

DEVELOPMENT OF LIBRARY SERVICES

IN MAURITIUS

A REPORT SUBMITTED
TO
THE MINISTRY OF EDUCATION
BY

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I

INTRODUCTION

1. At the request of the Hon. the Minister of Education & Culture I visited Mauritius from November 8th- 15th, 1965, to survey local library organisation with a view to possible development. It is obvious that a short survey of this kind can produce no more than general recommendations, and that any plan of development which may emerge from these recommendations must be preceded by a detailed survey of the existing resources together with a carefully costed and phased programme in relation to the needs of the whole area, and the resources available.

2. Proposals for the development of library services in Mauritius have been regularly submitted by the qualified librarians in the area since 1941, culminating in the Report of the Technical Committee on Libraries in 1959, and it is understandable that my Mauritian colleagues viewed with polite scepticism the imminent production of yet another one; it is to be hoped that it will be the last of its kind. It will be found that the proposals set out in the present Report mainly conform to those put forward by the Technical Committee, which were based on recognised principles of modern library administration.

II

THE PRESENT POSITION

1. The pattern of development has been the usual one from the Mauritius Institute and Carnegie Libraries in the early part of the century to the praiseworthy efforts of the local authorities to establish public libraries in the municipalities during the past ten years. None of these authorities has had, or possesses at the present time, the essential resources of books and trained staff with which to meet the requirements of a modern public library service.

2. Existing Public Libraries are as follows:-

- (a) Mauritius Institute Public Library.
- (b) Port Louis Municipal Library.
- (c) Rose Hill Town Council Library.
- (d) Curepipe Carnegie Public Library.
- (e) Quatre Bornes Town Council Library.

3. The three Municipal Libraries are being set up on the ground floors of the new Council buildings and although this accommodation is adequate for the present services it will be quite unsuitable for the provision of a full public library service in these areas. Floor space is being wasted by the installation of over-elaborate static book cases, and some of the library furniture, such as one staff enclosure which I saw, is not functional. I would suggest that the advice of the Library Organiser should be sought in equipping these libraries, and that the British Council should be asked to provide information on modern library equipment.

4. The Curepipe Library is still housed in the original Carnegie building, erected in 1920, and it is unfortunately one of the worst examples of a library building even of that period. The proposed erection of a gallery will not, in my opinion, do much to enhance it.

5. The Mauritius Institute Library is accommodated in part of the Institute Building which is equally unsuitable for the organisation of a public library service, and in both these libraries the library furniture and fittings are sadly out-dated.

6. The Police Department Library which is open to the public on a subscription basis should have an honourable and unexpected mention in the history of library development in Mauritius, having been established in 1858, the books being purchased from the receipts of fines levied on constables for misconduct, apparently an assured and continuous source of income. I did not see this library.

II
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7. The valuable and well organised collection in the Archives Library is available for research and this library has become the centre of bibliographical work in Mauritius. Archives are not the province of this Report, nor indeed are they the concern of Public Libraries, but no Librarian could fail to be impressed by the scholarship and ability which have gone into the establishment of a Department of Archives of which Mauritius can rightly be proud.

8. (1) The book stock in all these libraries, as might be expected from collections which have been built up in isolation over many years with limited funds, varied considerably in quality and quantity, and although the total is quite impressive (the 1959 Report estimated approximately 118,000) there is a good deal of "dead" stock and a general lack of suitable up-to-date reading material. Some attempt is being made to provide for the children and young people but with the limited funds available, this is bound to be inadequate. The lively little Parish Library at Rose Hill is an indication of the demands which will be created and the problems which will be encountered in the establishment of library services for children.

(2) All the libraries have built up collections of Mauritian, the important collection in the Institute Library being the largest, and there has obviously been a good deal of expensive duplication in the acquisition of this material.

(3) A great many of the books are in bad condition and should either be discarded or, if worthy of retention, rebound.

9. School Libraries.

(1) The main colleges all have reasonably good school libraries, and one noted with pleasure the cheerful library room with its open book shelves in the Queen Elizabeth College: there are far too many glass fronted book cases in the Mauritian Libraries. The Principal of this College stressed the urgent need of more general and recreational books and this is no doubt common to all these libraries.

(2) The Library Organiser, who is an officer of the Ministry of Education, has set up a Children's Library in Rose Hill

which is well organised and well used, and with the limited resources at his disposal has established a rudimentary school library service. This heartening one-man pioneering effort should now be put on to a proper footing. As might be expected there is an excellent library in the Teachers' Training College itself.

10. Libraries of cultural organisations.

The Indian Commission, the Centre Culturel Francais and the British Council all maintain libraries, the last named being the most used.

11. Mauritius, therefore, is not without libraries nor is it without trained librarians. The urgent task now is to co-ordinate all these resources into one effective unit, and the first part of this Report will consist of recommendations to this end.

III

A CENTRAL LIBRARY SERVICE

1. The proposal of the Technical Committee to establish a Central Library service is perfectly sound policy and in keeping with accepted library practice which recognizes that only a sufficiently large unit can provide and organize efficiently the many and varied services expected of a modern public library. All the existing services are limited either by the terms of reference under which they were established or by the fact that they are forced to charge subscriptions to augment the inadequate funds available to them. These libraries should now be maintained from a central organisation which will not only enable them to provide a good service to the urban areas, but also to be used as bases for the extension of services to the rural areas, which are at present virtually any library facilities.

III
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2. The local authorities may view their apparent loss of autonomy with some suspicion, but the recommendations made in this Report will indicate that they will, in effect, retain a good deal of control over their own Public Libraries, and if a properly constituted Central Library Authority is set up they will, I am sure, accept the fact that co-operation with such an authority will be of inestimable benefit to them, and to Mauritius as a whole.

3. Organization and Administration of the Central Service

The main functions of the Central Library Service will be as follows:-

(1) Book Stock ✓

(a) The selection, purchase and maintenance of book stocks for the whole area, thus ensuring that books circulate freely throughout the area where and when they are wanted, that books at the branches are continually exchanged and refreshed and that the total funds for books are economically expended. There are many thousands of books in the various libraries which have outlived their usefulness or which have never been used in their present location but which, however, have a potential use in a Central ' pool ' stock. In any case, if housed in such a central stock they are not taking up valuable shelf space in limited accommodation.

(b) The compilation and maintenance of a Union Catalogue of holdings throughout the Service, thus avoiding the duplication of specialist work of this kind and ensuring that the total resources of books are made known and readily available. ✓

(c) The establishment of a central Bindery which will be responsible for book binding for all the library services in the area including the departmental libraries. Consideration might be given to setting up such a co-operative Bindery & Printery in the proposed University College Library, but this is recommended with the warning that, unless it is large enough to cope with the future requirements of the two main library services, their competing demands may take this arrangement untenable. In any case, the fact that the Central Library will be responsible for book binding throughout the area will inevitably result in better terms and better work being obtained from commercial binders.

(2) Reference & Information Services.

(a) It follows that the central ' pool ' stock of books will be used for the provision of specialist material throughout the service, and that the main Reference Library, which will be housed in the Regional Library in the Headquarters complex, will not only provide facilities for study and research there but will also handle all work of this kind which proves to be beyond the scope of the Reference sections of the Regional & Branch Libraries thus avoiding costly duplication of expensive books of this kind. The Regional Libraries will, of course, have their basic reference collections, and the smaller Branches smaller collections of ' quick reference ' books. Duplication at this level must be accepted.

(b) I am not in agreement with the Technical Committee's recommendations that the Archives Department should house the National Collection and that it should become the bibliographical centre. The Public Library services can benefit by co-operation with the Archives in assistance with their reference and research work, in securing the loan of material for exhibition purposes etc. but it should be remembered that the functions of the Archivist and the Librarian, although they touch at some points, are quite separate and distinct. The Mauritius Institute and the Archives Department have rendered a valuable service in organising and preserving material which, in the absence of a competent Library Authority would have been lost, and it has been fortunate that the Archivist is also an experienced Librarian and Bibliographer. These conditions may not always obtain. →

III
Cont'd.

(2) (c) It should be noted that the placement of the National Collection with the Archives will result in the duplication of trained specialist library staff as the Central Service will include a highly specialised Cataloguing Department whose work could logically include the responsibility for the National Collection.

(d) I would, therefore, recommend that, when the Central Service has been firmly established with the required trained staff and properly designed buildings (and not until then), the National Collections of both the Institute and Archives should be transferred to this service, leaving these organisations to concentrate upon their proper and important functions.

4. Staff and Staff Training. ✓

(1) It is recommended that the Central Library Authority should be responsible for the appointment of professional staff throughout the service thus ensuring an overall standard of efficiency and the mobility of trained staff throughout the area. The Technical Committee rightly stressed the importance of properly qualified and experienced staff without which no library service can operate efficiently or realise its full potentiality.

(2) Headquarters of the Central Service.

The staff required for the Headquarters of the Central Service would be as follows:-

- (a) Director Library Service.
- (b) Head Circulation Department.
- (c) Chief Cataloguer.
- (d) 3 Student Librarians.
- (e) Stenographer-Secretary
- (f) Accountant/Administrative Officer
- (g) 2 Clerical Assistants
- (h) 2 Typists
- (i) 2 Subordinate Staff.

The Director should be a fully qualified Librarian (F.L.A. or equivalent) with the administrative experience required to deal with the many problems of policy and practice which will arise in the development of an island-wide service.

The Senior Assistant Librarians should be qualified (A.L.A. or Chartered Librarians or equivalent) and preferably experienced in public library work.

Student or Trainee Librarians should be recruited from people with a Higher School Certificate or equivalent educational qualifications, or Graduates.

(3) It is essential that the salary scales for trained staff and the training grades should be established at a level which will attract people of the right calibre to take up librarianship as a career, and that they should equate with those of staff with comparable educational and professional qualifications in the Department of Education.

(4) Staff Training

(a) Except for graduates (and the possibility of recruiting graduates to the service should not be ignored), Trainees will be expected to work for a minimum of one year in the service before proceeding abroad to complete their professional qualifications: this will normally be for a period of two years. Mauritius has hitherto looked mainly to Great Britain for library training, but if the East African School of Librarianship at Makerere College continues to expand consideration might be given to the two-year Diploma Course which has now been launched. Library staff in Mauritius who are partly qualified should be given an opportunity of completing their qualifications.

4. (4) (b). Every effort should be made to obtain bursaries or scholarships to enable suitably qualified and experienced staff to engage in periods of practical work or study tours in overseas libraries. Apart from Great Britain, the United States and the Scandinavian countries are very willing to consider such applications. Visits to the developing National Library Services in East Africa- (at the present time Tanzania is the most advanced) would also be useful, and the East African Library Association would give all possible assistance in this. The Establishment of a Mauritius Library Association would assist in the co-ordination and presentation of proposals of this kind, and indeed in generally advancing the interests of librarians and the cause of library development in Mauritius.

5. Organization of the Central Service

(1)

(a) The Headquarters of the Central Service should be located in the most convenient place for the provision of its services, particularly the distribution of books throughout the area. Ideally, the Regional Library for the area in which the Headquarters is situated should form part of the main building. The Technical Committee's Report recommended the establishment of three District Libraries (in this Report defined as Regional Libraries) and this proposal is accepted. It is suggested that Rose Hill would be the most convenient centre for the Headquarters, and for the purposes of this Report it has been taken as such, but a detailed survey might reveal a more suitable location.

(b) The organisation plan of the proposed Mauritius Central Library Service would, therefore, be as follows:-

MAURITIUS CENTRAL LIBRARY

H.Q.

1. Administration of whole service.
2. Book buying and processing.
3. Union Catalogue.
4. National Collection.
5. Schools Library Service.

Rose Hill Regional Library

1. Reference & Lending Library.
2. Supervision of Branch Libraries.
3. Children's Library.
4. Service to rural areas,
(Book boxes, Book Mobiles etc.)

Regional
Libraries

Port Louis

Curepipe

1. Reference Lending & Children's
Library in chief Town.
2. Supervision of Branches.
3. Service to rural areas.
(Book boxes, Book Mobiles etc.)

6. Phasing of development.

(1) It is unlikely that the capital funds for the required buildings will be secured immediately and it is suggested that the Headquarters of the Service could initially be set up in temporary accommodation providing some 2,500 - 3,000 sq. ft. mainly of open floor space, with drive-in-facilities. This would enable a start to be made on the organisation of the Central Service, the assembly and processing of the initial book stock etc. and, pending the establishment of the Regional Libraries, the provision of an interim service to existing libraries and possibly some extension activities in the rural areas. A preliminary period of six months should be allowed for the preparation of the detailed plan of development, submission of legislation for the setting up of the Library Board etc. The development of the service could then be planned as follows:-

(a) First Year

Establishment of the Headquarters and
1 Regional Library

(b) Second Year

Establishment of second Regional Library

(c) Third Year

Establishment of third Regional Library

(2) Buildings

(a) The nature of the proposed Headquarters/cum Regional Library building will depend on the determination of the functions of the Central Service (i.e. will it be responsible for Schools Library Services, and housing the National Collection?) and to some extent on the location, and there is little point in attempting to estimate accurately the size and cost of such a building at this stage.

(b) The Regional Library Buildings would be designed to provide a complete public library service for the urban areas, together with working space for the services to the rural areas, including facilities for book mobiles.

(c) It should be emphasized that all buildings plans should be drawn up in consultation with an experienced librarian. Architects can design beautiful library buildings which are not always functional it is possible to combine the two requirements. The plans for the library buildings in Tanzania which will be built during the next two years and particularly those of the Headquarters building would be useful guides.

7. Legislation and the Library Board.

(1) It is recommended that a Library Board shall be established which shall be responsible for the management and development of library services throughout the area. A copy of the Jamaican Library Law, which was drawn up in consultation with a leading authority on Library Law, and which has been proved in practice, is attached as Appendix I.

(2) Particular attention is drawn to paras. 14-16 of the Jamaican Law, as the position of the Parish Libraries in the service is comparable to that of the Town Council Libraries in the proposals for Mauritius. The clear definition of the responsibilities of the local authorities will bear out the statement made earlier in this Report that they will, in fact, retain a considerable amount of control over their own services, with the added benefits accruing from the use of the wider resources of the Central Service.

(3) Incidentally it may be permissible to note that the position in Jamaica in 1948, when the Jamaican Library Service was set up, was in every respect comparable to that now existing in Mauritius, and that the successful development of an island wide service in Jamaica during the past fifteen years would be worthy of study. I have, therefore asked the Director to send a copy of the latest Report to the Ministry of Education in Mauritius.

8. Relationship with other Libraries

(1) Departmental Libraries of Government.

The fact that the Central Library will be mainly financed by the Central Government will facilitate co-operation with the various Departmental Libraries of Government, particularly in the use of the specialist material in these libraries as far as it can be made available. As the Central Service develops, and requires a higher trained technical staff, particularly in the Reference & Cataloguing Departments, it may well be found that it will be able to provide assistance in the organization of many of these libraries and eventually, undertake the responsibility of maintaining them, if required to do so. It is only in the larger Departments that the level of work justifies the creation of senior posts for librarians, and once the Central Service begins to provide attractive outlets for trained staff it will be difficult to retain them in the limited sphere of the Departmental Library. A free interchange between the Central & Departmental services can, therefore, be envisaged.

(2) The University College Library.

(a) Similarly the closest cooperation should be sought between the Central Service and the University College Library, when this is set up. The book stock and specialist material in a University Library is intended for the use of the students and staff and cannot be made readily available to the general public, and basically the functions of the University Library and the Public Library services are quite separate and distinct. It is up to the Librarians of the respective services to explore any ways of providing mutual assistance. For example, in return for the use of specialist material the Central Service might be responsible for the maintenance of a regularly exchanged collection of recreational reading in the College.

(b) If an Extra Mural Department is set up the Central Service can give valuable assistance in the provision of accommodation for Extra Mural classes in the Branch Libraries and in encouraging the students to use these libraries for general background reading. Extra Mural Tutors have always been the strongest supporters of public library services, and it is significant that in Tanzania the first Branch of the National Library Service was initiated by one of these Tutors, whose office is in the Library premises.

(c) The possibility of a joint Bindery & Printery has already been mentioned in this Report.

IV

SCHOOLS LIBRARY SERVICES.

1. It is obvious that, in an area where some 50 per cent of the population is under 15 years of age, the most important aspect of the work of the library services will be that with children and young people, and although the public libraries will set up children's sections in all the main branches of the service, the provision of reading material at all levels in the schools should be regarded as an essential part of any system of education.

2. The recommended organisation of the Schools Library Service is set out in Appendix 2 which is part of the Report on Library Development submitted to the East African Governments, and which was accepted by these Governments in principle and is being put into practice in Tanzania. This method was also successfully adopted in Jamaica where in 1953 the Education Authority allocated £ 15,000 per annum to the Jamaican Library Service for the recurrent expenditure on a Schools Library Service, with additional capital grants for the initial establishment of the service. A Committee representing the Education Department, the teachers and the Library Service, advises on policy and book selection. The progress of this scheme can be studied in the Annual Report of the Jamaica Library Service.

3. The Ministry of Education in Mauritius has already made a beginning in the Establishment of a Schools Library Service and as stated earlier in this Report, this now needs to be planned and extended.

IV cont'd.

4. A tentative estimate of the recurrent expenditure required to set up a Schools Library Service could be based on a calculation of R 2 per capita of the school population. The latest figures which I have (1963-4 Report) indicates that this would amount to approximately 90,000 x 2 i.e. R. 180,000 per annum.

5. The total book stock required should eventually be the minimum of 1 book per capita i.e. 90,000 - 100,000 books. An initial book stock of some 50,000 volumes would be required.

6. Capital expenditure for at least one vehicle (preferably a book mobile) for the distribution and exchange of books to the Schools would also be required.

V. CONCLUSION

The work which is already being done in Mauritius in a fragmentary way with totally inadequate resources has demonstrated the urgent need of well organised public library services, freely available to all who can make use of them and if the education and community development programmes at all levels now being set up are to have any lasting effect, serious consideration should now be given to the establishment of such services. I sincerely hope, therefore, that the Government will be able to obtain the financial assistance required to launch the Service, and that, with the cooperation and good will of the local authorities, it will maintain and develop it until it can be said that no-one in Mauritius, young or old, rich or poor, is denied the use of books.

Andrew Carnegie, whose well-known portrait hangs on the wall of the Curepipe Library, expressed his belief in the value of public libraries in the following words:-

" I choose free public libraries to be the best agencies for improving the mass of the people, because they give nothing for nothing. They only help those who help themselves. They never pauperize. "

It would be pleasant to think that Carnegie's portrait will soon look down with approval on the library scene in Mauritius.

VI. ACKNOWLEDGEMENTS.

I would like to express my sincere thanks to the Minister and the officials of the Ministry of Education, to my colleagues in the British Council and the Library Services and to all those who assisted me in so many ways during my short stay in Mauritius, which I shall remember as a week of stimulating hard work combined with delightful hospitality.

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ESTIMATED COST OF THE CENTRAL SERVICE

It is obviously impossible to give an accurate estimate of the recurrent expenditure required to establish the Central Service on the data at present available, and although actual salary scales have been used as an indication of the suggested level of the various posts, these estimates should be regarded as purely tentative, and subject to revision upon a more detailed investigation.

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ESTIMATED EXPENDITURE FIRST YEAR

<u>1. Personal Emoluments</u>		<u>R's</u>
Director Library Service	24,000
2 Senior Assistants @ R.13,320	26,640
1/16		
3 Student Librarians	16,020
2/10a.		
1 Higher Clerical/Accountant	6,540
2/8		
1 Steno/Typist	3,216
2/28		
2 Typists	5,184
2/44		
2 Clerical Officers	5,808
2/23a.		
2 Messengers	3,496
2/52a.		
1 Driver	2,904
		<u>93,808</u>
2. Other expenditure (40 per cent)	<u>37,523</u>
		<u>131,331</u>

CAPITAL EXPENDITURE.

<u>Initial book stock</u>		
(40,000 volumes)	450,000
<u>Buildings</u>		
Headquarters complex	800,000
Regional Libraries (2)	...	400,000
Book Mobile	32,000

(18th November, 1949)

- Short title. 1. This Law may be cited as the Jamaica Library Service Law.
- Interpre-
tation 2. In this Law -
" the Board " means the Jamaica Library Board constituted under this Law:
" Parochial Board" includes the Kingston and St. Andrew Corporation;
" Parish Library Committee " means any committee established under section 14 of this Law.
- Establishment
of Jamaica
Library
Board. 3. - (1) There is hereby established a body corporate to be known as the Jamaica Library Board which shall have perpetual succession and a common seal and power to acquire land and other property of whatever description.
- (2) The seal of the Board shall be authenticated by the signature of the Chairman and one member of the Board authorised to act in that behalf and such seal shall be officially and judicially noticed.
- (3) All documents, other than those required by law to be under seal, made by, and all decisions of, the Board may be signified under the hand of the Chairman or ~~any~~ member of the Board authorised in that behalf.
- (4) The Board may sue and be sued in their corporate name and may for all purposes be described by such name.
- (5) No act or proceeding of the Board shall be questioned on account of any vacancy in its membership; and no defect in the qualification or appointment of any person acting as a member of the Board shall vitiate any proceedings thereof.
4. In addition to any powers conferred by any other General section of this law the Board shall have the following Powers of Board powers -
- (a) to make standing orders regulating the date, time and place of meeting of the Board and the conduct of business and the procedure to

be followed at any meeting of the Board, so, however that such standing orders shall provide that no business except the business of adjourning to some other day and time shall be transacted at any meeting of the Board unless there are present not less than three members of the Board (including the Chairman or the acting Chairman);

(b) to delegate the performance of any duty imposed or the exercise of any power conferred by or under this Law upon the Board to a sub-committee composed of so many and such members of the Board and so many and such (if any) persons other than members of the Board may appoint, so, however, that no act of any sub-committee shall have any effect unless such act is ratified by the Board not later than the next meeting but one of the Board after the next meeting of the sub-committee at which such act was done;

(c) to draw, negotiate and accept bills of exchange, cheques and promissory notes;

(d) to enter into all such contracts as the Board may consider necessary or expedient to be entered into for the due performance of any duty imposed or the effective exercise of any power conferred upon the Board by or under this Law;

(e) to incur all such expenditure as the Board may consider necessary or expedient, within the limits of the funds at the disposal of the Board, for the due performance of any duty imposed or the effective exercise of any power conferred upon the Board by or under this Law;

(f) such other powers as the Governor in Council may by order confer upon the Board at the request of the Board.

Power to
make bye-
laws

5. (1) Subject to the provisions of subsection (2) of this section the Board may make bye-laws -

(a) prohibiting or restricting the access of members of the public to any premises vested in or occupied by the Board or by a Parish Library Committee or to any portion of such premises;

- (b) for ensuring the maintenance of good order and discipline amongst members of the public at any time when upon premises vested in or occupied by the Board or by a Parish Library Committee;
- (c) for preventing the unauthorised or improper use of or the wilful or negligent occasioning of injury to any property vested in or occupied by the Board or by a Parish Library Committee.

(2) Bye-laws under this section shall be of no effect until such time as they are approved by the Governor in Council and are published in the Gazette.

(3) Every person who contravenes any bye-law under this section shall be guilty of an offence against this section and on summary conviction before a Resident Magistrate shall be liable to a fine not exceeding ten pounds and in default of payment of such fine to be imprisoned for any term not exceeding thirty days.

Regula- 6. Subject to the provisions of this section the Board may make tions. such regulations as may be necessary or expedient generally -

- (a) for securing the full and effectual performance of any duty imposed and exercise of any power conferred upon the Board by or under this Law;
- (b) for securing the proper, efficient and economic maintenance management, organisation, administration and operation of the library service operated by the Board;
- (c) for securing the proper, efficient and economic maintenance management, administration, organisation and use of any facilities or services of any description provided by or at the expense of the Board;
- (d) for regulating the hours during which, the means thereby, the purposes for which and the conditions subject to which members of the public may have access to any premises vested in or occupied by the Board or any portion of such premises;
- (e) for the preservation of all property vested in the Board and for the proper and economic use of all such property.

7. The duties of the Board shall be -
- (a) to establish, maintain, manage, control and operate a library service;
 - (b) to make all such appointments (including professional staff in Parishes) as may be necessary to enable the duties imposed by paragraph (a) of this section to be fully and effectually performed;
 - (c) to prepare and to submit to the Governor in Council not later than the 31st day of July in each year, a report of the activities of the Board and a financial statement of all receipts and expenditure by the Board during the preceding year ending 31st day of March, and such report and financial statement shall be laid on the tables of the Legislative Council and the House of Representatives;
 - (d) to prepare and to submit to the Governor in Council for approval not later than the 15th day of January in each year an estimate of all revenue likely to be received and expenditure likely to be incurred during the next financial year upon or in respect of the Library service together with a forecast of all expenditure likely to be incurred upon or in connection with any activities associated with the library service.
8. - (1) The Board shall consist of five members with power to co-opt not more than two other members. Of the five members one shall be appointed by the Governor in Council, one member shall be a representative appointed by the British Council, one member shall be a representative appointed by the Board of Governors of the Institute of Jamaica, one member shall be a representative appointed by the University College and one member shall be a representative appointed by the Association of Parochial Boards.
- (2) The Director of Library Services shall be executive officer of the Board and shall attend all meetings of the Board.
- (3) The Chairman of the Board shall be appointed by the Governor in Council on the nomination of the members of the Board.

9. - (1) At any time when the Office of Chairman is vacant or the Chairman is incapable of acting or has been granted leave by the Board, the Board may appoint one of their members to act as Chairman until such time as the Office of Chairman is filled or until the Chairman becomes capable of acting or until the expiration of the leave of absence granted to the chairman, as the case may be, and any person so appointed shall have for the duration of his appointment all the powers of the Chairman.

(2) If the Chairman or the acting Chairman fails to attend any meeting of the Board the members present at such meeting may elect one of their number to act as Chairman at such meeting.

10. - (1) Subject to the provisions of subsection (2) of this section every member of the Board shall hold office for a period of three years from the date of his appointment or election as the case may be and shall be eligible for re-election.

Dura-
tion of
office
of
members
of
Board

(2) Every member of the Board shall be deemed to have vacated his seat on the Board if -

- (a) he dies or becomes bankrupt; or
- (b) there is passed by the Board a resolution declaring that he has become incapable by reason of mental or bodily infirmity of discharging his duties; or
- (c) there is passed by the Board a resolution declaring that he has been absent from not less than four of six consecutive meetings of the Board without leave of the Board first and obtained; or
- (d) he tenders his resignation in writing to the Board.

(3) So soon as may be after any member of the Board is deemed to have vacated his seat on the Board pursuant to the provisions of subsection (2) of this section another person shall be appointed or elected as a member of the Board in place of the member who is deemed to have vacated his seat on the Board by the person or body of persons by whom the member so deemed to have vacated his seat was appointed or elected and any person so

appointed or elected shall hold office for the remainder of the period for which the previous holder had been appointed or elected.

Member of Board not personally liable for bona fide act.

11. No action, suit, prosecution or other proceedings shall be brought or instituted personally against any member of the Board in respect of any act done bona fide in pursuance or execution of this law.

12. - (1) Subject to the provisions of subsection (6) of this section, travelling expenses actually incurred by members of the Board or members of the Parish Library Committees when attending meetings of the Board shall be reimbursed from the funds of the Board:

Provided that no travelling expenses shall be paid under this subsection to any member of a Parish Library Committee unless such member was requested by the Board to attend such meeting.

(2) Subject to the provisions of subsection (6) of this section, travelling expenses actually incurred by any member of a Parish Library Committee when attending meetings of such Parish Library Committee shall be reimbursed from the funds of the Committee.

(3) A Parish Library Committee may authorize the payment from the funds of the Committee of travelling expenses actually incurred by one member of their Committee or one member of their staff, or both, when attending conferences approved by the Board.

(4) Subsistence allowance shall be paid from the funds of the Board to members of the Board or members of Parish Library Committees when attending meetings of the Board.

(5) A Parish Library Committee may authorize the payment of subsistence allowance from the funds of the Committee to any one member of their Committee or to any one member of their staff, or both, when attending conferences approved by the Board.

(6) The rates of travelling allowance and subsistence allowance shall be the same as those paid to members of the Government Service.

13. - (1) The accounts of the Board shall be audited annually under such arrangements and in such manner as may be approved Audit by the Auditor-General and the members, officers and servants of the Board shall grant to the person conducting audit access to all books, documents, cash and securities of the Board and shall give to him on request all such information as shall be within their knowledge in relation to the operation of the Board.

(2) The provisions of sub section (1) of this section shall apply to the accounts, books, documents, cash and securities of

Parish Library Committees and to the Members,, Officers and Servants and to the operation of such Committees as they apply to the accounts books, documents, cash and securities of the Board and to the Members Officers and Servants of the Board and to the operation of the Board.

14. - (1) The Governor in Council on an application from the Parochial Board of the parish and from the Board may by order establish a Parish Library Committee in any parish. *Town Council Libs. in M*

(2) Each application under subsection (1) of this section shall include an undertaking to make annual contributions in accordance with the terms agreed upon between the Board and the Parochial Board for the parish for the division of maintenance expenses.

(3) The annual contributions to be made by each Parochial Board under subsection (2) above shall be deemed to cover local expenses in connection with the efficient operation of the service in the Parish and shall be deemed to include the following items:-

1. Rental of premises or maintenance of Library premises.
2. Furniture & Fittings
3. Lighting and cleaning
4. Telephone charges
5. Printing and stationery
6. Wages of locally employed staff
7. Travel and subsistence to staff and members of the Parish Library Committees in connection with section 12, subsections (2), (3) and (5) of the law; and to staff for performing official duties.
8. Petty Cash expenditure.

15. The duties of each Parish Library Committee shall be -

- (1) to maintain, manage and operate the library service in the parish;
- (2) to appoint and dismiss local staff i.e. non-professional staff;
- (3) to prepare and submit to the Board and the Parochial Board of the parish not later than the 31st day of March in each year a report of the activities of the Committee and a financial statement of all receipts and expenditure by the Committee during the preceding year ending 31st March;
- (4) to prepare and submit to the Board and the Parochial Board of the parish before the 7th day of October estimates for the forthcoming year intimating in each case the contributions desired from each based upon the approved division of estimated expenses;
- (5) to have ownership of the library buildings constructed under the scheme vested in the Committee;

a Committee be revoked by the Governor in Council the Board shall have authority to assign or transfer property without the prior approval of the Governor in Council.

- (6) to retain all revenue of any type accruing to the Committee except revenue in respect of loss of books which shall be paid over to the Board.

Power of Parish Library Committees to make rules 16. - (1) Each Parish Library Committee shall have power to make rules for the management and operation of the parish libraries based upon model rules laid down by the Board.

- (2) Any rules made by the Parish Library Committees shall be subject to confirmation by the Board.

17. - (1) Each Parish Library Committee shall consist of nine members, with power to co-opt not more than two other members. Of the nine members one shall be the Director of Library Services (ex officio), three persons, one of whom shall be the Secretary of the Parochial Board, and shall be nominated by the Parochial Board; the remaining five members shall be nominated by the existing Committee and subsequently by the Board.

(2) All members of the Parish Library Committee, except the Director of Library Services shall be residents of the Parish.

(3) No business except the business of adjourning to some other day and time shall be transacted at any meeting unless there are present not less than four members of the Committee including the Chairman or acting Chairman.

(4) Each Parish Library Committee shall have power to appoint its own Chairman.

18. - (1) Every member of a Parish Library Committee shall hold office for a period of three years from the date of his appointment or election as the case may be and shall be eligible for re-election

(2) Every member of a Parish Library Committee shall be deemed to have vacated his seat on the Committee if -

(a) he dies or becomes bankrupt; or

(b) there is passed by the Parish Library Committee a resolution declaring that he has become incapable by reason of mental or bodily infirmity of discharging his duties or

(c) there is passed by the Parish Library Committee a resolution declaring that he has been absent from not less than four or six consecutive meetings of the Committee without the leave of the Committee first had and obtained; or -

(e) he ceases to be resident in the parish.

(3) So soon as may be after any member of a Parish Library Committee is deemed to have vacated his seat on the Committee pursuant to the provisions of subsection (2) of this section

in place of the member who is deemed to have vacated his seat on the Committee by the person or body of persons by whom the member so deemed to have vacated his seat was appointed or elected and any person so appointed or elected shall hold office for the remainder of the period for which the previous holder had been appointed or elected.

Exemption
from import
duty &
tonnage tax

19. Notwithstanding anything to the contrary no import duty or tonnage tax shall be payable upon any articles imported into Jamaica or taken out of bond in Jamaica by the Board.

SCHOOLS LIBRARY SERVICES

1. In view of the many pressing demands upon the limited funds available for Education in these territories it will probably be some time before serious consideration is given to the provision of Schools Library Services in the accepted sense of the term. If, however, Central Library services are to be established in each territory it may be desirable to examine the part which such an organisation can play under the conditions existing at present and in any future developments which may be contemplated by the Education authorities.

2. A SCHOOLS LIBRARY SERVICE DEFINED

A schools library service seeks to familiarise children with the sight and use of books, to provide material for the child's own recreational reading and exploration, and to supply additional reading material for the subjects taught in class. It should aim at the provision of all subjects of interest to children at the appropriate age, ranging from reference books to simple stories, and it should be observed that the range is as wide in a small school as in a great.

During the recent survey of the library services in East Africa the writer visited about 75 schools, mainly secondary schools and talked to many groups of children. With very few honourable exceptions it was a most depressing experience, as only a small proportion of the pupils have any conception of the use and enjoyment of books, a situation which is surely a negation of the true aims of any system of education. Some allowance must be made for the lack of facility in English at the lower levels, but the main reasons for this are inadequate and unsuitable bookstocks, poor accommodation and it follows, a lack of interest both by teachers and pupils in the school library.

3. ADMINISTRATION OF A SCHOOLS LIBRARY SERVICE

(1) In Great Britain the local Education Authorities have in many cases implemented the direction of the Education Act of 1944 on the provision of school libraries by providing the library services with an annual sum for the purchase of books, the library service for their part, providing trained staff and undertaking the organisation of the services. If, therefore, any programmes of Schools Libraries services are being contemplated by the Education Authorities it is urged that it will obviously be more economical and efficient to use a Central Library service which will be setting up the machinery for the acquisition, maintenance and distribution of books throughout the area, and which can ensure their proper use and care.

(2) The type of service envisaged would initially be mainly confined to Secondary Schools which would be assisted in building up good basic collections of books and periodicals permanently housed in the schools the Schools Library section of the Central service providing additional books for recreational reading which would be periodically exchanged thus ensuring, as in the case of the library services as a whole, the best use of the total book stocks available. The Central Service would also provide technical assistance in cataloguing, book selection etc. The enthusiastic response of teachers in the areas to the short courses organised by the British Council in Moshi, and under the same auspices by the Librarian of the East African Literature Bureau in Kampala, is an indication of what can be achieved in this direction.

4. TO SUMMARIZE:

- (1) If any large scale development of schools Libraries is contemplated by the Education Authorities consideration should be given to using the Central Library Service as the agency for this work.
- (2) In the meantime there should be the closest co-operation between the Library Services and the Education Authorities in an endeavour to improve existing conditions, and to make the best use of the limited resources at present available.