

# **Bulletin**



***Manitoba  
Library  
Association***

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MANITOBA LIBRARY ASSOCIATION

B U L L E T I N

Vol. 9, No. 2

May, 1961

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Manitoba-Saskatchewan Joint Conference Number

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-- E D I T O R --

JANET MACDONALD

# SURVEY OF PUBLIC LIBRARIES IN MANITOBA AND SASKATCHEWAN

Chairman:..... Miss Adrian Llewellyn - Saskatchewan  
Recorder:..... Miss Margaret Ashley - Manitoba

## PUBLIC LIBRARIES IN MANITOBA

### Sources

The following brief survey of libraries in Manitoba is based on the questionnaire drawn up by the Joint Conference Committee with reference to the Canadian Library Association's publication "Suggested Standards of Service for Public Libraries in Canada" (1957). Population figures quoted were taken from the Census of Canada, 1956 and statistics and other information on individual libraries was obtained chiefly from annual reports for 1960. The results obtained are approximate only since inconsistency in the method of compiling statistics and the time lapse in population figures give a wide margin for error in interpretation and in comparison of standards.

### Libraries

Manitoba is served by fifteen library systems comprised of six in the metropolitan area of Winnipeg, three in other town or cities in the province and six small regional libraries. In the metropolitan area two libraries are building new branches and two other libraries (one regional) are due to open in the near future. A seventh regional library is being organized in a rural area.

Prior to 1956 only three library systems were in existence but in the last five years library development in the province has shown, and continues to show, steady growth. Nevertheless, few of the CLA minimum standards have yet been reached. Most of the library systems are concentrated in the metropolitan and southwest areas of the province, the northern areas being poorly served. Some alleviation is afforded by the University Extension Library which provides what is essentially public library service to some 9000 persons in various rural centers.

### Population Served

The total population of the areas in which libraries are established is 417,379, approximately 49% of the province's total population of 850,040. These figures, however, are misleading; on the basis of accessibility alone, equal reading opportunity in areas supposedly served by these libraries does not exist. Additionally, comparison with CLA standards shows only one library with a population over 50,000 in the area served (Winnipeg Public Library) and only four approach the minimum figure of 25,000. The population figures for areas served by the other libraries are so low as to make comparison meaningless.

Registration figures make this obvious since the highest percentages of registrations to population are found in those libraries in areas with the smallest population (an approximate average of 27% of the adult and 47% of the juvenile population, while for the largest library with the largest population they are slightly under 15% and 39% respectively). In all, twelve libraries meet the CLA standard for adult registration (20-40% of the adult population) and two the standard of juvenile registration (50% of the juvenile population).

### Library Resources

Bookstocks are generally well below the level of CLA standards; no library has even the minimum of from 1 to 2.5 volumes per capita, for populations of from 200,000 or over to the minimum population of 25,000 - 50,000. Only three (all in the metropolitan area) of the eleven libraries for which the figures are available meet

the standard that children's books should constitute approximately 1/3 of the collection. Of the seven libraries for which figures are available on the percentage of adult non-fiction in the adult book collection, only two conform to the CLA standard of at least 60%.

Additional resources reported include films (six libraries), records (one library), art exhibits (five libraries). Three libraries report using interlibrary loans to supplement their resources but non extensively.

### Use of Resources

Apart from the circulation of books very few statistics were quoted on the use of library resources. According to figures quoted in the annual reports standards of circulation are generally low. Thirteen libraries attain the minimum standard of 3 - 10 volumes per capita for adult books in a year but nearly all are at or barely over the lowest figure (3). No library quite reaches the minimum figure of 10 volumes circulated to each member of the juvenile population during the year (CLA standard 10 - 30 volumes). The total circulation, adult and juvenile, for the population of the areas served by libraries (417,379) is 2,067,131 or an average of 4.8 volumes per capita.

### Library Budgets and Staff

The improvement in government grants has enabled most of the small regional libraries to reach or surpass the CLA standard income of \$2.00 per capita, "for reasonably good service". Seven libraries are in this category, of which five are small regional libraries and the other two libraries in the metropolitan area of Winnipeg. No library devotes 65% of its budget (CLA standard) to salaries, the highest rate being that of the Winnipeg Public Library with 55%. Most are considerably below this and none pays a basic salary up to the CLA minimum of \$4600.00 per year. There are eighteen professional librarians employed in the fifteen public libraries of the province; of these, twelve hold a BLS degree or its equivalent, six have no degree but have ten or more years' experience in professional work. No library comes within meaningful distance of the CLA standard of one professional librarian to every 5000 - 7500 of the population.

Nine libraries devote at least 20% of their budget to the purchase of books, periodicals, etc., only one of which is in the metropolitan area. All spend more than the recommended 15% on maintenance and equipment. In the case of the smaller libraries, particularly the regional libraries, the amount seems greatly disproportionate but the fact that they have been operating for only a short time will, in part, explain this since initial costs of establishment would be heavy.

However, the regional libraries exhibit the only attempt by libraries in Manitoba at cooperation. Under the direction of the Director of Libraries and the staff of the Legislative Library they have centralized the ordering and cataloguing of their books and have joined in the purchase of a Gestetner mimeograph for mechanical reproduction of their catalogue cards at the Legislative Library. Book stock is also rotated and patrons are issued joint library cards. This procedure must result in a reduction of the cost of books and processing and ensures professional supervision of book selection and cataloguing.

Reference was made above to the service provided by the University Extension Library in the province. Strictly speaking this is not an organized public library in the ordinary meaning of the term but the work done is certainly in the field of public library service and should be noted here. This includes, as reported for 1960, service (open shelf, reference and interlibrary loan) of 9080 registered borrowers, approximately half of whom are juveniles and the sending out of 480 travelling libraries to various communities and one-roomed schools. A book stock of 31,008 supplied 63,715 volumes to adults and 38,170 volumes to children under 16. Two professional librarians are on the staff.

The Canadian Library Association pamphlet, "Standards of Service for Public Libraries in Canada" was published in 1957, and though library services have altered between 1957 and the present, still many of the proportionate levels have remained the same.

The first annual report of the Provincial Library shows that in the few years since 1952 the population receiving professional service has more than doubled -- from about 150,000 to more than 306,000 (comprising six library systems). The number of borrowers in proportion to population in these centres has increased slightly, the proportionate number of volumes has not increased at all, although library expenditure has risen from an average of \$1.50 to \$2.30 per capita, owing, of course, to the increased prices of commodities and services.

There has been progress, and yet not one Saskatchewan public library is quite up to Canadian Library Association standards, and the 306,000 represents only slightly over 1/3 of the province's population of approximately 900,000. Only three of the libraries reach the standard population of 50,000; none has the minimum book stock, (from 1.5 to 2.5 books per capita, depending on the size of unit). As to the proportion of children's books to adult books, the three largest libraries reach the standard that one-third should be children's books. The standard that 60% or more of the adult books should be non-fiction is also reached by three city libraries. Six libraries stock file collections and four have record collections. Four of the larger libraries make use of interlibrary loans, but only one of them could be said to do so extensively.

Five libraries reach the standard of adult registration (20% to 40% of adult population); three reach the juvenile (60% of juvenile population); and the total registration in the four largest libraries amounts to over 34% in the North Central Saskatchewan Regional Library, Regina over 30%, Saskatoon 30%, and Moose Jaw over 21%.

The library circulation records show that among a population of 306,000 persons receiving professional service, there were over 1 1/2 million books circulated or about 5 volumes per capita. The circulation to boys and girls reaches the standard 10 to 30 volumes per capita of juvenile population in three libraries; that of adult books reaches the 3 to 10 volumes per adult head in four libraries.

As to library income, statistics show that the larger the library, the better the income in proportion to population -- Regina, for example, has an income of nearly \$3.00 per capita to serve its 105,000 population. Only Saskatoon besides, reaches the \$2.00 minimum. In only two libraries do salaries comprise 65% of the budget, and in none is the basic salary up to the Canadian Library Association minimum. This perhaps explains why professional staff are few, and that only in the two largest cities is the minimum of one professional librarian to every 5000 - 7500 population reached.

Special services of the Provincial Library alter the statistical picture slightly. Its centralized cataloguing, used by twelve libraries, has reduced duplication of work, its loans of books in French, German, Polish and Ukrainian have reduced duplication of stock. Its Public Information Library Division, by its direct mail service, provides reading material in areas where there are inadequate libraries, or none at all.

The public libraries in the towns and villages have not been considered. Three of them reach minimum standards in registration and circulation. For the rest -- per capita income, quality or distribution of stock, staff -- all are far below standard on every count. Unfortunately, too, nothing significant has been done by them in the way of cooperation for better service.

References - C.L.A. standards of service for public libraries in Canada, 1957.  
Dom. Bureau of Statistics Survey of Libraries, Pt. L, Public Libraries 1958.  
Saskatchewan Provincial Library, Annual Report 1953. Individual Reports  
of Libraries 1960

A. Number of Books

1. State number of libraries, as well as total population served, which meet the minimum standards shown in the following table:

MANITOBA	<u>Pop. of library area</u>	<u>Volumes per capita</u>	SASKATCHEWAN
0	up to - 50,000	2.5 up to 100,000 v.	0
does not apply	50,000 - 100,000	2. up to 175,000 v.	0
does not apply	100,000 - 200,000	1.75 up to 300,000 v.	0
0	200,000 - and over	1.5 up to 1 vol. per cap.	0
0	<u>Population served, according to this standard</u>		0
850,040	<u>Total population of province</u>		890,000

2. How many libraries meet the standard that books for boys and girls should be approximately 1/3 of the total volumes in the collection?

	<u>Number of libraries</u>	<u>Population served</u>
MANITOBA	3	292,397
SASKATCHEWAN	3	250,552

3. How many libraries meet the standard that adult non-fiction should be at least 60% of the total adult collection?

	<u>Number of libraries</u>	<u>Population served</u>
MANITOBA	2	268,685
SASKATCHEWAN	3	228,473

4. How many libraries have films and records?

	<u>Number of Libraries</u>	<u>Population served</u>
MANITOBA	1 (both) 6 (films only)	255,093(records) 295,502(films)
SASKATCHEWAN	4 (both) 2 (films only)	236,973(records) 67,379(films)

B. Registration

1. State number of libraries whose registration meets the following standards:

	<u>Adult (20% to 40% of adult pop.)</u>	<u>Population served</u>
MANITOBA	12	11,463
SASKATCHEWAN	5	294,432
	<u>Juvenile (60% of juv. pop.)</u>	<u>Population served</u>
MANITOBA	2	21,904
SASKATCHEWAN	3	98,679

C. Circulation

State number of libraries whose circulation for home use meets the following standards:

	<u>Adult (3-10 v. per cap. per year)</u>	<u>Population served</u>
MANITOBA	13	368,871
SASKATCHEWAN	4	261,552
	<u>Juvenile (10-30 v. per c. per year)</u>	<u>Population served</u>
MANITOBA	0	---
SASKATCHEWAN	3	206,673

D. Size of Public Library Unit

How many libraries meet the following minimum standards of annual income and population?

	<u>50,000 pop.</u>	<u>Population served</u>
MANITOBA	1	255,093
SASKATCHEWAN	3	250,552
	<u>\$2.00 per cap.</u>	<u>Population served</u>
MANITOBA	0	---
SASKATCHEWAN	2	195,673

E. Size of Professional Staff (includes library school graduates, and those who have been engaged in professional work for ten years or more):

How many libraries have one professional librarian for every 5,000 to 7,500 population?

	<u>Number of libraries</u>	<u>Population served</u>
MANITOBA	0	---
SASKATCHEWAN	2	195,673

F. Salary Schedule

How many libraries have a minimum professional salary of \$4,600 per year?

	<u>Number of libraries</u>	<u>Population served</u>
MANITOBA	0	---
SASKATCHEWAN	0	---

G. Budget Breakdown

How many libraries distribute their budgets in the following approximate proportions: salaries (not including building and maintenance) 65%; books, periodicals, etc. 20%; maintenance and equipment, 15% ?

	<u>Number of libraries</u>	<u>Population served</u>
MANITOBA	1	255,093
SASKATCHEWAN	2	67,379

ADDITIONAL QUESTIONS

1. How many libraries make regular use of interlibrary loans?

	<u>Number of libraries</u>	<u>Population served</u>
MANITOBA	2	281,595
SASKATCHEWAN	1 regularly 2 occasionally	54,879 195,673

2. How many libraries, under 50,000 population, act together cooperatively, to give better service?

	<u>Number of libraries</u>	<u>Population served</u>
MANITOBA	6	20,097
SASKATCHEWAN	0	---

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CANADIAN LIBRARY WEEK IN WINNIPEG

Canadian Library Week was marked this year in Winnipeg with two note-worthy endeavours. The Friends of the Winnipeg Public Library and the Junior League of Winnipeg combined to sponsor a dinner in Eaton's Grill Room on the evening of April 14th, where Mr. Farley Mowat delighted an audience of over two hundred with a wry account of a precarious voyage off the shores of Newfoundland. His naturalness and spontaneity added much to the stature of the man whose books have had such impact. Here indeed is a phenomenon - an author who holds his audience in thrall behind a lecturn or a typewriter.

The second event of the evening afforded an opportunity to view the formal opening of the Book Fair on Eaton's sixth floor, sponsored by the Junior League for the Winnipeg Public Library. The Manitoba Authors Association had assisted in selecting a collection of rare books and books by Manitoba authors, and the Winnipeg Public Library was responsible for a fascinating display of banned books, children's books, teen-age books, both hard and soft covers, a hard cover Home Library for under \$100 and a Home Library in soft covers for \$25. Samples of books published in Manitoba (including some 12 different languages), a Celebrities Choice display, and on-the-spot demonstrations of book repair and children's book illustration completed the exhibits which were open to the public for the remainder of Canadian Library Week and aroused much interested comment.

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Chairman:..... Miss Lyle Evans, Saskatchewan  
Recorder:..... Miss Nan Florence, Manitoba

SCHOOL LIBRARIES IN MANITOBA

It is difficult to sum up the school library situation for Manitoba with any degree of accuracy since the few statistics available for tabulation fail to present any clear picture of the effectiveness of library service to students. The entire provincial system is in a state of flux in its current change to larger secondary school divisions. Reports from division boards and from school inspectors vary so greatly that even an average does little to clarify the situation. For example, the list of 355 secondary schools shows a range of enrollments from 2 students in Rosengart Continuation School to 1152 at Daniel McIntyre Collegiate! As student population and school equipment vary, so varies the school library. Perhaps the best that can be done is to reduce the essentials to a few tables, with an added comment or two:

1. 1959-1960 School Population

Elementary Enrollment .....	147,941
Secondary Enrollment .....	36,397
Total .....	184,338

2. 1959-1960 Librarians

Professionally Trained .....	2
Certificate or Diploma .....	5
Others .....	57
Total .....	64

3. 1959-1960 Secondary Schools

Collegiate Institutes .....	109
Collegiate Departments .....	46
Two-Room High Schools .....	46
One-Room High Schools .....	115
Continuation Schools .....	7
Junior High Schools .....	32
Total .....	355

4. Library Finance

(a) Grants to Schools in Divisions:

Elementary ..... 50% of total expenditure (to maximum of \$20 per teacher)  
 Secondary ..... 50% of total expenditure (to maximum of \$32.50 per teacher)

(b) Grants to Schools not in Divisions:

Elementary ..... Allowance for an order of \$22.50 per teacher

Secondary ..... A complicated formula: (No. of secondary schools grants + 1)  
X \$12.50 !

(c) Winnipeg School Division receives grant on divisional basis but allocates funds to schools thus:

Kindergarten .....	\$25 per room
Elementary grades .....	\$1.70 per student

5. Book Selection and Purchase:

- (a) Orders are normally channelled through the Department of Education's Textbook Bureau which handles the heaviest clerical work, economizes on bulk orders, and operates at cost.
- (b) Direct orders to publishers may be undertaken with consent of the School Inspector.
- (c) Both the Department of Education Library and the Textbook Bureau publish booklists from which each school staff may make up its order.
- (d) One- and two-room schools are supplied with books purchased by the Department of Education Library.
- (e) Winnipeg Schools operate under a special arrangement whereby books may be ordered from any source so long as the Bureau handles the actual ordering and is supplied with necessary details of place, publisher, price, etc.

With no supervisor of school libraries and no responsible body concerned solely with the school library problem, Manitoba's progress in this area of education has been governed by the local situation consisting of the interest of parents and students, the support of the local school board, the ingenuity and energy of the teacher. It is fairly safe to say that at the elementary level, there are no central school libraries, while in the secondary schools of the province, the central school library with scheduled library periods and a staff supervisor has until now been largely confined to urban centres. However, the change to divisional collegiates in the last two years has brought a marked alteration. With the exception of a few areas where sparse settlement and uncertain transportation makes the larger unit impractical, the new schools all show central libraries of either one- or two-classroom size. This advance goes hand in hand with increasing grants for book purchase which promise larger libraries for this and future generations of students.

Provision, then, is already being made, at the secondary level at least, for larger schools with specially allocated library space. For the building of good book collections Table 4 shows that funds are available, subject to the willingness of the local school board to spend their share. The problem of administration is shown in Table 3 -- only two professionally trained and five certificated librarians are reported in the entire province. Other library supervision is provided by regular teachers on either a full-time or part-time basis, and all lack the assistance of a qualified director.

#### SCHOOL LIBRARIES IN SASKATCHEWAN

The Saskatchewan Association of School Librarians, a division of the Saskatchewan Teachers' Federation, is currently working on a survey of school libraries in the province with a view to establishing standards. In another year a very complete and accurate report could be given. The following report, therefore, is based on annual reports of school systems to the Department of Education, the Survey of Libraries Part II: Academic Libraries by the Dominion Bureau of Statistics and a survey of secondary school libraries made for the Young People's Section of the Canadian Library Association. It is of necessity incomplete and only approximate.

#### Organization

##### A. Secondary Schools

The Dominion Bureau of Statistics Survey of Libraries 1958-59 stated that all secondary schools in Saskatchewan in population centres of 10,000 and over, except one, reported having a centralized school library. All of the other secondary schools in the cities and a number of the composite schools throughout

the province also have central libraries. There are still a number of secondary schools of sufficient enrollment to warrant a central library which do not have them. A small number of these central libraries, chiefly in the larger cities, are well organized and well administered.

## B. Elementary Schools

Lloydminster and Weyburn have pioneered in the development of centralized libraries in elementary schools in the province. Saskatoon has also made a start with central libraries in three new schools. The Swift Current elementary school system plans to embark on a program of centralized school libraries next fall. No school system in Saskatchewan, either secondary or elementary, has a supervisor of school libraries although the size of several of the school systems certainly warrants one.

## C. School Units

The rural areas of the province are divided into fifty-six school units, six superintendencies, and the Northern Areas Branch. Each school unit has a central library varying from well developed materials centers containing filmstrips, records, etc., as well as books, to little more than the keeping of some basic library records. Each school has a core or basic collection of books. Books are mailed from the central library to the schools and back again with the school unit board paying the postage both ways. Boxes of books are also circulated from the central library and from school to school. In other areas the teachers visit the school unit central library and personally select the books and other materials needed for curriculum units as well as for recreational reading.

### Staff

In the cities there are fourteen full-time and thirteen part-time school librarians in the secondary schools. Of these, five have library degrees and five more are taking training at library schools either in the academic year or in Summer School. There is no one in charge of an elementary school library with a library degree. The school units have fifteen supervisory assistants who also are the librarians and fourteen school unit librarians. Thus, about half of the school units have school librarians all of whom have teacher training but none of whom have a library degree.

### Budget

The secondary schools in Regina spent two dollars per pupil last year on books plus a maintenance grant of five hundred dollars per collegiate. Saskatoon secondary schools spent considerably less than this, though the exact figure was not reported. Other secondary schools throughout the province also spent less than Regina.

The Saskatoon elementary schools spent \$27,000 or \$2.61 per capita on books for the schools last year. Regina spent \$17,395 or \$1.29 per capita on books. Prince Albert city spent \$10,884. Moose Jaw and the smaller cities did not report nor were there any reports from the separate schools.

The school units spent a total of \$198,260 on school libraries. The average amount per unit was \$3,262.66, a per capita amount of approximately \$1.50 per student.

### Book Stock

The current reports to the Department of Education do not state the number of volumes in the various systems. The Dominion Bureau of Statistics Survey of centres of population over 10,000 states on Page 24 that "wide variations of bookstock were reported from province to province, with Saskatchewan and Alberta reporting six or more books per pupil served, and Newfoundland and Prince Edward Island reporting two or less books per pupil served. Saskatchewan leads in the number of volumes in secondary schools in centres of population of 10,000 and over." It is safe to say that in the school units Saskatchewan is also well up in the number of volumes.

Chairman: ..... Miss Ruth Bugey, Manitoba  
Recorder: .. Miss Betty Carney, Saskatchewan

SPECIAL LIBRARIES IN MANITOBA

A special library is the focal point for informational services in a company or organization and can be evaluated in terms of its facilities, resources, staff, services and its place in the organization.

However, there is no available set of standards for special libraries although the Special Libraries Association and certain Divisions thereof have committees working in an attempt to evolve such standards. This is difficult to accomplish because of the variety of size and type of service provided.

Since the object of this survey is to reveal resources in the special library field the attached questionnaire (see Appendix A) was sent to organizations which were believed to have significant collections in various subject fields (see Appendix C). Replies were received from nineteen of the twenty-two libraries to which questionnaires were sent (see Appendix B for synthesis of statistics).

This analysis reveals resources in a wide variety of subject fields. However, in order that these resources may be utilized to the fullest extent the libraries should be administered by qualified librarians and must have strong management support and a clear understanding of their importance in their organization.

APPENDIX "A" - Special Libraries Questionnaire

Name of organization -  
Type of organization -  
Place of library in the organization -  
Staff: a) Number -  
      b) Qualifications - 1. Professionals --  
                          2. Subject specialists -  
                          3. Clericals -

Reference materials: a) Books --  
                      b) Pamphlets -  
                      c) Periodicals -  
                      d) Microfilm -  
                      e) Pictures -  
                      f) Other -

Organization and control of materials: a) Classification -  
  b) Catalogue -  
  c) Circulation -

Physical facilities: a) Area -  
                      b) Special equipment -

Extent of service: a) Management -  
                      b) Staff -  
                      c) Public -  
                      d) Hours of operation -

Remarks -

Date .....

Signature

Types of Organization and Subject Materials

Agriculture (Scientific and economic aspects) .....	2
Hospital and Rehabilitation .....	5
Insurance .....	2
Law .....	1
Liquor control and alcohol education .....	1
Mining and metallurgy .....	1
Industrial minerals and construction equipment ....	1
Music .....	1
Newspapers .....	2
Power and energy .....	1
Radiation detection and geophysical instruments ...	1
Western Canadian history .....	1

Administration

By professional librarians .....	3
By subject specialists .....	8
By clericals .....	8

Extent of Service

Management and staff .....	19
Public (Reference only) .....	11

APPENDIX "C" - List of Manitoba libraries to which questionnaire was sent

The Great-West Life Assurance Company	Winnipeg Free Press
Insurance Institute of Winnipeg	Manitoba Hydro
Canadian Broadcasting Corporation	Winnipeg Tribune
Research Dept., Dept. of Agriculture (Canada)	Hudson's Bay Company
Library, Law Society of Manitoba	United Grain Growers Limited
Hudson Bay Mining and Smelting Company	Deer Lodge Hospital
Society for Crippled Children & Adults of Man.	St. Boniface Hospital
Royal Canadian Air Force, Winnipeg	Winnipeg General Hospital
Canadian Army Manitoba Area Command	Grace Hospital
Nuclear Enterprises Limited	Misericordia Hospital
Winnipeg Supply and Fuel Company	Liquor Control Commission

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SPECIAL LIBRARIES IN SASKATCHEWAN

A Survey -- April, 1961

Purpose

The purpose of this survey is to determine the extent of organization of special library services and to indicate the resources in special subject fields in this Province.

Definitions

A library will be considered to exist when an institution, association, private company, or government body, centralizes its books and reference materials and allocates to one or more individuals the responsibility for their organization and use. Libraries of the Canadian Government, special Commissions or Corporations of the Saskatchewan Government, and of private corporations will be the main concern of this report, although the collections of some Provincial Government Departments will be mentioned to show the location of related material in some instances. Large branches of the University of Saskatchewan Library will be included for the same reason.

Since the nature of Special Libraries has made it difficult to establish minimum standards for them, no evaluations will be attempted in the following account. Loan policies vary, but many of the libraries contacted stated that they would lend to libraries or to individuals requiring material of a specialized nature. More detailed information about the size, staff, and activities of the libraries mentioned will be found in Saskatchewan Libraries: a Preliminary Directory, issued by the Saskatchewan Library Association last year.

### Business and Economics

A library to organize the material of the Saskatchewan Power Corporation and its branches has been established recently in Regina. Its main subject fields are business administration and engineering accounting. A collection of books and pamphlets in public administration, economics and finance is maintained by the Budget Bureau of the Provincial Government. Specialized material on insurance is located at the Saskatchewan Government Insurance Office.

The largest library in the field of co-operation is that of the Saskatchewan Department of Co-operation and Co-operative Development. The Co-operative Union of Saskatchewan, Regina, has a small collection, including films. The Centre for Community Studies, Saskatoon, has a well stocked library in the social sciences. The Saskatchewan Department of Social Welfare and Rehabilitation supplies material for social workers in its employ and collects reports of government departments and private agencies engaged in social welfare work.

### Law Libraries

The Law Library, University of Saskatchewan, functions as a branch of the University Library, serving the College of Law and other colleges. Its facilities are also available to members of the Law Society of Saskatchewan.

The Law Society of Saskatchewan maintains an extensive collection of law books, reports and statutes at its Regina headquarters, and a smaller collection of the same type at the Court House, Saskatoon. This material is restricted to the legal profession.

The Crime Detection Laboratory of the R.C.M.P., Regina, has built up a collection on scientific subjects, particularly in the forensic sciences. Other reference material at Depot Division is limited.

### Medical Libraries

The largest library of this type is the Medical Library of the University of Saskatchewan. This Library, a branch of the University Library, serves the College of Medicine, the School of Nursing, and the University Hospital. In addition, it provides help to the health personnel of Saskatoon and district, and reports a growing extension service to other parts of the Province.

Libraries for the use of local medical personnel have been established at St. Paul's Hospital, Saskatoon, and the Grey Nuns Hospital, General Hospital, and Medical Arts Clinic, in Regina. Special collections on cancer are maintained at the Allan Blair Memorial Clinic, Regina, and at the Saskatoon Cancer Clinic and the Cancer Medical and Research Institute, in Saskatoon.

The Department of Public Health, Regina, has organized a library for departmental use. A small branch of this Library has been set up at the MacNeill Clinic, Saskatoon, with a collection of books in psychiatric medicine and social work. A larger collection in the same subject field has been developed for staff use at the Saskatchewan Hospital, Weyburn,

Three special libraries in basic and applied science are now located on the campus of the University of Saskatchewan, Saskatoon. These are the National Research Council (Prairie Regional Laboratory) Library, with a large collection in agriculture, biology, chemistry and chemical technology; the Saskatchewan Research Council Library, with material in chemistry, physics, and engineering; and the Canada Agriculture Research Station Library, specializing in various aspects of agriculture, botany, entomology, and forestry. The Canadian Department of Agriculture also has small branch libraries in related subject fields at Indian Head and Swift Current Experimental Farms. In Regina, the Department has centralized technical material in agricultural engineering in the PFRA Library, which serves 15 field and project offices as well as the local headquarters.

Reference libraries stressing agricultural economics and statistics are provided for staff use by the Saskatchewan Department of Agriculture and the Economic Advisory and Planning Board. A valuable collection in natural history, as yet not fully organized, is located in the Saskatchewan Museum of Natural History, Regina.

The Library of the Imperial Oil (Producing Department) Regina, is an example of a library created to serve a private company. It includes technical books, periodicals, and reports in the field of engineering, geology, and geophysics.

Other

The Regina Leader-Post has assembled a file of clippings, photographs and reference books related to its needs and to local history. Large files of newspapers, both bound and on microfilm, are available for consultation.

The Visual Education Branch of the Saskatchewan Department of Education has an extensive collection of films, film strips, slides, and pictorial material. All subjects of the school curriculum are represented.

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SURVEY OF COLLEGE AND UNIVERSITY LIBRARIES IN MANITOBA AND SASKATCHEWAN

Chairman: ..... Miss Kay Gillespie, Manitoba  
Recorder: ..... Miss Ruth Murray, Saskatchewan

For purposes of this survey the University of Manitoba and its affiliated colleges have been placed in the category of "College Libraries". A College Library, according to A.L.A. definition, is in a college or university which emphasizes four years undergraduate instruction and may or may not have graduate programs leading to a Master's degree. Manitoba's Medical library and Dental library, included in this survey, do not conform to this definition, but since they are constituent colleges, serving primarily the student body, they have been included. In Saskatchewan, all Colleges listed in Canadian Universities and Colleges, National Conference of Canadian Universities and Colleges, Ottawa, 1960, were included whether affiliated or constituent, as well as the University of Saskatchewan.

The A.L.A. Standards for College Libraries, 1959 has been used as a guide in evaluating present library resources. There are presently no C.L.A. standards for evaluating college and university libraries.

Since current statistical data for university and college libraries was not available, your committee sent out a questionnaire, based on the D.R.S. Survey of Libraries, Part 2, Academic Libraries, 1958/59, to the Manitoba and Saskatchewan libraries. It called for detailed information, which, when applicable, provided a basis for comparison over a period of years. Replies were received from six of the eight colleges in Manitoba whose libraries were sent the questionnaire. Eight out of fifteen libraries replied in Saskatchewan.

1. 50,000 volumes set as the minimum for the operation of a college library (600 students), 10,000 volumes for each additional 200 students; a slowdown in rate of growth as number of volumes reaches 300,000.  
2 of the 6 reporting Manitoba colleges fell below requirements.  
2 of the 8 reporting Saskatchewan colleges fell below requirements.
2. Library budget should be 5% of total institutional budget.  
Only 2 of Manitoba colleges supplied this percentage. Both were well below standard.  
This information was not supplied in Saskatchewan by any library.
3. Allocation funds for salaries should be almost twice that for books.  
2 of the 6 Manitoba colleges fell below requirements.  
Only 2 Saskatchewan colleges gave salaries, and these fulfilled the requirements.
4. Three professional librarians constitute minimum number required for effective service; chief librarian and staff members responsible for readers services and technical processes. Formula to be worked out for ratio of professional to clerical staff in larger libraries. (New York State University formula provides for 5 professional and 3 clerical added for each 500 students).  
4 of the 6 Manitoba colleges fell below requirements.  
2 qualified in Saskatchewan, and the standard was scarcely applicable to most of the others.
5. Seating capacity should be one third of enrolment.  
2 of the 6 Manitoba libraries were below.  
3 of the 8 Saskatchewan libraries were below.
6. Professional librarians should have faculty status. (Questionnaire did not bring this out).  
In Manitoba, the Head Librarian of the University of Manitoba has faculty status. Others do not. Status not known for affiliates.  
In Saskatchewan, the two libraries where it applies, the Head Librarian and assistant librarian have faculty status. All others on the staff do not.

While using the AIA Standards as a measuring rod, we must bear in mind the words of their committee that "College libraries are far too complex and far too different from one another to permit rigid nation-wide regulation of details", and that the function of the library is to meet the "specific educational objectives of the institutions", as well as "play its role in the community and in the realm of scholarship beyond the campus".

We have indicated the areas where our services are below the standard requirements but these negatives do not comprise the whole and a true assessment must appreciate what our resources are as well as what they are not.

The University of Saskatchewan Library, serving 4,350 students, has a book stock of 185,770 to which is added annually 10,000 volumes. It has over 3,000 serial titles. In three years it has added 53 microcard titles, 36 microfilm titles and 430 sound recordings. A staff of 12 professional librarians, 20 assistants, and 32 students are employed. Circulation, 1959-60, was 156,167, and interlibrary loan service included 764 items borrowed and 896 items lent. The library has a manuscript collection and a fine library of Canadiana. It handles displays of art and sculpture, as well as book exhibits, and arranges music programmes twice weekly.

Regina College is embarking on a programme of expansion, and any figures given will be almost immediately out of date. Its budget for 1960/61 is already three and one-half times that of a year ago. The College of Notre Dame has a book stock of 30,000 containing valuable incunabula, plus a library of 1000 filmstrips and several hundred tapes.

The University of Manitoba library, serving 4,299 students, has a book stock of 220,981, with an annual increase of over 10,000 volumes. It has over 1700 periodicals. The library contains 135 microcard titles, 45 microfilm titles, and 294 films. A staff of 14 professional librarians, 20 assistants and 40 students are employed. Circulation, 1959/60 was 178,518, and Interlibrary Loan service included 505 items borrowed and 681 items lent. Its special collections include valuable Icelandic and Slavic literature. The Library's exhibition hall and film theatre are used regularly for exhibits and screenings of numerous cultural subjects.

Brandon College opened its new library in 1960, with provision for two professional librarians and increased clerical staff, to handle a book stock which has grown from 11,000 to 18,000 in two years. The past 4 years have seen the opening of new library quarters for three Manitoba affiliated colleges, a new Dental College Library and two faculty libraries. Space is insufficient to itemize the holdings of all college libraries.

This general survey of our resources, their adequacies and shortcomings, has been prepared for consideration at the Joint Conference, where it is intended that discussion amongst our group will bring forth recommendations as to how we may best maintain and improve our services.

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SURVEY OF GOVERNMENT LIBRARIES IN MANITOBA AND SASKATCHEWAN

Chairman: ..... Mr. John Archer, Saskatchewan  
Recorder: ..... Miss Marjorie Morley, Manitoba

PROVINCIAL LIBRARY OF MANITOBA

LEGISLATIVE LIBRARY OF SASKATCHEWAN

Established by what authority

Act of Legislature

Standing Orders of Legislature

Reports to

A Cabinet Minister

Through Speaker to Legislature

Budget 1960-61

\$61,070 voted as part of annual budget of Province

\$61,500 voted as part of annual budget of Province

Salary levels

Meets general standards of Civil Service Levels. Generally competitive with public libraries

Part of general wage structure negotiated by Saskatchewan Civil Service Association

Staff

4 librarians  
1 archivist  
2 technical assistants  
4 clericals

5 librarians  
1 archives assistant  
5 clericals

Specified responsibilities

1. Reference & research for M.L.A.s
2. Reference & research for public service officials
3. Responsible for Archives
4. Charged with stimulation and promotion of public library service in the prov.
5. Responsible for administration of certain departmental libraries

1. Reference & research for M.L.A.s
2. Reference & research for public service officials
3. Responsible for professional aid and advice to departmental libraries
4. Book purchaser for all government book needs

PROVINCIAL LIBRARY OF MANITOBA

LEGISLATIVE LIBRARY OF SASKATCHEWAN

Extensions of responsibility

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. Distribution of sets of Manitoba documents</li> <li>2. Interlibrary loan service</li> <li>3. Co-operation with National Library in listing all Manitoba publications</li> </ol> | <ol style="list-style-type: none"> <li>1. Public records retention</li> <li>2. Archives division</li> <li>3. Interlibrary loan service</li> <li>4. Co-operation with National Library in listing all Saskatchewan publications</li> </ol> |
|---|---|

Resources

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. Books - 69,000</li> <li>2. Pamphlets &amp; documents - 540,000</li> <li>3. Periodicals - 321 exc. gov't serials</li> <li>4. Newspapers - 143</li> <li>5. Maps - fair collection</li> </ol> | <ol style="list-style-type: none"> <li>1. Books - 69,000</li> <li>2. Pamphlets &amp; documents - 200,000</li> <li>3. Periodicals - 380 exc. gov't serials</li> <li>4. Newspapers - 200</li> <li>5. Maps - fair collection</li> </ol> |
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Special Collections

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. Provincial history</li> <li>2. U.S.A. gov't documents</li> <li>3. Manitoba gov't documents</li> <li>4. Historic photographs</li> </ol> | <ol style="list-style-type: none"> <li>1. Provincial and local history</li> <li>2. Saskatchewan &amp; Territorial documents</li> <li>3. Law and Parliamentary history</li> <li>4. Historic photographs</li> </ol> |
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Departmental Libraries

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. Public Health (Professional staff - sizeable collection in particular field)</li> <li>2. Agriculture</li> <li>3. Education (Does reference, etc. by mail)</li> <li>4. Teachers' College</li> <li>5. Other smaller collections (Nos. 3-5 not under administration of Provincial Librarian)</li> </ol> | <ol style="list-style-type: none"> <li>1. Public Health (Professional staff - good collection in field)</li> <li>2. Education (Professional staff as supervisor of School Libraries)</li> <li>3. Teachers' College</li> <li>4. Economic Advisory &amp; Planning Board (Statistical &amp; research collection)</li> <li>5. Budget Bureau (Administrative field)</li> <li>6. Co-operation (Specialized collection)</li> <li>7. Other small collections</li> </ol> |
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General Note

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|--|---|
| <ol style="list-style-type: none"> <li>1. Over 65% of budget on salaries</li> <li>2. Ratio of professional to clerical - one to one</li> <li>3. Budget, staff, area of responsibility still expanding</li> <li>4. General high professional standards</li> </ol> | <ol style="list-style-type: none"> <li>1. Nearly 70% of budget on salaries</li> <li>2. Ratio of professional to clerical - one to one</li> <li>3. Budget, staff, area of responsibility still expanding</li> <li>4. General high professional standard</li> </ol> |
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----- SHORT COURSE FOR LIBRARY ASSISTANTS -----

The Short Course for Library Assistants will not be offered this year. A minimum enrolment of fifteen students was economically necessary, and only eleven applications had been received at the close of registration.

----- MANITOBA LIBRARY ASSOCIATION SCHOLARSHIP -----

The Manitoba Library Association is offering a scholarship of \$200 to any accredited Canadian Library School. Applications are available from the secretary, Mrs. G. A. MacMillan, 123 Pinedale Ave., St. Boniface, and must be returned by May 30th, 1961.

An opportunity for public library trustees in Manitoba and Saskatchewan to get together to study the present status of library service in these provinces, and to take a long look forward into the future, is provided in the programme of the joint Manitoba-Saskatchewan Library Association Conference to be held in Regina on May 26-27.

A special session for trustees is scheduled for Saturday morning and will be held in Saskatchewan House, where all the meetings of the conference will take place. Mrs. Harold Robson, former chairman, and now a member, of the Winnipeg Public Library Committee will be chairman, assisted by Mrs. C. D. O'German, chairman of the Fort Garry Public Library Board and Mrs. Harold Moore, member of the St. Vital Library Board. These veteran trustees have prepared a programme for discussion that could keep the meeting busy far beyond the time allotted to it, and it is their hope that all members attending will come prepared to express their opinions on the matters presented to them.

Government grants and regional libraries are perennial subjects for trustees to talk about, but some of them are better than others and they can all be improved. We can help to do this if we have a definite objective in view. The Manitoba Trustees executive would also like to find out why applications for the excellent short library course failed to materialize. We also hope there will be time to talk briefly about the Canadian Library Trustees Association and what we can do to support it, as well as the Canadian Library Association itself. And finally, if there is any matter of new business that any trustee or library board wishes to have brought up at the meeting, send it along to the secretary, Mrs. M. Tegelberg, 506 Victoria Avenue West, Transcona, Manitoba.

The difficulty of bringing public library trustees together for a meeting is one for which there is no easy solution in the prairie provinces. Distances are great, libraries are far apart, and trustees are usually particularly busy people who cannot take the time to be away from their occupations. However, the executive of the Trustees Section, Manitoba Library Association, who are sponsoring this meeting in Regina, extend a very warm invitation, indeed it is a challenge, to all trustees who can possibly do so to come to Regina and give us all the benefit of their opinions and experience.

GREW WINTER, Chairman,  
Trustees Section.

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**EDITOR'S NOTE**

Unfortunately Joan Dawson is unable to continue as editor of the Bulletin. Her heirs, Mrs. Joan Carlson, Janice Dietch, Peggy Gardiner and myself express our appreciation for past efforts and sound advice concerning this and future issues. Please note, Joan, that it has taken four of us to replace you.

However, with or without a committee, the editor cannot edit without reporters and this is where YOU come in. Let us hear from you, let us know what you would like to see in what is, after all, YOUR publication.

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e BULLETIN, February 1961, Volume 9, No. 1 -----

age 7 - The signature of the letter to the editor was inadvertently omitted.  
The letter was written by Mrs. Harold Moore.

age 9 - "Stuggs" should have read "Stubbs".