

1. Improving the Library experience

Objective	Action	Progress update – February 2017	Latest progress
<p>Use Library space more effectively</p>	<p>We will review the use, content, layout and signage of Library space to adapt to changing users' needs and expectations.</p> <p>We will continue to identify suitable material for off-site storage and disposal to create room for growth and ensure that the most used and valuable items remain accessible on-site.</p>	<p>Signage has been improved in the Main Library and a map has been designed and integrated in our literature to help users find subject areas more easily.</p> <p>The Library Space Review Working Group was set up and met in January, March and May and made recommendations to Council and the Finance and Planning Committee.</p> <p>Currently 270 archive boxes are stored off-site (with Deepstore in Bow) containing the Society's Committee papers, some maps and archive material.</p> <p>Two new journal racks were purchased allowing the current journal issues to be moved back to the Main Library and the space in the Fellows' Room to be improved.</p> <p>Two temporary Library Assistants were appointed in October 2015 to audit three Library areas: the workroom, the basement journal store and the Lower Library. The Library audit data has been analysed and a paper written for LUG and PIC with recommendations.</p> <p>Council has approved the appointment of two temporary Library Assistants for a year to complete the Library audit.</p>	<p>Two new temporary Library Assistants will start in January 2017. They will work on the completion of the Library audit for a year.</p>

<p>Improve remote access to Library resources</p>	<p>We will write an Electronic Resource Acquisition Policy and look to increase our e-resources offering by consolidating the number of e-journals available remotely, developing an e-book collection and making available digitised material from our collections.</p> <p>We will plan for the replacement of C2 and investigate a new Library Management System to enhance content findability and provide standard user functionalities.</p>	<p>Electronic Resource Acquisition Policy written in August. Presented along with e-book and e-journal wish lists at LUG in October.</p> <p>The book budget for 2015 has been increased to include funding for an e-book collection which will be launched in the first quarter of 2015.</p> <p>A collection of 30 e-books and 100+ e-journals are now available to Fellows, including a new journal subscription, <i>Tectonics</i>.</p> <p>The Library Management System went live in December 2015 and was officially launched mid-January 2016. Map cataloguing has resumed after a 2-year interruption due to the lack of compatibility between the Map Librarian's PC and C2. Since May 2016, Fellows are Corporate Affiliates have been able via the OPAC to renew and request items, check their loan history and create bibliographies.</p>	<p><i>Completed.</i></p> <p>The Library now has 45 e-books.</p> <p><i>Completed.</i></p>
<p>Develop, maintain and promote the Library's collections</p>	<p>We will seek to improve the visibility of our collections by converting our cataloguing records to MARC to enable our participation in union catalogues e.g. COPAC, SUNCAT and WorldCat.</p> <p>We will address the cataloguing backlog by carefully evaluating donations and adding to stock items of lasting value.</p>	<p>Part of the Heritage package includes a MARC import/export module.</p> <p>The Library has applied to join COPAC.</p> <p>Donated and withdrawn items from the Library audit are being carefully evaluated and progress has been made on the cataloguing backlog.</p>	<p>Ongoing</p>

	We will write a Disaster Management Plan in partnership with other Courtyard libraries providing emergency procedures and guidance to Library and Society staff to minimise damage to the collections and building.	Harwell disaster management training delivered to staff from all Courtyard societies in August. The Library Disaster Management Plan was amended following feedback from LUG and Harwell. A Society plan is being developed.	<i>Completed.</i>
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2. Developing user services

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Enhance user services	We will continue to support and adapt to the information needs of Fellows and Corporate Affiliates through free, at-a-cost and revenue generating services such as document delivery, literature searching, Geofacets, books & map prints sales, Library tours and enquiries.	Ongoing.	Ongoing.
	We will engage further with Corporate Affiliates to develop customised products and prices.	Literature searching new pricing structure approved by Council on the 26 th November 2014.	Ongoing.
	We will investigate the delivery of an information skills programme online and/or face-to-face to Fellows, Corporate Affiliates and non-members.	First information skills training delivered to two NEFTEX employees in August 2015.	The third Corporate Affiliate Open Day took place on the 10th November 2016.
	We will carefully select and digitise material from our archive and special collections to widen the range of images and prints available for purchase.	Ongoing.	Ongoing.

<p>Improve communication and marketing of value-added services</p>	<p>We will continue to use social media, the Society's website, newsletters and Geoscientist to raise awareness and promote Library services and collections.</p> <p>We will commission professionally produced literature to market our services to Corporate Affiliates and offer Library inductions to their employees.</p>	<p>New marketing plans in collaboration with publishing colleagues in Bath have been discussed - a paper summarising the progress made has been submitted to LUG.</p> <p>A bookmark has been produced to promote Library services in Burlington House and at external events.</p>	<p>The Library had a stand at UCL's Annual History Libraries & Research open day in November 2016.</p>
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3. Preserving, developing and promoting special collections & archives

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<p>Preserve and conserve the Library's special collections and archives</p>	<p>We will seek to improve the environmental conditions in which the Library's rare books, historical maps and archives are kept.</p> <p>We will raise awareness amongst staff and Fellows through fundraising campaigns and conservation training and events.</p> <p>We will identify material suitable for digitisation and promote these on the Society's website, via social networks and on professionally produced printed literature e.g. bookmarks and postcards.</p>	<p>There are now close to 750 historical images in the Picture Library. The news of the 'newly rediscovered' William Smith map was released on the 23rd of February 2015 for the launch of the William Smith bicentenary and generated a lot of media attention, most notably from the BBC and over 11,000 visits to our Picture Library pages.</p> <p>A digital camera was purchased in November 2015 to produce better quality images in-house.</p>	<p>A new print-on-demand Picture Library is being developed.</p>
<p>Enhance and promote the</p>	<p>We will develop the Library's collections by attracting bequests of significant importance to the history of Earth sciences.</p>		

Library's special collections and archives	<p>We will create a Plate Tectonics archive (incorporating, with commentaries, the papers of Dan McKenzie and other participants of the drift controversy and birth of plate tectonics) and make it freely available online to all.</p>	<p>Members of the PTAWG met with six developers in September. Kingdom has been appointed to design and develop the Dan McKenzie archive website.</p> <p>Keynote speakers for the 'Plate Tectonics at 50: Evolution of the paradigm and its future direction' on the 3rd, 4th and 5th of October 2017 conference have now been agreed.</p>	<p>The website is being developed and the 'user experience' design phase has begun.</p> <p>Registration for the conference open in November. Deadline for abstract submission is in May 2017.</p>
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4. Engaging with members of the public and external partners

Objective	Action	Progress update – February 2017	Latest progress
Engage with a wider audience	<p>We will fulfil our commitment to public engagement through a variety of events and services aimed at members of the public e.g. exhibitions, talks, bookshop, Open House and map & image prints.</p>	<p>The Library hosted since July 2014 seven public engagements events.</p> <p>The Maps, Meteorites, Mary Anning and the Missing Link event, took place on the 15th of July 2016, as part as a Courtyard initiative.</p> <p>The Cross Channel Invasion ! event given by Ted Rose took place on the 29th of September 2016.</p>	<p>Three more events are planned for 2017.</p>
Work in partnerships	<p>We will continue working with external partners on specific projects (e.g. Geofacets, GeoRef and library consortia) and maintain our relationships with London library groups, the British Library and our international network of inter-library loan and geosciences libraries.</p>	<p>AGI employed Librarian working in the Library since April 2014. Librarian appointed in September to do comprehensive audit of the GSL African map collection and help develop a Geofacets African map module.</p> <p>3,372 African maps from our collection were</p>	

		<p>digitised in June 2015 as part the Geofacets African map module project. Business models are being discussed with the Geofacets team. Discussions with Elsevier are continuing. African maps will now be part of the GSL module on Geofacets</p> <p>Relationships with other organisations and networking are ongoing.</p> <p>The agreement with the AGI has been renewed until February 2018.</p>	Ongoing.
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5. Supporting Library staff's professional development

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Support current awareness and encourage best practice	We will continue to support Library staff's professional development by encouraging relevant course & conference attendance, current awareness activities and networking with other library professionals.	Each member of the Library team has attended at least two courses, meetings, conferences, off-site visit or training sessions per year since the approval by Council in April 2014 of the Library Strategy.	Ongoing.
Ensure effective succession planning	We will have in place written procedures, support and training to ensure effective knowledge sharing within the Library team.	Ongoing.	A Wiki has been developed to host the Library staff manual.