

## **Chester Archaeological Society**

### **Library Review 2010 - Retention criteria**

**1 Documents in the library should support the Society's objectives: the study of the archaeology, architecture and history of Chester, Cheshire and North Wales.**

*Observation:* This clause needs to be read with the emphasis on the concept of 'support[ing] ... the study' as much as on the geographical scope. Many old works which fall within scope geographically may not have been of high quality when written, let alone be of academic value now. Conversely, works dealing with the archaeology, architecture and history of other parts of Britain, or other countries, may nevertheless be highly relevant to local studies. In addition, the history of the Society itself is part of the social history of the region, and documents that illustrate that history should be considered for retention even when they do not otherwise fall within scope.

AND

**2 Documents should be of current research or methodological value.**

*Observation:* These documents may nevertheless be quite old or, as mentioned, may not have the Society's region as their main geographical focus.

OR

**3 Documents should illustrate the development of archaeological/historical recording, thought or practice.**

*Observation:* These documents should be 'classics' only. They should preferably also be of local relevance.

OR

**4 Documents should:**

- a) Record the Society's history as an institution
- b) Relate to the Society's major campaigns and projects
- c) Illustrate the Society's history generally and the changing interests of its members

*Observation:* The main documents relevant to 3a) are Minute Books etc, which should be kept in their entirety. Documents relevant to 3b) and 3c) will only be kept selectively, unless they also meet the other criteria for geographical scope or quality.

AND

**5 Documents should normally be complete.**

*Observation:* This means that, unless, there are compelling grounds to the contrary, incomplete sets of multi-volume monographs and short runs of journals, for example, would not be kept.

AND

**6 Documents should not normally be of such an age as to require specialist care.**

AND

**6 Documents should not be otherwise publicly available in Chester.**

*Observation:* This clause is intended to avoid unnecessary duplication of documents in the city. On the other hand, duplicates may be kept if they illustrate the Society's history (3 above), are heavily used, or if other institutions are considered likely to dispose of their copies.

*Note:* The word 'document' is used here to include books, journals, offprints, leaflets, prints etc.

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