



New York State Archives

**New York State Library Office of the State Librarian/Assistant
Commissioner for Libraries and Director of the Research
Library.Subject, Correspondence, and Administrative Files
21184**

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Overview of the Records

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| Repository: | New York State Archives |
| Summary: | This series consists of the central office files of the State Librarian and the Director of the Research Library. They document the State Librarian's interaction with committees and organizations as well as oversight and day-to-day management of the Research Library and Division of Library Development 21195 including chartering; public library registration; State and federal aid administration; administration of family literacy programs; and oversight of the research programs, public services, and collections management activities of the Research Library. |
| Creator: | New York State Library. Office of the State Librarian/Assistant Commissioner for Libraries and Director of the Research Library |
| Title: | New York State Library Office of the State Librarian/Assistant Commissioner for Libraries and Director of the Research Library subject, correspondence, and administrative files |
| Quantity: | 439.1 cubic feet |
| Inclusive Date: | 1946-2000 |
| Bulk Date: | bulk 1967-2000 |
| Series: | 21184 |

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Arrangement

The State Librarian's files are arranged chronologically and alphabetically therein. The Director of the Research Library's files are arranged alphabetically by subject or correspondent.

21184-10: Chronological.

21184-12: Arranged partially by subject.

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Administrative History

At the time that these records were transferred to the State Archives, the State Librarian/Assistant Commissioner for Libraries and the Director of the Research Library shared office space and maintained one common series of subject, correspondence, and administrative records. The coordinator of the State Library's other major unit in addition to the Research Library, the Division of Library Development, reported major activities to the State Librarian but maintained a discrete filing system. By virtue of the State Librarian's oversight of these two major units of the State Library, the files in this series constitute an important source of documentation on the development of library services in New York. The bulk of the records in this series were created by State Librarian Joseph F. Shubert (1977-1996), although some were contributed by State Librarians John A. Humphry (1967-1977) and Janet Welch (1997-2008).

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Scope and Content Note

The files in this series document the State Librarian's oversight of both the Research Library and the Division of Library Development. Some of the major facets of library development and administration documented in the records are: chartering and registration of public libraries; administration of State and federal aid for library services and programs; correspondence with federal agencies and state library programs in other states regarding library planning; administration of family literacy programs; and oversight of the research programs, public services, and collections management activities of the Research Library.

The records document the State Librarian's interaction with a variety of committees and organizations including: the Regents Advisory Council on Libraries; the National Commission on Libraries and Information Science; the Commissioner's Committee on Statewide Library Development; the Library Services and Construction Act Advisory Council; the Regents Cultural Education Committee; and Chief Officers of State Library Agencies (COSLA). Other topics represented include the New York Public Library system; the New York State Interlibrary Loan program; the New Netherland Project; the New York State Newspaper Project; affirmative action; fiscal and legislative programs; grant administration; collections preservation and conservation; and technology and automation.

The Director of the Research Library's files document the day-to-day management of the Research Library. The records in this series were created by Directors Mason Tolman (1967-1971) and Peter J. Paulson (1971-1984). The records include correspondence, memoranda, budget materials, annual reports, and draft reports regarding such topics as long range planning, reorganization of the State Library, acquisition policy, automation, Online Computer Library Center (OCLC), the State Library Manuscripts and Special Collections

section, the State Library Gifts and Exchange program, and the New York State Library for the Blind.

21184-12: This accretion consists entirely of 35mm color slides created or collected by the State Librarian's office. Subjects depicted include State Library public facilities, offices, staff, and staff activities. Some groups of slides were prepared for training purposes or for publicity and outreach.

21184-17: This accretion consists of one guest book of visitors to the New York State Research Library's Law Library. It was started by the last law librarian with a law degree, Ernest Henry Breuer and lists visitors and their residences by date. Book begins with a brief mention of Breuer's employment history and contains entries for approximately 225 visitors. Also included are approximately 25 business cards of visitors.

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Other Finding Aids

Available at Repository

21184-03: Container list.

21184-10: Content list by date at the beginning of each volume.

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Use of Records

Access Restrictions

There are no restrictions regarding access to or use of this material.

Access Terms

- Library administration--New York (State)
- Library administration
- Public libraries--New York (State)
- Library development
- New York (State)

- **Minutes (administrative records)**
- Research libraries
- Library science--New York (State)
- Reports
- Color slides
- Humphry, John A.
- Welch, Janet.
- Shubert, Joseph F.