

DARWIN COLLEGE

LIBRARY COMMITTEE - MINUTES

A meeting of the Library Committee was held in Newnham Grange Seminar Room on Wednesday, 6th November 2013.

There were present Dr Viejo-Rose (Fellow Librarian), Elisabeth Leedham-Green (College Archivist), Gulay Bozkurt (Student Librarian), Espen Koht (Computer Officer), Anke Timmermann (Munby Fellow), Jagjeet Lally (Finley Fellow).

1. Apologies were received from Martina Kulvalja (Deputy Student Librarian).
2. There were no declarations of interest.
3. The Minutes of the last meeting were circulated and approved.
Matters arising: This being the first meeting of the new Committee with a majority of new members introductions were made all around.
4. The Archivist, Elisabeth Leedham-Green, reported that:
The archive has been a huge resource for the “Darwin at 50” book. ELG agreed to put together a budget on how much the conservation of the early College Minute books would cost. Sue Vale has been of great assistance in the archives at various moments.
5. The new Student Librarian, Gulay Bozkurt, reported that:
She has created a Darwin Library Facebook page and ran three well-attended tours of the library.
Twenty-two books have gone missing in the past year as per the latest inventory, EK will check these against check-out records to see if their borrowing can be traced to any individual. It was agreed that a light-hearted notice could be put up on the Facebook page for those that have gone MIA without a record.
The DVD library has many new members.
The CUP balance is at £1,927.02, this must be spent by March or be lost. The Amazon balance is £168.67, and the latest three gift certificates come to over £100. The Library has received many donations and all the books that have been requested have now been ordered.
6. The Computer Officer, Espen Koht, reported that:

Problems experienced over the summer with Voyager have been resolved.

The college website is being restructured and the library will get a re-vamped site which could include a 'news' section.

7. There was a discussion around how to get Fellows and students to recommend acquisitions for the library and donate their own publications. It was agreed to bring this up in the next Governing Body to remind Fellows. Members of the Library Committee agreed to review the collections in their own disciplines and make recommendations. DVR suggested distributing the subject catalogues that come to the Librarian to Fellows in the respective disciplines asking them to recommend acquisitions.
CUP: AT agreed to look into the availability of CUP paper-catalogues.
Amazon: EK suggested putting flyers into pigeonholes in the pre-Christmas period reminding Fellows and students about this scheme and how to use it.
8. In order to support the Darwin Lecture Series the Committee agreed that it would be a good idea to have a small display in the library related to this year's theme of plagues.
9. The 50th anniversary was seen as an opportunity to launch a number of initiatives including asking Darwin members to donate their publications, having a virtual exhibition of books written by Darwin members, DVR suggested a 'publications party' in the Spring, and ELG suggested raising funds for the conservation of the College Minute Books which are in a poor state.
10. Shelving space is still available but minimal. The possible removal of the collection of Reporters was suggested with possible new destinations being the Reading Room, the Finley Fellow's office, or the Research Fellow study space in Malting House. DVR will contact a DCSA representative about possible uses of the TV Room and Reading Rooms for duplicates and or 'light' reading collections.
11. The student Librarian reported that the re-classification and re-cataloguing of books continues at a slow pace.
12. Maintenance issues were briefly raised, DVR has spoken with Housekeeping and Buildings and Grounds about cleaning the Library windows on the outside. EK and DVR in consultation with the Head

Gardener had agreed that the library be the winter abode of one of the large cactuses.

13. The misuse of the library (non-Darwinians, food and drink, etc.) was discussed as a recurring theme. It was observed that this tends to be a problem particularly in the Easter term when students are studying for exams. AT agreed to look for a quote from Richard de Bury's *Philobiblon* on the proper uses of the library that would be posted in the library and on the library Facebook page. A question was also raised about who has access to the Library aside from current students and Fellows (i.e. Alumni living in Cambridge and still using their dining privileges, former Fellows, etc.)
14. AT suggested that a blog be created for the library.
15. The date of the next meeting is scheduled for 22 January 2014.