

## SOUTH EAST MUSIC LIBRARIES INFORMATION FORUM (SEMLIF)

Minutes of the meeting held on Monday 22nd November 2004 at Surrey Performing Arts Library, Dorking.

Present: Graham Muncy (Surrey), Kathy Adamson (Royal Academy of Music), Ruth Hellen (Enfield), Robert Tucker (Barbican), Adrian Ure (Essex), Kathryn Durrans (Hampshire), Terry Day (Wandsworth), Tony Bralant (Barnet), Liz Hartt (Wokingham), Margaret Roll (Buckinghamshire), Steve ? (British Library), Lucy Rose (Hertfordshire), Ellen Jones (Fulham), Tom Kearns (Harrow)

### 1. Regional round-up of news and information

#### Essex

Adrian Ure was attending a SEMLIF meeting for the first time. Essex are working towards getting their vocal sets on to Encore. Only their orchestral sets are on so far.

#### Wokingham

More money is available than previously to spend on DVDs and more stockwork is being done.

#### Buckinghamshire

Major restructuring is taking place because of overspending. All staff are having to apply for posts and music is not mentioned on any of the job descriptions. There is a danger that someone who knows nothing about music will have overall responsibility for music. There are plans to have a Music Library in High Wycombe Library.

#### British Library

Steve reported that the BL Integrated Catalogue is now available online and users will be able to order material from the Reading Rooms by January.

#### Barbican

The charge for CDs on 1 wk loan has gone up from 25p to 30p. The library is now open until 7.30pm 2 days per week. Alterations are still ongoing. Service points have been reduced from 7 to 4 and staffing has been reduced. Staff are having to spend too much time on counters. There are still problems with the self-issue system to do with tags on the CDs and this system is not being used in the music library at present. Robert is to take early retirement in May 2005.

#### Enfield

Enfield are still short-staffed. Elizabeth has already left but another assistant should be starting soon.

#### Royal Academy of Music

Kathy is sharing an assistant with the orchestral library who has come from the UMP Hire Library. The building project is still uncertain as it has been for the last 10 years.

#### Wandsworth

Wandsworth are updating their computer system so requests may not be as quick for a while. Some of Wandsworth's sets are on Encore but updating needs to be done.

#### Barnet

Hendon reopened in October. They do not stock as many scores, books about music or classical CDs. The signing for music is not good. Tony is taking early retirement and there will be no one responsible solely for music from the end of January. No decision has yet been made on where to house the vocal sets. The IT department have been contacted re trying to get the sets holdings on to Encore. Data is on Excel spreadsheet which can be emailed. Interlibrary loans have gone down but loans to groups in their own area remain static.

#### Hertfordshire

The Performing Arts Library is currently in the Central Resources Library. This is under review and benchmarking exercises are taking place. Selection of CDs is now done by teams with responsibility divided for different subject areas. Lucy is responsible for the selection of classical CDs. Grants have been received for purchase of sets of works by Elgar and Holst.

#### Kent

Kent's library catalogue is now available online. A review of charges has taken place. Reservation charges have been reduced from 75p to 25p. In October 2003 Kent introduced loan charges to their own groups (£3 per month for larger sets and £1 per month for smaller sets) – prior to this the service had been free of charge for Kent groups. Charges for groups outside Kent are £8 per month or £3 per month for smaller sets. About 700 societies use the service and the change in charging policy has had no effect on usage.

Restructuring has also taken place in Kent. All staff had to apply for posts and no posts had music in the title. Frances is now Information Services Librarian with responsibility for music amongst many other

things. Staff in the central library who have not been dealing with music previously will now be answering enquiries about the availability of performance sets.

#### Hammersmith

There is a growing trend towards purchasing more DVDs and spoken word rather than music. The music budget has been cut to £250 and bids have to be put in for popular music scores. There are 2 music/AV posts at Hammersmith.

#### Surrey

The stock harmonisation with West Sussex is now completed. Old stock has been offloaded and the collection has been enhanced by combining. A series of Saturday afternoon lectures held at the Surrey Performing Arts Library has been launched, the first one took place in October and was attended by about 75 people. The level of efficiency savings for the next financial year is likely to be in the region of 15% but whether gross or net is under negotiation. Graham is carrying out some training in music awareness for staff here at the Performing Arts Library and also for West Sussex staff.

#### Harrow

A new member of staff is about to start. Loans of DVDs began last September and an Opera/Ballet DVD section is to be set up in the coming year. The new Wealdstone library has a basic music collection and also Stanmore library. Harrow have had a middle management review and staff have had to apply for jobs.

#### Hampshire

The SEMLAC report is almost complete – the 1st draft is in process. Contact details for the staff responsible for performance arts materials proved difficult to find for some authorities and may have led to misdirection of questionnaires and affected the response rate. Findings from the user survey are proving to be particularly interesting. 85% of groups reported satisfaction with the provision by the library service with many reporting that they only use an alternative source of supply if the library service is unable to help. The vast majority of adverse comments were to do with the condition and coverage of the stock. There were also comments about the lack of direct contact with a member of staff trained to deal with performance sets.

A change to hire charges for CDs from £1 to 75p is being considered as part of a general reduction of charges in a bid to encourage use of the library service.

2. Progress has been made on the request for being able to put minutes on to the IAML website.
3. Kathy Adamson (President of IAML) expressed concern on behalf of IAML about the lack of an agenda for music provision in the light of further losses of music librarian's posts and suggests that IAML should be investigating the latest round of reductions. IAML has signed up for the Music Manifesto which aims to make more music available to more people, and this will be on the agenda at the next meeting of the National Music Council next month. The Access to Music report has not had much impact. Support from the "Friends" group has worked well for Surrey Performing Arts so perhaps it may be worth developing this sort of idea further. Consideration could also be given to enlisting support nationally from a core group of famous names.
4. Unwanted donations – Robert suggested that these could go to places which have had cuts.
5. Courses – the next "Music for the Terrified" course is to take place at Colchester on the 24th November. The next IAML Study Weekend is the 1st – 4th April 2005 and the programme should be on the website soon.
6. Encore – Ruth is continuing to investigate the best possible means of ensuring that Encore is kept up to date and visited SWRLS and the East Midlands during the summer. There are several possibilities to be considered regarding funding to pay for the data to be put on eg. an annual subscription of say between £60-£100 or an increase in the IAML subscription to cover it. Also, the role of the British Library needs looking at again. Ruth will be pleased to receive any ideas from us.
7. Song Indexes  
The Barbican's song index is making progress to being made available online and Robert is keen to see this completed before he retires but there are financial concerns. Hampshire's song index is available to all library staff but not to the public. Essex has a similar arrangement. Kent used to have a paper copy but now index songs straight on to Galaxy so it is available to the public. Surrey have a card index but it is no longer being updated. At the Royal Academy of Music, all stock is catalogued to song level.
8. Parts pool  
A pool of spare parts may be a possibility for solving the problem of missing parts from sets. Lists of incomplete sets could be circulated.

9. GLASS (Greater London Audio Specialisation Scheme)  
This is difficult to keep going under current circumstances but Harrow are particularly keen that it should continue. They report that they usually loan more than received.
10. New Novello editions  
These are not proving to be particularly popular with users. There is no option other than to purchase them as replacements and many do not match up with the orchestral sets held. Perhaps we should inform Novello that groups prefer the old ones. There is obviously a market there for reprints.
11. Structured Learning Programmes  
Essex Music Library is to do some structured learning programmes to help users eg. the use of electronic databases. Ruth will try to find out what was in the previous bid for library gateways.
12. There will be IAML posts vacant for Publications Officer and editor of BRIO from April.
13. Roger Taylor from Yeovil Performing Arts Library is collating locations for Chester Music/Kaleidoscope titles. Can we all let him know of any holdings please?

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