INDIAN LIBRARY ASSOCIATION

# The Fifth All-India Library Conference

## BOMBAY

## 1942.

# THE FIFTH ALL-INDIA LIBRARY CONFERENCE, TO BE HELD IN BOMBAY, FROM THE 4TH TO THE 6TH APRIL, 1942.

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## List of papers received, along with their summaries; and draft resolutions and other topics for discussion at the Conference.

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## III. List of topics suggested for general discussion at the Conference :

The stock-taking of libraries :

(*i*) Checking by outsiders.
(*ii*) Replacement of lost books by staff.
(*iii*) Evolving of a common method of checking the stock.

(IV) Whether the recommendations and suggestions of Stock Verifiers (who are not Librarians) are binding on Librarians when they are expressly against the accepted practice and routine of Library administration.

(V) Whether it is necessary and essential to have a double verification in the form of comparison of Accession Registers with Shelf register cards and after that the verification of books with the Shelf cards, on the ground that shelf cards are loose and are not a permanent record ? Is there any justification for such a procedure even after the Librarian gives an assurance that there is a Shelf register card for every book and that the records of Shelf register are under lock and key and kept by him and his assistants.

6. Suggesting minimum educational and technical qualifications and the scale of pay and nomenclature for persons holding various positions in libraries.
7. Care of books and records.
8. Effective publicity methods.

## II.

### List of Papers received.

The Madras Symposium of seven papers on Reference Books :

1. Reference books : their definition and value—by Rao Sahib S. R. Ranganathan, Librarian, Madras University Library and Secretary, Madras Library Association.
2. Reference books and Governments—by Rao Sahib S. R. Ranganathan.
3. Reference books and time factor—by Mr. K. M. Sivaraman, Classifier, Madras University Library.
4. Reference books and their internal arrangement—by Mr. K. M. Sivaraman.
5. Reference books and nascent thought—by Mr. S. Rambhadran, Reference Assistant, Madras University Library.
6. Reference books across the counter—by Mr. S. Rambhadran.
7. Reference books : a statistical study—by Mr. A. Rajabhupathy, Reference Assistant, Madras University Library.
8. A Revised schedule of the Decimal Classification of INSECTA (595.7)—by Mr. K. K. Guha-Roy, Librarian, Linlithgow Library, Imperial Agricultural Research Institute, New Delhi.
9. The Value of bibliography for librarians—by Mr. K. Nagaraja Rao, Librarian, Annamalai University Library, Annamalainagar.
10. How to vitalize our college libraries—by Mr. R. S. Parkhi, Assistant Librarian, Bai Jerba Wadia Library, Fergusson College, Poona.
11. A Library worker—by Mr. V. M. Kolhatkar, Librarian Sir Prashurambhan College, Poona.
12. The Library Training courses—by Mr. K. G. Bhagwat, Librarian, R. R. College, Matunga, Bombay.
13. How Public Libraries should be used—by Mr. H. K. Vyas, Bombay.
14. Towards Reformation—by Mr. G. M. Patil, Kannada Research Office, Dharw.
15. Stock-taking of Libraries—by Mr. Konda Reddy, Assistant, Andhra University Library and Secretary, Vizagapatam Library Association, Waltair.

List of Resolutions intended to be moved at the Fifth All-India Library Conference to be held in Bombay, from the 4th to the 6th April, 1942 :

1. Resolved that this Conference places on record its deep sense of sorrow at the death of the late Lala Labhu Ram, Librarian, Punjab University Library; and regards his passing away as a great loss both to the profession and to the Indian Library Association.

2. Resolved that this Conference places on record its deep sense of sorrow at the death of the late Mr. Harekrishna Das, Professor of Revenshaw College, Cuttack and a Life-member of the Indian Library Association from its very start.

3. Resolved that this Conference places on record its deep sense of sorrow at the untimely death of the late Mr. R. Manchanda, Librarian, Hailey College of Commerce, Lahore, and a great worker in the cause of Indian Library movement.

4. Resolved that the Indian Library Association be asked to take necessary steps at an early date to collect exhaustive information regarding the history and various activities of all the Provincial and Special Library Associations existing in India.

5. Resolved that the Indian Library Association be requested to set up a Committee to examine the position, qualifications, status and scale of pay, etc., of Librarians in the various libraries, *viz.*, (*i*) the University, (*ii*) the College and (*iii*) the School; and to submit its recommendations on these points having regard to the responsibility, establishment, stock and utility of the respective libraries in each case; and that these recommendations be communicated to the controlling authorities for adoption.

6. Resolved that University Librarians be requested to use their good offices in striving for the systematic and efficacious administration of the libraries pertaining to educational institutions affiliated to their respective Universities.

## II.

### Summaries of Papers received.

### MADRAS SYMPOSIUM OF SEVEN PAPERS

on

### Reference Books.

1. **Reference books, their definition and value**—by Rao Sahib S. R. Ranganathan.

Examines the functional definitions implied in the existing bibliographies of reference books and the influence of the terminology of classification on the definition and finally gives a structural definition. After a short evaluation of reference books, examines the part that India should play in filling up the gaps that exist in the field.

2. **Reference books and Governments**—by Rao Sahib S. R. Ranganathan.

Reviews the different structural varieties of reference books that have so far been produced by different governments. Having dealt with the subject bibliographies and book selection lists published by governments, the Producers (material) bibliographies known as copyright lists are discussed in greater detail. Then follows an account of the extent to which the other structural varieties like gazetteers, guides figure in government catalogues. Lastly comes a discussion of the part played by the League of Nations in production of reference books.

3. **Reference books and time factor**—by Mr. K. M. Sivaraman.

Contains case studies of the efforts made by a few typical reference books to satisfy the dictum that time is of the very essence of reference books. Also refers to the many experiments and innovations made in the physical form of reference books to meet the time-factor consistently with economy of production.

4. **Reference books and their internal arrangement**—by Mr. K. M. Sivaraman.

Having dealt with the difficulties with which even alphabetical arrangement bristles and the need for the theory of Gestalt Value to overcome the difficulty four other modes of arrangements, *viz.*, chronological, geographical, subject or systematic arrangements and arrange-

ments according to the nature of the written materials involved are discussed. The particular structural varieties of reference books which are most suited for the different modes of arrangement are also indicated.

5. **Reference books and nascent thought**—by Mr. S. Rambhadran.

Makes a statistical study of the abstracting and bibliographical periodicals in existence. Shows that the median lies in the decade that followed the last great war. The geographico-subject correlation table discloses the subject affinities of different countries. The table of fields covered brings out prominently which fields are rich and which fallow.

6. **Reference books across the counter**—by Mr. S. Rambhadran.

Discusses a vital conflict between the second and the third laws of Library Science which accounts for the restrictive clauses found in all library rules. Shows that several of the classes of books usually excluded from loan may be lent out on certain conditions while reference books are the one class of books that could not be lent out even to the privileged few. Discusses also the special adjustment of the rules needed in special libraries and academic libraries.

7. **Reference books, a statistical study**—by Mr. Rajabhupathy.

Defines the concept subject-structure combination to facilitate a statistical study of reference books in general. The subject-structure combination table constructed enumerates 2887 combinations distributed among 504 cells, 268 of which happen to be desert cells and only 80 are oasis cells. The table brings out prominently the large variety of reference books that are yet to be produced.

## 8. A revised schedule of the Decimal Classification of Insects (595.7)—by Mr. K. K. Guha Roy.

Since Dewey first published his scheme of Decimal Classification in the year 1876, considerable advance has been made in the domain of insect study with regard to the systematic position of the innumerable species of insects.

Linneaus (1735) recognised only seven orders of insects, which was followed by Latreille's twelve orders (1831). The scientific study of the insects started with Brauer (1885) who divided them into seventeen orders. Five years later Dewey (1889) in his sixth edition of the D. C. clung nevertheless, to his original nine order system. Sharp (1898) and Shipley (1904) advocated systems of classification not very different from Brauer's. Appendix I shows the classification of insects devised by Shipley which was easily amenable to Dewey's mode of notation but which was not employed by Dewey in the subsequent editions of his schedule. Later on Handlirsch's scheme of insect classification (1906) consisting of 84 orders had been acclaimed as the most natural, inasmuch as it represented the phylogenetic affinities of the orders of insects and therefore was considered as most acceptable. This classification has been adopted almost all the world over with slight modifications, the most widely known modification being one adopted by Brues and Melander, *vide* Appendix II (1932). Yet Dewey and his associates did not appreciate the advances made in insect classification and did not modify his scheme accordingly even in the latest edition (*vide* Appendix III) in which the ordinal rank in some cases has been reduced to sub-ordinal or family rank, which is contrary to the accepted principles of scientific classification. In order to rectify this anomalous position as well as to incorporate the new knowledge gained in the sphere of insect classification, a revised schedule has been proposed in Appendix IV to show the systematic position of the insect fauna.

The study of insects embraces two aspects, *viz.*, (*i*) systematic and (*ii*) biological. While the former has already been dealt with, the latter question presents some difficulty towards solution as under 595.7 there is no space left to incorporate the biological aspect except under form distinctions. It may be argued that the U. D. C. may be employed to solve this difficulty by combining the relevant notations under Zoology with 595.7 to signify the biological aspects of insect life. But it is better to remember that we are not concerned with the U. D. C. but only with Dewey's system. The writer's aim has been

to modify it in such a way as to obtain the desired results without making the system of notation cumbersome and lengthy. Dewey himself has shown the way by introducing under 636 Domestic Animals 636.08 to mean Zootechny, i.e., " the breeding and keeping of animals on domestication," thus employing form distinctions to represent a particular aspect of study as against forms. Similarly, under Agriculture 630, he has employed form distinctions such as 630.23, 630.24, 630.28, 630.29 to signify agricultural physics, chemistry, botany and zoology respectively, in support of his own enunciation of the principle of *practical* side of notation rather than its rigid employment. This permissive principle strengthened by Dewey's own illustrations of departing from the normal has led the writer to employ under " Insecta " (meaning insect fauna) the form distinctions to represent entomology (the science of insects) from the biological point of view (*vide* Appendix IV).

**A Revised Schedule of the Decimal Classification of INSECTA (595.7) as proposed by Mr. K. K. Guha-Roy, Librarian, Linlithgow Library of the Imperial Agricultural Research Institute, New Delhi.**

(Tables accompanying the paper of the same title read at the Fifth All-India Library Conference, Bombay.)

## APPENDIX I.

**(Shipley's Classification of Insects (1904) with Decimal notations given by the writer of this note.)**

595.71 APTERYGOTA

1 Thysanura.
2 Collembola.

595.72 ANAPTERYGOTA

1 Mallophaga.
2 Anoplura.
3 Siphonaptera (=Aphaniptera).

595.73 EXOPTERYGOTA

1 Orthoptera (including Dermaptera).
2 Plecoptera.
3 Psocoptera.
4 Isoptera.
5 Embioptera.
6 Ephemeroptera.
7 Odonata.
8 Thysanoptera.
9 Hemiptera.

595.74 ENDOPTERYGOTA

1 Neuroptera.
2 Mecaptera.
3 Trichoptera.
4 Lepidoptera.
5 Coleoptera.
6 Strepsiptera.
7 Diptera.
8 Hymenoptera.

(The terms in certain cases have been altered to adhere to the popular usage.)

# APPENDIX II.

**(Classification of Insects, by C. T. Brues and A. L. Melander, Bull. Mus. Comp. Zool., Vol. LXXIII, 1932.)**

## ORDERS OF INSECTS.

1. Protura.
2. Thysanura.
3. Entotrophi.
4. Collembola.
5. Grylloblattodea.
6. Orthoptera.
7. Phasmatodea.
8. Dermaptera.
9. Diploglossata.
10. Thysanoptera.
11. Blattariae.
12. Mantodea.
13. Embiodea.
14. Isoptera.
15. Corrodentia.
16. Zoraptera.
17. Mallophaga.
18. Anoplura.
19. Homoptera.
20. Hemiptera.
21. Odonata.
22. Plectoptera.
23. Plecoptera.
24. Megaloptera.
25. Raphidiodea.
26. Neuroptera.
27. Mecoptera.
28. Trichoptera.
29. Lepidoptera.
30. Diptera.
31. Siphonaptera.
32. Coleoptera.
33. Strepsiptera.
34. Hymenoptera.

# APPENDIX III.

## (Dewey's Classification of 1932.)

595.71 THYSANURA

.711 Campodeidae (fam.)
.713 Poduridae (fam.)
.715 Lepismatidae (fam.)

595.72 ORTHOPTERA

.721 **Dermaptera.**
.722 Cursoria (suborder).
.723 Gressoria (suborder).
.724 **Phasmidae.**
.725 **Mantidae.**
.726 Saltatoria (suborder).
.727 Acrididae (fam.)
.728 Locustidae (fam.)
.729 Gryllidae (fam.)

595.73 PSEUDONEUROPTERA

.731 **Thysanoptera.**
.732 **Corrodentia** (includes Isoptera).
.733 **Odonata.**
.734 **Ephemeridae.**
.735 **Perlidae.**

595.74 NEUROPTERA

.741 Planipennia.
.742 **Megaloptera.**
.743 Sialidae.
.744 Panorpidae.
.745 **Trichoptera.**
.746 **Strepsiptera.**

595.75 HEMIPTERA

.751 Aptera.
2 **Pediculidae.**
4 **Mallophaga.**
.752 Phytophthires.
.753 **Homoptera.**
.754 Heteroptera.

595.76 COLEOPTERA

.761 Pentamera.
.762 Adephaga.
.763 Clavicornia.
.764 Lamellicornia.
.765 Sternoxia.
.766 Malacodermata.
.767 Heteromera.
.768 Tetramera.
.769 Trimera.

595.77 DIPTERA

.771 Nematocera.
.772 Brachycera.
.774 Pupipara.
.775 Aphaniptera.

595.78 LEPIDOPTERA.

595.79 HYMENOPTERA.

# APPENDIX IV.

**(Proposed revision and expansion of 595.7).**

595.7 Insecta. Entomology. (include textbooks, treatises, history, biography).

595.7.01 Applied Entomology.
.011 Agricultural.
.012 Forest.
.013 Medical.
.014 Veterinary.
.016 Bibliography.

595.7.02 Taxonomy and Nomenclature.
595.7.03 Dictionary. Glossary.
595.7.04 Technique.
.041 Collecting and Preservation.
.042 Breeding and Experimental.
.043 Illustration.

595.7.05 Periodicals.
.052 Pamphlets.

595.7.074 Museums

.3 Equipment.
.4 Methods of setting up collection. Preparation. Preservation. Cleaning. Repairs.
.5 Collections. Objects exhibited.
.53 Technique of exhibition.

595.7.078 Laboratory equipment.

595.7.08 Morphology and Physiology.
.081 General Anatomy.

.1 Biometrics.
.2 Exoskeleton. Integument.
.21 Colour.
.22 Scales and Hairs.
.3 Head and Mouthparts.
.31 Head.
.32 Mouthparts.
.33 Antannae.
.34 Eyes.

595.7.08 Morphology and Physiology (*contd.*)

.4 Thorax.
.41 Legs.
.42 Wings.
.5 Abdomen.
.51 Alimentary system.
.52 Respiratory ,,
.53 Circulatory ,,
.54 Excretory ,,
.55 Reproductive ,,
.56 Genital armature.
.6 Nervous system and Sense organs.
.61 Nervous system.
.62 Sense organs.
.68 Sound-producing organs.
.64 Light-producing organs.
.7 Histology and Cytology.
.71 Myology (Muscles).
.72 Fatbody.
.73 Glands.
.8 Teratology.
.9 Early stages.
.91 Eggs.
.92 Larvae.
.93 Pupae.

.082 Development

.1 Spermatogenesis and Oogenesis.
.2 Cytology.
.3 Embryology.
.4 Metamorphosis.
.41 Moulting.
.42 Diapause.
.5 Growth.
.51 Effects of temperature and humidity.
.52 ,, ,, Irradiation.
.53 ,, ,, Food.
.54 ,, ,, Other factors.
.6 Sex-determination.
.61 Sex Ratio.
.62 Gynandromorphism and Inter-sexes.
.63 Hybridization.

.7 Parthenogenesis.
.8 Paedogenesis and Viviparity.
.9 Regeneration and Transplantation.

595.7.08 Morphology and Physiology (*contd.*)

.088 Physiology

.1 Longevity and Vitality.
.2 Nutrition.
.3 Respiration.
.4 Circulation.
.5 Excretion.
.6 Reproduction.
.61 Fecundity.
.7 Nervous system.
.71 Senses.
.72 Movements and Attitudes.
.73 Sound production.
.74 Tropisms.
.741 Daily rhythm.
.742 Body temperature.
.8 Luminosity.
.9 Colouration.

595.7.09 Ethology

.091 Bionomics. General habits, life histories.

.1 Instincts.
.2 Flight.
.3 Sex relations.
.4 Oviposition.
.5 Parental care.
.9 Social life and Gregariousness.

.092 Ecology

.1 Insects and Weather.
.2 Phenology, Generations.
.3 Hibernation, Aestivation.
.4 Feeding habits.
.41 Phytophagous.
.42 Leaf-miners.
.43 Galls.
.44 Insects and Flowers.

.45 Predacious.
.46 Miscellaneous.
.47 Symbiosis.
.471 Internal symbionts.
.48 Entomophagous parasites.
.49 Parasites of other animals.
.5 Disease carriers.
.6 Insectivorous plants.

595.7.09 Ethology (*contd.*)

.092 Ecology

.7 Predacious animals.
.8 Dispersal, Migration.
.9 Population studies.
.91 Land insects.
.92 Soil insects.
.93 Aquatic insects.
.94 Cave insects.

.098 Evolution

.1 Phylogeny.
.19 Fossil insects.
.2 Genetics.
.3 Variation.
.4 Dimorphism, Polymorphism.
.5 Coloration.
.6 Melanism.
.7 Mimicry.

.094 Geography or Faunistic (Divide it by countries).

595.71 Apterygota.
.711 Protura.
.712 Thysanura.
.713 Entotrophi (=Diplura).
.714 Collembola.
.72 Exopterygota
.721 Orthopteroidea

.1 Grylloblattoidea.
.2 Orthoptera.
.3 Phasmatodea.
.4 Dermaptera.
.5 Diploglossata.

.722 Thysanoptera.
.728 Blattariae

- .1 Mantodea.
- .2 Blattidae.
- .3 Isoptera.
- .4 Zoraptera.

.724 Embiodea.
.725 Psocoidea

- .1 Corrodentia (=Psocoptera).
- .2 Anoplura.
- .3 Mallophaga.

.726 Rhyncota

- .1 Hemiptera (=Heteroptera).
- .2 Homoptera.

.727 Odonata.
.728 Plectoptera (=Ephemeroptera).
.729 Plecoptera (=Perlaria).
.73 Endopterygota
.731 Megaloptera (including Raphidiodea).
.732 Neuroptera.
.733 Mecoptera.
.734 Trichoptera.
.735 Lepidoptera.
.736 Diptera.
.737 Siphonaptera (=Aphaniptera).
.738 Coleopteroidea

- .1 Coleoptera.
- .2 Strepsiptera.

.739 Hymenoptera.

(The terms employed under 01, 02, 04, 08, 09 have been taken **verbatim** from the "Zoological Record—Part Insecta" which is internationally recognised as a standard book of reference.)

**(Summaries for papers 9 & 10 not received.)**

**11. A Library Worker—by Mr. V. M. Kolhatkar.**

**1. Thanks to the Vice-Chancellor of the University of Bombay for inviting this session of the Conference to Bombay.**

**2. A proposal to arrange a series of lectures for menials in libraries if possible.**

**3. A brief autobiography of the reader of this paper so far as his experience as a library worker is concerned.**

**4. Selection of assistants and menials for the library work should be made most carefully.**

**12. Library Training Courses—by Mr. K. G. Bhagwat.**

**(1) Need for Training.**

**(2) Name of some courses:—**

**(*a*) India.**
**(*b*) England.**
**(*c*) America.**

**(2a) Full time and Vacational.**

**(3) Comparative view.**

**(4) Some changes to be made in the Curriculum.**

**(*a*) Introducing Psychology and its importance.**

**(*b*) Reference Service.**

**(*c*) Knowledge of Journalism, Business organization and Salesmanship.**

**(*d*) Abstracting.**

**(5) All India Library Association and their relation—**

**(*a*) Librarian's Library for Research.**

**(6) Special courses to be conducted by special Libraries as Rrefresher courses in Education—**

**(*a*) Childrens' Libraries.**
**(*b*) College and University Libraries.**
**(*c*) Public Libraries—**

**(1) Central.**
**(2) Rural.**

(d) Special Libraries—
(1) Blind.
(2) Medical.
(3) Commercial.

(7) Future of the Trained Librarians :—
(a) Government and Courses.
(b) Employment Problem.
(c) Status of the Librarians—some hard facts.
(d) Salary.

(8) Library Law and Legislation—Childrens' Library and Public Libraries should be reformed first.

(9) Bombay University and Library Training Course.

**13. How Public Libraries should be used—by Mr. H. K. Vyas.**

The public library must be a growth and evolution. The idea of growth, development and nurture bears an important relation to the collection of books. The library therefore must be governed by an intelligent purpose and a watchful discrimination which will assert a lasting influence for good or bad.

The uses of public libraries are becoming so manifest that their ennumeration is necessary. The persons present here must have seen and the others must see such institutions in Manchester, Liverpool and other towns, to know what libraries mean to the inhabitants of those towns. They do not only afford citizens a privilege to borrow books, but whenever they require information on any subject, they go to the reference department which contains books on any subject and where there is absolute quiet. A book-worm, a school master and a mechanic come here and find what they require. The minister of Gospel who wants to read the latest critics and scholars or to learn the recent discoveries is also found here. Also the family doctor, a literary man, a student, an essay writer, the school boy and the school girl, a businessman, all come here. In fact it is meant for the representatives of every class.

Every town must have a library containing books equal to the number of its inhabitants. It becomes the centre of the intellectuals and affects the morals and manners of all people who know of great authors. Wherever his reader goes, he takes with him the influence of the library. So, a town with a library can be distinguished from that without it. The places where the public libraries abound are more advanced in mental and physical labour. The north-eastern

portion of U. S. A. has such libraries. It is true that America has no greatest libraries of the world like the Bibliotheque Nationale in Paris or the British Museum in London. In Europe most books go to the public reference libraries or large private collections while in America, they are distributed in smaller libraries. It is necessary to see that the reading habit is maintained and purified and not to allow to say that in these days of hurry people read nothing but sensational dailies and ephimiral novels.

It is a fact that a book shapes the character of its reader. A new book, therefore, should be selected with thoughtfulness and care regarding its probable service in the library. Many people gather books without such care. There are many pretentious homes where books are mere accidents. Town libraries are generally chosen with great care, yet some librarians or the purchasing committee are unduly influenced to have new books or many books in a given sum of books which they can choose in a shorter time. Many people know what they buy and why they buy, but some simply squander their money. They, thus, not only fail to attain the desired object but put a possible evil into its place.

No book should be bought without a good reason. A book of temporary use also must be selected as if it is purchased for all time. Fifty books having a why are better than five hundred books without it. It is better to spend time in the selection of books than to allow bad books to guide our church, mode of living and finally our life.

The public libraries' books should be chosen carefully bearing in mind that the public has many tastes and they are to be fulfilled by the books. For that all agree in these principles :—

1. A library must not circulate bad books,
2. It must, within its limit, give the public the books it wants.
3. It must teach the public to want better books.

As the sound purpose is the guiding principle in the selection of books, so also it should govern their uses. The books must be issued in order and returned in time. They must be for all times, both present and future remembering that new needs and duties come with new times. So the books must be for their possible and not probable use. A bad book is like an ill-fitting shoe. It should be consigned to the fire. Some books which are of no use should be sold or exchanged as the library is not a treasury or a tomb. It has a life, growth and changing usefulness. Only by a watchful care, it can be made a living force instead of a waning memory.

The library becomes some service to the community if attention is paid to the working force of books. It depends upon what value we attach to them. They should be accessible. The reader should not only be permitted to handle the books but also should be allowed to 'brouse among the shelves.' The books, therefore, should be classified according to the readers' information and convenience, that they need not spend hours in hunting the desired books.

In large public libraries, classification is absolutely essential. The books should be kept neatly. Besides dust, insects, mould, dampness and the burning of gas are enemies of the books. They should be frequently removed and examined. The building should be sound and dry, the apartments, airy and full of light. There should be one row of books on the shelf. It is not necessary/slavishly to follow the Cutter, Dewey or such other systems, because "**the libraries are made for men and not men for libraries.**" The books need not be subdivided too minutely. There should not be too many minute rules for handling the books, because their usefulness is the principal thing. The rules should be made to secure that end. A library is not a museum of curiosity but a working force. So its usefulness lies in the "greatest good of the greatest number."

The librarians in U. S. A. are not the curators of literary museums. They prepare the lists of books on particular topics and post them for readers' use. Whenever inquiries are made, they not only answer them fully and courteously but also court inquiries and try to stimulate a public taste. They print from time to time, bulletins and prepare readers' hand-books.

As the needs and tastes of communities vary, the custodians of libraries should provide for the gratification of reading habits. They should develop them and raise the public taste. The lists of new books should be kept. The more important books should be well arranged and the leading political and literary events should have a topical summary. The public also should be taught the use of the catalogues. All this labour is essential in the case of the smaller collection of books also.

In the republic of books, the custodians and the users are on the same footing. Their foresight and interest determine the place of the public libraries. A circulating library in a town is an evergreen tree of knowledge. People owe much to the libraries of their native place than to the college course, because the college gives much but the library gives a start. So the teacher should induce

the pupil to develop a genuine love of books. The reading habit is seldom formed after the age of childhood.

As pure water, perfect drains, and good gas are necessary to people, public libraries, in the same way, are required for the development of their mind. They must contain a collection of local history and literature. As juvenile reading becomes elevated, they must possess books containing illustrations. This will keep children off the street and enable them to acquire the habit of reading as mentioned by me in my last paper on "The importance of children's Libraries in India," read at the All-India Library Conference, held at Delhi in 1937.

The public library must provide newspapers, novel and other light reading, but the light readers should not stand in the way of the solid ones. In number of places, the plan of a 'Students' Room' fails. The *bona fide* working readers must have the first claim to the available accommodation. Many books in the lending departments should be transferred to the reference department. A sitting room should be given to the referenee readers. No mercy should be shown to the sleepers. They should go home and make way for others. Even the writing of letters in the library should be strictly forbidden.

Very large number of people are engaged in a simple struggle for existence. They naturally want, when they come to the reading room every evening, something which will lift them to a different sphere, excite their imagination and interest them. So the public libraries should seek to realise Tennyson's words :—

"To teach high thought and amiable airs,
And courtliness, and a desire of fame,
And love of truth, and all that makes a man."

**14. Towards Reformation**—by Mr. D. M. Patil.

India has not yet attained the perennial age of Libraries. There are signs of the coming dawn. As a prelude and a welcome, it is necessary that the existing libraries be reformed and reorganised, lest their shadow be cast over the new ones to spring and assume the form and shape of their precursors. Renovation is equally important as the founding of new ones. But who should reform and how, these are the pertinent questions and offer their own problems. The management (body responsible for the foundation, existence and their perpetuation) won't for the financial inadequacy and alike reasons. Willynilly the clientele or more aptly the beneficiary cannot assert or cry for it. It is the Librarian who is primarily though not wholly

responsible for the initiation and introduction of reforms. Neither the sanctioning grace nor the crying voice but the motive force and the impelling urge only that can achieve and realise.

The first step towards reform is to appoint a suitable Librarian. But that alone is not sufficient. He needs assistance, full scope and facilities and above all the sympathy, understanding and co-operation of the managing authorities for the fulfilment of his task. Without them he can do nothing worthy.

The important and fairly common in occurance and type, are the College Libraries which are of high utility and value in a national scheme of Libraries. It is here that reorganisation and vitalising are urgent and imminent.

Some of the problems and difficulties that beset in the way of introducing new methods, *viz.*, (1) Issue methods, (2) Longer hours of Library, (3) the open access, (4) the card catalogue and (5) reference service, and how and how far they can be overcome and to what extent new ground can be covered by a willing mind prompted by sufficient enthusiasm but, no doubt, co-ordinated by the sympathy and understanding of the authorities are considered here.

15. **Stock-taking of Libraries**—by Mr. P. Konda Reddy.

The paper starts with the importance and usefulness of Stock-taking in the proper administration of the library. It is dealt with main facts such as (1) Objects of Stock-taking, (2) Frequency of Inventory, (3) Who should take the Inventory, (4) Methods of verification and (5) Results of Stock-taking. In relation to these points it is illustrated with the practice as exists at present in 21 important College, University and Public Libraries in India.

Further it is discussed in the paper the problem of losses of books, cases of vandalism, precautions for preventing losses, defects in the records and their maintenance.

In conclusion it is emphasized on the supplying of the information on this important subject to libraries and librarians through the Information Bureau of The Indian Library Association.

At the end of the paper there is an annexure in which information is listed in a tabular form on all aspects of stock-taking in 21 libraries in India, which serves as a useful reference to librarians interested on this subject.