

302 Library
8 February 1971

Memorandum to: Dean White

From: R. L. Talmadge

Subject: Proposed Performing Arts Library

After review of the January 11 Report of the Performing Arts Library Committee, and consultation with heads of technical departments as appropriate, I can report a generally favorable reaction by all concerned. The following questions are submitted with the hope that the Committee will consider them as it proceeds with its further planning. In each case our concern is for identification of all potential costs, so that close estimates can be worked out in advance.

Plan for 1980 [1. The Report notes (second paragraph) the several present locations of theatre materials, with the seemingly implicit assumption that all of them can be transferred. In some instances this may not be true; the librarians-in-charge may feel it necessary to retain certain resources. It is suggested that this question be carefully explored with the librarians of Circulation, Reference, Architecture, English, Physical Education, and the Undergraduate Library, some of whom may in turn wish to consult their clientele. If it is found that any theatre items are not subject to transfer, but also determined that they must be made available in the Performing Arts Library, duplication is then clearly called for. Both purchase costs and the processing costs will need to be estimated.

1,000 items for dance [2. Who will be responsible for identifying the precise items to be transferred, arranging the moves, and preparing transfer notification forms? Might this require special extra staffing?

3. The above apply as well, of course, to the smaller quantities of dance materials and to any other kinds of resources later incorporated into the scope of the Music and Performing Arts Library.

1980 [4. In the Committee's second paragraph also is mentioned the "University Theatre Reference Room." If transfer of the contents of this Room will call for their cataloging, the categories of materials and the number of titles in each should be carefully investigated so that processing costs can be predicted.

Yes [5. In the same paragraph appears the phrase, "not counting special collections of prints, photographs, etc." Is any processing implied here?

1980 [6. Mr. Miller reports that a considerable quantity of Slavic theatre materials are located in the bookstack and that Special Languages Department staff get many reference questions from Slavic faculty interested in theatrical topics as well as from faculty of Speech and Drama. This may call for special study and consultation along the lines suggested in (1) above.

7. Is it anticipated that the Music and Performing Arts Library would include any Asian materials? Special problems could include staff linguistic competence and the need to deal with Library of Congress classification.

8. Miss Croft feels that the number of anticipated transfers alone will doubtless call for extra temporary staff to handle changes in bibliographical records and the provision of sets of catalog cards where required. This--along with other potential costs for each of the technical departments affected, depending upon the answers to the foregoing questions--will need close study as more precise information emerges from the Committee's future detailed planning.