A detailed botanical illustration of a flowering plant, likely a Banksia, set against a dark, textured red background. The illustration features several stems with long, narrow, green leaves. The flowers are a vibrant pink color with numerous stamens, while the buds and some developing flowers are a pale, almost white color. The composition is dense and fills most of the frame.

THE  
LIBRARY SERVICE  
OF  
WESTERN AUSTRALIA

1960 - 61

THE LIBRARY BOARD OF WESTERN AUSTRALIA



THE LIBRARY BOARD OF  
WESTERN AUSTRALIA

THE LIBRARY SERVICE  
OF  
WESTERN AUSTRALIA

1960-61

9th Annual Report of the Board

PERTH, 1961



## CONTENTS

---

	Page
<i>General Survey</i> ....	7
<i>Public Libraries</i> ....	8
<i>Departmental Activities</i> ....	14
<i>Headquarters—</i>	
<i>Accessions Section</i> ....	16
<i>Catalogue Section</i> ....	18
<i>Circulation Section</i> ....	19
<i>State Library—</i>	
<i>The Battye Library and State Archives</i> ....	22
<i>Library of Business, Science and Technology</i> ....	24
<i>Library of Social Sciences, Philosophy and Religion</i> ....	26
<i>Library of Literature and the Arts</i> ....	27
<i>Information Centre</i> ....	28
<i>Bibliographical Centre</i> ....	29
<i>Professional Education</i> ....	30
<i>Acknowledgments</i> ....	31
<i>Appendix: List of public libraries</i> ....	32



THE LIBRARY BOARD OF WESTERN AUSTRALIA

*Members as at 30th June, 1961:*

Professor F. Alexander, M.A., *Chairman*  
Mr. L. W. Nenke, J.P., *Vice Chairman*  
Cr. C. N. Harris, J.P., A.A.S.A.  
Cr. C. L. Harvey, J.P.  
Mrs. L. S. Higgins  
Cr. B. W. F. Lee  
Mr. R. W. Manning, W.A.O.A. (Dip.)  
Mr. G. Richards  
Mr. T. H. Roberts, M.A.  
Dr. T. L. Robertson, M.A., Ph.D., Dip.Ed.  
Mr. A. H. Rushton, J.P.  
Mr. J. E. Try  
Professor K. F. Walker, M.A., Ph.D., Dip.Anthropology,  
F.B.Ps.S.

---

*State Librarian:*

F. A. Sharr, B.A., F.L.A.

---

*Communications should be addressed to:*

The State Librarian,  
3 Francis Street,  
Perth.

Telephone : 28 2461





## GENERAL SURVEY

THE principal characteristic of this year has been a series of reorganisations within the Board's activities in preparation for a major programme of development next year.

The intake of new books increased by over 50 per cent. Circulation Section was moved from Havelock Street to much more efficient premises in the Murray Street Annexe ; a substantial amount of lesser used material was also moved to Murray Street from the State Library to relieve the overcrowding in the stack ; the main reading room of the State Library, Hackett Hall, was renovated and new lighting installed thus completing the renovation of the building begun in 1956 ; a bulk handling system for books in Accessions and Circulation Sections was devised and installed ; and a thorough stock revision programme in the Library of the Social Sciences was started.

All this was made possible and necessary by the greatly increased Government support received this year, for which the Board wishes, at the outset of its report, to express most warm appreciation to the Minister (the Honourable A. F. Watts, C.M.G., M.L.A.) and to the Government. It will result, next year, in the largest programme of development of new libraries in the Board's history.

The Board learnt with satisfaction of Cabinet's decision to allocate a site for a new combined Headquarters and State Library building. The site selected is very well situated and the Board looks forward to the time when the new building may be commenced.

In April, Western Australia was visited by Dr. M. F. Tauber, Professor of Library Science at Columbia University, New York, who is conducting a survey of library resources in Australia on behalf of the Australian Advisory Council on Bibliographical Services.

No change took place in the membership of the Board during the year. The Chairman (Professor F. Alexander) was absent from the State from February to May 1961, and the Vice Chairman (Mr. L. W. Nenke) acted as Chairman during this period.

The Board approved the establishment of a Central Music Library to be housed within the State Library building. The initiative came from the Music Council of Western Australia who offered to donate, and organise the collection of, a substantial quantity of musical scores towards the initial stock, if the Board would organise and develop a lending library of music.

Planning the new service began at once, with a theoretical analysis and selection of various classification and cataloguing procedures. Before the library can be started it will be necessary to clear the books which at present occupy the area set aside for it. This could not be done before the major move of stack material to the Murray Street Annexe had been completed. It is hoped to be able to report more fully on the library as a going concern next year.

In October, the State Librarian returned from long service leave. During his leave he attended the conferences of the Canadian, American, Swedish and British Library Associations and spent a fortnight inspecting Danish and Swedish public libraries. The library systems of these two countries are of a very high standard, the new library build-

ings in Sweden being exceptionally fine. Already two Western Australian local authorities—Darling Range and Busselton—have approved new buildings which embody Scandinavian concepts. One of the basic ideas in the new bulk handling system also originated in Scandinavia. The Board, of course, incurred no expense in connection with these visits abroad, since they were undertaken during a normal leave period.

During the absence of the State Librarian, Mr. James Hammond was appointed Acting State Librarian; in November the Board resolved to record its appreciation of his service during this period. In March Mr. Hammond proceeded on long service leave and Miss Florence McKeand was appointed Acting Chief Assistant Librarian.

### PUBLIC LIBRARIES

There are now 47 public libraries in the service, covering 53 local authorities, which are listed in the Appendix.

Books totalling 19,845 volumes (as against 31,480 volumes last year) have been supplied for:—

six new public libraries at:

Port Hedland	Williams
Wanneroo	Pingelly
Mount Magnet	Trayning

two "extension services" at:

Princess Margaret Hospital, and  
the Ord River Diversion Dam site (Kununurra);

three existing public libraries in completion or supplementation of their stock.

The sharp reduction in the number of volumes issued to new libraries was due to the effects of the severe financial limitation in the period 1956–1959. Indeed, the Board was so short of books at the end of last year that it was unable to complete the stocking of Osborne Central Library until this year. As a result no development programme for this year could be planned ahead.

Since all books must be carefully chosen (over 17,000 different titles were added this year) and the majority must come from overseas, there is an inevitable delay of at least six months after finance becomes available before the books actually arrive. The situation at the end of the year under review was much healthier, and the Board has already approved a development programme for next year of about 50,000 volumes. For the first time since 1956, it is now possible to plan ahead and so enable local authorities to make provision for new buildings to house new libraries.

The recent upsurge of new library buildings by local authorities is remarkable testimony to the regard in which libraries are held "at the

grass roots". New buildings have recently been, or are about to be, erected in the following places :—

Pingelly	Busselton
Tammin	Kalamunda
Melville :	Merredin
Canning Bridge	Kondinin
Stock Road	Mount Barker
Rockingham	Wongan Hills

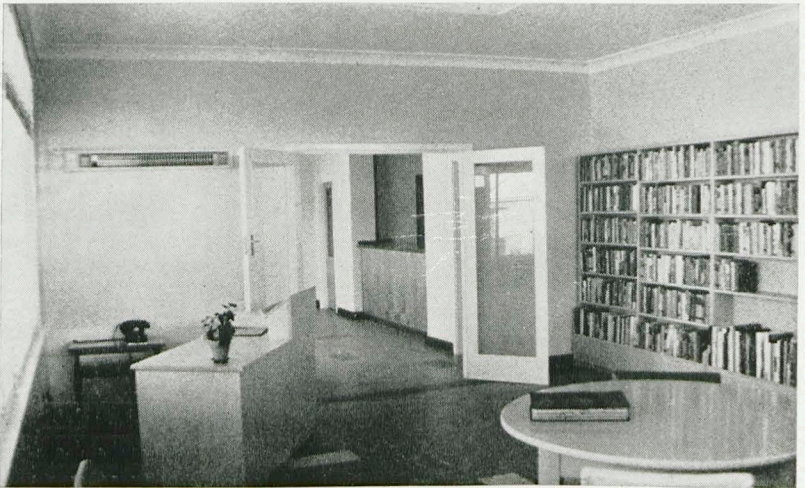
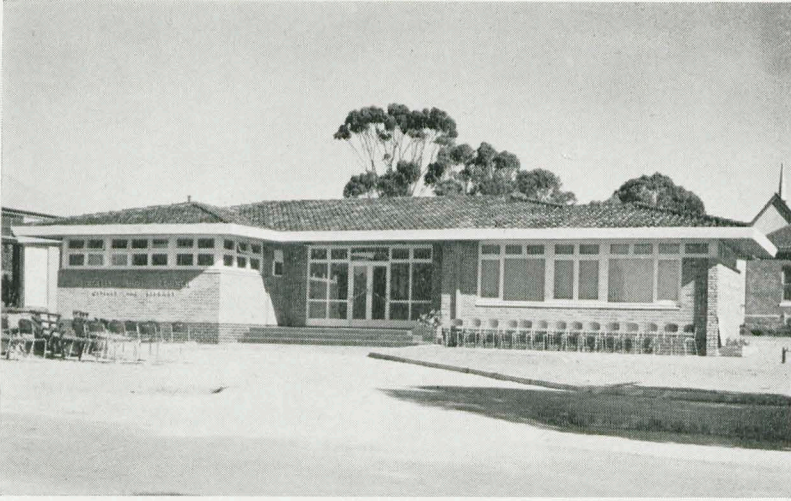
In towns of up to 3,500 population it is now the accepted practice to incorporate the library in new Council office buildings in such a way that the entrance to the library is under observation from the office counter. This enables the library to be open throughout office hours with complete security, and is of particular benefit to country residents who can use the library whenever they have occasion to come to town. From about 3,500 to 5,500 population, the volume of demand is found to be sufficient to justify a part time librarian working about 30 hours per week. Over about 5,500 population full time opening is necessary.

None of the six new libraries opened this year is large, but all are attractive and suitable to their districts. The two "extension services" are not normal public libraries. The library at Princess Margaret Hospital is, like that at Royal Perth Hospital, provided for the nursing and other staff. It enjoys the full range of the Board's service, but the major cost is borne by the hospital authorities.

The library at Kununurra is organised by the main contractors for the Ord River Diversion Dam, Messrs. Christiani, Nielsen & Clough, and is provided for the workers employed by the contractors and by P.W.D. on the site together with their families. The Board lent the bookstock for the library but its maintenance cost is borne by Messrs. Christiani, Nielsen & Clough. Again the full range of services is available.

In view of the current emphasis on development of the North, it is appropriate that two of the libraries opened this year should be at Port Hedland, 1,000 miles, and Kununurra, about 2,000 miles north of Perth. The Gascoyne Public Library at Carnarvon, which serves 46,000 square miles of mainly station country, probably the largest single library area in the world, has had good results in meeting the needs of station folk. Of the estimated 50 stations accessible from Carnarvon over 30 are now regularly receiving books, through the courtesy of the mail contractors. The furthest station served is 230 miles from Carnarvon, as the crow flies (which is not the mail truck route), and the median distance is 98 miles. Work of this sort is real pioneering, with which the Board is proud to be associated.

When a new library opens it is, naturally, greeted with enthusiasm by local readers. The test is whether this enthusiasm lasts and builds up, or fades away in time. The Board has now been operating long enough for this test to be applied. It can be said with confidence that nowhere has enthusiasm faded away, and in most places use and appreciation are steadily building up. The comments of local librarians and readers suggest that the two main reasons are : the high



PINGELLY SHIRE COUNCIL OFFICES AND LIBRARY  
(Population 1,700)

left: Exterior ; the library is to the right of the entrance (Photo  
by courtesy West Australian Newspapers Ltd)

lower left: the main office counter controls the entrance to the library.

below : library interior



standard of the bookstock both in content and in physical condition, together with the ability of the Request and Information Service to provide practically any book asked for.

To support this generalisation, two contrasting examples may be quoted.

*The City of Fremantle* has one of the two oldest libraries in the State, dating from 1851. In 1956 the library became associated with the Board. The following figures show the development over 5 years :—

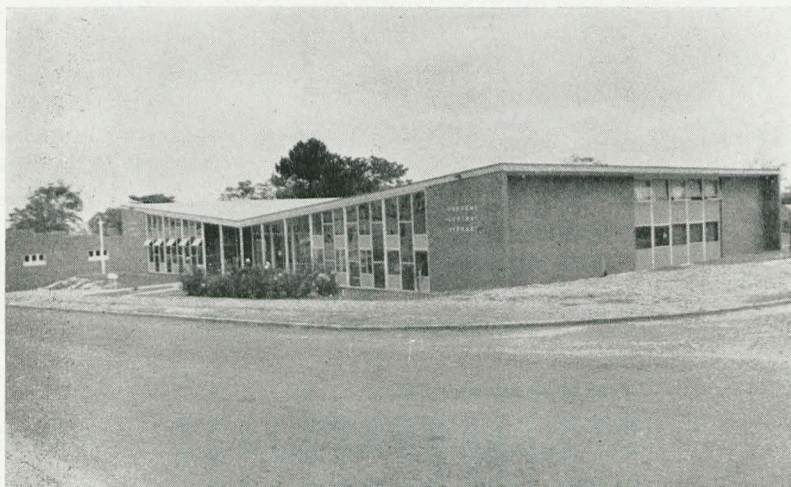
	1955	1960
Book stock (volumes) :		
Fiction ....	8,340	6,855
Non-fiction ....	2,656	10,312
Junior ....	....	4,700
Total ....	10,996	21,867
Staff ....	5	9
Number of members :		
Adult ....	2,400	7,734
Junior ....	....	3,163
Total ....	2,400	10,907
Issues (in thousands) :		
Adult :		
Fiction ....	119	119
Non-fiction ....	20	90
Junior ....	....	51
Total ....	139	260

*The Shire of Moora* has a population of 3,300 including about 850 in the town itself. Before it became associated with the Board (in 1954) it had one of the best small libraries in the State and 142 readers. Now there are 1,109 readers.

Demand on the Request and Information Service continues to grow. A total of 10,418 requests were received from public libraries as against 8,759 last year. It is significant that this increase arose in the main not from new libraries (all of which were established too late in the year to affect the figures significantly) but from growing demand in the older libraries.

The following random selection of requests received on the last Monday in the financial year gives an indication of the type of books for which readers ask :—

	<i>Better Homes and Gardens Decorating Book</i>
Bryant, Sir Arthur ....	<i>King Charles II</i>
Butts, R. F. ....	<i>A Cultural History of Western Education</i>



Osborne Central Library  
(Shire of Perth)

Cole, G. D. H.	....	<i>A Short History of the British Working Class Movement</i>
Collins, F. V.	....	<i>Meat Inspection in Australia</i>
General Motors	....	<i>1949-50 Pontiac Shop Manual</i>
Gibbons, Stanley	....	<i>1961 Stamp Catalogue</i>
Hardy, F.	....	<i>The Later Years of Thomas Hardy</i>
Harrison, R. E.	....	<i>Handbook of Bulbs and Perennials for the Southern Hemisphere</i>
Kendrick, L. D.	....	<i>The Druids</i>
Ogg, O.	....	<i>The Twenty-six Letters</i>
Shirer, William	....	<i>The Rise and Fall of the Third Reich</i>
		A book of instructions on the tempering of steel.
		An M.G. sportscar service manual.
		A book on the harmonic analysis of musical instruments.

In a number of library districts there is a significant aboriginal population. The Board is pleased to report that in every such case, the aboriginals have exactly the same facilities and service in and from the library as white Australians. Naturally, not many of the adults use the libraries as yet, but the children, who attend school, use them and enjoy the books. Sometimes difficulties arise over the proper care and return of books by the children but they are gradually being overcome. It is felt that the libraries can make a valuable contribution towards the integration of these children into the community.

All public libraries have been visited during the year to maintain contact, ensure that the Headquarters service is efficient as seen from the local point of view, and to advise on any difficulties which may have arisen. The Newsletter has continued to be published and distributed to all libraries and staff.

## DEPARTMENTAL ACTIVITIES

### HEADQUARTERS

Briefly the function of Headquarters is to provide the books and central professional services for all public libraries throughout the State and for the reference libraries which comprise the State Library.

It consists of four Sections :—

The Chief Assistant Librarian is responsible for the bookstock of the whole service : selection, balance, condition and discarding.

Accessions Section has the duty of purchasing in the best market, receiving and processing all books, and carrying on all related functions.

Catalogue Section prepares catalogue entries for all books, classifies them, prints the catalogue cards and maintains the Headquarters' catalogues.

Circulation Section puts out books to public libraries in the country and suburbs.

Administration Section carries out all functions concerned with administration, finance, staff, supplies and buildings.

A new bulk handling system for books has been introduced into Accessions and Circulation Sections. It will probably be a surprise to many people to know that such subjects as time and motion study, flow programmes and bulk handling, are a concern of librarians. In a large library system—and the Board is no longer small—the administration must be concerned with such matters, more perhaps than with books, if money which ought to be spent on books is not to be diverted and frittered away in unnecessary staff costs.

Next year Headquarters will be handling over 1,000 volume/movements per day, i.e. books coming into stock, going out to libraries and being returned from libraries in exchanges, etc. Each volume/movement requires a varying number of processes to be performed ; a conservative average would be eight processes per movement, giving a total of 8,000 volume/processes per day. Some of these, such as selection and marking out to libraries or examination for wear and repair, are carried out individually with each volume, the rest involve bulk movement, not only within the Sections but also between Accessions and Circulation Sections a distance of three quarters of a mile.

The principle of the new system is that all movements take place in aluminium troughs 15 in. long holding about  $12\frac{1}{2}$  books each. Thus the unit of movement becomes not a book or a handful of books but 15 in. length of books. These are carried within Accessions and





New type book trolley

Circulation Sections on specially designed trolleys consisting simply of a frame of brackets for ten troughs mounted on casters. Between the two Sections they are carried (by a daily delivery service in a panel van) in stackable trough carriers each holding two troughs.

The trolleys are tall and short, so designed that they can be pushed sideways down a stack aisle, which makes them much more convenient and speedy for shelving than those of conventional length. Care was taken in design and in proving with a prototype to ensure complete stability even if the staff in an excess of spirit try to take corners at speed. A number of removable desk tops were provided so that clerical operations could be carried out without removing the troughs from the trolley.

The trough carriers eliminate the time taken in packing books in boxes or cartons for movement across the city. The troughs are simply transferred from a trolley to a carrier to await collection.

Apart from the greater convenience to all concerned, in itself important, the practical saving arising from the new system may be

judged from one example. The time taken to make up one standard exchange of 120 books has been cut from 88 minutes to 60 minutes.

Handling large quantities of books in a library involves considerable physical effort. The more energy used in physical work, the less is available for accurate mental processes. Inaccuracy leads to wasted time and irritation, not only within the Sections but throughout the system. Even .1 per cent. of error would cause eight mistakes per day, to be cleared up; this would be intolerable. Therefore other equipment has also been installed to facilitate movement of full book boxes weighing 70 lb. each. This includes a special packing frame which supports an empty box while it is packed, tilts it forward for easy fixing of the lid, then turns it on edge and lowers it on to a roller conveyor. It carries out the reverse process with full boxes.

In June, thanks to the courtesy and co-operation of the Director-General of Education and the Director of the Western Australian Museum, an interchange of accommodation was arranged which will permit the last phase of this programme of re-organisation to be completed by the move of the Bindery from the State Library building to the Murray Street Annexe. This will enable Catalogue Section to move into the quarters at present occupied by the Bindery, and Accessions Section to expand into the present Catalogue Section area. The increased throughput of books during the year, together with the space occupied by periodical and serial records, have resulted in extreme congestion and consequent inefficient working conditions in Accessions Section. This move should bring substantial relief to Accessions Section and effect an improvement in the condition of the other two units.

#### **Accessions Section**

*Florence McKeand, A.L.A., Librarian*

The year has been one of intense and concentrated effort in Accessions Section. The duties of the Chief Assistant Librarian relating to book selection and maintenance of book stock devolved on the Librarian: Accessions Section for seven months of the year, during the Chief Assistant Librarian's period as Acting State Librarian and his subsequent long service leave.

The throughput of books processed for Circulation and State Library increased by 52 per cent. (1959-60, 38,354; 1960-61, 58,380), the number of orders typed increased by 32 per cent. (1959-60, 11,702; 1960-61, 15,404), the number of stock requests received from participating libraries increased by 50 per cent. (1959-60, 4,623; 1960-61, 6,913). The attendant work involved in checking, filing and correspondence increased proportionately.

A saving in staff time and storage space for outgoing books has been made in the last two months of the year with the introduction (through the co-operation of the Correspondence Despatch Office) of a daily delivery service of new books from Accessions to Circulation Section and the use of aluminium book troughs which have eliminated the need to pack in cartons.

It has become increasingly clear, however, that this volume of work cannot be carried out efficiently in the Section's present quarters. There is too much double handling of incoming crates and parcels of books, due to lack of receipt and storage space. It is anticipated that the much needed extra space will be made available shortly.

The Board has commented in previous Annual Reports on the lack of good novels in current publication. The position has certainly not improved. The Editorial of the recent Summer Book Number of *The Listener* commented as follows :—"The variety of new books reviewed today in our Summer Book Number seems as wide as usual. The only exception would appear to be novels, omitted because in the words of our reviewer 'the standard of novel writing, or publishing, seems to have reached an all time low'."

In January *The Observer* remarked that apart from paper-backs the emphasis in publishing was moving steadily towards the factual and the useful.

It has always been the policy of the Board to emphasise the factual and the useful, but this should not imply a rejection of imaginative writing. The Board cannot, of course, acquire books which are not published, but it can, and does, regret the undoubted decline in the quality of fiction, which has led, at least in part, to this change in public taste and in publishing policy. The causes of the decline are complex and cannot suitably be discussed in a report such as this, but there is no doubt that the world will be a drearier place if good imaginative literature goes for long out of currency.

The collection of novels in foreign languages has been strengthened during the year. The languages covered at present are French, German, Dutch, Italian and Spanish. At the request of the librarians concerned small circulating collections of these books will be provided for three libraries in the metropolitan area. The collections will be changed at intervals and records kept of their use both by Australian students of foreign languages and by New Australians. The books are also available of course throughout the State through the Request and Information Service.

Serious difficulty has been experienced, particularly in the last year, in obtaining many books not in the best seller class. These difficulties afflict the booksellers from whom books are ordered as much as the Board and cause inconvenience to many serious readers and students. They spring largely from the failure of publishers to deal with booksellers' orders in a business-like manner. A long article by a prominent London bookseller on conditions in the English book trade was published in the Newsletter to acquaint local librarians with the reason for inexplicable delays which might otherwise appear to reflect on the Board's efficiency. The Board regrets these delays and its inability to achieve any significant improvement in a situation unsatisfactory to all concerned. The substantial volume of unfulfilled orders does not make easier the accurate control of expenditure.

Work has continued during the year in receiving and despatching international exchange material, in securing the legal deposit of Western Australian publications under the Copyright Act, and in recording periodicals and serials for the State Library. Particular progress has been made in the work of recording United States Government serial publications on the Shannon Visible Control Record. In all, 5,549 periodicals and serials of all types are now recorded thereon.

Our thanks are due once again to the staff of the Government's London office for their efficient help in handling overseas business.

The bookstock of the Board at 30th June was 413,240 volumes : 222,201 in Circulation stock and 191,039 in the libraries within the State Library.

### Catalogue Section

*C. L. Drake, M.A., A.L.A., Chief Cataloguer*

Variety was not lacking in the tasks which the Section was called upon to perform this year. Since the beginning of 1961 the emphasis has been on junior books of which the number catalogued during 1960-61 was three times that in the previous year. A classified map catalogue was commenced during the year, based on the Library of Congress classification for maps and adopting a number of the recommendations of a recent report sponsored by the Geography and Map Division of the Special Libraries Association. To a further extension of the Board's activity, the organisation of a music library, the Section was not called upon to make any contribution other than clerical assistance and a check to ensure that entries for the scores were in general agreement with the Board's cataloguing practice and with relevant headings already established in the catalogues.

The number of volumes catalogued was 56,518, representing 17,586 titles of which 9,339 (representing 30,520 volumes) were new to the stock. Comparable figures for 1959-60 were 35,126 volumes and 17,202 titles of which 9,274 were new. A total of 265 maps or map-sets were catalogued.

The cataloguing of serials continued, 1,479 main entries being inserted in the Union Catalogue of Serials (last year, 1,649). Entries were also contributed to the Union Catalogue of Scientific Serials in Australian Libraries, maintained by C.S.I.R.O., and to the Union Catalogue of Periodicals in the Social Sciences and the Humanities, maintained by the National Library. As an outcome of the visit of Professor Tauber a special team of assistants checked on the shelves the holdings of all serials which had not been notified to either of these catalogues so that the record of the Board's holdings could be brought up to date. Main entry cards for most of the non-fiction titles added to stock were sent to the National Union Catalogue of Monograph Accessions, at the National Library, and a similar card for each title added to the State Library was sent to the University Library.

Revision of the printed catalogue produced the usual result that about half the pages in the catalogue at the end of the period had been

added during the year. Tests are in progress to determine whether, by a change in the method of production, this rate can be materially improved.

The usual lists of books of interest to farmers have been contributed to the Journal of the Department of Agriculture.

### Circulation Section

*A. T. Pugh, A.L.A., Librarian*

The Section moved to its new quarters in the Murray Street Annexe at the end of July. Some 13,000 volumes were involved and the whole move, including packing, removal of all fittings and shelving, re-erection of shelving and arrangement of books on shelves took four days, the physical removal being complicated by the fact that everything had to be lifted one floor with ropes and pulleys. Compared with the old premises, the new ones are luxurious; the available space being trebled, and an efficient layout now being possible.



Circulation Section : shelving books

This move is only temporary, pending the erection of a building to house the whole of the Board's activities. The first "temporary" home lasted six years and four months. It is hoped that the next and final move will be accomplished after a shorter interval. As the work of the Section increases, the inconvenience of being separated from the other activities of the Board becomes more marked.

A total of 19,845 volumes were supplied to new libraries or to augment the stocks of existing libraries.

Books despatched and received in the exchange programme totalled 83,018 (72,000 last year). 4,955 loans were arranged between libraries and 1,794 were supplied direct from the Section. 10,774 books were sent for re-binding.

In the North and East of the State there are certain areas where a normal public library service could not operate, due to the sparseness of the population. The Board will supply books direct to individual readers in these areas. This service, called the service to readers in isolation, continued to expand slowly, nine new readers being added during the year. However, these readers make up for their lack of numbers by the enthusiasm they display. Indeed the small numbers make it possible for the staff to give personal and individual attention to the selection of books for each reader, even though all of them live hundreds of miles away and no personal contact is possible. One of the difficulties encountered is the infrequency of the mail runs to some of these outlying stations. This was brought home during May when one reader sent a telegram concerning her parcel which was late in arriving. It was then discovered that the parcel had missed by a margin of an hour, the train which connected with the fortnightly mail run. Thus, instead of receiving the parcel within three days, it took three weeks to reach the reader. Air freight is used when it is justified and a direct service is available.

#### *STATE LIBRARY*

The State Library is the reference division of the Library Service of Western Australia. It comprises four subject libraries and two centres.

Two activities affected the whole organisation during the year: the renovation of Hackett Hall and the move of stack material to the Murray Street Annexe.

The main reading room, Hackett Hall, was closed from December to April to permit of major renovation. The aim was to retain the pleasing and dignified proportions of the Hall while modernising its appearance and installing adequate and efficient artificial lighting. A new false ceiling, indirectly lit and including an ample ventilation panel was installed. A continuous band of fluorescent lights in specially designed fittings was fixed to the cornice of each of the two galleries. This has achieved an even spread of light throughout. The whole Hall was repainted. The reading tables were painted in pale green and pale grey, with a hard wearing paint made specially for the purpose, in order to reduce contrast between white paper and the



Hackett Hall at night

surrounding table area, and thus afford readers optically more efficient conditions.

The former Principal Librarian's office was equipped as a Microform Room. Microcard and microfilm readers were installed together with chairs and tables. It will serve two other functions: as a place where readers may use a typewriter or blind students be read to; and for History students from the University who use the library's newspaper holdings for their theses. A couple of bays of newspaper shelving have been installed so that volumes being currently used may be kept in the Microform Room and be readily available.

The complete renovation of the public parts of the State Library building begun in 1956 has thus been completed.

In May some 30,900 volumes of lesser used material and a substantial quantity of archives were moved from the State Library to the Murray Street Annexe where they occupy about  $1\frac{1}{4}$  miles of shelving.

The books to be moved were located throughout the State Library building on all four floors. Hoists erected at three points outside the building and one within allowed the books, packed in tea chests, to be lowered directly to the waiting trucks. At Murray Street the tea chests were raised by hoist to the first floor. Ten men supplied by a contractor, with two trucks, were engaged in packing and moving the material, five staff members in reshelving it. The job was completed in a little over nine working days. It was organised by Mr. Ellis of the Library of the Social Sciences and the Administrative Officer, Mr. Andrews.

There now remains the task of moving round the whole of the remaining material in the stack (about 140,000 volumes) to spread the space so gained usefully throughout the sequence.

It is not really clear whether this move should be regarded as a development or a retrogression. One thing is certain, it was necessary. It is undoubtedly bad to split the stock of the library between two locations. On the other hand the stack had reached such a state of congestion that it was impossible to shelve new material as it was received.

The volume of material moved was about equal to that added in the last five years, since the Board became responsible for the State Library. This gives an indication of how long a respite has been gained by the move. It is to be hoped that the next development will be the erection of part, at least, of the new building.

As Hackett Hall was closed for four months, the following figures are not comparable with those for previous years; however they are included, for the record. The number of books used by readers was 130,141 (155,250 last year); 21,506 information enquiries were recorded and answered (20,970 last year), 7,023 pages of photocopies or microfilm were produced at readers' request or for other libraries (6,823 last year).

### **The Battye Library and State Archives**

*Mollie Lukis, B.A., Librarian and Archivist*

Reference has been made in the last two Annual Reports to the crowded state of the Archives stack. It is satisfactory to be able to begin this report with the statement that, as a result of the recent opening of the Murray Street Annexe, 1,300 feet of additional shelving is now available for storage of archives. Transfer to this area during May of a quantity of the less frequently used records has made much needed work space available in the stack area at the Battye Library, and removed any immediate anxiety about room for expansion.

The development in the last year which had the greatest effect on archival work was the establishment by the government in November of an intermediate repository where departmental records not in constant use can be held for varying periods before being either transferred to the Archives or destroyed. To ensure that the transfer of material takes place in a regular and orderly fashion, departments have been required by the Public Service Commissioner to draw up retention and disposal schedules for the various classes of their records, all of these schedules being submitted in draft to the Archivist for approval before adoption.

As a result of the new programme, departments have given more attention to their records and calls for advice from archives staff have been frequent. Thirty-three departments were visited during the year, in many instances a number of visits being required, particularly to the larger departments. Four hundred and forty-five feet of records



were transferred ; this is the largest quantity ever deposited in any one year, and more than double the annual intake in recent years. Only about half these records have yet been processed ; after completion of their other duties staff have had insufficient time to deal with them, and until the recent move to Murray Street Annexe, work has been hampered by lack of space.

As by no means all departments have yet tackled their backlog of records or compiled disposal schedules, it is probable that the increase both in work with departments and in the flow of records to the archives will continue in the next year. However, when the new system is fully in operation, evaluation and transfer of records will be greatly simplified within the departments and the risk of important material going astray will be lessened.

Among the more valuable series of records transferred during the year were files from the Town Planning Department, 1928-1953 ; Treasury, 1914-1937 and Department of Industrial Development, 1927-1958 ; while those of the Mines Department from 1892 to 1901, the most exciting years of the gold rush, contain much colourful material for students interested in this phase of the State's history.

Nine additional local authorities have deposited their early records ; the minutes and other records of 34 authorities have now been received. Of considerable importance was the decision of both the Local Government Association and the Road Board Association to deposit their older files and all but their current minute books in the Battye Library.

The library is again indebted to many owners of private records who have donated their collections, or where this has not been possible, lent them for copying. Some 9,000 pages of private papers were copied on microfilm during the year. Notable among the collections received were the papers of the late Kingsley Fairbridge, donated by his widow Mrs. Ruby Fairbridge, relating to the work of the Child Emigration Society, and the establishment and early years of the Farm School at Pinjarra. Mr. Gerard Smith, son of Sir Gerard Smith, Governor of Western Australia from 1895 to 1900, sent from England some of his father's papers, including a diary kept in 1896. The South African and Imperial War Veterans' Association, whose members are gradually diminishing in number, decided to place their records in the library for safe-keeping, and Mrs. Henrietta Drake-Brockman deposited the papers of her mother, the late Dr. Roberta H. M. Jull—the pioneer woman doctor of Perth, founder of the school medical and infant health services, and an active worker for social welfare, the University and the status of women.

Microfilming of the *West Australian* has now been completed to the end of the year 1920. *West Australian Newspapers Ltd.*, have kindly made their files available so that damaged or missing pages from the library files can be replaced before the papers are photographed. This involves the comparison and selection of the best page from three files before a page is filmed but it results in copies with fewer imperfections than those for the early years where the library file was the only one in the State.

One hundred and five reels of microfilm were photographed by the Photographic Section during the year, (90 last year). Almost all this film was for the Batty Library. In the last two or three years increasing concern has been felt at the slow progress in microfilming the State's early newspapers. Since the purpose of this work is the preservation of irreplaceable material which is rapidly deteriorating due to age, it is of the highest importance that it should advance with all speed. During this year an additional photographer was appointed to the Photographic Section and restrictions placed on the use of Photographic Section by readers and other libraries when their needs could be met, even at some inconvenience, by commercial photographers. Photographic Section will still produce negative or positive films, of reasonable length, of material contained in the library and not otherwise readily obtainable, for serious study or research purposes ; but the provision of enlargements and similar ancillary services has been virtually discontinued in order to concentrate on the more vital work of photographing for preservation early documents and newspapers.

The normal photocopy service has not, of course, been affected by these restrictions, since it is provided by library, as distinct from photographic, staff.

#### **Library of Business, Science and Technology**

*Norman Horrocks, B.A., F.L.A., Librarian*

Despite the closure of Hackett Hall the annual figures for books consulted and enquiries made are almost the same for this year as for last. During the period of closure, space was made on the open shelves for a further 300 books by reducing the number of non-current periodicals previously displayed, and an additional filing cabinet bought to house the growing number of motor-car workshop manuals.

The transfer of older books to the Murray Street Annexe should remove a major source of irritation by making more space available in the State Library stack. Every month thousands of periodicals, serials, patent and standard specifications are received. Without systematic filing the work of the library would gradually bog down. The hitherto badly overcrowded stack has made considerable inroads into staff time as frequent moves of material were necessary to maintain the books in some recognisable order.

When the stack is reorganised it is hoped to provide for the first time adequate "working" shelves. This library receives regular donations of periodicals from industrial concerns in the State. These are titles not held by the library but which are of value for preservation within Western Australia. Until this year it was possible to collate and place in sequence all such donations, but the limited available shelving on which to sort the material received meant that more staff time had to be spent on the work than was desirable. This year the normal expansion of stock took over even this limited shelving. As a result there are several thousand donated periodicals awaiting sorting and housing. The provision of suitable space within the re-organised stack should enable these arrears to be eliminated and future donations to be dealt with more efficiently.

When this library was established four and a half years ago it inherited two collections of pamphlet material ; one from the former Public Library and one which had been built up by the Library Board before it assumed control of the former Public Library of Western Australia and re-established it as the State Library. Both collections were arranged within broad classifications. Hundreds more pamphlets have since been added. A certain amount of "weeding" of superseded material has taken place, but staff time has not been available to proceed any further. However, it is hoped that, with the completion of the serials project, it will be possible to make a systematic approach to the problem next year. Often a pamphlet will satisfactorily answer an enquiry provided that it can be found speedily. To make this possible will be next year's aim.

In answering technical enquiries frequent use is made of articles appearing in periodicals. Two of the major indexes used in tracing such articles are "Applied Science and Technology Index" and "Business Periodicals Index". It was found early this year that a reference required was in a periodical not held by any library in Australia. A check was made of all the periodicals indexed in these two publications and it was discovered that 17 titles were apparently not held anywhere in Australia. Two were immediately ordered by the Board and by means of a letter in the *Australian Library Journal* other Australian libraries were invited to take out subscriptions to the remainder. Eleven libraries co-operated in so doing for all but three of the titles.

The library exists to answer the requests for information made by technical and business men. This is a vital, but in one sense, a passive function. There is another and more active role : to draw to their attention information which is potentially useful to them and which they did not know existed. Every item added to stock is examined in this light and persons or firms either known or thought to be interested, are informed by formletter. This year the scope of this service has been widened by the staff writing short articles on the suitable items which, with the co-operation of the editors concerned, have been included in the appropriate local trade journal. For example, a Manual of TV circuits for servicemen and a book on Marketing Poultry Products were the subject of brief articles in the TV Servicemen's Newsletter and the local poultry journals respectively. One local firm having notified the subjects in which it is interested placed an open order for photocopies of all articles in these fields which might appear in any publication received in the library. It receives a monthly collection of such articles.

In association with Circulation Section a display of books was provided at the Farmers and Scientists Joint Conference held in Perth. Staff were present to deal with enquiries received from delegates.

Many enquiries received are of a confidential nature but a few of those that are not are given below :—

Information on the history of ear trumpets.

A circuit diagram for a home burglar alarm.

Australia has a fish called the whiting. Great Britain has a fish called the whiting. Are they the same fish, and what is the South African name for the Australian whiting ?

What is the scale for Tyler mesh ?

What is "Bod analysis" connected with sewage disposal ?

Details wanted of methods of embedding human organs in plastic.

What height is recommended for a beam antenna to achieve the best results on the 20 metre band ?

A local firm received a letter from a German firm referring to the colour of a shipment of honey as on the Pfund Colour Grade. They use a Lovibond Tintometer. A conversion table was required.

Information on the use of a microphone or hydrophone under water to detect fish required by a spearfisherman.

Information on the effects that television has had on radio advertising.

### Library of Social Sciences, Philosophy and Religion

*Arthur Ellis, F.L.A.*

This year it has been possible to carry further the revision of the book stock begun in a small way last year. The collections in education, sociology, and economics were particularly strengthened, within the broad limits of Board policy, and the fields of politics, United States history, and archaeology received some attention. Important works bought in other subjects include : *The Jesuit Relations and Allied Documents*, 76 volumes in 36 ; an almost complete set of available documents and publications of G.A.T.T. ; Fox-Davies' *Armorial Families*, 7th ed. 1929 ; and *The Works of John Wesley* in 14 volumes.

The value of micro-reproduction in enabling younger libraries to acquire important older material is illustrated by two recent acquisitions. The library has a file of the *Times* from 1830 to date and a reputedly complete set of the official sessional papers of the British Parliament from 1867 to date. Both are important for research purposes. The set of the *Times* has been completed back to its first issue in 1785 by the acquisition of the pre 1830 issues on microfilm. The set of sessional papers will be completed over about five years by the annual purchase of blocks of earlier papers back to 1800 in microprint reproduction. The first block covering one decade was acquired this year.

A welcome development in recent months has been the decision of the History Department at the University to set assignments to students based on the use of the strong collection of research material in the Social Science Library. The Battye Library has, of course, been used for this purpose for some years, in the field of West Australian History.

It is pleasant to report that the maps and atlases have now been properly housed and arranged, and that the collection has been considerably strengthened. For a basic coverage of the land surfaces of the world, the library has bought the sheets of the *International Map of the World* on the millionth scale ; some individual countries are

covered on a larger scale, such as Great Britain at 1 inch to 1 mile and Australia at 1 : 50,000. The use made of the map collection will be noted and it will be developed in accordance with demand. In addition to general atlases, the national atlases of some 18 countries were also ordered, ranging in size from the *Atlas över Sverige*, with 150 pages, to the 10 pages covering Ceylon ; other countries will be represented if and when they publish a national atlas.

A start was made during the year on increasing the number of journals regularly taken, and about 30 new titles were added.

The addition of books in larger numbers has naturally meant that more space was needed and the extra room created by the transfer of some material to Murray Street is welcomed. This does not affect the space available in Hackett Hall, where only a selection of books on each subject is displayed.

Naturally enough, answering readers' enquiries bulked largely in the year's work and, as always, the range varied greatly. A few examples are appended :—

The U-numbers of all U-Boats sunk in 1944.

Is ex-King Farouk of Egypt, of Albanian descent ?

Material on job-analysis in the Civil Service.

Details of government accounting and budget procedure in the Netherlands.

### Library of Literature and the Arts

*Ronald Wright, B.A.*

A feature of the work of Arts Library during the year has been an increased number of enquiries coming from the country.

The Augusta-Margaret River District Library asked for descriptive material on Beethoven's Sonatas in general and for his 7th Sonata, the D Major, in particular. Another subject enquiry was from Kojonup asking for illustrations of a lamp suitable for incorporation in a design for a school's coat of arms.

A number of requests has been received during the year for information and ideas on the design and furnishing of business premises. They have ranged from the planning and interior decoration of a coffee shop to the design of a wrought iron sign for a sandwich bar. Several requests have concerned types of flooring. A chemist wanted guidance as to a suitable type of flooring for his new shop. A restaurateur proposed renewing the floor of his Tudor-style premises and wanted it to be as authentic as possible with regard to period. A contemporary note was provided by a request concerning the provision and design of a drive-in shopping centre.

A revised catalogue of the Drama Library has been prepared and issued to all public libraries associated with the Board. The Drama Library consists of sets of plays on a scale of one copy per significant acting part and one for the producer. It is intended, not for production purposes, but for play reading and to assist societies to select plays for production. The new catalogue records 221 full length and 122 one act plays. While the plays are housed in the State Library for con-

venience, they are part of Circulation stock and are intended for loan through local public libraries.

The value of the system of interlibrary exchange was illustrated by the recent acquisition of two rare books of songs written by the Australian ballad writer May Brahe, published during the first World War. They were offered by Norwich Public Libraries, England.

The forthcoming Commonwealth Games added interest to a business firm's request for sketches and cartoons of athletes and various aspects of sport. This material was needed for a project being prepared in connection with the Games. Among other requests connected with sport and amusement was one for the dimensions of a deck tennis court, made by an architect commissioned to install one in a private home. An enquiry on how to construct a board for playing "shove ha'penny" was received from the proprietor of a resort hotel in the country. In a similar category was a query on how far a dart board is placed from the thrower. Another enquiry concerned the very remote chances to one player drawing the full suit in bridge.

### Information Centre

#### *Rex Price*

To supply the immediate answer to phone enquiries and to persons calling at the State Library has continued to be the object of the Information Centre during the past year. The questions have, as usual, been of a never ending variety and some indication of this can be seen in a list selected from records kept in the Centre.

A list of Technical Correspondence Schools in America.

Gear cutting firms in England and Australia.

Addresses of electrical firms in Japan.

Details of the chemical engineering course at the University of New South Wales.

Official languages used in Cochin and Ceylon.

When did Australia start minting her own coinage?

A cross section of the public who have made good use of the Centre are business men seeking new markets and agents, discussion and debating groups wanting material for talks and debates, newspapers and newspaper reporters requiring help with articles and answers to correspondence and last but not least, school children who ring at night needing help with their homework.

A wide coverage of newspapers is kept in Information Centre and is extensively used by overseas, interstate and local people.

Stock revision of reference books has continued to ensure that the latest information available is always at hand.

## Bibliographical Centre

*G. A. Stafford, F.L.A.*

The past year has been a period of expansion and increased activity for the Bibliographical Centre. There has, as in previous years, been an increase in the use of the Request and Information Service. A total of 11,520 requests was received (9,868 last year). Ninety-three per cent. were satisfied; 89 per cent. (10,205 volumes) were supplied from the Board's own stock; 2 per cent. (217 volumes) were borrowed within the State; 1 per cent. (117 volumes) were borrowed from other States; 1,292 pages of photocopies were obtained from other States or overseas; while two works were borrowed from overseas. Two hundred and ten volumes were lent inter- and intra-state. Three works were lent overseas, two to the Academy of Sciences of the U.S.S.R., Leningrad, and one to the State Library, Pretoria, South Africa. The items lent to the U.S.S.R. were works about Western Australian eucalypts. All requests for books already in stock are normally completed in Bibliographical Centre within twenty-four hours of receipt.

It is interesting to note that the rise in the number of requests received has been caused not by the opening of new libraries, but by an increase in requests from the libraries already established.

The decision to catalogue the maps held by the State Library, has provided another catalogue into which cards have to be filed, bringing the total to six, each with its own form of arrangement. Because of the different forms the staff have to become familiar with a variety of filing rules. Other factors which have contributed to an increase in the filing activity are the founding of the Music Library, the rise in the number of books purchased and the inclusion of cards from more libraries in the Outlier Union Catalogue, in which 111 libraries now co-operate.

In case it should seem to some readers of the Report that the six catalogues referred to might perhaps be rationalized, it should be explained that they are of different natures and that different filing rules have been adopted to achieve greater operational efficiency in use. The catalogues are :—

- (a) *The Subject Union Catalogue of the whole of the Board's stock.*

This is arranged alphabetically by subjects and, within each subject, entries are arranged in order of date of publication so that the latest publications appear first.

- (b) *The Author Catalogue of the State Library.*

- (c) *The Union Catalogue of Serials.*

This lists not only all periodicals and serials held in the State Library but also the current holdings of all or nearly all other significant libraries and firms in Western Australia.

(d) *The Outlier Union Catalogue.*

Libraries in Western Australia, other than public libraries, to the number of 111, contribute entries to this catalogue for monograph additions to their stocks. In view of the variations of form of entry arising from so large a range of contributors, and to minimise the cost of editing the entries, the Berghoeffler system of filing is used.

(e) *The Map Catalogue.*

Maps are in their nature different from books. They are therefore catalogued in a different manner and the resultant cards formed into a separate catalogue arranged in a classified order following the Library of Congress Classification. There are also indexes of places, cartographers, and subjects, e.g. mineral deposits, rainfall, etc.

(f) *The Union Catalogue of Periodicals in the Social Sciences and the Humanities.*

This is, in effect, a bibliography issued on cards by the National Library of Australia and is arranged in the manner determined by that library.

Two major bibliographical works were purchased this year. The new photolithographic edition of the British Museum catalogue and the catalogue of the Bibliotheque Nationale. So far 24 volumes of the former have arrived in stock. This edition when complete will contain all works added to the British Museum Library up to the end of 1955. The British Museum is the national library of the United Kingdom and has more than 80 miles of shelving, holding over 5,000,000 books. The catalogue of this collection will be extremely useful for finding the publication details of books requested by readers.

The Bibliotheque Nationale is the national library of France. Its catalogue which is not yet complete has reached 186 volumes, and will not only fill our gap in French bibliography but also to a lesser extent help in the coverage of other European publications.

In order to house this catalogue new shelving had to be installed. To free the wall space for this shelving a special table was designed to house the seven large volumes of the *United States Catalogue* and the *Cumulative Book Index*, together with a selection of other bibliographies most used in the daily work of the Centre. To minimise strain on their bindings, the seven large volumes are permanently located on trays which when not in use slide into the central shelf fixture. They move forward on tracks for ready consultation. This table is of unique design and has proved very satisfactory.

#### PROFESSIONAL EDUCATION

Four members of the staff sat for the Preliminary Examination of the Library Association of Australia and all passed. Ten sat for 24 papers of the Registration Examination and nine passed in a total of 17 papers. Miss M. L. Alexander (who has since resigned, and has been appointed a Senior Cataloguer in the Library of the Institute of Advanced Legal Studies, London) and Miss Helen Griffith completed the Registration Examination.





Checking requests at the Bibliography table

Eight members of the staff sat for and passed a total of 11 units as part-time students at the University of Western Australia. Two received Distinctions. Mr. Norman Horrocks and Mr. Elmar Zalums were awarded the degree of Bachelor of Arts.

The Board's view is that while professional qualifications are essential, a librarian, in the type of service which the Board administers, should also possess breadth and depth of general intellectual capacity. It therefore warmly welcomes the efforts made by members of the staff to fit themselves by university in addition to professional studies.

With the aim of stimulating the professional development of Assistant Librarians and Graduate Student Librarians, monthly seminars have been held by the State Librarian, at which papers on professional subjects are read. This experiment was started in February. It is as yet too early to make a definite assessment of its value.

Mr. G. A. Stafford, having completed the Final Examination of the Library Association, was elected a Fellow.

#### ACKNOWLEDGMENTS

With the expansion of the service the number of persons and bodies to whom the Board would wish to express its appreciation for help, co-operation or donations has grown beyond the reasonable limits of this Report.

To all of them individual thanks have been tendered at appropriate times but some should be particularly recorded : the Lord Mayor and the City of Perth for continued hospitality in placing a committee room at the Board's disposal ; the Government's London Office for un-failing efficiency and courtesy in handling overseas business ; and the librarians of other libraries who have assisted the service by the loan of books and in other ways.

FRED ALEXANDER, *Chairman.*  
F. A. SHARR, *State Librarian.*

## APPENDIX

Towns or districts in which public libraries operate in association with the Board :—

*Metropolitan*—

Armadale  
 Canning Bridge  
 Claremont  
 Fremantle (a)  
 Kalamunda  
 Kelmscott  
 Kwinana  
 Scarborough  
 Tuart Hill (Osborne Central)  
 Wanneroo

*South-West*—

Balingup  
 Boyup Brook  
 Donnybrook  
 Margaret River  
 Waroona

*Great Southern*—

Beverley  
 Darkan  
 Kojonup  
 Lake Grace  
 Mount Barker  
 Narrogin (b)  
 Nyabing  
 Pingelly  
 Williams

*Central Wheatbelt*—

Bruce Rock  
 Dowerin  
 Goomalling  
 Merredin (c)  
 Narembeen  
 Quairading  
 Tammin  
 Toodyay  
 Trayning  
 York (d)

*Northern Wheatbelt*—

Carnamah  
 Irwin  
 Mingenew  
 Moora  
 Three Springs  
 Wongan Hills

*Murchison*—

Cue  
 Mount Magnet  
 Yalgoo

*North-West*—

Carnarvon (e)  
 Port Hedland

*Other*—

Norseman  
 Esperance

- (a) City of Fremantle, Town of East Fremantle and Shire of Cockburn.  
 (b) Town of Narrogin, Shires of Narrogin and Cuballing.  
 (c) Shires of Merredin and Westonia.  
 (d) Town and Shire of York.  
 (e) Town of Carnarvon, Shires of Gascoyne-Minilya and Upper Gascoyne.



The flower on the cover of the Report is the *Eucalyptus caesia*, which is found in the Mt. Stirling District, south of Kellerberrin, in Western Australia. The design was executed by Miss Mary B. Devlin of the Government Lithographic Staff.