

**Meeting of the Group for Literary Archives and Manuscripts
Tuesday 9 September 2008 at the National Library of Scotland**

Minutes

Present: Chris Sheppard (Leeds University Library, Chair); Fran Baker (John Rylands University Library, Manchester); Fiona Courage (Sussex University Library); Ifor ap Dafydd (National Library of Wales); Rachel Foss (British Library); Sally Harrower (National Library of Scotland); Sarah Hepworth (Glasgow University Library); Dorothy Johnston (Nottingham University Library); Julie Johnstone (Scottish Poetry Library); Sarah Lawrance (Seven Stories); Bernard Meehan (Trinity College Dublin); Elinor Robinson (Seven Stories); Robin Smith (National Library of Scotland); James Travers (TNA).

1. Apologies for absence: Jamie Andrews, Karen Brookfield, Andrew Carlin, Alex Cave, Kate Dorney, Chris Fletcher, Helen Ford, Jess Gardner, Katy Hooper, Peter Keelan, Patricia McGuire, Catherine Parker, Richard Price, Samantha Rayner, Matthew Schofield, Will Slocombe, David Sutton, Richard Temple, Susan Thomas, Grace Timmins, John Walker, Maureen Watry, Chris Webb, John Wells, Deirdre Wildy, Jan Wilkinson, Anne Young.

2. Minutes of the meeting held on 10 March 2008 at Seven Stories: approved.

Matters arising:

C. Sheppard will complete the survey report and present it for consideration by the committee before the next general meeting; it is hoped that the committee will be able to meet at the time of the British Records Association Conference which is being held at the British Library on 2 December.

A 'Useful Resources' section has now been added to the GLAM website at <http://archives.li.man.ac.uk/glam/glam10.html>. Currently this primarily focuses on resources for locating literary archives/MSS, although a bibliography will be added at some stage.

[Post-meeting note: please contact FB with comments or suggestions of additional content/useful resources for this page, and with more copyright-cleared images that might be used on the website].

3. GLAM working parties

F. Baker introduced this item on behalf of J. Gardner who was unable to attend the meeting.

A project archivist based at Exeter University Library is hoping to write her archives MA dissertation on defining guidelines for literary cataloguing. This prompted J. Gardner's suggestion of establishing a GLAM working party to focus on this area. The production of cataloguing guidelines was identified as a potential GLAM project when the group was initially set up.

J. Gardner suggests that the working party would provide an opportunity for non-committee members to participate more actively in the work of GLAM. She envisages

that the working party would 'self-manage', i.e. decide on its own aims and targets, and pursue these, reporting to the committee as agreed.

F. Baker asked anyone who is interested in joining such a working party to contact her in the first instance (fran.baker@manchester.ac.uk). J. Travers suggested that Gloucestershire Archives may be keen to participate in light of their recent cataloguing project on the John Wilton Haines Papers (funded by the National Cataloguing Grants Scheme).

C. Sheppard raised the possibility of setting up one or more further working parties to look at other relevant areas of work, in order to balance the focus on cataloguing. One possibility might be an access-focused group, growing out of the forthcoming access event (see below).

4. Access event 2009

F. Courage announced that she is in the early stages of planning a GLAM workshop on access and use, as suggested at the March committee meeting. She envisages this taking the form of a workshop or seminar involving archivists, librarians, teachers, lecturers and researchers. The aim would be to share experiences, develop best practice, and focus on a small number of case studies. It was suggested that 'virtual' access and associated issues like copyright might also be discussed. FC asked members to send her ideas on what they would like to see included as well as suggestions of possible speakers (contact her by email at f.p.courage@sussex.ac.uk).

The event will take place at Sussex University, probably during March 2009. C. Sheppard suggested extending the workshop beyond a single day, and FC will look into the possibility of organising a one-and-a-half day event.

5. Report on the last UK Literary Heritage Group meeting

C. Sheppard reported on the last meeting of UKLH. The group continues to focus on lobbying for changes to the taxation system, but progress is slow and there is currently not much news to report in this area. However, a Parliamentary all party archives group has been formed and UKLH is working to build links with this group.

In response to a query from J. Travers, CS confirmed that Andrew Motion continues to sit on UKLH now he has been made Chair of the MLA.

CS also encouraged members to respond to a request sent to the GLAM listserve by Jamie Andrews: DCMS has asked UKLH to submit further evidence in support of their taxation proposals in relation to the archives of living writers. JA is therefore compiling a selective list of institutions' ongoing and known/publicised relationships with living writers that will – or are expected to – lead to future acquisitions. Please send relevant information to JA (indicating whether the method of acquisition is by gift, purchase or deposit). He can be contacted on jamie.andrews@BL.UK; for GLAM recordkeeping purposes it would be useful to copy F. Baker into any responses on this topic.

6. AGM business matters

6.1 Appointment of Chair and Secretary

On receipt of only one nomination for each role, C. Sheppard was duly re-appointed as Chair, and F. Baker as Secretary.

6.2 Secretary's report on membership

F. Baker reported that individual membership now stands at 105 – an increase of 10 since the last AGM; 54 separate institutions or projects are represented. A number of academics have joined the group – possibly as a result of conferences like Archive Fervour / Archive Further held at Aberystwyth University in July.

6.3 Chair's Report

C. Sheppard reported on GLAM's activities since the last AGM – primarily the successful meetings held at the British Library in September 2007 (focusing on DPA and copyright) and at Seven Stories in March 2008 (focusing on Seven Stories' access and outreach initiatives).

CS asked members to send in suggestions for future meeting topics and events. The aim is to continue holding events in different venues around the country, attempting to achieve a geographical balance. Leicester has already been offered as venue for a future meeting.

There remains no intention to charge subscriptions for membership of GLAM, or to affiliate to any other group.

7. A.O.B.

F. Baker reported that (as suggested at the last committee meeting) she has contacted the editors of *ARC* proposing a themed issue focusing on literary archives and manuscripts; the editorial board will be meeting on 1 October to discuss the timetable for 2009 and will consider this request. There may be scope for some interesting articles based on the access event, as well as the survey and proposed cataloguing initiative.

J. Travers reported that the next issue of *Recordkeeping* (available via <http://www.nationalarchives.gov.uk/services/recordkeeping.htm>) will include an article on Gloucestershire Archives' John Wilton Haines project.

In response to a query from FB, JT confirmed that he has made TNA's National Collections Strategy team aware of GLAM and its planned work on formulating a national collecting strategy for literary archives and MSS.

JT also reported that the NRA Literary History digest for 2007 will be mounted on TNA's website shortly (see <http://www.nationalarchives.gov.uk/accessions/>).

8. Date and location of next meeting

The next meeting will coincide with the access workshop at the University of Sussex. This will probably be held in March 2009 – date to be confirmed nearer the time.

R. Smith and her colleagues at the National Library of Scotland were thanked for organising the present meeting.