A copy of this Annual Report is sent to the Domestic Bursar’s Office to form part of the College’s Register of Public Benefits.

Image on the cover: Detail of the spiral staircase in the Old Library.
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The Librarian’s Annual Report,  
2010 to 2011

Our Departmental Aim is to provide a modern, efficient and welcoming Library service for all members of the College, and for all others with valid reasons to make use of the College’s Library and archival collections and facilities, so enabling the College to fulfil its statutory and strategic aims.

Summary

On 9 April 2011 St John’s celebrated its five hundredth birthday, and throughout the Quincentenary year members of the College and other distinguished visitors have been invited to participate in a wide range of celebratory and commemorative events, from a Garden Party attended by Her Majesty the Queen in April to two full weeks of activities, talks and tours offered to returning Johnians and their families during July and September. The Library and its staff are playing a full part in the programme, mounting special exhibitions, welcoming visitors, assisting the authors of the new College History, hosting winners of the College’s Wilkinson Quincentenary Essay Prizes for sixth-form students, and briefing the Master and other College officers. They have made sure that the Library presents a smart and efficient face to the world, maintaining the usual exemplary standard of service to our regular readers and to school parties and other ‘outreach’ visitors. These additional commitments in a busy year have put a very heavy burden on the staff. I am proud of the dedication, enthusiasm and stamina that they have all shown in response.

Despite the welcome distractions offered by Quincentenary commitments, the Library has once again moved to meet some long-standing strategic targets. Installation of a self-issue system for the Working Library is now firmly scheduled for the summer of 2012, alongside some modest structural improvements designed to increase the seating available to readers, and the necessary planning and preparatory work for these initiatives is well underway. The cataloguing of books in the Old Library has been completed, after eight years of excellent work by our specialist cataloguers. We have joined the University’s Journals Coordination Scheme, a step of the highest importance to journal provision for our senior and junior members. The development of a new Archives Centre in the School of Pythagoras during 2012 and 2013, mentioned in the last Report, has now become even more important to the Library. Towards the end of the year, the Council agreed that the College Archivist should report to the Librarian rather than to the Senior Bursar as from 1 October 2011.

Strategic Plan

After several years on the road outside Cambridge, the 2010 Away Day took place in the congenial surroundings of Newnham College. This chance for staff to gather
before the start of a new academic year, and to discuss at some leisure the challenges and opportunities that face us, is always appreciated by me and by my colleagues. Discussion this year focused on the quinquennial overhaul of the Library’s Strategic Plan, and many good ideas were put forward. Plans for the College's Quincentenary year were also considered insofar as they affected Library operations.

**Staffing**

Katie Birkwood, the Hoyle Project Associate, left the Library staff in March 2011 after completing her project on time and in a most efficient and effective manner. Her imaginative Hoyle Days and other outreach events proved extremely popular with the general public, not least because of Katie’s creative planning, and she will be much missed. Thanks are due once again to the Hoyle family for their encouragement and constant support of the Project, and to the Heritage Lottery Fund and the American Institute of Physics for crucial grants which made the initiative possible.

The success of this Hoyle Project helped persuade the Heritage Lottery Fund to support a two-year initiative ‘Interested in Everything’, which aims to catalogue and exploit the diverse collections of the nineteenth-century Johnian polymath Samuel Butler. An initial description of the Project is given later in this Report. The Library has been fortunate to recruit the services of Rebecca Watts as Butler Project Associate. Rebecca has worked in College schools liaison activities, and more recently at the Wordsworth Trust, experience that will stand her in good stead as her project proceeds. She took up her new post on 1 July 2011.

Erin Lee, Graduate Trainee for 2010-11, began work in the Library on 1 August and contributed in many ways to projects and necessary daily routines across the department. To her great credit, Erin has secured sought-after funding to pursue her professional Library qualifications in the United States, and we wish her well for the future.

Through the year we have benefitted from the work of two excellent volunteers, Ian Osler and Chris Krupa, who have both spent one day a week helping with tasks in the Old Library. Ian has recently secured a part-time teaching appointment in Cambridge which brings his spell as a volunteer to an end, but Chris will be continuing with us into 2011-12. We are grateful to them both for all that they have done, sorting, labelling, boxing and listing personal papers, invigilating in the Rare Books Reading Room, and turning their hands so willingly to other pressing tasks.
During the year the Library also welcomed two bright and committed Year 10 school students on work experience under the Connexions scheme.

The exemplary work of the Rare Books Cataloguer, Allen Purvis, continues to be funded through generous donations from Professor Joseph Zund.

**Cataloguing and Collection Development**

This has been an important year for two major electronic initiatives across all libraries in the University. With funding from the Isaac Newton Trust and from Colleges and Departmental Libraries, and after some excellent planning work by the Librarian of Selwyn College and by members of staff at the University Library, administration of the Cambridge College Libraries Forum's eBooks@Cambridge initiative has been successfully transferred to the UL, with ongoing funding committed by the Faculties and Departments, and by most Colleges. I continue, for a year or so, as a College Library representative on the new advisory group, completing a 'stint' which began as a founder member of the initiative in 2005-6. In a fast-developing field, much has changed in that time, but the Colleges collectively can be very proud of the pioneering work they have funded and undertaken.

As Chair of what is now the College Libraries Consultative Committee on Journals I have been centrally involved in the negotiations during 2010-11 that have brought twenty-six Colleges to participate in the University’s Journals Coordination Scheme. Under this voluntary agreement, Colleges retain their autonomy when cancelling and taking out journal subscriptions. To facilitate the shared provision of titles across the University each College contributes a modest annual 'stake' to the financial resources available to the Scheme, based on a percentage of their annual periodicals budgets when averaged over the past three years. Additionally, they undertake to pay half the sum saved by any subsequent cancellation of journal titles into that same shared fund. Bearing in mind the proliferation of available titles, the demand for electronic journals can only be met by a shared approach of this kind, and indeed only through collective action can we hope to resist the over-inflationary increases in subscription rates imposed by some major publishers. The University Library now works with other leading academic libraries in the UK to obtain the best possible deals.

The trend to inter-library collaboration extends further. After an initial trial period, which has passed without adverse comment, St John's will aim to confirm the arrangements by which access and borrowing privileges are offered to undergraduates across the University studying particular papers in Portuguese language and literature. The interests of our own readers have to be carefully safeguarded, but I anticipate that in time more collections in our Library will be made available to readers from other places, provided of course that those other Colleges reciprocate by opening their own doors in turn.
I observed in the 2010 Report that several hundred books, DVDs, maps and other items are received each year from dozens of Johnians, together with numerous financial gifts and bequests. Among many extremely kind and generous gestures, I venture to note that a magnificent collection of books on Spanish and Portuguese history was recently presented by the distinguished historian Professor Kenneth Maxwell (BA 1963). Important collections of personal papers have this year been received from the Master, from Professor Jack Goody, and from the estate of Professor Sir Maurice Wilkes. Dr Terence Denman (PhD 1985) continues to give us books and DVDs on a wonderfully varied range of subjects, including slang dictionaries, jazz guides, histories of Russian cinema and studies in French literature. As noted in the last Report, a bequest from the late Noël Marshall (BA 1957) has transformed our ability to buy early printed books and other items offered by dealers and auction houses that augment the MLA Designated special collections. Our updated Collection Development Policy guides us here, and reminds us to build on the Library’s many strengths. Above all, of course, we seek out important materials by or relating to Johnians, but with over 1,000 Johnians in the Oxford Dictionary of National Biography alone, the possibilities are still numerous and specific targets must necessarily be established.

In line with established annual practice, Standing Order C.5.2 (Library Weeding Procedure) was again applied to certain areas of the Collection in the Lent Term. A number of volumes, principally from the Theology collections, were identified for disposal.

Elsewhere we have departed from longstanding practice, but for very good reasons. During the last two years, the customary summer stocktaking exercise has been replaced by a project to ensure that all borrowable books in the Library are fitted with barcodes. This work is essential if we are to introduce an RFID-controlled self-issue system in the summer of 2012, and thanks to the careful planning and constant efforts of a team guided ably by the Academic Services Librarian, Janet Chow, the project will be completed well ahead of schedule before the end of 2011. Stock control will be easier using a radio frequency tagging system of the kind envisaged, so the current barcoding project is itself contributing to the security of our books and other collections going forward.

The contribution of our catalogue records to a Cambridge-wide database hosted by the University Library brings many obvious benefits and efficiencies, but day-to-day administration of the catalogue and the broader ‘housekeeping’ system is still required at College Library level. I am grateful to the Projects Assistant, Sam Bailey, for her effective management of these commitments, and indeed for her contributions to other ongoing tasks including work on the barcoding project and the sorting and boxing of major new accessions.
As the separate note later in this Report makes clear, collections of DVDs and CDs in the Audio-Visual Room continue to be heavily borrowed. In recent years Dr Terence Denman, the College Choir and the JCR have generously presented AV items which have proved popular with our readers. The Library Assistant, Peter Hutton, continues to administer these holdings, ordering in exciting new titles in response to Tripos reading lists, recommendations from Fellows and junior members, and the recognised distinction and popularity of particular works.

**Reader Services**

Junior members continue to appear broadly content with the service and resources provided in the Library, though perennial issues of noise (too much) and desk space (too little) in Easter Term have been addressed through joint action by the Librarian and the JCR. In Full Term, a Library open for 168 hours in a week is staffed for just fifty-four of those hours. So much turns on the mutual cooperation and the ‘self-policing’ skills of our current junior members. The vast majority show commendable consideration for others, though when this becomes necessary we do whatever we can to conciliate and politely correct. I am particularly grateful to the JCR President and Facilities Officer for all that they do to help.

The Maintenance Department have completed the installation of new lights on the upper floors of the Working Library, which combine an attractive design with low energy use. The soft, even light produced suits the reading eye and has been universally welcomed. Much credit must go to the Academic Services Librarian, who has overseen this and other refurbishment work during the year, including the latest phase in our programme of carpet replacement. Any well-used communal space can very soon grow shabby, and it is to the credit of Janet, our Library Cleaners, and the College’s Maintenance staff that so much remains smart and ship-shape.

Our annually-updated Guide to the Library has developed over time into a very elegant and informative pamphlet. But tiredness can set in here too. The Academic Services Librarian worked with our designers to create a new set of Library literature, including fold-out pocket maps and succinct summary guides to the building and collections. These were introduced in Michaelmas Term 2010, and prompted both admiration and some imitation elsewhere in Cambridge.
In addition to the figures recorded by the Sub-Librarian in her report, 2683 letters and emails were sent out by the Librarian and members of the Library staff in 2010-11, responding to enquiries, acknowledging donations or developing biographical records.

During the year, the College Council approved the refurbishment work projected for the Working Library, and agreed that it might take place during the Long Vacation in 2012. The Librarian has developed the plans approved by the Library and Records Committee and by the Council with the architects Freeland Rees Roberts, and the necessary carpentry work was underway by late summer 2011. A staff working group is planning the preliminary logistics required by this project, including the relocation or disposal of volumes displaced by work on the Mezzanine and on the Third Floor.

The third College Telethon was run from the Library’s Computer Room in September 2010, following the model pioneered in 2009. After another successful fortnight of fundraising the College is minded to repeat the exercise in 2011.

Special Collections

The report prepared by the Sub-Librarian, Kathryn McKee, details another year of activities and services provided in the Old Library.

The Rare Books Cataloguer, Allen Purvis, has successfully completed the Lower Library Cataloguing Project. After the creation of nearly 11,000 catalogue records, almost every volume in the Lower Library can now boast an appropriately detailed record on the University’s Newton Catalogue – a splendid achievement for which the cataloguer deserves particular congratulation. Allen has moved on to catalogue pre-1830 books – books, that is, from the hand-press era – held in the closed-access Basement of the Working Library.

Plans have been developed for the conversion of the School of Pythagoras into an Archives Centre, and it is hoped that this work will begin in the summer of 2012. Heritage bodies and city planners, never likely to approve plans for a thirteenth-century building without comment, have been impressed by the sympathetic restoration envisaged, by the reversibility of the design, and by the natural advantages offered from the
building in this role. The Archivist, Malcolm Underwood, has spent a great deal of
time thinking through the space implications, and mapping collections from their
current locations onto racking and shelving within the projected new store.

**Biographical Office**

The Biographical Office team, Fiona Colbert and Paul Everest, have continued to
work on entries destined for the second volume in the *Register of Twentieth-Century
Johnians*, while maintaining up to date records on the database. On the publication of
the new College history, it is appropriate to acknowledge the work contributed by
the Biographical Librarian and indeed by successive Special Collections Librarians to
this splendid new Quincentenary record. As its author would be the first to add,
Fiona also devotes a great deal of effort to the ongoing multi-volume *History of the
Lady Margaret Boat Club*, and each year the Office contributes many important papers
to the Master, the Council and other College bodies, recording for example all
Johnians in the Honours Lists and maintaining a register of possible ‘candidates’ for
Honorary Fellowships.

Fiona and I are both very grateful to the other members of the Library staff, including
the Sub-Librarian, the Projects Assistant, the Librarian’s Assistant and the Graduate
Trainee, who assist with biographical enquiries and the development of modern
records on the database. She also works closely with the Archivist when responding
to many enquiries.

The handsome appearance of this year’s Report again owes much to Paul Everest’s
fine photography. Paul has also designed our front cover. I am most grateful to him.

**Exhibitions**

The Lent Term 2011 saw the opening of a fine display in
the Exhibition Area on Johnian Prime Ministers, curated
by the Sub-Librarian with help from other members of
the staff, notably the Graduate Trainee. An exhibition
in the Upper Library devised by the Librarian’s
Assistant, Ryan Cronin, marked the Quatercentenary of
the Authorised Version of the Bible. Subsequent
exhibitions in 2011 have inevitably pursued
Quincentenary themes. For the first Quincentenary
Week, the Sub-Librarian and colleagues offered ‘Five
Centuries of College Faces’, which featured portraits
from the art collections representing eminent figures in
the history of the College. Our photographs told their
own story during the second Quincentenary Week.
Kathryn put out a splendid array of images from the
1850s onwards, showing some of the finest, the most
revealing, and indeed the most unusual items from the
Library’s photographic archives.

In the Upper Library the display cases were put to almost constant use, as staff
responded to the interests of visiting groups, Hoyle and Butler Project activities,

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Portrait of Bishop John Fisher by Paul Hodgson, 2007
University teaching and schools outreach events. The Librarian’s Assistant has made particularly imaginative use of the collections in his exemplary work with our partner schools. Regular visitors could not fail to be impressed by the variety of material on display, and the often ingenious and revealing uses to which it was put.

Ryan Cronin and the Graduate Trainee also make sure that new accessions to the Working Library and shortlisted books for various major literary prizes are displayed attractively in the Entrance Hall and on the Third Floor. Much work has been done in recent years to update the General Interest collection.

Security, Safety and Conservation

All risk assessments in the Library are updated annually. While the focus is inevitably on the avoidance of potentially dangerous situations and environments in the building, I try to make staff aware that risk assessment can have a positive side, asking them to focus as a team on the best possible use of space devoted to Library activities. Fire-evacuation exercises were conducted in the Library during the Michaelmas Term 2010 and the Lent Term 2011.

Cleaning and Building Maintenance

The Maintenance Department take care of the outer fabric of the Library, and deal with problems as they arise within the building. They are always very prompt in dealing with serious snags and the Academic Services Librarian and I greatly appreciate their help. Good housekeeping begins at home, and the Library’s cleaners, Ania Alford and John Holt, combat the mess and debris generated by readers and staff with great patience and persistence. Even at the peak of a busy Easter Term we can count on enjoying a pleasant working environment. For all that, snagging and the anticipation of needs are both essential: the Librarian and Academic Services Librarian continue to inspect the fabric of the Library every December.

Mark Nicholls
Librarian
Staff Reports

The Library Staff

Back Row (from left to right): Ryan Cronin, Mark Nicholls, Janet Chow, Ania Alford, Malcolm Underwood, Peter Hutton, Fiona Colbert, Allen Purvis, Paul Everest.

Front Row (from left to right): Kathryn McKee, Sam Bailey, Rebecca Watts, Rachel Walker.

[Absent: John Holt]

Ania Alford – Part-Time Library Cleaner

This year was very busy for me at work as well as in my private life. I got married in July 2011. It wasn’t an easy task organising our wedding from England (we got married in Poland) but it was a fantastic experience! The biggest challenge was shipping the wedding cake to Poland, but we managed alright.

I am responsible for cleaning the ground and mezzanine floors and the Old Library. As well as the usual tasks involved, once a year I wax and polish the bookcases in the Old Library, which requires great care as they date from the seventeenth century. I like spending time in the historic parts of the Library and I particularly enjoy being able to look at the rare and ancient books in the display cases and read about them. I also continue to work in the Combination Room and I try to obtain a general knowledge of all that happens around the College.
Sam Bailey – Projects Assistant

A year on from my first contribution to the Library Annual Report a number of longer-term library projects seem to be taking shape quite nicely.

After many, many hours spent down in the basement the barcoding project, in preparation for the introduction of RFID next year, is very nearly complete; somewhere in the region of 20,000 items have been taken from the shelves, checked against the catalogue record, furnished with a barcode, and put back again. The Maxwell Collection of Portuguese books (a large donation of some 2,000 books) is well on its way to being classified and labelled ready for use, and a large collection of personal papers received during the course of the year has been sorted into more suitable archival storage boxes.

My work for the Biographical Office has developed to cover many of the sources of information we receive regarding twenty-first century Johnians. I get to delve through copies of The Eagle, College Registers, Graduate and Graduand information forms and all sorts of reports and committee lists pertaining to College societies and sports clubs. All this gives me a pretty good impression of the contribution our students make to life in College, the University and the wider community.

And then there are all the other bits and pieces to get on with: manning the issue desk, helping out with open days, keeping up with the statistics, making cake, eating cake, drinking tea…

Janet Chow – Academic Services Librarian

This last year has been another year of impressive achievement in the Working Library. Last December we received a generous donation of about 2,000 volumes from Kenneth Maxwell (BA 1963), a Johnian historian. At the time of writing, about 800 volumes have been catalogued. We are hoping that the full collection will be catalogued before next summer 2012, and then the whole collection will be made available for borrowing.

This summer we have been busy creating new borrowing records which will allow students to use their University cards for borrowing from the start of the Michaelmas Term 2011. Students will be able to log in online and check their borrowing records with the College Library and other Cambridge libraries – all on the one card.

In June 2010, we started to add barcodes to approximately 25,000 volumes in the Basement in preparation for the introduction of the self-issue system in 2012. I am delighted to say that after eighteen months, thanks to a wonderful team effort, we have just accomplished this challenging project. Also, I have been working closely with the Librarian to rearrange and relocate some of the materials on the Mezzanine and Third Floors in preparation for the refurbishment of the Working Library. The general purpose of this is to increase the workspace for users.
The day-to-day work in the Working Library has been keeping me busy, and I look forward to being involved in two big projects in the near future – the refurbishment of the Working Library and the introduction of the self-issue system – both of which promise an improved service to users.

**Fiona Colbert – Biographical Librarian**

This year marks the College’s Quincentenary, and also ten years since I started working for the College. The latter anniversary is rather less impressive, I realise, but still a significant milestone for me. Since I joined St John’s College in April 2001, I have recorded biographical information about members of the College and answered enquiries about them, and in this year of celebration it has been particularly pleasing to meet the many Johnians who have returned for Quincentenary events.

The 500th anniversary of the College’s foundation has been marked in many ways, including the publication of a new book on the College’s history, and it has been gratifying to receive recognition for work contributed to that project. Another highlight was the Quincentenary Staff Garden Party, which provided the opportunity to join Dr Linehan’s ghost tour, which I have always wanted to do. Maybe over the next decade I shall manage to do some of the other things I never seem to get around to.

**Ryan Cronin – Librarian’s Assistant**

It seems like only yesterday I was writing my first contributions to the Annual Report 2009-10, and it is hard to believe I am already entering my second year of working for St John’s.

I have become much more involved in my education and outreach role, and I enjoy the fact that after a year, I have run all the regular school visits at least once and feel like I know what I’m doing a bit more. I have also designed completely new sessions on many different subjects and taken on some new responsibilities including running the Library’s Open Cambridge events and taking designated Access School groups on tours of the Library. Running educational visits for school or public groups is one of the most rewarding parts of the job, even if dealing with a class of thirty hyperactive eight-year-olds in the Upper Library can be exhausting sometimes!

As well as this, my position as Librarian’s Assistant is very varied and no two days are ever quite the same. I have become much more familiar with the day-to-day work required in the Library, such as processing donations, answering telephone enquiries, cataloguing books, dealing with newspaper cuttings relating to Johnians, staffing the Issue Desk and of course compiling the Annual Report. Never a dull moment!
Paul Everest – Register Project Assistant

Given that the work we do in the Biographical Office is not bound by term or indeed, any real sense of time – one year can be very much like the next. Our remit spans centuries and certain projects aside, has no quantifiable (or even achievable!) goal. So it has been quite refreshing in this Quincentenary year to meet and speak to some actual flesh-and-blood Johnians; to listen to them reminisce on their time here and speak with such fondness for the place and what it does, serves as a timely reminder that we are documenting the lives and achievements of real people, not just snippets of information on a database.

Keeping the Quincentenary theme, I’m personally quite pleased to have some of my photography showcased in Dr Linehan’s *St John's College: A History* (in the glossy bit, no less), which, to some extent justifies my lunchtime wanderings and take-20-shots-to-(hopefully)-get-one-decent-one approach.

John Holt – Part-Time Library Cleaner

I have been cleaning the Library for almost four years and enjoy my time at St John’s. I work to keep the top three floors clean and safe for users and also manage the recycling of plastic and aluminium drinks containers. I am the qualified First-Aider for the Library and attend training updates each year.

During my fourth year I have made further improvements to the working environment of the Library:

1. Produced new laminated instruction signs for toilets, to reduce blockages.
2. Instigated the repair to the fire door at the foot of the turret stairs and bi-monthly checks on both external fire doors.
3. Extended the high-level duster and cleaned cobwebs from outside front door.
4. Repaired a window in the Library Office.

During the summer break I caught up with other tasks such as cleaning inside lamp shades and replacing defective bulbs, cleaning the tops of bookshelves and weeding out broken wooden chairs and replacing with thirty new office chairs.

Peter Hutton – Library Assistant

I am indebted to my colleagues – particularly last year’s Graduate Trainee, Erin Lee – who allowed me to come back from my recent unexpected break to a clear desk and neat piles of processed books rather than the towering walls that would otherwise have greeted me. In the meantime little seems to have changed – the students still need telling to get their feet off the furniture, switch their
Annual Report 2010-11

phones off, stop singing and look lively now; that leaves the odd moment to shelve a book while pushing the trolley around.

My work pattern limps on as before with shelving and labelling broken up by some journals activity, the odd moment at the issue desk and plenty of good, strong tea. Now and again I catch a glimpse into an altogether more colourful world when I am asked to order another bizarre DVD about Japanese punk bands battling mutant bikers.

Kathryn McKee – Sub-Librarian and Special Collections Librarian

While it has been good to welcome back so many Johnians this year, and to have had the chance to meet the Queen, I’m glad that 500th birthdays don’t happen often. This one seems to have involved an awful lot of extra work and not nearly enough cake or balloons. Besides writing extraordinary numbers of captions for exhibitions, a lot of time this year has been spent ensuring that all the Old Library’s web pages transferred successfully to the new College website. The Library’s online presence has been developed over many years to provide a highly informative and attractive gateway to the special collections, used extremely heavily by readers and visitors. Thanks are due to the College’s Web and Media Officer, John Kingsnorth, for his work in identifying all potential problems, editing numerous pages himself, and putting strategies in place to ensure that no data were lost in the complex migration.

There is a tendency to focus on milestones in annual reports: the completion of the Hoyle Project, the launch of the Butler Project, Quincentenary events. All had significant impact, but throughout the year my normal work in the Old Library has quietly continued: assisting readers, answering enquiries, processing reproduction and permission requests, working through conservation priorities, monitoring environmental conditions, dealing with donations and acquisitions and putting on displays and tours for visiting groups. In the midst of all the daily demands it can be a challenge to maintain current awareness of the bigger picture: changes to cataloguing standards, improvements in conservation techniques and developments in digitisation, potential opportunities for funding and projects going on elsewhere in the rare books world. I wonder if maybe next year I’ll find time to tidy my desk?

Allen Purvis – Rare Books Cataloguer

My year’s work commenced with the Brice-Smith collection of private press material, housed in the glass-fronted cabinet opposite the manuscript store in the Lower Library. This is a very interesting collection of books, most of which were published in the first half of the last century and printed in very small quantities. Working with these proved that books don’t have to be old to be rare. Many of these books had proved difficult to find for readers, owing to the unconventional numbering system. I diligently sorted them into a coherent order, and have been rewarded for my efforts by an absence of requests so far!
As I anticipated in last year’s report, the Lower Library Project was duly completed at the end of October 2010, which meant that the rest of my time here would be spent in cataloguing the early nineteenth-century books in the closed-access basement. Loading and unloading my trolley in the cramped conditions down there is proving quite an exercise, especially as the books are stored in double rows on each shelf, but is preferable to the alternative of working in situ with a laptop. I found this out to my cost when I was cataloguing the large folio volumes in the oversize section of the Chapel Court basement. The books were far too heavy to bring up to my desk in the Rare Books Reading Room, so I had to work down there with the door open to get a good wi-fi signal on the laptop, and I needed several layers of clothing to keep warm.

However, despite these trials and tribulations, my work as a rare books cataloguer is actually very rewarding, and I can’t think of anything else I’d rather be doing as an occupation.

Malcolm Underwood – College Archivist

I have been in charge of the College Archives since 1974. My work embraces current as well as historical concerns of the College: dealing with day-to-day estate transactions, the documentation for which is in the Archives, as well as providing the resources for scholarly research into the history of the College and its property. I handle at present over 500 requests a year, covering information needed about the College’s buildings, land, goods and administration, from the general public and the College staff.

I provide support to the Biographical Librarian when archival evidence is needed to illuminate the lives of past members of the College, enquired about by their descendants or by scholars interested in those members and the ambience in which they lived and studied. In addition to providing information there are the constant tasks of accessioning new material, whether current title deeds of estates or administrative records and of listing existing papers, such as the great collection of nineteenth-century estate records which offer insights into local as well as College history, to make them more fully accessible.

Full records are maintained of issues of documents, numbers of enquirers, and the nature of their enquiries. The physical preservation of the records also has to be attended to: this involves boxing and labelling items, and identifying those which need active conservation and repair, for which purpose a repairs register is maintained. Another important activity is mounting or contributing to exhibitions. The College Archives can provide fascinating details of the daily life and work of the College, its members, employees and tenants, sometimes as a backdrop to literary and biographical material about the men and women who have spent their days of study and recreation within its rooms and courts over the last 500 years.
Rachel Walker – Graduate Trainee Librarian

Since arriving at St John’s College in August I have undertaken many tasks in all areas of the Library. My particular favourite so far has been working with Fiona in the Biographical Office; updating records from Who’s Who and questionnaires, and my daily checks of national newspapers to find notices about Johnians or their relatives. I have begun looking through the biographical archives in order to answer enquiries, and have been fascinated by all the resources available about past members of the College. It is quite easy to become engrossed in trying to work out someone’s family tree! I have had tours of the Old Library courtesy of Allen and Kathryn, and very much look forward to getting involved with future exhibitions and events.

In the Working Library I have been helping with every step in a book’s journey to the Library; from checking departmental reading lists, purchasing and receiving items, cataloguing and labelling them, and finally shelving. Day to day I have been issuing and returning items, and helping readers to find their way around the Library and the facilities it has to offer. The basement barcoding project is one which I have been helping to finish, although I have been distracted by the wealth of fascinating material that is buried deep down in the basement!

I have also helped provide work experience for a student from a local Secondary school, which included working together to create a display of the Man Booker Prize Shortlist. As the new term begins I will be taking my share of tours around the Library and helping many new students to find their way.

Rebecca Watts – Butler Project Associate

Since I joined the Library team on 1 July 2011, I’ve been working my way through the hundred or so boxes in the Samuel Butler Collection, organising the contents into folders and compiling a lovely long list that I can work from as I catalogue the collection. I’ve already discovered a few gems amongst the miscellaneous papers – not least a series of letters by E. M. Forster, in which he details a recent paper-stealing escapade on the Isle of Wight that has ‘rather upset’ his mother.

Over the next two years, as well as cataloguing, I’ll be utilising and showcasing the Butler Collection through a varied programme of exhibitions and outreach activities. Having previously worked as an intern at the Wordsworth Trust in Grasmere and as a library/archive assistant elsewhere in Cambridge, I’ve got plenty of ideas about what I could do with such an exciting collection and I’m looking forward to learning much more about special collections as I do it!
Staff Training

Staff have continued to participate in a range of learning and development activities, including specialist training from relevant professional bodies, local free or low-cost courses, and self-paced online training activities. Training needs are reviewed regularly through Personal Development Reviews, and evaluated in terms of the benefit to the participant and his/her job and to the team. In-house training, cascading of training between staff, and informal learning through library visits and meetings with colleagues elsewhere also contribute to professional development.

Two local initiatives are particularly worth noting. The establishment of the ‘Librarians in Training’ committee in Cambridge, bringing together staff from the University Library, the Departments and Faculties, and the Colleges to organise courses specifically for those working in Cambridge libraries, with initial funding from the UL, is a particularly welcome development. The second new initiative in 2010 was the Cambridge launch of ‘23 Things’, an interactive learning programme for library staff introducing a wide range of web technologies and services, with weekly online activities to complete. Versions of this programme have been run by academic and public library services across the world. Three members of St John’s library staff participated in the programme, which 61 library staff across Cambridge completed. Besides the fact that courses organised within Cambridge tend to be both highly relevant and inexpensive, participation in local training programmes is particularly valuable in fostering networks of expertise and collaboration between colleagues in nearby institutions.

Library staff from St John’s have also contributed to wider professional training.

The Hoyle Project Associate was one of the organisers of the first librarians’ TeachMeet in Cambridge, and co-presented on this topic at the Libraries@Cambridge conference in January and again at LILAC (the Librarians Information Literacy Annual Conference) shortly after her contract at St John’s ended.

The Sub-Librarian and the Librarian’s Assistant gave a joint presentation at CILIP Umbrella on educational outreach. Umbrella is the Chartered Institute of Library and Information Professionals’ biennial national conference bringing together strands from many different subject interest groups, and attracting over 500 delegates from all library and information sectors. The session attracted notable positive interest, being enthusiastically blogged by one attendee and prompting a follow-up visit from another.

As in previous years, the Library has welcomed year 10 pupils on work experience: one pupil for a full two-week programme, and three more pupils for three days.
<table>
<thead>
<tr>
<th>Staff member</th>
<th>Training</th>
<th>Provider</th>
<th>Cost (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub-Librarian &amp; Special Collections Librarian</td>
<td>Exhibitions workshop</td>
<td>CILIP RBSCG</td>
<td>free</td>
</tr>
<tr>
<td></td>
<td>Care and display of books</td>
<td>NHM</td>
<td>175.00</td>
</tr>
<tr>
<td></td>
<td>Bookbindings talk</td>
<td>MMSDA</td>
<td>free</td>
</tr>
<tr>
<td>Academic Services Librarian</td>
<td>Moving into management</td>
<td>CILIP</td>
<td>228.00</td>
</tr>
<tr>
<td></td>
<td>Supervisory skills</td>
<td>CILIP</td>
<td>258.00</td>
</tr>
<tr>
<td></td>
<td>Project management</td>
<td>MA</td>
<td>225.00</td>
</tr>
<tr>
<td></td>
<td>Photoshop</td>
<td>UCS</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Making libraries accessible to disabled</td>
<td>CPPD</td>
<td>Free</td>
</tr>
<tr>
<td>Biographical Librarian</td>
<td>Factiva &amp; LexisNexis seminar</td>
<td>UL</td>
<td>Free</td>
</tr>
<tr>
<td>Librarian's Assistant</td>
<td>23 Things</td>
<td>Cam23</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Photoshop</td>
<td>UCS</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>HTML</td>
<td>UCS</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Library of Congress subject headings</td>
<td>L@C</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Annual meeting (Outreach)</td>
<td>HLF</td>
<td>45.00</td>
</tr>
<tr>
<td></td>
<td>Teaching skills for librarians</td>
<td>LiT</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Social networking for libraries</td>
<td>UL</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Ladder training</td>
<td>SJC</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Qualifications and professional training</td>
<td>LiT</td>
<td>Free</td>
</tr>
<tr>
<td>Projects Assistant</td>
<td>23 Things</td>
<td>Cam23</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Excel</td>
<td>UCS</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Resource Description and Access</td>
<td>UL</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>Oxford online resources</td>
<td>UL</td>
<td>Free</td>
</tr>
<tr>
<td>Graduate Trainee</td>
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<td>UCS</td>
<td>Free</td>
</tr>
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<td></td>
<td>Voyager cataloguing</td>
<td>L@C</td>
<td>Free</td>
</tr>
<tr>
<td></td>
<td>AACR2 cataloguing</td>
<td>L@C</td>
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<tr>
<td></td>
<td>Qualifications and professional training</td>
<td>LiT</td>
<td>Free</td>
</tr>
<tr>
<td>Rare Books Cataloguer</td>
<td>Resource Description and Access</td>
<td>UL</td>
<td>Free</td>
</tr>
<tr>
<td>Hoyle Project Associate*</td>
<td>23 Things</td>
<td>Cam23</td>
<td>Free</td>
</tr>
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<td></td>
<td>Moving into management</td>
<td>CILIP</td>
<td>228.00</td>
</tr>
<tr>
<td></td>
<td>Annual meeting (Outreach)</td>
<td>HLF</td>
<td>45.00</td>
</tr>
<tr>
<td></td>
<td>Resource Description and Access</td>
<td>UL</td>
<td>Free</td>
</tr>
<tr>
<td>Part-time Cleaner (JH)</td>
<td>First Aid refresher</td>
<td>SJC</td>
<td>-</td>
</tr>
<tr>
<td>Part-time Cleaner (AA)</td>
<td>Departmental Away Day</td>
<td>SjCL</td>
<td>304.30</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td>1235.30</td>
</tr>
</tbody>
</table>

* Note: the Hoyle Project Associate’s training costs were covered by the Hoyle Project, rather than the College’s training budget, so are not included in the total.
Key to organisations providing training:

CAM23  The Cambridge version of ‘23 Things’
CILIP  Chartered Institute of Library and Information Professionals
CPPD  Cambridge University Centre for Personal and Professional Development
HLF  Historic Libraries Forum
L@C  Libraries @ Cambridge
LiT  Librarians in Training
MA  Museums Association
MMSDA  Medieval Manuscripts in the Digital Age
NHM  Natural History Museum
RBSCG  Rare Books & Special Collections Group, Chartered Institute of Library and Information Professionals
SJC  St John’s College
SJCL  St John’s College Library
UCS  Cambridge University Computing Service
UL  Cambridge University Library

Kathryn McKee
Sub-Librarian and Special Collections Librarian
User Information

The Library is a core learning place for students. Library staff are very aware of the need to find diverse channels by which to inform students of the resources and facilities available, as well as the latest news and developments in Library services. Below are some of the main ways in which we have sought to inform our users of Library activities over the past year.

On the Saturday before Michaelmas Term 2010, the Sub-Librarian conducted a Library induction session for all First Year undergraduates in the Palmerston Room. The session covered basic and essential information, including how to obtain and use various passwords, how to renew Library items online, how to search the Library catalogue and how to find e-books and journals. It was good to see so many students in attendance.

A second session – this time a Library tour – was organised for all new undergraduates over the following Monday to Wednesday at the start of Michaelmas Term. The tour included both the Working and the Old Libraries. The purpose was to familiarise students with the layout of the Libraries and their facilities and, in particular, to enable them to locate materials related to their subjects. Library staff took the opportunity to explain Library rules, fire procedure and the security system to new students.

With the assistance of Wendy Redgewell from the Tutorial Office and the SBR Committee, two Library tours were organised for new Postgraduate students over two days. Eighteen Postgraduates attended the tour over two days. Each tour lasted about half an hour and was followed by a 45 minute information session held in the Library Seminar Room. The session included a demonstration of how to search the online Library catalogue and databases and how to access electronic resources, as well as providing information on other training sessions organised by the University Library. Handouts and guidelines on finding resources were provided at the end of the session. Immediate feedback after the sessions indicated that students found the Library tour and the demonstration useful and informative.

New students were also given a revised set of Library leaflets including an A5 leaflet, a pocket size leaflet and a folding map. Students found the pocket size leaflet and folding map very handy and easy to carry. They are able to quickly access information about the Library, and the folding map helps them to navigate their way around easily. In addition, an A3 size Library Floor plan is now placed near the
Library entrance for easy reference. Many students and visitors refer to the Floor plan before navigating their way round the Library.

Useful information on the latest e-books and e-journals are also posted on the plasma screen near to the Issue Desk and front entrance. Other information such as general notices to Library users, various training sessions and exhibition details are also posted on the plasma screen, which is updated daily. The plasma screen has proven to be an effective means of informing Library users on the latest daily news and developments in the Library.

With the help of the Graduate Trainee, the Working Library web pages have been updated. Library Floor plans have been uploaded, as has new information, including a list of updated audio-visual items acquired. An online item recommendation form has also been created. Individual Library staff contact details have also been added on the website.

Janet Chow
Academic Services Librarian
Entries to the Library

Figures for footfall in the Library are collected with the aid of the people counter situated at the entrance to the Working Library. Each time the beam across the door is broken that entry (or exit) from the Library is recorded by the box inside the door. Statistics are collected at 9am each working day (Monday-Friday during the vacations, and Monday-Saturday during Full Term). The total count recorded is inclusive of egress, so numbers are halved to give entries into the Library.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Michaelmas Full Term</td>
<td>36765</td>
<td>584</td>
<td>35204</td>
<td>559</td>
<td>33950</td>
<td>557</td>
</tr>
<tr>
<td>Christmas Vacation</td>
<td>6059</td>
<td>144</td>
<td>6049</td>
<td>173</td>
<td>6088</td>
<td>165</td>
</tr>
<tr>
<td>Lent Full Term</td>
<td>32746</td>
<td>520</td>
<td>31815</td>
<td>505</td>
<td>29233</td>
<td>479</td>
</tr>
<tr>
<td>Easter Vacation</td>
<td>11806</td>
<td>337</td>
<td>10147</td>
<td>290</td>
<td>11640</td>
<td>315</td>
</tr>
<tr>
<td>Easter Full Term</td>
<td>42283</td>
<td>755</td>
<td>41554</td>
<td>742</td>
<td>39513</td>
<td>732</td>
</tr>
<tr>
<td>Summer Vacation</td>
<td>22076</td>
<td>210</td>
<td>19113</td>
<td>171</td>
<td>23023</td>
<td>213</td>
</tr>
<tr>
<td>YEAR TOTAL</td>
<td>151734</td>
<td>417</td>
<td>143880</td>
<td>394</td>
<td>143445</td>
<td>393</td>
</tr>
</tbody>
</table>

As the figures show, footfall continues to grow from last year with a dramatic increase of over 7500 entries to the Library over the course of the year. Of course this year has been an exceptional year for St John’s, with many Quincentenary Week visitors coming to the Library to see the exhibitions, take part in tours, and collect their copies of the College History. While this accounts for some of our 3000 extra visitors over the Long Vacation, a consistent improvement of approximately 1500 extra visits in each Full Term and during the Easter Vacation cannot be explained solely by external visitors and would appear to indicate greater use of the Library and its resources by members of the College.

Usage during the Easter Vacation also continues to grow with many students (especially finalists) choosing to stay in College for all or part of the vacation in order to prepare for their exams. Footfall over the Christmas break is always relatively low due to the College-wide shutdown that takes place over Christmas. As mentioned above, summer vacation entries were boosted considerably this year by the two Quincentenary Weeks held in July and September.

Sam Bailey
Projects Assistant
Entries to the Library 2008-2011

- Michaelmas Full Term
- Christmas Vacation
- Lent Full Term
- Easter Vacation
- Easter Full Term
- Summer Vacation

Entries recorded:
- 2008-9 Total Entries
- 2009-10 Total Entries
- 2010-11 Total Entries
The Working Library

The 2010-11 year was one of impressive achievement in the Working Library. Important improvements have been implemented to provide a better service to Library users.

In the Michaelmas Term – and in response to student requests – electronic overdue notices replaced paper overdue notices. This change was welcomed by both undergraduates and postgraduates. Postgraduates in particular were appreciative, since they are often not in College to check their pigeon holes. From the Library staff point of view, the new electronic overdue notice system saves staff time in not having to generate paper copies and place them in student pigeon holes. It also proves to be more environmentally friendly.

During summer 2010, the College installed a new card system which enabled students to use their University cards for accessing College buildings, including the Library. From Michaelmas Term 2011, students will also be able to use their University cards for borrowing materials from the College Library. Students will be able to access all services with one card. In facilitating the new system, the Library team has been working through summer 2011 to create new borrowing records for both existing and new students.

The College Library has also started broadening its service to students of selected minority subjects across other Colleges. Starting in Michaelmas Term 2010, registered students reading Modern and Medieval Languages (MML) from other Colleges are allowed to borrow the Portuguese literature collection in the Library. In preparation, the College allocated a generous budget towards the purchase of Portuguese books. Professor Lisboa, Director of Studies in Portuguese, kindly compiled a list of items for the Library to acquire in expanding the Portuguese collection. Feedback from MML students on the new borrowing arrangements has been positive and supportive.

Improvements to the fabric of the Working Library continue. Heavy usage of the Library over many years has taken its toll on the carpets. After completion of new carpeting on the Third Floor in December 2010, new carpet was commissioned for Chapel and Garden wings on the Second Floor. Further new carpeting is continuing during the summer of 2011 in the Library Office.

The College Computing Department has recently developed an online room booking system. Academics and students are now able to go online to book meeting rooms in College as well as the Library Seminar Room. The new system is quicker and more convenient for our Library users.
Finally and most impressively, the Library team has been working consistently over the past year on two major projects. Perhaps the most challenging one has been the barcoding of approximately 25,000 volumes mainly in the Library Basement. Our purpose has been to prepare these materials for the introduction of 24 hour borrowing in summer 2012. Among the 25,000 volumes are the Johnian Collection, Cambridge Collection, bound journals, oversize items and materials in the Rare Books Reading Room. Completion of this project will enable us to identify missing and misplaced volumes, and to update some cataloguing records. As I write this piece in September 2011, I am proud to claim that the Library team has just accomplished this project!

A second project in which the Library team is currently involved is cataloguing about 2,500 volumes donated by a Johnian historian, Kenneth Maxwell (BA 1963). The whole collection is designated as the Maxwell Collection and is located in the Chapel Basement. These volumes are mainly on Latin American and Portuguese history. We are hoping to finish the cataloguing by summer 2012, after which the collection can be made available for consulting and borrowing.

Janet Chow
Academic Services Librarian
Working Library Use

Detailed statistics on Working Library usage are collected during week five of every Full Term. Figures on entries into the Library are collected twice a day at 9am and 7pm to give information on footfall both inside and outside staffed hours. Enquiries made at the Issue Desk are recorded on an hourly basis, and a tally of books cleared from desks (including an indication of the subject areas these books belong to) is kept daily. These statistics, combined with the daily circulation figures, allow us a more detailed snapshot of how the Library is being used at comparable points during each term.

The graph below gives a visual comparison of the week 5 statistics collected each term over the last three years. This year's figures confirm the trend, suggested by the people counter statistics, that Library use has grown significantly over recent terms; most notably during Easter Full Term. It also goes some way to illustrating that the increased footfall that we have seen is due mainly to resident members' use of the Library rather than external visitors (which we try to keep to a minimum during the busy and stressful exam period). While the number of items issued and returned remains fairly steady, Easter Term also saw a rise in the number of books cleared from desks, indicating that the book stock continues to be very well used but the habits of users are shifting towards using the resources in the Library instead of taking them away with them. This is also testimony to the popularity of the Library as a pleasant environment to work in, especially during the later stages of the year.

![Comparison of Library Use in Week Five of Each Full Term](image-url)

Sam Bailey
Projects Assistant
Library borrowing levels, based on frequency counts of items borrowed, dropped slightly in the academic year (2010-11) compared to the previous year (2009-10) (see Figure 1 below). There are two possible reasons for this reduction in borrowing: First Year undergraduates were given permission to borrow from the University Library; and there is undoubtedly an increasing access to e-books and e-journals.

As shown in the Termly borrowing figures for the past three years (see Table 1 below), Michaelmas Term remains the busiest term, followed by Lent Term. Borrowing figures for the Christmas vacation have risen by 36% compared to the previous year. Although undergraduates are entitled to borrow from the University Library, they continue to stand out as the group most frequently borrowing from the College Library collections, making up 81% of total circulation. Other borrower groups included PhD students (6%), One-Year postgraduate students (6%) and Fellows (5%).

<table>
<thead>
<tr>
<th>Term</th>
<th>2010-11</th>
<th>2009-10</th>
<th>2008-9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michaelmas Term</td>
<td>4659</td>
<td>4580</td>
<td>5509</td>
</tr>
<tr>
<td>Christmas vacation</td>
<td>749</td>
<td>550</td>
<td>714</td>
</tr>
<tr>
<td>Lent Term</td>
<td>3934</td>
<td>4205</td>
<td>4945</td>
</tr>
<tr>
<td>Easter vacation</td>
<td>667</td>
<td>787</td>
<td>771</td>
</tr>
<tr>
<td>Easter Term</td>
<td>2878</td>
<td>2766</td>
<td>3440</td>
</tr>
<tr>
<td>Summer vacation</td>
<td>1150</td>
<td>1194</td>
<td>1442</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>14037</strong></td>
<td><strong>14082</strong></td>
<td><strong>16836</strong></td>
</tr>
</tbody>
</table>

Table 1. Borrowing figures for the last three academic years by term
In the year 2010-11, History has been the most heavily borrowed subject, followed by Economics, PPSIS and English (see Figure 2 below). Economics was the most heavily borrowed subject in 2009-10, but fell by 442 in 2010-11. There was, however, a significant increase in borrowing in the MML subject area, which is up by 319 for 2010-11 compared with 2009-10. Since last year, some MML students from other Colleges have been entitled to borrow from the College Library Portuguese section, which might explain the sharp increase in borrowing for this area. Other sections of the Library experiencing increased borrowing in 2010-11 compared with the previous year were Linguistics, Philosophy and Classics. Consistent with previous years, the small numbers of students reading Archaeology, Veterinary Medicine and Education explain the low borrowing figures for these subjects.

Figure 2. Circulation of books by subject area in 2009-10/2010-11.

Janet Chow
Academic Services Librarian
Seminar and Audio-Visual Rooms

Seminar Room

As ever, the room continues to be very heavily used for supervisions, meetings and the like; total bookings amounted to well over 1000 hours for the last academic year. The introduction of the Online Room Booking System has meant that prospective users can now book the room without coming into the Library to check availability – a very welcome and much-appreciated step forward.

Audio-Visual Room

The DVD collection is used extensively as both a general and a teaching resource for all members of College. We now have approaching nine hundred discs in a range of languages and disciplines with many Directors of Studies and film buffs within the Fellowship recommending further purchases.

The CD collection remains a popular resource and has been bolstered recently by a number of new acquisitions designed to fill in some of the more obvious gaps. The room itself, being warm and relatively soundproof, is a comfortable place in which students can work and jitterbug simultaneously.

Peter Hutton
Library Assistant
The Biographical Office

General overview

The Office continues to be the main repository of biographical information on Johnians from throughout the history of the College.

We receive information directly from alumni, from the various departments within the College, and from other sources, using it to ensure our records are as full and accurate as possible. This often means we have to check information received, especially if it contradicts data previously provided. It can often be time-consuming work, and requires a high level of attention to detail.

The College has been keen to involve as many members as possible in the celebrations of the Quincentenary. This has included offering the opportunity for Johnians to return to the College for events, in particular two Quincentenary Weeks, in July and September. It is therefore not surprising that there has been an increased level of activity in terms of information coming from Johnians into the College as a whole, as well as directly to the Biographical Office. Whilst this has had an impact on workload, it has also been an opportunity we have relished as the increased contact with Johnians is always welcome.
The following table offers an insight into the volume of biographical information received, and some of the work undertaken. Figures from the previous two years are included for comparison. Detailed reports on particular projects appear below, and will elaborate on the statistics, particularly in cases where there is a noticeable change since last year.

<table>
<thead>
<tr>
<th>Action</th>
<th>2010-11</th>
<th>2009-10</th>
<th>2008-9</th>
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</thead>
<tbody>
<tr>
<td>Biographical material received</td>
<td>2870</td>
<td>2697</td>
<td>2916</td>
</tr>
<tr>
<td>Biographical Archive consulted</td>
<td>822</td>
<td>801</td>
<td>758</td>
</tr>
<tr>
<td>Items filed in Biographical Archive</td>
<td>420</td>
<td>417</td>
<td>360</td>
</tr>
<tr>
<td>Emails and letters sent</td>
<td>2300</td>
<td>2262</td>
<td>1494</td>
</tr>
<tr>
<td>Tutorial files consulted</td>
<td>89</td>
<td>141</td>
<td>168</td>
</tr>
<tr>
<td>Proactive research</td>
<td>3650</td>
<td>806</td>
<td>663</td>
</tr>
</tbody>
</table>

Record updates

The Register Project Assistant continues to monitor the College Development Office’s Raiser’s Edge database, though no progress has been made on developing a more efficient method of transferring information between systems. Time constraints mean that emphasis is placed on updates in the key areas of name/title, relationships and career, with supplementary information checked where appropriate. It continues to be a viable way of managing the issue, as the workload involved is not prohibitive. One of the reasons the figure in the table above for ‘Proactive Research’ is so high is due to the further research which is necessary as a result of receiving these updates, to clarify the source of the data or check discrepancies.

The Projects Assistant, Sam Bailey, spends a certain amount of time each week on work for the Biographical Office. The work she does is focussed on data entry concerning Johnians who have come up in the twenty-first century. Over the course of the last year this has included:

- Checking and updating records for the new intake of students in 2010, comparing information transferred from CamSIS (the University-wide student records database) with information received in the Biographical Office from the Tutorial Secretaries (documentation such as College registration forms, University application forms, and birth certificates)
- Ensuring details of those who have had their degree conferred is recorded after each congregation
- Creating a spreadsheet of College and University Clubs and Societies and working through their websites in order to ensure details of any Johnians participating in those activities or serving on their committees are recorded.
The amount of data entry undertaken by the Graduate Trainee has also increased over the last year. A backlog of information which needs to be input led to this decision, and it has enabled some work to be done on entering information from forms which in some cases were returned by alumni as long ago as 2008 but until now we have not had the time or resources to do the work. It is hoped that thanks to the efforts of Erin Lee, the Graduate Trainee for 2010-11, it will now be easier for her successor to keep on top of this work.

### Newspaper cuttings

We continue to subscribe to the International Press Cutting Bureau’s (IPCB) service to obtain newspaper and magazine articles which mention the College.

A breakdown of the subject matter of press cuttings received, with figures from the last two years as a comparison, is as follows:

<table>
<thead>
<tr>
<th>Subject</th>
<th>2010-11</th>
<th>2009-10</th>
<th>2008-9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Johnians</td>
<td>57</td>
<td>93</td>
<td>91</td>
</tr>
<tr>
<td>General College</td>
<td>59</td>
<td>59</td>
<td>81</td>
</tr>
<tr>
<td>St John’s Innovation Centre</td>
<td>72</td>
<td>91</td>
<td>64</td>
</tr>
<tr>
<td>Choir</td>
<td>10</td>
<td>21</td>
<td>19</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>198</strong></td>
<td><strong>264</strong></td>
<td><strong>255</strong></td>
</tr>
</tbody>
</table>

The substantial difference in the figures as compared with previous years is being investigated. In the forthcoming year more use will be made of Factiva to check for articles mentioning the College, and the usefulness of subscribing to the IPCB’s service will be monitored in connection with this.
We also receive articles from Fellows, staff and Johnians who are kind enough to send us items they notice in the press. The Librarian's Assistant is responsible for a large amount of the work concerning press articles.

### Biographical Enquiries

The pattern of enquiries, in terms of which century they related to, is shown below, along with the previous two years’ figures for comparison.

<table>
<thead>
<tr>
<th>Century</th>
<th>2010-11</th>
<th>2009-10</th>
<th>2008-9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sixteenth</td>
<td>10</td>
<td>9</td>
<td>12</td>
</tr>
<tr>
<td>Seventeenth</td>
<td>10</td>
<td>13</td>
<td>11</td>
</tr>
<tr>
<td>Eighteenth</td>
<td>13</td>
<td>8</td>
<td>7</td>
</tr>
<tr>
<td>Nineteenth</td>
<td>62</td>
<td>57</td>
<td>68</td>
</tr>
<tr>
<td>Twentieth</td>
<td>247</td>
<td>246</td>
<td>238</td>
</tr>
<tr>
<td>Twenty-First</td>
<td>27</td>
<td>26</td>
<td>32</td>
</tr>
<tr>
<td>More than one century/Other</td>
<td>17</td>
<td>13</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>386</strong></td>
<td><strong>372</strong></td>
<td><strong>388</strong></td>
</tr>
</tbody>
</table>

The Biographical Librarian continues to have a backlog of requests, but this situation would be worse were it not for the efforts of the Graduate Trainee and the Librarian’s Assistant, who between them have kindly dealt with 15% of the requests received.

The figures given above relate to the number of enquiries rather than the number of Johnians information has been provided on. Some requests for information involve several members of the same family, or all alumni who attended a certain school, but each counts as only one enquiry in the table above. If the number of individuals who
information was provided on was added up the figures would be substantially higher. The amount of time spent on this work can vary from a few minutes to several days, depending on the nature of the enquiry.

In addition to the many requests for biographical information on individuals, below are some examples of topics we have looked into over the last year:

- Subject areas, such as Modern Languages graduates
- Careers, such as Musicians, Journalists
- Johnian Prime Ministers
- Alumni of various schools
- Work in connection with St John’s College, Cambridge: A History
- Members of the Lady Margaret Boat Club
- Polish Johnians
- Clergy of the West Indies
- Johnian involvement in the Spanish Civil War

**Register of Twentieth-Century Johnians**

The Project continues to progress slowly but surely and as mentioned last year, whilst difficult to quantify, the work undertaken by the Register Project Assistant in tangential areas feeds into the Project in an invaluable way.

In addition to checking the Cambridge Historical Register for subjects studied and Tripos results, we are now also checking the lengthy list of Diplomas methodically for the first time.
An annual procedure is now in place to search Who's Who for new Johnian entrants, and also on a rolling basis to alphabetically approach those of our (living) membership featured and update/check their records. Given that this number exceeds 400 and features some of our most eminent Johnians, it is no small task.

We continue to rely on Debrett’s People of Today on an intermittent, case-by-case basis rather than having a defined strategy, though it is envisaged that this may be possible once the Who’s Who checking is under control – running both concurrently would not be feasible due to the conflicting information found in these publications. On a more positive note, the Register Project Assistant was able to dedicate some time to checking Crockford’s Clerical Directory and has updated the records of all living clergy (142) featured in the 2011 edition (where St John’s is explicitly mentioned in the entry), including an African Bishop and an old Johnian the College had lost contact with. This will now be supplemented by an annual check for new entries.

We continue to search lists of honours and elections to learned societies, including the New Year Honours and Queen’s Birthday Honours, the Royal Society, the British Academy, the Royal Society of Edinburgh and the Royal Academy of Engineering.

This year, Johnians have accumulated an impressive haul of honours, including four Knighthoods, three CBEs, three OBEs, two MBEs, two Fellowships of the British Academy, two Fellowships of the Royal Society and one Royal Society Buchanan Medal.

Fiona Colbert and Paul Everest
Biographical Librarian and Register Project Assistant
## The Old Library Annual Report

### Statistics

<table>
<thead>
<tr>
<th>Category</th>
<th>2010-11</th>
<th>2009-10</th>
<th>2008-9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Readers consulting special collections material</td>
<td>314</td>
<td>291</td>
<td>345</td>
</tr>
<tr>
<td>Visitors taking a tour of the Old Library *</td>
<td>937</td>
<td>931</td>
<td>563</td>
</tr>
<tr>
<td>Letters filed</td>
<td>41</td>
<td>62</td>
<td>88</td>
</tr>
<tr>
<td>E-mail responses to enquiries</td>
<td>1265</td>
<td>1420</td>
<td>1300</td>
</tr>
<tr>
<td>Reproductions of special collections material processed at Cambridge University Library</td>
<td>13</td>
<td>16</td>
<td>16</td>
</tr>
<tr>
<td>Reproductions of special collections material processed in house (including items reproduced in answer to biographical enquiries)</td>
<td>236</td>
<td>251 **</td>
<td>198</td>
</tr>
<tr>
<td>Permissions granted to reproduce special collections material in published works</td>
<td>86</td>
<td>73</td>
<td>62</td>
</tr>
<tr>
<td>Use of special collections material in connection with biographical work</td>
<td>57</td>
<td>52</td>
<td>48</td>
</tr>
</tbody>
</table>

* Does not include visitors at public open days, booked group visits, or children attending educational outreach sessions.

** The figure for 2009-10 includes items reproduced to illustrate the College history.

The Old Library continues to attract a large number of visitors and readers. While the figure for enquiries is slightly down on the previous year, the high figure for 2009-10 may reflect the changeover in the office of Special Collections Librarian. As experience and knowledge of the collections increases it becomes possible to anticipate some questions and provide greater detail in an initial response, reducing the number of emails required to answer some complex queries. Enquiries are still generating approximately 25 email responses each and every week of the year. The volume of reproductions which are handled in-house continues to rise, along with the number of permissions requests processed, many such requests arising through readers finding images via the Special Collections webpages.
Purchases
We have continued to add judiciously to the special collections in accordance with the Collection Development Policy, taking advantage of the Noel Marshall Fund to acquire a couple of more valuable items. The stereoviews are a particularly pleasing addition to the photographic collections, and have been showcased in the exhibition of the photographic history of the College staged for the second Quincentenary week.


Samuel Butler, *The authoress of the Odyssey: where and when she wrote, who she was, the use she made of the Iliad and how the poem grew under her hands.* Longmans, Green and Co., 1897. Includes autograph letter from Butler to Bishop Mandell Creighton. Thorntons Bookshop. £175. August 2010.


Anthony Benezet, *Some historical account of Guinea … with an inquiry into the rise and progress of the slave-trade, its nature and lamentable effects.* (Philadelphia, 1771) Bauman Rare Books. $1850 USD. May 2011.

**Donations**

William Newman (BA 1961)
Postcard from Stevie Smith to Lyn Newman; letters from Albert Einstein and John Maynard Keynes to Max and Lyn Newman.

Dr Christopher A. J. Brightman (BA 1969)
Three notebooks from pathology courses undertaken from 1967 onwards.

Hugh Stewart (BA 1950)
Eight volumes by William Morris (Kelmscott Press)

Cambridge Theological Federation
A box of pamphlets by G. G. Coulton.

**Visits**

- ACE Cultural tours (August 2010)
- Library staff from Anglia Ruskin University (August 2010)
- Canadian Dance School students with Dr Metaxas (August 2010)
- Two groups of Dutch visitors (September 2010)
- 25 librarians from South Korea (October 2010)
- Comenius visitors (January 2011)
- CGRS visit (February 2011)
- St Catherine’s & St Christopher’s School choirs, Richmond VA (February 2011)
- MML MPhil & undergraduate manuscripts classes (February and March 2011)
- English Department manuscripts class (March 2011)
- ASNAC Department manuscripts classes - four groups (March 2011)
- Undergraduate history class (March 2011)
- 'Seachtain na Gaeilge' attendees at ASNC department (March 2011)
- Bexley students (March 2011)
- Evangelische Kirche in Deutschland Pastoral Convention of Aachen Church District, to see materials relating to Martin Bucer (March 2011)
- Medieval Manuscripts in the Digital Age (May 2011)
Dr Vaslav Klaus, President of the Czech Republic (May 2011)
Staff from the Philosophy Department Library (July 2011)
A group studying the Reformation led by Dr J. Rose (July 2011)
Access group visits arranged by the College’s Schools Liaison Officer (various dates 2010-11)

Events

Materials from the collections and the Upper Library were filmed for a documentary on Abdus Salam (September 2010)

The Master had a preliminary photographic sitting for his portrait in the Upper Library (January 2011)

Photographs were taken in the Upper Library for an interview with Professor Sir Roger Penrose (March 2011)

BBC4/OU Productions filmed for *The Story of Electricity* in the Upper and Lower Library (March and May 2011)

The BBC filmed the Hoyle Project in the Upper Library for *Look East* (March 2011)

The Hoyle Project Associate was interviewed for *The Naked Scientist* (March 2011)

Dr Tombs was filmed in the Upper Library (April 2011)

178 pupils and teachers attended a Schools ‘Writing sacks’ event in the Upper Library to mark the end of the project and showcase the completed work (June 2011)

The Welsh Bible was used in the Chapel for the St David’s Day service.

The Upper Library was used for drinks receptions for the Michaelmas Entertainment, a lunch for the Beaufort Society, and the Quincentenary dinner.

The Old Library opened its doors to the general public on four occasions throughout the year. A total of 1991 visitors attended the various exhibitions, tours, talks, and hands-on activities at St John’s in the course of the Library’s participation in these university-wide public programmes.
Open Cambridge (September 2010): An exhibition of the Library’s treasures was open to the public on the Saturday, with bookable guided tours for adults on the Friday and families on the Saturday.

Festival of Ideas (October 2010): An exhibition of literary works through the centuries was on display in the Upper Library for the general public, with evening talks by Fellows of the College.

Apple Day (October 2010): An exhibition relating to apples was open to the public in the Upper Library for one day during half term week.

Science Festival (March 2011): A Hoyle exhibition was staged in the Upper Library, whilst in the Fisher Building there were three public talks on scientific subjects and the Hoyle Project itself, plus pre-booked ‘make your own astrolabe’ workshops for younger participants. Recordings of the scientific talks are now available for download from the Library’s website.

During the two Quincentenary Weeks (July and September 2011), daily tours of the Old Library and daily Hoyle tours were fully booked. Approaching 500 Johnians and their family members participated in the Library’s organised tours, with many more visiting the Library to view exhibitions in the Upper Library and Exhibition Area, see their matriculation photographs, and consult Library staff on a variety of College-related and biographical questions. The Upper Library was also open for College staff and their families at the Quincentenary Staff Garden Party in July 2011.

Preservation

The Cambridge Conservation Consortium has repaired:
Three Samuel Butler photograph albums;
Four early printed books from the Upper Library with conservation priority A1, all of which had badly damaged limp vellum bindings: Kk.9.31, L.13.28, N.5.26, O.9.40.

Before and after: new vellum binding to replace one that was beyond repair, thanks to the Cambridge Conservation Consortium.
George Bolton has made boxes for:
- Several photograph albums;
- Samuel Butler artefacts;
- A loose carte de visite photograph collection;
- Two books from the Smith Collection with fragile fine bindings: Sm.c.2 and Sm.c.129.

Philip Bolton has continued his programme of cleaning and furbishing Upper Library volumes. Very few bread beetle larvae have been found this year, possibly in part due to a cool, dry summer – conditions unfavourable for hatching.

**Exhibitions in the Library Exhibition Area**

**Michaelmas 2010:**
An exhibition by the artist Paul Hodgson (in conjunction with a further display of Hodgson’s works in the University Library entrance hall).

**Lent 2011:**
*Johnian Prime Ministers: Goderich, Aberdeen and Palmerston*
This exhibition was moved to the Green Room for Her Majesty’s visit in April and extended to include Commonwealth Prime Ministers.

**Easter 2011:**
College art and photography competition.

**July-August 2011:**
*Five centuries of College faces* – a Quincentenary exhibition focusing on five College portraits.

September 2011 (continuing to Michaelmas Term):
A photographic history of St John’s College – a Quincentenary exhibition featuring photographs from the Library and Archives.

**Exhibitions in the Upper Library**

An exhibition to mark the Quatercentenary of the publication of the King James Bible was displayed in the Upper Library from May to July 2011, curated by the Librarian’s Assistant, Ryan Cronin and the Graduate Trainee, Erin Lee. This was opened to the general public for two afternoons each week throughout the Easter Term.

An exhibition of materials from the College Archives was mounted in the Upper Library for the two Quincentenary Weeks, curated by the
Archivist. This was augmented in the second week by a small display of books, papers and artefacts from the Samuel Butler Collection, to highlight the start of the Butler Project.

Exhibitions in the Lower Library

Three exhibition cases and a table display of items from the Hoyle Collection were on show for the two Quincentenary Weeks to accompany daily talks on the scientific legacy of Sir Fred Hoyle.

Projects

Allen Purvis completed the Lower Library cataloguing project and has now started work on pre-1830 published material in the Basement collections.

The Hoyle Project was successfully completed in March 2011 with a day of events. A summary catalogue of the collection is accessible from the Library’s website, while a detailed listing is available for consultation in the Rare Books Reading Room. Our current Library volunteer is now inputting these data into the Janus catalogue, to make the records accessible worldwide online.

Building on the achievements of the Hoyle Project, a second bid to the Heritage Lottery Fund, supported by the College, has been successful in securing funds for a two-year project to catalogue the Samuel Butler Collection, and develop educational materials and outreach activities to publicise it. Rebecca Watts took up the post of Samuel Butler Project Associate on 1 July 2011, and the project is now well underway.

Kathryn McKee
Sub-Librarian and Special Collections Librarian
The College Archives

The College Archives contain the records of the growth and administration of St John's, in its varied spheres of activity, since its foundation in 1511. There is also a rich medieval archive of deeds and account rolls inherited from the Hospital of St John the Evangelist, which preceded the College on the same site, and records of the household of its Foundress, Lady Margaret Beaufort, mother of King Henry VII.

The Foundation Charter, granted to fulfil the last will of Lady Margaret to transform the Hospital into a College by her eight executors on 9 April 1511, and still bearing their seals and signatures, is held in the Archives; and the business of the College has, over five centuries, produced a wealth of evidence of its life and functions. There are statutes, registers of membership, orders and minutes of its organs of government, accounts, records of its buildings, benefactions and the administration of property. Some of these records have a fascination far removed from the dryness of their titles. The ancient annual accounts can throw a surprising amount of light on little-known details, such as the money paid by wealthier sixteenth-century undergraduates for using the College tennis court. The history of the College’s estates, acquired directly from its generous benefactors or with funds provided by them, can be illustrated from many sources including some finely drawn and coloured maps. The estate papers of a hundred and more years ago throw interesting light on such topics as the development of farm buildings, land use, and topographical subjects such as the planning of residential West Cambridge.

With a few spectacular exceptions, such as the registers of subjects studied and classes achieved in College internal exams, 1766-1867, the educational experiences of undergraduates do not leave many marks in these corporate archives. Glimpses of an earlier age in which ceremony and theatre were an integral part of the educational life of the College can be seen in the sixteenth-century inventories of players’ apparel compiled from time to time. These were the costumes and props of the comedies and tragedies in which students were required to take part.
as an aid to their instruction in the classics. College social life in the Elizabethan age was largely restricted to companionship in gossip, song and recitations round the open fire in Hall. More organised occupations are reflected in the records of clubs and societies in the nineteenth and twentieth centuries, including those of the Lady Margaret Boat Club.

The organisation behind the renowned choral tradition of the College can be seen in the Choir Books 1856-1955, and letters of commendation for those leaving the Choir 1870-1920, which contain a record of the names of members. There are a few ‘unofficial’ records which fitfully illuminate former social conditions: a Johnian recently donated some kitchen and JCR suggestions books from which one can pinpoint the time in 1941 when the cleaning of shoes in time for 9.00 am lectures was suspended owing to a shortage of staff!

For many centuries the College kept its Archives in chests and presses in the higher of the two chambers — The Old Treasury — Above the Great Gate, First Court. In 1888 a new fireproof strongroom was constructed adjacent to the Library, but it was somewhat inconvenient of access, especially for the many calls by the Bursar upon the estate records in the Archives, utilized on a daily basis. In 1968 a new muniment room was built in I Staircase, New Court, near the Bursary, and has been subsequently extended. The growing volume of recent administrative and business records have been provided with accommodation in a store in the cellars below New Court, equipped with dehumidification and fire-warning systems. Despite the changes in accommodation over the years, however, conditions have remained cramped and in other ways unsatisfactory for full access to, and study of, these varied and prestigious archives.

The archives occupy at present 658 metres (approx 2159 feet). Now, through the development of the Divinity school site opposite the College, a more appropriate location has been released for use as an Archive Centre; the early thirteenth-century stone building at the rear of the College known as the School of Pythagoras. Its great open spaces on two floors, with thick walls and narrow windows, can be readily adapted to house records which in some cases are contemporary with its building, while providing space for dense storage of more modern items. As so often in the College’s
history, the generosity of a benefactor interested in the heritage of the College and its potential to benefit the wider public has enabled funding for the project, and it is hoped that within four years this fully air-conditioned and fire-protected store, equipped with a modest-sized but pleasing reading room, will be available for members and staff of the College and public alike.

Malcolm Underwood
College Archivist

Seals of Lady Margaret Beaufort’s executors, including Bishop John Fisher (second from left)
**Rare Books Cataloguing Projects**

As anticipated in last year’s report, the Lower Library Cataloguing Project, which started in January 2007 as a three-year programme, was duly completed at the end of October 2010 with the outstanding (in both senses of the word) Brice-Smith Collection of twentieth-century private press books generating 338 bibliographic records. Some of the interesting items in this collection have been described in the final report of the Project, submitted last November.

This work brings the final total to 10,810 records for the whole project. The result is that virtually every printed item in both the Upper Library and Lower Library has now been catalogued to full bibliographic standard with provenance data included, in accordance with the Library’s Strategic Plan. The exception is the printed material in the Samuel Butler Collection, which although catalogued to a lower level some time ago, will be processed as part of the Butler Project.

Following on from the Lower Library Project, it was decided that records for the pre-1850 printed material stored in the various parts of the Basement area should be upgraded to the same standard outlined above. The first priority was to catalogue the ‘oversize’ books in the Chapel Court Basement, for which no records existed and this work was done by the end of 2010. The Closed-Access Basement holds the pre-1850 books in classes 1-20, but there are too many to be covered in the time allowed for (up to the end of October 2012). It was therefore agreed that the work would concentrate on material published between 1801 and 1830. This last date was chosen as it broadly represents the end of the hand-press period of printing in this country.

646 records have been produced up to the end of July 2011, covering classes 1-7, together with 37 new records for the rare books which are part of the collection given by Kenneth Maxwell (BA 1963) in 2010. Some interesting items have been described in the second report of the Project in May 2011.
Forty or so pre-1801 volumes in class 7 have been unearthed and moved to a more appropriate place in the Lower Library, together with a few other rare items and a general re-spacing exercise is ongoing as a result.

Allen Purvis
Rare Books Cataloguer
The Butler Project

Given his considerable creative output during his lifetime, Samuel Butler (1835–1902), Victorian polymath and man of letters, remains relatively underappreciated. In literary circles at least, this might be an issue of nomenclature; ask a group of people if they’ve heard of Samuel Butler and you’re likely to be greeted with a cheer of “Hudibras!” – an unfortunately memorable satirical verse polemic on the English Civil War, authored by the seventeenth-century poet Samuel Butler. And then there’s Dr Samuel Butler (1791), also a Johnian and classical scholar, who was headmaster of Shrewsbury School and ultimately became Bishop of Lichfield. This Samuel Butler was at least related (grandfather) to ours; still, you can see how easily the younger Butler might have been cast in a shadow, or even lost, in the literary imagination.

Yet George Bernard Shaw deemed him ‘the greatest English writer of the latter half of the nineteenth century’, and in his lifetime the Victorian Samuel (‘Erewhon’) Butler was a prominent figure: author of sixteen published books and numerous articles printed in the national and world press; outspoken champion and challenger of Darwin and other contemporary theorists of evolution; aspiring painter who exhibited works at the Royal Academy in the 1870s; pioneering photographer, whose snapshots of people and places throughout Europe were some of the earliest to capture real life as it unfolded, unselfconsciously in the moment.

The Butler Collection at St John’s is one of the most important resources in the Old Library. It was back in 1917 that Butler’s friend and collaborator, Henry Festing Jones, began assembling and donating to the College his own collection of Butler memorabilia — manuscripts, notes, books, pictures, personal effects — some of which had come to him directly from Butler.
The rest, which trickled in over the following decade or so, was the product of Jones’s own editorial work on Butler, and consisted mainly of working papers and correspondence.

Following Jones’s donations, the collection has continued to grow as new editions of Butler’s works, and new works about Butler, have been published and acquired, and as the paperwork of Butler’s literary executors accrued. Following the deaths of Brian Hill and Geoffrey Keynes, the College assumed the literary executorship of Butler’s estate.

Today, the Butler Collection consists of:

- 100 boxes of papers
- more than 650 printed books
- around 450 paintings, watercolours, drawings and prints
- 50 artefacts, including a number of Butler’s personal effects
- A substantial photographic archive, comprising more than 1500 glass plate negatives, five albums of snapshots and 550 loose photographs, plus 125 prints produced more recently for exhibitions.

There have been exhibitions of Butler's photographs and visual art, such as the Bolton Museum and Art Gallery’s touring exhibition ‘The Way of All Flesh’ (1989), and the centenary exhibition at St John’s (2002), but the opportunity to showcase the full extent of Butler’s work and legacy in an unusually wide range of academic and creative fields has never really arisen.

The Butler Project at St John’s represents a significant step towards achieving this. Part-funded by the Heritage Lottery Fund, the project commenced in July 2011, with the aim of opening up the collection to researchers, schools and the public through the production of a comprehensive catalogue and a series of exhibitions and events.

Rebecca Watts was appointed as Butler Project Associate. An English graduate of Trinity College, Cambridge, and Oriel College, Oxford, Rebecca previously worked at the Wordsworth Trust in
Grasmere, where she gained experience with the collections, as well as tour-guiding in Dove Cottage and helping to run school visits.

In the first two months of the project Rebecca has listed the entire boxed collection and made a start on cataloguing it. She has also put together a ‘taster’ exhibition of items from the Butler Collection to show during the Open Cambridge weekend (9–10 September), and developed a range of publicity material to promote the project and its forthcoming events.

Over the next two years Rebecca will organize two dedicated ‘Butler Days’, which will be open to the public and advertised widely throughout the University and the city. These events will feature exhibitions, talks and workshops, and the first has been scheduled for 17 March 2012.

Contact has also been made with local schools, drawing on and adding to the Library’s existing contacts for education and outreach, and Rebecca has begun to devise a range of resources and activities for use by visiting school groups. To meet the conditions of the funding grant, the Library will host at least ten school visits that will draw specifically on the resources of the Butler Collection. As Butler dabbled in so many intellectual and creative areas, this shouldn’t be difficult to arrange, and activities are being planned on topics as diverse as imaginary lands, Victorian life and society, evolution and debate, poetry and the classics, and the stories behind photographs.

When the new College website goes live in September, and in the following months, more content will appear relating to the Butler Project and its development, including educational resources and online exhibitions. Clearly, it’s going to be an exciting two years.

Rebecca Watts
Butler Project Associate
Education and Outreach

In the year 2010-11, the Library has continued its dynamic programme of educational visits and public-access events. Relationships with our regular partner schools have been consolidated and new contacts have been made. Material from the Library’s Special Collections has been put to imaginative use in devising informative and entertaining sessions for all age groups on a wide variety of subjects.

Schools Visits

The Library has been visited by over twenty different school groups in 2010-11, for sessions on a very diverse range of topics, from the now-regular visits on the Tudors, English Language and the Fire of London to new topics including Classics and the abolition of the Slave Trade. The latter session made extensive use of the Library’s collection of diaries, letters and personal papers of the Johnian Abolitionists William Wilberforce and Thomas Clarkson.

The Library was also very involved in the CABMAG (Comberton, Bassingbourn, Melbourn and Gamlingay) Extended Schools project ‘World on Your Doorstep’ which involved nine different Cambridgeshire schools and Cambridge University institutions. This involved creating a ‘writing sack’ filled with creative writings, drawings, models, maps etc. based upon a visit to a library or museum. The project covered themes ranging from human rights to the environment. The Librarian’s Assistant once again drew on the Library’s Slave Trade and Abolition resources to design a session with Gamlingay First School, a new partner for the Library. The ‘Fight for Freedom’ session included a dramatic role-play element led by the teacher, which ended in a ‘slave auction’ held by the class in the Upper Library! The Librarian’s Assistant followed this session up with a return visit to Gamlingay to
work on the writing sack with the class and discuss the importance of primary source material in learning about historical events. St John’s College became the venue for the celebrations of the project’s completion, with 178 pupils, teachers and parents coming to see work from all nine schools on display in the Upper Library. Feedback from the project was very positive.

The Librarian’s Assistant expanded his education and outreach role in 2010-11 by taking designated Access School groups on tours of the Old Library in conjunction with the College’s Schools Liaison Officer. Previously these tours had mostly been covered by the Hoyle Project Associate, prior to her departure in spring 2011. Since taking on this role, the Librarian’s Assistant has shown several groups some of the weird and wonderful items from the Library’s collections. These sessions aim to encourage pupils to consider applying to Cambridge University by showing GCSE and A-Level pupils a glimpse ‘behind the scenes’ of College life and history.

Public Engagement

The Old Library opened its doors to the public on several occasions in 2010-11. In October 2010, the Librarian’s Assistant held an open exhibition of apples in print, from the Garden of Eden to Apple Computers, to coincide with the nationwide Apple Day celebrations in which several Cambridge institutions took part. The Library once again held events for Open Cambridge, the Festival of Ideas and the Science Festival, which attracted hundreds of visitors to see the treasures of the Special Collections. The Librarian’s Assistant and the former Graduate Trainee, Erin Lee, put on a public exhibition to celebrate the Quatercentenary of the King James Bible. The exhibition included rare early English translations of the Bible, as well as the 1611 Authorised Bible itself alongside the writings of the five Johnians involved in the translation process. This exhibit gathered much interest from members of College and the public alike.

The Sub-Librarian and Librarian’s Assistant made good use of their experience in running educational events by presenting a talk at CILIP’s Umbrella Conference in July 2011. The talk, entitled ‘Opening Books, Opening Minds’ discussed the challenges, opportunities and rewards for academic and historic libraries engaging in educational visits and public events. The presentation was very well-received and led to enthusiastic e-mail exchanges with library staff from other universities, and a visit to the Library from one conference participant.
In September 2011, the Library took part once more in Open Cambridge. This year, the event had a Quincentenary theme and showcased items belonging to famous Johnians from the College’s five hundred year history. Visitor numbers to this event utterly eclipsed previous Library records, with a throng of over 800 people passing through the Old Library’s oak door to see the exhibition.

The Library’s continued participation in educational and outreach events for both school and public groups not only ensures many opportunities for people of all ages and walks of life to enjoy and experience the historic collections and atmospheric space of the Old Library, but also fosters goodwill and enhances the public perception of the Library, the College and the University as a whole.

Next Year

In the next twelve months, the Library will continue to develop its education and outreach programme. Regular sessions will be updated to reflect the changing requirements of the National Curriculum, to ensure the Library continues to be a first-rate educational resource for school groups. Greater focus will be placed on strengthening relationships with our current partner schools and ensuring return visits. The Library will continue to play a large part in the regular cycle of public events such as Open Cambridge, the Festival of Ideas and the Science Festival. As well as this, The Butler Project Associate will develop and run new educational and outreach events relating to the life and work of Samuel Butler, ranging in scope from literature to philosophy, art and evolution.

Ryan Cronin
Librarian’s Assistant
Environmental Monitoring and Control

**Working Library**

Conditions in the Working Library for 2010-11 have remained stable. Temperature levels are generally quite warm, due in part to the ‘greenhouse effect’ created by the presence of large glass windows throughout the building. Library users are encouraged to control the environment around their desks themselves, adjusting radiators or opening windows as necessary to maintain their own preferred temperature for comfortable study. Readers are reminded to turn lights off when not in use to save energy, and to close windows when they leave to prevent overnight temperatures dropping to uncomfortable levels.

Relative humidity levels have been somewhat lower than last year, with a peak of 64% compared with the high of 75% in 2009-10. This drop in humidity brings the levels in the Working Library to mostly within, or only slightly above, recommended standards for the storage of books (between 45% and 60%). Environmental control in the Working Library has to balance the optimum conditions for storage with the needs and comfort of the Library users, sometimes a fine balance but one in which the Library is very successful. It is worth noting that stock in the Working Library does not include old, rare or fragile items and is designated for current use rather than long-term preservation.

**Old Library**

*Manuscripts Store*

Conditions in the Manuscripts Store have settled from 2009-10, and have remained well within recommended levels for storage of rare or fragile items. The one exception to this happy state was a brief spike in relative humidity during the summer. This issue was quickly and efficiently fixed by the College Maintenance Department and there have been no further problems.

*Lower and Upper Libraries*

The thick walls of the seventeenth-century Old Library tend to keep temperature levels in the building generally stable, though they can be rather low in winter and slightly higher than ideal in summer. Relative humidity likewise changes with the seasons, with highs of around 75% in summer and lows of around 35% in winter, but otherwise remaining well within recommended levels. Very few bread beetle larvae have been found in the Upper Library this year, probably due to the cool, dry
summer providing unfavourable conditions for hatching. Any minor outbreaks are swiftly dealt with and are being continually monitored by Library staff.

Light (lux) and UV (microwatts/lumen) levels throughout the Old Library fluctuate, but remain acceptable. Light and UV levels are controlled through the use of UV filters and blinds on the windows in the Upper Library, as well as UV filters on the windows in the Lower Library. Any items displayed in the Upper Library or the Exhibition Area are kept under controlled lighting in display cases which are kept covered when not in use. Manuscripts are stored in the dark, cool conditions of the Manuscripts Store to avoid exposure to bright light.

Ryan Cronin
Librarian’s Assistant
Green Initiatives

We currently have recycling bins in the Library lobby for plastic and aluminium and three bins on each floor for paper. All of these are quite well used and approximately 90% of items are placed in the correct bin. There are a significant proportion of drinks containers left on desks or placed in rubbish bins, wherever possible these are carefully collected by cleaning staff and recycled.

The quantity of recycled materials has increased by over 20% on the two previous years, showing a sharp rise during Easter Term, as would be expected. However the consumption of drinks in aluminium cans (which are mostly energy drinks) saw a 50% increase on last year, most of which occurred during Easter Term.

Average quantities of material recycled per month for 2010-11

- 11 bags of waste paper
- 8 bags of plastic bottles
- 2 bags of aluminium cans

John Holt
Part-Time Library Cleaner
Visitors’ Book Comments

A Visitors’ Book is located in the Exhibition Area of the Working Library. Due to the sheer number of visitors to the Library for the Quincentenary events, we are unable to reproduce all their many thanks and positive feedback here. The following are a selection of comments relating to exhibitions, events and general Library service, received during 2010-11.

Johnian Prime Ministers

- Most enjoyable exhibit about Johnian PMs.
- It was interesting to see the exhibition about my ancestor Aberdeen.
- Thank you for the exhibition to my ancestor George Hamilton-Gordon.
- Enjoyed every second of it!

King James Bible: 400th Anniversary Exhibition

- Appreciate the hard work involved in research of the subject matter. Well done!
- Amazing collection of pre-King James Bibles.
- Breathtaking!

College Art and Photography Competition

- Wow, what a talented College!
- Extremely high standard of photography, I don’t envy the judges.
- Inspired photos!
- Go John’s!

Quincentenary Celebrations

- Thank you very much for showing us around, by a live and kicking librarian!
- Thoroughly enjoyed the exhibitions.
- A lot has changed!
- Simply marvellous; return of many joyous memories, thank you.
- Interesting to visit my Great-Grandfather’s College.
- Wonderful to be back!
- Absolutely wonderful experience; thoroughly enjoying the Quincentenary celebrations. Great to be back!
- Very interesting — information excellent!
- Excellent talk on Sir Fred Hoyle.
- Superb visit, traced family history.
• I learned a lot more about the Library today than during my three years here in the 1960s!
• An excellent tour of the Old Library, and wonderful to get to look at the books for the first time.
• A brilliant Library, I had a very interesting and exciting time here!

General Library Comments

• Thanks for the joy of sharing a love of books.
• Impressive, what a wonderful place!
• An inspiring library. Our visit was made more memorable by the time given to us by the staff.
• Extraordinary collection and site.
• Really enjoyed working here, thanks so much!
• This is really cool!
• I love it and want to come here!
• Great manuscripts!
• A wonderful library full of historic books. Very nice!
• A very pleasant place to work. Staff very helpful.
• The tour was Boom! Dat big one was mad and the small one was Da Boomting! (Most likely a reference to the largest and smallest books in the Library’s collections, on display in the Upper Library)

Ryan Cronin
Librarian’s Assistant