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A Survey of the County Film Libraries in the State of Washington

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A SURVEY OF THE COUNTY FILM LIBRARIES
IN THE STATE OF WASHINGTON

A Paper
Presented to
the Faculty of the Graduate School
Central Washington College of Education

In Partial Fulfillment
of the Requirements for the Degree
Master of Education

by
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THE PROBLEM, LIMITATIONS, AND
DEFINITION OF TERMS

The growth of the county level audio-visual programs through the building of county level school film libraries has been rapid and important. The service to the schools by these libraries and their staffs has increased tremendously since their origin. These services have now reached a point of recognition by the districts which are served as being almost indispensable. Many school officials offer the viewpoint that without such services their present educational program would be markedly hurt.

The county superintendents of schools (in counties where these film libraries are located) point out that these libraries perform a function of public relations between the school districts and the county office. This public relations value has, in most cases, been readily recognized and supported by these officials. The film library service often brings as many teachers and administrators into the county office as any other service offered.

The development and growth of the county film libraries has been a point of interest to the writer for a number of years, and it is his belief that the future of the eleven

centers now in operation--and the development of others-- is bright indeed. It was felt that a survey of these film libraries--their organization, personnel, financing, services, and facilities--would provide an insight into the problems inherent in each operation. It might also bring to light many important facts concerning the centers which have been, to this date, without formal recognition.

The survey would make a number of contributions: (1) it would show the existing strong and weak points so that present libraries might see areas of needed improvement; (2) it would provide information for future planning of other county film libraries, much of the information commonly in circulation being without much basis in fact; (3) it would provide information which the colleges could use in more intelligently planning courses in instructional materials; (4) it would point out areas in need of further investigation to bring out the values which such centers might offer.

To this date, no detailed study of these film libraries has been made. Little study is available at a national level which deals with the problems and procedures of the county level of operation. Information is available on specific county film libraries in many areas of the country.

Such a survey would be limited by many factors. The differences in duties of staff members and the obligations

assumed by each of the libraries; the often intangible philosophies under which the libraries are presently being operated; the variations in services, financing, and facilities; all create problems with which no objective measures have been used. The value of the libraries to the school districts served is unknown except for the amount of use given the materials; only general information is available which gives indications as to the effectiveness of each one of the film centers.

This paper is limited, almost by necessity, to some general information on the organization of the libraries, and to somewhat more specific information on the personnel, services, financing, and facilities.

Gathering data for the survey was accomplished almost entirely by personal interview with the directors, the staff, and the county superintendents of schools. Most of the survey data is information received directly from the person in charge of the library. The historical information was compiled from that given by the staff members and from the records and files of the film centers. A search of the professional books and journals, theses, trade periodicals, research bulletins of both professional and commercial sources, and popular magazines also contributed valuable historical and philosophical data and ideas.

Data of the survey were not used in an effort to make comparisons between the libraries. Instead they were used in an attempt to analyze the present status of each of the libraries, to determine the problems of the libraries, and to determine basic patterns of organization and operation common to all of the film libraries. Basic conclusions were drawn from the data and the implications pointed out. Recommendations were made for further, more detailed study into areas not well covered by present information.

In order to better understand the survey, clarification of some of the terms used is necessary. Many of these terms refer to audio-visual materials and the libraries which contain collections of materials. All references to these points are made with the understanding that all the libraries are county school film libraries. All references to the county are concerned with that level of operation and the office of the county superintendent of schools. In many areas the term "a.d.a." is used. This is the average daily attendance per year and is used as the basis for a fee charged the schools for the services of the film library. Without exception, the film centers have developed an a.d.a. charge in their financial structure. In all cases the term "film library" (or its equivalent) concerns only centers in which sixteen millimeter (16mm) sound motion

pictures are acquired for distribution to the schools of the county.

Special service units are often mentioned in the sections on ORGANIZATION and FINANCE. This term, as used in this paper, refers to that money allocated by the state to the school districts to provide persons for work in special areas.¹ One unit is allowed for each 72,000 days of attendance. For each of these units a school district may claim an extra 3000 days attendance money from the state plus the regular state allotment for a classroom unit (one teacher).²

¹ Special service units are authorized for work in health, guidance, special education, library, and audio-visual.

² T. B. Sayles, "The Co-operative Teaching Materials Center in Cowlitz County, Washington," (Unpublished Master's thesis, Oregon State College, Corvallis, 1951) p. 29.

DEVELOPMENT OF THE COUNTY FILM LIBRARIES
IN THE STATE OF WASHINGTON

The development of the county level film services in the state of Washington has come about through the combined recognition and demand for such services by the school and lay people of the many counties where film libraries are now located.

Educational motion pictures are twenty-five years old this year. During the years since the inception of these remarkable teaching tools they have grown to become an important part of American education. The philosophy which governed the early thinking of the pioneers in the production and utilization of this medium of communication has permeated the general thinking of educators throughout the world; and it has broadened in scope to cause these many materials to become part of the accepted tools of teaching.¹ Former Chancellor of the University of Chicago Robert Hutchins once said,

No system of mass education could flourish without

¹ Encyclopaedia Britannica Films, Inc. "20th Anniversary Bulletin" (Unpublished, E. B. Films, Inc., Wilmette, Illinois, December 1949).

the film. The film can achieve results in teaching which could be obtained in no other way. The film can do more than any other medium to establish peace. It can carry its message to anybody anywhere who can see and hear. It has a force, impact and power, which no other medium can command. It is not too much to say that the widespread distribution of educational films might do more than any other single² thing to unite the world and save us from destruction.

This point of view is even more forcibly brought to attention with the statement made by Adolph Hitler in 1939 when, asked to name the Reich's most important new weapon, he replied, "My 60,000 motion picture projectors." Through the use of the film medium Germany had indoctrinated and trained its youth for war thoroughly and quickly.³

The values of instructional materials, and especially those of the motion picture, have been recognized by most educators. The importance of their use has been expressed more and more often in recent years. An example is found in a recent publication of the Department of Audio-Visual Instruction of the National Education Association:

In these days of compulsory education laws and chronological promotion, when the spread of pupil ability and interest in each classroom becomes even wider, it is important that the teacher and the students have access to many types of aids to make the classroom an

² Ibid.

³ Bill Davidson, "The Big Boom in Visual Education," Coronet, June 1948.

interesting and profitable place for young people. Even if it were desirable, it is no longer possible for a teacher to carry on the textbook type of instruction which was universal a half century ago. That was suited to a system of mass education in which the atypical student dropped out of school at an early age. Today the school attempts to meet the needs of all the children with their wide range of abilities and interests. The teacher has to use all the laws of learning and the means of stimulating learning activities if he is to meet the challenge of the modern classroom.

It is for this reason that the idea for instructional materials centers is spreading rapidly thruout the school systems of this country. Such a department is specifically designed to bring to the attention and to the repertoire of the teacher the greatest possible variety of instructional materials.⁴

It is with the background of like philosophy that the standards for growth of the audio-visual, or instructional materials, programs have come into being. It is with these ideals that the programs have been building a solid and permanent foundation. To many who are actively engaged in the daily administration of audio-visual materials programs the growth seems to have been slow and arduous, but its general acceptance in education as compared with many other new methods and ideas has been rapid indeed.

At this time almost all states are participating to some extent in the development of libraries of materials

⁴ National Education Association's Department of Audio-Visual Instruction, "Planning Schools for Use of Audio-Visual Materials, #3--The Audio-Visual Materials Center," (Washington, D.C.: NEA, January 1954) p. 4.

to serve the schools of their immediate area. A survey report published in 1949 stated that thirty states then contained four hundred thirteen county film libraries and forty-three cooperative film libraries.⁵ Every county in the state of Virginia had a film library; in addition there were five state regional film libraries. In 1950 it was found that New Jersey legislation provided for seventeen new county film libraries, and that Georgia was about to establish thirteen new libraries.⁶

Growth of film libraries at all levels has been limited more by the degree of interest and the development of positive philosophy than by the problem of finance. In those areas where the value of these tools became recognized the financial support was found.

Much of the credit for the development of the demand and philosophy of film use--and thereby the demand for the establishment of county film centers--goes to the colleges and universities. The very early centers of materials were generally placed at the state level in these institutions.

⁵ Lloyd Cartwright, "The County Film Library," See and Hear, 6:19, April 1951.

⁶ Encyclopaedia Britannica Films, Inc. "County Libraries on Increase Everywhere," (Unpublished report, E.B.Films, Inc., Wilmette, Illinois, December 1950).

They were ideally situated for the distribution of film materials from a standpoint of educational recognition if not from a geographical position. In most cases these centers became rental libraries for the service area of their state and to many nearby areas where such services were not available. The rapidity with which the use of these centers grew soon caused the larger city and county units to recognize the values of carrying on the materials services from a local level. Because of the great demand on the rental sources, schools were not always able to get needed materials at a time when the use would be most effective. It became evident that more materials could be made available to the districts at the time they were needed (and possibly for less expenditure) by establishing local centers.

It was not until the years just following the second World War, however, that the use of materials really became generally accepted and the growth of libraries at all levels began. The results of using these tools in the armed services became a standard reference toward the establishment of more centers and for closer supervision in planning for, and using, these aids.

The first real development of rental centers for 16mm sound motion pictures in the state of Washington came in

1938. Washington State College began its film center, now known as its Audio-Visual Center. Shortly thereafter, Central Washington College established its Office of Visual Education. These two centers made motion pictures available to all the schools of the state on a rental basis. They also began the first promotion of both in-service and classroom education in the use of these teaching materials. At the end of World War II and following the sharp increase in use of films from these sources (though many county and city libraries had been established) the University of Washington set up its Film Center under the Adult Education Division in 1948. Class and extension work in audio-visual materials at the University were, and are today, conducted by the School of Education. Because of the heavy demand upon the rental sources and as a result of the classroom and extension work in film use, the demand for local libraries was not long in coming. To this date it can be found that the three state institutions still carry the bulk of rental requests from the schools of the state. Objections still arise, however, that the rental services are unable to provide materials on dates when materials are most needed. This is a matter of considerable dispute. In addition to rental services these schools also carry on most of the in-service work done by the colleges through extension classes.

During the past three or four years less and less extension work in the audio-visual field has been carried on by the colleges. Classroom instruction in the recognition, production, and use of materials, however, has spread until classes are offered to students in education in almost every college in the state. One of these colleges, on results gained through a questionnaire, recently instituted a required course in the use of audio-visual materials toward the general teaching certificate. Nearly all other colleges advise that students in education enroll in these courses as electives. Through these many classes, and the rental connections, the philosophy of the use of instructional materials and the values inherent in their use are reaching the majority of teachers in Washington. With this ever increasing use and recognition more county and local centers for materials will undoubtedly follow.

The development of the county and local libraries of teaching materials came about as rapidly as the philosophy of teachers developed sufficiently to demand it. In many states the audio-visual program received state recognition through matching funds to help them establish their local level libraries; the most widely recognized and publicized of these developments were in the states of California, Virginia, and Oklahoma. Other states have also given this

movement financial support.⁷ As was mentioned previously, some states, through legislation, have provided funds for setting up local audio-visual programs.

The counties of Washington which have organized film centers have done so without state matching funds or legislated money. However, school districts do receive state funds for support of an audio-visual person in the service of the school district. This is done through the system of special service units. In most of the counties salary support of the director comes from a special service unit of a district. Without this significant support many of the county film libraries of this state might never have been able to begin.

Table I indicates the chronological development of the county film libraries by year of origin. The first to organize a film library in Washington was King County in 1940. The county commissioners approved a loan of forty-five hundred dollars for the purchase of needed materials and equipment. They also hired the necessary staff for the operation of the library.⁸ Several arrangements were made

⁷ Sayles, op. cit., pp. 7, 28.

⁸ Don L. Kruzner, "Audio-Visual Instruction in King County Schools," (Unpublished bulletin, Seattle: King County Schools, 1948) p. 1.

TABLE I
 CHRONOLOGICAL DEVELOPMENT OF THE COUNTY
 FILM LIBRARIES

COUNTY	YEAR ORGANIZED
King	1940
Pierce	1940
Kitsap	1945
Cowlitz	1947
Snohomish	1947
Spokane	1947
Thurston	1947
Chelan-Douglas*	1949
Yakima	1949
Whatcom	1949
Lewis	1951

*At the time of origin this library was organized to serve only Chelan County schools.

with the participating schools which set precedents for the future development of libraries in the state. One of the most important of these was the establishment of a basic fee per pupil per year from the participating school districts to provide the necessary funds for procurement of materials.

Also in 1940 the Tacoma-Pierce County film library was formed. As in the development of King County's film center this library was organized to provide materials to the schools at a greater availability than the rental sources. For this reason, primarily, the development of the library centered around the acquisition of 16mm motion pictures. Later, in 1944 the two groups separated to build their own individual libraries.

With the pattern thus established more county school offices began to think in terms of forming film libraries. The philosophy of organization and use had been initiated successfully in the first difficult trials. Development of other county libraries followed. These were established along the lines of the original libraries. From the very beginning the philosophy of the film centers was basically that expressed in the publication from the Department of Audio-Visual Instruction:

An instructional materials center is a service agency. Its chief purpose, and its only justification

for existence, is to provide good learning experiences for pupils and adults of the community. It is a resource center for teaching tools, materials, and ideas.⁹

In 1945 Kitsap County began its film center in joint operation with the Bremerton City Schools. Organized under the same roof and supervised by the same director, the two libraries continued a separate operation from the date of inception until two years ago at which time the services and materials were combined.

Four more libraries were organized in 1947, but only three began 16mm film distribution at that time. Thurston County did not provide this service until 1951, but did provide wide services with other materials.

Snohomish County started its center by taking in a number of 16mm films from the schools within the county. Addition of a large number of new films and other materials enabled the library to provide a group of basic instructional aids to the school districts.

Spokane County, also started in 1947, was the only one of the eleven libraries which was completely organized and financed by the county. The schools were provided with a center, a director, and materials from the county level without cost or obligation.

⁹ N.E.A.-D.A.V.I., op. cit., p. 5.

Early in 1947 Cowlitz County began its film center. Legal complications arose regarding the financing of the library, however, and not until 1949 was it able to provide film center services without legal encumbrance.¹⁰

In 1949 Whatcom County started its film center for the purpose of providing basic service of 16mm films to the five participating districts.

Also in 1949 Chelan County began its center with a small library of materials. Two years ago arrangements were made with the schools of nearby Douglas County allowing them to contribute toward, and use, the materials and services.

Yakima County originated its library in 1949 with the basic idea of providing expensive film materials to the schools within its county.

Last of the eleven county film libraries established was that of Lewis County in 1951.

These eleven county film libraries serve more than half the school population of the state of Washington, exclusive of the enrolment of Seattle, Spokane, and Tacoma. Even so, two large cities--Bellingham and Yakima--are not included in the service of their respective counties. Both of these cities operate independent libraries of materials,

¹⁰ Sayles, op. cit., pp. 35, 36.

one of which is very small.

Though the growth of the county film libraries has been steady and sound it is agreed by the majority of the directors that the growth is limited greatly by three basic problems: (1) inadequate personnel or materials to handle the demand; (2) lack of willingness of some of the more influential school people to investigate the values of this program; and (3) the crippling effect of many of the new and modern buildings which have been erected with little consideration for the use of audio-visual materials.

ORGANIZATION OF THE COUNTY FILM LIBRARIES

The organization of the county film libraries in the state of Washington follows a definite pattern. All of the centers are connected to the office of the county superintendent of schools, and all but one are located in the courthouse of their respective county. Though not all are located within the confines of the office of the county superintendent of schools, most are under his direct supervision. Since the majority of the school districts within the counties contribute to the financial support of the center, both for staff and materials, they are usually taken into consultation regarding organization and services.

All of the county libraries except that of Whatcom County are under the supervision of a director. In most cases this director is responsible for the complete operation of the film center. The director is responsible for supervising the staff, fixing operating procedures, informing the schools through bulletins and catalogs, managing the budget for materials, and performing advisory services to districts. In addition he is expected to keep records, make periodic reports, develop in-service training programs and demonstrations in the schools, and attend and participate actively in professional meetings and organizations.

The director is responsible to the county superintendent of schools and to the representatives of the school districts for the accomplishment of these duties. In some cases this responsibility is lightened through the development of a committee which formulates and carries out the policies of the library. This committee usually includes representatives of some school districts, the county superintendent, and the director of the library.

In seven of the eleven counties the salary of the director of the film library is paid all or in part by one or more of the school districts. Whatcom County has no director, and the salaries of the directors in the remaining three counties come from county funds. This is explained more fully in the section entitled FINANCING. In most cases no written or verbal obligation is given the supporting school district by the director or the county office for responsibilities to that district alone. However, two of the libraries have an agreement with the supporting district for a specified amount of time or service to that district. This creates a number of problems which are brought out in the section on CONCLUSIONS.

PERSONNEL OF THE COUNTY FILM LIBRARIES

The personnel of the county film libraries fit into a specific pattern too. In all but Whatcom County the film center is under the supervision of a director. The staff, if any, is concentrated in certain areas of work: secretarial, repair and inspection of film and other materials, and shipping and/or delivering of materials to school districts.

The directors of the county film libraries have the primary responsibility of organization and operation of the library to best serve the needs of the schools in the county. The regular duties of the director have been covered under ORGANIZATION. All of the directors do not accomplish all of these duties to the same degree; to some directors many of these duties are "in mind" but not in practice. In some cases the director of the library is given duties aside from those directly concerned with the recognized duties and responsibilities of the position. These extra duties are usually assigned through the office of the county superintendent of schools. No written duties and responsibilities are available in any of the libraries, but in some of the offices these obligations are understood.

The degree of accomplishment of the duties of the

director are often limited by time and staff available. In most libraries the director is involved with much of the physical handling of the materials and actual operation of the library.

Two deterrents to the accomplishment of some of the responsibilities of the director of the library are: (1) the unwillingness of school districts to accept the director's part in these duties, and (2) the actual recognition the director is willing to give all of these duties. Each of the ten directors attempts to work in most of the areas of responsibility to some degree. No objective data are available indicating the degree of accomplishment in these areas except the amount of material distributed.

Whatcom County has operated without a director for its film center. The library is maintained and operated by the county superintendent of schools and a part-time secretary. It is the responsibility of the secretary to ship, inspect, repair, book, and clean the film materials. It is the responsibility of the county superintendent to manage the budget, purchase materials, work with the schools, and handle the information and advisory duties.

Chelan-Douglas County's film center is under a full-time director who, among his regular duties, is responsible for part of the photography work of the Wenatchee school

district. His obligations as director of the library extend over the regular school year only. His salary is in large part supported by Wenatchee, and he is expected to spend about half-time each week in that school district. The actual operation of the library is carried on by a full-time secretary and a half-time clerk and inspector.

Cowlitz County's film library is under the supervision of a full-time director. A full time person is also employed as assistant director. These two persons carry on the complete operation of the library and the obligations of the library to the school districts. The director and his assistant are supported financially by the Kelso and Longview districts. A committee of superintendents aids in an advisory capacity in formulating policies.

The film library for King County is under the direction and supervision of the Director of Instruction. The film center's operation is the major responsibility of this director. The rest of the staff is made up of a full-time secretary who is responsible for booking materials to the schools as well as regular office duties, a clerk who is responsible for the physical handling of the materials and for their delivery to the schools, and a part-time clerk who helps to clean, inspect, and repair materials.

Somewhat different than the other libraries is

Kitsap County's film library staff. The director is hired through a special service unit from Bremerton Schools. His staff is composed of two full-time secretaries and a part-time clerk. One of these secretaries is responsible for the obligations of the library toward the Bremerton Public Schools; the other handles the requests of the rest of the county schools. Both also take an active part in the physical handling of the materials--inspection, cleaning, and repair. The part-time clerk does some of the physical handling of the materials and the delivering of these materials to the schools of the county.

Lewis County's film center has no staff other than the director. This person is responsible for the entire operation of the library. Little time is available to the director for in-service work with the schools of the county or for demonstration work in the schools. All of the physical handling of the materials, responsibility of purchase of materials, and development of informative material for the schools is done by the director. In addition the present director acts as an administrative consultant to the schools of the county.

Pierce County has a director for its film library, but one day per week is set aside by this person for work in the Franklin-Pierce Schools which supports his salary.

A secretary for the library is supplied by the office of the county superintendent of schools. The duties of the secretary involve booking materials to the schools of the county and making up bulletins and informative material for these schools. Part-time help is also employed for much of the physical handling of the materials. A group of coordinators meets periodically with the director both in advisory capacity and as representatives for their schools in the formation of policies of the library.

Snohomish County's film library director is supported in part by a special service unit from one of the districts and in part by a.d.a. contributions. The obligation for support of the director falls to a different school district each year, and the director has no greater obligation to one district than to another. An advisory committee of district superintendents and the county superintendent works with the director in formulating the policies and operational developments of the library. In addition the director holds regular meetings with the coordinators from all the schools of the county to explain and discuss the responsibilities of each level to the other. A full-time secretary is provided to handle booking and information bulletins for the schools (in addition to regular secretarial duties). The director is provided with a half-time person during the

regular school year to help in the physical handling and shipping of all materials.

Spokane County provides a full-time director for its county film center. A full-time secretary handles the booking and secretarial duties of the library. The equivalent of a half-time person is available for inspection, repair, and preparation of materials. The director, as in some of the other counties, relies on a group of coordinators to advise in the formulation of policies. They are largely responsible for keeping the director aware of the type of materials most needed in the schools and the use being made of present materials.

Thurston County's director of the instructional materials library is supported through the Olympia Schools and works with the library during the regular school year only. In addition to the responsibilities common to the other county library directors, this person is also responsible for the coordination of the rental program for all educational film materials for Olympia's schools. A full-time secretary does most of the booking and physical work with materials. Another of the county superintendent's staff helps to prepare materials for the schools during the especially busy periods. This is equivalent to almost a half-time person. The duties of these staff members closely

parallel those of the staff members in the other libraries.

Yakima County provides a full-time director and a half-time secretary-clerk for the maintenance and operation of its film center. The secretary-clerk comes from the regular staff of the county superintendent. The duties of this person involve some of the physical handling of the film materials, some correspondence, and the preparation of information bulletins for the schools. The rest of the operation of the library is carried on through the efforts of the director alone. As in Lewis County, little time is available to the director for demonstration or in-service work in the schools.

Table II indicates the staff allotment for each of the county film libraries now in operation. In the case of Thurston County no mention is made of the help given by members of the county superintendent's regular staff since the assignment of such help is not necessarily to the film library.

Table III on page twenty-nine indicates the number of months per year for which the director is employed. Reference to Table IV on page thirty-nine will show the actual amount of time spent on the job in each of the libraries.

TABLE II
PERSONNEL OF THE COUNTY
FILM LIBRARIES

COUNTY	SUPERVISING	*UNITS	CLERICAL	*UNITS
Chelan-Douglas	Director	1	Secretary Clerk	1 $\frac{1}{2}$
Cowlitz	Director	$\frac{1}{2}$		
King	Director	1	Secretary Clerks	1 $\frac{1}{2}$
Kitsap	Director	1	Secretary Clerks	1 $\frac{1}{2}$
Lewis	Director	1		
Pierce	Director	1	Secretary Clerk	1 $\frac{1}{2}$
Snohomish	Director	1	Secretary Clerk	1 $\frac{1}{2}$
Spokane	Director	1	Secretary Clerk	1 $\frac{1}{2}$
Thurston	Director	1	Secretary	1
Whatcom			Clerk	$\frac{1}{2}$
Yakima	Director	1	Secretary	$\frac{1}{2}$

*Each unit represents one full-time employee.

$\frac{1}{2}$ One director--one assistant director.

TABLE III
CONTRACT YEAR OF DIRECTORS
OF COUNTY FILM LIBRARIES

COUNTY	CONTRACT YEAR (MONTHS)
Chelan-Douglas	9½
Cowlitz	12
King	12
Kitsap	12
Lewis	12
Pierce	12
Snohomish	12
Spokane	12
Thurston	9½
Whatcom	
Yakima	12

FINANCING OF THE COUNTY FILM LIBRARIES

Financing of the county film libraries is similar in only one respect. In all of the eleven county film libraries the participating districts within the counties pay into the county film library a predetermined basic fee per average daily attendance per year. This fee ranges from eleven cents per a.d.a. in Cowlitz County to fifty cents per a.d.a. in King, Spokane, and Kitsap Counties. In all counties except Cowlitz and Kitsap this basic a.d.a. fee is used primarily for the purchase of the films, filmstrips, and other materials which will be used by the schools.

In some of the counties purchase of the expensive film materials was accomplished through rental plans initiated by the producing companies. These rental plans enabled the libraries to obtain many more films in the initial year of operation so that the demand from the schools could be more easily and effectively met. The films were rented by the year for a specified amount. The rentals were usually films which would be used for many years, so all were rented for continuous years. During the fourth year of rental the ownership of the films was deeded to the renting library since the total rental paid would have originally purchased

the films. Among the county libraries who used this method of obtaining materials were those of Thurston, Pierce, Lewis, King, Yakima, Whatcom, and Chelan-Douglas Counties.

Inasmuch as certain supplies and equipment are unique to film center operation (such as film cement and rewinding equipment) these materials are usually purchased from the a.d.a. funds. Office supplies for normal office requirements are usually supplied by the county.

The film library for Cowlitz County was started in 1947 with an allocation of \$4,600 from the county's current expense fund. A ruling was made by the state attorney general's office (later reversed) against such use of this fund, and the library was unable to make much growth until 1949. At this time the voters of the county passed a special levy for the library providing \$35,495 to be expended over a period of five years. The a.d.a. fee now being paid by the schools, therefore, is used entirely for salary support of the director and his assistant. This source of income produces approximately \$1,700 per year. The remaining funds necessary for the staff salaries come from the special service units of Kelso and Longview school districts. The salary of the director for the film library is \$5,400 per year.

In 1945 Kitsap County began its center when the

county and Bremerton Schools agreed to pay the salaries of the staff and charge a basic a.d.a. fee of twenty cents for materials. The following year this fee was raised to fifty cents. However, the use of the funds was reversed--the county paying for the purchase of materials and the schools supplying through the a.d.a. the funds for salaries and for operation. In the years that followed the county slowly withdrew its support. At the present time, therefore, the schools maintain almost the complete costs of salaries, operations, and materials. At fifty cents per a.d.a. the schools now contribute about \$7,500 per year. Of this money \$1,700 is used for the purchase of materials. In addition to the a.d.a. contribution the support of part of the salaries comes from Bremerton through a special service unit. Bremerton also contributes approximately \$1,800 per year for rental materials for the Bremerton schools. This, too, is handled by the director of the library. The salary of the director of this library is \$6,700 yearly.

In Chelan-Douglas County the director of the film library receives \$5,000 for the school year. Part of this salary is from Wenatchee's special service unit, the rest from a.d.a. fees. Part-time staff wages are also taken from a.d.a. funds. In this case approximately one-half the total of a.d.a. revenue is used for support of salaries. This

center was started in 1949 by Chelan County with an a.d.a. fee of twenty-five cents per year. Until 1953 this remained static; then it was raised to forty cents per year. During 1951 Chelan County offered the services to neighboring Douglas County. Those schools interested in using the service contributed at the regular a.d.a. fee. For those smaller districts who did not yet own the necessary equipment for the projection of sound films, a partial service charge of twenty-five dollars was instituted. It was possible for these schools to use all other materials for this partial rate. The total amount contributed by the schools in the county is approximately \$4,100. As in most other libraries, the office of the county school superintendent provides additional expenses of operation and salary.

Snohomish County's director of instructional materials receives \$5,200 per year. The major part of this salary is borne by a school district through special service unit; the rest is obtained from a.d.a. contributions. The library was started in 1947 with a basic a.d.a. fee of twenty cents. This now stands at forty cents and amounts to \$8,100 per year. Of this approximately \$6,700 is spent for materials and equipment. Cost of supplies, additional staff, and operation are borne by the county superintendent through his budget.

Lewis County charges a basic a.d.a. fee of forty cents per pupil, as it did when it started in 1951. This fund of \$3,200 is used entirely for purchase of materials. The salary of the director, \$4,060, comes from special service units of two districts. An additional \$300 is paid by the county to the present director for extra work as "administrative consultant." This will not apply to the new director who will begin work in July, 1954. No additional staff is hired; thus, the county pays only for operation and supply costs.

Pierce County started its library in 1941 in joint operation with Tacoma. The original basic a.d.a. fee was seven cents per year. In 1944, when Tacoma and Pierce County decided to maintain separate libraries, this fee was fifteen cents. Since that time it has been raised to thirty-five cents and annually brings in approximately \$5950. This amount is used for the purchase of materials and equipment. In addition to the a.d.a. charge the county library offers a supplementary service to those schools which are large enough to begin their own libraries. A minimum fee of seventy dollars is charged for this service. Rentals are made to the districts at a rate of \$1.12 per film, and the schools are free to use any of the materials available in the library. The three school districts which now operate

their own libraries comprise an average daily attendance of nine thousand pupils and own a total of approximately eighty films.

The salary of the director for the Pierce County film library is \$5,400 per year. Salary paid the director during the school year comes from special service unit funds from Franklin-Pierce Schools; salary for the summer months is paid by the county. The entire budget for staffing the library with secretarial and clerical help, and for cost of operation and supplies, comes from the county.

Thurston County's library was organized in 1947 for distribution of materials other than 16mm films. In 1951 films were also added. As in the case of most county film libraries, materials are purchased with money provided through a basic a.d.a. fee. This fee in Thurston County is thirty cents and totals \$2,400 per year.

The director's salary of \$4,725 for the school year is paid by the Olympia school district from special service funds. Salary of the rest of the staff is paid by the county. Cost of operation and supplies are also supported by the county.

Four county libraries are completely dependent upon county funds for operational costs and salaries. King, Spokane, Whatcom, and Yakima film libraries are organized

thus. King County pays its Director of Instruction an annual salary of approximately \$5,800. The salaries of the staff, too, are paid by the county. The school districts supporting the film library contribute fifty cents per a.d.a., nearly \$14,500, which is used for the purchase of materials and a limited amount of equipment. Materials are distributed by delivery truck purchased originally from the a.d.a. funds, but now operated by the county.

Initiated in 1940 with an a.d.a. contribution of twelve cents--later thirty one cents--the library was handicapped by the cost of postage in handling the large number of films used. When this a.d.a. fee was raised to fifty cents and the new postage law went into effect¹, a greatly increased budget was available for the purchase, repair, and replacement of many materials.

The development of the Spokane County film library was the only movement organized completely at the county level. In 1947 the county commissioners set aside \$5,000 to purchase materials for a film library for the schools of the county. Each succeeding year, until 1953, an appropriation of \$3,500 to \$5,000 was made to continue purchase

¹ Postal law became effective August 1953--Section 34.83 (e), P. L. and R.

of materials. In addition to this materials appropriation, all other costs of the library were borne by the county. In 1953 the schools took over the financial burden of purchasing of materials agreeing to pay fifty cents per a.d.a. for this purpose. This contribution amounts to \$5,200 per year. An additional \$400 is provided by the county for the rental of materials not owned by the library. The salary for the Spokane County film library director is approximately \$4,400 annually.

Whatcom County has no director for its film library. The total cost of operation, salaries, supplies, and equipment is borne by the county. Materials are purchased through a.d.a. contributions. This library was begun in 1949 with a basic a.d.a. requirement of twenty-five cents. The schools now contribute thirty-five cents per a.d.a. for a 16mm film budget and ten cents per a.d.a. for filmstrip purchases. The total of forty-five cents per a.d.a. is combined, however, into one lump sum to be spent for all materials. Because of the high cost of films and the much greater call for these materials, somewhat more than the intended thirty-five cents is actually spent for the film materials. The total a.d.a. contributions from the schools amount to approximately \$2,250 annually.

Yakima County's film center is mainly supported by

the county. This source provides the salaries of the staff, operational costs, supplies, and housing. The school districts of the county cooperatively raise \$4,500 per year through an a.d.a. fee of thirty cents. This fee had been twenty cents per year until the school year 1953-54. Two districts within the county are presently on a minimum fee basis contributing seventy-five dollars per year for an unlimited use of the library services. The philosophy expressed in regard to this minimum fee involves the theory that service to a school district for a whole year, regardless of size or materials used, would cost the library at least seventy-five dollars. Salary of the director of this library is \$3,900 per year.

Table IV shows the salary range of the directors of the film libraries and the number of months per year for which they are contracted. The salaries vary from \$3,900 to \$6,700 per year. These salaries are not in direct proportion to the size of the libraries, the amount of services rendered, the value of the libraries to their districts, the size of the service areas, or the amount of responsibility involved.

The amount of revenue raised in each library through the a.d.a. contributions is shown in Table V on page forty. Closely associated with this information is the breakdown of

TABLE IV
SALARIES OF COUNTY FILM
LIBRARY DIRECTORS

COUNTY	ACTUAL WORK MONTHS	YEARLY SALARY
Chelan-Douglas	9½	\$5,000
Cowlitz*	11	5,400
King**	11½	5,800
Kitsap	11	6,700
Lewis*	11½	4,360
Pierce	11	5,400
Snohomish	11	5,200
Spokane**	11½	4,400
Thurston	9½	4,725
Whatcom		
Yakima	11½	3,900

* Includes some payment for duties other than film library director.

** Estimated.

TABLE V
 A.D.A. REVENUES FOR COUNTY FILM LIBRARIES
 DURING THE SCHOOL YEAR 1953-54

COUNTY	A.D.A. FEE	TOTAL A.D.A.	TOTAL REVENUE
Chelan-Douglas	\$.40	10,000	\$ 4,000*
Cowlitz	.11	16,000	1,760*
King	.50	29,000	14,500
Kitsap	.50	15,000	7,500
Lewis	.40	8,000	3,200
Pierce	.35	17,000	5,950*
Snohomish	.40	20,450	8,100
Spokane	.50	10,400	5,200
Thurston	.30	8,000	2,400
Whatcom	.45	5,000	2,250
Yakima	.30	15,000	4,500*

* Minimum rates also established with some school districts tend to raise or lower total revenue potential slightly.

use of a.d.a. funds and the per cent of a.d.a. revenue spent for materials. These can be found in Tables VI and VII. The growth in a.d.a. fees since the inception of each of the county film libraries is shown in Table VIII on page forty-four.

TABLE VI
EXPENDITURES OF A.D.A. REVENUE
IN COUNTY FILM LIBRARIES

COUNTY	TOTAL A.D.A. REVENUE	EXPENDED FOR SALARIES	EXPENDED FOR MATERIALS	OTHER
Chelan-Douglas	\$4,000	\$2,100	\$ 1,600	\$ 300
Cowlitz	1,760	1,760		
King	14,500		13,500	1,000
Kitsap	7,500	5,600	1,750	150
Lewis	3,200		3,200	
Pierce	5,950		5,400	550
Snohomish	8,100	1,000	6,700	400
Spokane	5,200		5,200	
Thurston	2,400		2,350	50
Whatcom	2,250		2,250	
Yakima	4,500		4,500	

TABLE VII
 AMOUNT OF A.D.A. REVENUE SPENT FOR MATERIAL
 IN COUNTY FILM LIBRARIES IN 1953-54*

COUNTY	A.D.A. REVENUE	AMOUNT EXPENDED FOR MATERIALS [†]	PER CENT EXPENDED
Chelan-Douglas	\$ 4,000	\$ 1,600	40
Cowlitz	1,760**		
King	14,500	13,500	93
Kitsap	7,500	1,750	24
Lewis	3,200	3,200	100
Pierce	5,950	5,400	91
Snohomish	8,100	6,700	83
Spokane	5,200	5,200	100
Thurston	2,400	2,350	98
Whatcom	2,250	2,250	100
Yakima	4,500	4,500	100

* Figures for 1953-54--most other Tables are 1952-53.

† Amounts shown are to the nearest \$50.

**Cowlitz a.d.a. funds are used entirely for salary support. Materials budget is from special levy funds.

TABLE VIII
GROWTH OF A.D.A. FEES SINCE ORIGINATION
OF EACH COUNTY FILM LIBRARY

COUNTY	BEGINNING A.D.A. FEE	PRESENT A.D.A. FEE
Chelan-Douglas	\$.25	\$.40*
Cowlitz	.17	.117
King	.12	.50
Kitsap	.20	.50
Lewis	.40	.40
Pierce	.07	.35
Snohomish	.20	.40
Spokane	.50	.50**
Thurston	.20	.30
Whatcom	.25	.45
Yakima	.20	.30*

*A.d.a. fee raised for first time this year (1952-53)

7A.d.a. fee used for salary support only. Materials purchased through special levy funds.

**Complete county support until 1953. Schools have contributed in a.d.a. since that date.

SERVICES OF THE COUNTY FILM LIBRARIES

The services of the county libraries of instructional materials parallel each other in theory only. Little objective data are available for making comparisons of the many services of the libraries or the degree to which each is performed. Inasmuch as the majority of the services cannot be properly evaluated, this paper will be primarily concerned with the provision of film materials to the schools.

Each of the county film operations is varied in size and service area. Effectiveness of the service is not necessarily affected by the size of the service area although size does limit the ease with which materials can be delivered to the schools. The total amount of materials available and the philosophy of use which has been developed determine much of the value of the center to the schools. Table IX indicates the service area of each of the county film libraries and the approximate number of pupils and teachers who receive the advantages of such service. As is shown in the Table, the service areas vary in size from forty districts in Spokane County to five districts in Kitsap County and from 29,000 students in King County to 5,000 students in Whatcom County. The total number of sound

TABLE IX
SERVICE AREAS OF THE COUNTY FILM LIBRARIES

COUNTY	TOTAL DISTRICTS SERVED	TOTAL* A.D.A.	TOTAL TEACHERS* SERVED
Chelan-Douglas	18	10,000	340
Cowlitz	12	16,000	520
King	22	29,000	1,000
Kitsap	5	15,000	500
Lewis	16	8,000	280
Pierce	32	17,000	580
Snohomish	25	20,450	660
Spokane	40 ^f	10,400	350
Thurston	14	8,000	290
Whatcom	6	5,000	200
Yakima	19	15,000	500

*Approximated

^f26 of the 40 are one or two room schools.

motion pictures available for booking, and the total number of bookings during the school year 1952-53, are shown in Table X. Comparison of the Tables will support the view that the size of the service area is not always proportionate to the amount of material which is available to the schools.

Although the major function of each library is the provision of expensive materials, some of the libraries make available many types of teaching aids. Graphs showing the growth of materials use by the schools of each county (except King County) can be found in the APPENDIX. These two points must be considered for proper interpretation of these graphs: (1) some schools use a film several times in one booking, so total use is much higher than the figures shown; (2) usually more materials are available when bookings increase (though not usually in proportion).

Table X also shows the average use of the 16mm films per print in each of the counties reporting.

Chelan-Douglas County's film center has 11¼ sound films, 320 filmstrips, and over 600 tape recordings. It services eighteen school districts with approximately 10,000 students in two counties. The amount of use has grown from 567 total bookings of materials during the 1949-50 school year to over 1600 total bookings during the 1952-53 school

TABLE X
 AVERAGE USE OF SOUND MOTION PICTURES FROM COUNTY FILM
 LIBRARIES DURING SCHOOL YEAR 1952-1953

COUNTY	TOTAL FILMS* OWNED	TOTAL FILM BOOKINGS	AVERAGE BOOKINGS PER PRINT
Chelan-Douglas	100	1,000	10
Cowlitz	300	3,680	13
King/	1,100		
Kitsap	500	10,000	20
Lewis	120	2,200	17
Pierce	680	9,500	14
Snohomish	420	7,119	17
Spokane	520	7,900	15
Thurston	135	2,006	15
Whatcom	116	1,542	13
Yakima	220	5,000	22

*Estimated

/No records kept while under rationing system.

year. Data concerning the growth in number of items in the library are not available for the same period. Such information is necessary for an accurate picture of real growth in use of the library. It was found that as more materials were made available greater use was made of the library. Of the total bookings made by this film library in the school year 1952-53 sound films amounted to 65 per cent (over 1,000 bookings). Each film received an average of nine bookings during the year.

Cowlitz County's film library services twelve districts with approximately 16,000 enrolment. In the school year of 1948-49 total use of this center was 1,300 bookings. During the year 1952-53 this use was almost 5,000 total bookings, and use thus far during 1953-54 indicate the total will exceed 6,000. Approximately 66 per cent of the total is of sound films. During the past year the use of the library has risen over 1,000 bookings or approximately seventeen per cent.

One of the county film libraries, the largest in the state of Washington, has not kept a compiled record of the use of its materials by the schools. King County's film library operates under a ration system of booking. Each month the library allows one film per teacher plus two films for the building to each contributing district. With this

ration system in effect no great growth could be noted. The ration program was instituted for two reasons: (1) adequate staff was not available to the director to keep the materials in good repair and to ship and inspect all of the material used; and (2) the number of schools requesting materials was so large that not enough material could be made available. This became particularly true when some schools used materials indiscriminately for "movies" or during "free periods." The rationing has had some effect on the change over to more intelligent use of materials since only those materials really needed would be ordered. The center provides material to twenty-two districts with approximately 29,000 students. Over 1,300 sound films are available from the library. Weekly pick-up and delivery is provided to all but two distant school districts. These districts receive materials by parcel post, while the majority of the districts enjoy service by special truck.

Servicing a total of five school districts with an approximate enrolment of 16,000 pupils--all within a short distance of the library--Kitsap County's teaching materials bureau is not burdened by the transportation problem. All materials can be delivered to the school districts by truck according to a regular weekly schedule. Approximately 520 films and 2000 filmstrips, plus many other materials, are

available to the schools.

A six year period gives an indication of growth in use of materials from the Kitsap County film library: in the school year 1946-47 a total of 3,531 items were booked; in the year 1949-50 a total of 13,182 items; and the year 1952-53 a total of 18,400 bookings. Of this latter figure 10,000 bookings were of 16mm sound motion pictures. With approximately 520 films in the library average use of each film is approximately twenty bookings per year.

Formed in 1951 Lewis County's film library has not yet had much opportunity to show a pattern of growth. The use of the library, as in most new centers of this type, has been good. With a total of approximately 140 films owned in the school year 1952-53 total bookings numbered more than 2,000. This indicates an average of over fifteen bookings per print during the year. The library's service area involves about 8,000 pupils in the sixteen districts.

Pierce County's library services thirty-two of the thirty-three districts in the county. In this area are approximately 26,000 students, but the county film library receives a.d.a. contributions for only 17,000 of these. Almost 9,000 students are in the three school districts now receiving materials on a minimum fee arrangement. The film center owned nearly 800 sound films and 900 filmstrips in

the school year 1952-53. Use of materials during this year totaled 10,700 bookings. This amount of use has risen from 5,600 bookings in 1948-49 and about 9,950 bookings during 1950-51. Sound films accounted for nearly 9,100 of the total bookings during 1952-53. The use during the early part of the 1953-54 school year gave indications that total bookings would increase to more than 13,000 that year.

The Snohomish County film library owns a total of almost 500 sound films and approximately 1200 filmstrips. Its service area includes twenty-five districts with 20,400 students (not including kindergarten or junior college enrolments). The use of the library by these districts during the 1951-52 school year totaled 5,327 bookings of 16mm sound films and 6,714 bookings of filmstrips. The following year this rose to 7,119 film bookings and 7,565 filmstrip bookings. This represents an increase of over 33 per cent in 16mm film use in one year. The average number of bookings for each film was approximately fifteen per year.

Forty districts and over 10,000 students are served by the Spokane County film center. During the school year of 1952-53 the center owned about 520 films and 1,700 filmstrips. Total bookings for that year were over 13,000. In 1948-49 the library booked 4,650 items; in 1950-51 a

total of 9,300 bookings. Growth has averaged between 20 and 25 per cent each year during the past four years. Important for interpretation of the use of the library is the fact that twenty-six of the forty districts in the county are one or two room schools--some without any 16mm projection equipment. Approximately three-fifths of the total bookings have been in sound films.

The instructional materials center for Thurston County provides materials for fourteen school districts and one state school. Figures on the use of films during the 1951-52 school year were not available, but during 1952-53 the use was recorded at over 2,000 bookings. The use of filmstrips for 1952-53 was reported to be 7,300 bookings. Present ownership includes 158 films and about 2,300 filmstrips. These service approximately 8,000 students.

Yakima County's film center services almost 15,000 students in nineteen school districts. The 220 films owned in 1952-53 were booked a total of 5,000 times, averaging twenty-two bookings each. About 140 filmstrips are owned, but the use of these materials has been very small.

Use of Whatcom County's film center was also predominately 16mm sound films. The six districts enrolling some 5,000 students booked the 116 films a total of 1,542 times in the school year 1952-53. In 1950-51 the eighty-four

owned were booked a total of 869 times. Average use of each film grew in two years from approximately ten bookings to thirteen bookings per year.

All of the county libraries at the end of the 1953-54 school year were increasing in total items booked to the schools of their areas. According to the directors of the film centers this use was consistently equal to that which should be expected with the new materials which had been added. In only Kitsap County is the total use of the film materials seemingly going to be under that of the previous year. This is reportedly a result of the inability of the library to provide much new material or keep in good repair the presently owned material.

FACILITIES OF THE COUNTY FILM LIBRARIES

As is the case with the organization, services, and financing of the county film libraries, the facilities of the libraries vary greatly. Certain standard facilities which are necessary for the operation of the film libraries are found in all centers. These include the rewind and repair equipment, 16mm sound film and 35mm filmstrip projection equipment, extra reels and mailing cartons, film cleaning equipment of some type, and standard office equipment. All of the film libraries, with the exception of the center in Kitsap County, are located in the courthouse of their respective county. Housing space is a part of that allocated the county superintendent of schools. The obligation for housing of the library is borne by this official.

The amount of room given for the operation of the film libraries ranges from large closet space to suites of two and three rooms. The square footage and number of rooms allocated for centers is given in Table XI.

The materials center for Kitsap County is located in the administration building of the Bremerton Public Schools. The reasons for this arrangement are twofold: (1) at the time of origination of the library adequate space was not

TABLE XI
AREA PROVIDED FOR COUNTY FILM LIBRARIES

COUNTY	ROOMS	APPROXIMATE* AREA	SPECIAL ROOMS AVAILABLE
Chelan-Douglas	2	240	Darkroom
Cowlitz	3	600	
King	2	600	Conference room Auditorium
Kitsap	2	960	Darkroom
Lewis	1	210	
Pierce	1	290	
Snohomish	3	480	
Spokane	1	320	
Thurston	1	190	
Whatcom	1	150	Auditorium
Yakima	1	530	

* Area in square feet. This includes darkroom facilities but not other area.

available to the county superintendent of schools for housing; (2) Bremerton had the necessary room and also had planned to operate their own library under the same director. The library is housed in two large rooms in the administration building. It is the most divorced from the county school offices of any of the eleven film centers. One room of nearly 450 square feet houses the offices of the staff (other than the director), the major amount of the materials, the work and shipping space, and much of the storage area. The second room, about the same size as the first, is used for the director's office, storage of most of the equipment, the repair center for equipment, and a production and preview center. In addition darkroom space is provided in a separate area for the photographic activity of the director. Furnishings of the center are a mixture of new and cast-off furniture. Built-ins used for storage of materials are of unfinished plywood. Most of the equipment owned by the center is made available to the school districts for emergency use.

The library of Chelan-Douglas County is housed in the office of the county superintendent of schools of Chelan County. Desk and office space for the staff is provided in the regular county office space. One large closet-type room containing approximately forty square feet is used to

house materials and the rewind and inspection equipment. Another room is provided in the basement of the courthouse for storage of the county school office records and film center requirements. A part of this basement room is partitioned off for a darkroom area of about sixty square feet for the use of the director in his photography work. The furnishings of the office and of the materials library are new. Steel cabinets are provided for storage of the film materials. The center is provided with a 16mm projector, 35mm projector, and two tape recorders.

Cowlitz County's film center is housed in three rooms located on the same floor, but not a part of the regular office space of the county superintendent of schools. One room houses the materials, inspection and rewind space, and equipment storage. Each of the other two rooms has about 140 square feet of floor space. One is used for storage and the other is used for the office of the director and his assistant. Furnishings of the library are mainly cast-offs. Some of the built-in areas for storage is relatively new. Film storage and work area is of unfinished wood with no particular standard in size or type of construction. The center makes available to some of the schools in the county certain items of equipment not otherwise available to them. The library owns two 16mm and three 35mm projectors, one

overhead projector, two opaque projectors, a tape recorder, a record player, and a radio.

The large operation of the King County film library is housed in two adjacent rooms. One room of approximately 400 square feet is used entirely for office space and book storage. Since the director of this operation is the county Director of Instruction it is necessary that other than film center material be housed here. An adjoining room of nearly 160 square feet is used for housing the materials, rewind and repair equipment, and for limited storage. The use of a large meeting room is shared by the center with other members of the county superintendent's staff for functions which involve larger numbers of people. Built-in cabinets in this room are used for storage of equipment for the center. Most of the furnishings of this library were new shortly after the library was started. New steel racks and old make-shift shelving provide storage for the films. In addition to the two 16mm projectors and one 35mm projector owned by the film center, an overhead projector and a seeoscope are also available to them. Both tape recorder and record player are also owned by the library. The center is unusual in that it owns its own delivery truck which was purchased with a.d.a. funds in 1953.

The facilities of the center at Lewis County include

one room of approximately 180 square feet for the physical operation of the library and additional office space in the regular offices of the county superintendent. Film storage racks of standard steel shelving and wooden sides were constructed by the director. Other shelf space is provided on one wall of the library, cabinet space for large storage built in below. Most of the furnishings of the library are pieces which were in the county superintendent's office for some time and have been made available for the film library operation. The center owns a 16mm and 35mm projector, a tape recorder, and a record player.

Pierce County provides one room about sixteen by eighteen feet for the complete operation of the film center. In this room is housed the director, the materials, the equipment, and the work areas. The secretary, being partly attached to the work duties of the county superintendent's regular staff, is located in the regular county school's offices. The furnishings of this library, like most of the others, are a mixture of old and new. Desk and chair of the director are new, as are the filmstrip storage racks. The rest of the furnishings and storage facilities are old. The stacks for storage of film materials and the work areas are all of unfinished wood. Little provision is made for storage of materials or equipment other than that cited. The

center owns one new 16mm projector and a 35mm projector for its use in previewing and checking materials, a tape recorder, and a record player.

Snohomish County's library recently moved into newly renovated quarters. Three rooms are provided the center. About 100 square feet is in one room housing the office of the director and his secretary. Finished wood shelving and built-ins are on two walls of this room. Furniture is relatively new. A second room is used for meetings and for previewing. This room is approximately 220 square feet in area and acoustically treated. A third room of almost 160 square feet is provided for storage of materials and for work area. This room is a converted vault keeping a fairly even temperature necessary for storage of film materials. Racks for the film materials are wood and metal. Equipment of the library includes one 16mm and one 35mm projector, a tape recorder, a record player, and an overhead projector.

Spokane County provides one room adjacent to the offices of the county superintendent of schools for the operation of the film library. This room has approximately 320 square feet of space. The materials, equipment, work areas, and storage--in addition to office equipment and furnishings--are located in this one room. All furnishings are new. Shelving, film racks, and storage built-ins are

of matching wood. The equipment owned by the library includes 16mm, 35mm, and overhead projectors, and tape recorder and record player.

Thurston County's film center is located in the office of the county superintendent of schools. Shared office space is provided the director and the secretary in one room and the materials storage and work area is located in a second room. The second room is long and narrow, about 120 square feet in area, and serves as a preview room to the director and staff for small preview needs. Storage of the film materials is in metal racks; other materials are stored in wood built-ins, drawers, and shelves. Furnishings are comparatively new and attractive. A 16mm, a 35mm, and an opaque projector are owned by the center, as well as a tape recorder and a record player.

Yakima County gives one large basement room for the film center. Unfinished cement walls and a mixture of old and new furnishings do not provide the most attractive working area, but the location does make available enough space for the complete operation. This library with approximately 500 square feet has one of the largest space provisions of all the county libraries. New metal racks are provided for film storage. The center owns both 16mm and 35mm projectors, a tape recorder, a record player, and

a record cutter. Secretarial space is provided by the county superintendent in his regular office space.

Whatcom County operates its library from a small area in the school superintendent's office space. This area, about 120 square feet, is used for storage of materials and for a work area. Directly adjacent to this storage area is a large room often used for preview or work area by teachers and administrators. Office space for the part-time clerk is located in the regular office area of the county schools. Furnishings of the office are new. The center owns a 16mm projector, a 35mm projector, and a record player.

Table XII provides information on the types of equipment owned at the various centers. It does not include the numbers of pieces of each type of equipment owned.

TABLE XII
EQUIPMENT OWNED BY THE COUNTY FILM LIBRARIES

COUNTY	EQUIPMENT OWNED*							
	16mm	35mm	Opaque	Overhead	Radio	Tape	Wire	Record
Chelan-Douglas	x	x			x	x		
Cowlitz	x	x	x	x	x	x		x
King	x	x		x		x		x
Kitsap	x	x	x	x		x	x	x
Lewis	x	x				x		x
Pierce	x	x				x		x
Thurston	x	x	x			x		x
Snohomish	x	x		x		x		x
Spokane	x	x		x		x		x
Whatcom	x	x						x
Yakima	x	x				x		x

* Only most prevalent equipment found. Does not include total number of pieces of equipment or all the equipment owned.

SUMMARY, CONCLUSIONS, IMPLICATIONS,
AND RECOMMENDATIONS

This paper has been concerned with the organization, staff, services, financing, and facilities of the county film libraries in the state of Washington. It does not make an attempt to compare the libraries or their values to the schools. Instead, the study does attempt to make four contributions: (1) to show the existing strong and weak points in present libraries so that these libraries might see areas of needed improvement; (2) to provide information for future planning of other county film libraries; (3) to provide information which the colleges can use in more intelligently planning courses in instructional materials; and (4) to point out areas in need of further investigation to aid in bringing to light the values which such service centers might offer.

The literature of the audio-visual field gives little indication as to the extent of the development of county film libraries either nationally or in the state of Washington.

The history of the development of Washington's film libraries at the county level points to two significant

reasons for their origin: (1) state rental sources were too limited in service potential because of the time involved in handling the tremendous number of requests for the film materials; and (2) the work of the colleges in teaching the values and uses of film materials in extension and/or on-campus classes created great demand for materials.

County libraries of film materials were originally intended to service schools with the more expensive materials and provide advisory service to the schools. Also such a library provided the office of the county superintendent of schools with invaluable public relations. In most cases more teachers and administrators are brought into direct contact with this office through the film library than any other service offered.

Data for the survey were collected through personal interviews with the county superintendent and/or the directors and personnel of the libraries. Some data were also collected through a search of the records and files of the film libraries.

All of the county film libraries were organized under the office of the county superintendent of schools in their respective counties. All but one of the libraries are located in the courthouse, space being provided from the allotment given the county superintendent by the county

commissioners. The directors of the libraries, and in most cases the members of his staff, are hired by or through the office of this official. The close contact of the directors and the county superintendents with the representatives of the school districts provides an excellent public relations tool to the county office. It is also a means of bringing in the schools to cooperatively plan and work toward better understanding and utilization of the library and the other county school services. These values alone indicate that financial backing by the county itself is worthwhile.

Though the director and staff are hired through the office of the county superintendent of schools it was found that salary support of most of the directors, and often some of the staff, comes from one or more of the school districts involved. These salaries are provided through the special service unit funds allocated to school districts by the state. The use of these funds to support a county director--even for work which normally would have special service allocation in the district--is questionable. If the state should move to prevent such use of these funds most of the libraries would be hard pressed to support the directors. This precarious financial structure warrants the immediate consideration of the seven libraries, and the

county and school people who support the program should begin immediately to work toward rectifying this condition.

In addition to the financial problem involved it also must be the obligation of the schools to look at the philosophical dangers inherent in this practice. Under present conditions the county superintendent of schools cannot be expected to carry out the full development of his particular philosophy. His duties and responsibilities, and those of the director of the library, are hampered by the requirements imposed by the school district supporting the salary of the director. Too often the policies of the library are changed to meet the requirements of the school district or the district will not be as eager to continue support in the future. In many of these situations the school district controls the actual development of the library even though it may not do so consciously.

Inasmuch as the described manner of subsidizing the director's salary is not now legal, the county and school people, in each of these seven counties, must re-evaluate their programs and establish new and sound bases of support. Either full support of all salaries and materials should be borne by the schools who wish to participate, or the county should take over the complete salary support of the director and staff members. No special consideration toward one or

two districts would then be necessary in considering the duties and obligations of the director or the district's relationship to the county.

Financing of the materials of the film libraries comes from the schools of the county (except in Cowlitz County) who pay a fee based on the average daily attendance per year. This fee was originally intended to pay for the many materials which the schools would use. However, in some libraries much of this a.d.a. fee is now spent in support of salaries and operation and for supplies. The dangers of this financial situation reflect upon the difficulties already named. In most libraries the money from a.d.a. fees is used almost entirely for materials. Operations and supplies come from other sources--usually the county. It is recommended that all libraries be financially organized so that the responsibility for support of the basic needs will be secure and will not be shifted or dodged by those charged with such support.

Inadequacies and differences of salaries of the directors of the libraries is not an open objection of most of the directors. Neither are the contractual arrangements through the summer months often mentioned. However, the value of hiring a director for a yearly period should be considered when salaries are developed. One of the great

problems of libraries is changing administration. Salaries proportionately above those of the average teacher for the twelve month period might conceivably correct this problem.

The survey of services is limited entirely to the information available on the amount of materials used by the school districts. No objective data were available on the other duties and services of the library or its director.¹ Materials services to the schools of the state have increased rapidly since the establishment of county film libraries. Most of this increase has been in the use of 16mm sound films. Figures indicate that more teachers than ever before are using film materials regularly. It is significant that most of this use is in 16mm films; many of the libraries have greater numbers of materials of other types. A few of the directors report a trend developing for school districts to establish individual libraries of inexpensive materials; therefore, these directors are considering slowly withdrawing services of these materials and concentrating money and effort on expensive items. The use of the libraries has been extremely heavy, the need for increased personnel great, the costs of operation and materials higher. It is obvious that a re-evaluation of the library and

¹Duties listed under section on ORGANIZATION.

its services and a re-statement of the purposes of the libraries is necessary to bring about changes in policies which will help to alleviate these problems. The basic physical service of the libraries seems to be that of film procurement and distribution. If this is true the libraries must now consider the greater concentration in this area of service. To provide these materials to those who have not yet been able to develop large libraries of these aids, the gradual departure from distribution of the little used, inexpensive materials should be slowly executed.

Facilities of the libraries are generally inadequate. Areas available for the library services vary greatly. No generally accepted minimum needs in space have been considered. Future investigation of this problem is needed. Furniture for the libraries is, in most cases, cast off material salvaged from a school district or from other county offices. Provisions for the storage of many materials and equipment are woefully lacking or completely absent. In a few libraries the directors have personally built the needed facilities.

Some equipment is owned by or available to every one of the eleven county film libraries. Few own the necessary equipment to work in the broad area of audio-visual aids. Most of the libraries own only motion picture projectors

and combination filmstrip-slide projectors. Little or no equipment is available for emergency use by schools in the county who might have need for such service. Investigation of this problem is warranted. Consideration of the high maintenance cost of equipment which receives rough usage and handling should be of primary concern. Loan pools are not easily maintained; neither are they inexpensive to set up. The relative value in service and in public relations between county and districts, however, may make such a move worthwhile.

Certain other areas are in need of study to determine if their inclusion into the programs at the county level are practical and valuable.

The service area is one of these. Though presently organized under the county office, it has long been advocated by some audio-visual administrators that libraries should be organized around a population density plan. In ascertaining the values of such a move the problem of the distribution of materials cannot be overlooked. A regular truck delivery system is now used in some county operations, but disagreement on the value of this service is great. Under the population density organization such a delivery service would be not only practical, but essential. Distribution of materials would cover a great many more schools

with the same number of libraries.

Study is also needed in the area of personnel. Each of the libraries is concerned over the personnel available to them for the operation of the libraries. The needs of each library should be studied to determine the load of work which can be effectively handled by each person as compared to the work presently required. The libraries must be kept in good condition if they are to effectively serve school needs. An increase in personnel should follow with the growth and use of materials in the film libraries. This increase has not followed such growth in most centers.

Financing of the libraries in Washington has been a hodge-podge of formulae supposedly arranged to best fit the various programs and their specific needs. The finish of each year of operation invariably finds each of the libraries confronted with the same problems as the year before--very large increases in use of material, and a general lack of interest by the school districts to increase funds to take care of these increases. Though the a.d.a. plan of raising a budget for materials seems to provide a good means for obtaining such money, questions have been raised regarding the equitableness of such plans. Larger school districts in the county are particularly hard hit by the fee in comparison to the amount required of small districts.

Some have gone into a semi-rental program with their county libraries because of the high a.d.a. requirement. Thus, it has become possible for these districts, and other districts as well, to slowly back out of the financial obligation to support either the county library or libraries of their own. At the same time they have the complete county library of materials available to them at very low cost. This situation is especially difficult when the director of the film library is supported by the district wishing this special arrangement. It is the belief of this writer that no other single problem could do more to break up the county film libraries and their effectiveness.

Investigation of the value of hiring the director for the full year is also recommended. The summer months can, and should, be profitably spent in developing the philosophy and information which will be used during the regular school year. It also allows the director time to develop professionally through more formal training. This time provides an excellent opportunity for the director and staff to check completely the materials for the next year of use. Procedures which are in need of change can also be planned and tested before the busy months of the regular school year.

One or two of the libraries now operate from closet space; others operate in two or three large rooms. Study

of space requirements for the libraries is necessary. The basic needs of all libraries should be considered first, then the specific needs of the individual libraries should be ascertained.

Reports to the districts and to the county office concerning the growth and development of the library are of great value to the library and to the districts. A regular system of reporting the use of the library would help not only in keeping districts aware that their money is being well invested, but would also serve as a basis for showing need for increased funds and personnel. A study showing the support of districts to libraries making regular reports is needed.

Finally, the director of a county film library must recognize that one of his most important functions is that of becoming a top level salesman and consultant. He cannot expect, after once establishing the library and getting it into working order, to sit back and watch the use of the materials increase both in quantity and quality. His is the job of telling and of showing--and particularly of listening. New teachers must be sold on the value of these aids; regular users must receive encouragement and deserved praise; and those who disagree with the philosophy of these modern disciples of audio-visual materials must be won over through friendship and facts.

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APPENDIX

18,000

15,000

12,000

9,000

6,000

3,000

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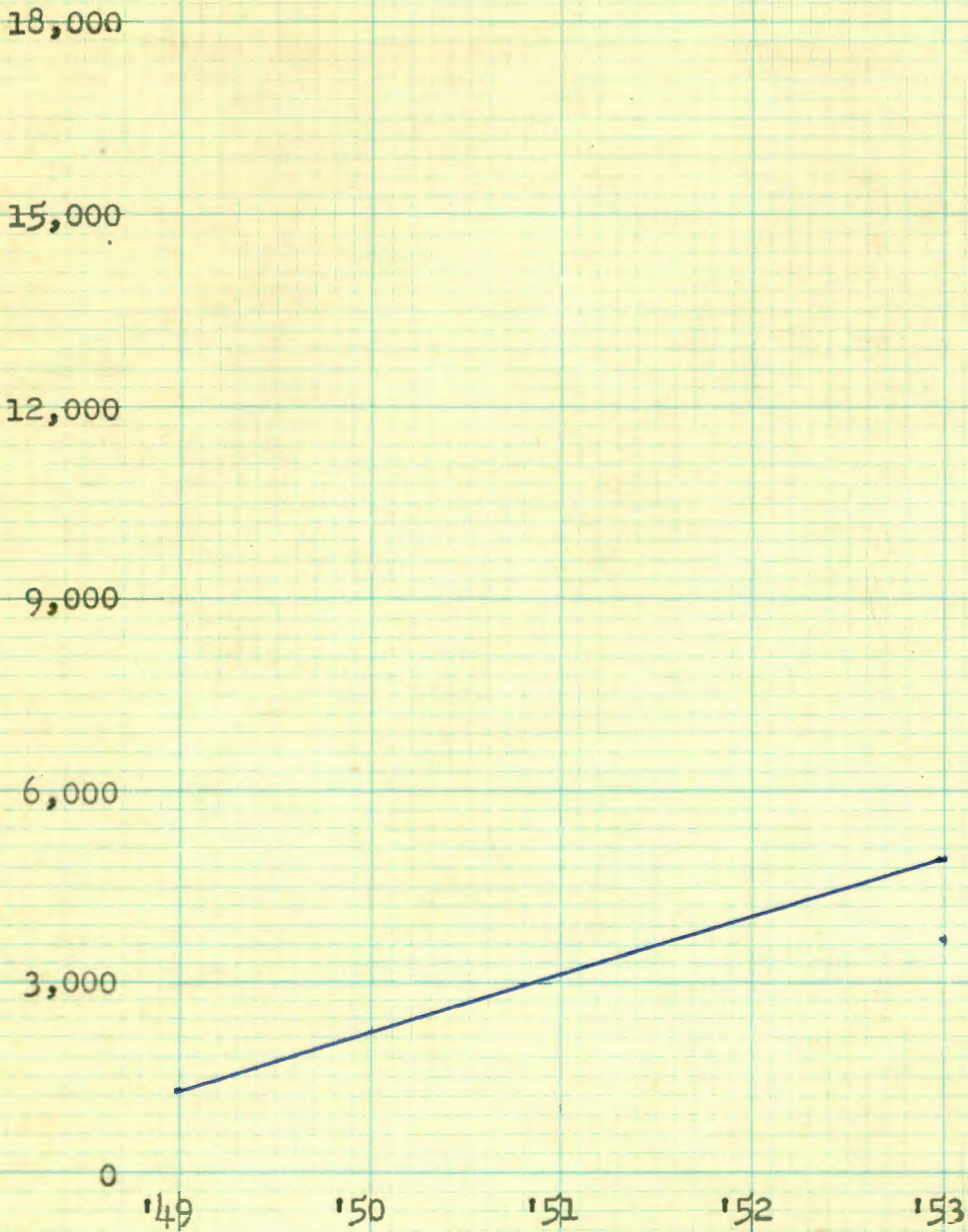
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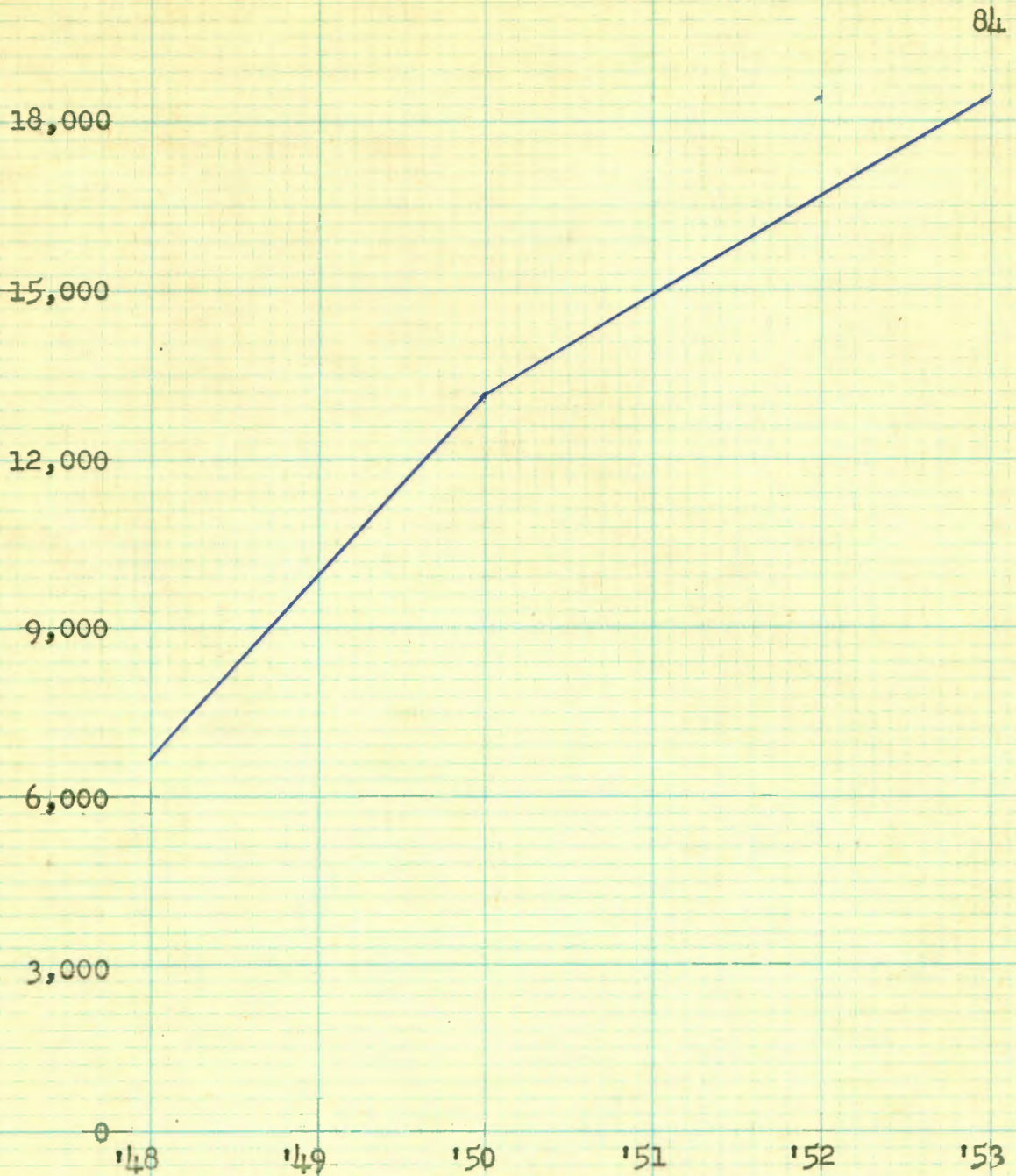
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TOTAL BOOKINGS IN MATERIALS FROM THE
CHELAN-DOUGLAS COUNTY FILM LIBRARY
(school year ending on date shown)



TOTAL BOOKINGS IN MATERIALS FROM THE
COWLITZ COUNTY FILM LIBRARY
(school year ending on date shown)



TOTAL BOOKINGS IN MATERIALS FROM THE
KITSAP COUNTY FILM LIBRARY
(school year ending on date shown)

18,000

15,000

12,000

9,000

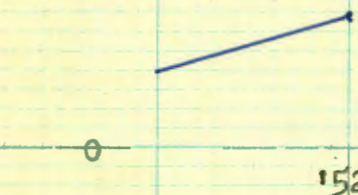
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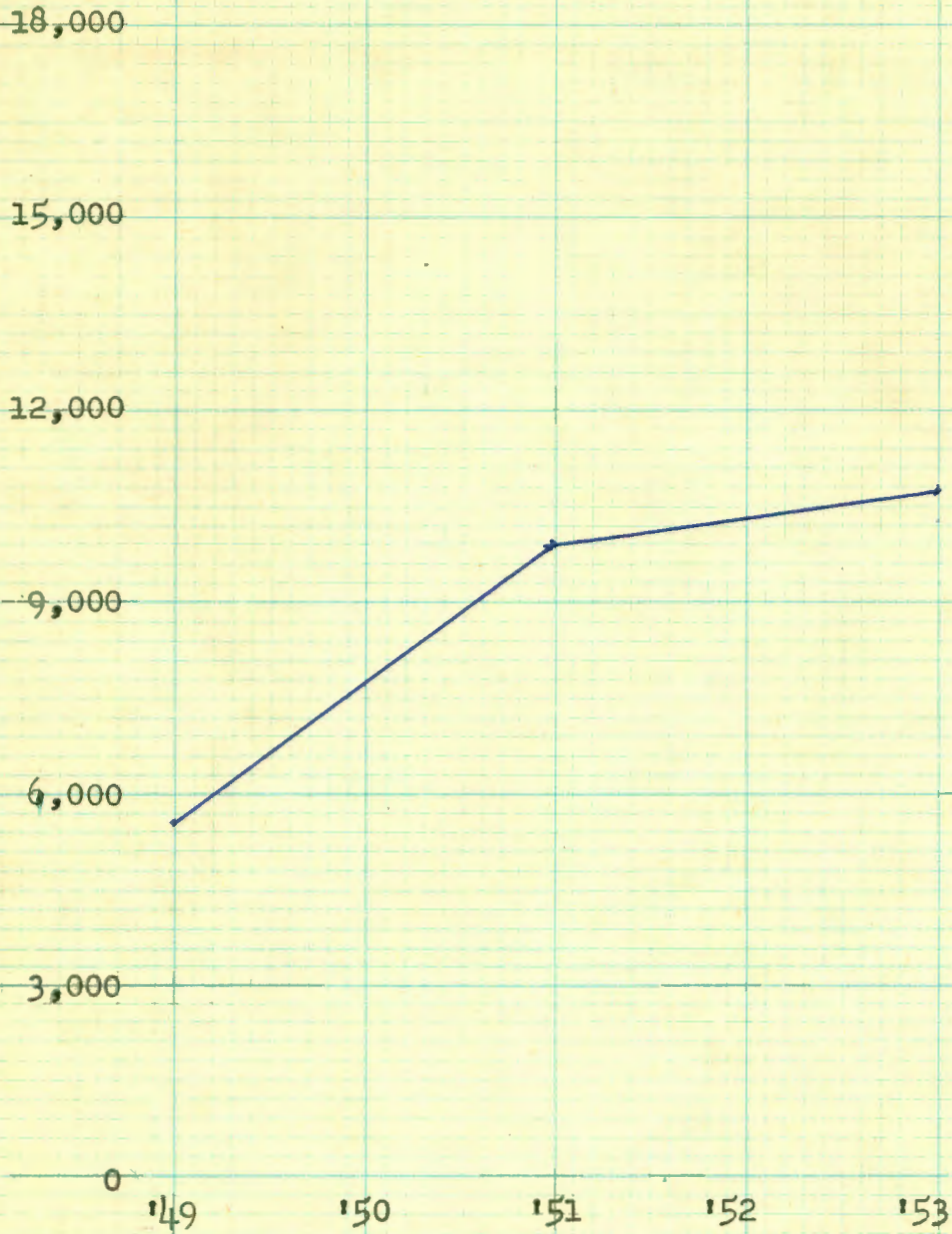
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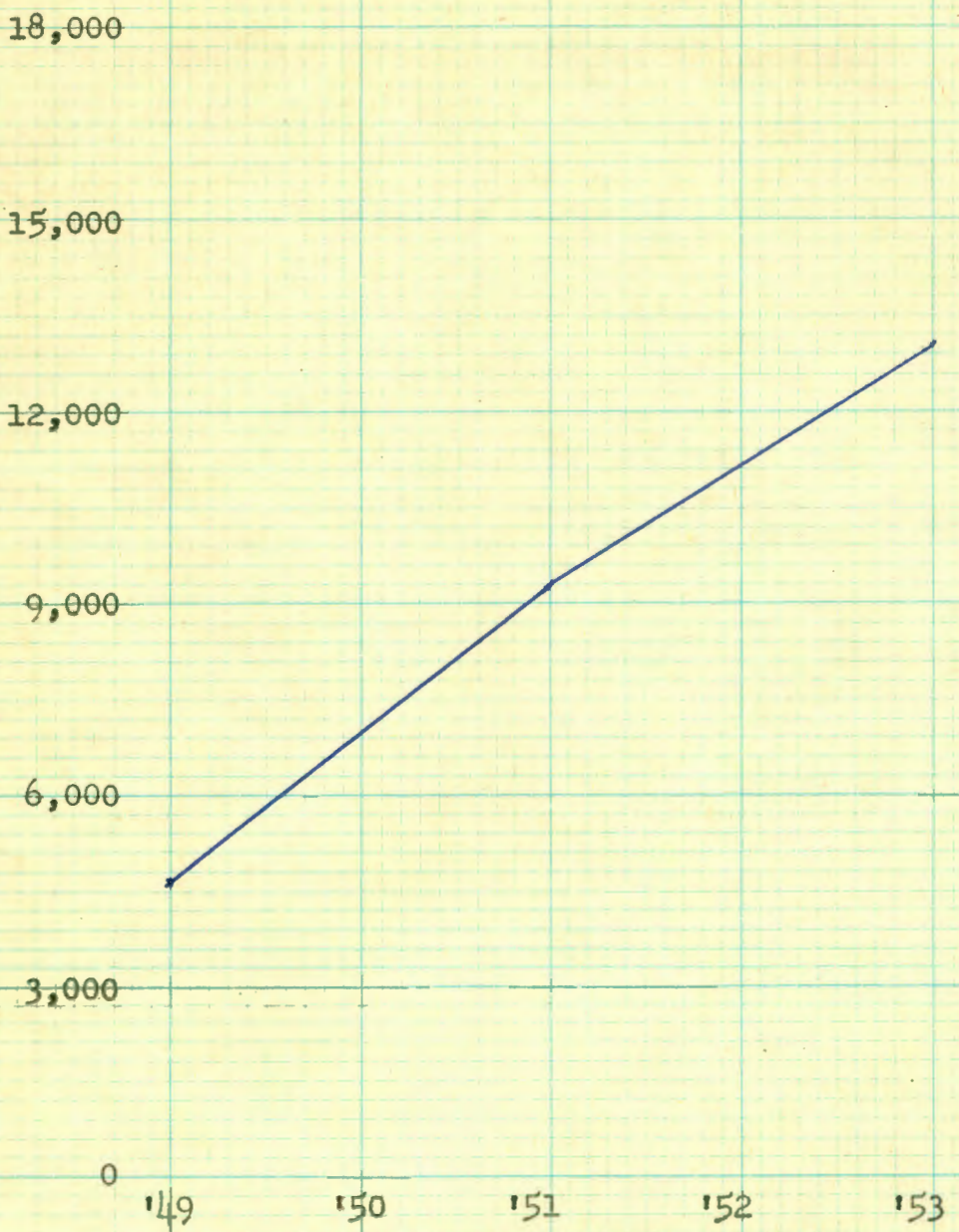
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TOTAL BOOKINGS OF MATERIALS FROM THE
LEWIS COUNTY FILM LIBRARY
(school year ending on date shown)





TOTAL BOOKINGS IN MATERIALS FROM THE
PIERCE COUNTY FILM LIBRARY
(school year ending on date shown)



TOTAL BOOKINGS IN MATERIALS FROM THE
SPOKANE COUNTY FILM LIBRARY
(school year ending on date shown)

18,000

15,000

12,000

9,000

6,000

3,000

0

'51

'52

'53

TOTAL BOOKINGS IN MATERIALS FROM THE
SNOHOMISH COUNTY FILM LIBRARY
(school year ending on date shown)

18,000

15,000

12,000

9,000

6,000

3,000

0

'51

'52

TOTAL BOOKINGS IN MATERIAL FROM THE
WHATCOM COUNTY FILM LIBRARY
(school year ending on date shown)



CENTRAL WASHINGTON COLLEGE OF EDUCATION

Graduate School of Education

Final Examination of

John M. Hofstrand

B. A., Central Washington College of Education

1948

for the degree of

Master of Education

Committee in Charge

Assistant Professor Howard

Professor Crum

Assistant Professor Shuck

Room 207

C.U.B.

Tuesday, July 13, 1954

3:20 p.m.

Fields of Graduate Study:

Education	122	Educational Seminar
Education	132b	The Modern Reading Program
Education	144	Radio and Recordings in the Classroom
Education	150	Workshop in Audio-Visual Education
Education	151	Administration of the Audio-Visual Program
Education	159	Elementary Education
Education	175	School Building Planning
Education	180	Individual Study
Education	200	Introduction to Graduate Study
Education	201	Educational Foundations
Education	215	Elementary and Junior High School Curricula
Psychology	200	Human Growth and Development
Industrial Arts	113	Advanced Furniture Construction

Library
Central Washington College
of Education
Ellensburg, Washington

BIOGRAPHICAL ITEMS

Born: September 25, 1924, Harlow, North Dakota.

Undergraduate Study: Central Washington College of Education, Ellensburg, Washington. Four years: Summer 1942, Winter 1943, Spring 1946 through Spring 1948.

Professional Experience: Two years in Washington. Elementary teacher, 6th grade, Snohomish 1948-49; Graduate Assistant in Visual Education, Central Washington College of Education, Ellensburg, Washington 1949; elementary teacher, 6th grade, Summer 1950.

Certification: Three year elementary certificate.

Professional Organizations: National Education Association, Washington Education Association, Department of Audio-Visual Instruction (NEA), Washington-DAVI, Washington Elementary Principals' Association.

Other Experience: District Manager, Encyclopaedia Britannica Films, Incorporated from 1950 to present date.

A SURVEY OF THE COUNTY FILM LIBRARIES
IN THE STATE OF WASHINGTON

CONCLUSIONS, IMPLICATIONS, AND RECOMMENDATIONS

A general survey of five problem areas within the county film libraries of the state of Washington is the concern of this paper. These five areas include the organization, personnel, financing, services, and facilities of the eleven county film libraries in the state. The survey does not attempt to make a comparison of the libraries and their services to the schools. Instead, this study does attempt to make these four contributions: (1) to show the existing strong and weak points in present libraries so that these libraries might see areas of needed improvement; (2) to provide information for future planning of other county film libraries; (3) to provide information which the colleges can use in more intelligently planning courses in instructional materials; (4) to point out areas in need of further investigation to aid in bringing to light the values which such a service center might offer.

Data for the survey were collected through personal

interviews with the county superintendents and/or the directors and staff of the libraries. Some data were also collected through a search of the records and files of the film libraries.

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Though the director and staff are hired through the office of the county superintendent of schools it was found that salary support of most of the directors, and often some of the staff, comes from one or more of the school

districts involved. These salaries are provided through the special service unit funds allocated to school districts by the state. The use of these funds to support a county director--even for work which normally would have special service allocation in the district--is questionable. If the state should move to prevent such use of these funds most of the libraries would be hard pressed to support the directors. This precarious financial structure warrants immediate consideration.

In addition to the financial problem involved it also must be the obligation of the schools to look at the philosophical dangers inherent in the above practice. Under the present conditions (seven of the libraries) county superintendents cannot be expected to carry out the full evolution of their philosophy. Their duties and responsibilities, and those of the directors, are controlled by the requirements of the school district(s) supporting the salary of the director. Too often the restrictions and policies of the libraries are changed to meet these requirements. In nearly all of these situations the school district controls the actual development of the library--though it may not do so consciously.

Inasmuch as the described manner of subsidizing the director's salary is not now legal, the county and school

people, in each of the seven counties involved, should re-evaluate their programs and establish new and sound bases of financial support. Either the full support of all salaries and materials should be cooperatively borne by all the schools participating, or the county should take over the complete salary support of the director and staff members. No special consideration toward one or two districts would then be necessary in determining the duties and responsibilities of the director or the districts' relationship with the library.

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those charged with such support.

Inadequacies and differences in salaries of the directors of the libraries is not an open objection of most of the directors. Neither are the contractual arrangements for the summer months often mentioned. However, the value of hiring a director for the full yearly period should be considered when salaries are developed. One of the great difficulties of the libraries is changing administration. If salaries were slightly over those of the average teacher this problem could conceivably^{be} corrected.

The survey of services is limited entirely to the information available on the amount of materials used by the school districts. No objective data are available on the other duties and services of the library or its director.¹ Materials services to the schools of the state have increased rapidly since the establishment of county film libraries. Most of this increase has been in the use of 16mm sound motion pictures. Several directors report that a trend is developing in their counties for schools to establish their own libraries of the more inexpensive types of materials; therefore, the directors are considering the possibility of slowly withdrawing services of inexpensive

1. Duties listed under ORGANIZATION section. (They include in-service, advisory, reporting, budgeting duties)

materials and concentrating money and efforts on expensive materials. The use of the libraries has been heavy, the need for increased personnel great, the costs of operation and material higher. A re-evaluation of the library services and a re-statement of the purposes of the libraries are necessary to bring about changes in policy which will help to alleviate these problems. The basic physical service of the libraries seems to be that of film procurement and distribution. If this is true the libraries must now consider the greater concentration in developing this area of service, and the gradual departure from the distribution of the little used, inexpensive materials.

Facilities of the libraries are generally inadequate. Areas available for the library services vary greatly. No generally accepted minimum needs in space have been considered. Future investigation of this problem is needed. Furniture for the libraries is, in most cases, cast off material salvaged from a school district or from other county offices. Provisions for the storage of many materials and equipment are woefully lacking or completely absent. In a few libraries the directors have personally built the needed facilities.

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to work in the broad area of audio-visual materials. Most libraries have only motion picture and filmstrip projectors. Little or no equipment is available for emergency use by schools in the county who might have need for such service. Investigation of this problem is warranted. Consideration of the high maintenance costs of equipment which receives rough usage and handling should be of primary concern. Loan pools are not easily maintained; neither are they inexpensive to set up. The relative values in service and public relations between county and district may be worthwhile.

Certain other areas are in need of study to determine if their inclusions into the programs at the county level are practical and valuable.

The service area is one of these. Though presently organized under the county office, it has long been advocated by some audio-visual administrators that libraries should be organized around a population density plan. In ascertaining the values of such a move the problem of the distribution of materials cannot be overlooked. A regular truck delivery system is used in some county operations, but disagreement on the value of this service is great. Under the population density organization such a delivery service would be not only practical, but essential. Distribution of materials would cover a great many more schools with the

same number of libraries.

Study is also needed in the area of personnel. Each of the libraries is concerned over the personnel available to them for the operation of the libraries. The needs of each library should be studied to determine the load of work which can be effectively handled by each person to the work presently required. The libraries must be kept in good condition if they are to effectively serve school needs. An increase in personnel should follow with the growth and use of materials in the film libraries. This increase has not followed such growth in most centers.

Financing of the libraries in Washington has been a hodge-podge of formulae supposedly arranged to best fit into the various programs and their specific problems. The finish of each year of operation finds each of the libraries confronted with the same problems as the year before--very large increases in use of material, and a general lack of interest by the school districts to increase funds to take care of such increased use. Though the a.d.a. plan of raising a budget for materials seems to provide a good means of obtaining such money, questions have been raised regarding the equitableness of such plans. Larger districts in the county are particularly hard hit by the fee in comparison to the amount required of the very small districts.

Some have gone into a semi-rental program with their county libraries because of the high a.d.a. requirement. Thus, it has become possible for these districts, and other districts as well, to slowly back out of the financial obligation to support either the county library or libraries of their own. At the same time they have the complete library of materials available at very little cost to them and high cost to the small districts. It is the belief of the writer that this one problem could do more to break up the county film libraries and their effectiveness than any other problem.

Investigation of the value of hiring the director for the full year is also recommended. The summer months can, and should, be profitably spent in developing the philosophy and information which will be used during the regular school year. This time also provides an excellent opportunity for the director and staff to check completely the materials for the next year of use. Procedures which are in need of change can also be planned and tested before the busy months of the regular school year.

One or two of the libraries are now operated from closet space. Others operate in two or three very large rooms. Investigation of the space requirements for the libraries is necessary. The basic needs of all libraries should receive first consideration, and the specific needs

for each library should then be ascertained.

Reports to the districts and to the county office concerning the growth and development of the library are of great value to the library and to the districts. A regular system of reporting the use of the library would help not only in keeping districts aware that their money is being well invested, but would also serve as a basis for showing need for increased funds and personnel. A study showing the support of districts to libraries making regular reports and support to libraries not making regular reports is needed.