

Darwin College Library Committee

A meeting of the Library Committee was held at 1 pm on Wednesday 22nd June 2011

There were present Margaret Cone (Chairman), Espen Koht (Computer Officer), Lindsey Friedman (Student Librarian), Elisabeth Leedham-Green (Archivist), Christopher Cullen and Dirk Imhof.

1. Apologies were received from Daniel Jew and Michael Scott.
- 1a. There were no declarations of interest.
2. ELG reported on the successful removal of the archives to their new home, with the help of some graduate members.

3. The Student Librarian reported on:

Purchases and requests

the CUP balance is £3281; the Student Librarian has purchased several CUP books, but the Committee was asked again to suggest CUP books, and especially to reconsider the various series;

as usual books and DVDs have been purchased through Amazon, where the gift certificates have been satisfactorily large;

all requests have been ordered and catalogued;

there have been several donations;

DVD Library

the DVD collection and the number of members continue to grow steadily;

the Student Librarian is still concerned that the DVD collection is not sufficiently visible to users of the Study Centre; EK recalled we had intended to investigate the possibility of glass-doors to the cupboards;

Vesalius

Average temperature 21°C, humidity 43%

the pages were turned regularly;

Use of the Study Centre

Overdue books

there is a large number of books overdue for return, despite frequent reminders by e-mail;

we decided on the suggestion of CC to institute a fine of £50 for a book not returned by the end of the borrower's course, to be added to his/her College bill, and therefore necessarily to be paid before graduation. This scheme would be flexible, but we hope the threat of a fine will encourage borrowers to return books or replace any that have been lost;

the bookplates for the books donated in memory of Conn Murphy have still not been received;

ELG reported that they had been prepared; she will investigate;

Martina Kulvalja is being trained as Deputy Librarian to serve while LF is on fieldwork during July and part of August.

If all goes well, she will be considered for the post of Student Librarian. We also agreed to

invite Alexis Artaud de la Ferriere to join the Library Committee, and perhaps serve as a deputy librarian.

4. MC brought forward some tasks she would like to see at least begun in the next year:

recataloguing/reclassifying

LF volunteered to begin recataloguing the books in September. EK will obtain a new spine printer. We hope this will provide a more coherent and consistent arrangement of the collection;

new bookshelves (under the Blackburn panel)

MC will find out from the Bursar the progress (if any) of this project. The Clerk of Works had said a plug was in the way of the proposed position of the shelves, but EK said the plug should be taken out of use for safety reasons;

new space

we desperately need more space, and look forward to being able to put duplicate copies and rarely-used books in the former Archive room;

the web-pages on the Darwin web-site need more revision – we will try to liaise with the Webmaster as the web-site is redesigned, and try for more prominence for the Library and Study Centre on the Home page, and for the Amazon information on the Library page;

5. There have been some complaints from the Housekeeper about litter and untidiness in the Study Centre. Notices had been put up, purporting to be authorised by the Library Committee, warning that anything left around would be removed. As the Library Committee had not asked for these notices, MC had removed them. However one student, particularly mentioned by the Housekeeper, had been asked to keep her table neater. We will put up notices reminding users of the Study Centre not to take in food and drink, but will also undertake an ‘aesthetic review’ of the Study Centre and make sure that the notices conform to College design guidelines.
6. The Committee expressed their thanks to Dirk Imhof for his interest in the Committee and the Study Centre during his residence as Munby Fellow.
7. There was no other business. The next meeting will be at a date in October to be announced.