

29/2/6
Public Library Association
Executive Secretary
Subject File, 1927-1982

Box 1:

Advisory Committee to the Public Library Executive Office, 1946-52
Advisory Committee to Science Research Associates (2 folders), 1955-56
American Association of Library Trustees, 1956
 Library Community Project - Consultant Service (3 folders), 1957-59
A.L.A. - Old Committee to Study the Bases of Financial Support for Public Libraries (2 folders),
 1960-64
 PLD Representatives, 1955-56
 Special Committee of Five, 1958
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Architecture Committee, 1947-51
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Assistant to the Executive Secretary - Job Description, 1954
Auditing Committee, 1946-53
Board of Directors, 1944-60
Books for Rural Homes, 1951
Branch Libraries Committee, 1945-50
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Bylaws (2 folders), 1957-60
Circulars, 1904, 1921-22, 1928, 1935-53
Citizen Group Co-operation with Public Libraries, 1958
Classification and Pay Plans for Public Libraries, Subcommittee
 Report on, 1957
Committees, 1947-61
Committee Appointments, 1955
Congressional Luncheon, 1965
Cooperative Practices in Public Libraries, 1955-56
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Costs of Public Library Service, Committee to Revise (5 folders), 1953-60
Council of National Library Associations, 1946-55
Council on State Government, 1954

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Councilors, 1952
Division Organization Committee (3 folders), 1944-60
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Fisher Award (Dorothy Canfield), 1960-61
Foreign Book Selection Committee, 1953-56
Friends of the Library Archives, 1948
History (2 folders), 1943-59
House Subcommittee to Study Federal Printing & Paperwork, 1956
How to Start a Public Library, 1953

IFLA Popular (Public) Libraries Subcommittee, 1953-55
 Illinois Adult Education Association, 1956
 Institute on Library Demonstrations, 1949-51
 Joint Committee on School & Public Library Relations, 1958
 Juvenile Delinquency Project (2 folders), 1953
 Know Your Library Month, 1955
 League of Library Commissions Handbook, 1922
 League of Library Commissions, Treasurer's Reports, 1937-39
 League of Library Commissions, Committees, 1939-42
 Librarians of Large Libraries Conference, 1941-42
 Librarians Trip to Sweden, 1960
 Libraries in the Southern States, 1942-46
 Library Development Committee, 1951-59
 Library Services Act, Public Library Division Support, 1955
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 Library Services Branch, United States Office of Education, 1954-57
 Meeting of Board of Directors, 1955
 Membership (2 folders), 1945-59
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Box 3:

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 Post War Planning, A National Plan, 1946-47
 President's Handbook, 1955
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Program Coordination Luncheon, 1953-54
 Public Libraries, Editorial Committee of, 1945-55
 Public Libraries, Committee on, 1955-58
 Public Libraries Index, 1953-56
 Public Library Inquiry - Archives, 1947-48
 Public Relations Committee, 1944-57
 Publications - "Public Libraries," 1947-55

Box 4:

Classification and Pay Plans for Municipal Public Libraries, Revision of, 1952-56
 County Library Flyer Committee, Revision of, 1956-57
 The Farmer's Bulletin Committee, Revision of, 1949-57
 Regional and District Library Laws Committee, Revision of, 1936-57
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 Reports - Annual, 1946-60
 Resolutions Committee, 1946
 Revision of State Grants to Public Libraries Committee, 1953-57
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 Special Projects, 1951-57
 Standards Committee (9 folders), 1956-58
 State Legislative Action, A.L.A. Committee on, 1954
 Statistics Committee, 1949-57
 Committee to Study Needs of Public Libraries, 1953
 Subcommittee on Quality Bookmobile Service, 1960-63
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 Terms and Definitions Committee, 1948-49
 UNESCO Courier Publicity Project, 1953
 UNESCO Gift Coupon Project, 1953
 U.S. Book Exchange, 1948-50
 Wilson Index, Committee on, 1951-62
 Work with Allied Organizations,
 American Country Life Association, 1944-56
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 Pre-Convention Book Selection, Book Conference (2 folders), 1955
 Miami Beach Conference (2 folders), 1956
 Convention Program Arrangements, 1956
 Kansas City Conference, 1957
 Membership Meeting, Kansas City Conference, 1957
 Formalized - Board of Directors Meeting -- Annual Conference
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 San Francisco Conference, 1958
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 Montreal Annual Conference - ALA-CLA, 1960

Box 5:

Chicago Conference - Archives, 1963
 Small Libraries Dinner - Chicago, 1963
 Midwinter Conferences (3 folders), 1946-60
 PLD - Reporter (Publication)
 Aging, 1961
 Background and History, 1955-59
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- Circulars and Circular Letters, 1944-55
- Committees, 1950-56
- Conferences, Annual, 1947-55
- Cooperation, Improving Library Service through
- Correspondence, 1952-56
- Exhibits and Pictures Committee, 1950-55
- Education and Training, 1954-55
- Library Extension News, 1929
- Newsletter, Public Library Division, 1934-36
- Norman Bassett Fund Project (proposed), 1954
- Organizations, Allied, 1954
- Proceedings of Annual Conferences, 1950-56
- Public Library Demonstrations - Standards, 1949-52
- Publicity Flyer, 1955-56
- Reorganization, 1955-56
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- Treasurer's, Correspondence, 1951-56
- Public Libraries Division - County and Regional Libraries Section
 - County and Regional Libraries Section (4 folders), 1937-56
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 - Executive Board, 1951-52
 - Library Extension Board, 1947-48
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 - Post Conference Tour - New York, 1952
 - Proceedings, County Libraries Section, (2 folders), 1933, 1935
 - Proceedings, County and Regional Libraries Section, 1936, 1939-41, 1946
 - Publications, 1929-49
 - Public Relations Session, 1951-52
 - Recruiting Committee, 1948-51
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 - Reports - Annual (2 folders), 1927-56
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 - Standards Committee, 1942-52
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 - Business and Technology Committee (2 folders), 1947-55
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Box 9:

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Box 10:

Office Back File (2 folders), 1943-50
Kansas State Library Survey Commission - J.C. Ruppenthal, City and County
Library Administrators in Washington, Freedom of the Press Exhibit,
Planning Committee, Extension of Services - Federal Security Agency,
Training and Standards Committees of Library
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 Public Libraries Division (2 folders), 1942-43, 1945-50 (1942-43 checked out to R. Stevens 3/5/75)
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 Intern Standards for Small Public Libraries, 1971-73
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 Legislation Committee (2 folders), 1962-71
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Box 13:

Right to Read Committee (2 folders), 1972-75
 Standards Committee (4 folders), 1961-72
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 ASD/CSD/YASD Task Force (General), 1972-73
 Standards for Library Service, 1971
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 Strategies for Public Library Change
 Task Forces I-IV, 1972-73
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Box 14:

Board of Directors, 1967-69
 Past Presidents' File, including correspondence concerning H.W. Wilson advisory committee, 1962-63, 1968
 Presidents' correspondence, memoranda and annual reports:
 William Chait, 1964-65
 Alta Parks, 1965-66
 Presidents' correspondence, memoranda and annual reports: continued
 Marshall Stewart, 1966-68
 Helen Fry, 1967-68
 Willard Youngs, 1968-69
 Andrew Geddes, 1969-72
 Effie Lee Morris, including report on White House Conference on Children, 5 pp., 1970; 1970-72
 Dorothy Sinclair, including articles, 1971-75
 David M. Henington, 1972-73, 1975-76
 Vice-President, President-Elect Louis C. Naylor, 1973-75
 Executive Secretary Correspondence, Barbara Slanker Thesis: Nelson Associates, Library Systems, 1968
 Consumer Education, 1965
 Elementary and Secondary Education Act, 1965
 International City Managers Association, 1959-60, 1964-67, 1969
 National Inventory (state by state statistics), 1965
 Representatives, Committee on Guidelines for Personnel Working in Special Situations, 1972-73, 1975-76
 Adult Reading in the U.S., proposal, 1967
 Archives, 1952-54, 1965
 Books for Public Libraries: selected titles for small libraries and new branches, R.R. Bowker & Co. Contract, 1969, 1972-76
 Catawba County Library and the Elbert Ivey Memorial Library (NC) Survey, 1965-66
 Committee to Study Accreditation of Public Libraries, Project Proposal, 1963-67
 Glossary of Public Library Terms, correspondence, 1971
 Interim Standards for Small Public Libraries, correspondence, 1963-64
 Library-Community Project Guides and Issuances, 1957-58
 Measurement of Effectiveness (MOE) of Public Library Service Project (USOE-funded), including Advisory
 Committee minutes, reports, correspondence and budget (3 folders), 1967-75
 General File, including Draft of "Performance Measures for Public Libraries," 1973, 73 pages (2 folders), 1967-74, 1980

Public Library Service, Study of: A Report on Phases I and II, and General Comments on the Literature, ca. 1973
 Music Library Association, Joint Program with at Annual Meeting 1966, 1965-66
 Norwalk, Ct. Libraries Survey, 1963-67
 Performance Measures for Public Libraries (MOE), Participants List, 1973
 Pikes Peak Library (Colorado Springs, CO) Survey, including the Survey publication, 1967, 75 pages, ALA, 1964-67

Box 15:

PLA-PLD History, 1952, 1962
 "A Primer about Public Library Systems," 1965-66
 Project Survival, 1976-77
 Proposed Public Library Goals Study, Allie Beth Martin, and "Strategy for Public Library Change" paper, 1971-73, 1973
 Public Library Service Revision Correspondence, 1965-66, 1968
 Reader's Digest Award, 1967
 Dewitt Wallace-Reader's Digest Fund, 1999
 "Referendum and Building Planning for a Medium-Sized Library," partial draft by Ruth W. Gregory, 80 pages, ca. 1965
 Sears Roebuck Foundation, Film on dropouts and the Library, 1965-66
 University Microfilms, contracts, 1965
 U.S. Public Library Statistics (from U.S. Office of Education), 1949, 1957-62
 White House Conference on Aging, 1959-61, 1967, 1970-71
 Children and Youth, 1960 and 1970, and National Committee for Children and Youth, including An Annotated Bibliography on Children (H.E.W., 1970, 75 pages), memoranda, correspondence, reports, news releases and programs (2 folders), 1959-71
 Youth, 1969-71
 Sections, including correspondence, reports and minutes:
 Alternative Education Programs Section (AEPS), 1976-77
 Public Library Systems Section (PLSS), 1976-77
 Committees, including correspondence, reports and minutes:
 Activities Committee, including Idea Exchange Program materials, 1974-77
 Adult Literacy and Learning Committee, 1975-77
 Audiovisual Committee, concerning committee publications and conference programs (2 folders), 1969-78
 Book of the Month Award Committee (the Dorothy Canfield Fisher Library Awards), including press releases (2 folders), 1959-66
 Bylaws Committee, 1961-73
 Cataloging Needs of Public Libraries Committee, Ad Hoc, 1977-78
 Children, Service to, Committee, including bibliographies (1972) and White House Conference on Families overview, 1971-79
 Conference Program Coordinating Committee, General, 1978-80
 Division Program, 1980 (New York), 1979-80
 1981 (San Francisco), 1980-81
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Box 16:

Committees, including a few articles, correspondence, reports and minutes - continued

Editorial Committee (formerly Publications Committee), concerning the PLA Reporter series, and including Ad Hoc Publications Program Committee report (1977), 1971-77
 Education of Public Librarians (and other library workers) Committee, including National Citizens Emergency Committee to Save Our Public Libraries' "Fact Sheet on Library Users," 18 pages, 1977; 1974-79
 Elections Committee, 1957, 1960-67
 Foreign Book Selection Committee (2 folders), 1957-68
 Funding for Public Libraries Committee (Ad Hoc), 1978
 Goals, Guidelines and Standards for Public Libraries Committee (formerly Standards Committee), also including proposals, memoranda, tape recording and papers about standards, guidelines and measures for public libraries (5 folders), 1970-79
 Human Services Committee, concerning rehabilitative services, 1978-79
 Information and Referral Services, 1978-80
 Interdivisional Committee on Common Concerns, 1976
 Interlibrary Cooperation Committee (formerly Committee on Ways of Developing Cooperation between Independent Libraries), also including proposals for ALA-wide committee (2 folders), 1961-66, 1969-70
 Just Between Ourselves Committee, 1967-68
 Legislation Committee (2 folders), 1971-80
 Library Development Committee, 1952-63
 Library Services Act (LSA) Committee (functions transferred to Legislation Committee), including LSA questionnaire summary (1962), 1959-63
 Membership Committee, 1962-79
 Metropolitan Areas Libraries Committee, including application for support of a conference on library service in metropolitan areas (1976), 1970-77
 Multi-Lingual Services Committee, 1976-79
 New Directions Committee (Ad Hoc), 1977
 Nominating Committee, 1980-82

Box 17:

Committees, including correspondence, reports and minutes - continued
 Organization Committee, 1977-79
 Orientation Committee, 1979-80
 Paperback (use of) Survey Committee, 1966-67
 Promotion of Standards Committee, including drafts of Standards for Service: Your Public Library and How About Your Public Library?, 1966-69
 Proposed Goals for Public Library Service, Feasibility Study (CLR and NEH funded), Advisory Committee, 1970-73
 Publications Committee, including Advisory Committee on a History of Service to Young Adults in Public Libraries, 1963-71
 Committees, including correspondence, reports and minutes
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 Program Committee (Ad Hoc), 1977-78
 "Costs of Public Library Services," 1961-69
 "How About Your Public Library?" 1967
 "How to Start a Public Library," ca. 1966
 "Interlibrary Cooperation," ASL/PLA, 1967
 "National Braille Press Article, Library Service and the Blind, and Library Standards , 1966-67

- Nation's Cities, 1963, 1965-67, 1970
- Saturday Review, Janice Kee, 1955-56
- Public Libraries Editorial Committee Correspondence, 1977-79
- Public Library Principles Task Force, 1980-82
- Public Library Reporter, Author Packet (Pending), 1977
- Committee (formerly Public Library Editorial Committee), 1975-79
- United States Government Publications for Small and Medium-Sized Public Libraries, by Gladys Sachse, 203 pages, 1978
- Manuscripts, Pending and Proposed, including Planning Public Library Services for the Homebound and Institutionalized and Educational and Career Advising and Counseling Services for Adults: What Role Can Libraries Play?, 1977-78
- Public Library Study Committee (subsequently Proposed Goals for Public Library Service Advisory Committee), 1968-71
- Research Committee (formerly Task Force on Research), 1975-79
- Responsibility for Materials Committee, 1961-62
- Role of Public Libraries in Providing Consumer Information Committee (Ad Hoc), 1977, 1979
- School Library-Public Library Relations Joint Committee, ca. 1961
- Serving the Functionally Illiterate, Committee on, also including newspaper clippings, and issuances for "Two Blocks Apart" (disadvantaged young adults conference, Sarah Lawrence, 1966), 1964-67
- Standards Committee, including Task Forces' working papers, and articles, 1973
- Books and Nonbook Materials Subcommittee, 1965-66
- Costs of Public Library Services Subcommittee, 1968
- Physical Facilities Subcommittee, 1965
- Service Subcommittee, 1965-66
- Standards for Children's Services Subcommittee, 1960-64, 1966
- Statistical Standards Subcommittee, 1966-67
- Committees, including correspondence, reports and minutes - continued
- Starter List (of books for new libraries and brochures) Committee, including Books for Public Libraries correspondence, 1967-70, 1972-77
- Strategy (for Public Library Change) I - Publication, Consumers' Handbook for Public Libraries, 1972-78
- II - Publications, Library Connection Manuscripts Task Force, including Consumers' Handbook manuscripts, ca. 1976
- III - Prototypes and Demonstrations Task Force, 1972-73
- IV - Education of Public Librarians Task Force, including Master's paper "Characteristics of Public Librarians and the Educational Needs of the Profession" (Nancy Stith, 1975), 1972-75
- University Press Books for Public Libraries Committee, 1976-78

Box 18:

- Armed Forces Librarians Section (AFLS) -
- General Correspondence, including correspondence with AFLS officers, memoranda, pamphlets, early annual reports and minutes, and conference paper "Educational Need: A Touchstone for Selection," by Eleanor Phinney (1957); (2 folders), 1957-71, 1973-74, 1976-77
- Presidents' Correspondence:
- Josephine Weaver, 1964-65
- Josephine Neil, including Bylaws Committee report, 1964-66
- B. Louise Nabors, 1965-67

Egon Weiss, including list of AFLS officers and U.S. Military Post Library Association Annual report, 1871-72 (photocopy, 57 pages), 1967-68
 Louise Ligon, 1968-70
 Barbara Loar, including annual reports, 1969-70
 Ann Conlan, 1970-71
 Robert Severance, including Federal Librarians Round Table petition, 1971-72
 Stanley Kalkus, 1973-74

Vice-President Reports -

Egon Weiss, 1966-67
 Barbara Loar, 1968-69

Committees, including correspondence, memoranda and reports - continued

AFLS - continued

Board Minutes and Agenda, also including lists of officers, annual reports of presidents, minutes of AFLS annual meeting minutes, committee reports, and correspondence (3 folders), 1958-71, 1974-77
 Business and Program Meetings, including minutes, correspondence, memoranda and speeches, 1963-70
 Committees' and Officers' Annual Reports, including Newsletter of the European Subsection (1967), 1958-59
 Committees' and Officers' Midwinter Meeting Reports and correspondence 1962, 1965-67, 1969
 Methods and Equipment Index (ALA, 50 pages, 1967), including correspondence of the Methods and Equipment Index Committee (formerly Administration Index Committee), 1963-67
 Motto ("Round the World Service for Services Round the World"), 1967-68
 Newsletters (1954, 1961-71), also including AFLS annual meeting programs (1954-55, 1966) and Editus (journal edited by Army librarians, France, 1965), 1954-55, 1961-71
 Resolution (requesting additional Federal funds for military libraries), 1966
 FLIRT Newsletter, 1973-76
 FLIRT (Federal Librarians Round Table)/FLA (Federal Librarians Association) Preconferences, including material concerning FLIRT establishment and AFLS membership, 1971, 1974-77
 Program Arrangement, 1963-74
 Committee Reports, 1964-66, 1974, 1977
 Committees, including correspondence, memoranda, and reports: Award Achievement Citation Committee, including copies of citations, 1960-76
 Bylaws Committee, 1953, 1959-63, 1966-68, 1976, 1978
 Civil Service Committee, including draft of standards for library assistants (1966), 1963-68, 1970-71, 1977
 European Subsection, also including minutes, Newsletter (1966, 1968-69), and bylaws, 1965-70
 Exhibits Committee, 1971, 1973-75
 Membership Committee, 1958-69, 1971, 1974, 1976-77
 Military Library Standards Committee, including draft of standards, 1963-68
 Nominating Committee, 1958-65, 1967-74, 1976-77
 Orientation Committee, including brochure, 1964-68
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 Scholarship Fund, 1967, 1969, 1972
 Section Development Committee, including European Subsection correspondence and Newsletters, 1959-70

Box 19:

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Allie Beth Martin Award and Brunch, 1980-84
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 Planning library workshops and institutes, 1976-81
 Recommendations for AV materials, 1976-84
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Casey, Pres. Genevieve, 1977-78
 Dubberly, Pres. Ronald A., 1979-80
 Rohlf, Pres. Robert H., 1980-81
 Griffen, Pres. Agnes, 1981-82
 Sager, Pres. Donald J., 1982-83
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 President-Midwinter legislative workshop-Washington, D.C., 1984-85
 Rohlf, V.P. Robert H., 1979-80
 Griffen, V.P. Agnes, 1980-81
 Sager, V.P. Donald J., 1981-82
 Bolt, V.P. Nancy, 1982-83
 Robinson, V.P. Charles W., 1983-84
 Board of directors (5 folders), 1978-84

Committees

Accreditation task force, 1982-83, 1983-84
 Allie Beth Martin award (6 folders), 1978-84
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 By-laws, 1978-82, 1984-85
 Cataloguing needs of public libraries, 1979-81, 1981-82, 1982-83
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Box 20:

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 International relations task force, 1983-84
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 Alternative Education Programs Section (AEPS) committees
 Basic education and literacy, 1980-81, 1981-82, 1982-83, 1983-84
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- Executive (4 folders), 1979-84
- Job and career information services, 1980-84
- Learning services for non-English speakers, 1980-81, 1981-82
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- Parent education services, 1979-84
- Publications, 1979-81, 1983-84
- Publishers liaison, 1979-81
- Visual literacy and audiovisual communications, 1979-81
- "A Planning Process for Public Libraries"
Workbook, Volumes I and II

Box 21:

- Armed Forces Librarians Section (AFLS) committees
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 - Board of directors, 1981-82, 1982-83
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 - Executive (2 folders), 1977-84
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- Metropolitan Library Section (MLS) committees
 - Central Libraries discussion group
 - Conference program, San Francisco, 1980-81
 - Philadelphia, 1982
 - Los Angeles, 1983
 - Dallas, 1984
 - Executive, 1977-84
 - Organizing and planning, 1981-82
- Public Library Systems Section (PLSS) committees
 - By-laws, 1980-81
 - Committee on committees, 1979-80
 - Conference program, Philadelphia, 1982; Los Angeles, 1983; Dallas, 1984; Chicago, 1985
 - Executive, 1979-84
 - Interlibrary cooperation, 1979-81, 1982-83
 - Organization, 1981
 - Preconference program, Dallas, 1979; San Francisco, 1981
 - Program planning, 1979-84
 - Publications (ad hoc), 1979
- Small and Medium-Sized Libraries Section (SMLS) committees
 - By-laws, 1980-81, 1982-83, 1983-84
 - Communications network, 1980-82
 - Conference Program, New York, 1980
 - San Francisco, 1981
 - Philadelphia, 1982
 - Los Angeles, 1983
 - Dallas, 1984
 - Executive (3 folders), 1977-84
 - Long-range planning, 1980-81
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Preconference, Philadelphia, 1982
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Rural library services (3 folders), 1979-84
Rural library services, conference program subcommittee, Dallas, 1983-84
Starter list for new branch collections, 1982-84
University press books for public libraries, 1979-84
Materials from headquarters library
 Administrative files, including by laws, recruitment, memoranda
 Bibliographies
 Conference materials (1980-86)
 Press releases, (1970-1984)
 Reports, guidelines, and standards (1977-1984)
News Releases, 1978, 1979, 1981
"The Public Library's Responsibility for Service to the Functionally Illiterate," 1974
Public Library History, 1939, 1944
The Relationship between Public Schools and Public Libraries, 1939, 1941, 1945, 1959
The Federal Government and the Public Library - A Report Prepared by The Special Committee
 on Federal-State Relations, 1954
Box 21 is Full