

value, whether by reason of their cost or their rarity, should be classed as works of reference, and only allowed to leave the library under certain restrictions. When your library is completed and opened to the public, it should contain the following sections—1. History and Biography. 2. Science and Art. 3. Voyages and Travels. 4. Fiction. 5. Poetry. And 6. Miscellaneous. In numbering the books, sometimes each class is designated by number and letter, as A 21, History; B 110, Science, &c. The letter and number together sometimes leads to confusion in the entries. If you make History run from No. 1 to 200, Science 200 to 400, and so on in proportion, you will save any possibility of error through duplication, and, at the same time, will more readily enable you to know what class a book belongs to without reference to the catalogue. The duty of recording the issues, whilst of the simplest character, is often neglected. The Directors, as custodians of the members' property, should see that it is properly attended to. An excellent plan was published by your Association some time ago, well adapted to all towns and villages. Another plan is to enter the book to the member the same as one would enter a sale of merchandize in a day-book, then posting it into the member's account in the ledger. The methods are almost as different and as numerous as the libraries. Having fully sketched the necessities and requirements of the library, we will next proceed to furnish the

READING-ROOM.

The first and most desirable newspapers are local, next Canadian, next English, then the United States journals. As you will not be able to furnish each reader with a paper, it will be found well to have the most prominent papers placed on a shelf running round the room, filed, and raised so high that a person can comfortably stand to read. By this means two can often peruse at the same time, and besides, having to stand, the tendency so often displayed by some avaricious members to monopolize the paper for hours is checked. Papers not in much demand, and such magazines as you may take, can be placed on the table, to which there ought to be comfortable chairs. The whole room should be made as cheerful and comfortable as a private parlour.

Don't be afraid of paint and whitewash. Coal oil and gas are cheap: have the place well lighted, and, above all, have it properly heated and ventilated. Make the place so nice that its comforts will excel those of the saloons and taverns. Members ought to be invited to place such papers as they personally receive, after using them at home, on the table; and as nearly every one takes a Magazine or Journal of some sort, you can by this means make the cost of your reading room comparatively small.

The "Reading-Room" and "Library" at present constitute the sum of the attractions in most Institutes, but I think another should be added—namely, a

CONVERSATION-ROOM.

While the reading-room and library possess attractions for the student, there are a large class to whom any lengthened study after a hard day's manual labour is anything but enticing. This class resort often to saloons and taverns almost from sheer necessity, as an asylum from the cold charities of a boarding-house. What was done originally to while away an hour becomes a fixed habit, with its usual attendant—intemperance. Whatever can be done to provide rational amusement, even if not combined with instruction, is a benefit to the working-classes; and it is here where Mechanics' Institutes have an hitherto unbroken field on which to sow good seed. By all means, then, provide a "Conversation Room" separate from the "Reading Room." Leave it to the vote of the members whether smoking shall or shall not be allowed; if it is, I think it will be all the better. Introduce harmless but interesting games, such as Chess, Drafts, Dominoes, &c., and if your funds will permit, a bagatelle table, or even a billiard table. In this room the members will become acquainted with each other, and besides the ordinary chit-chat of the day, discussions of an ordinary character will often arise, in which, started by two or three, the whole company will be drawn in. If your room is large enough, have a horizontal bar, swing, or other gymnastic apparatus for the enervated Dry-goods or Bank Clerk to strengthen his muscle. Have the room as large as your means will afford; it need not necessarily be expensively ornamented.

Presuming you have your library, reading and conversation rooms fitted up, try and