either house of Congress. The *Bulletin* is issued bi-monthly, and contains the latest information on subjects within the wide field of labor and not included in the other reports. The *Annual Reports* and *Bulletins* up to 1898 are indexed in the *A. L. A. Index*, 2d ed. The Bureau issued an *Index* in 1902 which covers *Annual Reports* 1-16, *Bulletins* 1-39 and *Special Reports* 1-9. Application for these publications are best made to the Bureau and handled from its mailing list.

The most useful publication of the Library of Congress in a small library is the series of bibliographies compiled in the Division of Bibliography. They vary in size from approximately complete bibliographies

to small reading lists on questions of current interest. Inasmuch as they are based on the largest collection of library materials in the United States, the bibliographies give an idea of existing references and sources which might not be suggested or even known in smaller institutions. Through library loans and the judicious writing for sources, the small library can supply liberal materials for study from these bibliographies. As to the distribution of these publications, the Library of Congress makes this statement: "With certain exceptions, the publications are not distributed gratis, except to institutions with which the library regularly exchanges." At any event, they can be purchased from the Superintendent of Documents for from ten to fifteen cents. The complete list of these bibliographies is published in the *List of Publications Issued Since 1897* (by the Library of Congress).

The *Daily Consular and Trade Reports* are issued from the Bureau of Manufactures. These are a collection of reports made by United States consuls in all parts of the world on matters of commercial and current importance, such as new inventions, crops, market possibilities and commercial relations in general. The Bureau will add a library to its mailing list upon application.

The Bureau of Statistics of the Department of Commerce and Labor issue two serials which are of use in small libraries. The *Monthly Summary of Commerce and Finance* is the leading statistical publication of the government. It gives a very complete and detailed statistical account of the foreign commerce of the United States, the internal commerce and the commerce with the non-contiguous possessions. The *Statistical Abstract* covers, in summarized form, most of the important subjects in the wide field of government activity, and easily ranks as "the most useful summary of statistics relating to our country that is printed." The edition is limited to twelve thousand copies—three thousand to the Senate, six thousand to the House, and the remainder to the Bureau. Application for both serials can be made directly to the Bureau, and especially for the *Monthly Summary*.

In conclusion, the librarian that intends to be alive to his opportunity with government documents will get the *Annual Reports* of the Superintendent of Documents for 1907 and 1908 and commit them to heart. They contain the best explanation of the present plan of distribution and other problems with these publications that has been written. The library should receive the series of *Price Lists* and *Leaflets* now being issued by the Documents Office. The one is virtually a bibliography of some important subjects which the documents cover; the other is a description of some one document or some class of more than passing interest. Both show what can be purchased and the price of the publication. If the library has not received copies of *Free Lists Nos. 1 to 3*, they should be sent for. They contain a list of the documents which are offered free of all charge to libraries. Many rare and

useful publications can be secured in this way. Finally, if possible, subscribe for the *Monthly Catalog of Public Documents*, which keeps the reading public informed as to what is now being published by the government, how and where the publications can be obtained and the purchase price.

Such are a few suggestions concerning important government serials in the small libraries. No account has been taken of single documents, of which a long list can be made. Nor have such problems as shelving, classifying and cataloging the documents been discussed. The endeavor has been to show what such a list of documents offers by way of additional reference source material and how it may be secured. Documents must not be despised because they are free. They are to be regarded with honor even in their own country.

FINANCIAL STATEMENT.

Year Ending November 15, 1909.

	RECEIPTS.			Expend- itures.	Bal. Nov. 15, 1909.
	Bal. Nov. 15, 1908.	Appro- priation.	Total		
Salary of librarian	\$750 00	\$3,000 00	\$3,750 00	\$3,000 00	\$750 00
Salaries of library assistants..	785 00	4,000 00	4,785 00	3,761 25	1,023 75
Salary of assistant librarian..	300 00	1,200 00	1,500 00	1,200 00	300 00
Salary of assistant secretary and stenographer	225 00	900 00	1,125 00	900 00	225 00
Salary of document clerk	240 00	960 00	1,240 00	960 00	240 00
Salary of janitor.....	225 00	900 00	1,125 00	900 00	225 00
Books and papers	878 12	5,000 00	5,878 12	4,116 13	1,761 99
Contingent expenses and ex- tra labor	574 77	1,800 00	2,374 77	2,030 31	344 46
Traveling library department	1,829 31	10,000 00	11,829 31	9,506 80	2,322 51
Expenses of commission	200 39	500 00	700 39	581 35	119 04
Carpets, furniture and repairs	93 10	500 00	593 10	424 55	168 55
Department of library organi- zation.....	1,663 90	3,000 00	4,663 90	3,354 97	1,308 93

Sixty Sixth Annual Report

of the

LIBRARY BOARD

of the

OHIO STATE LIBRARY

1911

together with the

Annual Report of the State Librarian

to the

Governor of the State of Ohio
Columbus

J. H. NEWMAN, State Librarian



COLUMBUS, O. :
THE F. J. HEER PRINTING CO.
1912

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BOARD OF LIBRARY COMMISSIONERS.

JOHN MCSWEENEY, <i>President</i>	Wooster
FRANK N. SWEITZER.....	Canton
J. F. MCGREW.....	Springfield

STATE LIBRARY STAFF.

GENERAL LIBRARY DEPARTMENT.

J. H. NEWMAN.....	<i>Librarian</i>
ALICE BOARDMAN.....	<i>Assistant Librarian</i>
LOUISE SCHOENEWEISS.....	<i>Library Assistant</i>
ALICE S. DAVIS.....	<i>Library Assistant</i>
EMMA J. HOLLINGSWORTH.....	<i>Library Assistant</i>
EDWIN H. TRAUTMAN.....	<i>Library Assistant</i>
MARY E. MORRIS.....	<i>Assistant Secretary</i>
JAMES R. HALE.....	<i>Document Clerk</i>
J. C. RAMSEY.....	<i>Janitor and Messenger</i>

TRAVELING LIBRARY DEPARTMENT.

IDA K. GALBREATH.....	<i>Superintendent</i>
MARGARET A. GRAMESLY.....	<i>Assistant</i>
ALICE D. MCKEE.....	<i>Assistant</i>
JENNIE Z. CORNMAN.....	<i>Assistant</i>
AGNES CLARKE.....	<i>Assistant</i>
JOHN L. WILSON.....	<i>Janitor</i>

DEPARTMENT OF LIBRARY ORGANIZATION.

MARY E. DOWNEY.....	<i>Library Organizer</i>
SABRA W. VOUGHT.....	<i>Assistant Organizer</i>

LEGISLATIVE REFERENCE DEPARTMENT.

GEORGE A. EDGE.....	<i>Assistant Librarian</i>
ABBY S. PRICE.....	<i>Assistant</i>
MINNIE L. BUSHFIELD.....	<i>Assistant</i>

REPORT OF THE BOARD OF LIBRARY COMMISSIONERS.

COLUMBUS, OHIO, NOV. 15, 1911.

To His Excellency, JUDSON HARMON, Governor of Ohio:

We, the Board of Library Commissioners, beg leave to submit for your consideration this our sixty-sixth annual report:

It gives us great pleasure to report an expansion of business in every department of the library. During the last few months the results of the work have been very satisfactory. The increase in circulation of books in the various departments has materially increased. By examination of previous reports, it will be seen that there has been a decided improvement over the work of the past.

As you know, no doubt, the library is divided into a number of departments, at least the work of the library should be divided so. Heretofore we have considered it under three heads when it should really be five, as follows:

1. The General Library Department—circulating and reference.
2. The Traveling Department.
3. The Organization Department.
4. The Document Department.
5. The Legislative Reference Department.

Each of these departments are essential to the well-being and usefulness of the General Library and each, in a degree, is dependent upon the others.

The General Library has its offices to fill which cannot be taken care of properly by any one of the others.

The Legislative Department, recently established, is indispensable as a reference department for legislative work. In this department the work consists in collecting, classifying, and indexing documents, manuscripts and various material of current and pending legislation, and that the general assembly or any citizen of the state may be assisted by its service. Its particular usefulness is to assist members of the general assembly in the preparation of laws to be executed. We believe that the usefulness of this department can be extended much further and that it will be of great help to many in the state in formulating laws for the government of municipalities and the proper conduct of all legislation.

The Document Department has been of great benefit to all those who seek information concerning legislation of the general government, as well as those who are interested in patents, soils and mechanics.

The work of the Traveling Library has grown to enormous proportions and has already proven indispensable to the welfare of the state. Hundreds of communities who are unable to procure useful books and documents are provided for by this department and the record of the past year has been most satisfactory.

Before closing, we wish to call your attention to the fact that this department of state, the library, is sorely in need of more commodious quarters. In fact, it is now only a question of time when the usefulness of the library will be badly interfered with unless something is done to provide better quarters or more room.

Respectfully submitted,

JOHN MCSWEENEY,
J. F. MCGREW,
FRANK N. SWEITZER.

Board of Library Commissioners.

REPORT OF STATE LIBRARIAN.

COLUMBUS, OHIO, Nov. 15, 1911.

To the Board of Library Commissioners.

GENTLEMEN:—I have the honor to submit my report as State Librarian for the year ending Nov. 15, 1911.

Since my installation in July, I have endeavored to make such adjustment of conditions as might prove advantageous to the Department. We have added, since that time, a number of volumes to the Traveling Department and to the General Library Department, and now have in process a listing of the books on shelves so as to relieve the congested condition and yet make place for such new books as are desirable and needed in a library of this magnitude.

The Reference Department of the Library, I found had many volumes that were not in frequent demand, and those I arranged to have displaced with new works, and at the same time to take care of the old ones. The physical condition of the books, to a great extent, was bad. Injured books were gone over, and as far as possible, rebuilt, for both Traveling and Circulating Department.

The Legislative Department I found needed much improvement, a matter which was taken up by the head of that Department and myself, and rectified.

In the invoice made by the Auditor a great many books were found missing from the shelves as indicated by the cards, and a great many books were found for which there were no cards. The latter might as well not be in the Library at all for the reason there was nothing to show either assistant or patron that the books were on hands, and many patrons were turned away unserved when the books called for were in the Library, but for want of a record could not be found.

Among other things which I found needed much attention upon assuming duties of the office, were the fire dangers. A deputy from the Department of Workshops and Factories was taken through the various departments, and a careful examination made of conditions. Mr. Zuber, State Fire Marshal, also by request lent his aid and the investigation by these two Departments resulted in a decision that the place was in no safe condition. In many places the wood was charred by contact with electric wires and bulbs, and in several instances books showed scorched condition. Feeling that it was of the greatest importance that the Department be the better safeguarded against these damages, I took steps at once to remedy the matter and put the place in better fire condition.

Many documents, books, and papers were found scattered over the basement, loose and in boxes, some in rooms set apart for the care of this material, and others out in the open basement. All this material was gathered up and put in better and safer condition.

VALUABLE LETTERS AND PAPERS.

The General Assembly of 1870 authorized the purchase for use of the State Library the correspondence, messages, documents and manuscripts generally of Governor Authur St. Clair of the Northwest Territory, etc.

The papers were purchased and the list compiled and printed. The examiners checked the list and found some of the letters missing. They indicated on the list letters missing.

Manuscripts and Papers in the Library from the Governor's office.

Papers of Governors R. J. Meigs, Thomas Worthington, Ethan Allen Brown and Canal Letters. The examiners checked above from a printed catalog and noted those missing. The following papers were not catalogued: Samuel Huntington, papers referring to the War of 1812, etc. ———— Williams, Canal Papers. William Lawrence, Papers. C. R. Sherman, Manuscripts. Emmett Papers, Books from Emmett Family. Thirty-five volumes Japanese books. Book containing report of commission to examine the obstructions to navigation of the Ohio River, appointed by Virginia, Kentucky, Pennsylvania and Ohio, under resolution of Ohio General Assembly, Jan. 27, 1817. Nineteen copies "Art of the World" (Columbia Exposition Series). Fifteen copies or sections "Japan Described and Illustrated by Japanese."

BOOKS IN CIRCULATING LIBRARY.

General Works	13,151
Philosophy	1,407
Religion	3,278
Sociology	5,861
Philology	382
Natural Science	2,142
Useful Arts	2,477
Fine Arts	1,570
Literature	7,538
History	14,855
Biography	4,297
Presbyterian Society donation.....	366
Granger Set	214
Miscellaneous Documents	9,680
United States Documents.....	11,343
Foreign Documents	2,035
Hassards Parliamentary Debates of England.....	960
War of Rebellion.....	128
Forest Review	1

Bound Newspapers and Periodicals.....	3,841
New Books not accessioned.....	215
Books classified and not classified.....	166
Duplicate U. S. Cong. Documents (basement).....	2,087
New Books	334
Roster of Ohio Soldiers.....	12
Total	88,340
Maps Roll	46

TRAVELING LIBRARY.

Number of volumes.....	65,159
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RECAPITULATION OF BOOKS.

Books in Circulating Library.....	88,340
Books in Traveling Library.....	65,159
Total	153,499

It shall be my purpose to promote the efficiency of this Department of State.

Respectfully submitted,

J. H. NEWMAN,
State Librarian and
Secretary of the Board of Commissioners.

LEGISLATIVE REFERENCE DEPARTMENT.

To the Board of Library Commissioners.

NOVEMBER 15, 1911.

GENTLEMEN:—The Legislative Reference Department is the newest of the several departments of the State Library and the report of the past year is practically a report of the first year's work.

BOOKS AND PAMPHLETS.

Starting with nothing in the way of material, the first year has been spent in accumulating a library, and the latter now consists of over a thousand volumes of books, pamphlets, and Mss. relating to important sub- of legislation, of present and future interest in this and other states. Many of these Mss. have been compiled by this department and so far as we know are not obtainable elsewhere.

In order to supply the demand for information on certain subjects of current interest, pamphlets have been published which have been distributed in all the different states. The following subjects have been

issued to date. Initiative and Referendum, Workman's Compensation, Regulation of Public Utilities, Public Service Commission Laws, Nomination and Election of U. S. Senators. Most of these pamphlets contain complete bibliographies. The Department also published a complete index of all bills and resolutions introduced at the 1911 Session of the General Assembly. Pamphlets on other subjects are in course of preparation and will be issued later.

A careful scrutiny is made of all late publications by the several Departments of the different States and those of importance are sent for at once.

As most of the material used in the building up of the library consists of State publications, etc., the cost of buying books is very light and the chief expense is postage.

LEGISLATURE.

In times past when the Legislature met each member came with the intention of introducing some particular bill. The information upon which to base this bill was probably scattered through scores of volumes, in many cases almost inaccessible to the inexperienced legislator. If he had the time and industry to go through this mass of material, he would be able to give but scant attention to the hundreds of other bills introduced.

The purpose of the Legislative Reference Department has been to find out from the members the subjects in which they are interested. When they arrive they find the material they need collected in compact form and classified for instant use. Thus instead of wasting many months in his search for material he may have ample time to give serious attention to other matters of Legislation, and probably help defeat much that is unwise.

At the beginning of the last session of the General Assembly, the Department had not been in operation a sufficient time to be adequately prepared, but was used extensively by those members who were aware of its purpose.

Material was collected which rendered considerable aid in the preparation and consideration of bills on such subjects as Public Utilities, Workman's Compensation, Central Board of Control, Uniform Text Books, Nomination of U. S. Senators and scores of Bills of less importance.

A very complete literature was collected giving both sides of such subjects as Compulsory Vaccination, Sterilization for Criminals, Sex Hygiene in the Schools, etc., and although the bills presenting them did not receive favorable action, they will undoubtedly be given more favorable consideration by future members of the General Assembly.

Many bills were prepared for introduction at the request of members who had not yet become familiar with Legislative Methods, statistics were collected and the important bills of the other legislatures then in session were obtained and filed for ready use. Through the experience gained in one session, the Department cannot but be of increasing value to future sessions of the Legislature.

CONSTITUTIONAL CONVENTION.

At the November election of 1910 the people decided in favor of holding a Constitutional Convention. Realizing that the Constitutional Convention would need aid in their deliberations, this Department has made every effort to collect material on the subjects most likely to be considered. Complete Bibliographies have been prepared on the following subjects: Recall, Mortgage Taxation, Single Tax, Taxation of Church Property, Prison Contract Labor, Civil Service (National, State, and Municipal), Woman Suffrage, Home Rule for Cities, Hours of Labor, Employer's Liability, Injunction Commission Plan for Cities, and Jury System. In addition to this, the Mss. have been prepared for at least two Pamphlets for the aid of the Convention and in connection therewith an extensive Bibliography has been prepared on Constitution making, which includes all the most important documents, books and magazine articles relating to that subject.

INDEXING.

The law creating the Department provided for the indexing of the bills of past Legislatures in order to make them of value. This work has been progressing steadily, although it will take some time to complete, with the present number of assistants. In order to have the bills which were most used indexed first the work has been proceeding backward, beginning with the last session and taking up the earlier ones in their order.

At first it was intended to keep an index of all the bills introduced in all the State Legislatures, but it was found that this would take up too much room, and so has been discontinued, although the index is complete for the year 1910. Only the important bills of the 1911 sessions of the various States have been indexed. By this means all matters of merely local interest have been dropped and subjects only of General interest retained.

CLIPPINGS.

In order to provide for the vacancies which books and pamphlets do not reach, a clipping department is maintained and a clipping bureau patronized. All clippings relating in any way to important matters of legislation in this or other states are kept in scrap books which are fully indexed and arranged in chronological order.

FINANCE.

When the Department was created \$3,000.00 was appropriated for the first year which included also the fitting up of the offices. As more help was needed the last Legislature made an appropriation of \$5,000.00 per year for the years 1911 and 1912. The Department will be able to do effective work with this appropriation.

ASSISTANTS.

At the present time the Department is composed of three persons, Legislative Librarian and two assistants. Perhaps another assistant will be necessary during the session of the Constitutional Convention.

GEORGE A. EDGE,

Legislative Reference Department.

Report for year ending November 15th, 1911.

COLUMBUS, OHIO, Nov. 15, 1911.

To the Honorable Board of Library Commissioners:—

We respectfully submit the following report of Traveling Library work in Ohio for the year ending this date:

1086 libraries, 49,574 volumes, were issued from the Department. These were distributed as follows:

To Women's Clubs.....	164
Schools	486
Granges	69
Miscellaneous organizations	67
Religious	81
Libraries	158
Men's Clubs (including Y. M. C. A.).....	38
Fairs (county fairs for advertising purposes).....	23
Total	1,086

To counties they were distributed as follows:

Allen	7	Clermont	21
Ashland	2	Clinton	3
Ashtabula	26	Columbiana	17
Athens	16	Coshocton	20
Belmont	9	Crawford	6
Brown	2	Cuyahoga	40
Butler	9	Darke	8
Carroll	1	Defiance	2
Champaign	15	Delaware	14
Clark	8	Erie	13

Fairfield	18	Morgan	13
Fayette	4	Morrow	14
Franklin	95	Muskingum	11
Fulton	7	Noble	4
Gallia	4	Ottawa	10
Geauga	4	Paulding	1
Greene	31	Perry	34
Guernsey	5	Pickaway	2
Hancock	3	Pike	6
Hardin	17	Portage	9
Harrison	9	Preble	10
Henry	1	Putnam	5
Highland	17	Richland	3
Hocking	1	Ross	8
Holmes	12	Sandusky	2
Huron	15	Scioto	6
Jackson	2	Seneca	4
Jefferson	6	Shelby	1
Knox	17	Stark	4
Lake	31	Summit	18
Lawrence	29	Trumbull	22
Licking	31	Tuscarawas	17
Logan	29	Union	19
Lorain	4	Van Wert	21
Lucas	6	Vinton	5
Madison	45	Warren	11
Mahoning	14	Washington	2
Marion	4	Wayne	24
Medina	6	Williams	5
Meigs	4	Wood	20
Miami	12	Wyandot	14
Monroe	8	Chautauqua, N. Y., for Summer	
Montgomery	24	School	7

In addition to books loaned in Traveling Libraries the following were issued from the Department:

To three months' patrons (agriculture).....	653 vols.
Individuals (state employees).....	830 "

Total number of volumes issued as follows:

In Traveling Libraries.....	49,574
To three months' patrons.....	653
To individuals	830

Total

51,057

Estimated circulation (based upon reports received) 204,228.

Books were sent into every county in the state except four: Adams, Auglaize, Hamilton and Mercer.

Number of volumes in Department November 15, 1910..... 62,467
 Number of volumes accessioned since November 15, 1910..... 3,518

Total 65,985
 Lost or discarded..... 826

Number of volumes in Department this date..... 65,159

In addition to books accessioned there are now on shelves, ready to be accessioned, about 3786 volumes.

Work done in cataloging department:

			New.		Recatalogued.	
Duplicates.	Single.	Total.	Titles.	Vols.	Titles.	Vols.
1889	799	2,688	502	951	260	634

An annotated bulletin of about two hundred and fifty pages, all books in the art section of the Traveling Library Department, is now on the press and will be ready for distribution in a short time.

Almost one thousand envelopes have been added to the clipping file and many more valuable clippings will be added as soon as time permits.

A new edition of the Agriculture Bulletin is in course of preparation and plans for several new lines of work are being matured.

Respectfully submitted,

IDA K. GALBREATH,
Supt. Traveling Library Dept.

REPORT OF LIBRARY ORGANIZER.

COLUMBUS, OHIO, November 15, 1911.

To the Board of Library Commissioners:

GENTLEMEN:—I have the honor to present to you the third annual report of the Department of Library Organization, for the year ending November 15, 1911.

We close our third year of service to the state with results that have exceeded the most optimistic anticipations. No better response to what we have had to offer could possibly have been asked. According to the state records fewer than one hundred towns had levied tax for library maintenance when the Department opened. Today we have 145 towns with tax support for libraries, 19 of them having been added in the last

year, shows how the momentum is increasing. At the present rate, which is sure to be greater, in two more years the number of tax supported libraries in the state will have doubled. This means that the work of over one hundred years before will be done in five years with organized effort. It means simply letting people know the law and the way to take advantage of it; the various forms of library, municipal, under the school board or council, township thru the trustees or school board, and county by the authority of the commissioners; working out the best form for the particular locality; explaining the Carnegie proposition as to buildings; in towns where no library has developed, to plan ways and means of raising money to start and maintain the library till the first tax money accrues; and to assist in the work of organizing.

In addition to meeting special requests for aid, effort has been made to study conditions in the State Institutions with a view to assisting their libraries and to issue a series of bulletins on topics of interest to small libraries.

VISITS.

The general plan adopted has been to visit as many libraries as possible when answering calls for special service, thus economizing in time, strength and money. Visits numbering 200 have been made to the following 135 towns, including tax-supported, association, subscription, institution and college libraries, or to towns where there is interest in starting a library: Akron, Alliance, Arcanum, Ashley, Ashtabula, Ashville, Athens, Attica, Bainbridge, Barberton, Batavia, Bellaire, Belle Center, Bellefontaine, Bellville, Berlin Heights, Blanchester, Bristolville, Bucyrus, Cadiz, Caldwell, Canal Dover, Canal Winchester, Canton, Cardington, Cedar Point, Celina, Chardon, Chillicothe, Cincinnati, Circleville, Cleveland, Columbus Grove, Covington, Crestline, Crooksville, Cuyahoga Falls, Dayton, Delaware, Delphos, Dennison, East Liverpool, Galion, Gambier, Granville, Greenfield, Greenville, Hillsboro, Homer, Hudson, Jefferson, Kent, Kenton, Kingston, Kingsville, Kinsman, Leesburg, Leipsic, Lima, Loudonville, McConnellsville, Manchester, Mansfield, Marietta, Martins Ferry, Martinsburg, Marysville, Massillon, Mechanicsburg, Miamisburg, Middletown, Milan, Milford Center, Millersburg, Mineral City, Montpelier, Morrow, Mt. Gilead, Mt. Sterling, Nelsonville, New Berlin, New Bremen, New London, New Philadelphia, New Straitsville, New Vienna, Newark, North Fairfield, Norwalk, Ottawa, Painesville, Pickerington, Piqua, Pleasantville, Plymouth, Port Clinton, Portsmouth, Prospect, Ravenna, Raymond, Richwood, Rockford, St. Clairsville, St. Johns, St. Marys, Salem, Sandusky, Shelby, Sidney, Springfield, Steubenville, Strasburg, Sunbury, Tallmadge, Toledo, Toronto, Troy, Upper Sandusky, Urbana, Utica, Van Wert, Versailles, Wadsworth, Wapakoneta, Waynesfield, Wellsville, Williamsburg, Wilmington, Willoughby, Woodsfield, Woodstock, Xenia, Yellow Springs, Youngstown, Zanesfield.

Many non-tax supported association and subscription libraries have been found and visited in the hope of bringing them to a tax supported basis, which assures their permanence and efficiency. We try to have new association libraries start without charging a fee and to have old ones withdraw the fee. This sooner creates sentiment for tax support. The usual proportion of use is only 1/10 as much where there is a charge as without it. People will also respond more freely to calls for subscription or to entertainments for the benefit of the library if they know nothing is to be charged when they come for books.

The following state institution libraries have been visited to study conditions and needs in the hope of being able to render them some assistance: Athens State Hospital, Mansfield Reformatory, Massillon State Hospital, Xenia Ohio Soldiers' and Sailors' Orphans' Home. All the state institution libraries will be visited as opportunity offers and a general report given as to their book facilities and distribution.

While board meetings have not been sought, we have met incidentally board members of 37 libraries.

Traveling libraries have supplemented collections in libraries as follows: Amherst, Arcanum, Ashley, Ashtabula, Batavia, Bristolville, Bucyrus, Circleville, Cuyahoga Falls, Delaware, East Liverpool, East Palestine, Fayette, Freeport, Galion, Geneva, Granville, Hillsboro, Homer, Jamestown, Kelleys Island, Kingsville, Kinsman, Lorain, Lyons, Mansfield, Martinsburg, Marysville, Mt. Gilead, Mt. Sterling, Mt. Vernon, Napoleon, New Carlisle, Newark, Painesville, Portsmouth, St. Paris, Sandusky, Strasburg, Twinsburg, Van Wert, Vinton, Willoughby, Wilmington, Woodfield, Worthington, Youngstown. They are the greatest possible help as a means of stimulating interest in a permanent library and increasing the number of books in starting new libraries.

Tax for library support has been levied at Bristolville, Delphos, Granville, Homer, Kinsman, Loudonville, Middletown, Mt. Sterling (township), Napoleon, Rockford (increase), Strasburg (increase), Upper Sandusky, Wellsville.

Tax supported libraries of which there was heretofore no record have been discovered at Bainbridge, Bladensburg, Canal Winchester, Covington, Dennison, Morrow, New Madison, Pickerington, Pleasantville.

BUILDINGS.

The new building for the Reuben McMillan Library at Youngstown was dedicated December 3.

Mr. Carnegie has made the following gifts for library buildings: Bristolville, \$6,000; Cincinnati (Hyde Park, \$35,000, Avondale, \$40,000); Cleveland, \$24,000; Dayton, \$50,000 for two branches; Delphos, \$12,500; Kingsville, \$8,000; Kinsman, \$7,000; Mt. Sterling, \$10,000; Middleport, \$7,500; Middletown, \$25,000; Milan, \$8,000; Napoleon, \$10,000; Rock-

ford, \$2,500 (increase); Strasburg, \$9,000; Upper Sandusky, \$10,000. Cuyahoga Falls has \$15,000 for a building and \$3,000 for books by the will of W. A. Taylor a local benefactor.

Libraries at Alliance (Mt. Union College), Covington, Jefferson, Leipsic and Uhrichsville have new rooms provided for their use.

Mr. Carnegie's active inspection and approval of plans is bringing about better buildings from the librarian's standpoint. Architects are also freely submitting their plans for the approval of the Department which often results in serious mistakes being avoided. Visits are frequently made to towns erecting library buildings to discuss the plans with the architect and the library board.

REGISTRATION AND CIRCULATION.

Asking the libraries to make an annual report is resulting in a stimulus to the increased use of many libraries. Such statistics offer a basis of comparison and produce emulation among towns of similar size in having their libraries compare favorably with one another.

CHARGING.

The Newark charging system has been installed in the following ten libraries: Alliance (Mt. Union College), Athens (Public School), Athens (State Hospital), Bellaire, Cadiz, Kingsville, Kinsman, Marietta, Milford Center (Public School), Xenia (O. S. & S. O. Home).

CLASSIFICATION.

The following ten libraries have been classified, labeled and arranged:

Alliance (Mt. Union College), Athens (Public School), Athens (State Hospital), Bellaire, Hillsboro, Kingsville, Kinsman, Loudonville, Milford Center (Public School), Xenia (O. S. & S. O. Home).

ACCESSIONING.

Accessioning has been supervised in the following libraries: Alliance (Mt. Union College), Athens (Public School), Athens (State Hospital), Bellaire, Cadiz, Kingsville, Kinsman, Milford Center (Public School), Xenia (O. S. & S. O. Home).

CATALOGING.

Special assistance in cataloging has been rendered to Athens (State Hospital), Kinsman, Marysville, Newark, Wellsville, Xenia (O. S. & S. O. Home).

LIBRARY SCHOOLS.

Ohio was represented at the Chautauqua Library School by 16 students from the following libraries: Akron, Buchtel College Library;

Cedarville, Township Library; Findlay, Public Library; Galion, Public Library; Kinsman, Free Public Library; Lima, Public Library; London, Carnegie Free Library; Mt. Gilead, Public Library; Sandusky, Public Library; Upper Sandusky, Public Library; Willoughby, Public Library; Xenia, O. S. & S. O. Home Library; Zanesville, John McIntire Public Library. Indiana Summer School had one from Eaton Public Library.

The long course schools have 28 students from Ohio for the year 1911-12 as follows: Carnegie Library of Pittsburgh, 4; Illinois, 3; New York Public Library, 1; New York State, 4; Simmons College, 4; Western Reserve University, 12. Judging from the difficulty in filling positions, with good material, at certain times in the year, it would seem that the existing library schools are not adequate to meet the demand.

LOCAL LIBRARY EXTENSION.

Mr. Carnegie has given Dayton \$50,000 for two branch buildings which means a great step in advance for that city.

Some of the libraries in the larger cities are doing all that could be asked from a main library and yet are as inadequate to meet the needs of their population as the most meagre library in the smallest town. The demands of increasing population have outgrown the facilities of libraries which were marvels some years ago.

STATE INSTITUTION LIBRARIES.

The libraries of the Ohio Soldiers' and Sailors' Orphans' Home at Xenia and the State Hospital at Athens have been reorganized under the supervision of the Department. At the request of the Board of Trustees the organizer visited the O. S. & S. O. Home to study conditions and outline methods of bringing the library up to date. A list of some 500 books was made to suit the various activities of the institution and needs of the children. Miss Vought spent six weeks reorganizing the library of 3000 volumes. The librarian attended Summer Library School.

The library at the State Hospital for the Insane at Athens has been reorganized also, and a list of some 500 new books suitable for patients recommended.

The Ohio State Reformatory at Mansfield has a well selected library of 2000 volumes classified according to the grade of boys using them. Printed lists of books are distributed and the Chaplain aids in selection. New books are purchased from time to time. Methods of charging and distribution are good and the books are rebound and mended by those in charge.

We visited the Ohio State Penitentiary Library with Chaplain Richards and were much pleased with conditions. Perhaps in no penal institution in the country is greater effort made to relieve the monotony of life thru means of reading than in the Ohio State Penitentiary. Half

the prisoners are readers, the circulation of books last year being 30,031. Two prisoners have charge of exchanging the books in the cells as often as wanted by the occupants. The library contains 6777 volumes, but the Chaplain said they needed 12,000 or 15,000 to meet the demand. A small appropriation for books is occasionally made by the Legislature. Books and magazines are donated by the people of Columbus and they receive the discarded books of the Traveling Library Department. They are glad to receive such books which are mended or rebound in the Penitentiary bindery. The women read a great deal, books being taken to them every day and 150 copies of the Ladies Home Journal are distributed to them every month. Magazines are all donated or subscribed for by the prisoners as there is no fund for current subscriptions. Five thousand copies of daily papers are distributed a month.

We asked Chaplain Richards if the libraries of the state might not be asked to help by sending their discarded books, duplicates of no further service to the individual library, out of date editions of popular books and such old magazines as are not to be used in the periodical exchange campaign. He said, "It will help us to build up a great library for the Penitentiary." So after talking the matter over with the Warden permission was given us to write a dozen libraries to see what the result might be. The largest libraries were chosen for the letters, but the matter has been talked all over the state, on our visits and at District Library meetings, till now in even the little libraries a box of books is almost always found ready to send to the Penitentiary. In the year, 1500 good books have been received from the libraries of the state, and the Chaplain reports great relief to the prisoners from their use. Such books as can be provided in this way are usually good reading and can be put in fair condition at the Penitentiary bindery.

PERIODICAL EXCHANGE.

As a result of the circular letter sent out two years ago asking the librarians who wished to be put on a list for the exchange of duplicate periodicals to respond, a list of 63 libraries was made and mailed to the librarians of the state, together with an outline explaining the method of exchange. The list was later revised to include 81 libraries and together with the outline, appended to an article by Miss Vought of this Department on the Uses of Periodicals. The problem of binding is a serious one to libraries with small funds. Would it be practical to ask that binding be done by the state institutions free to the small libraries of the state, except the cost of materials?

COUNTY LIBRARIES.

Commissioners in a number of counties are now considering the tax levy for county libraries. From present indications it would seem that

in making up budgets next spring other counties may be added to the two now benefitting by this law. The one cent tax rate will probably help the progress of this form of library.

TOWNSHIP LIBRARIES.

Centralization of schools is giving impetus to township extension. There are at present 27 township libraries in the state as follows: Amherst, Bainbridge, Brecksville, Bristolville, Cedarville, Clyde, Conneaut, Geneva, Jefferson, Kinsman, Leesburg, Marysville, Mentor, Milan, Morrow, Mt. Sterling, New Paris, Norwalk, Oak Harbor, Orwell, Painesville, Pickerington, Rockford, Strasburg, Twinsburg, Wellington, Worthington. The combination of town and township and college libraries, as has been done at Athens, Cedarville, and Oberlin, also increases funds, resources and administration facilities, bringing about a much more desirable library. There are in the state a number of towns having colleges where this method would work to advantage.

DISTRICT LIBRARY MEETINGS.

A series of six district library meetings has been held. Continuing the method of the last two years the state has been divided into districts containing a number of neighboring libraries, a central town with good railroad or interurban facilities being chosen for a day's session to discuss library problems. Librarians, assistants and trustees have been in attendance to the number of 150.

Meetings have been held at Lima, Salem, Ashtabula, Delaware, Circleville and Galion, respectively. These meetings bring together people of like interests for acquaintance, comparison of methods and informal discussions. The presence of members of library boards, not only lends inspiration to the librarians, but also broadens their own conceptions of library matters. Librarians, too, are sometimes awakened to the need of technical work in their libraries and training for themselves. The presence of superintendents, principals and teachers has stimulated cooperation between libraries and schools. Interest has been roused in towns without libraries neighboring the one where the meeting was held. These sessions will be continued in the various districts, the meetings to be held at a different library each year. They offer the greatest stimulus to the hostess library, as well as to those in attendance. Many get more from them than from the larger associations, while others come to the district meetings who never have an opportunity to attend the state or A. L. A. Conferences. Again the district meetings create a desire to attend the larger associations, e. g. there has been a very noticeable increase in attendance from the smaller libraries at the last two meetings of the O. L. A.

TEACHERS' INSTITUTES.

Visits have been made to six teachers' institutes in counties as follows: Athens, Auglaize, Geauga, Morgan, Ottawa and Williams. This year counties were selected which either have no tax supported libraries or where the institute was held in a town of over 5000 population without a library. Addresses were given with the purpose of inspiring the teachers to agitate the establishment of libraries in their respective communities and especially in the county seat or large town where the institute was in session.

OHIO STATE TEACHERS' ASSOCIATION.

The Organizer was invited to speak at the annual meeting of the Ohio State Teachers' Association and gave an address on "Reading in Rural Communities," which was published in the Ohio Educational Monthly. Reprints were made for distribution by the Department.

AMERICAN LIBRARY ASSOCIATION.

The Department was represented at the Pasadena meeting of the A. L. A. and League of Library Commissions.

OHIO LIBRARY ASSOCIATION.

Cooperation has continued between the Department and the O. L. A. The Organizer served on the program and other committees, was secretary of the Association, gave a resume of the work of the Department, led a round table session and was elected vice-president of the O. L. A. The assistant gave a paper on the Uses of Periodicals, which has been published and distributed by the Department as a stimulus to selection of current magazines and to completing files for reference thru exchange of duplicates.

OHIO FEDERATION OF WOMEN'S CLUBS.

The Organizer attended the meeting of the O. F. W. C. held in Cleveland Oct. 16-20, and gave the report of the Library Extension Committee, of which she is a member. The work of the committee is to discover what the women of the state are doing to foster, aid and stimulate existing public libraries, to start libraries in towns having none and to find out what the libraries are doing to cooperate with the women's clubs. Meeting women from all over the state at these conventions helps our work during the year. The women's clubs are very active in starting and fostering libraries and are among our most helpful co-workers, especially as many of the women are members of library boards.

She also gave an address in "Library Extension in Ohio" which was published in the proceedings of the O. F. W. C. Reprints have been made for distribution by the Department.

The Organizer has been asked to serve as chairman of the Library Extension Committee and hopes to bring about the cooperation of the women's clubs in aiding the libraries of the state institutions, and increased activity on the part of the women's clubs in starting libraries in towns having none.

LIBRARY LAWS AND TAX LEVY.

A year ago when the one per cent tax rate was being agitated it was thought that no town would have the courage to levy the library tax this year. It seemed that officials would be afraid to venture on new undertakings and we feared a lapse in that feature of our work. As a matter of fact, however, the new law has in no way hindered the establishment of tax supported libraries. More towns have made the levy since its passage than ever before in the history of the state in the same length of time. Library funds have suffered somewhat in some of the cities, but this result is most likely temporary.

OUTLOOK.

According to the last census, 1910, there were in the state 10 towns of over 5000 population without tax-supported libraries, as follows: Bowling Green, East Cleveland, Lakewood, Martins Ferry, Nelsonville, Newburg, Ravenna, St. Marys, Wapakoneta, Wellston. Six more of over 4000 population: Barnesville, East Youngstown, Greenfield, Mingo Junction, Toronto, Uhrichsville; 12 others of over 3000: Bridgeport, Byesville, Carthage, Crestline, East Palestine, Elmwood Place, Girard, Orrville, Port Clinton, Rockport, Struthers, Wadsworth; 21 more over 2000: Ada, Berea, Chicago, Cleveland Heights, Fairport Harbor, Glouster, Hicksville, Leetonia, Maumee, Millersburg, Montpelier, New Comerstown, North Baltimore, Nottingham, Oxford, Paulding, Roseville, Salineville, Sebring, Shawnee, Tippecanoe City, and in addition 110 of over 1000.

There are 13 counties having no tax-supported libraries, namely: Adams, Auglaize, Brown, Carroll, Clermont, Geauga, Holmes, Morgan, Noble, Ottawa, Paulding, Pike, Vinton. In addition to these are the following three counties having no tax supported libraries at the county seats: Belmont (St. Clairsville), Portage (Ravenna), Wood (Bowling Green), making 16 county seat towns without tax supported libraries. Many towns have association or subscription libraries which are fast developing into tax supported ones. There are also hundreds of school libraries in the state many of which will form the nucleus of free public libraries. The time is ripe for development and it is coming as fast as could be desired. Three years ago there were, according to records, less than one hundred tax supported libraries in the state, today there are 145.

Besides the activities in the field much has been accomplished in the office of the Department. As the work has become better known more

and more has been done by correspondence and by distribution of printed matter. Aside from the Annual Reports for 1909 and 1910 the following bulletins have been issued: Reading in Rural Communities, Developing a Public Library, Library Extension in Ohio and Uses of Periodicals. Much good can be accomplished by writing on library subjects and we plan to issue a number of bulletins each year. The Department sends to libraries such manuals, tracts and handbooks issued by the A. L. A. Publishing Board as may be helpful in the particular case and also publications of other libraries which may be suggestive. The A. L. A. Booklist and other aids in book selection are of great benefit.

The kind interest shown in our work by the people of Ohio; the loyal aid and personal interest of the active library workers of the state in all that contributes to advancement; the faithful service of the assistant organizer thru whose help so much has been accomplished; and the hearty cooperation of the Board of Library Commissioners in serving the Commonwealth, makes our work a continued pleasure.

Respectfully submitted,

MARY E. DOWNEY.

OFFICE OF STATE LIBRARIAN.

COLUMBUS, OHIO, Nov. 15, 1911.

HON. E. M. FULLINGTON, *Auditor of State*.

DEAR SIR:—Under an act of the General Assembly approved June 5, 1911, I submit the following:

IN CIRCULATING LIBRARY.

Books	59,020
U. S. Documents.....	11,343
Foreign Documents	2,035
U. S. Congressional Documents (Dup.).....	2,087
Bound News Papers and Periodicals.....	3,841
Miscellaneous Documents	9,680
New Books	334
Total	88,340

TRAVELING LIBRARY.

Number of Volumes.....	65,159
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INVENTORY OF PROPERTY.

IN LIBRARIAN'S OFFICE.

- 1 Underwood typewriter No. 5, Registered No. 333,623.
- 1 Leather Couch.
- 1 Movable bookcase.
- 1 Small walnut desk.
- 1 Typewriter desk.
- 1 Typewriter chair.
- 1 Walnut chair, upholstered seat.
- 1 Large upholstered rocking chair.
- 1 Large upholstered chair.
- 1 Nine tray letter file case.
- 1 Framed etching, Massachusetts Libraries.
- 1 Photograph of Garfield Monument.
- 1 Photograph of McKinley Monument.
- 1 Portraits of State and Territorial Librarians.
- 1 Lithograph Portrait of Jos. H. Geiger.
- 1 Electric fan.
- 1 Hotchkiss paper fastener No. 2.
- 1 Postage scale.
- 2 Waste baskets.
- 1 Small three shelf book stack.
- 2 Wire paper trays.
- 1 Small metal filing case.
- 1 Two shelf case, portable.
- 1 Wood filing case.
- 2 Pairs scissors.
- 2 Rulers.
- 1 Dictionary — Ack.
- 2 Ink wells.
- 1 Arm rest.
- 1 Rug.
- 1 Whisk broom.

OUTER OFFICE.

- 1 Oak table.
- 1 Four tray pamphlet case.
- 1 Twelve tray voucher filing case.
- 1 Four tray card index.
- 1 Chair stepladder.
- 1 Walnut chair, perforated seat.
- 1 Wall mirror.
- 1 Hat rack.
- 1 Umbrella rack.
- 1 Multiple portrait (500 different views) of Theodore Roosevelt.
- 1 Small portrait of Thomas Corwin Donaldson.
- 1 Photograph of Camp William McKinley, Canton, Ohio.
- 1 Water color (State House).
- 1 Rug.
- 1 Map (Dayton).
- 1 Railroad and Township Map, Ohio, 1888.
- 1 Map, Ohio, 1908.

CIRCULATING LIBRARY.

- James A. Garfield, bust profile photograph.
 Abraham Lincoln, bust profile photograph.
 Asa S. Bushnell, bust profile photograph.
 George K. Nash, bust profile photograph.
 Myron T. Herrick, three-fourths profile photograph.
 John M. Pattison, bust profile photograph.
 Andrew L. Harris, bust profile photograph.
 Joseph Ray, bust profile photograph.
 Wm. McGuffey, bust profile photograph.
 Three naval officers (Farragut, etc.), photograph.
 Henry Howe, bust photograph.
 Henry Clay, photograph (standing).
 Wendell Phillips, photograph.
 H. W. Longfellow, photograph.
 R. W. Emerson, photograph.
 W. C. Bryant, bust photograph.
 W. E. Gladstone, bust photograph.
 George Washington, bust photograph.
 Alexander Hamilton, bust photograph.
 Governors of Ohio, photograph.
 Map of Ohio—Rufus Putnam, engraver.
 Grant and Lee, group photograph.
 Jewel's monument, photograph.
 Generals Grant, Sheridan, Sherman, group photograph.
 Ohio State Library, 1852, group photograph.
 U. S. Ship of the line, Ohio, photograph.
 Autographs of officers of State of Ohio, members of Senate and House of
 Supreme Court, 1860-1861.
 John Brown, profile, letter, birthplace, group drawings.
 George Washington, Martha Washington, Mt. Vernon, Washington monu-
 ment, battle scene, group photographs.
 Abraham Lincoln, Emancipation, monument, cabinet, residence, Springfield, Ill.,
 statue, Lincoln Park, Chicago, group photograph.
 Map of Philadelphia, 1750, engraving.
 Ohio State officers, 1895, photograph.
 U. S. Supreme Court, 1899, engraving.
 War Congress of U. S., 55th Cong., engraving.
 Map of Kentucky, by Filson, blue print.
 Gettysburg battlefield, engraving.
 Christopher Columbus, engraving.
 Map of English Empire in America, engraving.
 Relief map of Ohio.
 Chickamauga battlefield, McElroy.
 Washington family tablet, engraving.
 Governor Judson Harmon, photograph.
 12 Ink stands.
 5 Sponge cups.
 10 Waste baskets.
 11 Metal filing cases.
 1 Letter scale.
 1 Call bell.
 1 Comptroller of currency (framed).

- Autograph letter of Wm. Henry Harrison.
- Autograph letter of George Washington.
- 8 Calico desk covers.
- 7 Pair scissors.
- 1 Bronze statue— Goddess of Liberty.
- 1 Charging box.
- 1 Dater.
- 1 Reading glass.
- 2 Clasps.
- 2 Wooden rulers and 1 rubber ruler.

DOCUMENT ROOMS.

- 1 Sixteen tray card catalog case.
- 1 Four tray card catalog case.
- 1 Large walnut table.
- 2 Long walnut tables.
- 1 Office chair.
- 4 Cane seated chairs.
- 1 Walnut chair, perforated seat.
- 1 Wooden chair (formerly in State Library when it was in old State House).
- 1 Small table.
- 1 Duntley Standard Vacuum cleaner and hose.
- 1 Electric fan.
- 1 Eight step ladder.
- 1 Five step ladder.
- 2 Three step ladder.
- 1 Feather duster.
- 1 Jefferson water tank.
- 1 Library table.
- 3 Cane seated chairs.
- 1 Ink stand.
- 1 Electric foot warmer.
- 1 Gas heating stove.
- 1 Strip of carpet.
- 1 Royal typewriter No. 42,922.
- 3 Ink stands.
- 1 Paper weight.
- 2 Wire paper racks.
- 1 Rubber stamp.
- 1 Stapling machine.
- 8 Pieces wire partition.
- 2 Waste baskets.
- 1 Table (kitchen).
- 1 Table cover.
- 1 Dust pan and broom.
- 1 Pair scissors.
- 1 Ruler.
- 1 Six step ladder.

READING-ROOM LIBRARY.

- 1 Mahogany taboret.
- 1 Small chair.
- 25 Walnut chairs, perforated seats.

- 19 Walnut chairs, upholstered seats.
- 2 Large upholstered chairs.
- 3 Revolving book cases.
- 1 Upholstered settee.
- 15 Walnut tables with cloth tops.
- 4 Large oak tables.
- 8 Steel book stacks.
- 2 Newspaper stacks.
- 49 Folding stepladders (2 steps each).
- 3 Atlas cases.
- 1 Large arm chair.
- 1 High stool.
- 1 High desk chair.
- 1 Walnut patent rocker.
- 2 Three shelf book stacks.
- 4 Poplar book trucks.
- 1 Oak book truck.
- 2 Newspaper filing cases.
- 2 Hat racks.
- 1 Magazine stack.
- 1 Sectional oak book case (5 parts).
- 1 Small Wilton rug.
- 1 Rubber rug.
- 1 Umbrella rack.
- 1 Four tray card catalog case.
- 4 Sixty tray card catalog cases.
- 1 Eighteen tray card catalog case.
- 1 Twenty-seven double tray card catalog case.
- 1 Oak roll top desk.
- 3 Flat top oak desks.
- 2 Foot stools.
- 4 Desk chairs.
- 1 Electric fan.
- 1 Clock.
- 1 Dictionary stand.
- 7 Paper weights.
- 1 Charging desk.
- 3 Electric heaters.
- 10 Busts.
 - McLean.
 - Dennison.
 - Cass.
 - Ewing.
 - Alfred Kelley.
 - Lincoln.
 - Chase.
 - McKinley—not property of Library (White).
 - Clay.
 - Name not given.
- Pictures :
 - Oil Paintings—
 - Thomas Corwin.
 - Allen G. Thurman.
 - Gen. McPherson.

- John Sherman.
- Gen. Hamar.
- Henry Howe.
- Calvin S. Brice.
- Thomas Ewing.
- Battleship.
- Photographs, engravings, etc.—
- Wm. McKinley, three-fourths profile photograph.
- Wm. McKinley, bust profile photograph.
- Lincoln, full length photograph.
- Geiger, bust photograph.
- One easel with Harmon picture.
- 114 Book holders (clasps).

DEPARTMENT OF LIBRARY ORGANIZATION.

- 1 Roll top oak desk.
- 1 Flat-top oak desk.
- 1 Oak typewriter desk.
- 4 Leather bottom chairs.
- 1 Oak rocking chair.
- 2 Oak desk chairs.
- 1 Leather couch.
- 1 Underwood typewriter, No. 4, registered No. 18,551.
- 2 Sectional oak book cases, 4 sections.
- 1 Vertical oak filing case, 3 sections, 4 drawers each.
- 1 Oak catalog case, 12 drawers.
- 2 Rugs.
- 1 Postal scale.
- 2 Filing trays.
- 1 Framed map, Public Libraries of Massachusetts.
- 1 Pencil sharpener.
- 2 Ink stands.
- 1 Sponge cup.
- 1 Wire paper tray.
- 3 Waste baskets.
- 1 Stamp moistener.
- 3 Pair scissors.
- 1 Combination map—U. S. and Ohio.

TRAVELING LIBRARY DEPARTMENT.

- 1 Underwood typewriter, No. 5, registered No. 386,534.
- 1 Smith Premier typewriter, No. 103,396.
- 1 Underwood duplicator, No. 7539.
- 2 Oscillating electric fans.
- 1 Large mirror.
- 4 Gas stoves.
- 5 Stepladders (2 steps each).
- 1 Six-foot stepladder.
- 1 Small walnut table.
- 1 Large walnut table.
- 1 Bamboo couch.
- 4 Framed maps (traveling libraries).
- 4 Framed pictures (traveling library views).

- 1 Oak book truck.
- 2 Poplar book trucks.
- 1 Freight truck.
- 1 High stool.
- 1 Roll top oak desk.
- 1 Flat top oak desk.
- 2 Oak typewriter desks.
- 1 Walnut standing desk.
- 3 Walnut chairs, perforated bottoms.
- 1 Walnut chair, leather bottom.
- 1 Oak chair, leather bottom.
- 1 Desk chair.
- 1 Chair, cane bottom.
- 4 Chairs.
- 1 Book rack.
- 4 Water buckets.
- 1 Mop bucket.
- 1 Sixty tray, oak catalog case.
- 2 Nine double tray, oak catalog cases.
- 1 Four tray, oak catalog case.
- 1 Six tray, oak catalog case.
- 2 Nine tray, oak catalog cases.
- 30 Baskets.
- 383 Boxes.
- 1 Postage scale.
- 1 Telephone extension rack.
- 9 Ink stands.
- 1 Folio of maps (traveling libraries).
- 9 Paper weights.
- 1 Roberts numbering machine, No. 150,024.
- 2 Tin filing boxes.
- 2 Wire mail baskets.
- 2 Feather dusters.
- 3 Brooms, 2 mops.
- 9 Sponge cups.
- 2 Twine holders.
- 2 Stampers.
- 2 Dust pans.
- 1 Axe.
- 2 Dozen book supports.
- 1 Whisk broom.
- 3 Scrub brushes.
- 1 Screen.
- 2 Small filing cases.
- 1 Work table.
- 3 Pair scissors.
- 1 Small desk.
- 1 Table (kitchen).
- 350 Padlocks.

LEGISLATIVE REFERENCE DEPARTMENT.

- 1 Roll top oak desk.
- 1 Oak typewriter desk.
- 2 Sixteen drawer, oak catalog cases.

- 1 Oak pamphlet case, 4 drawers.
- 1 Oak center table.
- 2 Oak tables—1 large and 1 small.
- 1 Oak desk chair.
- 7 Cane-seated chairs.
- 1 Paper rack.
- 1 Underwood typewriter, No. 5, registered No. 333,388.
- 1 Postal scale.
- 1 Hotchkiss paper fastener, No. 2.
- 3 Ink wells.
- 3 Sponge cups.
- 1 Six-tray catalog case.
- 1 Stepladder.
- 3 Waste baskets.
- 4 Book holders.
- 1 Desk electric light.
- 1 Electric enclosed shade.
- 1 Large rug.
- 2 Rugs.
- 3 Pair scissors.

SHIPPING ROOM.

- 1 Large walnut office desk.
- 1 Large oak table.
- 1 Nine-step ladder.
- 2 Book trucks.
- 1 Chair, round wood, cane seat.
- 6 Waste baskets.
- 1 Hilona water tank.
- 1 Window cleaning scaffold.
- 1 Dating stamp.
- 1 Sponge cup.
- 1 Rule.
- 1 Map Ohio, 1910.
- 2 Dust pans.
- 1 Pair scissors.
- 1 Saw.
- 1 Plane.
- 1 Hammer.
- 1 Square.
- 1 Hatchet.
- 1 Screw driver.
- 1 Pencil sharpener.

ROOM BACK OF SHIPPING ROOM.

- 2 Three-step ladders.
- 1 Table rack.
- 1 Carpet sweeper.
- 5 Brooms.
- 3 Brush mops.
- 1 Ceiling mop.

- 4 Feather dusters.
- 1 Letter press (broken).
- 4 Mops, 3 mop buckets.

Respectfully submitted,

Signed: JOHN MCSWEENEY, *President.*
FRANK N. SWEITZER,

J. H. NEWMAN, "
Secretary and Librarian.

FINANCIAL STATEMENT. RECEIPTS.

	Librarian's Salary.	Assistant Librarian's Salary.	Library Assistants' Salary.	Asst. Secretary and Stenographer's Salary.	Document Clerk's Salary.	Janitor's Salary.	Books and Papers.	Contingent Expenses and Extra Labor.	Traveling Library Department.	Expenses of Commission.	Department of Library Organization.	Legislative Reference Department.	Carpet, Furniture and Repairs.	Electric Elevator.	Emmett Papers.
November 15, 1910—Balances	\$750 00	\$300 00	\$1,329 00	\$180 00	\$240 00	\$225 00	\$2,205 74	\$594 02	\$2,526 24	\$222 69	\$672 00	\$2,054 56	\$37 51	\$600 00	\$300 00
1911—Appropriations ..	3,000 00	1,200 00	4,800 00	900 00	960 00	900 00	3,000 00	2,000 00	17,000 00	500 00	4,000 00	5,000 00	500 00
Totals	\$3,750 00	\$1,500 00	\$6,329 00	\$1,080 00	\$1,200 00	\$1,125 00	\$7,205 74	\$2,594 02	\$19,526 24	\$722 69	\$4,672 00	\$7,054 56	\$550 51	\$600 00	\$300 00

EXPENDITURES AND BALANCES.

	Librarian's Salary.	Assistant Librarian's Salary.	Library Assistants' Salary.	Asst. Secretary and Stenographer's Salary.	Document Clerk's Salary.	Janitor's Salary.	Books and Papers.	Contingent Expenses and Extra Labor.	Traveling Library Department.	Expenses of Commission.	Department of Library Organization.	Legislative Reference Department.	Carpet, Furniture and Repairs.	Electric Elevator.	Emmett Papers.
November 15, 1910 to November 15, 1911—Expenditures	\$3,000 00	\$1,200 00	\$4,704 50	\$922 50	\$960 00	\$900 00	\$3,430 36	\$1,784 81	\$14,098 74	\$987 75	\$3,300 80	\$2,403 62	\$45 46	\$300 00
November 15, 1911—Balances	750 00	300 00	1,624 50	137 50	240 00	225 00	3,775 38	809 21	5,427 50	334 94	1,371 29	3,660 94	505 05	\$600 00

FINANCIAL STATEMENT.

RECEIPTS.

July 1, 1911—Balances.....	\$1,875 00	\$750 00	\$3,004 50	\$517 50	\$600 00	\$362 50	\$3,872 94	\$1,205 79	\$12,803 24	\$427 44	\$2,525 84	\$1,809 85	\$505 05	\$600 00
Librarian's Salary.	Assistant Librarian's Salary.	Librarian's Salary.	Ass. Secretary and Stenographer's Salary.	Document Clerk's Salary.	Janitor's Salary.	Books and Papers.	Contingent Expenses and Extra Labor.	Traveling Library Department.	Expenses of Commission.	Department of Library Organization.	Legislative Reference Department.	Carpet, Furniture and Repairs.	Electric Elevator.	

EXPENDITURES AND BALANCES.

Librarian's Salary.	Assistant Librarian's Salary.	Librarian's Salary.	Asst. Secretary and Stenographer's Salary.	Document Clerk's Salary.	Janitor's Salary.	Books and Papers.	Contingent Expenses and Extra Labor.	Traveling Library Department.	Expenses of Commission.	Department of Library Organization.	Legislative Reference Department.	Carpet, Furniture and Repairs.	Electric Elevator.
July 1, 1911 to November 15, 1911 - Expenditures	\$1,125 00	\$450 00	\$1,380 00	\$360 00	\$337 50	\$97 56	\$396 58	\$7,375 74	\$92 50	\$1,154 55	\$1,148 91
November 15, 1911 - Balances.....	750 00	300 00	1,624 50	240 00	225 00	3,775 38	809 21	5,427 50	334 94	1,371 29	3,660 94	\$505 05	\$600 00

Respectfully submitted,

STATE LIBRARIAN AND SECRETARY OF THE
BOARD OF COMMISSIONERS.