

*Texas Dep.*

BIENNIAL REPORT

OF THE

TEXAS LIBRARY AND  
HISTORICAL COMMISSION

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For the Period from September 1, 1914  
to August 31, 1916

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M. L. N.



AUSTIN, TEXAS  
A. C. Baldwin & Sons, Printers  
1917



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Exchange

Univ. of Texas Lib.

## THE COMMISSIONERS

W. F. DOUGHTY, Austin, Chairman.  
MRS. JOSEPH B. DIBRELL, Seguin.  
MISS EMMA K. BURLESON,<sup>1</sup> Austin.  
O. C. KIRVEN, Austin.  
EUGENE C. BARKER, Austin.

## LIBRARY STAFF

C. KLAERNER,<sup>2</sup> State Librarian and ex-officio Secretary of the Library and Historical Commission.  
OCTAVIA F. ROGAN, Assistant Librarian and Cataloguer.  
SINCLAIR MORELAND,<sup>3</sup> Archivist.  
J. F. MARRON, Legislative Reference Librarian.  
MARION DARWIN, Stenographer and Copyist.  
CARL LUNDELIUS,<sup>4</sup> General Assistant and Janitor.

<sup>1</sup>Miss Emma K. Burleson was appointed to fill the vacancy caused by the death of Mrs. McKay, who died February 10, 1916.

<sup>2</sup>Mr. C. Klaerner was appointed April 8, 1915, and was installed April 15, 1915, to take the place of Mr. E. W. Winkler.

<sup>3</sup>Mr. Moreland was appointed May 1, 1915, to fill the vacancy caused by the resignation of Miss E. H. West, who resigned March 3, 1915.

<sup>4</sup>Mr. Lundelius was appointed and began work in September, 1915, taking the place of Mr. E. Swiedom, who resigned August 31, 1915.



## REPORT OF THE COMMISSIONERS.

*His Excellency, Hon. James E. Ferguson, Governor of Texas.*

DEAR SIR: In obedience to Article 5609, Revised Civil Statutes, 1911, we have the honor to submit to you the biennial report of the Library and Historical Commission.

### DUTIES OF THE COMMISSION.

The law governing the Library and Historical Commission may be summarized as follows:

- (1) To control and administer the State Library.
- (2) To encourage historical work and research.
- (3) To collect, classify and publish the historical archives.
- (4) To aid those studying the problems to be dealt with by legislation.
- (5) To aid and encourage libraries, and
- (6) To have conducted library institutes.

While some of the phases of the work here outlined have received careful attention in their details, some of the duties enjoined could not be given the amount of time and care necessary for prompt and proper execution, owing to want of funds and the insufficient number of assistants in the different departments; nor was it possible "to have conducted library institutes," for the same reason. The following paragraphs show what has been accomplished during the past biennium. Recommendations are made in regard to the work of the future, and the need of adequate means is emphasized.

### MEETINGS AND PROCEEDINGS OF THE COMMISSION.

At the meeting held December 10, 1914, the subject of publishing the next volumes of Texas Archives was discussed, and the State Librarian authorized to use his best judgment in regard to the matter to be appended to the Biennial Report and what to be printed in separate volumes.

The necessity of asking the Governor for a deficiency in the Contingent Expense Fund was laid before the Commission by the Secretary, and he was authorized to ask for \$400, required to pay for janitor service from December 1st to the end of the fiscal year.

An estimate of the funds required for the next biennium was laid before the Commission, and after thorough discussion and amendment it was approved by unanimous vote.

The State Librarian was granted permission to attend the mid-winter meeting of the League of Library Commissions, Chicago.

At the meeting of February 20, 1915, letters from Mrs. Seymour Thomas and Mrs. E. M. House were presented relative to the large painting of Sam Houston by Mr. Seymour Thomas.

The State Librarian reported that a portion of the manuscript of

the volumes of Texas Archives, being the Messages and Proclamations of the Governors of Texas, 1874, has been turned over to the printer.

At the meeting of March 3, 1915, the resignation of Miss West, as archivist in the State Library, was laid before the Commission and accepted.

At this meeting, Rev. A. F. Cunningham was elected State Librarian. Dr. Barker tendered his resignation as chairman of the Commission, and Superintendent Doughty was elected to take his place.

At the meeting of April 8, 1915, a letter from Rev. Cunningham was read, in which he declined to accept the office of state librarian. His declination was accepted. Professor C. Klaerner of Brenham was placed in nomination, and he was elected state librarian.

On April 15, 1915, the new librarian was installed. The records of the Commission and of the State Library were turned over by Mr. Winkler to Mr. Klaerner. There was no inventory taken.

Meeting of March 16, 1916: The Chair appointed a committee composed of Mrs. Dibrell, Miss Burleson, and the Secretary, to prepare resolutions on the death of Mrs. McKay, late member of the Commission.

Letters from the Secretary of the Carnegie Corporation complaining of the unsatisfactory condition in Texas in regard to non-execution of pledges made by cities and towns, and other correspondence relative to the matter were submitted. After thorough discussion, a resolution was adopted requesting the Texas Library Association to devise means to better the condition.

The State Librarian made report on the work of the different departments of the Library, the report on traveling libraries receiving special attention, and the assistance rendered by the Texas Federation of Women's Clubs was emphasized and duly appreciated.

Superintendent Doughty reported a remarkable progress in library work for the public schools.

The State Librarian was instructed to address the meeting of the Fourth District of the Texas Federation of Women's Clubs on the County Free Library law. Mrs. Dibrell offered to address one of the meetings, while the selection of speakers for the other meetings was left to the discretion of the State Librarian.

Mrs. Dibrell announced that the Sam Houston letters to J. N. Seguin are offered to the State Library through her influence. The Commission expressed thanks to Mrs. Dibrell for her good services, and accepted the valuable gift.

The present Library Staff, including the appointments made since the last meeting of the Commission, was approved.

#### RESOLUTION IN MEMORY OF MRS. JOHN G. MCKAY.

Whereas, On February 10, 1916, at her residence in Austin, Texas, Mrs. John G. McKay of Belton, Texas, wife of the Secretary of State, was called to her eternal reward after a life of useful and consecrated service to her family, society, and State; and

Whereas, She served her people with devotion in many official



and responsible positions, among others, as a useful and untiring member of the Texas Library and Historical Commission; and

Whereas, By her death the Texas Library and Historical Commission has lost a faithful, progressive, devoted and patriotic member, and her husband and children a loving wife and mother; therefore, be it

Resolved, That we tender to her family our sincere sympathy; that a copy of this resolution be forwarded by the Secretary of the Texas Library and Historical Commission, to her family, and that a copy of this resolution be spread upon the minutes of the Commission.

#### BUDGET OF THE LIBRARY AND HISTORICAL COMMISSION FOR THE BIENNIUM ENDING AUGUST 31, 1919.

##### *State Library.*

Salary of State Librarian .....	\$2,400	\$2,400
Salary of Assistant Librarian and Cataloguer.....	1,500	1,500
Salary of Assistant Cataloguer .....	1,200	1,200
Salary of Assistant for newspapers, periodicals, and loan desk .....	1,200	1,200
Salary of Archivist .....	1,200	1,200
Salary of Stenographer and Copyist .....	1,200	1,200
Salary of General Assistant and Janitor.....	720	720
Books for State Library .....	2,000	2,000
Gathering historical data .....	1,000	1,000
Subscriptions to newspapers and periodicals.....	500	500
Binding and repair and preparing for binding books, newspapers and magazines .....	1,000	1,000

##### *Legislative Reference Division.*

Salary of Legislative Reference Librarian.....	\$1,800	\$1,800
Salary of Documents Librarian .....	1,200	1,200
Conducting legislative reference work.....	5,000	5,000
Index to legislation .....	200	200
Shelving for documents room, fund for exchange and distribution of documents, binding sets of depart- ment reports, and conducting public document work	3,000	3,000

##### *Division of Library Extension.*

Salary of organizer for public libraries.....	\$1,500	\$1,500
Conducting library organization work and traveling expenses of library organizer .....	2,000	2,000
Books for traveling library .....	3,000	3,000
Collecting and disseminating information about pub- lic libraries, including bulletins and library exhibits	1,000	1,000
Traveling expenses of Commissioners, State Libra- rian and Assistants .....	300	300

*Miscellaneous Items.*

Reframing and preservation of portraits.....	\$ 500	\$ 500
Copying and compiling rolls of Confederate soldiers from Texas, on file in the U. S. War Department..	2,500	2,500
Preparing for press and printing volumes of Texas Archives and Texas muster rolls in the U. S. War Department, to be spent in two years.....	.....	2,000
Stationery, library supplies, postage, expressage, and freight .....	1,000	1,000
Furniture, office equipment and traveling library cases .....	1,000	1,000
Floor covering .....	1,000	.....
Telephone rent .....	48	48
Contingent Expenses .....	200	200

## COMMENT ON THE BUDGET.

In order that the Commission may be able to perform all of the duties enjoined by law, the library force needs to be increased, as suggested in the budget submitted.

Reliable persons of sound education, with executive ability, and well equipped for difficult work are fit for positions in the State Library. Individuals of high qualifications command a high salary, and in order to secure and hold them, salaries must be offered that are in proportion to requirements and responsibility.

An appropriation is again recommended for books for traveling libraries, which are intended for such rural schools as will have no opportunity, for some time to come, to obtain the much needed reference books that would aid them in their studies of science, history and literature.

The Commission again asks for an appropriation to pay for the work of copying the rolls of Confederate soldiers from Texas. These rolls are on file in the U. S. War Department. The archives of Texas contain a list of the Union soldiers from Texas, but of greater importance to our State are the complete rolls of the Confederate soldiers. Moreover, it would then be possible to get from the State Library the information wanted in case of an application for a pension, as well as for other purposes.

An increase of the appropriation for stationery postage, expressage and freight is necessary for the following reason: The State library receives from other States their session laws and state documents. It is expected that the State of Texas not only acknowledge receipt and appreciate the courtesy, but to reciprocate by sending them our state documents in exchange. There should also be deposited a set of the state documents, in every library of the State.

An increase is asked in the sum allowed for collecting and disseminating information about public libraries, which is one of the duties of the Commission. The greater part of this sum is used in publishing a small quarterly library bulletin. For better results in this respect, the bulletin ought to be published monthly and have

wider circulation. Pamphlets of instructive character for information on library work and guidance in organizing libraries should be distributed, and library exhibits should be held at conventions taking an interest in library work, and at State Fairs.

The floor of the State Library needs new covering. The old floor covering is much worn and torn in several places, and its appearance is not in harmony with the recent improvements of the Capitol and its departments.

Respectfully submitted,

W. F. DOUGHTY, Chairman.

MRS. JOSEPH B. DIBRELL,

EMMA K. BURLESON,

O. C. KIRVEN,

EUGENE C. BARKER,

Library and Historical Commission.

## REPORT OF THE STATE LIBRARIAN.

TEXAS STATE LIBRARY, AUSTIN,

August, 31, 1916.

*Hon. W. F. Doughty, Chairman, Texas Library and Historical Commission.*

DEAR SIR: In accordance with the provisions of Article 5606, Revised Civil Statutes of Texas, 1911, I have the honor to submit to you the biennial report of the State Library. The report covers the two years ending August 31, 1916. There was no report printed for the biennium ending August, 1914.

### FUNCTIONS OF THE STATE LIBRARY.

The Library laws of Texas have assigned to the State Library various tasks, the mastery of which has been attempted by the three sections of (a) History and Archives, (b) Legislative Reference, and (c) Library proper.

It is the main object of each branch of the State Library to collect, preserve, organize, and have ready for utilization all of the old and new material that may be of some value to the different State Departments, to the Legislature, to the student, to clubs and societies having at heart the enlightenment and progress of the community, county, or State, and to every citizen of the State, desiring information concerning his rights and his duties in all relations. The State Library is a source of information in the broadest sense, a source that is expected to flow profusely and continuously, an inexhaustible fountain. It gives information about the past, assists in the work of the present, and helps to prepare for the future.

#### THE HISTORY AND ARCHIVE SECTION.

This department collects, preserves, classifies and publishes material of history relating to Texas, and gives attention to whatever may have some bearing on this subject. It looks for material at home and abroad.

Owing to the European War and the Civil War of Mexico, the work abroad could not be carried on so successfully and to such an extent as is desirable.

Transcripts from the General Archives of the Indies, Seville, Spain, were secured by Professor W. E. Dunn of the State University. These transcripts included documents dealing with the earliest exploration and settlement of Texas, civil, ecclesiastical, and military affairs, ethnological data on Indian tribes, colonization projects for various periods, the share of Texas in the Spanish-American Revolution—in short, practically every phase of activity in the history of Texas as a Spanish province, from 1685 to 1821, is covered by this new material.

As to the work at home, our plans are sometimes thwarted and our hopes defeated, other parties succeeding in obtaining original documents for some reason or other, and we shall have to be satisfied with copies of the same, although the State Library is the proper place for all documents pertaining to history and government.

For further information about the work of this section, I beg to refer to the Archivist's report below.

#### THE LEGISLATIVE REFERENCE SECTION.

Collects and arranges material of information on laws and legislative and kindred topics of sociology. It supplies information to the individual citizen, to the State Departments, and to the Legislature.

The report of the Legislative Reference Librarian explains in detail the work of this branch of the State Library.

#### THE LIBRARY SECTION.

The Library Section performs the routine of a public library, and besides this has charge of the library extension work for Texas. It is a servant to the people in the broadest sense. This section assumes the functions of a public library for the city of Austin; of a loan library for everybody and every section of the State; of a traveling library station, and of counsellor and helper in organizing new libraries. The detailed report of the head of this department renders clear every phase of this work.

#### SHELVING AND OFFICE EQUIPMENT.

The largest portion of the appropriation for shelving was spent in completing the second tier of book stacks, and for newspaper stacks. The greatest part of the balance was expended for the following items: Book supports for the shelves, vertical letter filing cabinets, eight sections of steel drawers for the archive department, fifty book cases for the traveling library system, an addressograph and embossed address plates and two typewriters.

The Superintendent of Buildings and Grounds has assigned an additional room in the basement for the use of the State Library, where government documents and related material will be placed, and shelving will have to be installed for this purpose.

For the proper preservation and protection of archives, the purchase of fire-proof safe cabinets is recommended.

To afford more space for the historical relics now crowded in a few show cases, standard museum cases ought to be installed, which would make possible a better display of the articles, and more attention could be given to beauty and design in arrangement.

#### PORTRAITS.

The gallery of pictures is continually exposed to the dust, and that more so at the present time, while the dusty job of overhauling the Capitol is in process. The frames of some of the portraits in the Li-

brary need repairing. This matter ought to receive attention and the work ought to be entrusted to skillful hands.

The portraits, more than anything else in the Capitol, reflect the spirit and character of Texas. No greater inspiration can the visiting citizen of Texas receive in any State department than in the rotunda of the Capitol and in the State Library. We are proud of showing to the visitors from other States the pictures of the makers and benefactors of the Lone Star State, and there should not be overlooked even the smallest matter that may help to create a correct impression of our high esteem for these men.

#### BINDING.

The binding records show :

Number of books bound.....	49
Number of periodicals bound.....	276
Number of newspaper files bound.....	319

A great deal of material that ought to be bound has accumulated in the basement. The appropriation for this purpose for 1916 and 1917 would have permitted of a larger amount of work in this respect; however, the library force is too small to do the work of mending and preparing for the bindery, a task requiring much time and great care. A part of the balance reported is covered by contract.

#### ACCESSIONS.

##### *a. Books.*

The proper discharge of duties imposed upon the State Library is the determining factor in the selection and purchase of books for this institution. As a source of information the library needs to be supplied with general works of reference and with the literature most useful and most in demand for the time being. Law books and works on various topics of sociology, books recommended by State Departments, books desired by individuals and clubs for particular research work, and for debates, such are the kinds of books for which a portion of the appropriation is expended. Historical works and books published by Texas authors consume a part of the sum. For traveling libraries we bought several hundreds of volumes of fiction, biography, and travel, all carefully selected by the cataloguer.

In making purchases, the State Library is still "confined to narrow limits," more so now than four years ago. The demands are greater, while the price of work and material has advanced considerably. So that we may be able to carry on our work successfully, it is necessary that the State Library have the financial support which it needs for that purpose. Let it be remembered that a population nearing the five million mark is looking to the State Library for information, advice, and assistance.

The following are some of the more important purchases :

*The New International Encyclopaedia*, second edition, 24 vols., *Library of Business Practice*, 10 vols., *Schaff-Herzog Encyclopaedia*, 13 vols., *New Standard Dictionary*, *American State Trials*, 5 vols., *Irrigation*, 4 vols., *Documentary History of American Industrial Society*, 10 vols., *History and Geography of Texas as Told in County Names*, *Readers' Guide, 1910-1914*, *Intercollegiate Debates*, 6 vols., *Texas Governors' Wives*.

The total number of volumes purchased during the two years ending August 31, 1916, was 1400.

#### b. Gifts.

The Texas Federation of Women's Clubs presented the library with more than 700 volumes and a number of library cases, for use of the traveling libraries. Clubs and friends of the clubs have donated a cash contribution of \$48 for the support of traveling libraries.

Colonel E. M. House donated for the same purpose as many as 205 volumes during the past two years.

From authors and publishers the State Library has received 109 volumes of miscellaneous topics.

The Texas Mothers' Congress and Parent-Teachers' Association presented the State Library with seventeen volumes to be used in the traveling libraries.

A copy of the *History of Brenham and Washington County* was presented to the State Library by the author, Mrs. R. E. Pennington, and was greatly appreciated.

#### c. Exchanges.

The State Library receives from other States material of reference, and has, for the first time during its existence, attempted to reciprocate favors. In order that the State Library be able to meet its obligations in this respect, it is necessary that a greater number of copies of departmental publication be delivered to the State Library for distribution, and that the appropriation for postage, expressage, freight, stationery, and library supplies be increased.

Exchange list of the Texas State Library by groups:

- 47 State libraries.
- 25 Texas libraries.
- 15 University and college libraries of other States.
- 20 Legislative reference libraries.
- 4 Library commissions.
- 13 Public libraries of large cities.
- 5 Municipal reference bureaus.
- 3 Bureaus of municipal research.
- 3 Territorial libraries.
- 1 Library of Congress.

In addition to this number, requests for single publications are supplied to a number interested in the particular subject contained in them. Special bulletins have been mailed to county officials and to citizens whose work brings them into the fields covered by such bulletins.

## LIBRARY EXTENSION.

The library is an educational institution. It assists the work of the public school in the attempt to develop sound minds and good morals, and to lay a practical and liberal foundation for the future. It begins its work about as early in the child's life as does the public school, and continues it after the short period of school life is passed. The farmer, the tradesman, the mechanic, the scholar, all find information and help at the library. There is a need for such an institution in the community; there is also a desire for it, and the desire is growing with the demands of the day and the spread of knowledge.

To supply the want and satisfy the desire, cities and towns have established libraries, the impulse, as a rule, being given by the existing societies and clubs. The Texas Federation of Women's Clubs has been especially active in this direction. Other forces co-operating are, the Department of Education, the State Teachers' Association, the Texas Mothers' Congress and Parent-Teachers' Association, the Texas Library Association, the State Library and the Carnegie Corporation.

The Department of Education reports 312 school libraries established during the year 1915-1916, in consequence of the million dollar appropriation by the Thirty-fourth Legislature, the law requiring that each school receiving aid is to be provided "with such library, books, maps and globes as recommended in the State course of study."

The State Teachers' Association is taking interest in library work, and active co-operation from that side may be expected, the school and college libraries needing liberal support and attention.

The Texas Mothers' Congress and Parent-Teachers' Association is distributing valuable books on the subjects in which this organization is particularly interested.

The Texas Library Association, whose members are, with few exceptions, trained and experienced librarians, employed by schools and towns and cities, are the most active and interested workers in the field, the sole object of this association being the promotion of library interests.

The State Library has given aid and advice in establishing and organizing new libraries, collected and disseminated information about public libraries, loaned books and collections of books to individual clubs and schools. A small number of traveling libraries is in circulation, a few of these have been shipped to the soldiers near the border. A quarterly bulletin, *Texas Libraries*, has been distributed to all interested in library work; the names of county school superintendents were placed on the mailing list last year. A *Handbook of Texas Libraries* was published in January, 1916, giving details concerning library conditions in Texas. Articles relating to library extension work were prepared for daily papers, and members of the Commission addressed the meetings of organizations in behalf of library work. Requests for information and calls for help and advice are coming in daily, responding to which consumes a considerable portion of time in every department of the library.

The Carnegie Corporation, headquarters at New York, gives financial aid to cities and towns, upon application, the donation to be



used for the erection of a library building. The recipient of the gift promises to expend annually a sum of not less than ten per cent of this donation for the support of the library. Up to October, 1915, the corporation had made donations to 28 cities and towns of Texas. Of this number, only eleven have complied with the terms of their pledges. In view of this deplorable condition, the corporation refuses to grant any further requests from Texas for the present.

In accordance with a resolution passed by the Commission, the matter was submitted to the Texas Library Association and the co-operation of the association requested.

The State Librarian took up correspondence with the delinquents and succeeded in getting answers from the librarians of all but two of the cities accused of shortcomings. According to the information received, some of these communities will be able and ready, in the future, to come up to their pledges; others see no hope for better prospects.

There is no law to force a community to observe the terms of a contract with the Carnegie Corporation. Neither is there a law holding a librarian responsible for a report. While the former may prove a matter difficult of solution, the latter defect can be remedied by legislative regulation.

Library extension work is a form of home mission work in the field of education. While the co-operation of all the forces active in this field is necessary to success, and their activity should be gratefully appreciated, it becomes primarily the duty of the State to foster systematic work of this kind. The small appropriation allowed for this purpose and the very limited number of employes in the State Library do not permit the thorough and systematic cultivation of this territory. So that it may be able to reach the desired end, the State Library needs to be treated more liberally by the appropriation committees of the coming Legislatures, as regards the amount of money needed to supply the wants, and also in regard to the number of assistants needed to do the work. The heads of the various sections and the other assistants are very efficient and diligent workers, but the demands upon each one are too great to accomplish what should be expected of the State of Texas.

A library organizer is especially urged to visit the different small libraries of the State, to advise with them in the better organization of their libraries, and also to visit communities desiring to establish libraries in order to help them in the initial steps.

Very respectfully,

C. KLAERNER,  
State Librarian.

## REPORT OF ASSISTANT LIBRARIAN AND CATALOGUER.

BY OCTAVIA F. ROGAN.

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The work of the Assistant Librarian and Cataloguer for the last biennium falls into three parts: Miscellaneous work, cataloguing, and aiding and encouraging libraries. This last group falls into five subheads: (1) Traveling libraries, (2) Parcel post service, (3) Counsel, (4) Editing of bulletin, and (5) Publicity.

### A. AIDING AND ENCOURAGING LIBRARIES.

To aid and encourage the establishment of public libraries and to give counsel to them is one of the primary functions for which the Texas Library and Historical Commission was created. An effort during the past biennium has been made by the Assistant Librarian to develop this part of the work.

#### *I. Traveling Libraries.*

*I. Description.* An important step in the encouragement and establishment of public libraries has been in the inauguration of a system of traveling libraries.

For the benefit of those unacquainted with traveling libraries, it may be explained that a traveling library consists of fifty books which are lent to a community for three months with the privilege of renewing the loan for another three months. Approximately one-third of each traveling library consists of books for children, one-third fiction for adults, and one-third the more popular books of history, biography, science, literature, etc.

The chief purpose of these libraries is to help arouse interest in securing permanent local library privileges. These libraries are lent, therefore, to rural communities, to small towns without library facilities, and to small towns trying to establish a library. They are lent free of all charge, but the borrowing community pays transportation both ways. The signatures of two persons and the signature of a bank guaranteeing the responsibility of the two signers are required on the application card.

This system has been inaugurated on a very small scale. Eleven libraries have been put into operation and early in the new biennium, ten more will be put into operation. Up to September 1, 1916, libraries have been sent to Donna, Granger, Lamesa, Jacksonville, McGregor, Littlefield, Tuleta, Cotulla, Olin School near Hico, Hamilton, Rural Route No. 2, Evant, Goree, Graham, and Mineral.

2. *Leaflets.* An application card and the following leaflets have been prepared: "How to Secure a Traveling Library," "Instructions

for the Custodian of a Traveling Library," "Record of Card Holders," and "Rules for Circulation." The first two leaflets, the application card, and a sample list of books in a traveling library are appended at the end of this report.

To encourage and aid in this work, the Federation of Women's Clubs have turned over their traveling libraries to the Commission. The books in these libraries have been sorted into two groups: (1) Books for fixed traveling libraries; (2) Books for an open collection. Into this second group were put all books which on account of poor condition or poor print it was deemed inadvisable to put into the fixed traveling library collection. A list of the books in this open collection will be made soon and advertised so that any citizen in the State desiring to borrow one of the books may know that the Commission has it to lend. Two boxes of books were turned over to Mrs. C. B. Jones of Cotulla for use among the Mexicans.

Special bookplates for the books given by the Texas Federation of Women's Clubs have been printed and are being put into all books used.

3. *Book Selection.* The book selection done by the Assistant Librarian and Cataloguer has been chiefly with the traveling libraries in mind. In making up a book order many booklists compiled by library experts are consulted so that special attention is given to the contents of each book ordered, edition, price, and purpose for which wanted. In making up the traveling libraries many of the descriptive notes of contents are used in the annotated lists that are a part of each traveling library. The same routine in selecting the best and newest books for the purpose for which desired is also followed for the books selected primarily for parcel post use and for use in the four walls of the library.

The development of the traveling library work is dependent upon a generous book-fund.

## II. *Parcel Post Service.*

1. *Description of Service.* Another way of encouraging libraries is through the parcel post service. The purpose of parcel post service is to supplement the resources of small libraries and to give information upon request to people in towns without library privileges. It has been the policy of the Commission from the beginning to render service by mail both by sending out books that were not too rare and to answer reference questions by mail. This policy has been continued, but owing to the totally inadequate resources of the library, it has not been deemed wise to advertise this policy. Notwithstanding this, many questions are answered by mail. The following are taken from those on which material was sent by the Assistant Librarian during the period of October, 1915, to March, 1916: Parents-Teachers' Associations, Walter Shirley, Cyrano de Bergerac, illiteracy test, care of children, art in the home, eugenics, soil, farm management, Robertson-Gibson insurance bill, woman suffrage, nature study, Russian literature, artists and authors of Texas, prominent people

of Texas, mothers' pensions, compulsory insurance, preparedness, Shakespeare (for use in tercentenary celebration), and material for programs of women's clubs on English novelists, literature, the opera, and "present day problems." Questions that the library could not send material on were referred to the Texas University Library and to the Extension Library of the University of Texas. Material from the University Library has also been borrowed directly by the Commission to send to inquirers.

2. *Booklists.* The supply of books in the Commission Library is so inadequate that to prevent repeated disappointments to people writing for particular books, six lists of books that the library has to lend to anyone willing to pay postage both ways and promising to return the books in good condition have been made: "Our United States," a list of books on description and travel in the United States; "Books for Parents," an annotated list of books recommended by the Federal Bureau of Education, and four book-marks distributed at the Dallas Fair: "Books for Farmers," "Books for Her," "Current Issues Book Mark," prepared by the Legislative Reference Librarian, and "A Winter Evening Book Mark."

3. *Books for Study Clubs.* Books are also bought to send to women's clubs making a study of some special subject, as South America, the drama, American cities, Victorian literature, etc., in cases where the resources of the library are not sufficient to meet the demand. These books are not made up into permanent groups but are placed on the shelves when returned to the library and are used later for whatever needs present themselves. These study-libraries are of course used seriously and are of as much practical benefit educationally as school-buildings and school-teachers. However, our book-fund must be increased before we can provide even on a small scale books for study by clubs or by individuals.

### *III. Counsel and Advice in Problems of the Small Library.*

1. *Description.* Giving upon request counsel and advice in the organization, maintenance, and technical problems of the small library is a third means in the encouragement of small libraries.

The work that falls under this head may best be indicated by listing some of the questions that were answered during the months of October, 1915, through March 1916: Library supplies for a small library; library laws; specific points in Texas county library law; statistics of Texas libraries; traveling libraries; classification of books on specific subjects; inauguration of card catalogue system; constitution and by-laws for a library association; rules and regulations for a small library; arousing interest in a local library already established; methods of raising money for a library tax; library exhibits; book lists for a school library; re-organization of a small public library; rural library work in the United States; discount on magazine subscriptions; securing a Carnegie building; use of Carnegie donation for lot and equipment; library work in the South; books for a small library; charging system for a small library.

Some of these questions came from the small libraries of the State, but most of them came from people wanting to establish a library, or wanting to put new life into a collection of books already assembled. When such questions come in, an earnest effort is made in each case to answer the questions sanely and definitely. Generous use is made of pamphlets and articles written by library experts whenever these can be made to serve. In other case, replies are made by letter. Questions that require wiser heads to answer are referred to librarians both in and out of the State, as the nature of the particular question seems to demand. Often some printed help is sent with the request to ask later for help on definite points not understood by reading the printed information.

2. *Need For Organizer.* The fact that many of these questions listed were asked repeatedly even during the six months mentioned and that such questions come in continually indicates that the time is ripe for at least one organizer in Texas. It is difficult to answer adequately by mail many of these questions because of (1) the impossibility of telling briefly all that the question seems to call for; (2) the frequent lack of any library knowledge on the part of the inquirer that might serve as a foundation upon which to build a satisfactory reply; (3) the impracticability of following up these replies to see what use is made of them. One is inclined to believe that frequently the inquirer on receipt of a reply, however simply presented, feels the hopelessness of undertaking the proposition in question without the direct help of an experienced person. This is true not only of questions involving a knowledge of library technique but also of questions that many people believe to require no special knowledge, such as deciding library policies and choosing and buying judiciously books for an entire community from a limited book fund.

It is not out of place to quote here an editorial from the July issue of *Texas Libraries*.

#### THE DEMAND FOR LIBRARY ORGANIZERS IN TEXAS.

*“Other Departments Secure Inspectors, Etc.—*Texas has money, and is willing to spend it. Annually, Texas spends money on penitentiary investigations, masonry inspectors, bank examiners, building and loan association inspectors, fire prevention inspectors, sanitation inspectors, industrial accidents, inspectors for labor statistics, sanitation inspectors, live stock sanitation inspectors, mine inspectors, pure food inspectors, school inspectors, comptroller’s examiners, agricultural extension workers, water engineer inspectors, warehouse examiners, etc. But for library organizers—not one cent!

*“State’s Answer to Call for Library Aid.—*It is illegal for a man or a group of men to organize a state bank in Texas without consulting the Banking Department. But when a struggling community writes:

‘Will the State of Texas send some one to help organize our little library, to show us how to classify and catalog it,

install a charging system for us, and help us raise the necessary funds for its maintenance?"

the State of Texas replies:

'Under separate cover we are sending you suggestions for organizing your library. We shall be glad to answer by mail any specific question you may have. We regret that the State of Texas has not appropriated for the Library and Historical Commission funds with which to send anyone to help you work out your various problems and start your library aright. We suggest that you employ an experienced librarian to come to your town, organize the library, and explain to some local person the rudiments of library technique. While this will prove expensive, and while it is work for which the library commission was organized, it will pay you in the end to employ someone, for a good beginning is half the battle.'

"The result often is that the hopelessness of busy men's and women's deciding library policies, of working out problems of library technique, however simply presented, and the hopelessness of even choosing wisely and buying judiciously for an entire community books with a limited book fund dampers the most ardent enthusiasm, and the failure in the beginning reacts unfavorably upon the local citizens who might have been disposed to help financially an educational enterprise that could show any measure of success.

*"Library Organizers the Remedy.*—The most immediate financial need is an appropriation for six organizers who will divide the State among themselves, and travel from place to place within their sections, raising money, holding library institutes, inspecting small libraries, suggesting improvements in library policy, organizing new libraries, instructing inexperienced librarians, etc.

"In 1909 the Library and Historical Commission was created. We have a good commission law, but the prime purpose for which the library part of the Commission was created—the encouragement and establishment of public libraries—is little further on its way toward accomplishment than in 1909, because the State of Texas has biennially refused to make an appropriation for this part of the work.

"When the State is willing to appropriate extension workers for other departments, why refuse them to the Library Commission?"

3. *Lists of Printed Aids.*—In connection with the giving of counsel a supply of printed aids, written by library experts is kept on hand. In the following list the publications starred are given where desired; the others are lent.

To arouse interest in a public library:

Hadley, comp., *Why Do We Need a Public Library?*\*\*

Book selection:

A. L. A. Booklist. Yearly subscription.\*

A. L. A. Catalog. 1904.

A. L. A. Catalog. 1904-1911.

- Brown. Buying List of Books for Small Libraries.\*
- Booth. Lists of Materials Which May Be Obtained Free or at Small Cost.
- Foster. How to Choose Editions.
- Humble, ed., Children's Books for First Purchase.
- U. S. Bureau of Education. List of Books Suited to a High School Library.
- U. S. Bureau of Education. 1,000 Good Books for Children.
- Wales. School Libraries. Six Selected \$10 Book Lists for Rural School Libraries.
- Walter. Periodicals for the Small Library.\*
- Wyer. U. S. Government Documents in Small Libraries.\*
- General directions for organizing a library:
- Brown. Directions for the Librarian of a Small Library.\*
- Dana. Library Primer.
- Fay and Eaton. Instruction in the Use of Books and Libraries.
- Plummer. Hints to Small Libraries. (Given to school libraries.)
- Stearns. Essentials in Library Administration. (Given to school libraries.)
- Wire. How to Start a Public Library.\*
- Other technical subjects:
- Binding for Small Libraries: Suggestions Prepared by the A. L. A. Committee on Bookbinding.
- Brown. Mending and Repair of Books.
- Hitchler. Cataloging for Small Libraries.
- Thomson. A Normal Library Budget and Its Units of Expense.
- Library buildings:
- Eastman. Furniture, Fixtures and Equipment. (Given to school libraries.)
- Eastman. Library Buildings.
- Marvin, ed. Small Library Buildings; Collection of Plans.
- Soule. How to Plan a Library Building.
- Soule. Library Rooms and Buildings.
- Wisconsin Free Library Commission. New Types of Small Library Buildings.
- Public Libraries. Subscription.\*

#### IV. *Bulletin.*

1. *Description.* A fourth method of aiding and encouraging libraries is through the publication of the quarterly bulletin, *Texas Libraries*, begun in 1909. This bulletin is for the layman as well as the librarian. The aim is to make it practical, informing, and interesting. The favorable comment it has received from people in the State and the fact that several other library commissions and several librarians out of the State have asked for extra copies encourage one in the belief that it is proving useful. The scope of the bulletin may be shown by quoting some of the titles in the last two issues of the biennium:

Partial contents of the April issue: What an Individual Can Do to Further Library Development in Texas; Welcome (introducing new library workers in Texas); National Reading Circle; Traveling Libraries; Aids for Small Libraries; Professional Literature; Indexes and Periodical Collections for Small Libraries; Monuments to Broken Pledges; Commission as a Mail Order House; By Texans About Texans for Texans (book reviews); and contributions from outsiders entitled: A Neighborhood Dream That Came True; Texas Fine Art Association; Shakespeare Tercentenary; Shakespeare: Editions, Biography, and Critical Works; Choosing Books for Boys and Girls; Form of Library Organization for a Small Town Making a Library Beginning; What Has the Library Worker to Do Each Day? My Neighbor and I (news notes sent in by libraries of the State).

Partial contents of the July Issue: Demand for Library Organizers for Texas; We Want Time to Finish Our Story; and contributions from outsiders entitled: General Survey of Library Conditions in the Fifth District of the Texas Federation of Women's Clubs; Group Study Courses for Clubs; Municipal Reference Work; County Libraries; The County Library; Libraries Work of the Iowa Library Commission; Bird's Eye View of Utah Libraries; Work of the Missouri Library Association; California County Free Library Service; Work of the American Library Association; Work of the American Library Association Publishing Board; Methods and Equipment the Business World Has Adopted from the Library World; A Librarian's Qualifications; My Neighbor and I (news notes sent in by libraries over the State).

2. *Handbook*. The October 1915 and January 1916 numbers of *Texas Libraries* were issued as one bulletin and called "Handbook of Texas Libraries, No. 3." For this issue every library of the State was sent a questionnaire; and although the questionnaire had to be sent as many as four times to some libraries before a reply was received, the effort was to good purpose in that it is now much easier to get replies from the libraries. Of course, well established libraries and the growing libraries naturally respond to a first call.

This *Handbook* has fulfilled and is fulfilling the purpose for which it was intended as stated in the Preface as follows:

"To serve as a labor-saving device to those called upon for details concerning library conditions in Texas and to serve as a source of information to those seeking this data is the object of *Handbook of Texas Libraries No. 3*.

"The only printed sources of this information are *Handbook No. 2* and *Texas Libraries*. The former no longer describes conditions, and the latter, which supplements it, is in nine issues, two of which are already out of print.

"The laymen of the State are especially uninformed, and those who are trying to establish libraries or to build up those already established feel this lack of information. An ever recurring question is: "What are other towns of our size in Texas doing in this particular and in that particular?" It is the purpose of *Handbook No. 3* to answer many of these questions before they are asked and to serve



as the basis of a systematic publicity campaign by the Association to arouse interest in library work in the State."

A map of Texas showing the location of all the libraries of the State was prepared for the *Handbook*. This map was later amplified and put into chart form for publicity purposes.

3. *Mailing Lists*. The mailing list for *Texas Libraries* has been thoroughly revised and considerably reduced in size. To insure that all may, however, receive a copy of the bulletin who want it, a synopsis of the contents of each issue is sent to the newspapers of the State. These synopses also serve a second purpose—library publicity—for they are written so as to be informing in themselves.

It is urgently recommended that funds be provided to make the bulletin monthly instead of quarterly. Items of interest are often not reported because they become stale before the following quarter comes round. Library happenings in Texas are frequently reported in the Chicago and New York library publications before they appear in *Texas Libraries*. Moreover, a monthly publication is more stimulating than a quarterly publication owing to its frequency of publication.

#### V. Publicity.

1. *Exhibits*. Following the precedent set by all the active library commissions of the country, some publicity work has been undertaken. The past year three exhibits have been displayed: a very creditable one at the Dallas Fair in 1915, a small one in the Capitol during the session of the Farmers' Congress, and a still smaller one at one of the district meetings of the Mothers' Congress in session at the Capitol. At the meeting of the Baptists in the Capitol, a neostyled list of books and articles in the library on the rural church was distributed, and the books were exhibited. The importance of these exhibits cannot be overestimated. Funds are needed badly to repeat annually the exhibit at the Dallas Fair and to ensure representation on the part of the Texas Library and Historical Commission at other fairs just as other educational institutions are represented. It would be especially valuable for the Commission to send small exhibits to all county fairs.

To indicate the nature of library exhibits and to show how they can spread information as to the purposes and uses of disseminating library information the following description of the exhibit at the Dallas Fair is given. It should be said that while the exhibit was planned and worked out by the assistant librarian, every one in the library contributed to it, each in his own line, and the exhibit could not have been successfully carried through if not for the untiring labor of another assistant, who not only helped put up the exhibit but stayed with the exhibit during the entire Fair, and graciously answered the questions of all interested.

All the activities of the commission were represented. The exhibit was arranged so that he who ran might read. In attracting more than passing attention to the booth the carrying out of the cartoon, "Books that have helped me,"—a large farmer doll dressed in overalls and

straw hat standing on a pile of books, reaching for a jar of plum jam—proved very effective.

Near this was a map of the State on a tall tripod, showing with gold stars the location of the subscription libraries of the State and showing by small Texas flags the location of the public libraries of the State. The inscription read: "Is your home town on the map? The Texas flag promises freedom of thought; the public library assures it."

In the rear, two hundred volumes representative of the kind of books the Commission lends to people over the State were displayed on a bookstack lent by Mr. C. I. Parker of the Dallas branch of the Library Bureau. Each group of three or four books was so labeled that their subjects could be read at some distance: "Travel," "Biography," "Our Government," "For the Farmer," "To Our Health," "Art and Song," etc.

Book-marks, "For the Farmer," "A Winter Evening Book-Mark," "Books for Her," and "Current Issues Book-Marks," containing half a dozen titles and the rules for lending, were given as souvenirs.

Periodicals in binders were displayed with the sign: "Do you enjoy periodicals? If so, put your home town on the library map." A newspaper rack with the current issues of the large dailies of the State was headed with the inscription "Keep up with the times—start a public library." Generous supplies of A. L. A. tracts and other library helps were on hand, and copies were given to interested visitors.

Attention was called to the county library law partly by a series of pictures entitled "From chains to rural delivery." The first picture in the series showed the chained book, the second was the "Bookworm," labeled: "Time to close. All the books are in the library but one. Agassiz has it, and I am going after it right now." The third picture showed a library with closed shelves, the fourth, open shelves, the fifth, the Washington county book wagon, and the sixth, a group of children at a country school house, waiting for books from the county library. At the end of the series was a placard, "Ask for a copy of the county library law."

There was also the Library of Congress series of prints showing the "Evolution of the book."

Placards told of the various activities of the Commission. Especially concise was the series describing the legislative reference division, "What it is," "What it does," and "How it works."

The Wisconsin "library book ladder" and same catalog cards printed by the Library of Congress from copy supplied by the Commission, represented the technical work of the Commission.

The historical work of the Commission was represented partly by three original treaties, taken for the first time from the archives of the State, between the Republic of Texas and Holland, France, and Great Britain, respectively. These rich-looking volumes, opened so as to show covers as well as various pages of the manuscript, displayed in a showcase in the center of the booth with the electric light immediately over the case, made a very pleasing effect.

A great deal of interest in the exhibit was manifested by the vis-

itors, some of whom registered requests in the guest book. One man who was working on a civic exhibit in his town asked for our cooperation in planning some library feature that would arouse interest in securing a library for the town. In the week following the close of the exhibit the Commission received from people writing to the Commission for the first time, twelve requests directly traceable to the exhibit.

As part of the publicity work a sample traveling library and a library chart showing the location of all public libraries in Texas with their sources of support and also nine benefits a town derives from a library was sent to all district meetings of the Federated Clubs.

2. *Newspaper Work.* As chairman for the past biennium of the Texas Library Association Publicity Committee, a number of news items have been prepared for the papers of the State; some of the items have borne directly on the work of the Library Commission. The chairman also secured a number of articles from other library workers both in the State and outside of the State. As all of these articles react favorably upon the upbuilding of the Commission work, it seems suitable to make mention of them in this place and to take this means of thanking all who have contributed. The Library Committee of the Federated Clubs has co-operated with the Publicity Committee of the Library Association. One of the members of the Federated Clubs' Committee sent at her own expense to all the papers of her district articles that were sent her while another member of this committee made a library survey of her district.

3. *Why We Cannot Let Texas People Know What We Do:* A question that has to be answered continually is, "Why don't you let people know what you are doing?" When individuals find out the various things the Commission is doing, they invariably express satisfaction at having found it out, and also their surprise that the Commission does not advertise its activities. The answer is simple: We can not meet the demand with our present supply of books and the extremely small staff. After thinking over the situation carefully and from various viewpoints, I make bold to suggest that with the exception of an organizer, the need above all others is for books.

#### B. CATALOGUING AND CLASSIFYING.

1. *Purpose and Description.* The second large part of the work of the assistant librarian and cataloguer is the cataloguing and classifying. Nearly everybody who knows anything of the inside workings of a library is familiar with the term "cataloguing," but few have any but vague ideas as to what cataloguing and classifying are and what they accomplish.

The purpose of cataloguing and classifying a library is to render available the material it contains. The catalogue is to the library what the index is to the book, and the more thoroughly a library is catalogued, the more serviceable it is to the readers. The catalogue is the piece of machinery that makes possible one hundred and fifty candle-power results in a library. Upon the accuracy, the complete-

ness, and the scope of the catalogue, and upon the skill used in classifying the volumes and in bringing out by appropriate subject-headings the topics treated, depends very largely the effective service of any library.

Every volume catalogued and classified is entered under author, subject or subjects treated of in the volume, and title, if anonymous or distinctive. These entries are printed or typed on cards, which are filed in alphabetical order to form the catalogue. By consulting these cards it is possible to find: (1) What books the library contains by a certain author; for instance, Woodrow Wilson; (2) Whether the library contains a particular book, as "Within Prison Walls"; (3) What material the library has on a certain subject, as *European War*, and (4) where each of the books is on the shelves. This last is done by means of classifying. According to the system of classification used, all knowledge is divided into ten parts; each of these parts is subdivided into ten parts, which in turn are subdivided into ten parts, each of which may be subdivided and resubdivided. If each book contained material on only one subject, all material in a library on that subject would stand together in one place on the shelves, and the purpose of classification is to bring together as far as possible all material on the same subject. However, as most books treat of a number of subjects, and as one book can stand in only one place on the shelves, it becomes necessary to classify it in the place where it will be of most service, and to bring out through means of the catalogue that place and also show the other topics treated in the book.

The catalogue also meets many technical needs of the special student and also many needs of the library staff, as for instance, in knowing what the library already has when a new book order is to be made up.

2. *Work Accomplished.* The Commission did not engage a cataloguer until the fall of 1911. Up to that time the books that had been accumulating during the past year had not been catalogued. Since the last published report the old stock that was not reported catalogued at that time has been catalogued with the exception of a part of the Texas collection, part of the literature, and a few miscellaneous volumes.

During the last biennium the cataloguing and classifying have been confined for the most part to the current accessions. However, mention should be made of the copy supplied to the Library of Congress for books about Texas that the Library of Congress does not own and yet desires to be represented in her catalogue.

Many of these Texas volumes are not mentioned in any bibliography to which we have access, and are probably unknown to historical students other than those who have visited our library. We believe that the inclusion of these titles in the Library of Congress depository catalogues is the surest and easiest method of informing not only present day but future historians of their existence and content. The copy which has already been supplied represents chiefly local history, sketches of early settlers, regimental histories, descriptions of frontier life, and colonization conditions. In return for this copy,

the Library of Congress gives us about twelve complimentary copies of each card. The Library of Congress does as high a grade of cataloguing as is done in the world, and the fact that the Library of Congress accepts copy for catalogue cards from any library speaks well for that library. Unfortunately, on account of pressure of other work, this copy was supplied for only a short time, but it is hoped that this phase of the cataloguing may be taken up again.

It also fell to the lot of the cataloguer to index all the bills of the regular session and the first and second called sessions of the Thirty-third Legislature. These bills were indexed, and a typed copy of the index bound in with each volume of bound bills. A large pamphlet collection of social, legislative, and industrial subjects was gone over, and subject headings were assigned for the catalogue. The pamphlets received currently were classified according to the system installed by the first legislative reference librarian. This part of the classifying and the indexing of the bills for these sessions were done before the present legislative reference librarian was employed.

3. *Need for An Assistant Cataloguer.* In cataloguing there is a great deal of typing in the duplication of cards, a great deal of labeling, filing, checking, etc. During the past biennium this part of the work has been done almost entirely by the stenographer, thus taking her time that might well be spent in other ways. Partly for this reason an assistant cataloguer is recommended, who can give entire time to this work, and thus keep the current cataloguing up to date, and help also with the old stock. Another reason for asking for an assistant cataloguer is apparent when the increase suggested in the book fund is noted.

#### C. MISCELLANEOUS WORK: REFERENCE, PERIODICALS, BINDING, AND TRANSLATIONS.

The assistant librarian and cataloguer has been ready during the past biennium to give help wherever needed most urgently at the time. A great deal of reference work has been done with members of the State departments, legislators during sessions of the Legislature, high school students, occasional University students, Austin adults, and transients. The preparation of volumes for the bindery has been taken over almost entirely by another assistant, and comparatively little time has been given in this line. In this connection, it should be stated that incomplete files of periodicals are being completed and bound, and the county newspapers in the basement are being sorted and arranged for the bindery. The assistant librarian and cataloguer has also translated a number of Spanish letters and telegrams for the Governor's office, a few for the Board of Pardons, and several for the Railway Commission.

#### D. ACKNOWLEDGMENTS.

The variety of work enumerated and the amount and quality would have been impossible if not for the hearty co-operation of two other assistants in the library. This opportunity is taken to express offi-

cially my cordial appreciation of their contributions. I also want to use this opportunity to express my appreciation of the free hand I have been permitted and also of the many courtesies shown me on the part of the State Librarian and Secretary of the Library and Historical Commission.

#### E. RECOMMENDATIONS.

The recommendations of the assistant librarian and cataloguer are concerned with work in her own lines, as recommendation for other lines of work will be made by those working more directly in other lines.

1. *Money With Which to Work.* Money for books is chief in this class, books for traveling libraries, books for study both by individuals and by clubs, and books for reference in the library. When one considers that the Commission has only about 35,000 books and that about half of these are government documents and newspapers, the need should be apparent for an increase in our stock in trade. We have tried to demonstrate our ability to serve; we have tried to show the demand for our service; we now ask for tools with which to work, without which ability and demand are but mockeries.

2. The fund for collecting and disseminating library information should be increased to provide for (1) a monthly bulletin instead of a quarterly bulletin; (2) to provide for reprints from the bulletin, and the preparation of leaflets and booklists; (3) to provide for general exhibits for State fairs, county fairs, and organization meetings. Such items as books, posters, charts, lantern slides and equipment, circulars, drayage, and transportation, have to be considered in estimating the expense; (4) to provide for special exhibits, as Christmas books for children, inexpensive library equipment for small libraries, etc.; (5) to provide for subscriptions to library periodicals, helps in book selection, library organization, and other library problems to distribute to libraries of the State that need them and will use them.

3. The fund for traveling expenses should be enlarged. In addition to visits to libraries during every vacation but one that I have had during my connection with the Library and Historical Commission, this past year I have made also on my own financial account three visits to libraries, averaging a little over a day for each visit. From all three trips I gained knowledge that has helped me directly in particular points in my work during the past year. As the library benefits from such trips, it is only fair that it bear the expense of some of them.

4. Newspaper files for the library for such daily papers as will be received during the next appropriation biennium.

5. Shelving in the new basement for government documents and county newspapers. The unbound United States Government documents received during the last four years have not been shelved on account of lack of room. Additional space in the basement has been provided. It now remains to fit this up with shelves.

6. Floor covering and furniture for library. The floor covering is so worn and cut that it is a menace to life and limb. A book lift from

the floor to the second deck of the stacks is a much needed convenience.

2. *Appropriations for Additional Assistants.* As in everything else, so in library work, there is a large amount of detail requiring time, energy, and care. There is also much planning and investigation before acting. When the planning, the investigation, and the vast amount of detail are taken into consideration in editing a quarterly bulletin, in looking up all kinds of reference questions, and answering a goodly share of them by mail, in giving by mail assistance in the library problems of small towns, in organizing and maintaining a system of traveling libraries, to say nothing of cataloguing, book selection, and the many odds and ends that come up daily, the recommendations for additional assistants in the library really need no explanation.

The need for a library organizer and the need for an assistant cataloguer have already been stressed. The library also needs badly some one to take care of the government documents and especially the United States Government documents. One condition upon which we receive the United States documents is that they be made accessible to the public. The volumes in the serial set are accessible, but it is impossible to do reference work that involves the use of the most of the document pamphlet material. A document assistant to arrange this material, to fill up the gaps in the collection as far as possible, and to do the document reference work is urged.

## APPENDIX.

### HOW TO SECURE A TRAVELING LIBRARY.

*What a Traveling Library Is.* Traveling libraries are collections of fifty books which are sent by the State from one community to another. They are maintained by the State, and circulate from the library of the Texas Library and Historical Commission in the Capitol, free of all charge except the cost of transportation, upon receipt and return of each library. The libraries are made up of the best popular books in English, for adults and children, approximately one-third of the books being juvenile books, one-third fiction, and one-third interesting books of history, travel, biography, science, and literature. The libraries are shipped in stout hinged cases and are accompanied by supplies necessary for keeping records of circulation.

The traveling libraries are intended for rural communities and small villages not enjoying public library privileges. When the people at a station have read a library, it is returned to the Commission, where the books are checked up, record of their circulation is taken, necessary repairs made and binding done, and then it is sent to another station.

*How to Proceed.* To secure a traveling library for a rural community or a town too small to support a public library, or where it is at present impracticable to take advantage of the county library law, or where it is felt a traveling library will be of benefit in arousing interest in taking advantage of the county library law, at least

two taxpayers and a banker guaranteeing the responsibility of the taxpayers, should make application on the blank furnished by the Commission and select a responsible person to care for the library.

In case a woman's club borrows the library for the community, the application must be signed by three officers of the club, who will remain responsible for the books even if their term of office expires before the books are returned.

*How Used.* The books of the traveling library must be lent without charge to any white person in the community who will observe the rules made by the Commission. Before a borrower is allowed to take his first book he is required to sign an agreement, sent with the box, pledging the return of all books and the payment of all fines and damages. If fines received for over detention of books are not sufficient to pay transportation charges, small voluntary contributions may be received. In no event may any money be required of a borrower in order to obtain a book. Libraries must not be kept longer than three months without special permission. The loan may be extended for three months.

*Where Kept.* The traveling library should be kept in the most centrally located and most easily accessible place that can be found. The local postoffice is usually the best place, but it may be placed in the general store or a private residence, and should if possible be kept accessible continually or at frequent intervals. If the library is located in a schoolhouse, adults must each week be given access to it outside of school hours; and if the books are not returned to the Commission at the close of the term of school, the library must be removed to some other place accessible to the public. If the library is to be located in the school house, a special blank will be furnished by the Commission to be signed by the president of the school board and by the local teacher.

#### INSTRUCTIONS FOR THE CUSTODIAN OF A TRAVELING LIBRARY.

*The Custodian.* The success or failure of the traveling library in any community depends almost wholly upon the one in charge. The librarian in the small community has the advantage over the librarian in the larger town in knowing the community and in thus being able to fit the right book to the right person. Where the custodian advertises the library and lets everyone in the community know of its existence, the record of circulation will be high.

*Receiving the Library.* The library is shipped from the Commission library the cheapest way, charges collect. Drayage between the Capitol and freight depot both ways must also be paid by the borrowing community.

If the library is sent by express, there is no drayage charge either way in Austin. The express companies also allow a one-and-one-half round-trip rate. The full rate must be paid on the library going out from the Commission, the half rate being paid on the return to Austin.

Check the books by the typewritten list, and give the contents of the library box on the addressed return postal card sent by the



Commission for acknowledgment of the receipt of the library. Return this postal card to the Commission at once. All printed lists or book-marks sent with the library must be at once distributed among those who are, or ought to be patrons of the library. If possible, induce the newspapers circulating in the vicinity to announce receipt of library and publish list of books received.

*Care of the Library.* Arrange the books on the shelves, with the small sign above them, in as prominent a place as possible. Keep the books upright. Urge upon borrowers the necessity of proper care and handling of the books.

*Fines and Damages.* All fines collected for overdue books or lost cards may be kept by the librarian to defray freight charges. Fines for injuries beyond reasonable wear should be sent to the Commission. The cost of a lost book must be collected from the borrower or paid by those borrowing the library.

*The rules for circulation* printed on a separate folder give exact directions for issuing and discharging books.

*The Charging Tray* is the small wooden box which is intended to hold the book cards, record of card holders, extra readers' cards, etc.

*The Record of Card Holders* is intended for the signatures of all borrowers. The agreement on the first page should be read by the applicant before he is allowed to sign.

*The Borrowers's Card* is the white card with lines for the readers's name and number, and is given to the borrower when the record of cardholders is signed. This card must be presented whenever a book is issued and returned, and upon it must be written the successive dates of issuance and return. In case of loss, a new card may be issued immediately upon payment of five cents, or without charge after seven days notice.

*The Book Pocket*, on which are printed the rules for circulation, is found on the inside of the back cover of the book, and is intended to hold the book card when the book is not in use, and the borrower's card when in circulation.

*The Book Card* is in the book pocket, with the number, author's name, and the title written at the top. This card should be kept in the pocket when the book is in the library. For books in circulation keep cards in the charging tray arranged alphabetically or numerically. See that all book cards are in the right pockets before returning the library to the Commission.

*Advertising the Library.* The large signs are intended to advertise the library and should be placed in the window of the building where the library is located, in the postoffice, general store, depot, and wherever they will attract the attention of the most people. To secure the greatest possible benefit from the library, special efforts should be made to advertise the library lists of the books or notices in the local papers, through the schools and churches, and by personal invitation whenever possible.

*Change of Librarian.* Kindly notify the Commission at once when a change of librarian occurs. See that the new custodian has all necessary information relative to the operation of the library before transfer is made.

*Contagious Diseases.* Do not receive a book from a home where there is contagious disease. Write the Commission for instructions.

*Returning the Library.* The Commission will notify the custodian ten days before the library is to be returned. The books should be called in at once and checked by the typewritten list. Pack closely so that the books may not shift and rub. Fill in the space at the top with paper. Return with the library the typewritten list.

*The Shipping Label* bears the name and address of the Commission and should remain on the library box until returned.

*Prepay Freight or Express Charges.*

*Notify the Commission* of the shipment on the return addressed postal card furnished for the purpose.

The Commission will welcome any suggestions for the improvement of the service or increasing the usefulness of the traveling libraries.

#### BORROWER'S AGREEMENT.

I, the undersigned, living in.....hereby apply for the privilege of borrowing books from the Free Traveling Library of the.....

I promise to take good care of all the books I draw, to pay promptly all fines and damages charged against me, and to obey the rules of the library.

No.	NAME.
1	.....
2	.....
3	.....
4	.....
5	.....
6	.....
7	.....
8	.....
9	.....
10	.....

#### APPLICATION BLANK FOR TRAVELING LIBRARY STATION.

(Village or town)

(County)

(Date)

To the Texas Library and Historical Commission, Austin, Texas.

We, the residents of.....apply for a traveling library to be used by the people of the vicinity.

We hereby agree to observe the Commission rules for the loan of libraries; to return each library we receive within three months of its receipt unless extension of time is given; to provide shelves for the books; to make no charge to patrons for its privileges; and to collect suitable fines for the loss of books or undue injury to them.

The library will be kept by.....  
 (P. O. address)..... in (state  
 whether residence, store, hall, school, etc.).....  
 and will be open to the public from (state hours)..... M. to  
 ..... M., on (state days of the week).....

Ship by..... R. R. to (station) .....  
 Remarks: (Size of community, etc.)  
 .....  
 .....  
 .....

....., Custodian.  
 Signature of two persons:  
 .....  
 .....

We endorse the above application and certify that the above sig-  
 natures are those of reputable persons who will make proper use of  
 the library applied for.

.....  
 (Name of Bank)  
 Per.....

SAMPLE LIST OF BOOKS IN THE TRAVELING LIBRARIES.

- Altsheler. Horsemen of the Plains.  
 "Stirring story of a boy's adventures with hunters in the Rockies."
- Arnim. Elizabeth and Her German Garden.  
 "Sketches and jottings made by an Englishwoman, while tending as an  
 amateur the neglected garden of a German country house."
- Bailey. Children's Books of Games and Parties.  
 "Useful for mothers and children. Suggestions for parties for all seasons."
- Barbour. For the Honor of the School.  
 "One of the very good schoolboy books."
- Boy Scouts of America. Official Handbook.  
 "A handbook of woodcraft, scouting, and lifecraft. Valuable for any  
 boy to own."
- Brown. In the Days of Giants.  
 "One of the most readable and attractive collections of Norse myths."
- Browne. Granny's Wonderful Chair.  
 "Old fashioned stories and moral tales charmingly told."
- Bryce. South America.  
 "A description of scenery, social and economic conditions, history, and  
 politics."
- Chamberlain. How We Are Sheltered.  
 "A geographical reader. Partial contents: Houses in cliffs. Indian homes.  
 Filipino homes. Lumbering. How bricks are made. Artificial stoves.  
 Nails. Glass. How coal is made and mined."
- Churchill. Inside the Cup.  
 "The Reverend John Hodder, an Episcopal clergyman, who has spent the  
 years since his ordination in a secluded New England parish, is called

to a fashionable church in a middle-western city. He knows singularly little of modern problems and in his theology is as orthodox as the rich men who control his church could desire. But St. John's, his church, is located on Dalton street, a thoroughfare once fashionable that has now become the home of poverty and want and vice. The facts of modern life are thrust upon Hodder; an awakening follows, and a struggle, and in the end he works out a solution which brings with it a stronger renewal of faith."

Deland. Awakening of Helena Richie.  
"Masterly story of the awakening of a woman's moral nature through her love for a child and the gentle leading of Dr. Lavendar."

Eggleston. Hoosier Schoolmaster.  
"Pictures of the lawless and homely pioneer life of mid-century Indiana, by a man who was an itinerant preacher in the West, and knew that life intimately."

Elton. Sir Francis Drake.  
For children.

Emerson. Essays.

Farmer. Boston Cooking-school Cook Book.  
One of the very best.

Ferber. Roast Beef Medium.  
"The ten stories in this collection relate the business adventures of Emma McChesney, the traveling saleswoman who sells Featherloom petticoats."

Fox. Little Shepherd of Kingdom Come.  
"A novel of Civil War time in which the reader is shown the meaning of both sides of a great struggle."

Gilbert. More Than Conquerors.  
"Biographical sketches written with unusual sympathy and vividness. Includes Beethoven, Lamb, Scott, Irving, Emerson, Agassiz, Thackeray, Livingston, Pasteur, Brooks, Booth, Stevenson, Saint Gaudens, Lincoln."

Harrison. V. V's Eyes.  
"Mr. Harrison is a skillful story teller, but he is something better—an effective interpreter of character in all its varieties that range between extremes of comedy and tragedy, of emotion and sentiment, of humor and seriousness."

Harte. Luck of Roaring Camp.  
"A new genre of short story. The 'Luck' is a babe whose coming among the miners in the California settlement makes their lives better and more humane."

Hogg. Speeches and State Papers.

Hutchinson. Common Diseases.  
"This is a book for those in health or those out of it filled with the most useful information told in the pleasantest and least assuming manner."

Kipling. Just So Stories.  
"Wonderful stories about animals, explaining in humorous way the causes of the camel's hump, the elephant's trunk, the leopard's spots, etc."

Library of Business Practice. Vol. 6, Advertising.

McAdoo. Guarding a Great City.  
"Quite apart from its value in the discussion of purely administrative problems of police management, the book is very readable. Author, former police commissioner in New York city, knows his subject and handles it with great directness."

- McKeever. Training the Boy.  
 "Takes up industrial training, social training, habit training, vocational training, and service training."
- Martin. Emma Lou.  
 "School days of a bewildered and very real little girl. Incidentally satirizes some school methods and manners."
- Norris. Mother.  
 "A girl's story serving mainly to throw light upon a big mother heart that beats in the background. Margaret Paget is a teacher, tired of humdrum school-room experiences and all that goes to make up her colorless life in a little New York town. How the sky of her dream suddenly becomes rosy, only to precede the 'coming true' that affects her whole life, lends a fairy story touch that is counterbalanced by the sturdy reality of struggle, a sacrifice and resulting peace and power that are the portion of the mother who launches eight bodies and minds upon the serious business of living."
- O'Connor. My Beloved South.  
 "The delineations of the lighter side of life in Texas, Charleston, New Orleans, Maryland, the Sewanee River and elsewhere in the author's girlhood, and of the old time darkey and plantation life are true and full of humor if somewhat overladen with sentiment."
- Page. Santa Claus's Partner.
- Palgrave. Golden Treasury.  
 "Edited with the advice and collaboration of Tennyson, and the anthology after 40 years still holds its popularity and influence."
- Quinn. Planning and Furnishing the Home.  
 "Many practical and economical suggestions for the homemaker will be found in it."
- Raspe. Travels and Adventures of Baron Munchausen.  
 "A series of amusing and absurdly impossible feats and adventures, originally written as a satire on the Memoirs of Baren de Trenck."
- Richardson. Long Day.  
 "A country bred girl tells of her experiences in New York city. She came friendless and unskilled with but a few dollars in her pocket; she sought honest work and found short jobs as a box maker, a sweat-shop worker, a liner of jewel boxes, a 'shaker' in a steam laundry and at various other occupations all equally unpleasant and equally underpaid. The picture she draws of the working girl's home are painfully sad and realistic."
- Rolt-Wheeler. Boy With the U. S. Survey.  
 "An account of an expedition with the U. S. Geological Survey in which information is combined with an abundance of adventure. Though written for boys, it will be equally interesting to many adult readers."
- Scott. Ivanhoe.  
 "A many-colored picture of medieval England at the period when Norman and Saxon had hardly begun to fuse, when the castles were the strongholds of baronial oppressors, and the woods full of outlaws."
- Scudder. Children's Book.  
 "A collection of good literature, fables, fairy tales, poetry, and famous old stories."
- Sellers. Classics of the Bar. Vol. 1.  
 A book men will like.
- Shakespeare. Works, Vol. II.  
 Measure for Measure. Comedy of Errors. Much Ado About Nothing. As You Like It.

**Starr. Strange Peoples.**

"Interesting and authoritative material on people of many lands. One of the best books of its kind."

**Stevenson. Treasure Island.**

"Written expressly for boys, but lavish in qualities, apart from the thrilling adventures that interest maturer minds. A story of piracy and of concealed treasure; Pew, Black Dog, and Long John Silver, are a villainous trio, strongly individual in their lineaments; the morality is simply that of pirates."

**Sullivan. Markets for the People.**

Author advocates: 1, Abundant street vending, free to all comers; 2, Open-air markets, to be held for a few hours semi-weekly or tri-weekly in street or park."

**Thackeray. Vanity Fair.**

"A picture of society on a broad canvas, probably the best and truest we have in history or fiction of the 2nd decade of the 19th century."

**Van Dyke. How to Judge of a Picture.****Webster. Daddy Long-Legs.**

"This is a whimsical little wisp of a story, as slight as a cobweb, but full of quaint charm and rippling with humor that is partly girlish spirits and partly a delightful sense of drollery."

**Wiggin. Birds' Christmas Carol.**

"Story of the Ruggles family and a little invalid girl who befriended them."

**Wiggin. Rebecca of Sunnybrook Farm.**

"Rebecca is one of the story-book girls whom grown-ups and children both like."

**Wilbur. Everyday Business for Women.**

"Furnishes simple and accurate instructions for the management of the everyday business that falls to the lot of women all over the land. It covers her methods of banking, the management of the check-book, foreign exchange, getting money in emergencies, how to spend money, bills and receipts, the relations of employer and employee, relations with railroads and hotels, simple bookkeeping, taxes and customs, the use and transference of property, stocks and bonds, wills and estates."

**Wiley. Mother Goose Primer.**

"Colored illustrations."

**Wyss. Swiss Family Robinson.**

## REPORT OF THE LEGISLATIVE REFERENCE DIVISION.

By JOSEPH F. MARRON.

This report covers the period from December 15, 1913, to the close of the biennium ending August 31, 1916.

### THE LEGISLATIVE REFERENCE IDEA.

In view of the fact that many of our most intelligent citizens are not clear as to the aim of legislative reference work as distinguished from the regular activities of a State or public library, it is not out of place to give a short statement to that effect. Legislative reference libraries exist primarily to aid in the improvement of legislation by furnishing information upon all topics of current or public interest which are, or are likely to be, subjects for legislative enactment. In carrying out this primary object a collection of material is built up that will serve legislators, public officials and citizens with adequate information on legislative, social and economic subjects and upon public affairs generally. This collection is made up of material gathered from every possible source. Pamphlets containing specific information upon one subject or phase of a subject form a very large part of the collection. Reports of legislative commissions, State departments and various organizations; books upon economics, social science and political science; statutes and session laws of the various States; year-books, encyclopedias, and various other reference volumes are all freely drawn upon to carry on the work which the legislative reference division does. Outside these sources much work is done by consulting the expert close at hand or by corresponding with persons who can give expert information. The collection of the legislative reference department is very minutely classified so that material is very readily accessible upon short notice. Twenty-seven States in the United States are doing this service for their legislatures and citizenship and each year adds one or more to this list.

### ORGANIZATION.

The authority for the existence of this division is found in Chapter 70, Section 11, General Laws of the Regular Session, 1909. This section provides that the "Library and Historical Commission is authorized and directed to maintain for the use and information of the members of the Legislature, the heads of the several State departments, and such other citizens as may desire to consult the same, a section of the State Library for legislative reference and information. The Commission shall appoint an assistant Librarian competent to conduct the work of said legislative reference section."

The work was begun in August, 1910, by a man trained in library methods and legislative reference work, and was continued under him until September, 1911. Owing to the resignation of the Librarian of this division at that time active work was discontinued

until October, 1912. From October 1, 1912, until April 1, 1913, the work was carried on through the session of the Thirty-third Legislature under a co-operative plan with the University by which Professor Potts was in charge as director of the work. Since December, 1913, the work has been carried on by the present Legislative Reference Librarian.

#### COLLECTION OF MATERIAL.

The stock in a legislative reference collection must be kept fresh and up to the minute. The Librarian must ever be on the lookout for every publication that contributes information in his field of work. He must also cast out pamphlet material that has outlived its usefulness. The collection of new publications and the clearing out of old pamphlet matter largely answers the question as to what the Legislative Reference Librarian does when the Legislature is not in session. He can not get the information together after the Legislature convenes. Recent book purchases in social, economic and legislative subjects which form part of the State Library collection have been selected by this division and added with a view to increasing the legislative reference service. The State Library now has a good working collection in economics and sociology and has without doubt the best collection in Texas on legislation and constitutional law.

#### ARRANGEMENT OF MATERIAL.

Previous to the time that the present Legislative Reference Librarian took charge the material in the legislative reference collection was classified and arranged according to the classification scheme used in the legislative reference section of the New York State Library. It was filed in vertical filing cases constructed for the purpose. Owing to the fact that the Dewey decimal classification is used for the collections of the State Library it was thought best to re-classify and shelve the legislative reference collection in harmony with the general plan used in the State Library. Under the former plan the growth of this special collection would have required additional filing cases, and the limited space in the quarters of the State Library can not accommodate them. The vertical files on hand have been turned to useful purposes as files for the legislative bills that are kept on hand. With the transfer of material to the Dewey classification and the arrangement of it on the shelves much space can be made for the bills that are not yet filed in cases.

Along with the arrangement of material on the shelves there has been constant effort to make the classification scheme adequate by expanding it minutely and logically within the special field that it is obliged to cover. The classification has been thoroughly indexed so that subjects can be located easily.

Experience in the handling of material on the shelves has proven that careful preparation of the material for the shelves can not be overdone. When the plan of shelving the pamphlet material was first decided upon the pamphlets which were to stand alone on the shelf as a book does were placed in boxes bearing the classification number.



Many of these pamphlets have more than passing value and it has been found more economical to put these in pamphlet binders so that they will stand on the shelf and be more carefully handled by borrowers. Borrowers also show greater respect in the return of them.

#### DIRECT SERVICE FOR THE LEGISLATURE.

Within the time covered by this report the Legislative Reference Librarian has been in position to serve the Second and Third Called Sessions of the Thirty-third Legislature. During the first two mentioned many demands were made for information on cotton warehousing and marketing and data relative to the bank plan discussed in those sessions.

Previous to the Regular Session of the Thirty-fourth Legislature letters were sent to all of the legislators calling attention to the collection, indicating the nature of the material and inviting them to use it. Thirty-two replies were received which brought in 110 requests. Adequate information was furnished upon these subjects and very much appreciation was shown by the recipients. The fact that no money was available for a stenographer or extra help at this time made it impossible to get a larger number of members to send requests. During the regular session the demands for information were very heavy and much of the time of the regular staff of the library had to be taken from regular duties to assist in looking up and supplying information to the members. No extra help could be secured on account of the lack of funds. It is worth while to note here that the legislative reference work was at that time being carried on by the Librarian working on the salary provided for a stenographer. In addition to the reference work during the session the Legislative Reference Librarian kept the library open evenings and also prepared a cumulative index to the bills and joint resolutions of both houses, showing the subject, author, bill number and committee reference of each. The first number was mimeographed and distributed by the division. Later numbers were prepared by the Librarian for weekly publication as an appendix to the House Journal but owing to the pioneer nature of this service here only two cumulations of the index appeared during the session. A final cumulation was published at the close of the session showing the bills that reached final passage and were approved or vetoed by the Governor. During the first called session many demands for information were made upon the several subjects submitted for legislative action.

#### DOCUMENT WORK.

In addition to the collection and arrangement of material for the legislative reference service the Librarian has been obliged, on account of the lack of help for regular library service, to take care of the exchanges with other libraries and make the distribution of State documents for this State. This is a logical service for the State Library to perform, but it should be done by persons giving full time to the care of document work. No part of the full usefulness of State and

government documents is obtained by the State Library or the legislative reference division from the method that the library is obliged to use in caring for them. Many users of the library, both department officials and citizens, have not been able in many instances to secure information which was actually in the document collection because of the inadequacy of arrangement due to the lack of help. In attempting to care for the receipt of documents from other States and to supply those of our own State to libraries and public officials the time of the Legislative Reference Librarian has to this extent been taken away from his primary duties.

#### PUBLICATIONS.

The publications of the legislative reference division have been prepared to be of real service. The indexes to the bills and joint resolutions of the House and Senate during the sessions of the Thirty-fourth Legislature were prepared and published to enable the legislator to know "where he is at" during the session. By this means he was able to know just what subjects were being acted upon, the number of the bill, the author of it, and the committee to which it was referred. One mimeographed copy was prepared and distributed directly to the members, two were prepared by the Librarian and printed by the House as an appendix to the Journal and the final was printed as Legislative Reference Bulletin No. 2. A mimeographed index for the bills of the First Called Session of the Thirty-fourth Legislature was also prepared.

The principal publication of the legislative reference division appeared as Legislative Reference Bulletin No. 3, "Officers, Boards and Commissions of Texas." This work was done on a co-operative plan with the School of Government of the University of Texas. Mr. Frank M. Stewart, a graduate student, compiled the data and prepared the copy under the editorial direction of the Legislative Reference Librarian. This bulletin brings together the information that was heretofore available only by a long search through the State Constitution, the statutes and the session acts and shows the date of creation of the several departments of the State Government of Texas, how the officers are selected, the term of office, salary of the executive heads, total number of employes and the appropriation for the present biennium.

The Legislative Reference Librarian prepared a paper in response to an invitation to present a paper on the general subject of bill drafting to the Conference on Bill Drafting that was held in connection with the annual meeting of the American Political Science Association in Washington, D. C., in December, 1915. The topic presented was "The Legislative Bureau as a Bill Revising Agency," and was printed in *Special Libraries*, March, 1916. A number of reprints were purchased in bulletin form and have been supplied to libraries and persons interested in the subject.

## AIDS TO THE SERVICE.

Within the past two years two notable helps have been published on a co-operative basis which have enabled the legislative division to keep its services up to date. The first of these is the Public Affairs Information Service, which issues weekly bulletins of public affairs information to co-operators. This information is gathered from reports of special legislative committees, reports of State and other government departments, court decisions on the constitutionality of laws, newly enacted legislation, books on current subjects, reports of meetings of current interest. The weekly bulletin is cumulated bi-monthly and annually and is the greatest aid to legislative reference librarians both for actual information and for securing pamphlets and other published material. The legislative reference division is a co-operating subscriber and the results justify the expenditure of what at present amounts to twenty per cent of the fund provided for conducting legislative reference work. The second aid is the Official Index to State Legislation. This index is also published on a co-operative plan by which each person receiving the service contributes the information for his State. During the Regular Session of the Thirty-fourth Legislature the Librarian supplied this information in addition to preparing the index to bills which was published here. This Official Index is published weekly during the session of the legislatures convened in any of the States, and gives a complete standing each week of all the bills in all legislatures. It is planned to have separate editions of the data of each State to be issued so that each legislator may be supplied with weekly information for his own legislature. It is hoped that this division will be enabled to provide this service for the Thirty-fifth Legislature, which will not make necessary the preparation of the index that was supplied for the Thirty-fourth. An adequate supply of the Texas section of the Official Index will give more complete and up-to-date information at a cost figured to average about \$6 per week during the session for 200 copies than can be given from this division. The saving of labor and time can hardly be estimated in comparison with the cost.

## PROGRESS OF DEVELOPMENT.

Some suggestions for the development of the legislative reference division submitted in the report of Mr. John B. Kaiser at the termination of his services as Legislative Reference Librarian are worthy of repetition, both because they take the right direction and because they have not been gotten out of the way by results accomplished. For comparative purposes this can be shown by taking the suggestions as they were submitted at that time.

a. *The Means for the Acquisition of Desirable Material Should Be Increased.*

As stated by Mr. Kaiser five years ago, "the legislative reference section was created without any maintenance fund other than the sal-

ary of the one in charge." For one biennial period that fund was cut off and the activity of the department was almost rendered a nullity. The work was kept up during the session of 1913 by the help given from the University heretofore mentioned. It was actively renewed by the acquisition of the present Librarian on the salary of a stenographer. The appropriations of 1915 provided a salary for the Librarian and \$500 for carrying on the work. Compared with the recommendations of the above date we are still short of adequate funds. It is suggested that \$5000 be provided annually for carrying on this work in addition to the salary of the Librarian in charge.

*b. Facilities for Handling the Material Acquired Should Be Increased.*

Under this head it was recommended five years ago that in addition to the Librarian in charge a trained assistant for the classification of material and the routine of caring for it be provided, as well as such number of assistants necessary in gathering and preparing bulletins on legislative subjects. This refers us back to our fund of \$500 for both acquiring and caring for material and publishing information in bulletin form. Part time help for stenographic work and general assistance was obtained through Mr. Noel K. Brown, who gave some time while attending the University. His previous experience as a Journal clerk with the Legislature combined with his school training and natural resourcefulness gave this division first class service at a minimum cost. But such a method can not be depended upon, for only fortuitous circumstances produce such help at a low cost. It is necessary to be provided with adequate funds from which to pay for a high grade assistant at the rate which such persons can command in other libraries or other fields. The amount of \$5000 suggested above is deemed adequate for the carrying out of the recommendation in this and the preceding paragraph.

*c. The Division Should Be in a Position to Compile and Publish Bulletins on Timely Subjects Summarizing Legislation to Date and Presenting Arguments in Concise Form, Pro and Con.*

While the publications before mentioned have been of great usefulness, the division has not yet been able to publish bulletins on comparative legislation. With an increased appropriation, the opportunities which are at hand can be taken advantage of.

FUTURE DEVELOPMENTS AND RECOMMENDATIONS.

The Legislative Reference Librarian in the paper on "The Legislative Reference Bureau as a Bill Revising Agency," suggests that instead of attempting outright drafting of the legislative bills that this division be provided with the facilities for receiving bills passed to engrossment in either house when referred to the division for expert advice as to correctness of form, conflict with the Constitution or existing laws, error in spelling, grammar, or punctuation. If this plan were required by law it would have the same effect as is attained in

States where bill drafting is done by the legislative reference bureau, and would not take away the responsibility for legislation from the Legislature nor put legislative reference bureaus in the position of being responsible for the legislative product. This plan could be carried out at much less expense. Many persons of authoritative reputation in bill drafting and law making have endorsed this method and it would be a distinction to Texas to put the plan into operation.

*Public Documents.*—In addition to the development of the legislative reference division it is not outside the work of the Legislative Reference Librarian to supplement suggestions and recommendations for the State Library as a whole. As mentioned in the paragraph on documents, the Librarian feels that his contact with this work calls forth recommendations for improvement in caring for government and State documents. A full time documents Librarian is necessary at a salary of at least \$1200 per year. The acquisition of shelves for the space provided in the basement, the arrangement of documents in accessible order, the exchange and distribution of these with other States, the collection of complete sets of Texas department reports for binding and general administration of this work suggest a full program for any one trained person and the expenditures of at least \$3000 per year, in addition to the salary of the Documents Librarian. This is necessary for the State Library to meet its obligations to the State, to the libraries of Texas, and to the libraries of other States from which a large amount of useful material is being received. It is also necessary from the point of view of the writer, whose time is taken away from regular duties to care for this important work in the way that it is obliged to be done at present.

*Purchase of Books for State Library.*—The book fund of the State Library should be increased to at least \$3,000, the amount asked for in the budget. The present sum of \$1,000 per year is a very small amount for the main tools of a library—books. In comparison, the Attorney General's Department receives the same amount for books and it does not attempt library service in any sense within the meaning of what the library is expected to perform. Compared with some of the public libraries in Texas which are supported by local funds, we have the following: Dallas, \$3,628; Galveston, \$2,921; Waco, \$1,805. For the purchase of books the statistics of 1913 for libraries show the following State Libraries spent as follows: Arizona, \$2,500; California, \$5,000; Connecticut, \$8,000; Illinois, \$2,000; Indiana, \$4,500; Iowa, \$9,792; Massachusetts, \$6,000; Michigan, \$11,695; Minnesota, \$5,700; Montana, \$7,000; New Jersey, \$3,200; New York, \$76,000; Oklahoma, \$3,263; Pennsylvania, \$10,000; Utah, \$2,500; Virginia, \$1,913; West Virginia, \$2,500. In resources as a State, Texas can compare with any listed here and in expenditures for general purposes of government the State is able to compare with all except the wealthy States of New York, Pennsylvania, California and Illinois. These figures are in themselves an argument for increased appropriations for books, but the library is in evidence for itself to attest this need.

## GENERAL SERVICE.

If the State Library is to take the place it deserves among similar institutions, its facilities for giving service through additional trained help, a larger book fund, extension of service to meet existing needs, and funds for general administration, must be increased. It is thought by the public at large that departments are habitually asking for more money as a matter of course, but it will be seen from a careful study of the recommendations here indicated that increases are justified and are necessary to make the State Library worthy of its association with similar libraries and worthy of its association with the other departments of the State Government to which it belongs.

## SUMMARY OF RECOMMENDATIONS.

*For Legislative Reference Division:*

1. Increased fund for conducting Legislative Reference Work to \$5000, the amount requested in budget, to provide for:
  - a. Collecting adequate material.
  - b. More adequate care of material and getting it to users.
  - c. Publication of useful bulletins on legislation.
2. Establishment of bill revision service for Legislature.

*For the State Library:*

1. Trained librarian for documents work.
2. Fund for shelving documents, exchange and distribution of documents, binding department reports into sets, and administration of documents division.
3. Increased amount for book purchases.
4. Increased funds for general library administration.

## REPORT OF STATE HISTORIAN AND ARCHIVIST.

BY SINCLAIR MORELAND.

In this, my report, I am pleased to state that much has been accomplished in the Archive and History Department of the State Library during the past year. As Archivist and Historian I have worked diligently in trying to make this department what it should be, along systematic and efficient lines.

Much time was given to the publication of the "Governors' Messages," beginning with the first administration of Governor Coke, and down to and including the administration of Governor Ross. The contract calls for one thousand copies durably bound, which have already been printed with a complete index. These messages will soon be ready for distribution at two dollars and thirty-five cents per volume. I am preparing to mail copies of this index to different parts of the State, and, as a result, hope to sell enough copies of the "Governors' Messages" to reimburse the State for the appropriation made for the publishing of same.

The old muster-rolls of Texas are being classified, and when this is done, we shall make a complete index of same. We have received many inquiries relative to the respective military records of the Texas soldiers who took part in the wars of the Texas Republic, and in the "War between the States." These old muster-rolls are important factors in proving land claims and pension rights, therefore, it is expedient that they be properly classified and indexed. In this work I have the co-operation of the Pension Department.

We have begun a campaign for the securing of historical papers, letters and documents that are scattered throughout Texas. Many of these letters and documents are in moth-infested trunks, and should be rescued and placed with the other archives of the State. I have located several valuable collections, and it is hoped that the Legislature will make liberal appropriations for the purchase of same, before fire and other destroying agencies have done their work.

During the past year we have received quite a number of packages of Spanish transcripts which were prepared by Prof. Wm. E. Dunn of the Texas University, who went to Spain for that purpose. He has promised to prepare a card index for this set of transcripts.

We have installed eight Art Metal filing cabinets, in the drawers of which we have placed the Lamar, Nacogdoches, and other valuable papers. By this method of filing they are moth and dustproof. During the next session of the legislature it is our purpose to recommend to the appropriation committee, an appropriation for the purchase of fireproof cabinets to care for all historical documents, etc., that are being received.

The Commercial Cinematic Sales Company, and The Paragon Feature Film Company, Incorporated, are now in Texas for the purpose of making and developing fifty thousand feet of film representing "Texas as It Is Today." They have the co-operation of the State

Agricultural Department, the Chambers of Commerce in Texas, and other educational and industrial institutions. This film, when completed, is to be shown in fifty-six towns of other states, and is to cover a period of six months, at the expiration of which time, and without any obligations on our part, the fifty thousand feet of developed film is to become the property of the Archive and History Department of the State Library. I believe this film, when shown in other states, will serve the best interests of Texas. It will show, in moving pictures, the progress we are making along the various lines of industry, education, and civic improvement. It will also reveal, to the people outside of our State, the great possibilities that await those who desire to seek a home in Texas. It will also give our own people a deeper appreciation of their State and the wonderful progress she is making. In a letter written by Mr. Fred W. Davis, Commissioner of Agriculture, he says in part:

"As Texas can not make an appropriation for publicity purposes, and as in no other way can men and capital be attracted to the State and at the same time overcome great harm done by unscrupulous land promoters, we have given a great deal of time and study to plans of properly advertising the State's unlimited possibilities.

"We believe that the motion picture campaign, to be shown free and in the open, will secure the maximum results, and we have become interested in The Commercial Cinematie Sales Company and The Paragon Feature Film Company."

Among the archives of Texas are many worn, torn and badly faded manuscripts, documents, etc., that should be typewritten before the writing in them has entirely faded away. The contents of many of these documents are related to the history of Texas, in such a way that their loss would be both irretrievable and inestimable. No nation in the world, for the same length of time, is as rich in history, romance and tradition, as was the Republic of Texas—an empire in itself. Every scrap of paper of that period should be highly prized and carefully preserved. The army and navy papers of the Republic of Texas are very interesting and important and should be published in a separate volume, together with a complete index.

During the past year the Archive and History Department of the State Library has received and answered many letters containing inquiries relating to historical questions. The public is waking up to the fact that this department is their institution and always at their service. The Archive and History Department, in the service of the people, is untiring in its efforts to perfect a system of classifying, filing and indexing that tends toward the greatest possible efficiency.



Exhibit of Accounts.

Salary of State Librarian for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914			
Sept. 30	20	E. W. Winkler	\$ 166 66
Oct. 31	50	E. W. Winkler	166 66
Nov. 30	80	E. W. Winkler	166 66
Dec. 31	114	E. W. Winkler	166 66
1915			
Jan. 30	160	E. W. Winkler	166 66
Feb. 27	184	E. W. Winkler	166 66
Mar. 31	204	E. W. Winkler	166 66
April 15	219	E. W. Winkler	80 55
April 30	225	O. Klaerner	86 11
May 31	245	O. Klaerner	166 66
June 30	263	O. Klaerner	166 66
July 1	281	O. Klaerner	166 66
Aug. 31	303	O. Klaerner	166 74
Total			\$ 2,000 00
Amount appropriated			2,000 00

Salary of State Librarian for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915			
Sept. 30	26	O. Klaerner	\$ 166 66
Oct. 31	65	O. Klaerner	166 66
Nov. 30	102	O. Klaerner	166 66
Dec. 31	123	O. Klaerner	166 66
1916			
Jan. 31	157	O. Klaerner	166 66
Feb. 29	182	O. Klaerner	166 66
Mar. 31	204	O. Klaerner	166 66
April 29	236	O. Klaerner	166 66
May 31	249	O. Klaerner	166 66
June 30	260	O. Klaerner	166 66
July 31	287	O. Klaerner	166 66
Aug. 31	301	O. Klaerner	166 74
Total			\$ 2,000 00
Amount appropriated			2,000 00

Salary of Assistant Librarian for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914			
Sept. 30	20	Octavia F. Rogan	\$ 100 00
Oct. 31	50	Octavia F. Rogan	100 00
Nov. 30	80	Octavia F. Rogan	100 00
Dec. 31	114	Octavia F. Rogan	100 00
1915			
Jan. 30	160	Octavia F. Rogan	100 00
Feb. 27	184	Octavia F. Rogan	100 00
Mar. 31	204	Octavia F. Rogan	100 00
April 30	225	Octavia F. Rogan	100 00
May 31	245	Octavia F. Rogan	100 00
June 30	263	Octavia F. Rogan	100 00
July 30	281	Octavia F. Rogan	100 00
Aug. 31	303	Octavia F. Rogan	100 00
Total			\$ 1,200 00
Amount appropriated			1,200 00

## TEXAS LIBRARY AND HISTORICAL COMMISSION

## Salary of Assistant Librarian for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915			
Sept. 30	26	Octavia F. Rogan	\$ 100 00
Oct. 31	65	Octavia F. Rogan	100 00
Nov. 30	102	Octavia F. Rogan	100 00
Dec. 31	126	Octavia F. Rogan	100 00
1916			
Jan. 31	157	Octavia F. Rogan	100 00
Feb. 29	182	Octavia F. Rogan	100 00
Mar. 31	204	Octavia F. Rogan	100 00
April 29	236	Octavia F. Rogan	100 00
May 31	249	Octavia F. Rogan	100 00
June 30	260	Octavia F. Rogan	100 00
July 31	287	Octavia F. Rogan	100 00
Aug. 31	301	Octavia F. Rogan	100 00
Total			\$ 1,200 00
Amount appropriated			1,200 00

## Salary of Archivist for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914			
Sept. 30	20	Elizabeth H. West	\$ 100 00
Oct. 31	50	Elizabeth H. West	100 00
Nov. 30	80	Elizabeth H. West	100 00
Dec. 15	93	Elizabeth H. West	50 00
Dec. 31	114	Elizabeth H. West	50 00
1915			
Jan. 30	160	Elizabeth H. West	100 00
Feb. 27	184	Elizabeth H. West	100 00
		By Archivist's account	200 00
May 31	245	Sinclair Moreland	100 00
June 30	263	Sinclair Moreland	100 00
July 31	281	Sinclair Moreland	100 00
Aug. 31	303	Sinclair Moreland	100 00
Total			\$ 1,200 00
Amount appropriated			1,200 00

## Salary of Archivist for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915			
Sept. 30	26	Sinclair Moreland	\$ 100 00
Oct. 31	65	Sinclair Moreland	100 00
Nov. 30	102	Sinclair Moreland	100 00
Dec. 15	111	Sinclair Moreland	50 00
Dec. 31	126	Sinclair Moreland	50 00
1916			
Jan. 31	157	Sinclair Moreland	100 00
Feb. 29	182	Sinclair Moreland	100 00
Mar. 31	204	Sinclair Moreland	100 00
April 29	236	Sinclair Moreland	100 00
May 31	249	Sinclair Moreland	100 00
June 30	260	Sinclair Moreland	100 00
July 31	287	Sinclair Moreland	100 00
Aug. 31	301	Sinclair Moreland	100 00
Total			\$ 1,200 00
Amount appropriated			1,200 00

Salary of Legislative Reference Librarian for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915			
Sept. 30	26	J. F. Marron.....	\$ 125 00
Oct. 31	65	J. F. Marron.....	125 00
<b>Nov. 30</b>	<b>102</b>	<b>J. F. Marron.....</b>	<b>125 00</b>
Dec. 31	126	J. F. Marron.....	125 00
1916			
Jan. 31	157	J. F. Marron.....	125 00
Feb. 29	182	J. F. Marron.....	125 00
Mar. 31	204	J. F. Marron.....	125 00
April 29	236	J. F. Marron.....	125 00
May 31	249	J. F. Marron.....	125 00
<b>June 30</b>	<b>260</b>	<b>J. F. Marron.....</b>	<b>125 00</b>
July 31	287	J. F. Marron.....	125 00
Aug. 31	301	J. F. Marron.....	125 00
Total.....			\$ 1,500 00
Amount appropriated.....			1,500 00

Salary of Stenographer for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914			
<b>Sept. 30</b>	<b>30</b>	<b>J. F. Marron.....</b>	<b>\$ 83 33</b>
Oct. 31	50	J. F. Marron.....	83 33
Nov. 30	80	J. F. Marron.....	83 33
Dec. 31	114	J. F. Marron.....	83 33
1915			
Jan. 30	160	J. F. Marron.....	83 33
Feb. 27	184	J. F. Marron.....	83 33
Mar. 31	204	J. F. Marron.....	83 33
April 30	225	J. F. Marron.....	83 33
May 31	245	J. F. Marron.....	83 33
June 30	263	J. F. Marron.....	83 33
July 31	281	J. F. Marron.....	83 33
Aug. 31	301	Marion Darwin.....	83 37
Total.....			1,000 00
Amount appropriated.....			1,000 00

Salary of Stenographer for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915			
Sept. 30	26	Marion Darwin.....	\$ 100 00
Oct. 31	65	Marion Darwin.....	100 00
Dec. 31	126	Marion Darwin.....	100 00
Dec. 31	126	Marion Darwin.....	100 00
1916			
Jan. 31	157	Marion Darwin.....	100 00
Feb. 29	182	Marion Darwin.....	100 00
Mar. 31	204	Marion Darwin.....	100 00
April 29	236	Marion Darwin.....	100 00
May 31	249	Marion Darwin.....	100 00
June 30	260	Marion Darwin.....	100 00
July 31	287	Marion Darwin.....	100 00
Aug. 41	301	Marion Darwin.....	100 00
Total.....			\$ 1,200 00
Amount appropriated.....			1,200 00

## Books for State Library for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914			
Sept. 25	1	Shepard Book Company.....	\$ 2 75
Sept. 25	2	The John Clark Co.....	9 75
Sept. 25	3	The Bibliopole.....	1 50
Sept. 25	4	The Houlton Book Co.....	5 65
Sept. 25	5	The Old Book Store.....	7 10
Sept. 25	6	David L. James.....	28 00
Sept. 25	7	Henry Malkan.....	17 12
Sept. 30	18	Internat'l Inst. of Agrl.....	2 00
Oct. 9	23	George E. Warner.....	15 16
Oct. 9	24	D. Appleton & Co.....	7 50
Oct. 9	25	Graphic Arts Press.....	5 00
Oct. 9	26	Chas. Fred Hartmann.....	6 80
Oct. 9	28	A. L. A. Pub. Board.....	4 00
Oct. 13	35	Merwin Sales Co.....	3 45
Oct. 13	36	Richardson & Richardson.....	5 40
Oct. 13	37	Dodd, Mead & Co.....	13 00
Oct. 13	38	E. W. Winkler.....	8 45
Oct. 13	39	Wm. H. Smith.....	14 81
Oct. 13	40	W. M. Harris.....	25 00
Oct. 13	42	Chas. W. Treat.....	3 54
Oct. 21	43	J. Kuhlman.....	13 50
Oct. 21	44	H. R. Hunting Co.....	20 80
Oct. 21	45	Union Library Ass'n.....	16 76
Nov. 6	51	H. W. Wilson Co.....	8 25
Nov. 6	52	R. L. Anderson.....	4 00
Nov. 6	53	A. C. McClurg Co.....	8 21
Nov. 6	54	E. R. Robinson.....	9 25
Nov. 6	55	Gammel's Book Store.....	17 75
Nov. 6	56	Arthur H. Clark Co.....	6 75
Nov. 23	65	Hans Frey.....	7 25
Nov. 23	66	Nat'l Conf. on Race Betterment.....	1 00
Nov. 23	67	Smith & Lamar.....	1 00
Nov. 23	68	C. P. Heartman.....	6 50
Nov. 23	69	H. P. N. Gammel.....	30 00
Nov. 23	70	Miles O. Sherrill.....	5 00
Nov. 23	71	Geo. E. Warren.....	5 75
Nov. 23	72	L. L. Knight.....	4 10
Nov. 23	73	H. R. Huntting Co.....	7 50
Nov. 28	79	Boston Book Co.....	33 50
Dec. 7	82	So. Sociological Cong.....	2 00
Dec. 7	83	Mrs. E. M. Marbourg.....	2 50
Dec. 7	94	Merwin Sales Co.....	2 50
Dec. 15	95	John Clark Co.....	1 75
Dec. 15	96	Torch Press.....	1 25
Dec. 15	97	Commonwealth Club.....	2 36
Dec. 15	98	A. H. Clark Co.....	6 10
Dec. 15	99	H. P. N. Gammel.....	6 00
Dec. 22	104	Little, Brown & Co.....	22 50
Dec. 22	105	West Pub. Co.....	24 00
Dec. 22	111	Conf. of Charities.....	1 60
Dec. 22	112	S. N. Rhodes.....	8 68
Dec. 22	113	John W. Cadby.....	1 60
1915			
Jan. 6	115	The Classic Pub. Co.....	2 00
Jan. 6	116	H. W. Wilson Co.....	1 00
Jan. 6	117	E. L. Dillingham.....	35 00
Jan. 6	118	A. C. McClurg & Co.....	13 14
Jan. 11	129	Dodd, Mead & Co.....	6 50
Jan. 15	132	Henry Malkan.....	49 87
Jan. 15	133	Mathis Pub. Co.....	1 25
Jan. 15	134	Little, Brown & Co.....	3 60
Jan. 15	135	J. Whitaker & Son.....	1 60
Jan. 15	136	E. W. Winkler.....	2 25
Jan. 28	144	Henry Malkan.....	75 90
Jan. 28	145	A. C. McClurg.....	5 52
Jan. 28	146	Geo. Banta Pub. Co.....	1 50
Jan. 28	147	Classics Pub. Co.....	1 50
Jan. 28	148	Eugene Diges.....	3 50
Jan. 28	149	Old Book Store.....	2 00
Jan. 28	150	Hudson Book Co.....	2 50
Jan. 28	151	Buffalo Hist. Soc.....	7 41
Jan. 28	153	E. W. Winkler.....	3 90
Feb. 1	161	Thos. Nelson & Sons.....	10 00
Feb. 15	166	John Clark Co.....	7 50
Feb. 15	167	Franklin Hieborn.....	1 71
Feb. 15	168	H. W. Wilson Co.....	1 00
Feb. 15	169	C. W. Treat.....	2 70
Feb. 25	175	D. Appleton & Co.....	3 00
Feb. 25	176	Andrews & Church.....	1 50

Books for State Library for year ending August 31, 1915.—Continued.

Date.	Voucher No.	To whom paid.	Amount.
Mar. 3	185	W. M. Harris.....	\$ 8 50
Mar. 3	186	H. W. Wilson Co.....	1 00
Mar. 31	193	Digges Law Bk. Co.....	2 50
Mar. 31	194	Cromarty Law Bk. Co.....	24 00
Mar. 31	195	Henry Malkan.....	2 48
Mar. 31	196	A. C. McClurg.....	27 40
Mar. 31	197	E. W. Winkler.....	1 80
Mar. 31	198	Nat'l Tax Ass'n.....	1 60
April 10	206	H. W. Wilson Co.....	1 00
April 10	207	H. R. Huntington Co.....	7 88
April 10	208	A. C. McClurg Co.....	3 57
April 10	209	Cromarty Law Bk. Co.....	3 75
April 23	221	Lemcke & Buechner.....	2 40
April 29	223	H. W. Wilson.....	1 00
April 29	224	A. H. Clark.....	4 50
May 1	227	A. W. Shaw Co.....	19 95
May 1	228	Cromarty Law Bk. Co.....	3 75
May 4	230	Funk & Wagnalls.....	42 00
May 4	231	Dodd, Mead & Co.....	4 50
May 4	232	A. C. McClurg & Co.....	.98
May 8	233	Miss. Valley Ass'n.....	2 50
May 8	234	H. W. Wilson.....	2 00
May 8	235	A. C. McClurg.....	3 76
May 4	237	C. Klaerner.....	3 25
May 19	241	Dodd, Mead & Co.....	13 00
May 20	243	A. H. Clark Co.....	2 25
May 21	244	H. H. Shirer.....	1 50
June 1	250	A. C. McClurg Co.....	2 00
June 24	262	C. Klaerner.....	3 55
June 30	265	J. A. Lemax.....	5 00
Aug. 10	287	A. C. McClurg & Co.....	22 32
Aug. 10	289	Z. T. Fulmore.....	2 50
Aug. 10	290	Hinds, N. & F.....	1 20
Aug. 20	293	Firm Foundation Pub. House.....	1 00
Aug. 27	297	C. Klaerner.....	1 55
Aug. 31	306	A. C. McClurg.....	15 85
Total.....			\$ 966 53
Balance.....			3 47
Amount appropriated.....			\$ 1,000 00

Books for State Library for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 15	4	Dodd, Mead & Co.....	\$ 20 00
Sept. 15	7	H. W. Wilson Co.....	.75
Sept. 15	8	A. C. McClurg Co.....	10 38
Sept. 21	11	City Book Store.....	10 30
Sept. 25	17	B. F. Newman.....	7 00
Oct. 6	36	A. H. Clark Co.....	5 40
Oct. 6	38	Classic Publishing Co.....	1 50
Oct. 8	42	A. H. Clark Co.....	3 42
Oct. 11	46	Thomas Law Book Co.....	20 00
Oct. 14	51	A. C. McClurg Co.....	8 88
Oct. 14	52	H. L. Van Atta.....	1 35
Nov. 12	84	A. C. McClurg & Co.....	18 69
Nov. 12	86	Charities and Corrections.....	1 80
Nov. 12	87	S. Sociological Congress.....	2 00
Nov. 17	88	Lemcke & Buechner.....	1 50
Nov. 17	89	Milton Everett.....	60 00
Nov. 19	90	McDevitt & Wilson.....	1 59
Nov. 24	92	A. C. McClurg & Co.....	38 67
Nov. 29	96	H. W. Wilson Co.....	4 24
Nov. 30	103	Dodd, Mead & Co.....	13 60
Nov. 30	104	A. H. Clark & Co.....	9 00
Nov. 30	105	A. C. McClurg & Co.....	4 57
Nov. 30	106	F. L. Mather.....	6 00
Dec. 28	119	Central Law Journal.....	3 50
Dec. 28	122	A. H. Clark.....	2 25
Dec. 28	123	E. L. Steck.....	4 00
Dec. 28	124	Wm. W. Bradbeer.....	3 00
Dec. 28	125	F. B. Parker.....	4 00

Books for State Library for year ending August 31, 1916.—Continued.

Date.	Voucher No.	To whom paid.	Amount.
1916.			
Jan. 4	132	A. L. A. Publ. Board.....	\$ 4 82
Jan. 4	133	J. J. Newbegin.....	1 00
Jan. 4	134	H. P. N. Gammel.....	5 00
Jan. 4	135	Wilson Co.....	9 95
Jan. 4	136	Putnam Sons.....	1 50
Jan. 12	144	S. Law Book Co.....	6 50
Jan. 26	150	A. C. McClurg & Co.....	137 23
Feb. 1	160	McGraw-Hill.....	8 55
Feb. 1	161	Library of Congress.....	5 82
Feb. 1	162	Van Nostrand.....	5 40
Feb. 1	163	A. L. A. Pub. Board.....	3 75
Feb. 9	169	Whitaker & Sons.....	1 60
Feb. 9	170	Open Court Pub. Co.....	2 00
Feb. 23	175	A. C. McClurg & Co.....	155 75
Feb. 23	177	P. Elder & Co.....	13 50
Feb. 23	178	Thomas Law Book Co.....	5 00
Mar. 21	183	D. Appleton & Co.....	3 00
Mar. 21	188	City Book Store.....	20 10
Mar. 24	190	C. Klaerner.....	2 60
Mar. 24	193	Dodd, Mead & Co.....	6 50
Mar. 24	194	A. C. McClurg & Co.....	80 27
Mar. 28	196	Market & Farm Credits.....	1 50
Mar. 28	200	A. H. Clark.....	37 00
April 4	209	Dr. Overlook.....	1 25
April 11	211	Dr. J. W. Lowber.....	2 50
April 11	215	Judge Z. T. Fulmore.....	15 00
April 11	219	Scarborough & Sons.....	7 50
April 20	225	Forbes & Co.....	22 50
April 26	227	A. C. McClurg & Co.....	77 31
April 26	231	H. W. Wilson.....	18 00
May 1	237	John Hopkins.....	2 75
May 1	238	R. R. Bowker.....	2 00
May 1	240	D. Van Nostrand.....	1 25
May 1	244	Morrison & F. Dir. Co.....	5 00
May 9	245	Collier & Son.....	10 00
July 5	270	Dodd, Mead & Co.....	11 00
July 5	271	Little, Brown & Co.....	7 66
July 5	272	Hinds, Hayden & Eldridge.....	6 00
July 27	278	Henry Holt & Co.....	1 53
July 27	279	Doubleday, Page & Co.....	4 00
July 27	281	H. W. Wilson Co.....	6 25
July 27	283	Int. Hist. Soc'y.....	10 14
July 27	285	A. H. Clark Co.....	2 50
Aug. 16	291	N. O. Winter.....	3 40
Total.....			\$ 999 82
Balance.....			18
Amount appropriated.....			\$ 1,000 00

Salary of General Assistant and Janitor for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 30	26	L. Swiedom.....	\$ 24 00
Sept. 30	26	C. Lundellus.....	36 00
Oct. 31	65	C. Lundellus.....	60 00
Nov. 30	102	C. Lundellus.....	60 00
Dec. 31	126	C. Lundellus.....	60 00
1916.			
Jan. 31	157	C. Lundellus.....	60 00
Feb. 29	182	C. Lundellus.....	60 00
Mar. 31	204	C. Lundellus.....	60 00
April 29	236	C. Lundellus.....	60 00
May 31	249	C. Lundellus.....	60 00
June 30	260	C. Lundellus.....	60 00
July 31	287	C. Lundellus.....	60 00
Aug. 31	301	C. Lundellus.....	60 00
Total.....			\$ 720 00
Amount appropriated.....			720 00

Gathering Historical Data for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914.			
Oct. 21	46	Elizabeth H. West.....	\$ 75 00
Nov. 6	57	C. F. Heartman.....	83 85
Nov. 6	64	Merwin Sales Co.....	19 25
Nov. 23	74	W. E. Dunn.....	250 00
Nov. 23	78	Elizabeth H. West.....	38 30
Dec. 15	100	Thos. J. Taylor.....	3 75
1915.			
Jan. 28	153	E. W. Winkler.....	15 74
Feb. 25	177	A. J. Brak.....	2 50
June 1	249	American-German Press.....	3 50
June 5	255	Miss. Valley Hist. Ass'n.....	4 00
July 23	279	Cl. S. Paine.....	2 00
Nov. 12	311	J. L. Dunn.....	50 00
Nov. 23	312	J. L. Dunn.....	47 00
1916.			
Jan. 7	313	J. L. Dunn.....	54 90
Feb. 1	314	J. L. Dunn.....	45 09
Total.....			\$ 700 79
Amount appropriated.....			700 00
February 18, 1916, deposited to refund the amount overdrawn by voucher 314.....			\$ 79

Gathering Historical Data for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Oct. 9	43	J. L. Dunn.....	\$ 45 50
Nov. 1	70	J. L. Dunn.....	50 00
1916.			
Feb. 23	178	J. L. Dunn.....	31 00
Feb. 28	179	A. C. Baldwin & Sons.....	233 87
April 12	220	J. L. Dunn.....	46 90
April 19	223	J. H. Parsons.....	5 00
April 20	226	J. L. Dunn.....	67 40
May 25	248	J. L. Dunn.....	89 10
May 31	251	Fretelliere.....	2 00
June 22	259	J. L. Dunn.....	91 40
July 5	269	Lowdermilk.....	10 20
July 27	284	J. L. Dunn.....	47 60
Total.....			\$ 690 97
Balance.....			08
Amount appropriated.....			\$ 700 00

Stationery, Library Supplies, Postage, Freight for the year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914			
Sept. 25	8	E. W. Winkler.....	\$ 6 11
Nov. 6	32	Tobin's Book Store.....	7 11
Oct. 21	47	Library of Congress.....	15 61
Oct. 21	48	American Express Co.....	1 17
Oct. 21	49	E. W. Winkler.....	2 54
Nov. 23	75	Wells, Fargo & Co.....	5 06
Nov. 23	76	Tobin's Book Store.....	4 92
Nov. 23	77	E. W. Winkler.....	4 32
Dec. 7	84	E. L. Steek.....	10 10
Dec. 7	85	E. W. Winkler.....	20 00
Dec. 7	91	Merchants' Transfer.....	3 55
Dec. 22	106	E. W. Winkler.....	5 00
1915.			
Jan. 6	121	American Express Co.....	2 19
Jan. 6	122	E. W. Winkler.....	1 50
Jan. 15	137	Wells, Fargo & Co.....	5 03
Jan. 15	138	American Express Co.....	1 24
Jan. 15	139	E. W. Winkler.....	11 01
Jan. 15	140	Eggen-Oflyng Co.....	28 50

Stationery, Library Supplies, Postage, Freight for the year ending August 31, 1915.—Continued.

Date.	Voucher No.	To whom paid.	Amount.
Jan. 15	141	Tobin's Book Store.....	\$ 22 43
Jan. 28	154	Library of Congress.....	8 41
Feb. 15	173	Tobin's Book Store.....	11 18
Mar. 3	187	Tobin's Book Store.....	13 03
Mar. 3	192	E. L. Steck.....	3 88
Mar. 31	199	E. W. Winkler.....	10 00
April 10	210	Tobin's Book Store.....	2 04
April 15	216	Parker Bros.....	8 56
April 15	217	E. W. Winkler.....	4 41
May 4	229	Catalog Cards.....	15 95
May 12	239	Postcards.....	5 00
May 19	242	C. Klaerner.....	2 69
June 5	255	M. Vining.....	7 50
June 19	259	C. Klaerner.....	8 84
June 30	266	E. L. Steck.....	1 50
June 30	267	Tobin's Book Store.....	7 69
July 9	270	C. Klaerner.....	3 00
July 20	272	J. L. Martin.....	9 00
July 20	273	Swann Furniture Co.....	54 00
July 20	274	Library of Congress.....	7 82
July 22	275	C. Klaerner.....	4 00
July 29	280	C. Klaerner.....	1 58
Aug. 2	282	C. Klaerner.....	5 00
Aug. 10	284	C. Klaerner.....	2 24
Aug. 20	291	C. Klaerner.....	5 10
Aug. 20	292	E. L. Steck.....	128 95
Aug. 20	294	C. A. Dahllich.....	2 25
Aug. 20	295	Voss & Koock.....	1 55
July 29	280	C. Klaerner.....	98
Aug. 27	298	C. Klaerner.....	5 00
Aug. 27	299	C. Klaerner.....	3 00
Aug. 31	302	C. Klaerner.....	1 50
Total			\$ 494 89
Balance			5 01
Amount appropriated			\$ 500 00

Stationery, Library Supplies, Postage, Freight for the year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 13	1	C. Klaerner.....	\$ 6 60
Sept. 13	2	C. Klaerner.....	5 25
Sept. 22	12	C. Klaerner.....	5 00
Sept. 22	14	C. Klaerner.....	4 00
Sept. 27	22	Tobin's Book Store.....	38 78
Sept. 29	23	C. Klaerner.....	4 90
Oct. 4	31	C. Klaerner.....	3 00
Oct. 5	35	A. L. A. Pub. Board.....	11 25
Oct. 6	37	Tablet & Ticket Co.....	8 06
Oct. 7	39	Von Boeckman-Jones Co.....	2 25
Oct. 9	44	M., K. & T. R. R. Co.....	3 19
Oct. 11	47	C. Klaerner.....	7 18
Oct. 11	48	S. Moreland.....	13 50
Oct. 11	49	C. M. Miller.....	4 60
Oct. 21	56	Leaves, Digest.....	1 04
Oct. 21	57	Tobin's Book Store.....	27 87
Oct. 23	60	Library of Congress.....	4 56
Oct. 23	61	The Elliotts.....	10 25
Oct. 26	63	Sundries.....	5 55
Oct. 30	67	Baldwin & Sons.....	6 16
Oct. 30	69	E. L. Steck.....	9 44
Nov. 2	72	Stamps.....	6 00
Nov. 6	74	Tobin's Book Store.....	16 07
Nov. 11	82	American Express Co.....	18 59
Nov. 19	91	C. Klaerner.....	9 63
Dec. 1	108	C. Klaerner.....	8 02
Dec. 4	109	Wells Fargo & Co.....	70 39
Dec. 28	118	Merchants' Transfer Co.....	15 50
1916			
Jan. 4	138	C. Klaerner.....	6 00
Jan. 11	139	C. Klaerner.....	5 50
Jan. 11	140	C. Klaerner.....	6 00



BIENNIAL REPORT

Stationery, Library Supplies, Postage, Freight for the year ending August 31, 1916. --Continued.

Date.	Voucher No.	To whom paid.	Amount.
Jan. 12	143	Tobin's Book Store.....	\$ 19 45
Jan. 22	148	C. Klaerner.....	17 00
Jan. 26	154	Dallas Transfer Co.....	2 78
Feb. 9	172	C. Klaerner.....	13 83
Feb. 23	174	C. Klaerner.....	11 00
Feb. 23	176	Walker Transfer Co.....	4 54
Mar. 21	185	Walker Transfer Co.....	4 14
Mar. 21	189	Wells Fargo Co.....	4 26
Mar. 24	191	C. Klaerner.....	4 60
April 4	208	C. Klaerner.....	5 31
April 12	221	C. Klaerner.....	3 25
April 26	234	C. Klaerner.....	3 50
May 4	242	Walker Transfer Co.....	2 67
May 9	246	C. Klaerner.....	4 05
May 25	247	C. Klaerner.....	7 50
June 16	257	C. Klaerner.....	8 00
July 19	275	C. Klaerner.....	8 00
July 24	276	C. Klaerner.....	3 00
Aug. 8	289	C. Klaerner.....	6 30
Aug. 16	292	C. Klaerner.....	5 80
Total.....			\$ 500 00
Amount appropriated.....			500 00

Subscriptions to newspapers and periodicals for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914.			
Sept. 25	9	Galveston News.....	\$ 7 50
Sept. 25	10	Express Publishing Co.....	8 00
Sept. 25	11	Houston Telegram.....	4 80
Sept. 25	12	American City.....	2 00
Sept. 25	13	City Book Store.....	33 60
Sept. 25	14	E. W. Winkler.....	6 00
Oct. 9	27	Municipal Journal.....	3 00
Oct. 9	28	Dallas News.....	7 50
Oct. 9	29	The Commoner.....	1 00
Oct. 9	30	The Annalist.....	4 00
Oct. 9	31	Houston Post.....	8 00
Oct. 13	41	Engineering Record.....	3 00
Nov. 6	58	Austin American.....	5 00
Nov. 6	59	Cut Rate Book Co.....	14 40
Dec. 7	86	University of Chicago Press.....	4 50
Dec. 7	87	American Hist. Assn.....	3 00
Dec. 7	88	Cut Rate Book Co.....	1 53
Dec. 7	89	John H. Keen.....	4 35
Dec. 22	109	The Public.....	1 00
Dec. 22	110	The New Republic.....	4 00
1915.			
Jan. 6	119	Texas Christian Advocate.....	1 00
Jan. 6	120	Academy of Political Science.....	5 00
Feb. 15	170	American Assn. of Labor Legislation.....	5 00
Feb. 15	171	Mexican Herald.....	9 00
Feb. 15	172	Confederate Veteran.....	1 00
Feb. 25	178	William and Mary Quarterly Hist. Magazine.....	3 00
Feb. 25	179	The Political Quarterly.....	5 00
Mar. 3	188	H. W. Wilson Co.....	19 00
April 10	211	Evening Journal.....	3 25
April 10	212	Columbia Law Review.....	2 50
April 10	213	University of Pennsylvania Law Review.....	2 50
April 10	214	Yale Law Journal.....	2 50
April 23	220	Reader's Guide.....	12 00
April 23	222	Special Library.....	2 00
May 12	240	Fort Worth Record.....	5 00
June 1	248	Mrs. W. G. Bright.....	1 50
April 15	218	E. L. Dodd.....	6 20
June 15	260	City Book Store.....	37 40
Aug. 30	296	J. A. Lomax.....	97
Total.....			\$ 250 00
Amount appropriated.....			250 00

Subscription to newspapers and periodicals for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 15	3	American Historical Association.....	\$ 3 00
Sept. 15	6	H. W. Wilson Co.....	5 00
Sept. 15	9	The Dial.....	2 00
Sept. 21	10	The City Book Store.....	48 75
Sept. 23	15	The American City.....	2 00
Sept. 24	16	J. F. Ebersole.....	2 00
Sept. 25	18	R. R. Bowker.....	4 00
Sept. 25	19	The Municipal Journal.....	3 00
Sept. 27	20	Fire Protection.....	5 00
Sept. 29	24	International.....	1 50
Sept. 30	28	Cut Rate Book Co.....	5 98
Oct. 1	29	Galveston News.....	7 50
Oct. 1	30	Boston Book Co.....	2 00
Oct. 5	33	The Alcalde.....	1 00
Oct. 7	40	New York Times Index.....	8 00
Oct. 9	45	The Annalist.....	4 00
Oct. 15	53	Houston Post.....	8 00
Oct. 15	54	Dallas News.....	7 50
Oct. 20	55	The Newarker.....	6 00
Oct. 22	58	Overland Monthly.....	5 70
Nov. 2	71	New Republic.....	4 00
Nov. 6	73	Wilson Co.....	5 18
Nov. 29	95	National Municipal League.....	5 00
Nov. 7	99	Turner, Dallas.....	4 00
Dec. 1	107	C. Klaerner.....	5 50
Dec. 7	110	Austin Statesman.....	6 00
Dec. 15	113	San Antonio Express.....	8 00
Dec. 28	121	R. R. Bowker Co.....	4 00
Dec. 31	129	H. W. Wilson Co.....	25 00
Dec. 31	130	City Book Store.....	12 25
Jan. 13	145	University of Chicago Press.....	4 50
Jan. 14	146	G. A. Plimpton.....	5 00
Jan. 26	149	A. W. Shaw Co.....	2 00
Jan. 26	151	H. W. Wilson Co.....	29 75
Jan. 27	156	Mining Engineering Magazine.....	2 00
Feb. 1	165	Engineering Magazine Index.....	3 00
Feb. 1	166	Blalock Publishing Co.....	1 00
Feb. 9	168	American Library Association.....	5 00
Mar. 28	195	Chester L. Jones.....	6 00
Mar. 28	197	McMaster Co.....	12 00
Mar. 28	198	Municipal Research.....	7 00
Mar. 28	199	H. W. Wilson Co.....	25 50
April 4	205	Engineering Record.....	3 00
April 4	206	Mrs. S. A. Penfield.....	89 85
April 11	213	Musical Quarterly.....	1 00
April 11	218	Houston Chronicle.....	6 00
June 6	255	New York Times Index.....	8 00
July 5	261	City Book Store.....	47 25
July 27	287	Mississippi Valley Historical Association.....	4 00
Aug. 8	288	C. Klaerner.....	3 00
Aug. 25	300	C. Klaerner.....	4 00
Aug. 30	305	Galveston News.....	7 50
Aug. 30	306	Southern Sociological Congress.....	2 00
Aug. 30	307	The Public.....	1 00
Aug. 30	308	Confederate Veteran.....	1 00
Aug. 31	309	The Anvil.....	1 00
1916.			
Aug. 31	310	Library Bureau.....	2 00
Aug. 31	311	A. L. A. Pub. Board.....	1 00
Aug. 31	312	Boston Book Co.....	2 00
Aug. 31	313	The Commoner.....	1 00
Total			\$ 499 86
Balance			14
Amount appropriated			\$ 500 00

BIENNIAL REPORT

57

Binding and repair for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Mar. 3	191	A. O. Baldwin & Sons.....	\$ 71 43
Aug. 31	308	Miss G. Pinckney.....	5 25
Aug. 31	309	Miss T. Pinckney.....	5 50
Oct. 30	310	Baldwin & Sons.....	145 08
1916.			
Feb. 28	315	Baldwin & Sons.....	134 07
Total.....			\$ 363 13
Balance.....			26 57
Amount appropriated.....			\$ 400 00

Binding and repair for year ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1916.			
July 5	284	A. O. Baldwin & Sons.....	\$ 76 12
Aug. 30	302	A. O. Baldwin & Sons.....	107 16
Sept. 25	317	Chas. Gulick.....	23 45
Nov. 24	320	Chas. Gulick.....	10 50
Total.....			\$ 217 23
Balance.....			782 77
Amount appropriated.....			\$ 1,000 00

Conducting Legislative Reference Work for Year Ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 30	25	N. K. Brown.....	\$ 6 00
Oct. 28	66	N. K. Brown.....	30 00
Nov. 30	101	N. K. Brown.....	30 00
Dec. 31	127	N. K. Brown.....	20 00
1916.			
Jan. 31	158	N. K. Brown.....	30 00
Feb. 9	171	J. F. Marron.....	5 00
Feb. 28	181	N. K. Brown.....	30 00
Mar. 28	201	Municipal Review.....	27 40
Mar. 29	203	N. K. Brown.....	25 00
April 11	216	H. W. Wilson Co.....	25 00
April 26	232	Special L. Ass'n.....	10 00
April 26	233	N. K. Brown.....	21 00
April 29	235	N. K. Brown.....	25 00
May 31	250	N. K. Brown.....	30 00
Aug. 16	290	F. M. Stewart.....	50 00
Aug. 18	297	H. W. Wilson Co.....	25 00
Aug. 21	299	C. Klaerner.....	3 55
Sept. 30	315	A. O. Baldwin & Sons.....	102 03
Oct. 27	319	Western Union Telephone Co.....	5 32
Total.....			\$ 500 00
Amount appropriated.....			500 00

## TEXAS LIBRARY AND HISTORICAL COMMISSION

Collecting and disseminating information about public libraries for year ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914			
Sept. 25	16	American Architect.....	\$ 75
Oct. 9	34	Texas Press Clipping Bureau.....	2 00
Dec. 7	90	Texas Press Clipping Bureau.....	6 00
Dec. 22	107	Pioneer Press.....	11 42
1915			
Jan. 6	124	Texas Press Clipping Bureau.....	4 00
Jan. 15	142	A. C. Baldwin & Sons.....	43 23
Jan. 28	155	American Library Ass'n.....	5 00
Feb. 1	163	Texas Press Clipping Bureau.....	4 00
Mar. 3	190	A. C. Baldwin & Sons.....	40 05
Mar. 31	201	Texas Press Clipping Bureau.....	4 00
April 10	215	Texas Press Clipping Bureau.....	4 00
May 8	236	Texas Press Clipping Bureau.....	4 00
June 5	252	A. C. Baldwin & Sons.....	45 52
June 5	254	Texas Press Clipping Bureau.....	4 00
June 19	258	A. L. A. Pub. Board.....	1 00
July 23	278	Texas Press Clipping Bureau.....	4 00
Aug. 10	288	Texas Press Clipping Bureau.....	4 00
Aug. 31	307	A. C. Baldwin & Sons.....	13 00
Total			\$ 199 97
Balance			03
Amount appropriated			\$ 200 00

Collecting and Disseminating Information About Public Libraries for Year Ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 16	5	Clipping Bureau.....	\$ 4 00
Oct. 5	34	Clipping Bureau.....	4 00
Nov. 6	78	Clipping Bureau.....	2 00
Feb. 9	167	Clipping Bureau.....	2 00
Dec. 16	112	Clipping Bureau.....	2 00
1916.			
Jan. 4	137	Clipping Bureau.....	2 60
Jan. 26	152	Baldwin & Sons.....	24 80
Mar. 21	186	Clipping Bureau.....	2 00
April 11	212	Parker Bros.....	3 72
April 11	214	Press Clipping Bureau.....	2 00
April 20	224	Paxton & O'Donnell.....	5 35
April 26	230	Library of Congress.....	9 23
May 1	239	A. L. A. Publishing Board.....	2 79
May 1	243	Clipping Bureau.....	2 00
June 2	254	Clipping Bureau.....	2 00
July 5	263	Clipping Bureau.....	2 00
July 5	264	A. C. Baldwin & Sons.....	47 73
July 5	273	A. L. A. Publishing Board.....	12 85
July 27	280	Library of Congress.....	7 57
July 27	282	L. K. Smoot.....	1 80
Aug. 8	287	C. Klaerner.....	5 00
Aug. 18	298	Clipping Bureau.....	2 00
Aug. 30	303	A. C. Baldwin & Sons.....	49 42
Aug. 30	304	Clipping Bureau.....	2 00
Total			\$ 198 66
Balance			1 34
Amount appropriated			\$ 200 00

Shelving, Furniture, Office Equipment and Traveling Library Cases for Year Ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914.			
Sept. 25	15	Fairbanks Co.....	\$ 10 31
Sept. 25	17	Barnhart Bros. & Sons.....	33 46
Nov. 6	60	Merchants Transfer.....	5 00
Dec. 7	91	Merchants Transfer.....	33 50
Dec. 9	92	E. W. Winkler.....	44 00
Dec. 15	101	Snead & Co. Iron Works.....	1,292 75
Dec. 15	102	E. W. Winkler.....	24 00
Dec. 22	108	E. W. Winkler.....	27 65
1915.			
Jan. 6	125	E. W. Winkler.....	43 20
Jan. 11	130	Texas Plumbing & Electric Co.....	90 00
Jan. 11	131	E. W. Winkler.....	24 75
Jan. 15	143	E. W. Winkler.....	8 25
Jan. 28	156	Snead & Co. Iron Works.....	31 50
Jan. 28	157	Westinghouse Lamp Corp.....	15 3
Jan. 28	158	N. H. Leader.....	126 00
Feb. 1	164	Texas Plumbing & Electric Co.....	30 30
Feb. 1	165	Merchants Transfer.....	11 85
Feb. 25	180	E. W. Winkler.....	21 50
July 23	276	Snead & Co.....	84 00
Total .....			\$ 1,960 74
Balance .....			39 26
Amount appropriated.....			\$ 2,000 00

Shelving, Furniture, Office Equipment and Traveling Library Cases for Year Ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 22	13	Calcasieu Lumber Co.....	\$ 10 83
Oct. 27	64	Steel Furniture.....	178 50
Nov. 12	83	Deaf Institute.....	50 00
Nov. 12	85	H. C. Parker.....	26 06
Nov. 29	94	H. C. Parker.....	12 25
Nov. 29	98	S. W. Engraving Co.....	5 05
Oct. 28	68	Pretellere.....	2 50
Dec. 17	114	H. C. Parker.....	165 25
Dec. 18	116	J. J. Johnson.....	4 00
Dec. 18	117	S. W. Engraving Co.....	4 40
Dec. 28	120	A. E. Hancock.....	7 00
1916.			
Jan. 12	141	Oliver Typewriter Co.....	47 68
Jan. 15	147	Clock rental.....	2 65
Jan. 26	153	Calcasieu Lumber Co.....	10 00
Feb. 1	159	Deaf and Dumb Institute.....	52 50
Feb. 1	164	Swann Furniture Co.....	24 25
Mar. 21	187	Walter Tips Co.....	3 50
Oct. 4	32	E. L. Steck.....	63 06
Mar. 28	202	Western Union Telegraph Co.....	2 00
April 11	210	Van Smith Drug Co.....	1 80
April 11	217	Munson Supply Co.....	3 30
April 26	229	E. L. Steck.....	60 04
May 1	241	C. M. Miller.....	6 45
June 2	253	Walter Tips Co.....	4 57
July 5	266	Deaf and Dumb Institute.....	25 00
July 5	267	Tablet & Ticket Co.....	5 20
Aug. 18	293	Jno. L. Martin.....	12 50
Aug. 18	294	Capital Photo Engraving Co.....	1 95
Aug. 18	296	E. L. Steck.....	105 13
Aug. 18	295	Underwood Typewriting Co.....	63 03
Oct. 27	318	Tobin's Book Store.....	39 00
Total .....			\$ 990 93
Balance .....			07
Amount appropriated.....			\$ 1,000 00

## Telephone Rent for Year Ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914.			
Sept. 30	19	Southwestern Telephone & Telegraph Co.....	\$ 4 00
Nov. 6	61	Southwestern Telephone & Telegraph Co.....	4 00
Nov. 30	81	Southwestern Telephone & Telegraph Co.....	4 00
1915.			
Jan. 6	126	Southwestern Telephone & Telegraph Co.....	4 00
Jan. 28	159	Southwestern Telephone & Telegraph Co.....	4 00
Feb. 27	181	Southwestern Telephone & Telegraph Co.....	4 00
Mar. 31	202	Southwestern Telephone & Telegraph Co.....	4 00
May 12	238	Southwestern Telephone & Telegraph Co.....	4 00
June 19	257	Southwestern Telephone & Telegraph Co.....	4 00
July 23	277	Southwestern Telephone & Telegraph Co.....	4 00
Aug. 10	296	Southwestern Telephone & Telegraph Co.....	4 00
Nov. 24	316	Southwestern Telephone & Telegraph Co.....	4 00
Total .....			\$ 48 00
Amount appropriated.....			48 00

## Telephone Rent for Year Ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 28	21	Southwestern Telephone & Telegraph Co.....	\$ 4 00
Oct. 22	59	Southwestern Telephone & Telegraph Co.....	4 00
Nov. 29	100	Southwestern Telephone & Telegraph Co.....	4 00
Dec. 31	128	Southwestern Telephone & Telegraph Co.....	4 00
1916.			
Jan. 26	155	Southwestern Telephone & Telegraph Co.....	4 00
Mar. 25	184	Southwestern Telephone & Telegraph Co.....	8 00
April 26	228	Southwestern Telephone & Telegraph Co.....	4 00
May 31	252	Southwestern Telephone & Telegraph Co.....	4 00
July 5	268	Southwestern Telephone & Telegraph Co.....	4 00
Sept. 12	316	Southwestern Telephone & Telegraph Co.....	5 00
Total .....			\$ 45 00
Balance .....			2 50
Amount appropriated.....			\$ 48 00

## Traveling Expenses for Librarian for Year Ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Jan. 6	123	E. W. Winkler.....	\$ 69 05
Balance .....			30 85
Amount appropriated.....			\$ 100 00

## Traveling Expenses for Commissioners for Year Ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Feb. 1	162	Mrs. J. B. Dibrell.....	\$ 18 85
Mar. 3	189	Mrs. J. B. Dibrell.....	19 10
Mar. 31	200	Mrs. J. B. Dibrell.....	21 25
May 26	246	Mrs. J. B. Dibrell.....	20 85
Total .....			\$ 79 05
Balance .....			20 85
Amount appropriated.....			\$ 100 00

Traveling Expenses of State Librarian and Commissioners for Year Ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1916.			
April 18	222	C. Klaerner.....	\$ 8 45
June 19	258	C. Klaerner.....	7 60
Total			\$ 16 05
Balance			83 55
Amount appropriated			\$ 100 00

Preparing for Press and Printing Volumes of Texas Archives, to Be Spent in Two Years—Year Ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
		Amount appropriated.....	\$ 2,000 00
This appropriation is covered by contract with A. C. Baldwin & Sons. Delivery of the work will soon be made.			
August 31, 1916.			

Contingent Expenses for Year Ending August 31, 1915.

Date.	Voucher No.	To whom paid.	Amount.
1914.			
Sept. 30	21	E. Swiedom.....	\$ 30 00
Sept. 30	22	E. W. Winkler.....	3 00
Nov. 6	62	Tobin's Book Store.....	1 50
Nov. 6	63	E. Swiedom.....	30 00
Dec. 15	103	E. Swiedom.....	30 00
1915.			
Jan. 6	127	Lone Star Ice Co.....	2 50
Jan. 6	128	E. W. Winkler.....	3 00
Feb. 15	174	E. Swiedom.....	60 00
Feb. 27	182	E. Swiedom.....	30 00
Feb. 27	183	Western Union Telegraph Co.....	2 60
Mar. 31	203	E. W. Winkler.....	3 00
Mar. 31	205	E. Swiedom.....	26 00
April 30	226	E. Swiedom.....	30 00
June 1	247	E. Swiedom.....	30 00
June 1	251	Voss & Kooch.....	4 00
June 1	253	A. C. Baldwin & Sons.....	46 69
June 21	261	L. Swiedom.....	12 80
June 30	264	C. Klaerner.....	3 00
July 2	268	E. Swiedom.....	30 00
July 6	269	L. Swiedom.....	15 30
July 20	271	F. I. Patty.....	5 50
Aug. 5	283	E. Swiedom.....	30 00
Aug. 10	285	L. Swiedom.....	12 00
Sept. 3	300	E. Swiedom.....	30 00
Sept. 3	301	L. Swiedom.....	16 00
Sept. 9	304	Lone Star Ice Co.....	5 05
Total			\$ 491 94
Balance			8 06
Amount appropriated			\$ 500 00

## TEXAS LIBRARY AND HISTORICAL COMMISSION

## Contingent Expenses for Year Ending August 31, 1916.

Date.	Voucher No.	To whom paid.	Amount.
1915.			
Sept. 30	27	Box rent.....	\$ 3 00
Oct. 7	41	Western Union Telegraph Co.....	90
Oct. 14	50	Graham's Drug Store.....	3 50
Oct. 26	62	O. F. Rogan.....	56 65
Nov. 6	75	Show Case Co.....	3 50
Nov. 6	76	Mrs. Teasley.....	3 85
Nov. 6	77	M. Darwin.....	63 65
Nov. 10	80	Ye Quality Shoppe.....	1 75
Nov. 26	93	T. H. Williams.....	5 00
Nov. 29	97	Phillips & Everett.....	2 50
Dec. 27	115	Griffith Drug Co.....	3 40
Dec. 31	131	Box rent.....	3 00
1916.			
Jan. 12	142	Lone Star Ice Co.....	3 30
April 4	207	C. Lundellus.....	3 00
July 5	274	Box rent.....	3 00
Total .....			\$ 150 00
Amount appropriated.....			150 00

## Sale of Archives for Year Ending August 31, 1915.

Date.	From.	Amount.
Feb. 20	To sales from No. 244.....	\$ 1 05
Mar. 18	To sales from No. 245.....	1 05
		\$ 2 10
April 14	Deposited with Comptroller.....	\$ 2 10

## Sale of Archives for Year Ending August 31, 1916.

Date.	From.	Amount.
Mar. 28	To sales from No. 246.....	\$ 1 25
April 7	To sales from No. 247.....	1 25
June 16	To sales from No. 248.....	1 05
Sept. 30	To sales from No. 249.....	1 25
Oct. 20	To calendar of Lamar papers.....	1 00
		\$ 5 80
Oct. 25	Deposited .....	5 80



BIENNIAL REPORT

Archivist's Account.

Date.	Amount.	Date.	To whom paid.	Amount.
1914.		1914.		
To two months' salary during leave of absence to be applied in paying substitutes -----	\$ 200 00	Nov. 5	M. L. Edwards, for 18 hours work on muster rolls -----	\$ 6 00
		Nov. 11	Fred Cariker, for 10 hours work moving Mss.-----	2 50
		Dec. 1	M. L. Edwards, for 16 hours work -----	8 00
		1915.		
		Jan. 8	Fred Cariker, for 29 hours work -----	7 25
		Jan. 11	M. L. Edwards, for 25½ hours work on muster rolls -----	12 75
		Feb. 3	Marion Darwin, one-half salary, January -----	14 75
		Feb. 27	Marion Darwin, one-half salary, February -----	25 00
		Mar. 6	M. L. Edwards, for 8 hours work -----	4 00
		Mar. 9	Fred Cariker, for 18 hours work -----	4 50
		April 2	M. L. Edwards, for 28 hours work -----	13 00
		July 31	M. Darwin -----	50 00
		Aug. 31	M. Darwin -----	50 00
		Sept. 12	F. Berumen -----	2 25
	\$ 200 00			\$ 200 00

In Account with Superintendent of Public Buildings and Grounds.

Date.	Amount.	Date.	To whom paid.	Amount.
1915.		1916.		
Jan. 30	Sale of boxes, lumber and discarded linoleum \$ 6 00	Feb. 12	By F. Berumen, work in basement -----	\$ 1 85
			Balance -----	\$ 4 15
	\$ 6 00			\$ 6 00

NEWSPAPERS AND PERIODICALS RECEIVED.

a. *Texas Newspapers.*

- Abilene: The Abilene Semi-Weekly Reporter.  
Alto: The Alto Herald.  
Austin: Austin American.  
The Statesman.  
The Daily Texan.  
Das Wochenblatt.  
Ballinger: The Banner-Ledger.  
Bay City: The Tribune.  
Beaumont: Beaumont Enterprise.  
Beeville: Beeville Picayune.  
Brenham: Brenham Daily Banner-Press.  
Texas Volksbote.  
Bryan: The Bryan Weekly Eagle.  
Burleson: The Burleson News.  
Carthage: The Panola Watchman.  
Childress: The Childress Index.  
Cuero: The Cuero Daily Star.  
Cumby: The Cumby Rustler.  
Dalhart: The Dalhart Texan.  
Dallas: The Baptist Standard.  
The Dallas Democrat.  
Dallas Christian Advocate.  
Farm and Ranch.  
Home and State.  
Nord Texas Press.  
Progressive Farmer.  
Dallas Daily Times-Herald.  
Dallas Morning News.  
Decatur: The Decatur News.  
Denison: The Denison Semi-weekly Herald.  
Denton: Record-Chronicle.  
Devine: The Devine News.  
Elgin: The Elgin Courier.  
Floydada: The Hesperian.  
Fort Worth: Fort Worth Record.  
The Union Banner.  
Galveston: The Galveston Daily News.  
Galveston Journal.  
Garland: The Garland News.  
Georgetown: Williamson County Sun.  
Giddings: Giddings Deutsches Volksblatt.  
Gilmer: Upshur County Echo.  
Greenville: The Greenville Banner.  
Greenville Messenger.  
Groesbeck: Groesbeck Journal.  
Hallettsville: Hallettsville Herald.  
Haskell: The Haskell Free Press.  
Higgins: The Higgins News.  
Hillsboro: The Hillsboro Mirror.  
Hondo: The Hondo Anvil Herald.  
Honey Grove: The Weekly Texas Citizen.  
Houston: Houston Chronicle.  
Houston Post.  
The Houston Labor Journal.  
State Topics.  
Texas Deutsche Zeitung.  
Huntington: The Huntington Herald.

Irving: The Irving News.  
 Jacksboro: Jacksboro Gazette.  
 Jefferson: Jefferson Jimplecute.  
 Karnes City: Karnes Citation.  
 Kosse: The Kosse Cyclone.  
 LaGrange: LaGrange Journal.  
     Svoboda.  
 Lancaster: The Lancaster Herald.  
 La Porte: Southland Farmer.  
 Laredo: Laredo Weekly Times.  
 Livingston: Polk County Enterprise.  
 Lockhart: Lockhart Post-Register.  
 Marble Falls: Marble Falls Messenger.  
 Marlin: The Marlin Democrat.  
 Mason: The Mason County News.  
 Mesquite: The Texas Mesquiter.  
 Mexia: The Mexia Weekly Sentinel.  
 Palestine: The Palestine Advocate.  
 Pearsall: The Pearsall Leader.  
 Quanah: The Observer.  
 Rockdale: The Rockdale Reporter.  
 Sabinal: The Sabinal Sentinel.  
 San Antonio: Commercial Recorder.  
     El Regidor.  
     San Antonio Express.  
 Sand Springs: Sand Springs Leader.  
 San Saba: San Saba Star.  
 Savoy: The Savoy Star.  
 Sealy: The Sealy News.  
 Seguin: The Seguin Enterprise.  
 Seymour: The Baylor County Banner.  
 Sinton: San Patricio County News.  
 Stephenville: The Tribune.  
 Sterling City: Sterling City News-Record.  
 Sulphur Springs: The Sulphur Springs Gazette.  
 Tahoka: Lynn County News.  
 Temple: The Temple Mirror.  
 Waco: The Lariat.  
     Semi-Weekly Tribune.  
 Yoakum: Yoakum Weekly Herald.  
 Boston: The Christian Science Monitor.  
 Kansas City: El Cosmopolita.  
 Lincoln: The Commoner.  
 Manhattan: Manhattan Nationalist.  
 New York: The Annalist.  
     Evening Post.  
 San Francisco: Vestkusten.

*b. Periodicals.*

Advocate of Peace.  
 Agricultural Index.  
 Alcalde.  
 American City.  
 American Economic Review.  
 American Forestry.  
 American Gas Light Journal.  
 American Historical Review.  
 American Journal of Sociology.  
 American Labor Legislation Review.  
 American Magazine.  
 American Magazine of Art.  
 American Political Science Review.

American Review of Reviews.  
 American Statistical Association.  
 Annals of the American Academy of Political and Social Science.  
 Anvil.  
 Atlantic Monthly.  
 Banking Law Journal.  
 Boletin del Archivo Nacional.  
 Bookman.  
 Book Review Digest.  
 Bulletin.  
 Bulletin of Bibliography.  
 Bulletin of the International Labour Office.  
 Bulletin of the Phillips Exeter Academy.  
 Bulletin Pan American Union.  
 Canadian Magazine.  
 Case and Comment.  
 Century Illustrated Magazine.  
 Chamberlin's.  
 Christian Science Journal.  
 Christian Science Sentinel.  
 Clef.  
 Coal Age.  
 Collier's.  
 Columbia Law Review.  
 Confederate Veteran.  
 Correct English.  
 Country Life in America.  
 Craftsman.  
 Cumulative Book Index.  
 Current Opinion.  
 Dial.  
 Educational Review.  
 Engineering Magazine.  
 Engineering Record.  
 Etude.  
 Evening Post, Saturday Magazine.  
 Farm Journal.  
 Fatherland.  
 Filipino People.  
 Ford Times.  
 Forum.  
 Good Housekeeping.  
 Good Roads Magazine.  
 Harper's.  
 Harvard Law Review.  
 House and Garden.  
 Illustrated World.  
 Immigrants in America Review.  
 Independent.  
 Independent and Harper's Weekly.  
 Index to Legal Periodicals and Law Library Journal.  
 Information Monthly.  
 Information Quarterly.  
 Insurance Law Journal.  
 International.  
 International Studio.  
 Iowa Journal of History and Politics.  
 Issues and Events.  
 Japan Society.  
 Johns Hopkins University Studies.  
 Journal of the American Institute of Criminal Law and Criminology.  
 Journal of the Illinois State Historical Society.  
 Journal of Political Economy.

Ladies Home Journal.  
Ladies Review.  
Ladies World.  
La Follette's.  
Lawyer's Review.  
Leslie's.  
Library Journal.  
Life.  
Literary Digest.  
Lone Star.  
McMasters' Commercial Cases.  
Maryland Historical Magazine.  
Masses.  
Mexican Review.  
Michigan Law Review.  
Mississippi Valley Historical Review.  
Missouri Historical Review.  
Modern Cuba Magazine.  
Mother's Magazine.  
Motor Boat.  
Motor Life.  
Municipal Engineering.  
Municipal Journal.  
Musical America.  
Musical Quarterly.  
Nation.  
National Geographic Magazine.  
National Municipal Review.  
Newarker.  
New Republic.  
New Review.  
North American Review.  
Open Court.  
Outlook.  
Overland Monthly.  
Physical Culture.  
Political Quarterly.  
Political Science Quarterly.  
Popular Mechanics Magazine.  
Proceedings of the Academy of Political Science.  
Public.  
Public Literaries.  
Public Service.  
Publishers Weekly.  
Quarterly Journal of Economics.  
Quarterly Journal University of North Dakota.  
Quarterly of the National Fire Protection Association.  
Readers' Guide to Periodical Literature.  
Reincarnation.  
Scientific American.  
Scientific American Supplement.  
Scientific Monthly.  
Scribner's Magazine.  
Sewanee Review.  
Single Tax Review.  
Social Hygiene.  
Southern Pharmaceutical Journal.  
Southern Woman's Magazine.  
Southwest.  
Southwestern Electrician.  
Southwestern Historical Quarterly.  
Special Libraries.  
State Topics.

Sunset.  
Survey.  
System.  
Texaco Star.  
Texas Bankers Journal.  
Texas Bankers Record.  
Texas Magazine.  
Texas Medical Journal.  
Texas Railway Journal.  
Texas Review.  
Texas School Journal.  
Texas Weekly Review.  
Travel.  
United States  
    Bulletin of the Bureau of Education.  
    Bulletin of the Bureau of Labor.  
    Bulletin of the Bureau of Mines.  
    Bulletin of the Bureau of Standards.  
    Catalog of Copyright Entries.  
    Commerce Reports.  
    Congressional Record.  
    Crop reporter.  
    Experiment Station Record.  
    Monthly Catalog of United States Public Documents.  
    Monthly List of State Publications.  
    Monthly Weather Review.  
    Naval Medical Bulletin.  
    Official Gazette of the United States Patent Office.  
    Public Health Reports.  
University of Pennsylvania Law Review.  
University of Texas. Bulletin.  
Unpopular Review.  
Vanity Fair.  
Washington University Studies.  
Wells Fargo Messenger.  
Western Union Telegraph Co. Tariff Circular.  
William and Mary College Quarterly.  
World's Work.  
Yale Law Journal.  
Yale Review.







