

**Darwin College Library Committee Meeting**  
**February 2<sup>nd</sup> 2005, 1pm**  
**Entertainment Room**

**Minutes**

1. Apologies - Deborah Pino Pasternak, Andrew Bell.  
Present – J-P Smit (Hannes) – [jps60@cam.ac.uk](mailto:jps60@cam.ac.uk), Christian Goeschel, Ariane Kossack, Epsen Koht, Elisabeth Leedham Green, Yuri J [yj209@cam.ac.uk](mailto:yj209@cam.ac.uk) (DCSA welfare officer), Alexandra Lianera, Anne Ferguson-Smith (Chair)
2. Minutes of last meeting and matters arising
  - (a) Water fountain – AFS communicated with the Vice Master both verbally and in writing. Buildings and Grounds will consider the issues of drinking water in the Study Centre at their next meeting.
  - (b) Concerns over cleaning in the Study Centre – Request an occasional but comprehensive dusting of shelves. Bins not emptied. Bathrooms are fine. Ariane discussed informally with housekeeper. AFS now to write formally to bursar. Windows need cleaning on the ground floor – recognize that these have financial implications but they have not been cleaned for ages.
  - (c) Finley locks are all fine now.
3. Stocking issues: Three or four books dribbling back. Large stocks of Skinner and Stoppard never came back. Skinner can be replaced by CUP and Stoppard also. Keep chasing people – for those that are over a year overdue buy a replacement and bill them.
4. Computer issues, automation, communication.  
Metafaq is now working and two old queries that were inaccessible are now taken care of. Thanks to David MacKay for helping.
5. Credit card – Committee expressed concern that STILL there is no credit card yet. AFS to email the bursar and copy to the accountant (Ray Cook). Ariane is putting all purchases on her own credit card and this is not acceptable.
6. Amazon account – now being used more by Fellows and also the direct link on the library website is good.
7. Book purchases: Purchases at usual rate. One book from each Darwin speaker was ordered and put in the foyer.
8. Vesalius and Temperature are fine – 19 degrees and 40 % humidity
9. Finley – Miguel Palmera (from Brazil) visited during office hours and is likely to visit again in the summer. Nothing was borrowed he worked in the study center. Simon Hornblower was supporting a refutation from another author on Finley's work. All is well. Finley's reputation is sound and Ariane was quoted in Hornblower's report in the TLS. MPhil student also browsing the collection

7. Review of disaster procedures: Our valuables are in higher parts of the building so are relatively protected from flooding. ELG suggests list of people with phone numbers, copy in the library. Wet books – need contract with freeze drying people. Aspects are irreplaceable and uninsurable and hence repair and rescue protocol should be instigated. ELG to provide template from other libraries that we could consider adopting where appropriate. Fact finding in progress.

8. AOB and date of next meeting;

(a) Spring event – George Gomeri to be approached to bring a guest for both to do a reading followed by a reception in April early May.

(b) Ariane instigated a clean-up upstairs in the study area – once per week Ariane shelves books and saves notes. Place looks much nicer now.

(c) Next meeting is 29<sup>th</sup> June.