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.

Compiled and edited by the Librarian’s Secretary, Angela McKenzie with many thanks to the Librarian, Dr Mark Nicholls, for proof-reading and advice, and the Biographical Assistant, Paul Everest, for photography and cover design.

St John's College is a registered charity, number 1137428.

All photographs throughout the report were taken by the Biographical Assistant, Paul Everest and other members of Library staff.
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The Librarian’s Annual Report

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.

A Busy Year

Against the prevailing trends across most academic and other library services, the College Library has had its busiest year this century. Record reader numbers and extremely healthy borrowing statistics demonstrate that, for many junior members, the service offered within these walls remains relevant, helpful, and attractive.

These junior members who use the Library are collectively as well as individually a credit to the College. Cordial relations with the JCR and SBR have always been very important to the Librarian and indeed to the whole Department, and we have been blessed this past year with particularly active and far-sighted Committees who have conveyed the views of their constituents in the most constructive ways. It has, for example, been a pleasure to receive the JCR’s suggestions on seat allocation and management during the crowded days of Easter Term, as far ahead as February. The timely discussion that ensues allows staff to put good plans in place ahead of the exam term, rather than merely responding to problems and anxieties among junior members after the fact.

Following years of fundraising and planning it is exciting to report completion of the Archive Centre in the School of Pythagoras, a wonderful new facility for the College. The Centre provides a fresh use for this building, a use that preserves both the integrity of the structure and the sense of history lying within these ancient walls. Archaeology undertaken as part of the building work has revealed early Roman settlement on the site: the Archive Centre stands in a corner of Cambridge where people have lived and worked for at least two thousand years. As a home for archives, the small windows and thick walls assist state of the art environmental controls to provide ideal conditions for parchment and paper. Those whose research brings them to the Centre will enjoy the facilities provided within one of the nicest small reading rooms in Cambridge, and will relish views through an impressive glass screen to the original living quarters in Pythagoras, now home to the older archival collections. In keeping with the medieval distinction between superior and inferior space, the ground floor is given over to intensive storage of more modern materials, representing the expansion of College administrative record-keeping through the past century. Attractive lighting and sophisticated environmental controls add to the sense of
professionalism and comfort experienced throughout the building. We are deeply grateful to the donors who have supported the new Centre, notably our anonymous lead donor, the family of the late Sandy Ross-Macdonald (BA 1958), and Dr Michael Petch (BA 1962). Their generosity has given our oldest College building a superb new lease of life.

The work of the Library Cleaning staff, John Holt and Robert Beale, is usually recognised at the end of this Report. In 2014 I would like to thank them more prominently. Cleaning the Library and the new Archive Centre is no easy task. Our buildings are a challenging combination of ancient and modern, containing a variety of surfaces and fabrics requiring special treatments, and of course they are home to some extremely precious and delicate collections. John and Robert, like their predecessors, go about their tasks with enthusiasm and dedication. They are valued members of our departmental team.

In last year’s report I referred to some persistent challenges. Twelve months on, conditions in the Old Library remain problematic in the wake of further hot, humid weather last summer. In response, the College’s Maintenance Department has commissioned expert advice, temperature and humidity are being closely monitored, and a definitive report is expected to guide us towards a far more stable future.

Away Day

In 2013 Library staff visited Trinity Hall, a welcoming, accessible venue offering a pleasant meeting room and a nice riverside spot for our traditional departmental photograph. All this made for a fruitful day of discussions, in which routine decision-making – settling desk-duty rota and planning the content of the Annual Report – went hand in hand with more ambitious discussion of the Library’s longer-term future. It is a day for crystal-ball gazing, and for asking, if not always answering, challenging questions. The College supports training
and team building in its departments and after nearly ten years of these meetings I remain persuaded that the Away Day concept represents an excellent investment of time and financial resource.

Staffing

Charlotte Hoare, Graduate Trainee for 2013-14, began work in the Library on 1 August and immediately made the very best of impressions with colleagues and readers alike. Excellent in all her work here, her eye for display and design deserves particular attention: Charlotte’s exhibition in the Library on the domestic economy of British households in centuries past, beautifully crafted and deeply researched, attracted widespread press interest. Her successor in this fixed-term trainee appointment is Richard Sellens, who introduces himself and writes about his first impressions of the Library in the staff section that follows.

Penny Davies, who gave excellent service in the cleaning team, retired at the end of 2013. Hers was a hard act to follow, but Robert Beale, who took up his post early in January 2014, has proved a most able successor. Robert combines his morning duties here with a part-time afternoon General Laboratory Technician post in the Department of Zoology.

After a short interval following the successful conclusion of the Heritage Lottery-funded Samuel Butler Project, Rebecca Watts rejoined the staff in September 2013 to share the post of Projects Assistant with Sam Lewsey, who returned at that point from maternity leave. Rachel Walker, who held the fort most capably when Sam was on leave, has since taken up a post in the University’s History Faculty Library.

Chris Krupa continues to volunteer regular hours in the Old Library, and his work there is of immense value to us in sorting and listing larger collections of personal papers. Once again our Archivist Tracy Deakin has successfully enlisted the support of a number of temporary volunteers.

Ryan Cronin, formerly the Librarian’s Assistant, joined the College’s new Communications Office team on its establishment late in 2013, and has made a great success of his new role as Press, Publicity and Communities Officer. Wearing his new hat, Ryan continues to work closely with the Library on several outreach activities, and he tells us about some of these later in the Report. In a round of redeployment occasioned by restructuring within the Domestic Bursar’s Office and by my own assumption of broader responsibilities for Information Services and Systems, the Library welcomed Angela McKenzie as my Secretary in December 2013. Angela also retains her duties as the College’s Telephones Liaison Officer, a job which has grown considerably in recent years as phones evolve into ever more complicated creatures.

From August 2013, the Librarian as Head of Information Services and Systems has enjoyed line-management responsibility for the IT Department and the Communications Office. At this level, the integration of service is proving mutually helpful, indeed a logical development. The Library has long enjoyed an excellent relationship with the IT Director, Computer Services Manager and departmental staff in taking forward all sorts of new projects and computer initiatives. The formation of a Communications Office has had a direct and immediate benefit to the Library. We have not always been as successful as we might in promulgating to colleagues inside and beyond Cambridge our cataloguing triumphs, competitive distinctions, funding successes, developments in reader provision and splendid
exhibition programme. For us as for every other College department, the introduction of a dedicated team under the Communications Manager Tom Kirk offers great potential to spread good news more widely.

Cataloguing and Collection Development

St John’s Fellows and junior members can rightly be proud of the extensive Working Library collection, which ranks among the finest assemblies of textbooks, monographs and journals to be found in an Oxbridge library. The challenge is always to maintain the currency of this collection, and in recent years our leading participation in collaborative eBooks and eJournals initiatives has sought to preserve a position in the forefront of appropriate resource provision. However, while appreciating everything electronic, undergraduates still tell us that traditional ‘hard copy’ formats remain important to their work. Each year the College allocates significant sums of money towards the purchase of books, maps, periodical parts, DVDs, CDs and other items. And each year we duly spend that allocation, guided by a written Collection Development Policy which in turn relies on the Tripos reading lists, on the advice of Directors of Studies, and on recommendations received from other Fellows and from junior members. That still leaves the Librarian and Library staff considerable scope for selection, an essential discretionary power given the need to purchase with discrimination and with fairness for every subject studied by Johnians in the University. Though generous, funds are not unlimited, and there are many other pressures on the departmental budget. It is consequently important that we take every opportunity to attract new funding for core purchases. Help from the Development Office will be crucial.

Space in the Working Library is also finite, of course, and as our Collection Development Policy and Library Standing Order recognise, a relevant collection requires judicious weeding in order to remove books that have disappeared from reading lists. The obsolete textbook has a place in a historic library, but it holds few attractions for a busy undergraduate told to track down the latest word in a subject. Deselection proceeds carefully, of course, and books given by Johnians often enjoy a long shelf life to maximise their benefit for succeeding generations. Works by or containing contributions by members or our College fall into a separate category. Whenever possible they are preserved in perpetuity as an enduring record of Johnian scholarship and research.

As every Johnian knows, our magazine The Eagle is the oldest continuously published College periodical in Cambridge. It first appeared in 1858. Over time, The Eagle has emerged as a particularly important journal of record for St John’s. In its pages we find information on members’ achievements, notes on the activities of societies and sports teams, and obituary notices, as well as articles, poems and essays on every topic under the sun. The number of issues and the need to capture detail have frustrated every attempt to create a comprehensive index. Modern technology, however, now permits the keyword searching of scanned pages, and through the efforts first of Ryan Cronin and, more recently,
of Sam Lewsey, an on-line version of *The Eagle* is taking shape, accessible as never before. Progress can be followed on the Library website. 

Through our first four centuries, most of the books in the College Library arrived here by donation or bequest. As any reader of past Reports will appreciate, donations remain extremely important in a healthy College collection. Donors – many though not all of them members of the College – continue to demonstrate their generosity in all sorts of ways, presenting textbooks, works on general-interest topics, DVDs and CDs. We are grateful for their support. Donations also fill gaps on the shelves in the Old Library. In this context I would draw attention to the continuing generosity of Brian Fenwick-Smith (BA 1959) and to donations of papers relating to two eminent former Fellows of the College: the plant scientist and agriculturalist Sir Frank Engledow, received from Ruth Steketee-Engledow, and the economist Claude Guillebaud, presented by Philomena Guillebaud. Further details will be found in the Old Library section below.

**Reader Services**

Many libraries conduct regular reader surveys, which provide valuable information on the service levels offered and the improvements that readers would like to see, given a more perfect world. Good survey design is itself an art, and as recorded in the last Report the Academic Services Librarian Janet Chow devised some searching questions for our Fellows and junior members and secured a commendable level of response during the Lent Term 2013. The next step is still more challenging. Having assembled answers to our questions, Library staff have to decide how to reply, explaining why some suggestions would be counter-productive seen against the wider operation, pointing out that some desirable measures must be postponed through lack of resources, and – this the most important of all – establishing how to respond constructively to as many good ideas as possible. In 2014, working with the ever-helpful Maintenance Department staff, Janet has overseen improvements to the light fittings and adjustments to night-time heating levels in the Working Library, and has secured the replacement of blinds, the introduction of additional adjustable chairs for readers, and the fitting of new carpet to enhance comfort and working conditions. A fresh layout for the Entrance Hall is also being planned, and progress will be detailed in next year’s Report.

All staff, but particularly the Projects Assistants and the Graduate Trainee, contribute to the Library’s Twitter account, with tweets alerting readers to new developments in the Library and in other Cambridge collections.
Special Collections

The report prepared by the Sub-Librarian, Kathryn McKee, details departmental aspirations and achievements, as well as the challenges posed by our remarkable special collections and their equally remarkable historic setting. Kathryn notes her debt to the Manuscripts Cataloguer Mandy Marvin, the Library Assistant Adam Crothers, and our Volunteer Chris Krupa in maintaining an exceptional level of service.

Successive donations from Professor Joseph Zund have made possible the assembly and development of a beautiful illustrated volume highlighting fifty ‘treasures’ held in the Old Library. These treasures range from medieval manuscripts up to a thousand years old to the Nobel Prize medal presented to one of the greatest figures in twentieth-century physics, Paul Dirac. The book will be published in November 2014 by Third Millennium, and will be available at modest cost to anyone interested.

Very sadly, we recently learnt that Joseph Zund passed away in July 2014. His constant and ever-encouraging support, shown in so many ways across the past decade, has helped inspire and see through several Library projects that would otherwise have stagnated or fallen by the wayside, particularly the extensive cataloguing work undertaken on rare books and manuscripts. As a personal aside, Joe’s positive, cheery emails – forever encouraging – will be much missed. Our deepest sympathy and condolences go to his next of kin.

Archives

Our report on the Archives this year takes a novel form. The Archivist, Tracy Deakin, captures through a photo essay the exceptional space afforded by the School of Pythagoras, and some of the logistical challenges that she has faced in transferring the collection from New Court to its new home. Aided by some excellent work from other Library staff and volunteers – and in this respect Tracy would be the first to pay tribute to the organisational skills of our Projects Assistant Rebecca Watts – she has successfully laid out the College’s institutional archive in an efficient arrangement which allows for future growth, ease of retrieval, and effective stocktaking. We look forward to offering a regular reader service in the Sandy Ross-Macdonald Reading Room from 1 October 2014, and indeed to the official opening of this facility, scheduled for the spring of 2015 once the surrounds are restored and replanted following completion of the Cripps Building Refurbishment Project. Further photos of these developments will follow in the next Report.
Biographical Office

It is in the nature of this work that the priorities facing staff in the Biographical Office remain constant, year on year. The Biographical Librarian Fiona Colbert and the Biographical Assistant Paul Everest tackle enquiries of every kind and complexity. They bring together and validate – with remarkable thoroughness – information on thousands of Johnians, some of them stubbornly obscure, others almost too prominent: the subjects of multiple, conflicting sources. Once a year they advise the Council on the achievements of potential Honorary Fellows. More regularly, they brief the Master when he writes to congratulate members of the College who have reached significant birthday milestones, and when he rejoices with them on the receipt of prominent awards. At a time when accuracy is particularly important, they also supply the Master with essential information when he commiserates with family members after news of a Johnian death reaches the College.

This year, Paul has additionally taken on a different long-term task. He is overseeing a Library project which – by breaking down access restrictions on a section of the Staff computer network and by improving cataloguing standards – offers College staff across all departments a searchable database of photographic images covering the grounds and buildings of St John's and the work and other activities of our Fellows, junior members, other alumni and staff. The images have been commissioned for various College purposes over the years, or taken on individual initiative, and have built up into an extensive and extremely useful collection; some of them appear in this publication. Paul's work helps avoid duplication, minimises the need for expensive new commissions, and greatly reduces the computer disk-space required to accommodate high-resolution photographs. Such work takes up a modest but regular amount of his time, however, and it is therefore all the more important that other members of Library staff should help with some aspects of biographical work. As noted in last year’s Report these duties occasionally shouldered by colleagues include research in response to routine enquiries and the entry into the Biographical Database of information relating to College members who have matriculated since 2000.

Exhibitions

The Library Exhibition Area stands between the Old and the Working Libraries, and is open to all visitors between 9am and 5pm on weekdays throughout the year. Nicely lit, and blessed with some fine display cases, its chief merit is its size: big enough to house exhibitions that develop a theme satisfactorily, small enough to allow of a regularly-changing programme of displays which can be developed by Library staff alongside their other duties.

We have seen the usual variety in our displays this year: commemorating the tercentenary of the birth of the ‘Cavalier Poet’, John Cleveland, marking the bicentenary of the birth of the ‘heretic’ Anglican John Colenso, Bishop of Natal (both displays curated by Kathryn McKee), hosting the student art competition, and welcoming as our summer exhibition ‘Blancmange to make, blisters to draw’, designed and set up by Charlotte Hoare.
This year the good work of our curators has been recognised on a wider stage thanks to the publicity generated by the new Communications Office.

Thanks to a donation made some ten years ago by Professor Joseph Zund, the Upper Library also benefits from some excellent display facilities. While security arrangements restrict access to this lovely room, these facilities allow staff to put out displays of often very precious items in response to the needs of specific visitors and groups. As has become the norm in recent years, the Upper Library has welcomed hundreds of visitors when opening on a Saturday during the Open Cambridge Weekend, the University Science Week, and its arts and humanities equivalent the Festival of Ideas.

A pleasing shelf layout in the Entrance Hall, developed by Janet Chow, by the Library Assistant Adam Crothers, and by other members of staff, allows new accessions and interesting works by Johnians to be displayed in eye-catching ways below the fine new lighting installed during the 2012 refurbishment. As I have noted above, making the most of the wonderful space in our Entrance Hall poses a challenge, and our staff are rising to that challenge through some inspired posters, focused displays of stock, and the redeployment of important collections.

Security and Safety

All risk assessments in the Library are updated annually in line with College policy, usually in September. Fire-evacuation exercises were conducted in the Library during the Michaelmas Term 2013 and the Lent Term 2014. It is customary to update the Library Disaster Response Plan every year, and in 2014, as periodically in the past, we held a Departmental training morning in which staff were shown the building alarms, inspected the ‘disaster kit’, and collectively engaged in some paper exercises designed to help them identify the correct response to different emergency scenarios. We are also establishing a Disaster Response Plan for the School of Pythagoras, which draws on arrangements developed for the Old Library over many years.

A Shared Responsibility
Through the sterling efforts of the Domestic Bursar and the Communications Office, we are reminded that any College department depends on the friendly support of colleagues in other parts of the wider operation to get many things done. College life is a shared effort. All the Library staff join me in thanking particularly our friends in the Admissions Office, the Chapel, the Communications Office, the Development Office, the Domestic Bursar’s Office, the Housekeeping Department, the IT Department, the Maintenance Department, the Master and President’s Office, the Porters and the Tutorial Office. That list is by no means exclusive: the HR Department and the Finance Department help us recruit good staff, look after them when we have them, and keep me from profligate spending, while the Bursary work closely with the Archivist and Catering and Conference help us hold body and soul together with excellent coffee, tea and biscuits through long meetings in the Seminar Room. I could easily go on! Those of us who have worked elsewhere in far less cooperative environments have daily cause for such gratitude.

A final word of thanks must go to the Librarian’s Secretary Angela McKenzie, for tackling the assembly and design of this Report so successfully, and to Paul Everest – not for the first time – for his photography and lovely cover design.

Mark Nicholls

The Library Staff

From left to right: Rebecca Watts, Angela McKenzie, Richard Sellens, Tracy Deakin, Janet Chow, Kathryn McKee, Sam Lewsey, Mark Nicholls, Fiona Colbert, Mandy Marvin, Adam Crothers and Paul Everest
(Absent: Robert Beale, John Holt)
Staff Reports

Robert Beale – Part-Time Library Cleaner

I have been working in the Library since January this year and am responsible for the daily cleaning of the Ground Floor and Mezzanine.

I have had the opportunity to undertake additional tasks such as book cleaning, changing light bulbs and assisting with the assembling of equipment.

I also maintain the cleanliness of the Old Library and the newly refurbished Pythagoras Building which are both very pleasant environments to work in.

Janet Chow – Academic Services Librarian

As the Library is open twenty-four hours all year round, the fabric of the building needs carefully looking after. After duly reflecting on the consequential wear and tear, I have come to realise that a major part of my work is concerned with, and dependent on, the support and expertise provided by the College Maintenance Department.

During the course of last year, for example, I sent nearly one hundred emails and numerous phone calls to Maintenance. Many of these requests were made during the Easter Term, probably due to the heavy usage of the Library by students during the examination period causing more things to go wrong. Some students can do rather irrational things when under pressure. I remember a few years ago, a student (I believe he must have been under examination stress) kept putting A4 paper down the toilet on the Ground Floor, causing frequent blockages. The Maintenance Department was called to unblock the toilet nearly every day! On another occasion, a student inadvertently locked himself in the disabled toilet when the ageing lock refused to turn. Again, the Maintenance Department came to his rescue. When I first joined the College, I recall that particular window sills of the Working Library were attractive as a toilet for pigeons. These unwelcome guests created a problem – how to stop them from messing? Again, the Maintenance Department came up with a solution – spikes on the window sills to stop the pigeons resting on them.

From small but important jobs such as those mentioned above to those that are much bigger and more profound, and which change the whole appearance and comfort of the Library – such as attending to lighting, seating and desk space, or ensuring that all parts of the Library are warm in mid-winter – the Maintenance Department is a key contact for me in carrying out my day-to-day responsibilities and enabling the Working Library to function effectively.

It seems to me that the importance of environmental issues is often underplayed in the successful running of any Library. In the 2013 Working Library User Survey, a couple of
environmental issues attracted most of the (relatively little) dissatisfaction expressed – one was the low level of lighting in some parts of the Library; the other was the lack of adequate heating in winter. These two issues are clearly of paramount importance as the Library is a learning hub for both students and Fellows. After discussion with the Maintenance Department, the heating was adjusted to remain on continuously, but at a modest temperature, during the coldest winter months. Temperature is now carefully monitored to make sure that it’s neither too warm nor too cold. New lighting, which is brighter and more energy efficient, has been installed in the Garden and Chapel wings on both the First and Second Floors – thus achieving a better light and more energy efficiency in the longer term.

The continuous improvement of the fabric and appearance of the Library is one of the many challenges to ensuring the Working Library operates effectively and efficiently. It reminds us that the physical environment plays an important part in the learning functions of a library, and that to achieve such an environment, we are dependent on the co-operation and skills of other College departments. Achieving a solution to these environmental problems – and if possible improving the Library’s provision at the same time – is satisfying and rewarding.

Fiona Colbert – Biographical Librarian

Writing a piece for the Annual Report turns one’s attention to the highlights of the year, and serves as a timely reminder of all the good work which has been achieved. So even though part of me is keen to make progress with a project I need to complete by the end of the week, I have spent today reflecting on past achievements, and how appreciative people have been for the service provided.

As I refresh my memory by casting my eye down the list of requests I have dealt with over the past twelve months, I smile as I remember particular conversations, or how grateful someone was for some information I was able to supply which they had not come across through any other source. What stands out are things such as the delivery of a bouquet of flowers in beautiful autumnal colours, with a note attached thanking me for my help with a biographical enquiry; the fact that one visitor to the Library insisted that she believed I could work miracles (would that it were so!); and someone’s excitement when I showed her the room where her grandfather once lived, and her delight at going to the window and looking out upon a scene he had surveyed as a student and remembered fondly, the College apparently having been held close to his heart throughout his life. Such things help to cement the feeling I have that the work I do is worthwhile and useful, and I am a part of something quite special.
Adam Crothers – Library Assistant

Last year’s Annual Report was my first. Although I had been at St John’s for close to a year and was not by that point even the most recent addition to the Library, I was able in this section to trade, somewhat, on the extent to which the quotidian and occasional aspects of the Library Assistant job were new to me. No more. I would not, however, wish to imply much world-weariness on my part: while the building stands firm, the Library as an institution is not static, and amidst the everyday tasks of acquiring, cataloguing, labelling and shelving items (items that are often of genuine interest to me anyway) there is variety. Explicit in my job title is the need to be of assistance as required by colleagues, and I don’t mind feeling useful. Contributing to the Treasures book and continuing with my ‘Vestiges’ feature in PN Review, meanwhile, have been most satisfying: as with, for instance, the scanning of manuscript material in the Rare Books Reading Room with regard to future external publication, it is good to be involved in enterprises that extend my role – minor as it is in such contexts – beyond the walls of the College.

Vacations allow for larger-scale projects, and one of the summer’s major tasks involved the relabelling of several hundred journal volumes in the basement, to reflect their classification under a simplified in-house alphabetical scheme rather than the Library of Congress system applied to those shelved elsewhere. An item is sometimes easily located regardless of labelling, but a match between its label and its official classmark is nonetheless ideal. Although correcting so many items is not much of an intellectual challenge, it takes time, and I fully understand why addressing the backlog thoroughly had been put off for so many years (I put it off for nearly two). The inevitably repetitive nature of this task was tempered by stock checking in the Old Library: a lovely (if delicate) environment, and, even when I moved on to beetle-hunting, one less Kafkaesque than the basement with its tube lighting, rolling stacks, and shelf upon shelf of inaccurately – now accurately – labelled books.

Tracy Deakin – Archivist

We’ve moved – yes the entire archive collection is now housed in the School of Pythagoras! What more is there to say?

Despite a mad twelve months of re-boxing, labelling and listing I have done my best this year to increase awareness of the College’s Archive collection. Thanks to the Communications Office the Archive has been featured on television news twice and appeared in the Daily Mail online.

Preparing for the move in July meant that I could not do as much outreach as I would have liked over the last year. However I still managed to host student inductions for College Freshers at the start of Michaelmas Term and I worked with the University Library to lead a Research Skills Workshop on Archives last November.
The first event scheduled for the new Archive Centre will be an activity for the annual Beaufort Society Meeting on 11 October; just ten days after the Centre opens. I am working with Ryan Cronin and Tom Kirk in Communications to develop some new online material, schools workshops and hopefully a College Walking Tour – so watch this space!

The new College Records Retention Schedule is almost complete. A lot of thanks is owed to Rebecca Watts and Rachel Walker who all but completed the data entry for this. With the help of IT and the Domestic Bursar’s Office I hope to begin re-visiting College departments to ensure everyone understands the new system and can begin using it moving forward; this should help with the eventual implementation of an Electronic Document and Records Management System.

Paul Everest – Biographical Assistant

So, it’s Annual Report time again, and I’m not quite sure where the time has gone. Under normal circumstances, the days and the work roll by; one project makes way for another and it can be difficult to find time to objectively assess what’s been achieved and what should come next. It’s fitting, then, that under the auspices of early autumn, we collectively step back and take stock – a harvest, if you like, of the year’s labour.

Amongst the many and varied tasks I’ve tackled this year, foremost in my mind is the search for missing Johnians. Ahead of reunion events in June and September, I spent many a moment typing names into Google, often with little more than a place of birth, former school or subject of study to narrow the field of search. It’s a thoroughly enjoyable investigative process, sometimes following tenuous threads into the depths of the internet and sometimes meeting with immediate success. More enjoyable than the research though, is the payoff – the warm, surprised response from Johnians to my hopeful emails and letters; the genuine delight at the College reaching out to make contact. It’s a task I am planning on repeating each year from now on, and one that I’m already looking forward to.

John Holt – Part-Time Library Cleaner

I have been cleaning the Library for almost seven years and still find the work challenging and it fits in well with my other role as landlord. I strive to keep the top three floors clean, all floors safe for users and also manage the recycling of plastic and aluminium drinks containers. I am a qualified First-Aider for the Library and attended a re-qualification course this April.

During the year I have carried out the following tasks to improve the working environment of the Library:

- Completed the book cleaning on the second floor in Chapel Wing and 50% of those in Penrose Wing.
- Guided Robert when he started cleaning in the Library.
• Helped Adam by replacing the Library’s various defective lights, with Robert’s help since January.
• Checked external fire doors monthly and cleared away pigeon muck on doorstep.
• Treated one area of carpet moth infestation.
• Collected up kick-steps for inspection and later put back in Library.
• Improved the recycling facilities in the Library by adding another mixed bin to the Mezzanine.
• Removed dangerous broken handrail brackets on the third floor as soon as spotted, prior to repair by Maintenance Department.
• Re-glued worn carpet to first floor and surveyed carpets for areas requiring cleaning.
• Left out boxes of toilet supplies at weekends in exam term now that we no longer work on Saturdays.
• Produced and installed new recycling signs.

The most annoying part of my job is still clearing up half-consumed drinks from rubbish bins and left on desks, demonstrating user’s unwillingness to use the recycling facilities. During the summer break I carried out many other tasks such as hoovering chairs and removing those broken, cleaning inside of lamp shades and the top of bookshelves, including recessed light fittings to remove dead flies and dust. I also gave the AV Room a deep clean to remove pigeon droppings and feathers where open windows have tempted pigeons inside.

Sam Lewsey – Projects Assistant (part-time)

This time last year I was preparing to return to work after a year of maternity leave. The College very kindly agreed to a flexible working request so that I now cover half the Projects Assistant role (mornings), whilst my colleague Rebecca Watts covers the afternoons. It’s been a year of ‘finding out’ this year; finding out how the job share would work, finding out how many of the tasks and projects I can reasonably get through in my mornings at work, finding out the best work-life balance, and finding out just how tiresome it can be both working and bringing up a little one!

As in previous years, I continue to do work for Fiona in the Biographical Office with the main objective of entering the details from new students’ Registration Forms onto the database before the next lot arrive. I have also kept the statistical side of the Projects Assistant role, which includes monitoring the numbers of users coming to the Library, borrowing and circulation statistics, and taking a broader snapshot of library usage once a term – usually in week five. And, as with everyone who works in the Library, I am available to deal with enquiries over the phone, by email and at the Library issue desk.

My main projects include the digitisation of The Eagle in its entirety, the processing and integration (where appropriate) of bequest and donation material that comes to the Library, and the continued cataloguing of additions to various collections. I also contribute to maintaining the Library’s Twitter feed, and help out at events and exhibitions (such as open Cambridge) as they happen throughout the year.
Mandy Marvin – Manuscripts Cataloguer

A year of ‘firsts’ for me: the ebb and flow of students, the expectant darkness of the Chapel at Epiphany before the first candle is lit, yale-hunting, learning how to add content to web pages. A highlight was seeing the College’s 2014 clutch of fledglings flapping about in their gowns and hoods on graduation day, many towing their glad and proud families and friends around the Upper Library.

The Old Library has been enlivened recently by the arrival of fishing line and a male torso (merely plastic, I assure you): the former for my attempt at making some protective fittings for the Upper Library, the latter for an exhibition. The line came with a bunch of exciting carp fishing DVDs so we might have to try our luck casting from the window out back!

I press on with some of the larger collections of personal papers – The Architect has taken precedence for the moment over The Author, with The Scientist and The Artist patiently waiting their turns. Of course now there’s The Agriculturalist and The Literary Scholar to join the queue, and I am mindful too of the host of individual items clamouring for attention.

Besides the satisfaction of finding answers or identifying useful material for researchers, some of my favourite times are when I’m able to be entirely absorbed in working on whatever archive’s in hand. I admit to indulging in a great deal of conversation with inanimate objects. It’s most satisfying to be at work with batches and boxes spread out all around me, feeling not so much mistress of, as servant to, all I survey. If in the Library you hear rustling and muttering under a mound of papers, it’s bound to be me.

Kathryn McKee – Sub-Librarian and Special Collections Librarian

Unlike last year, this has mostly felt like a productive year. As always, we’ve helped a lot of readers and welcomed many visitors. It’s particularly rewarding to see material from the special collections being used for teaching and consulted by so many students. The Reading Room has accommodated readers for the Archives as well as the Library during the preparations for the move into the new Archive Centre, which has been a great opportunity for me to learn more about the collections and the history of the College and its lands. While the School of Pythagoras will be a wonderful facility, I shall miss handling the archival material once the new centre is open. The close working relationship established between special collections and archives is certainly beneficial to researchers, as well as being useful to us. On a personal note, I’ve thoroughly enjoyed working on the treasures book. Despite the nitty-gritty of intense proof-reading deliberations on the placing of hyphens, it’s been an absolute thrill to see the publication taking shape. All my friends and family will be getting a book for Christmas this year!

The environmental problems in the Old Library continue to add to my grey hairs, but I am hopeful that a new monitoring system should aid us in testing possible solutions, and was
enraptured to learn that a thermal imaging camera can be used to track a straying tortoise! Evacuation of the entire medieval manuscripts collection on possibly the hottest day of the summer was something I sincerely hope we never have to do again, but thanks to the fantastic teamwork and skill of both Library and Maintenance staff, everything was moved quickly and safely, and I thank all colleagues involved.

Angela McKenzie – Secretary to the Head of Information Services and Systems and Telephone Liaison Officer.

As a result of the restructuring of the roles of the Domestic Bursar and the Librarian and the creation of the new Communications Office which Dr Nicholls mentions in his report I joined the Library team in November 2013, not without a little trepidation I have to say. I came from the Domestic Bursar’s Office which was a busy place both in terms of the breadth of subjects that involved him, to the number of phone calls, visitors and meetings which this generated right through to the general bustle of everyday life in a key office. There was never a quiet moment. Would I be able to fit into what I imagined would be the hushed environment of the Library? Would I even understand what all those clever, serious people talked about? Would I be able to restrain my naturally talkative nature? Would I miss being in the centre of things?

To be true it is certainly quiet in the Library, but as I settled at my new desk with what must be one of the best views that there is in College I realised that although quietness does prevail much of the time, the staff are all individually livelier than I imagined. Coffee breaks – quite a novelty for me – often involve a quick look through the local paper for any amusing stories which are then given a new perspective by the various people assembled. Then there are the holidays to be discussed and cakes to be eaten. It would seem that there are several bakers amongst the team and not many weeks go by without cakes or biscuits appearing on the coffee table.

College Telephones, which I have brought with me to my new role as Secretary to the Head of Information Services and Systems and Telephone Liaison Officer, involves me being responsible for the administration and programming of approximately 350 VOIP (Voice Over Internet Phones) handsets used by Fellows and staff, about 90 University Mobile Phones, 50 Emergency Hostel Phones plus several standalone BT / Virginmedia phone lines provided for the Lifts which are now in use in the Divinity School, Fisher Building and School of Pythagoras. That is a lot of phones and I liaise a great deal with the University Computing Services (Telecomms Office) and the College IT Department. This keeps me busy, especially in the run up to Michaelmas Term when many academics are on the move.

I also produce the College Internal Phone and Email Directory each year which is one of my favourite jobs because I know it is appreciated by Fellows and staff alike. I update the College entry in the University Directory which is now printed bi-annually. This involves hours of checking and amending.

During the remainder of my time I try to provide Dr Nicholls with secretarial support in his new role as Head of Information Services and Systems. He already has a great Tutorial Secretary in Fiona Boston who keeps his Tutorial side running smoothly and a well-oiled
support network here in the Library for matters relating to the functions of the Library. I was passed a wealth of information by Ryan Cronin before he moved to the Communications Office, which enables me to assume certain responsibilities in the Library team such as Environmental Monitoring.

One of my tasks on a daily basis is managing Dr Nicholls’ diary to enable him to juggle his various roles. Now that he and I have trained each other a little better!!! – this is proving to be one of the most useful things I can do for him and will be even more so as Dr Nicholls assumes the role of Secretary to the College Council in Michaelmas Term 2014.

So all in all, in answer to my own questions – I am happy to be in the Library office and appreciate being made welcome by the team. I feel that I do add something to the mix – possibly not what the team are used to but certainly I think they benefit from the knowledge of the working life of the rest of the College that I have gleaned in the fifteen years I have been here and certainly some amusing anecdotes I have picked up along the way go down well. Finally I can report that there is a lot to be said for a quiet and calm working environment!

Richard Sellens – Library Graduate Trainee

After almost two months of working in the Library, I can confidently say that Resource Description Access is certainly not my friend! Having previously worked in a college library that was smaller than the Library’s lobby, life as the Graduate Trainee has certainly been an eye-opening experience and one that I am thoroughly enjoying. Due to the varied nature of my job, I have been able to see all the different sides of what keeps a library running, from the first line of defence that is the issue desk to the relative calmness (though I’m sure Kathryn would disagree) of the Old Library.

After the initial deluge of information in my first few days, I have found that learning-by-doing has been the best way to get to grips with what is expected of me. Although the students haven’t returned yet, I have had plenty of tasks to keep my busy, including registering new students and searching for biographical details on past ones, as well as plenty of opportunities to do my own tasks, namely the systematic creation of signs for the periodicals and journals (and anything else I can get my hands on!)

I’ve also been lucky enough to attend the various courses run by LiT and libraries@cambridge, which have helped flag up areas of which I haven’t been so sure and solidify those of which I have. As these continue through the year, I’m looking forward to learning about the librarian way of thinking. The rest of the staff have been very helpful (and patient) with my endless queries and have made me feel very much at home, allowing me to get involved in several other areas, such as the Library’s social media and outreach programmes (namely our Open Cambridge exhibition). Thanks to the CaTaLOG group, I have made connections with the other trainees in Cambridge and look forward to our visits to other institutions which I’m sure will show me the sheer scale of differences between each library.
As a final thought, it was but only yesterday that I suffered my first paper-cut as a librarian, a momentous occasion that, whilst quite painful, has marked the start of what I know will be a great year and, hopefully, a successful career.

Rebecca Watts – Projects Assistant (part-time)

Having spent two years (2011-13) contentedly running the Samuel Butler Project in the Old Library, I was pleased to return to St John’s in September 2013, and delighted to find that my new desk, this time situated in the Working Library, had a window in front of it, a radiator underneath it, and a coaster upon it ready to receive a cup of tea. To top it all I inherited the office’s Harry Potter mug. An auspicious start, you might say. Since then I have enjoyed (warmly) cataloguing a range of material, including a significant bequest of rare and unusual books from the late George Watson’s personal library, and a steady stream of donations which are generally absorbed to the borrowable collections.

I’ve also overseen the provision of a large quantity of new books to Yangon University in Burma, in memory of Sir Charles Morgan Webb, a Johnian and the first Vice-Chancellor of what was then called the University of Rangoon. This involved liaising between Yangon’s University Librarian, the Department of East Asian Studies in Cambridge, the British Council, Cambridge University Press and a variety of international courier companies. Identifying, purchasing and shipping the books to Burma was the easy bit; persuading the local customs officials to release them from the airport depot proved somewhat more testing. When the books at last reached their intended destination, however, they were welcomed enthusiastically by students and staff, who expressed their sincere gratitude to the College for this charitable gesture.

My other substantial project has been assisting Tracy with the Archive move – a conceptual as well as a practical task, requiring several months of sorting, boxing, listing, strategizing, colour-coding, laminating (of signs, not the historic collections) and hard graft. Let it here be noted that (as Tracy can verify) I also performed several feats of mental arithmetic while standing on a ladder – which may be against health and safety, but which I consider a significant work-based achievement.
Staff Training

Library staff have undertaken a range of development activities to equip them with the skills and qualities needed to fulfil departmental strategic objectives and personal goals identified through the annual Staff Development Review programme. Technical and practical skills have been developed in cataloguing, IT, records management, and languages. Staff have gained essential knowledge of the legal framework in which we operate; have enhanced their professional skills in areas such as management, media, and research; and have considered wider issues affecting the library and archives environment in the digital age, taking opportunities to network with colleagues and learn from best practice in other institutions. Training has been sourced from professional bodies, academic institutions and relevant individual teachers, while advantage has been taken wherever possible of free local training provision. While not all staff have personally undertaken formal courses, informal learning, and cascading of skills and knowledge from those within the Department who have attended training are the norm. The Graduate Trainee also participated in the extensive programme of visits and sessions provided by and for the Cambridge libraries with trainees.

<table>
<thead>
<tr>
<th>Staff member</th>
<th>Training</th>
<th>Provider</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Librarian</td>
<td>Dignity at work</td>
<td>SJC</td>
<td>-</td>
</tr>
<tr>
<td>Sub-Librarian / Special Collections Librarian</td>
<td>Risk Assessment</td>
<td>SJC</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>The Librarian as researcher</td>
<td>LiT</td>
<td>free</td>
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<tr>
<td>Academic Services Librarian</td>
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<td>CPD25</td>
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<tr>
<td>Archivist</td>
<td>Sustainable history: ensuring today’s digital history survives</td>
<td>IHR &amp; KCL</td>
<td>free</td>
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<tr>
<td></td>
<td>Spokesperson training/media interview skills</td>
<td>ARA</td>
<td>£60</td>
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<tr>
<td></td>
<td>Latin in Medieval Britain: sources, language &amp; lexicography</td>
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<td></td>
<td>Gerald Aylmer Seminar 2014 – the Global Archive</td>
<td>RHS, IHR, NA &amp; Uni Leics</td>
<td>free</td>
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<tr>
<td></td>
<td>Standards for discovery: from the small archive to the European stage</td>
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<td></td>
<td>Transforming information: record keeping in the early modern world</td>
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<td>free</td>
</tr>
<tr>
<td></td>
<td>EDRMS @ Downing College – where we are now</td>
<td>CAG</td>
<td>free</td>
</tr>
<tr>
<td></td>
<td>Risk Assessment</td>
<td>SJC</td>
<td>-</td>
</tr>
<tr>
<td>Biographical Librarian</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Librarian’s Secretary</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Projects Assistant (SL)</td>
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<td>King’s</td>
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</tr>
<tr>
<td></td>
<td>Excel 2010/2013 functions &amp; macros</td>
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</tr>
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<td>XChange</td>
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<tr>
<td></td>
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<tr>
<td>Projects Assistant (RW)</td>
<td>Rare books cataloguing</td>
<td>AP</td>
<td></td>
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</table>
Staff have also participated in the provision of training across the University. The Archivist has delivered a course on ‘Using Archives for your Dissertation’, as part of the University Library’s research skills programme. The former Librarian’s Assistant, now in the Communications Office, Ryan Cronin has delivered sessions for the Librarians-in-Training programme on the ‘Librarian as Educator’, and on ‘Teaching Skills’. The Librarian, Academic Services Librarian and Special Collections Librarian have all hosted participants in the University’s Penumbra shadowing scheme, as well as other informal visits from professional colleagues seeking to learn from our practices.

Kathryn McKee
Sub-Librarian
User Education

A Library induction session was held for all first-year undergraduates in the Main Lecture Theatre in the Divinity School on the Saturday afternoon before the start of the Michaelmas Term, 2013. This was the first time the Freshers’ orientation event was held in the Divinity School since it opened for College use in October 2012. The IT Department, Tutorial Office and the Library shared an hour’s induction, with a joint Q & A session at the end of the presentation. The Library presentation covered basic and essential information, such as Library rules and borrowing rights. It also demonstrated to students what they need to know to become effective Library users. Students were made aware of the Library website, the Library catalogue, how to access to e-books and journals, and renew Library items online. The presentation was well attended and the Theatre was packed out.

Library tours were arranged for all new undergraduates over a three-day period, from the following Monday to Wednesday. These were arranged by subject group, with Library staff each taking three or four groups of students at staggered times. The thirty-minute tour covered both the Working Library and the Old Library. Students had the opportunity to familiarise themselves with the layout of the Library, the facilities and resources available, and, in particular, the location of materials related to their own subjects. Library staff also explained how to borrow and renew items using the self-check machine, and explained the fire procedure and the security system to new students. Sets of library leaflets, maps and useful subject guides were also handed out before the tour.

Overall, the induction session for the undergraduates was successful, judging by the numbers attending and interest shown. Thanks are due to colleagues from the Tutorial Office and Library staff for their collaboration in making the tours informative.

Janet Chow
Academic Services Librarian
The Working Library

Following the completion of the 2013 Working Library User Survey, a key task over the last year was to address two main issues which attracted user dissatisfaction: first, to improve low levels of lighting in many parts of the Library – an acute problem, especially on dark and cloudy winter days and nights. The second was to overcome inadequate heating in winter, which some users felt was not conducive to work, especially when sitting for long periods. Thanks to the cooperation of the Maintenance Department, the heating has been adjusted to stay on continuously, albeit at a modest temperature, during the coldest winter months.

New energy-saving lighting has also been installed in Garden and Chapel Wings on both First and Second Floors – thus giving better light.

Significant changes are being made to the Ground Floor. For some while we have been mindful of the need to optimise the space in the Library Entrance Hall. In particular, we felt that much of this floor space has been under-used, housing hard-copy reference materials that are increasingly accessed online. At the same time, we wanted to create a display corner with seating, so that readers could browse new acquisitions. Consequently, we have begun the process of relocating rarely-used reference works to the Basement, thus freeing up shelf space for other purposes. The far corner of the reference area is now used as a display corner to showcase the large variety and richness of resources available in the Library. The entire bookcase next to the journal rack is now being used to display new acquisitions, DVDs, and highlights from the Johnian and Maxwell Collections. We are also now able to meet the wishes of many users expressed in the 2013 Library User Survey for wider and more explicit promotion of Library DVD collections.

Creating the display corner has also led to some academic journals in the reference area being relocated through the glass door in the Periodicals Area. The journal rack in the reference area is now used to display publications of general interest, for example, the Library Annual Report, The Eagle, Johnian News, New Scientist, Nature, and electronic
resource information. Many creative ideas for display items initially came from last year’s Graduate Trainee, and the Library Assistant. The current Graduate Trainee and Library Assistant share the responsibility for keeping the display items up-to-date. Low-level book cases are presently on order to partition the display corner off from the rest of the Ground Floor, and eventually, the acquisition of comfortable seating will complete the re-configuration.

Continuous improvement of the fabric and appearance of the Library is of paramount importance to ensure the Working Library operates effectively and efficiently. The replacement of the paper hand towel dispensers in all toilets is currently being investigated. With the help of the Maintenance Department, a start has been made with the installation of an electronic hand-dryer in the disabled toilet. This has proven more eco-friendly and economic than paper towels. It also prevents the littering of floors and bins, and avoids the danger of running out of hand towels, especially during term time when the Library is busy. After the successful trial of the electronic hand-dryer in the disabled toilet, the Academic Services Librarian will propose to the Maintenance Department that electronic hand-dryers be installed in other toilets on all floors in the coming year.

Heavy usage of the Library over many years has taken its toll on some of the carpets. After completion of new carpeting in Penrose on the Second Floor during the summer of 2014, further new carpeting is planned for the summer of 2015 on the First Floor. New blinds in the Computer Room on the Third Floor have also been fitted to give the room a brighter and fresher look.

In describing the above changes to the Working Library I am reminded of three things: first, the physical environment is continuously evolving; second, the forces shaping and re-shaping the physical environment are many – technology, new ideas, responsiveness to users, eco-friendliness, economy, and the need to replace damaged or worn out materials; and finally, the driver to make these changes is a belief in the connection between physical environment and enhanced learning, and the conviction that as the Library exists primarily for the benefit of its users, it should provide them with the very best environment possible.

Janet Chow
Academic Services Librarian
Entries to the Library

Statistics for the number of users entering the Library are kept using a people counter positioned next to the entrance of the Working Library; a reading is taken from this at 9am every Monday to Friday throughout the year (excluding unstaffed periods) and recorded so that we may analyse the trends in Library usage both throughout the year and in comparison with other years. The graph below shows the average daily entries to the Library over the course of the last three years, arranged so as to distinguish between term and vacation time usage.

As in previous years, library usage for 2013-14 increased from Michaelmas through to Easter Term. Easter Term tends always to be our busiest, when many of our students take advantage of the generous provision of study space and quiet atmosphere. Easy access to study materials and computing facilities also makes the Library an ideal haven for students when preparing for their deadlines and exams.

Looking at the year-on-year comparison below, it is extremely gratifying to see the significant rise in usage over the preceding years: footfall in Easter Term 2014 was almost equal to entries in Easter Term 2012, when refurbishment work taking place towards the end of term and over the Summer vacation distorted the statistics and increased the numbers of entries during those periods. Michaelmas and Lent Terms this year were also noticeably busier, contributing to an annual total of nearly 150,000 entries to the Library (149,664 at the time of writing, with a few days still to come in).

Sam Lewsey
Projects Assistant
Working Library Use

During the fifth week of every Full Term we collect statistics from the Working Library in order to give a broad overview of how Library usage develops, not only over the course of the academic year, but also in year-on-year comparisons. These include the number of entries to the Library, enquiries made at the Issue Desk and a tally of the number of books cleared from desks around the Library, as well as online statistics collated on the use of the self-issue machine, also known as the self-check machine, and our general circulation data.

![Figure 1. Items issued; comparison of the last three years](image)

The graphs shown in this report illustrate the comparisons of the enquiries received at the Issue Desk and the borrowing statistics taken from the data gathered over the past three years. We have now had the self-issue machine (facilitating 24-hour borrowing) in the Library for two years; Figure 1 shows that borrowing has risen significantly since its installation at the beginning of the 2012-13 academic year, and that in Michaelmas and Lent Terms this year borrowing figures once again surpassed those of the previous year. The annual trend that shows a steady decline in borrowing from Michaelmas through to Easter Terms reflects the changing usage of the Library, with the focus shifting from provision of study materials for lectures and supervisions to provision of study space for revision for exams.

Figures 2 and 3 show more clearly the impact of the self-issue system on the number of enquiries fielded at the Issue Desk. Prior to the start of self-issue and 24-hour borrowing in September 2012, all borrowing had to be done via the Issue Desk during staffed hours, and as such was included in our record of enquiries. Figure 2 illustrates a large drop in enquiries between the 2011-12 and 2012-13 academic years, but what this means in real terms is that we now have a far clearer picture of the number of actual enquiries we answer in these sample weeks without borrowing skewing the statistics. It is particularly pleasing to see the increase in the number of users coming to us with enquiries in Michaelmas Term, as it as
essential that students (particularly in their first term at St John’s) feel confident in coming to us with any questions they have regarding the resources available to them.

Figure 2. Enquiries at the Issue Desk; a three-year comparison

Figure 3. Percentage of books issued via the self-issue machine 2013-14

Figure 3 shows just how successful the introduction of self-issue and 24-hour borrowing has been. The vast majority of books are now borrowed in this manner, with users becoming more confident in using the facility over the course of the year. This leaves staff better able to attend to enquiries concerning the Library collections, computing, printing and copying facilities and other Library services, as well as troubleshooting any circulation issues that may arise.

Sam Lewsey
Projects Assistant
Library borrowing levels, based on frequency counts of items borrowed, reached 21,363 in the academic year 2013-14, an increase of about 10% compared to the previous year (see Figure 1 below). It is also the highest borrowing rate ever since 1998-9 (see Figure 1 below). Of the 21,363 items borrowed, more than half (12,107) were items issued through the self-issue machine; of these, 14% was issued on Saturdays and 13% on Sundays. There is little doubt that the introduction of the machine has been popular and that the flexibility it offers is conducive to increased borrowing.

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 and then Easter Term. Against this trend, borrowing figures for the Christmas vacation, Easter vacation and the Easter Term for 2013-14 show a slight fall compared with the previous year (2012-13). However, the borrowing figure for the Summer vacation shows a significant increase of 719 (56%) compared to the previous year (2012-13).

<table>
<thead>
<tr>
<th>Term</th>
<th>2013-14</th>
<th>2012-13</th>
<th>2011-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michaelmas Term</td>
<td>7381</td>
<td>6268</td>
<td>4476</td>
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<tr>
<td>Christmas vacation</td>
<td>839</td>
<td>879</td>
<td>615</td>
</tr>
<tr>
<td>Lent Term</td>
<td>6377</td>
<td>5862</td>
<td>3868</td>
</tr>
<tr>
<td>Easter vacation</td>
<td>955</td>
<td>1004</td>
<td>639</td>
</tr>
<tr>
<td>Easter Term</td>
<td>4522</td>
<td>4730</td>
<td>3133</td>
</tr>
<tr>
<td>Summer vacation</td>
<td>1289</td>
<td>570</td>
<td>844</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>21,363</strong></td>
<td><strong>19,313</strong></td>
<td><strong>13,575</strong></td>
</tr>
</tbody>
</table>

Table 1. Borrowing figures for the last three academic years by term
For 2013-14, History became the most heavily borrowed subject (displacing English in 2012-13), followed by Economics (see Figure 2 below). The three subjects experiencing the largest borrowing increases were, in order, Biological sciences, Art and Architecture, and Theology – with Biological sciences more than doubling from 562 in 2012-13 to 1466 (2013-14). This may reflect the significant improvement in the quality and quantity of books recently acquired in the Biological sciences section. A number of other subjects also experienced an increase in borrowing in 2013-14, compared with the previous year – Asian and Middle Eastern Studies, Education, Veterinary Medicine, Law, Engineering, Anthropology, Medicine, Modern and Medieval Languages (MML), Classics, Physical sciences, Philosophy, and History. There was, however, a dramatic drop in the borrowing of English books – from 2103 (2012-13) to 1528 (2013-14). There are two possible reasons for this drop: firstly, a wide range of electronic books is being purchased by the University of Cambridge and the English Faculty; and secondly, more students may be using books for reference purposes only.

Figure 2. Circulation of books by subject area in 2012-13/2013-14

Janet Chow
Academic Services Librarian
Seminar Room

In line with a proposal mentioned in last year’s Annual Report, the Library’s Seminar Room was treated as a simple extension to available study space for the duration of the 2014 exam period. The room, while still accommodating discussion sessions, could not be officially claimed by a single group or indeed, as had been an issue last year, individual students. This (combined with a welcome decrease in noise elsewhere in the Library) made for an atmosphere of fairness and mutual consideration, and garnered only positive feedback; we intend to repeat this approach in 2015.

Between October 2013 and September 2014 the Seminar Room was booked for a little over two thousand hours. That a little over a quarter of these hours were the aforementioned block bookings for the exam period should not detract much, if at all, from the indication that the room and its resources remain valuable in the eyes of Fellows, students and staff.

Audio-Visual Room

The Library’s film and music holdings continue to prove popular, and the hope is that the dedicated display shelves on the Ground Floor will draw further interest. The acquisitions policy continues to prioritise academically useful items specified on reading lists or recommended by Directors of Studies; after that, preference is given to student recommendations that seem good additions to a culturally alert collection, followed by the Library Assistant’s, and other staff members’ suggestions along similar lines. Thanks must be extended as ever to St John’s alumnus Dr Terence Denman (PhD 1985), whose frequent donations complement the Library’s purchases immensely and help to make the collection useful, relevant and – not a triviality – entertaining. The AV Room’s most borrowed item over the last year was, happily, Garth Jennings’s 2005 adaptation of a Johnian book, Douglas Adams’s (BA 1974) The Hitchhiker’s Guide to the Galaxy.

The novel design of the AV Room’s roof conspired, one summer night in 2014, with heavy rain and a drain blockage to cause flooding in the room and damage some items, although for the most part only superficially. This was a reminder (wholly unsought) that, while a DVD box set is not as frighteningly vulnerable to the elements as a medieval manuscript, these items are far from indestructible and need to be protected.

Adam Crothers
Library Assistant
## The Old Library

### Statistics

<table>
<thead>
<tr>
<th></th>
<th>2013-14</th>
<th>2012-13</th>
<th>2011-12</th>
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<tr>
<td>Readers consulting special collections material</td>
<td>329</td>
<td>326</td>
<td>363</td>
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<tr>
<td>Visitors taking a tour of the Old Library*</td>
<td>1162</td>
<td>1251</td>
<td>1506</td>
</tr>
<tr>
<td>Letters filed</td>
<td>25</td>
<td>35</td>
<td>37</td>
</tr>
<tr>
<td>E-mail responses to enquiries</td>
<td>1245</td>
<td>1216</td>
<td>1254</td>
</tr>
<tr>
<td>Reproductions of special collections material processed at Cambridge University Library</td>
<td>0</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>Reproductions of special collections material processed at Trinity College**</td>
<td>7</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Reproductions of special collections material processed in house***</td>
<td>426</td>
<td>313 (+747 copies for one reader)</td>
<td>352</td>
</tr>
<tr>
<td>Permissions granted to reproduce special collections material in published works</td>
<td>93</td>
<td>90</td>
<td>101</td>
</tr>
<tr>
<td>Use of special collections material in connection with biographical work</td>
<td>30</td>
<td>35</td>
<td>46</td>
</tr>
</tbody>
</table>

* Does not include visitors at public open days or children attending educational visits.
** From summer 2013 we have been able to use Trinity College’s microfilm scanner to make digital copies from microfilms.
*** The figure is somewhat arbitrary as one ‘reproduction’ may be anything from a single photograph to scanning a 200-page document. It includes reproductions of material to answer biographical enquiries.

### Readers

27% of our readers this year were students, of which 16% were at doctoral level and 11% either undergraduate or masters students. Geographically, 25 readers came from the USA, 23 from continental Europe, 4 from Australia, 3 from Japan, 2 from New Zealand, one from China and the remainder from within the UK.

A relatively recent development is the use that St John’s own students are making of our special collections as a basis for projects. During the Butler Project, postgraduate Julia Powles quite literally followed in Samuel Butler’s footsteps in Italy (for 376 kilometres) using his *Alps and sanctuaries* as a travel guide. An account and photographs of her experiences were presented as a highly entertaining talk at one of the Butler Days. In summer 2014, Brendan Chan and Daniel Anderson, both postgraduates in classics, were inspired by another Johnian’s travels, using Thomas Worden French’s photographs taken in Greece and the Dodecanese in 1944-46 for the Monuments, Fine Arts and Archives Sub-Commission of the War Office as the starting point for an exploration of the ancient architecture of Rhodes. Their photographic record, faithfully reproducing many of French’s original shots,
has now been deposited in the Library as a supplement to the French Collection. All these students were supported in their projects by College travel grants.

**Purchases**

This year’s relatively modest purchases have added works by Johnian authors and have complemented our collections on the abolition of the slave trade. The Perrin letters will be particularly useful in teaching, illustrating the economic interests of the slave owners.


Eight letters addressed from Jamaica to William Philip Perrin in London concerning the management of his sugar plantation. 1772-97. Bought from Samuel Gedge, May 2014 for £2500+VAT. (Purchased from the Noël Marshall Fund)

List of slaves and their values, and a shipping bill for sugar from the Perrin letters.
Donations

We are delighted to receive donations of the personal papers of two former Fellows of the College this year, which complement material already in the Library’s collections.

Philomena Guillebaud
One box of papers relating to Claude Guillebaud, former Fellow, with his CBE medal.

Ruth Steketee-Engledow
Papers, photographs, and artefacts of Sir Frank Leonard Engledow, former Fellow.

David McMullen (Fellow)
Certificate of residence for Samuel Butler (1774-1839), later Bishop of Lichfield and Coventry, signed by William Craven, Master, 1797.

Brian Fenwick-Smith (BA 1959)
Robert Herrick. *Hesperides* (1648 edition with rare Thomas Hunt imprint)

*Supplement to the Connecticut Courant*, volume XXVIII, No.24, Saturday 28 November, 1863 (containing the text of Lincoln’s Gettysburg Address)

Helen Maria Williams, *Letters written in France in the summer 1790*… (London, 1790)

*The European magazine and London review*, February 1787 (contains William Wordsworth’s *Sonnet on seeing Miss Helen Maria Williams weep*)

Visits and classes

The Building Crafts College with Prof. Howard (November 2013)
The Friends of Eton College with Prof. Howard (November 2013)
Fellow Commoner’s Graduates’ visit with the Librarian (November 2013)
English MPhil workshop on literary archives with Dr Abbott (November 2013)
Class on Benedetto da Mantova with Prof. Howard (November 2013)
MML MPhil manuscripts class (November 2013)
Guides from Burghley House with the Librarian (November 2013)
Architects (November 2013)
Italian students from technical college (December 2013)
University of Cambridge architecture students (February 2014)
Blue Badge guides – two groups with Maggie Hartley (February 2014)
ASNAC visiting lecturer (March 2014)
MML undergraduates two manuscripts classes (March 2014)
Students from Borchs Kollegium, Copenhagen (April 2014)
Medieval Manuscript Studies in the Digital Age [MMSDA] (April 2014)
Donor Day exhibition of treasures and tour by the Librarian (May 2014)
Students from Braunschweig University (June 2014)
Tour for participants in an international workshop held in College: Notions of Identity in Jewish Literature of Second Temple Period (June 2014)
Conference delegates at the 25th Polar Libraries Colloquy (July 2014)
Group visit for school children from India with Dr Leake (July 2014)
Conference delegates to Writing Britain 500-1500 (July 2014)
Delegates to conference on Sir John Cheke (July 2014)

(NB the above list does not include school sessions run as part of the Library’s Educational Outreach Programme, nor group visits organised by the College’s Access Officer.)

Special themed displays were arranged in the Upper Library for most of these events.

MS N.31, the Mortuary Roll of Amphelissa of Lillechurch, was a highlight for MMSDA students in April 2014

Events

Open Cambridge brought 649 visitors to a one-day exhibition of Library treasures.

For the Festival of Ideas 676 visitors came to an exhibition of poetry and there were twelve participants in a workshop run by Dr Abbott on Coleridge.
The Science Festival attracted 543 visitors to the Upper Library’s exhibition World of Wonders: Exploration through the Ages, while about a hundred individuals participated in a jointly-organised ‘trail’ between the College and the Scott Polar Research Institute.

The Upper Library was open with a display of treasures for graduands and their families following Congregation.

The Upper Library was used for a reception prior to the Michaelmas Entertainment in 2013, and for a reception for the Johnian Dinner on 29 June 2014.

**Preservation**

A matched-funding grant from the National Manuscripts Conservation Trust enabled the full conservation of MS G.23, Barbour’s Brus, together with the conservation of the College’s Foundation Charter from the Archives. The work was undertaken by the Cambridge Colleges Conservation Consortium. We are delighted that these key manuscripts are now in a condition to be consulted and displayed.

Before, during, and after. The conservation of MS G.23 (photos © Cambridge Conservation Consortium)

The Consortium has continued to tackle items prioritised for conservation, and we are pleased to report that all ‘A1’ priority printed books have now been conserved. The list of volumes in need of attention remains lengthy.

Fifteen books from the Upper Library infected with bread beetle larvae in the summer of 2013 were sent to Harwell Document Restoration Service for freeze-drying treatment. A sixteenth was given an oxygen-depletion treatment at the Conservation Consortium. It will be interesting to see if the latter treatment is more effective than freezing. Unfortunately it
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is a technique for which the Consortium only has facilities to treat small volumes, and many of those infected are large folio volumes.

Following the serious mould outbreaks in 2012-13 and report from Edward Cheese on environmental conditions in the Lower Library, further investigation work has been carried out by Tobit Curteis, the expert in historic collection environments. A thermal imaging survey of the Lower Library has been most informative. Samples of plaster from the walls have been taken and analysed, as the type of render may be contributing to problems. A comprehensive monitoring system has now been installed throughout the Old Library to gain a fuller picture of conditions, both to inform future work and allow possible solutions to be implemented and evaluated in small areas.

A prolonged hot and humid spell in July 2014 revealed serious shortcomings in the system controlling temperature and humidity in the Manuscripts Store. Complete failure of the humidity control necessitated the evacuation of the manuscripts to the School of Pythagoras while problems with the system were investigated. New, higher specification equipment has been manufactured, for installation in late September 2014.

Heat and humidity in July also provided ideal conditions for bread beetle larvae to hatch. Volumes known to have been previously infested were checked repeatedly throughout July and August. Six books were found to contain newly hatched grubs. While the figure is lower than last year, the problem persists.

On a happier note, a stocktake of the Upper Library was carried out over the summer of 2014: the first full stocktake since 2010. Particular thanks go to Adam Crothers for undertaking virtually all of this laborious, but necessary work. No books were found to be missing.

Exhibitions in the Library Exhibition Area

Michaelmas Term
‘The Cavalier Poet’: John Cleveland, his works and his times

Lent Term
‘Missionary College’: John William Colenso and Thomas Whytehead (This exhibition marked the 200th anniversaries of Colenso’s birth in 2014, and Whytehead’s birth in 2015)

Both of the above exhibitions were curated by the Special Collections Librarian.

Easter Term
Student art and photography competition
Summer
‘Blancmange to make, blisters to draw: early modern household knowledge.’ An exhibition curated by the Graduate Trainee, Charlotte Hoare.

‘Blancmange to make, blisters to draw.’ A selection of recipes to try at home...

Loans

English Heritage borrowed ‘Shakespear’s’ *Merlin* (Gg.3.42) for the *Set in Stone* exhibition in the new visitor centre at Stonehenge (18 December 2013 - 16 September 2014).


The Parker Library, Corpus Christi College borrowed MS 1.10 for a conference on Adam Easton (10-11 April 2014).

Staffing

There have been no major changes this year. The Manuscripts Cataloguer’s base in the Reading Room enables her to assist with readers, providing essential cover in the Special Collections Librarian’s absence. Mandy has quickly built up an impressive knowledge of the collections and her expertise and helpfulness is much valued by our readers. The Library Assistant’s steadfast contribution to less glamorous summer tasks deserves special mention. Adam’s regular afternoon a week in the Old Library has allowed him also to take on some of the more time-consuming enquiries, and requests for copies, ensuring that the service we offer ‘remote’ enquirers is prompt and efficient even in the busiest times. Chris Krupa continues to volunteer regularly, and is making steady progress towards completing the full cataloguing of the papers of Sir Fred Hoyle.

Media

Anglia TV has filmed the Archivist in the Library on two separate occasions in relation to a news item on a film in the College Archives that had been recently digitised, and regarding a further digitised film of 1940s Cambridge.

The Times photographed Danae Mercer (BA 2011) with students in relation to a story on scholarships at the College.

BBC TV filmed the Librarian and Eamon Duffy in the Upper Library for a programme relating to the Gunpowder Plot.

Professor Helen Weinstein and the rapper Inja were photographed in the Upper Library with Slavery Abolition material from the collections for the ‘Cycle of Songs’ project.

The conservation of Barbour’s Brus manuscript gained wide coverage on the BBC News website, and in the national and local press.

Graduate Trainee Charlotte Hoare was interviewed on local radio about her exhibition on early modern household management and the exhibition was featured prominently in the local press.

Kathryn McKee
Sub-Librarian and Special Collections Librarian
The Biographical Office

General overview

The Biographical Office has processed a large number of wide-ranging enquiries over the last year, drawing on information held on our records regarding Johnians from the sixteenth century through to the present day. It would not be possible to provide that assistance without the appropriate details being held in the collection: in the physical Biographical Archive or on the Biographical Database.

The database holds records for over 22,000 Johnians who have been admitted to membership of the College since 1900. Checking and updating that information is a large part of the Office’s work, as is creating new records for those students, Fellows, and other members of the College who come up each year. Meanwhile the Office continues to add to the material held on file for those from earlier times if we discover new information.

The activities of the Office generate a lot of correspondence, paperwork, and the need for proactive research. The table below offers an insight into the volume of biographical information received, and some of the work undertaken, with figures for the previous two years included for comparison.

<table>
<thead>
<tr>
<th>Action</th>
<th>2013-14</th>
<th>2012-13</th>
<th>2011-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biographical material received</td>
<td>4867</td>
<td>3936</td>
<td>2831</td>
</tr>
<tr>
<td>Biographical Archive consulted</td>
<td>745</td>
<td>723</td>
<td>782</td>
</tr>
<tr>
<td>Items filed in Biographical Archive</td>
<td>635</td>
<td>414</td>
<td>661</td>
</tr>
<tr>
<td>Emails and letters sent</td>
<td>2974</td>
<td>2588</td>
<td>2658</td>
</tr>
<tr>
<td>Proactive research</td>
<td>2856</td>
<td>2609</td>
<td>3455</td>
</tr>
</tbody>
</table>

The full activities of the Office are too extensive to list in detail, however some of the key tasks are mentioned overleaf.
Missing Johnians

This year, a concerted effort was made to locate missing Johnians ahead of reunion events, with encouraging success. The checks encompassed nine year groups and a total of 261 missing Johnians. As you can see from the pie charts opposite, the time invested in this research offers compelling evidence for the importance of this exercise – of the 261 missing Johnians, letters or emails were sent to 50%, and 26% were reconnected with the College – 68 Johnians with whom we had previously lost contact. The potential to bring such a number back to the fold each year is both exciting and valuable.

As the following comments will attest, feedback to this project has been overwhelmingly positive and encouraging.

- Thank you for making contact after these many years. I enjoyed a fine year as a Research Fellow at St John’s and have great affection for the College.
- I have only the very best memories of my year as a member of St John’s College’s student body, so I would be simply delighted to stay in touch.
- Thank you for reaching out across the miles (and decades). I would be happy to renew my acquaintance with the alma mater.
- I would love to renew my contact with the College. Thank you for the effort you put in to tracking me down (and for the delicacy with which you made the inquiry).
- I have always regretted not keeping in touch with the people from St John’s and the PGCE program. I am very happy that you contacted me.
- I am very pleased to re-establish contact with John’s after half a lifetime.
- Excellent that you found me because I really love my memories about St John’s.
- Thank you for your invitation to re-join the esteemed family of Johnians.
- I am pleased that you undertook the task of tracking my whereabouts on the planet.
- Like the (Canadian) Mounties, you have got your man.

- Found (33/151) - 22%
- Deceased (7/151) - 5%
- Contacted without response (26/151) - 17%
- Untraceable (85/151) - 56%


- Found (35/110) - 32%
- Deceased (1/110) - 1%
- Contacted without response (28/110) - 25%
- Untraceable (46/110) - 42%

Missing Johnians (Total)

- Found (68/261) - 26%
- Deceased (8/261) - 3%
- Contacted without response (54/261) - 21%
- Untraceable (131/261) - 50%
Honours and Learned Societies

We continue to monitor the Queen’s Honours lists and various learned societies on an annual basis. While the following isn’t reflective of every list or society checked, Johnians have been a constant feature amongst recipients of the country’s most prestigious honours.

1 KG (Knight of the Order of the Garter)
1 KCVO (Knight Commander of the Royal Victorian Order)
1 LVO (Lieutenant of the Royal Victorian Order)
1 DBE (Dame Commander of the Order of the British Empire)
1 CBE (Commander of the Order of the British Empire)
1 OBE (Officer of the Order of the British Empire)
1 MBE (Member of the Order of the British Empire)
1 BEM (British Empire Medal)
2 Fellows of the Royal Society
2 Fellows of the British Academy
2 QCs
1 Fellow of the Royal Society of Edinburgh
2 Fellows of the Royal Academy of Engineering
3 Fellows of the Academy of Medical Sciences

In addition to the checking of new awards, we have been able to update the College website with a list of Nobel Laureates, and the ‘Prize and Medal Winners’ subsection of the Biographical webpages has been complemented by the addition of a complete list of Johnian Bakerian Lecturers – the Royal Society’s foremost lecture for the Physical Sciences. As mentioned in previous Annual Reports, time permitting, we would like to continue expanding in this area, encompassing other Royal Society awards and those of other societies and academies as well.

The Master writes letters of congratulation to those who have received honours or awards. Recipients of these letters have expressed surprise and gratitude for this, responding to the Master with comments such as ‘You must have a very effective search system in the College to pick out Johnians from the hundreds of names!’
Newspaper cuttings

The introduction of a Communications Office in the College during the last year has meant responsibility for press cuttings and other sources of news about Johnians is now handled by that department. The Biographical Librarian has liaised with the Press, Publicity and Communities Officer, Ryan Cronin (who previously held the role of Librarian’s Assistant) in order to ensure any information of relevance to the biographical records is added to the database and placed in the Biographical Archive. The detailed breakdown of figures which has appeared in previous Annual Reports will therefore no longer be included.

Genealogists and biographers who have cause to consult the Biographical Archive continue to find press cuttings helpful. Sometimes one article in a local newspaper might be the only place a certain detail about an individual has been published, a glorious find for a researcher. The assistance of staff, Fellows and alumni in sending in newspaper cuttings, or alerting the Biographical Librarian to items they have seen in the press, continues to be much appreciated.

Biographical Enquiries

The pattern of enquiries dealt with over the last year, in terms of which century they related to, is shown below. The previous two years’ figures are included for comparison.

<table>
<thead>
<tr>
<th>Century</th>
<th>2013-14</th>
<th>2012-13</th>
<th>2011-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sixteenth</td>
<td>5</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Seventeenth</td>
<td>7</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>Eighteenth</td>
<td>13</td>
<td>12</td>
<td>10</td>
</tr>
<tr>
<td>Nineteenth</td>
<td>63</td>
<td>66</td>
<td>58</td>
</tr>
<tr>
<td>Twentieth</td>
<td>260</td>
<td>257</td>
<td>262</td>
</tr>
<tr>
<td>Twenty-First</td>
<td>26</td>
<td>32</td>
<td>29</td>
</tr>
<tr>
<td>More than one century/Other</td>
<td>18</td>
<td>14</td>
<td>16</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>392</strong></td>
<td><strong>394</strong></td>
<td><strong>389</strong></td>
</tr>
</tbody>
</table>

The figures above relate to the number of enquiries dealt with, rather than the number of Johnians about whom information has been provided. Some requests for information involve groups of people or several members of the same family, but each request is counted as one enquiry. Researchers also often return with further queries on the same subject, so the amount of work involved in that is not reflected by the figures above. However, the number given earlier in this report for emails and letters sent regarding biographical work (2974) does incorporate this.

In addition to the many requests for biographical information on individuals, below is a selection of areas on which data has been provided over the last year.

- Winter Olympians
- Johnians who served in the First World War (several enquiries in connection with the centenary)
- Former Fellows interred at the Ascension Burial Ground
- Johnian cyclists (in connection with the Tour de France)
- Johnian poets
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- Johnians who served at Bletchley Park during the Second World War
- Prominent female Johnians.

A number of queries are run from the Biographical Database as a matter of course each year, with a view to checking and updating records in general, or specific lists. Some examples of such lists are as follows:

- Honorary Fellows
- High-profile Johnians
- Fellows’ widows
- Johnians celebrating their 90th or 100th birthdays

Work of this nature assists the Master’s and President’s Offices in particular, and also feeds into the College Council, and various other departments. However, it also has a wider impact in terms of the Johnian community. The information on Johnians celebrating special birthdays is used by the Master in order to write a personal letter to those people. Many letters of thanks are received from Johnians greatly touched by this. One such letter received this year, which sums up the value of keeping accurate records in order to be able to draw on the data for such a purpose, reads as follows: ‘I was absolutely overjoyed to receive your greetings on the occasion of my 90th birthday. I honestly cannot find words which are adequate to express my delight. Thanks and real appreciation to you and to those who troubled to uncover my date of birth and acted thereon! My days at St John’s College were both happy and memorable. I regarded it as a privilege to be there. Thank you, again, for your greetings: they made my day!’

Fiona Colbert and Paul Everest
Biographical Librarian and Biographical Assistant
The College Archives

Over five days in July the Archive Collection was moved from its location in New Court to the new Archive Centre in the School of Pythagoras. Mother Nature co-operated with us and we had glorious sunshine for the entire week. Here are some statistics.

1245 boxes were moved

1950 maps and plans were moved
50 odd-shaped and oversized items were moved

400 rolled items were moved

1200 volumes were moved
The Sandy Ross-Macdonald Reading Room is ready to welcome researchers

Photography by Paul Everest

Tracy Deakin
College Archivist
Library Projects

The Library of George Grimes Watson

With a lifelong commitment to literature, an eye for the bibliographically curious, and countless friends in literary circles – many of whom expressed their indebtedness to his intellect and influence by presenting him with signed copies of their works – George Watson (1927-2013) was the owner of an impressive personal library. A Fellow of St John’s for over half a century, at his death Mr Watson bequeathed this collection to the College Library. So it was that, over the course of seven weeks in September and October 2013, I sat with a few colleagues at a makeshift table in Mr Watson’s set in New Court to list and appraise every volume from two large rooms-worth of floor-to-ceiling bookshelves.

Once we had noted crossovers with the Library’s existing collections, and researched and established the significance of numerous rare and early printed books, it fell to me to arrange the books’ transferral from New Court into the Library’s closed-access basement, where they could safely remain until a permanent home was identified for them. Having carefully packed the 785 volumes in crates and boxes, I enlisted the help of various members of the Maintenance Department, who managed admirably to carry these incredibly heavy loads down a long flight of stairs, over the Bridge of Sighs, across three courts and, finally, down the spiral staircase to the basement (the Library lift having refused to take the weight).

As almost two-thirds of the volumes were to be accessioned into the Library’s permanent collection, and a substantial number were early printed books (pre-1800), in the new year we dragged retired colleague and cataloguing specialist Allen Purvis off the golf course to train Sam Lewsey and I in the rules of rare books cataloguing, which are quite different from those laid down for dealing with modern books. By February, following four fascinating training sessions, we were on our own to work through this varied collection. Needless to say we have learnt a huge amount in the course of processing it – from the quirks and conventions of seventeenth-century printing houses to how to document a volume that’s missing its titlepage.
Among the many welcome additions to the Library can be found:

- Thomas North’s English translation of Plutarch’s *Lives of the Noble Grecians and Romanes* (London, 1595);
- A handsomely bound edition of *The Workes of Benjamin Jonson* (London, 1640);
- A nine-volume set of Laurence Sterne’s *The Life and Opinions of Tristram Shandy, Gentleman* (1st/2nd editions, 1760-67), bearing Sterne’s signature;
- Several first editions of novels by Charles Dickens, some in their original paper covers;

At the time of writing, just fifty volumes remain to be catalogued. Once this final batch is done, all the books will be assigned a classmark, have a special donation label inserted, and be housed amongst the Library’s permanent collections.

Rebecca Watts
Projects Assistant
Eagle Digitisation Project

In September 2013 we decided that one of the major long-term projects that I would be concentrating on would be the digitisation of an entire run of the College’s magazine *The Eagle*. Initially a termly publication, the first issue of *The Eagle* went to press in 1858 and was sent out to Members of the College who paid a subscription. Over the following 150 years the magazine has metamorphosed from the termly publication of its inception into the annual publication that we know today.

Several previous attempts have been made to provide a comprehensive, searchable index to *The Eagle*, most of which have faltered or petered out due to the sheer magnitude of the project. With some careful thought about the file architecture and the intended outcome of the project, however, it was decided that the time was ripe for another go – this time not only providing a searchable index, but a fully searchable complete text. At the conclusion of the project it is hoped that every issue of *The Eagle* will be available via the Library webpages, as well as the individual sections of the magazine divided into decade portions (for example Obituaries 1910-19 will be available as one document).

Once complete, this resource will be of great use to College Staff, Fellows and Members researching the history of the College, in addition to aiding the many people who contact the Biographical Office and Old Library with enquiries in the course of researching their own family history.

In order to make these volumes available in a useful, searchable format compatible with the vast majority of computers, every page has to be scanned in and converted to PDF. Once this has been done, the documents are run through a text recognition programme that enables full text searching, and then downsized as far as possible (whilst still maintaining fidelity with the original) in order to reduce the file sizes. Some post-processing, such as cropping, bookmarking and combining, also needs to be done before the finished files can be saved to a location where they can be accessed.

Before embarking on this project I did several tests on various sections of *The Eagle* to establish the optimal scan, clearscan and conversion
settings to yield the clearest text whilst still being able to downsize to relatively sensible file sizes. Previous attempts to scan segments of *The Eagle* had unfortunately given relatively poor-quality images, often distorted at the edge closest to the binding, and had a significant percentage of words per page that could not be recognised by the software. After attending an excellent AdobePro training day in London I came back with plenty of tricks up my sleeve to get around these problems, and I’m pleased to say that the current scans are not only visually very clear, but generally have 100% of the text recognisable through the software.

There are no two ways about it; this project is going to take a long time. A very rough calculation estimates that between 1860 and 2000 (when *The Eagle* becomes available in PDF format anyway) there are some 150,000 pages to be scanned and processed. In order to commemorate the outbreak of the First World War, and facilitate current research into those years, the decade 1910-19 is already available. Further decades will be made available as I work through them, and I hope to have decades from 1860 to the current day online within the next three years. Watch this space!

Sam Lewsey
Projects Assistant
Manuscripts Cataloguing Projects

Last year I wrote that we would naturally anticipate new deposits of personal papers, and I have not been disappointed. In the spring a further handful of items relating to Claude Guillebaud were received from his daughter, Philomena, and their descriptions worked into the new catalogue. Two larger accessions recently added to my pleasantly diverse ‘to do’ list are additional papers of the agriculturalist Professor Sir Frank Leonard Engledow (BA 1913), beautifully prepared for deposit by his daughter Ruth Steketee-Engledow, among which are photographs from such places as India and Mesopotamia in 1917 and Trinidad and Nigeria in the 1920s, and Professor Engledow’s brass field compass from the First World War; and the papers of Mr George Watson (1959), which run to nineteen boxes and which are rich in correspondence, notably on politics and literature.

A significant portion of my time this past year has been spent working on the papers of Douglas Noël Adams (BA 1974), the collection reference for which will be his initials – not only because he was, and is, often referred to as DNA, but also because there has been some confusion already, as we’re so used to ‘Adams’ referring to the papers of John Couch Adams (BA 1843). It could be argued that both were concerned with planetary perturbations!

I have completed the initial detailed survey of the DNA deposit and am organising the material into series and further subdivisions. Working with a large set of material in no particular order requires one to work backwards, in a sense – investigating at item level in order to create the catalogue’s higher-level structure and to start to create coherent runs of records. The close attention helps me form connections between material scattered across boxes and establish from internal evidence approximate dates for undated items, which are plentiful. It has also enabled me to identify and prepare material at short notice for a second visit from the author of a new book on Adams (published September 2014).

During the first phase of processing I have made extensive notes on the collection which serve multiple purposes, especially forming the basis of the catalogue and guiding decisions on the physical care of the material. I also arranged a morning’s consultation with Edward Cheese and Bridget Warrington (from the Cambridge Conservation Consortium) to discuss various conservation, preservation and packaging issues.

Work on the Douglas Adams archive is currently paused to allow me to concentrate awhile on processing the papers and artefacts of the architect Cedric Price (BA 1955). Recent visitors to Special Collections may have seen the tables laden with grey archival boxes and large portfolios: the sombre boxes hold far more colourful material by and about the colourful and influential ‘CP’, some of which will be included in an exhibition I am preparing on him and his work which will be on display in the Library’s exhibition area from early November to January, coinciding nicely with the last weeks of the Venice Biennale at which Price is featuring (along with Lucius Burckhardt) at the Swiss Pavilion curated by Hans Ulrich Obrist. Naturally, ours must be a more amateur affair, but we can at least offer our own neighbouring Bridge of Sighs.
This past year I’ve really enjoyed and benefitted from talking to some of the depositors of personal papers and been glad of the opportunity to help them when they have questions and requests. And at the other end of the process, recent use by researchers of newly catalogued material has been a cheering reminder of the aim of all that time spent thinking, assessing, shifting things about and performing the other numerous tasks that are part of collections management and care. Whether it be a visit to conduct research, to see one of our exhibitions, for a manuscripts seminar or a primary school educational session, it’s gratifying to see people taking an interest in and making use of the College’s superb collections.

Caption: The Headless Archivist hard at work on the Cedric Price collection

Mandy Marvin
Manuscripts Cataloguer
In November of 2013, the Librarian’s Assistant moved to a new role in the freshly-created Communications Office, as Press, Publicity and Communities Officer. The Office became fully operational in January 2014 with the appointment of the Communications Manager.

The role comes under the increasingly diverse umbrella of Information Services and Systems led by Dr Mark Nicholls, which includes the Communications Office, IT, the Library and the Archives. The Press, Publicity and Communities Officer continues to be responsible for education, outreach and public engagement and works very closely with the Library to facilitate and organise taught educational sessions on a variety of subjects using materials from the Special Collections, as well as public exhibitions, taster days and University Festivals.

The creation of the new role in a separate department from the Library itself has allowed for a re-think of the education and outreach programme we offer. St John’s has for several years had two independent strands of education and outreach: one organised by the Library and one, focused more on attracting new students, run by the Admissions Office. Since 2013, the Press, Publicity and Communities Officer has worked much more closely with the Access Officer to create greater overlap and co-operation between the two strands, forming a more cohesive educational offer for schools.

While the Library continues to lead its own educational sessions, it also acts as a rich resource for educational activities as part of the University taster days and College visits run by the Admissions Office. This has enabled the historic treasures of the Library collections to be seen and used as a teaching tool by a very diverse range of groups, from primary
schools to sixth form students on the verge of making their University applications and the general public.

Due to the changeover period, the numbers of visiting groups fell from the 2012-13 figures, but this is no bad thing. The Library had become something of a victim of its own success, with so many groups wanting to visit that it became a serious issue for staff time and resources. The recent drop in intensity allows for the educational and outreach programme to be more evenly balanced with the demands of day-to-day Library (and Communications) work and the need for careful preservation of the many rare and fragile items in the Special Collections.

As outlined in last year’s Annual Report, the plan for 2013-14 was to scale back on visits that are not subject-specific while updating sessions for those subjects in which the Special Collections are strongest. This has largely been achieved, and the Library has cut back on advertising its sessions to new audiences in order to focus on building relationships with long-term partner schools as well as with the Admissions Office’s programme of outreach and access events.

As in previous years, the Old Library has opened its doors to members of the public for the full round of University Festivals. Free public exhibitions were held for the Science Festival, the Festival of Ideas and of course the ever-popular Open Cambridge, which continued the upward trend in public engagement numbers to become our best attended and most successful ever, attracting around a thousand intrigued visitors.
The new remit of the Communications Office has also meant that the work done by the Library in making its resources available to the public has been much more widely publicised in the media, at both a local and national level. The Press, Publicity and Communities Officer has written news articles on Library exhibitions, school visits and public events which have been published in national newspapers and featured on the radio and television as well. Of note, the Library’s copy of George Psalmanazar’s fraudulent History of Formosa (1704) which featured in the Science Festival exhibition was very well-received by the media and made the news on the BBC and in publications as renowned as The Times and the Daily Telegraph.

The Graduate Trainee’s exhibition, Blancmange to make, blisters to draw, which explored early household recipes and remedies, also became a media ‘hit’, with national publication, radio coverage including an interview with the Graduate Trainee, and a double-page spread in the Cambridge News, featuring several images of items from the exhibition. The rotating programme of free public exhibits held in the Library’s Exhibition Area has always contained fascinating hidden gems, but has suffered from a lack of public awareness. It is gratifying that the media interest in this exhibition resulted in far greater visitor numbers than previous exhibits have drawn.

It is hoped that similar media campaigns will increase people’s knowledge of the outreach, education and public engagement work done by the Library in the future.

Looking ahead to 2014-15, the Library will be hosting an art exhibition by local artist Nick Gear, who has created a video response to William Wordsworth’s famous poem ‘I wandered lonely as a cloud’. The exhibit will also feature items from the Library’s Wordsworth collection including Wordsworth’s life mask and breakfast crockery. The Old Library will hold an exhibition examining anonymity and identity as part of the Festival of Ideas, which will be accompanied by a workshop led by Dr Orietta da Rold in the Rare Books Reading Room. As well as this, school visits on a range of subjects including the abolition of the slave trade and the changing nature of the English language will continue to be welcomed into the atmospheric space of the Old Library.

Ryan Cronin
Press, Publicity and Communities Officer
(Formerly Librarian’s Assistant)
New Media

The Library Website

The Library

The College Library is divided into two sections. The Old Library dates from 1224 and houses historic manuscripts, rare books and personal papers. The Working Library houses borrowable books and current periodicals, as well as computer and work facilities to which members have 24 hour access.

Blancmange to make, Blisters to draw
18/07/2014 - 10/10/2014

An ABC of early modern household knowledge

Household knowledge in the early modern period was a miscellaneous category: circumcising cookery, needlework, the production of household cleaning products and (most incongruously from a modern perspective) medical cures: Blancmange to make, Blisters to draw...

Read more...

Fig. 1: The front page of the Library website (19 September 2014)

The Library website has continued to be a valuable resource for both staff and students as well as a means of publicising ourselves to the wider world. The pages themselves have become increasingly interlinked with one another, therefore rendering the acquisition of information easier than ever before, and have continued to include several multimedia elements (or 'widgets'), such as the Subject Guides, which are displayed through issuu (online publication software/programme). In terms of its place within the College website the Library section is easily accessible and the recent developments to the College calendar mean that information on our events and exhibitions, which have been synced with those found on the website, are simple to find and explore.

Fig. 2: A comparison of page views between the past two years.
Overall, the Library webpages have received fewer views than in the previous year, a trend that runs concurrent with the St John’s College website as a whole, with an average loss of 19.86%, from 177,761 visitors in 2012-13 to 142,459 in 2013-14. As illustrated in Fig. 2, the peak times for people viewing the website have coincided with such events as the start of term, the deadline for UCAS applications and the beginning of the summer vacation. A breakdown of the figures, as seen in Fig. 3, shows us that, as expected, the website’s homepage is the most visited by a fair margin. Interestingly, two of the five most visited pages are related to our educational outreach activities, which would suggest that these have been popular throughout the year.

<table>
<thead>
<tr>
<th>Page</th>
<th>Page views</th>
</tr>
</thead>
</table>
| 1. Library Homepage  
www.joh.cam.ac.uk/library/ | 13,439 |
| 31 August 2013 – 31 August 2014 | 17,432 |
| % Change | ↓ 22.91 |
| 2. Library Exhibitions: School Resources: Exploration: Scramble for Africa  
www.joh.cam.ac.uk/library/library_exhibitions/schoolresources/exploration/scramble_for_africa/ | 6,491 |
| 31 August 2013 – 31 August 2014 | 233 |
| % Change | ↑ 2,685.84 |
| 3. Library Catalogue  
www.joh.cam.ac.uk/library-catalogue | 6,282 |
| 31 August 2013 – 31 August 2014 | 5,639 |
| % Change | ↑ 11.40 |
| 4. Library Exhibitions: School Resources: Exploration: Columbus  
www.joh.cam.ac.uk/library/library_exhibitions/schoolresources/exploration/columbus | 5,762 |
| 31 August 2013 – 31 August 2014 | 16,166 |
| % Change | ↓ 64.36 |
| 5. Working Library  
www.joh.cam.ac.uk/library/working-library | 3,672 |
| 31 August 2013 – 31 August 2014 | 3,924 |
| % Change | ↓ 6.42 |

Fig. 3: The five most visited pages of 2013-14, with comparisons to the previous year.
Social Media

Twitter

The Library has continued to expand into the virtual world of social media. Our Twitter account (@StJohns_Library) has consistently grown in popularity, with a current total of 445 followers and 791 tweets (as of 22 September 2014). The account has proven to be an invaluable source for publicity and creating connections with other similar institutions alongside members of the University. Most recently, the Open Cambridge event on 13-14 September allowed us to connect with the organisers over Twitter, thus garnering more publicity for our exhibition (an example of this can be seen in Fig. 4). As shown in Fig. 5, last year the Library promoted a variety of online articles and organisations, often those with a connection to education and/or the College itself.
<table>
<thead>
<tr>
<th>Link</th>
<th>Date posted</th>
<th>No. of clicks</th>
</tr>
</thead>
<tbody>
<tr>
<td>The role and place of the academic is changing – and it's a good thing (Guardian Professional article) <a href="http://www.theguardian.com/higher-education-network/blog/2013/nov/13/academic-job-changing-flexibility-university?CMP=twt_gu">www.theguardian.com/higher-education-network/blog/2013/nov/13/academic-job-changing-flexibility-university?CMP=twt_gu</a></td>
<td>13 November 2013</td>
<td>76</td>
</tr>
<tr>
<td>Can engaging with the public help your career in academia? (Guardian Professional article) <a href="http://www.theguardian.com/higher-education-network/blog/2014/apr/11/can-engaging-with-public-help-academic-career?CMP=twt_gu">www.theguardian.com/higher-education-network/blog/2014/apr/11/can-engaging-with-public-help-academic-career?CMP=twt_gu</a></td>
<td>11 April 2014</td>
<td>74</td>
</tr>
<tr>
<td>Freshers’ week: what to pack for university (Telegraph online article) <a href="http://www.telegraph.co.uk/education/universityeducation/student-life/10298536/Freshers-week-what-to-pack-for-university.html">www.telegraph.co.uk/education/universityeducation/student-life/10298536/Freshers-week-what-to-pack-for-university.html</a></td>
<td>11 September 2013</td>
<td>47</td>
</tr>
<tr>
<td>Jisc elevator homepage (student innovation initiative) elevator.jisc.ac.uk/sosi14/</td>
<td>3 March 2014</td>
<td>39</td>
</tr>
<tr>
<td>St John’s Top 5: Chapels, churches and vicarages (St John’s College website) <a href="http://www.joh.cam.ac.uk/st-johns-top-5-chapels-churches-and-vicarages">www.joh.cam.ac.uk/st-johns-top-5-chapels-churches-and-vicarages</a></td>
<td>7 January 2014</td>
<td>21</td>
</tr>
<tr>
<td>Masters of St John’s College, Cambridge (St John’s College website) <a href="http://www.joh.cam.ac.uk/masters-st-johns-college-cambridge">www.joh.cam.ac.uk/masters-st-johns-college-cambridge</a></td>
<td>15 November 2013</td>
<td>17</td>
</tr>
<tr>
<td>Man Booker 2013: Why this is the best shortlist in a decade (Guardian online article) <a href="http://www.theguardian.com/books/booksblog/2013/sep/12/man-booker-shortlist-2013-decade">http://www.theguardian.com/books/booksblog/2013/sep/12/man-booker-shortlist-2013-decade</a></td>
<td>13 September 2013</td>
<td>15</td>
</tr>
<tr>
<td>Sam Motherwell Art homepage (Cambridge-based artist) sammotherwell.weebly.com</td>
<td>11 November 2013</td>
<td>13</td>
</tr>
<tr>
<td>William Wordsworth’s Life Mask (St John’s College website) <a href="http://www.joh.cam.ac.uk/william-wordsworths-life-mask">www.joh.cam.ac.uk/william-wordsworths-life-mask</a></td>
<td>7 April 2014</td>
<td>11</td>
</tr>
</tbody>
</table>

Fig. 5: The ten most clicked-on links for the Library’s Twitter page in the past year

Richard Sellens
Library Graduate Trainee
Environmental Monitoring and Control

A new role and a new responsibility!
Keeping the Working Library and the Old Library at the optimal temperature and humidity for the storage of the College’s resources, whether they be modern text books, priceless ancient volumes or manuscripts, is an ongoing priority for the Librarian and his team. For this reason it falls to me to use the technology that is within Tiny Tags to collect data and record it for analysis.

The Working Library

Sometimes members of College and visitors sit for hours in the Working Library engrossed in their work and for this reason it is essential that a balance is achieved in the working environment between what is comfortable for someone to work in and what is best for the books on the shelves. It is a fine juggling act and can easily be adversely affected if a student opens a window for a period but then neglects to close it, turns a radiator up but forgets to turn it back down or if lots of lights are left on unnecessarily.

To monitor the situation data is downloaded fortnightly from Tiny Tags in various locations in the Library. The Tags will have been taking readings every ten minutes throughout this period and the information is entered onto a spreadsheet when it can easily be monitored and areas that give concern can be identified. Currently we have Tags on the Third Floor, the First Floor, Chapel Basement, Garden Basement and the Closed Access Basement (XBS). Additionally the Divinity School Basement where the Library has storage facilities is included along with one particular location in the Master’s Lodge where the condition of a painting is giving concern.

The Old Library

A close watch is kept on the environmental conditions in the Old Library because fluctuations in either temperature or humidity can have a particularly serious implication here, as Kathryn McKee has mentioned in more detail in the Old Library Report. For this reason several Tiny Tags are placed around the building and monitored by Kathryn.
The most fragile manuscripts are stored in the Manuscripts Cabinet in the Lower Library. This has its own system to control a microclimate which is ideal to keep these priceless items safe. Again Kathryn mentions this facility in her report.

In addition to temperature and humidity it is necessary to record the Light and UV levels at various points in the Old Library with the use of another piece of technology. There are UV filters on many of the windows and there are blinds on others so we are doing these checks to ensure that UV rays don’t reach the shelves where they can damage the books. Readings of the UV and the Lux (Light) levels are recorded at the following locations: in the Exhibition Area between the Working and Old Library, the RBR (Rare Books Reading Room), in front of the Lower Oriel window, in front of the Upper Oriel window, half way down the Upper Library on one side and again on the other side and finally in the Upper Library Office at the rear.

The information collected is again entered into a spreadsheet to enable the results to be studied, and when necessary experts are consulted about actions that should be taken.

**The School of Pythagoras Archive Centre**

In the next Annual Report the Environmental Controls put in place in this newly-opened facility will be included at this point.

Angela McKenzie  
Secretary to the Librarian and Head of Information Services and Systems
Green Initiatives

The recycling bins for mixed plastic and aluminium on each floor and three bins on each floor for paper have worked quite well and most of the items were placed in the correct bin. There was still a significant proportion of part-full drinks containers left on desks or placed in rubbish bins, wherever possible these are carefully collected by cleaning staff and recycled.

Average quantities of material recycled per month

42 sacks of waste paper
10 sacks of mixed plastic and aluminium.

The quantity of paper recycled was again high for the year, mostly due to the Archivist disposing of 350 sacks of duplicated and obsolete printouts prior to her move.

Recycling Mobile Phones

Since joining the Library Team, Angela McKenzie, in her other role as Telephone Liaison Officer, has provided recycling envelopes for mobile phones. This enables their component parts to be reused thus preventing them simply going to landfill, and the money raised goes to a worthwhile charity.

John Holt
Part-Time Library Cleaner
Visitor Feedback

Such a wonderful building as the Old Library with its incredible collection of books and manuscripts is a great draw for academics from all over the world and a place full of interest to staff and members of the public who visit for a number of reasons including specific exhibitions, one of the Festivals in which the College takes part or by special arrangement. These visitors often take the time to sign the Visitors Book or send an email or note after the event to record how much they have enjoyed the experience.

In addition the Biographical Office staff are frequently praised for their efforts in finding information from the records of Johnians in answer to numerous enquiries.

A recent initiative of the Archivist is to circulate a copy of items of interest from the Archives every month to Fellows and staff. This has been appreciated by many. Those who seek information about historical issues relating to the College are also impressed with the trouble she goes to to find the information. Of course with the opening of the School of Pythagoras Archive Centre and its reading room, there will be a place for another visitor’s book.

Below is a selection of some of these appreciative messages:

General Library Feedback

- What a wonderful Library.
- Thank you for the opportunity. It was a wonderful visit.
• Kathryn was a very pleasant lady.
• Wonderful treasures.

• It is an amazing Library.
• I loved the Hocus Pocus junior book!
• Very nice Library.

Exhibitions
• A delight! Informative, fun and beautifully designed.
• Colenso especially comes across as a brave, wise and saintly man, and a fighter for the truth and for the justice.
• A fascinating exhibition of Johnian missionary heritage.
• Very good exhibition!
• Fascinating Exhibition – what a hidden gem! Thank you.
• Such an interesting exhibition, I particularly enjoyed looking at recipes. Well done!
• The work of Robert Hooke was impressive.
• Fascinating Exhibition.
• Wonderfully organised!!!
• At last an exhibition on such a varied subject – TEA and its history next please!
• Wonderful exhibition beautifully presented.
• Splendid insight into lives of our forebears.
• Just wonderful!
• Many thanks for staging your John Cleveland display.
• Excellent display and selection. I love ‘children were better unborn than untaught’!

**Student Art exhibition**

What talent!
I love the horse.
The artist must be an awesome person.

Beautiful photos
Festivals and Open Cambridge

- Just great and inspiring!
- So beautiful.
- Such a privilege.
- Incredible.
- Beautiful.
- So great to see the love letters, I used them for my dissertation.
- Beautiful Old Library.
- Amazing.
- Great Library. Loved the mini books and letters between Anne Boleyn and Henry VIII.
- Interesting – felt a sense of awe.
- Very interesting and fun.
- Excellent.
- So grateful to visit this sacred place.
- Wonderful exhibition of a fascinating collection. It was particularly special to see an illuminated Great Bible and John Foxe writing in Greek.

Biographical Office

- I cannot thank you enough for your efforts. I have learnt more from you in five minutes than I had discovered during several years of research.
- Many thanks indeed: interesting, informative, instructive and helpful!
- I'm very grateful for the time you've taken to send such a thorough response to my initial enquiry.
- Thank you for getting back to me so promptly – it is much appreciated. As I am now in my 76th year I cannot say that all is hunky-dory with my health – but I'm still able to work at my specific interests – which can't be bad can it? Your assistance has been invaluable in enabling me to pursue this.
- You are really amazing! I am very grateful as I know my neighbours will be as well.
- Thank you for all the documents and your quick response to my request with regards to my grandfather's records. Thank you ever so much for your kind efforts in procuring these documents for me. It was a pleasure to meet you. If you do visit Brisbane it would be a pleasure to meet up and have an Aussie beer together.
- Thank you so much for your thorough and thoughtful response. It must seem odd to you but it is rather like putting together a puzzle for me.
- Thank you very much for your kindness in following up things so thoughtfully.
- Thanks to you I have been able to piece together some mysteries in my family tree. You are wonderful!
- Thank you very much for your advice and information.
Archives

Research requests, Special Collections Spotlight and Top 5

• Tracy, highly entertaining - thank you!
• What a fascinating film of life at Cambridge during the war.
• I can remember a later operation on the kitchens, when the whole Second Court side of the kitchen range was demolished down to below ground level and re-built with garish red bricks that didn't match the rest of the court. They have toned down to 'almost acceptable' now.
• Interesting stuff Tracy! I remember as a student in the early 80s that a different two people at 8.30 communion used to make breakfast for the rest each week. On entering the kitchens the carpet of brown cockroaches coating the floor would disappear under the cupboards! We never thought anything more of it!!
• Thank you very much for your email and the document! Makes for wonderful bragging that I live in a place where this is kept.

Angela McKenzie
Secretary to the Head of Information Services and Systems