

NATIONAL INSTITUTE FOR RESEARCH IN NUCLEAR SCIENCE

Minutes of a meeting to discuss Library Services for the National Institute, held on 22nd April, 1959.

Present: Dr. J. A. V. Willis
Miss M. Gosset
Dr. L. C. W. Hobbis
Mr. T. F. Gubbins
Mr. J. Rodgers
Mr. G. L. Cooper

The following was agreed:

1. The A.E.R.E. Library services (unclassified part) would be available both to National Institute staff and to visitors from universities temporarily attached to the Institute.
2. In view of this the establishment by the Institute of an independent library duplicating all the services of the A.E.R.E. library would not be considered justified. A local library service was essential however, and could best be provided by establishing a branch of the main A.E.R.E. Library at the Rutherford Laboratory, similar to the Divisional libraries within A.E.R.E.
3. The necessary Library administrative services (e.g. book ordering) would be provided by A.E.R.E. through their existing machinery, but the cost of stock ordered (books, periodicals, etc.) would be charged to the National Institute under a separate sub-head.
4. Subject to the necessary formalities being completed and the agreement of Mr. Mullett the National Institute would take over the existing Accelerator Division Library to form the nucleus of the new Library. Accelerator Division staff working at the Rutherford Laboratory would have the use of the Institute Library.
5. Mr. Cooper would take over responsibility for the Library and act as National Institute L.L.O. He would however seek the advice of the retiring Accelerator Division L.L.Os (Dr. Hobbis and Mr. Gubbins) as to the library needs of the Accelerator Division staff on site. Similarly he would establish informal contacts with representatives of other A.E.R.E. groups, working at the Laboratory, e.g. Engineering Group, to determine their library requirements.
6. University visitors attached to the Rutherford Laboratory would be able to borrow from A.E.R.E. Library providing their requests are channelled through the National Institute Library. The latter would be held responsible for items borrowed and would make good any loss or damage.
7. Attached university staff would be able to visit the existing A.E.R.E. Library on a day visit basis, subject to the normal security regulations, providing their requests were supported by the National Institute (Mr. Cooper). On completion of the new A.E.R.E. Library, with an entrance outside the security fence, authorisation of each visit would not be necessary, although some kind of visit card issued by the National Institute to each visitor for the duration of his attachment might be required by the Library to establish his identity. The Library would not be open to either National Institute staff or visitors outside normal working hours.
8. A librarian (responsible to Mr. Cooper) would be required to run the National Institute Library. In view of the close liaison there would be with the A.E.R.E. Library, it was felt highly desirable that the person chosen should have had some experience there. Furthermore although the position hardly justified a fully qualified and experienced librarian it did seem suitable for a trainee librarian. Dr. Willis would send Miss Gosset an official intimation of the vacancy (C.O. or preferably S.A. grade) together with salary

offered and conditions of service, which she would circulate to A.E.R.E. Library staff, and if a suitable applicant were found he, (or more likely she), would be seconded to the National Institute. Failing this, the post would have to be advertised. It was unlikely a transfer from A.E.R.E. Library could be effected within three months owing to replacement difficulties.

9. The ancillary services provided by A.E.R.E. Library would, initially at least, be available to National Institute staff and visitors. These include the Information Service, Translation Service, dissemination of Library publications, (Information Bulletin, Accession Lists) etc. In the event of the Institute eventually putting an excessive load on any of these however, (e.g. translation service), the A.E.R.E. Library may have to ask the Institute to make other arrangements.

G. L. Cooper
Building 412.14
23.4.59

Distribution: Those present
Dr. T. G. Pickavance
Dr. G. H. Stafford
Mr. L. B. Mullett
Mr. R. M. Fishenden
Brig. G. B. Bell
Mr. P. Bowles
Mr. E. J. Anthony
Mr. J. E. Terry
Mr. R. C. Pepperell
6 spares