

The *Oil City Register*, referred to in an article on page 285, as being published in Titusville, Pennsylvania, is published in Oil City, at the mouth of Oil Creek, some 17 miles distant from Titusville in the centre of the Venango oil region.

Our exchanges will please notice that this Journal, commencing with the next number, will be published at the uniform subscription of 50 cents per annum; and that parties sending \$5 for ten subscribers, will receive a copy free.

Correspondence.

To the Editor of the Journal of the Board of Arts and Manufactures.

SIR,—Believing it may be interesting to many managers of Mechanics' Institutes, among whom I understand your *Journal* largely circulates, to be informed of some of the details of the working of the library of the Institute in the city of Toronto, I beg the favor of space in your columns for that purpose.

The library referred to contains nearly 6,000 vols. of books, and is kept open for circulation and exchange each day, from 9 a.m. to 10 p.m.

The books in the library have, until lately, been arranged on the shelves according to their sizes, and not according to their subjects.

This system has been adopted so as best to economize space, and give an appearance of uniformity to the whole. The works were thus divided into about 20 sections, folios being marked A, quartos B, and so on down to the 24 mos, marked U; the vols. in each of these sections being numbered consecutively from 1 to whatever No. the section contained. In the catalogue, however, the works were all classified according to subjects, a shelf letter and No. being given before the title of each work, as in the following example:—

L 184..... Sigourney's (Mrs.) Poems.
N 141..... Smith's (Alex.) Poems.
Q 2..... Songs, by the Ettrick Shepherd.
Q 33..... Sophocles, by Francklin.
N 242..... Spenser's Faerie Queene.
O 165..... Surrey's (Lord) Poems.

During the present year the publication of a new catalogue had become necessary, and the directors deemed it advisable to attempt a classification of the works according to subjects on the shelves of the library, as well as in the catalogue, still retaining as far as possible the arrangement according to size. This having been accomplished, a new catalogue of some 90 pages has been issued.

The whole of the works are now arranged on the shelves, and in the catalogue, on the following plan of classification:—

- SECTION I.—Biography.
“ II.—History (Civil.)
“ “ “ (Natural.)
“ “ “ (Religious.)
“ III.—Novels and Tales.
“ IV.—Poetry and the Drama.
“ V.—Periodical Literature, Reviews, Magazines, &c.
“ VI.—SCIENCE, ART, &c.,—
Agriculture, Botany and Gardening.
Architecture and the Fine Arts—Decorative Art—Music.
Geology, Mineralogy, &c.
Legal and Political Science, Political Economy.
Manufactures, Trades, Commerce—Mercantile Arts.
Medical Science, Physiology, Phrenology, &c.
Moral and Intellectual Philosophy, Education, &c.
Natural Philosophy, Astronomy, Mathematics, &c.
Science and Art, General.

- SECTION VII.—Voyages and Travels.
“ VIII.—Miscellaneous.
“ IX.—Religious Literature.
“ X.—Library of Reference.
“ XI.—Valuable Illustrated Works, &c.

Eight of these sections are each divided, upon the shelves of the Library, into three sizes of books, each division having an initial letter, as, for example, section I.—A B C, section II.—D E F, and so on to the end of the alphabet—section IX. having but two divisions, and sections X. and XI. being designated by double initial letters.

The advantages attending this system of using initial letters to designate the several divisions of the books, must be apparent to all having charge of libraries, from the facilities it affords for the consecutive numbering of the works on the shelves, or the recording and tracing of those taken out. The latter will be more apparent on consideration of the plan of the record book used for the purpose in our Institute, diagrams of which I here give, hoping your printer will be able to make them up with *printer's rules*.

The record book is divided into two sections, the first having one or more pages for each of the initial letters and progressive nos. in the respective divisions; the second containing an alphabetical list of members taking out books—each member also having a number attached to his name. This portion is also ruled in spaces for recording books taken out during any stated week. The mode of recording books taken out, and crediting those returned, will be best understood by the diagrams:—