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Trenton, N. J.

ANNUAL REPORT

for the year

July 1, 1968 - June 30, 1969



New Jersey State Department of Education
DIVISION OF THE STATE LIBRARY,
ARCHIVES AND HISTORY

ANNUAL REPORT
for the year
July 1, 1968 - June 30, 1969

185 West State Street
Trenton, New Jersey 08625

Department of Education
DIVISION OF THE STATE LIBRARY, ARCHIVES AND HISTORY
185 West State Street, Trenton, N. J. 08625
Roger H. McDonough, Director and State Librarian

ADVISORY COUNCIL

	<u>Term Expires</u>
Mrs. Anita C. Metzger, Chairman 6209 Ventnor Avenue Ventnor, New Jersey	June 30, 1970
Mrs. Iris Bluestein 309 Upper Mountain Avenue Upper Montclair, New Jersey	June 30, 1972
Dr. William S. Dix, Librarian Princeton University Library Princeton, New Jersey	June 30, 1974
Dr. Lowell A. Martin 89 Rose Street Metuchen, New Jersey	June 30, 1971
Dr. John H. Morrow Department of Foreign Languages Rutgers, The State University New Brunswick, New Jersey	June 30, 1973

Commissioner of Education - Ex Officio

Department of Education
Division of the
STATE LIBRARY, ARCHIVES & HISTORY

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Significant progress was made during the 1968-69 Year in identifying problem areas within the Library and taking carefully planned steps toward their solution.

1. Legal Base: Chapter 73 of Title 18-A, the law which governs the State Library, was reintroduced February 3, 1969, following careful review. By the end of the year this amendment had passed both Houses and awaited the Governor's signature. While the general thrust of the bill was to modernize, and to some degree, codify laws which affected the State Library, substantive changes were made to clarify and broaden the responsibilities of the Division and its Advisory Council. The amendment affords centralization of all the major library functions at the State level as identified in the national standards:

- a. library resources and information services over a broad range of subjects which affect the educational, intellectual, cultural, economic and political life of the State;
- b. special library services for the legislative, executive and judicial branches of State Government;
- c. supplementary library service for New Jersey libraries and citizens;
- d. direct library service for the handicapped;
- e. general reference service;
- f. legislative reference service;
- g. law library service;
- h. documents depository service;

- i. archival service for New Jersey materials;
- j. records management service for State and local governments,
- k. deposit and exchange service for library materials;
- l. interlibrary loan service;
- m. advisory service for:
 - (1) public libraries
 - (2) school libraries
 - (3) libraries of institutions of higher education
 - (4) industrial, commercial and other special libraries
 - (5) libraries the State maintains within institutions carrying out its health, welfare, and correctional programs.

2. Reorganization: This variety of services has been stimulated and supported, in part, by the federal programs under the Library Services and Construction Act and the Elementary and Secondary Education Act. Many of them depend upon common resources and skills which bridge several of the Bureaus within the State Library. It had become evident that these and other pieces of legislation involving libraries, place a particular burden upon the central administration of the Library in balancing and coordinating the efforts of its five bureaus. Accordingly, an effort was made during the year to strengthen the administrative arm by:

- a. initiating steps toward the creation of the position of Assistant Director; and
- b. creating the position of Coordinator of Library Planning and Development which would serve in an advisory, staff capacity to the Director.

The post of Assistant Director was authorized for the 1970 Fiscal Year, and Mr. Henry Michniewski, formerly Coordinator of Library Services and Construction Act programs, was appointed Coordinator of Planning and Development in January of 1969. Preliminary steps were

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taken to create a third assistant to Administration, an Information and Public Relations Officer. It is hoped this position can be funded during the 1970 Year.

3. Space Allotments: Along with an objective look at the personnel structure of the Library, the subject of space allocation and use within the building was given careful review. Mr. Charles Reid, a member of the Advisory Committee on LSCA, Title II, Library Construction, was engaged to survey the present layout and to make recommendations for adjustments required to accommodate the many new programs initiated since moving into the new building in 1965. A number of changes were either accomplished or planned during the year:

a. A periodicals reading and reference room was established on the second floor and equipped with comfortable furniture, better lighting, and a rug, providing an attractive and highly useful public area. This move relieved congestion on the first floor; centralized the newspapers, magazines, indexes and abstracting services for more efficient and intensive use; and provided professional assistance and supervision on the main stack level for the first time. Concurrently, a periodicals librarian was hired and this research and study area has proved very popular and practical. Increasing emphasis has been given to developing the periodicals collection and research capability in line with recognized demand and the State Library's role as a Research Library Center under the statewide plan for library development.

b. Plans to move the Bill Room to the subbasement, thus allowing for necessary expansion of this service and much-needed office space on

the first floor, were completed during the year and considerable shifting and relocating of stacks and collections was made in preparation for the move, expected early in the 1970 Year.

c. A number of minor alterations, the moving of partitions to accommodate expanding services and to provide better control of the building, were planned in detail and are expected to take place shortly.

4. Overall Planning and Policy Development: Efforts begun under the Title V, Self-Evaluation Study of the Spring of 1968 to determine long-range goals and priorities for the Division, were furthered during the 1969 Fiscal Year. In addition to the developments mentioned above, a staff committee to study the collections, selection practices, and desirable acquisitions policies was reconstituted and met eleven times during the year. A byproduct of the "Collections Committee's" work was the publication and distribution throughout the Department of Education of a list of Holdings of Interest to Educators: Periodicals--Documents, 1969. It identified 224 periodical titles in education, 33 in psychology and 40 in sociology, as well as 64 different abstracting and indexing services in these and related fields received by the Library. A regular biweekly list of recent acquisitions of books, periodical articles and documents in the field of education was also inaugurated. This acquisitions list is distributed to professionals within the Department, County Superintendents and Helping Teachers, in an effort to make the State Library's growing resources in education more accessible and more meaningful.

The Collections Committee has been useful in determining recommended book budget allocations among the bureaus, with attention to special subject interests, and in starting to hammer out certain book selection policies. A policy on acquisition of fiction, poetry and drama materials was completed and was approved by the Administration shortly after the close of the Fiscal Year.

Other Administrative Matters: Efforts directed toward the central administrative concerns mentioned above, took place simultaneously with an unprecedented increase in the use of the State Library, and the Director's tenure as President of the American Library Association. The latter afforded the staff a close view of major national concerns of the profession, and insight into the legislative process in Washington as it affects libraries. National concerns had already come close to home with the sharp reduction in Title II, ESEA, funds for the 1968-69 Year which caused a major staff shortage in the School Libraries Section and the freezing of several State vacancies to absorb federally funded positions.

The major salary adjustment for professional librarians which went into effect July 1, 1968 did much to hearten general morale. Despite continued staff shortage in several areas, the Library "produced" more services than ever before recorded. Details as to these accomplishments follow. (See also statistical Summary on page 22)

DIRECT INFORMATION AND RESOURCES SERVICES

Interlibrary Loan: Circulation statistics at the State Library are somewhat misleading unless seen in the context of the shift in emphasis of

its services. For many years, the provision of "traveling libraries", or bulk loans, primarily to schools, accounted for a sizable portion of total circulation records. As school libraries have proliferated and become stronger, this service has diminished and is being de-emphasized. Requests for specific, supplementary materials, on short-term loan, however, increased 70% in Fiscal 1969 and illustrate the more sophisticated needs of today's student. Likewise, in the public library field, as the State aid program strengthens collections at the local and area library levels, the requests forwarded to the State Library are increasingly of a sophisticated, research type. Telephone requests received by the Lending Section averaged 1,450 per month, an overall increase of 42%. Subject requests, where selection of materials depends upon professional judgment, increased 82%. The overall decrease by 11% in volumes circulated, is, therefore, misleading, and does not reveal the increased work effort required for a much more sophisticated service.

Law and General Reference Services: An unprecedented increase in use of the State Library's Law and General Reference services was noted for the year ending June 30, 1969. An average of 1,245 questions per week were received in the Bureau of Law and General Reference, by telephone, in person, or by mail. The year's totals were 15,612 "spot reference" questions (an increase of 44% over the 1967-68 Year), and 13,856 "searches" (an increase of 55%). A "spot reference" question is defined as one which takes five minutes or less and is readily available from known reference sources. A "search" involves the use of a number of tools, requires special reference skills, and may take upwards of an hour or more to satisfy.

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Law Library: In addition to the legislative histories compiled at the request of judges and legislators, the Law Library is now preparing legislative histories in advance. Summer help (1968) made routine "fact sheets" for enactments of 1964, 1965 and 1966. These will save researchers time in the future. A file for 1969 legislative bills by bill number has been started, containing information or commentary relating to the subject matter as found in newspapers, periodicals, etc. This information is incorporated into the legislative histories once the bills are enacted into law.

Extensive legislative histories have been drafted on problems of special interest like Administrative Procedure, Meadowlands, Consumer Legislation, Medicaid, Rules of Evidence, etc., and the files on Reapportionment of the Legislature have been brought up to date. The Law librarians revised Narcotics Laws for republishing. With financial help from the Department of Health and the State Police, they are now being reprinted. Summer help collated New Jersey Governor's Messages for binding.

The librarians continued to study closely new federal enactments of concern to the State (example: the Omnibus Federal Crime Bill) and to make special files for easy access to information. In anticipation of the Juvenile Court Law, a bibliography, The Changing Juvenile Court, was prepared.

Bill Room: Greatly increased activity was also recorded in the Bill Room, where "spot reference" was 145% greater than in Fiscal 1968. Almost 48,000 items were distributed, an increase of 33%, and a 93% gain was noted in books used in the Library.

Reference Referral: An average of 315 reference calls per month are received over the State Library's "hot line", a collect call arrangement by which libraries can request a reply within 24 hours. Of interest has been the steady use of this service by special libraries serving commerce, industry, and research centers, which account for 21% of the total of 3,785 questions received. The largest use, 36%, comes from the Area Libraries, illustrating the network design by which requests are funneled from local libraries through stronger units nearby for reasons of efficiency and speed. Total use of this service more than doubled this past year and has reached a maximum work load for the present staff. Increased demand can be anticipated, however, and more reference librarians will be a necessity. In addition to the requests handled by Reference Referral, 3,841 interlibrary subject requests were handled by the Lending Services Section.

Documents Section: The documents librarian, with the help of a part-time student and no clerical aid, acquires, catalogs and classifies all New Jersey documents, publishes periodically a checklist of all documents received, distributes depository material to approximately 70 depository libraries, answers requests for individual documents as received, and, last but not least, answers most documents reference questions. One of the most urgent needs of the Library is a competent clerk for the documents collection.

During the year, in cooperation with the Newark Public Library, a seminar on State and federal documents was provided by the State Library for the Area Libraries. Mrs. Elizabeth Strapp, the documents librarian,

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instructed the group on all aspects of handling New Jersey documents.

Other documents projects include:

1. The creation of a list of New Jersey documents by popular name;
2. An index to the Checklist of Official New Jersey Publications;
3. A Manual for New Jersey Documents Procedures.

Requests for cooperative cataloging copy to depository libraries could not be filled to date because of lack of staff in the Documents Section.

Archives and History: Activity in this Bureau showed increase in all categories: more patrons used the facility; more correspondence was handled; and a 20% gain was recorded in the number of items requested from the stacks. In addition, 16,300 persons visited the Archives Exhibit Room where frequent film showings and lectures are presented.

Comparative totals are as follows:

	<u>1967-68</u>	<u>1968-69</u>
Number of patrons	2,599	2,712
Number items requested	9,700	11,640
Number items correspondence	1,997	2,402

Records Management

Number records disposed of (in cu.ft.)	49,350	50,447
Number documents microfilmed	700,000	880,000

Historical Commission: With the appointment of Mr. Bernard Bush as Executive Director in March, 1969, the New Jersey Historical Commission was activated and began planning its programs. Of particular note was the passage of the "Bicentennial Celebration Act" which provides \$23,500 for the 1969-70 Year. The Commission was created "within the State Library" and depends upon this agency for central personnel and fiscal services. Mr. Bush was formerly Historical Editor with the Bureau

of Archives and History: close liaison is maintained between the Commission, which directs its energies toward the stimulation of historical research, educational programs, and consultative work, and the Bureau, which collects, organizes and services archival materials related to New Jersey history.

Special Services Bureau: The Bureau of Special Services continued to expand its programs as competent staff was recruited and hired.

New Jersey Library for the Blind and Handicapped: It was especially appropriate that on October 6, 1968, the first day of National Employment the Physically Handicapped Week, Governor Richard J. Hughes dedicated the New Jersey Library for the Blind and Handicapped. Now that it was opened to the public, hundreds of readers were able each month to visit the Library and browse through its rapidly expanding collections.

At the end of the year there were fifty deposit collections in nursing homes, forty in hospitals, twenty-four in schools and thirteen in public libraries. Six very active and unusually large collections were maintained in summer camps for blind and physically handicapped adults. Deposit collections continued to expand in the Area Libraries of the New Jersey network and their staff act as field representatives.

Unusually close cooperation and generous support continues to be given by many State agencies. Especially noteworthy is the fact that all shelves and sturdy work tables were made by prisoners under the direction of the State Use Section of the New Jersey Department of Institutions and Agencies. The New Jersey Commission for the Blind,

which operates the Textbook Center for blind students, continues to act as the lending agency for talking book machines.

Private individuals and volunteer agencies, particularly the telephone Pioneers and the Princeton Unit of Recording for the Blind, have made it possible by recording various items to offer a wide variety of reading materials that otherwise could not have been made available to New Jersey residents.

An unusual feature of the staff is that eleven are themselves visually or physically handicapped; all were hired, however, because their special abilities were not readily available in the Trenton labor market.

Institutional Library Services: During the year, on the recommendation of the Advisory Committee for LSCA, Title IVA, three pilot projects were selected to implement the "Casey Study."* These were to establish model libraries at the State Prison in Rahway, State Home for Boys in Jamesburg, and State Home for Girls in Trenton. Two professional librarians were recruited and trained to implement the rapidly developing program for libraries in State supported institutions.

THE GRANT PROGRAMS AND LIBRARY DEVELOPMENT

Local Public Libraries: An increase of \$1,000,000 in State aid for public libraries made a total of \$3,976,000 available to continue the implementation of the three level concept of library service for the State. \$3,146,651 of this increased allocation was distributed to 349 libraries, including county libraries.

*"The Casey Report" - Genevieve M. Casey, Library Services in New Jersey State Institutions: A Survey with Recommendations. N.J. State Library and Graduate School of Library Services, Rutgers University. 1968.

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Administrative funds provided under State aid legislation were utilized to fund a series of workshops on basic procedures for public libraries, and four one-day workshops on "public library services to the disadvantaged."

The workshops on basic procedures for public libraries consisted of seven series of four meetings held in seven different locations throughout the State. Participation in the workshops was limited to libraries serving less than 20,000 population, with registration limited to one person from each library. An overall attendance of 129 included participation by all 21 counties.

Over 400 librarians and representatives of poverty agencies attended the workshops held to stimulate interest in providing public library services to the disadvantaged.

The public library consultant staff continued its program of communication and education as to the requirements of State aid rules and regulations which will become effective in Fiscal 1972.

Area Libraries: The Area Library programs continued to be financed with a combination of State and federal funds, with a larger proportion, \$550,000, becoming available from State sources. A total of \$920,000 was granted to the seventeen Area Libraries. Implementation of the required minimal services program and in-service training opportunities to improve the reference capabilities of the Area Library staff members continued.

Grants of \$15,000 each to potential Area Libraries were renewed for thirteen of the fourteen libraries funded in the previous year. Libraries successful in attaining Area Library status at the end of the five-year

developmental program will be eligible to receive a base grant of \$35,000 annually, plus 20¢ per capita.

Research Library Centers: An allocation of \$140,000 in State aid funds made available grants of \$35,000 each to the four research libraries: Rutgers University Library, Newark Public Library, Princeton University Library, and the New Jersey State Library. In Fiscal 1969, Rutgers University utilized part of its grant to fund the compilation of a computerized periodical catalog and to provide free photocopying to all state colleges. Periodical holdings of all the state colleges will be entered in the Rutgers Periodical Catalog in the future. Princeton and Newark Public libraries continue to make their holdings available for serious research on a state-wide basis as the Reference Referral Center directs inquiries to their attention. A survey is being constructed to assist in the establishment of guidelines for the research libraries and a uniform method of reporting statistics. When completed, the guidelines will be submitted to the New Jersey Resources Committee for review.

Incentive Grants--(Emergency and Development Funds): Fifteen cooperative projects in which 103 libraries participated were funded under the \$100,000 allocation for incentive grants under the State aid program. Resumes of the approved grants indicate a trend toward increased participation in this program by the public libraries of the State:

1. A project administered by two county libraries, Burlington and Camden, to provide in-service training through workshops for the staffs of the 31 libraries which they serve.
2. An experimental project in which nine public libraries are

seeking to demonstrate the advantages of reciprocal borrowing and the establishment of specialized subject collections.

3. A continuation of the four-library program in Cumberland County to enlarge holdings of periodicals on microfilm.
4. A cooperative study of the use and non-use of seventeen public libraries in Essex County.
5. A continuation of a film circuit serving seventeen libraries with a combined population of more than 1,000,000 people.
6. A continuation of an Audio-Visual demonstration in Bergen and Passaic counties.
7. A project involving two area libraries and two academic libraries which will preserve and make available to all residents of Bergen County local history material.
8. A study of two Morris County communities to determine the feasibility of future cooperative programs.
9. Delivery service of interlibrary loan materials to the eight member libraries of the Mid-Bergen Federation.
10. Compilation of a union list of serials for all public, school college and special libraries in Middlesex County.
11. Establishment of a rotating phonograph record collection for sixteen libraries in Morris County.
12. Renewal of grant to the Vocational Information Center and Foreign Language Book Center at the Newark Public Library.
13. A demonstration project to encourage Federation in Northern Bergen County.

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14. Cooperative purchasing of subject indexes in Southern Middlesex County.
15. Compilation of a Union List of Reference Holdings in Bergen County.

Library Services to the Disadvantaged: A new program for Fiscal 1969 was the awarding of Library Services and Construction Act grants to public libraries to provide public library services to the disadvantaged. Ten applications for grants totaling \$181,815 were approved in the Fiscal Year 1969. The following are the grant recipients and the amount of the awards:

Atlantic City-Atlantic County, \$17,410. The establishment of a library outlet at the Atlantic Human Resources Center as part of Project COOL. Materials selected will include paperbacks, large print materials, high interest-low reading ability materials, black history, and materials selected to supplement courses offered by the Atlantic Community College at the Resources Center.

Camden City, \$48,560. The purchase and stocking of a bookmobile to serve in the disadvantaged areas in Camden. The bookmobile will be predominately stocked with paperback materials and will also serve as an information center for such services as social security, consumer information, etc.

Cape May County, \$15,467. The establishing of a library outlet at the Atlantic Human Resources Center in Woodbine, New Jersey.

Carteret, \$13,655. The establishment of a storefront branch library in the disadvantaged area of Carteret, and the initiation of film programs, story hours, and creative arts and crafts programs for this area.

Franklin Township, \$7,299. Assistance in providing materials for the Frederick Douglass Liberation Library located in the Hamilton Park Youth Development Project.

Glen Rock, \$600. Purchase of materials in Black History and rental of films to encourage participation in library activities. Space and materials for a reading tutorial program will be conducted by volunteers in the library.

Monmouth County, \$40,750. A county-wide multi-faceted program including such functions as preschool story hours, using neighborhood people as storytellers; the use of a bookmobile for viewing films and filmstrips; various programs for parents, including home economics instructions; library study centers for young people at the Monmouth County Action Program Service Centers; neighborhood film programs, and teenage discussion groups.

Newark, \$16,800. The employment of a liaison librarian to work with the Model Cities Agency in the development of library programs.

Trenton, \$13,400. The employment of a liaison librarian to work with the Model Cities Agency in the development of library programs.

Woodbridge, \$7,874. The establishment of a library at the Woodbridge Adult Learning Center to provide materials for preschool children, adult basic education program, and the provision of the services of a professional librarian to offer advice and assistance to the Learning Center Staff.

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Northern New Jersey Metropolitan Regional Library:

A Library Services and Construction Act grant of \$100,000 to the Newark Public Library in Fiscal 1968-69 funded the establishment of the Northern New Jersey Metropolitan Regional Library Center. The Regional Library, which serves approximately 4,000,000 residents of northern New Jersey, performs a major interlibrary loan service by accepting all reasonable interlibrary loan requests from service areas of the following Area and Developmental Libraries:

Area Libraries

Bloomfield	Linden
East Orange	Plainfield
Elizabeth	Ridgewood
Hackensack	Woodbridge
Jersey City	

Developmental Libraries

Clifton
Madison
Morris County
Paterson

In addition, the Newark Public Library will experiment with various methods for more rapid delivery of interlibrary loan items. Rapid delivery methods may include direct vehicular delivery, commercial delivery agencies, first class mail, and mailing directly to the individual requesting the item rather than through the Area and local library.

The Newark Library in its Metropolitan Regional Library function also provides advisory and consultative services to Area and Developmental Libraries:

1. On a regular and continuous basis by telephone, mail and in

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person, in the following subject areas: Science, technology, New Jersey History, and business.

2. On a limited basis (by telephone, mail or through appointment at the Newark Library) in the following areas: general administration, personnel administration, acquisition and processing.

3. Full consultative services in library publicity, promotion, and public relations.

Micro Automated Catalog Pilot Project: Under Title III of the Library Services and Construction Act, money is made available to promote inter-library cooperation. Part of the Fiscal 1969 allotment to New Jersey is being used to support a pilot project demonstrating the Micro Automated Catalog, a unique retrieval system devised and developed by Kenneth W. Richards, Head of the Archives and History Bureau of the New Jersey State Library.

The Richards' system consists of depositing microfilm copies of the State Library's catalog representing over 700,000 volumes of books, documents, journals and other informational material with appropriate equipment, in seven Area Libraries. Thus, the system retains the basic tool used by all libraries in locating book materials, the card catalog, converting it to cartridge microfilm form. Utilizing high-speed microfilm reader-printers and an indexing system based on the existing guide cards and the card catalog, any particular title in the State Library can be located within a matter of minutes. In addition, the system can generate a lending request within five seconds.

It is anticipated that the MAC system will significantly expedite the interlibrary loan and informational services of the State Library.

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Research: Funds available under Title I and Title III, of the Library Services and Construction Act were used to initiate the following studies:

1. A study of four local libraries in Passaic County to determine which library or libraries should be designated as Area Libraries.
2. A study to determine the need for a centralized processing center in New Jersey.
3. New Jersey Area Libraries--a pilot project toward the evaluation of the Reference Collection.
4. An evaluation of the statewide plan for library development.

Most of these studies are expected to be completed in the 1970 Year.

Scholarships and Recruitments: In Fiscal Year 1968-69 six scholarships of \$2,500 each were awarded to students at the Graduate School of Library Service, Rutgers, The State University, from Library Services and Construction Act funds. All of the scholarship recipients must serve at least two years in public libraries in the State upon completion of requirements for the Master of Library Services degree.

As in previous years, the services of the Library Career Consultant's Office of the Drexel Institute of Technology received a grant of \$7,092 to carry on recruitment activities in the State of New Jersey for three months. Representatives of the Office visited colleges, high schools, and public library groups in the State.

LSCA - Title II, Construction: Seventeen applications for public library construction grants under the provisions of LSCA, Title II, were received and processed in Fiscal Year 1968-69. While nine applications were approved to receive grants, funding for only five projects was available.

The following data pertains to the applicants having received approval and funding of construction grants:

<u>Library</u>	<u>Pop. Served</u>	<u>Sq. Ft.</u>	<u>LSCA Grant</u>	<u>Total Cost</u>
Burlington County	242,230	34,723	\$150,000	\$1,050,000
Newark	398,170	5,000*	70,000	320,000
Cape May County	46,140	19,571	126,396	663,592
Gloucester City	16,610	10,108	56,300	281,500
Middletown Twp.	49,970	26,091	106,873	780,409
Totals	753,120	95,493	\$510,545	\$3,095,501

* Square footage of addition to maintenance-service building. In addition, 10,000 square feet were remodeled.

At the time of writing of this Report, the U. S. House of Representatives had voted that funding be provided for the Construction Title of the Library Services and Construction Act at the level of \$9,185,000 nationally, or \$244,961 for New Jersey.

Queries from 40 municipalities have been received by this Agency pertaining to possible library construction projects in Fiscal Year 1969-70.

ESEA AND SCHOOL LIBRARY DEVELOPMENT

A 50 percent reduction in Title II, ESEA funds necessitated the reduction of the consultant staff of the School Libraries Section, and a curtailment of the program of regionalized service which had been initiated in the previous year. The administration of Title II, ESEA, has been absorbed by the remaining staff in the State Library. School Library Consultants, nevertheless, responded to eighty-one requests for visits to schools to evaluate programs and library facilities. An analysis of these requests indicates the following trends:

1. Elementary concerns are centered around new programs and utilization of collections. Last year only one request for a workshop for volunteers indicates much more professional assistance at the local level.

2. At all levels libraries want help in evaluating collections and facilities. Since the publishing of Standards for School Media Programs, secondary schools are taking a new look at providing multimedia services and are concerned with integrating two departments in some cases, and providing facilities for non-print equipment and software. College and university visits have concentrated on teacher education programs in liberal arts colleges.

3. The importance of considering K-12 programs was reflected in the survey of Camden School Libraries. Using the information available from Title II, ESEA and the assistance of a librarian from Lending, the Consultants and Coordinator visited twelve schools. The report was forwarded to Research, Planning and Evaluation for survey of the Camden School System.

Funding of Title II of the Elementary and Secondary Education Act provided \$1.5 million in grants for the purchase of library materials by public and non-public schools. A total of 549 public school districts, and 17 institutions and agencies purchased books, periodicals and instructional materials with Title II grants. In addition, 681 non-public schools were benefited by the program.

The impact of federal funds is reflected in the increase in librarians serving public schools:

1964-65

402 secondary schools were served by 496 librarians
1832 elementary schools were served by 296 librarians
1967-69

414 secondary schools were served by 600 librarians
1933 elementary schools were served by 695 librarians

Many elementary librarians are serving two or three schools, and secondary schools are beginning to develop staff.

Private school development reflects a similar growth pattern.

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NEW JERSEY STATE LIBRARY
STATISTICAL SUMMARY, 1968-1969

STAFF (as of June 30, 1969)		
	<u>Positions Filled</u>	<u>Positions Vacant</u>
Professional	45	8
Non-professional	<u>80</u>	<u>8</u>
TOTAL POSITIONS*	125	16

*Totals include Special Services Bureau Staff and new positions which were not included in the previous year.

<u>COLLECTIONS</u>	
Total beginning of year	701,294
Added during year (incl. Libry. for Blind)	37,189
Withdrawn during year	<u>2,919</u>
TOTAL VOLUMES, END OF YEAR	735,564

<u>CIRCULATION</u>	
Main Library	106,543
Library for the Blind & Handicapped	<u>193,830</u>
TOTAL CIRCULATION (F.Y. 1968=249,063)	300,373

<u>REFERENCE AND RESEARCH SERVICES</u>	
"Spot Reference") for Law, General Reference	15,612
"Searches") and Reference Referral	13,856
Subject Requests (Lending Section)	3,841
Archives and History Bureau	<u>14,042</u>
TOTAL REFERENCE/RESEARCH SERVICES (F.Y.1968=33,523)	47,351

<u>OPERATING EXPENDITURES</u>	
Professional Staff	\$470,246
Non-professional staff	<u>381,390</u>
Total staff costs	\$ 851,636
Books	103,093
Periodicals	18,569
Microfilm	<u>3,000</u>
Total expenditures for materials	124,662
Binding and rebinding	7,220
All other operating expenditures	<u>260,006</u>
TOTAL OPERATING EXPENDITURES	\$1,243,524

NEW JERSEY STATE LIBRARY
PUBLICATIONS

Archives and History Bureau

"New Jersey Days", a monthly mimeographed leaflet
Local Records Manual (reprint, revised)

Law and General Reference Bureau

Checklist of Official New Jersey Publications, V.4, No. 4, V.5, No.3
Holdings of Interest to Educators, Periodicals-Documents 1969
New Jersey Reference Referral System (brochure)
New Jersey State Library Selected Education Accessions, No. 1-No. 11
Reference Referral Broadside, V.1, No. 1
Selected List of Books and Law Review Articles Added to the Law and
General Reference Libraries, 1968, No. 15-26; 1969, No. 1-13

Public and School Library Services Bureau

Directories

Area Library Directory, 1968
Directory 1968-69 New Jersey College and University Librarians
(Anne Brugh, Douglass College, Editor)
New Jersey Directory Public Librarians serving Children and Young People
(comp. by Nancy J. Vorbach, Maplewood Library)
Public Library Directory, 1968
School Library Directory, 1968

Information

Architects of Some New Jersey Libraries (1960-1968)
Bibliography of Selection Aids
Bibliography of Some resources for Planning and Maintaining an
Elementary School Library
The Card Catalog
Graduate and Undergraduate Library Schools in New Jersey Area
Guide to the Completion of an Application for a Library Services Develop-
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