



Gratia A. Countryman and Family Papers.

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Library School - April 10 '31
Miss Macfadyen has asked me
to talk to you on
Making plans for a childrens
room.

This is of course an Administration
problem, which few of you
may have to solve.

It may be a problem for the Head
Librarian or the Library Board

But if you either of them, or if
you are only head of childrens work
in a small library or library board
you must doubtless be consulted,
especially if you have accumulated
experience in work with children.

The Physical Plans

A Planning for a Public Library
Unit

B - School library plan

(2)

I've been thinking about our own
System Ever since Miss Macgregor

asked me to come over.

I am impressed though my experience
of two things

1 - A system should be planned out
if it is going to be most
effective.

2 - A system cannot be planned
out - it has to grow.

1st If it cannot be done in the first place -

a - One must locate branches and
school librarians with reference
to each other

(b) - One must regulate size of
building according to density of
population

c. One must fit style of building
to surroundings - whether in
business district or residence

d. One must fit both children
+ adult rooms to type of people
as to space given to each.

(3)

If anyone ever has a chance to try
out this idea, it surely is your opportunity
for I have been with the library since
the day it was opened. And have planned
its whole development from the first
to the present over a period of 40 years.
No one could have had a stronger desire
to do so. But I must declare that
it can't be done. ~~\$~~

Look at City planning, it is mostly
done after the city is built. Look
at abandoned and torn down sections
in large cities.

2. A system must necessarily grow

- a. A librarian watches directions of growth
- b. A librarian watches causes of growth in localities
- c. Watches racial growth & colonies
- d. Watches types of people - workmen, homes - or well-to-do - or wealthy
- e. Watches street car lines or bus lines which stimulate growth
- f. Keeps in touch with local improvements, associations, or business men's clubs
- g. Establishes library centers probably in a small station or school

building before risking the expense
for building.

g. Watch growth or decline of these
Centers.

h. Watch changes taking place
around library branch & change
its type of work to suit needs.

I With the most careful watchfulness
of this city's growth, in all these
days - I have made mistakes in locations
or rather population centers have
so changed and will change -
that if one could have foreseen
~~many~~ the changes, the plan would
have been quite different.

But this is the Real Librarian
problem - which you may encounter,
or may not

1st

The Public Library Children's Room.

2nd

The School Library room.

In a Public Library.

1- Where shall it be located

a- Shall be distinguished
between grade 1-6.
Junior High.

b. Where shall they be located
2nd floor, main floor, basement

c- a one room building
divided by book cases.

d. A unit, Junior + children Dept.

e. Basement preferred for little
children

Outside entrance
seclusion of noise
Separation from Adult +
older children

f. Can be closed
without interfering with other books

A second story might Dept.
be so arranged.

2 - Light

very important.

a. If basement, shallow basement, high
enough windows to floor room.

b. On side of building where least
+ South sun, children come
in afternoon.

c - No landscaping, shrubs or trees
should exclude light.

(6)
d. If lum too strong, light ^{thin} curtains
nice temper

Ventilation

(a) Cross windows necessary

b. Fireplace

c. Fans.

Story Lower room.

If in basement - a separate Story
Lower room in Auditorium.

Furnishings

a. desk - a regular office desk?
or long narrow low desk?

b. table. low, flat or sloping
tables.

c. Display racks - periodical racks
+ glass cupboards.

d. linoleum on floor, for noise
Cleanliness + beauty.

Administration

a. Closing hours. 6⁰⁰ - 8⁰⁰ clock -

b. Books taken upstairs for
parent evenings

c. Separate Card Catalog

d. Teaching Catalog + classification

(7)

B

School Libraries

(a) Contract with Schools.

b. Where located with reference to branches

c. Opening hours of schools - a

d. Overlapping work with branches.

e. Adult service - Delivery -
Only children's books on shelves

f. Work in harmony with curriculum
but keep in mind recreational reading
A public library not simply a school library

g. Benefits of combination

① Delivery from Central

② Same classification as for list Br

③ Same system of charging & borrowing

④ Introduce child to public library.

Problems in book

Overdue

Mutilations

Scrap books. etc



MINNEAPOLIS PUBLIC LIBRARY

GRATIA A. COUNTRYMAN, - - - LIBRARIAN

MINNEAPOLIS, MINN.

Resolved that in every school building hereafter to be built, upon the request of the Library Board, to whom notice shall be given in advance of the proposed erection of such building and plans submitted, there be provided on the ground floor in the corner, with separate entrance and separate lighting, heating, and toilet facilities, a space for a branch public library to serve the children and adults of the community. In case such a room is built, the Board of Education is to provide for the space, heat, light, and janitor service; and the Library Board will provide the equipment and service.

Adopted by Library Board, January 14, 1926

Adopted by Board of Education, January 26, 1926.

Close

Binding only shell

Literature is the Soul

Books are tools.

The value to any child, is
the spirit - willing, understanding,
sympathetic, simple, & the
considering fairly - who is
firm when necessary, requires
honesty & fairness, altho forgiving

No one has any right to be a
teacher or a children's librarian,
to handle the delicate growing
soul of a child, who is not
prepared to sacrifice, to spend
themselves to study each child's
needs as they present themselves.
It is one of the most rewarding jobs
for a real child lover can undertake