

✓  
January 13, 1896.

Mrs. Zella Allen Dixson,  
The University Library

Dear Mrs. Dixson:-

In connection with lectures by myself at Indianapolis, Ind. I was informed by the Secretary last Friday evening that no charging sheet was enclosed with the books sent to her. On checking up the books she found the following errors in the library invoice. Henry Clay, eight volumes charged, six sent; Abraham Lincoln, eight volumes charged, nine sent; George Washington, eight volumes charged, nine sent. The total you will note is all right, but instead of sending one set of Henry Clay, the packer included one odd volume of a set on Washington. I write this at the suggestion of Miss parriet Jacobs, the Secretary of the Centre, in order that there may be no difficulty about the matter.

Yours sincerely,

Francis V. Shepardon

*Letter to WJ  
1/15/96*  
H. Clay 705, 708, 7387-8, 7397-90, 7406  
Lincoln = 9  
Washington

Lincoln  
2417

POSTAL CARD - ONE CENT

United States of America

THIS SIDE IS FOR THE ADDRESS ONLY.

Miss Gella Dixon  
Univ. of Chicago  
City



Miss Julia A. Wilson,

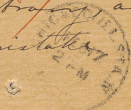
Feb. 17/96.

Dear Madam:

Mr. Frank Chafford  
will explain to you that we  
had the use of that  
library, as it was returned by  
mistake.

Yours truly  
Clifford Barney  
Redwick St. Center of Amis. Est.

Traces of  
W. & E. Co. No. 10/10  
Mar 5/96  
dit recd  
8.15 exp. ch. p.



✓  
February 21, 1896.

dear Miss perrine:-

I am writing to ask you if you remember of sending a copy of Marshall's Political Economy to Mrs. J. O. Unger of Fort Wayne, Ind. If it was sent, have you ever received the money for the same? I enclose herewith a letter from Mrs. Unger which will explain itself. Do you think that we can accommodate her under the circumstances? If so, will you kindly send her the book with the price of rental? Perhaps you will be kind enough to let me know what you do in this matter, and return the letter.

Thanking you beforehand, I remain

Sincerely yours,

*Newman Miller*

Send to.

*for rental.*

*Mrs. J. O. Unger*

*The New Hotel Makaney,*

*Uniontown,*

*Pa.*

*sent 2nd/96*

CHICAGO  
FEB 28 1898  
10 32 AM  
POSTAL CARD ONE CENT

United States America.

THIS SIDE IS FOR THE ADDRESS ONLY.



Miss Jella A. Dixon,  
Librarian

University of Chicago

Miss J. A. Dixon, Chicago.

Dear Madam -

Received to-day one copy of Marshall's  
"Principles of Economics" for which I  
herely receipt.

Yours truly

J. S. Huger.

Uniontown

Feb. 27. 96.



Miss Zella S. Dixon  
Librarian.

Dear Madam -

Including please find 25 cts. worth  
stamps for borrowing Marshall "Principles  
of Economics", which I sent back to-day,  
for five weeks. I got the book February  
23<sup>rd</sup>.

Yours truly

J. Odenwald Kuger  
Dunbar, Pa.

March 27. '96.

✓  
JOHNS HOPKINS UNIVERSITY,  
BALTIMORE.

April 4th, 1896.

Miss Zella A. Dixon,  
Librarian--University of Chicago,  
Chicago, Ill.

Dear Madam:-

I notice that you have sent me two postal cards acknowledging receipt of two of my books for the library. The first was on ~~xx~~ The Popular Control of the Liquor Traffic and the second The Social Condition of Labor. I suppose these books were turned over to you by the President, with whom I left them. Probably two others which I gave him at the same time escaped your notice. They are entitled The Gothenburg System of Liquor Traffic and The Housing of the Working People. Both of them have been published as special reports to the United States Commissioner of Labor, but both should be classified under my name, as I am in the completest sense their author. The title page will show you this fact. Probably the books have been received by you but classified by you simply under the head of Reports of the Department of Labor. Kindly therefore make the classification under my name as I shall often have occasion to refer students to one of these books and it will be much easier for them to find what they want.

Very truly yours,

*C. F. Gould*

*Placed in  
C. F. H. Gould's  
archive  
transfer to E. R. H. B.  
3457 + 3458  
transferred to  
New Lib. & notice  
sent to E. R. H. B.  
4/7/96. H.*

## The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

Order dated 9/23 Recd at Univ. Lib. Sept. 9/28 Also ordered same date.

Also ordered Sept. 28.

CHICAGO, Oct 6 — 1896 —

Dear Mrs. Dixon —

Oct Sept. 27, I sent in an order for a traveling library for Prof Vincent's course to be sent to Davenport, Iowa, indicating that as the course begins Oct. 8, the order should be filled at once. I knew the books would have to be ordered through the press, but thought this certainly gave plenty of time. Mr. Ryerson has just informed me that the original order reached him Sept. 28, and that the "approved" order has just now been returned to him. It appears to me that inasmuch as this was

## The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO,

marked a rush order, there has been some inexcusable delay somewhere. - Might not this be sometimes avoided if an order demanding immediate attention be marked where sent from the Library so that every one into whose hands it falls will act on it promptly? - Dr. Goodspeed is usually very prompt back when promptness is desired.

- These delays have much to do in alienating the good will of the officers of our Extension Centers.

Very truly

Abner A. Purdie

Lib. Study Secretary.



The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO October 8, 1896.

Dear Miss Perrine:-

I find that we are out of the regular blanks for libraries, and will you kindly send at the earliest possible moment the following libraries:

94 Mrs. Fred S. Smith, Mt. Carroll, library for Mr. H. S.

*No bks have been designated for this course*  
Fiske's course on "Thought and Imagination in Shakespeare". The course begins October 12th, and ends December 21st.

95 Mr. John H. Jones, Clinton, Iowa, library for Rev.

Jenkin Lloyd Jones' course on "Prophets of Modern Literature".

The course begins October 15th, and ends December 23rd. *Lib sent Aug 19, p212.*

~~Miss~~ Miss Rosalie Glazer, care the Young Ladies Aid Society,

Sinai Temple, corner of Indiana Avenue and 21st St., Chicago,

✓ Library for Mr. E. H. Lewis' course on "Types of American Fiction".

The course begins October 13th, and ends December 22nd. *Info Oct 10-*

97 Supt. P. R. Walker, High School, Rockford, Ill., library

*No bks have been designated for this course*  
for Mr. Charles A. McMurry's course on "Principles of Pedagogy

Applied to Particular Studies." The course begins September 29th and ends November 2nd.

Sincerely yours,

Newman Miller

*Let. to McMillen 10/8/96*

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO October 14, 1896.

Mrs. Z. A. Dixon,

Faculty Exchange.

Dear Mrs. Dixon:

*Read 93*  
Please send to Mrs. J. M. Hulbert, Melrose Park,  
Maywood, Ill. library accompanying the course of lectures by Prof.  
Henry W. Rolfe on Representative English Authors of the 19th Century  
also library accompanying course of lectures by Mr. A. H. Cole on  
Plain Talks on Bacteria, to Mr. S. O. Hartwell, Kalamazoo, Mich.

Kindly send both of these at the earliest possible date.

Enclosed you will find list of books desired for Mr. Coles library.

Very truly yours,

W. A. Payers.  
Lecture-study Secy.

*Recd + Bks ordered for both above Libs Oct 15/96.*

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO Oct. 15th, 1896.

Miss M. Hardinge,  
Library.

Dear Miss Hardinge:

I have just been informed by the Local  
Centre at Windsor Park that you failed to put in the price of the  
two volume edition of Lamb's Letters. They have calls for them  
and would like to know at what price they can sell them.

Will you kindly drop a card to Dr. Sarah Hobson, 7528  
Saginaw Av., giving her this information?

Very truly yours,

W. A. Payne.

Lecture-study Secretary.

{ Posted & sent as directed  
Oct 16 - \$7.50 per vol of 2 v.

{ Price not entered on  
bk slip because bills had  
not been read when bk were  
sent out. H.



ADDRESS ALL COMMUNICATIONS AS FOLLOWS  
THE EXTENSION DIVISION  
THE UNIVERSITY OF CHICAGO

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO Oct. 24, 1896.

Mrs. Z. A. Dixon,  
The Library.

Dear Mrs. Dixon:

Please send ten additional copies of McKenzie's  
to Mr. C. W. Hippard, Dayton, O.

Very truly yours,

W. A. Payson

Lecture-study Secretary.

Ordered 10/26/96

Recd 10/27 " & forwarded to Dayton O.



✓  
The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO,

Nov. 9th, 1896

Miss Hardinge,

University Library.

Dear Miss Hardinge:

Mr. C. W. Hippard of the University Extension Centre at Dayton, O. has requested me to have sent to him an extra library charging list.

While they have only a six-lecture course, yet the lectures are fortnightly and they do not permit the books to be kept out from one lecture to another. He, therefore, wishes an additional list, in order that he may keep his records perfect. Will you kindly mail one to him at once, and oblige

Yours very truly,

Walter A. Paepe  
Lecture-study Secretary.

*Ext'n Chg. list mailed to C. W. H. Dayton O.  
Nov. 11, 1896. A.*

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO,

Nov. 12, 1896.

Miss Hardinge,

The Library.

Dear Miss Hardinge:

Sometime ago I ordered some books for use in connection with Dr. Breasted's course of lectures on History and Civilization of Egypt. These were only to supplement those already on hand. Will you please send those which have been received since the library was sent to the Kenwood Centre to Mrs Donnelley, ~~to the address given on the blank when sent in?~~ *Rec'd by Mrs. D. 12/13/96*

I enclose you order for library to Rockford, which will explain itself.

Very truly yours,

Walter A. Payne

Lecture-study Secretary.

Dear Mr. Payne:

*Pls note date for close of Hammond Lecture Course. Shd it be Nov? Otherwise, the Library will not be in, in time for the Rockford course, beginning Dec. 1. Kindly advise early.*

*Yrs very truly M.A. Hardinge.*

*11/13/96. Dates cover 12 weeks: 2 courses books on Amer*

*Egypt*

✓ Chicago, .....

Mar. 19, 1897

Mr. W. L. Tobey, Secy.

Hamilton, O.

To .....

THE UNIVERSITY OF CHICAGO  
EXTENSION DIVISION.

Dr. ....

Terms: .....

1897

S. J. CHILDS & CO., PRINTERS, 140-142 MONROE ST., CHICAGO.

Feb. 13 To Cartage on Library

100

Recd  
paym't  
in p.c. 4/20/97

Beed Payment

The University of Chicago  
per M. A. H.



General Library  
ZELLA ALLEN DIXSON, A.M.  
Catalogue Department  
JOSEPHINE C. ROBERTSON, A.B.  
LOUISE DICKINSON  
Accession Department  
GORA BELLE PERRINE, A.B.  
CHARLOTTE FLORENCE COE  
Loan Department  
GEORGE W. PASCHAL, A.B.  
Departmental Libraries  
CLARENCE ALMON TORREY, PH.D.  
Traveling Libraries  
MARGARET A. HARDINGE  
Periodical Department  
ESTELLE LUTRELL, A.B.

THE UNIVERSITY OF CHICAGO  
FOUNDED BY JOHN D. ROCKEFELLER  
WILLIAM R. HARPER, PRESIDENT  
CHICAGO, Apr. 10, '97.

Lecture Study Secy.

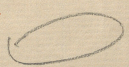
Dear Mr. Payne:

The following list of syllabi is in accordance with a former conversation which you may recall. As many of these as it may be convenient for you to send will be useful in the Library Dept. of the University Extension Division, and I shall be glad to receive and file the same for consultation in connection with the work of the Traveling Libraries:

Dept.

- Dept. #90
- ✓ — I. Duft, Movements of Thought in the 19th Century. ✓
- II. Brooks, Our relation to Certain new Forces in modern Society.
- Howarth, Introduction to Sociology.
- ✓ — ✓ IV. Shepardson, ~~Six American Political Leaders.~~ <sup>Amer. Steamers & Great Brit. Movements.</sup> ✓
- ✓ — " Social Life in the Amer. Colonies.
- ✓ — Sparks, Men who made the Nation. ✓
- ✓ — " Character Studies in Amer. Development. ✓
- ✓ — " Amer. History in Amer. Literature. ✓



- ✓ VI. Small, ~~First Steps in~~ Sociology. ✓  
 ✓ — Starr, Early man in Europe. ✓  
 ✓ — " Native Races of N. America ✓  
 ✓ — Zieublin, ~~Structure of Society~~ ~~Elements of~~ Sociology. No 84 ✓  
 ✓ — " Social Reform in Fiction. " 66 ✓  
 ✓ VII. Breasted, History & Civilization of Egypt. ✓  
 ✓ — XV. Moulton, Am. Tragedy for Eng. Audiences. ✓  
 ✓ — " Stories as a Mode of Thinking. ✓  
 ✓ — " Tragedies of Shakespeare. ✓ ✓  
 ✓ — McClintock, Studies in Fiction. ✓  
 ✓ — Wolfe, Certain Poets & Prose Writers of N. England. ✓  
 ✓ — " Rep. Eng. Authors of the 19th Century. ✓  
 ✓ — Lewis, Types of American Fiction. ✓  
 ✓ — Clark, Poetry as a Fine Art. ✓  
 ✓ — Mrs. Moore, General Course in Literature. ✓  
 — " Tragedies of Shakespeare.   
 ✓ — " Novels of Geo. Eliot. ✓ ✓  
 ✓ — Jones, Prophets of Modern Literature. ✓  
 ✓ — Dahl, Social Studies in Henrik Ibsen. ✓  
 — XXVII. Cole, Plain Talks on the Bacteria. ✓  
 — Art. French, Painting & Sculpture. ✓  
 — ✓ Daft, Ancient " ✓ ✓  
 — ✓ " Contemporary Art. ✓ ✓  
 — ✓ " Painting & Sculpture of Our Time. ✓ ✓  
 — ✓ Schreiber, History of Art. ✓

Very truly, M. A. Hardinge.

The University of Chicago.

Charles Zueblin.

Associate Professor of Sociology.

Chicago, April 28, 1897.

My dear Payne:--

You will find the books which I want next year in the library on the Structure of Society in the assigned readings of the syllabus. You will notice that I have changed two of them. Philanthropy and Social Progress you will find in the library. Morris's book can be just as well substituted for Knight as any other volume. I shall send you the books for the other libraries early in the summer. I think it would be well to have in the library one copy of any book referred to in the topics for club meetings, as it is often difficult to procure them and much of the class work depends on their being available. This applies to the syllabus 66 as well as 84.

Yours sincerely,

Charles Zueblin

5 Cops. Philanthropy & Soc. Prog.

4 " at Minnesota

1 in stock

Miss Clara S. Gillham  
Librarian Univ. of Kansas, Lawrence, Kas.

My Dear Miss Gillham

On my return from vacation

I found your letter & fine collection of  
blanks & illustrations <sup>from</sup> your Library.

You are pleased to add ~~them~~ to the Law  
University Collection & are sending  
you today <sup>by mail</sup> a set of blanks & forms  
used in this Library. Your question in  
regard to periodicals has been referred  
to Philip Rutledge in chg. of that Dept. and  
the ~~enclosed~~ <sup>enclosed</sup> blanks requested showing that

Methods of recording periodicals -

Yours sincerely

M. A. H.

Wk. as a gift to  
the Lib of the U. of C.

LIBRARIAN'S OFFICE.

THE UNIVERSITY OF KANSAS.

SPOONER LIBRARY.

Lawrence, August 25, 1897

Miss Margaret A. Hardinge,  
Chicago, Ill.

Dear Miss Hardinge,

I send you by  
this mail the samples I  
promised you.

Will you kindly send  
us a blank showing the  
method by which you keep  
the records of your periodicals?  
By so doing you will oblige  
Yours respectfully  
Clara S. Gillham

1345 Tennessee St.  
Lawrence, Kans.



The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO, September 8, 1897/

Mrs. Zella Allen Dixson,  
The University.

Dear Mrs. Dixson:-

The following libraries will be needed for  
courses opening between September 27th and October 15th;

*Academy  
Library*

Professor E. E. Sparks - 6 or 7 - Character Studies in  
American Development; 2 or 3 - The Men Who made the Nation, *///* *later*

*///* 1 - The Men who made the Nation, Second Course. /

✓ Professor Charles Zueblin, - 3 - \*The Structure of  
*///* Society; 5 - Social Reform in Fiction. *///*

✓ Professor William H. Goodyear - 6 - The Debt of the  
Nineteenth Century to Rome. *///* /

✓ Professor Henry W. Rolfe - 3 - Some Poets and Prose  
Writers of New England. *///*

Professor Frederick Starr - 2 - Native Races of North  
*///* America; 1 - Early Man in Europe. *Leads Ottawa 1/24*

\*One of these was sent a month or more ago to Winnetka.

Other engagements will be made, but I send you this list  
that you may anticipate the number of libraries which will probably  
be needed. However, no other engagements will be made for  
Professors Zueblin, Sparks, and Starr. Orders for some of these  
libraries have no doubt been filled by this time.

I enclose you a note from Professor Zueblin relative to  
his library on The Structure of Society. You will remember that  
the old syllabus called for Knight's Philosophy of the Beautiful,

Z. A. D. --2--

part II, while the books in the library were part I. The new syllabus substitutes for this book, Morris - Hopes and Fears for Art.

You will note the further suggestion in Mr. Zueblin's letter. If such books are in stock, it would be well to include them in the libraries sent out.

Yours very truly,

*Walter A. Paine*  
Lecture-study Secretary.

*Men who Made the Nation: Second Course -*

3	3	Albert Gallatin
10	5	Henry Clay
5	7	Andrew Jackson
5		Van. Webster
10	5	A. Lincoln



The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO Dec. 9, 1897.

Mrs. Zella Allen Dixson,  
University Library.

Dear Mrs. Dixson:-

After submitting to Professor James your statement concerning the books destroyed by fire at Streator, and your letter accompanying the same, we have decided to ask them to remit to us one-half the actual cost to the University, and we will then regard the obligation to us as discharged. If the Centre were strong financially, we should ask them to do more, but knowing their financial condition, and desiring to perpetuate the Extension work in their community, we thought best to make them the offer mentioned above.

Yours very truly,

*Walter D. Payne*

Lecture-study Secretary.

3 Mass to be returned  
Let sent to Lang Schools 1/6/98  
Rtd 1/1/98

p 36<sup>3</sup>

Streator hit dest by fire p. 38<sup>0</sup>

Report of books missing from Departmental Libraries.  
for years 1895 & 1896.

1.00			No Cop.	Cost	Sale Price	1/2 cost
Baldwin 467, 859, 860 3221 3222.	} Cost 1.30	Sale price 1.50	5	6.50	7.50	3.75
Pearl, The Lytes 3154, -5, -6, -7, -8	Cost 1.30	1.50	5	6.50	7.50	3.75
Brinton Am Race 3159-60	1.34	1.50	2	2.68	3.00	1.34
MacLean M. Montedev. 469, -70 862, 3, -4	} 1.00 for late m.	1.25	5	5.00	6.25	2.50
Nadaillac Prehist America 3475			1	2.00	2.50	1.00
W. Black Cat Indian & Alaska			1	—	.50	
Clark N. American Antiquity 473,			2	3.80 +90	4.00 2.00	1.90
Drumton The U.E. movement 134			1	—	.15	
Roberts # 89 of U.E. 102			1	—	.35	
			Any	2.00		1.25
						14.49 50



The University of Chicago.

Charles Zueblin.

Associate Professor of Sociology.

Chicago, December 15, 1897.

My dear Mrs. Dixon:--

Dr. Graham Taylor will be sending to the Library a number of copies of THE COMMONS, which I will ask you to put in my travelling libraries for the winter, and oblige,

Yours sincerely,

Charles Zueblin

Mrs. Zella Allen Dixon,

The University of Chicago,

C h i c a g o.

60 copies The Commons, Nov. 1897

received Jan 8<sup>th</sup> 1898  
for Mrs. Allen

Pls. ask the gift, & return letter to A.

ask to Dr. Graham Taylor



The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO,

Dec. 18, 1897.

Dear Mrs. Dixon:--

We are working out a statement regarding the cost of Prof. Goodyear's lectures during the past quarter, and we shall be very glad to have the statement of the cost of his libraries together with the income from the sale of books. Thanking you beforehand for any information which you may give us along this line I remain,

Sincerely yours,

*Norman Miller*  
Correspondence-study Secretary.

		Actual Cost of Libs.	Receipts
Goodyear	4861-4920	46.50 ✓	1.50 ✓
	4921-4925	3.89 ✓	
	4926-4928	17.00 ✓	
Mumma	5021-5025	3.13 ✓	
	5026-5028	23.65 ✓	
	5029-5032	5.00 ✓	
		108.65	
		11.40	
		119.05	Total Cost of Prof. Goodyear's Libraries

Prof. Goodyear's Libraries have been sent to clean centres.  
But one has been as yet sold. From the one used by Englewood  
Normal's Club - 15 of above the new sale, also 1 set Gibbon, Decline & Fall  
of the Roman Empire, 6 vols, & Bryce, the Holy Roman Empire, 1 vol.  
Requests have been sent to Secretaries to return as soon as poss. after last  
lecture of course with statement of sales made. See letter tablet 12/21

Allen Hist 24 @ 10

Goodgean Roman & Medieval Art	40 ceps. @ .85	19.20	34.20
	Engraving		.50
	20 " @ .85		17.00
	10 " @ "		8.50
			<u>59.90</u>

Mommier 20 ceps @ 6 1/2

5 " @ 3.50 - 6%

5 "

2 "

1 "

35

Engraving 1.00

3.29

3.13

2.65

.63

23.70

Goodgean Ren & Med art 6 @ .85

1

7. @ 70

5.10

.85

1.80

7.75

Allen Hist of the Roman people 24  
9  
(Renaissance) Med art 40 copies

19.20

110.05

7.75

Goodgean Roman & Medieval Art 70 copies

59.90 (includes .50 engraving)

Mommier Annals of Pompeii 35 "

23.20

" 1.00 "

\$110.05

Engraving of Roman Art

12 plates

12 pages

15 of 140

12.05



Books missing from Departmental Libraries.  
for years

✓  
Charles Zueblin,  
The University of Chicago.

Dec. 31, 1897

My dear Mrs. Dixon

You will receive  
soon copies of The Commons six of which I shall ask you  
to please put in each of the  
traveling libraries on General  
Reform in Fiction & Structure  
of Society. If there are any  
left they can be put in the  
Municipal Life libraries.

Yours sincerely

Charles Zueblin

{ 60 copies The Commons Nov/97  
rec'd Jan 8/98,

{ Mr. Z. notified &  
ack'd sent 45 to E. Taylor. 1/8



ADDRESS ALL COMMUNICATIONS AS FOLLOWS  
THE EXTENSION DIVISION  
THE UNIVERSITY OF CHICAGO

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO Dec. 24, 1897.

Dear Mrs. Dixon:-

I enclose you draft received from the  
University Extension Centre at Streator, Ill. in settlement for  
the library destroyed by fire. Also \$2.00 received from Owosso *p. 69<sup>3</sup>*  
for books sold at that Centre. The slips were not returned to  
the Extension office.

Yours very truly,

Walter A. Payne

Lecture-study Secretary

*\$14.50*