

IS YOUR LIBRARY ORGANIZED?



IOWA LIBRARY COMMISSION
DES MOINES

Iowa Library Commission

EXTENSION AND SUPERVISION

Miss Julia A. Robinson,
Secretary and Director of Library Extension.

Miss Margaret A. Gramesly,
Library Organizer.

Miss Beatrice Snow,
Library Cataloger.

OFFICE

State Historical Building,
Des Moines, Iowa.

Iowa Library Commission

The Iowa Library Commission was created by an act of the Twenty-eighth General Assembly, March 20, 1900. The Commission consists of seven members, three being ex-officio and four being appointed by the Governor. These serve without compensation and employ a Secretary not of their number to attend to the activities of the Commission work. Its purpose is to promote the establishment and efficiency of public libraries in Iowa, and to encourage the circulation and reading of good books. This includes

1. Help in establishing new libraries

By the Secretary—through correspondence and visits to communities desiring such help, for conferences with those interested, talks at public and other meetings, and any other aid desired.

2. Help in increasing the efficiency of existing libraries

(a) By the Secretary—through visits, correspondence, the *Iowa Library Quarterly*, library meetings, booklists, leaflets and other means.

(b) By the Commission Organizer—through visits for organizing the library according to modern methods, installing a loan sys-

tem, classifying and cataloging the books and giving instruction to the librarian for carrying on the work.

Libraries eligible to this help

Tax supported libraries; subscription and association libraries; college and school libraries, including high schools, consolidated and town schools large enough to warrant a visit.

Conditions under which help is given

(1) The organizer shall be furnished with comfortable room and good board while the work is being done, the Library Commission paying her salary and traveling expenses.

(2) The organizer shall have the assistance of the person who is to act as librarian that she may give her instruction in approved methods.

(3) The work thus begun shall not be allowed to lapse. The Commission agrees to *put* the library in order, not to *keep* it so.

Length of visits

Varies from a few days to a month, depending upon the amount of work to be done.

Applications for organizing assistance or other help should be addressed to the Secretary of the Iowa Library Commission, State Historical Building, Des Moines, Iowa.