

salaries. The 25 per cent of the budgets for books, magazines and binding may be further sub-divided according to the North Carolina standards for public libraries to provide 40 per cent of the book stock for non-fiction and 60 per cent for fiction. Of the non-fiction 25 per cent should be adult books and 15 per cent children's books. The fiction standards recommend 30 per cent adult and 30 juvenile.

The remaining 20 per cent of the budget should be allocated for insurance, supplies, equipment and maintenance.

Plans for new branches and their extra books, equipment and personnel should be made at the time the budget is worked out, and submitted as part of it.

Don't be humble in your task of submitting your budget. The mightiest army in the world is contained in the ideas clothed in books standing in rows on your library shelves. The North Carolina Library Commission stands ready to advise and help in the preparation of budgets.

JULIUS AMIS.

DO YOU HAVE A BUDGET?

What progress North Carolina libraries could experience if librarians and trustees adopted and placed in operation systematic budgets. Budgets are a means of demonstrating the library's social utility in terms of "functions performed and cost imposed." Now is the time to prepare a budget for submission to your city or county government while they are considering the budgets for the other governmental functions.

The North Carolina Standards for Public Libraries recommend that the county library have an income of at least 50c per capita on a countywide basis. For budgetary expenditures the American Library Association recommends:

- 55 per cent for salaries (not including janitor)
- 25 per cent for books, periodicals and binding.
- 20 per cent for all other expenditures.

The 55 per cent for salaries should include a chief librarian meeting the State certification requirements, sufficient professional assistants, and non-professional or clerical employees. Library employees should not be expected to live on sub-standard