

**SOCIETY FOR THE PROMOTION  
OF HELLENIC STUDIES**

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**SOCIETY FOR THE PROMOTION  
OF ROMAN STUDIES**

Company limited by guarantee, reg. no. 114442  
Registered Charity no. 210644  
VAT reg. no. 233 4855 62



November 19, 2015

Dear Member

**Introduction**

We are writing to you in connection with the General Meetings of the Society for the Promotion of Roman Studies ("the Roman Society") and of the Society for the Promotion of Hellenic Studies ("the Hellenic Society") which are to be held on Saturday 12 December at 12 noon and 2.00 pm respectively. In this letter, we use the term "the two Societies" to refer to the Hellenic Society and the Roman Society.

The purpose of the proposed meetings is for each of the two Societies to seek its members' approval for certain agreements which the two Societies wish to conclude in respect of the future operation and financing of the Combined Library. The Combined Library comprises the Joint Library of the two Societies and the library of the Institute of Classical Studies ("the ICS"). The ICS is part of the University of London ("the University").

The two Societies' Joint Library is a major asset of the two Societies. It comprises a large collection of books, periodicals and other materials relating to the Graeco-Roman world, which are owned jointly by the two Societies. For many years, the Joint Library has been combined with the library of the ICS, to form the Combined Library. The Combined Library is one of the world's best and most comprehensive research libraries covering all aspects of the Graeco-Roman world. It is presently housed on open access shelving in accommodation provided by the University in Senate House in Bloomsbury. The Combined Library is accessible to members of the two Societies, and to a large number of university teachers, graduate students and other researchers. In recent years, the two Societies and the University have relied on a series of short term agreements to govern the terms of operation of the Combined Library and the sharing of the costs associated with its operation, maintenance and development. This has proved unsatisfactory, not least because the arrangements provide no certainty to the two Societies as to the long-term availability of space for the Joint Library nor as to the extent of their future liabilities to contribute to the financing of the Combined Library. Members will recall that in recent years the issue of increasing space charges has been a significant concern to the two Councils. Accordingly, the two Societies have been working for some time with the University to establish a longer term agreement to provide a firmer basis for the future of the Combined Library.

### **The Hellenic and Roman Library**

The two Societies have jointly established a company, called The Hellenic and Roman Library ("HARL"), as a vehicle to manage the Joint Library and their participation in the Combined Library, and to raise funds for this purpose. The six present directors of HARL are the Presidents, Honorary Treasurers and Honorary Secretaries of the two Societies. At present, HARL itself has no significant financial resources. The two Societies intend, with HARL, to embark on a campaign to raise donations from external donors to finance HARL's future participation in the Combined Library. However, the two Societies will agree to continue, for the duration of the new arrangements outlined below, to provide HARL with sufficient funds to meet its commitments to the Combined Library, to the extent that it cannot raise sufficient funds from such external donors to do so, and pending the undertaking of the fund-raising campaign.

### **Arrangements with the University of London**

As a result of the two Societies' recent discussions with the University, it is now proposed that the two Societies, HARL and the University should conclude a new agreement ("the University Agreement") to take effect on 1 January 2016 (or as soon thereafter as is practicable) for a term of 25 years, to regulate the financing, governance and operation of the Combined Library.

Under the University Agreement, the arrangements for the provision of books and other materials will continue as at present:

- the Societies will continue to make available the Joint Library collection (including any future additions), and the University will continue to make available the ICS collection, to the Combined Library;

- the University will commit to spend a minimum annual sum (adjusted annually by reference to an inflation-related index) on future additions to the Combined Library, and HARL will arrange for the two Societies collectively to expend an equivalent minimum annual sum on further additions to the Combined Library. The University and the Societies (or, as applicable, HARL) will each retain ownership of the materials which they contribute to the Combined Library.

The principal changes to the present arrangements are described below:

The two Societies currently contribute towards both staff costs and space charges of the Combined Library. Instead,

- HARL will meet the payroll costs of all the library staff (who will continue to be employed by the University and remunerated on appropriate university pay scales) and will contribute a fixed sum annually towards the general running costs of the Combined Library (with the sum being increased by reference to an inflation-related index);

- the University will run the Combined Library and will bear all other costs associated with the Combined Library (including the cost of accommodation for the Combined Library, or any notional or allocated cost, where the Combined Library is housed in accommodation owned by the University);

In addition, provision will be made for the development of the Combined Library over the 25 year term (including, potentially, its move to new premises in Bloomsbury; the removal of some of its collection from open access shelving; the increased employment of new technologies to hold and provide access to the collections of the Combined Library; and changes in the number and composition of staff employed in the Combined Library). Some important decisions relating to

changes to the Combined Library will be made only with the consent of both the University and HARL; however, for the most part, decisions about management will be made by a Library Management Committee, to comprise equal numbers of members nominated by the University, on the one hand, and HARL, on the other, and to be chaired by an independent Chair; day to day management of the Combined Library will be delegated to the senior librarian. As at present, a Collections Development Committee will advise on the development of the collections of the Combined Library. Although the University Agreement is expressed to be for a term of 25 years, the University and HARL will each be entitled to terminate the agreement by giving notice to the other if its financial situation deteriorates substantially (or, in the case of HARL, if its ability to rely on the two Societies for funding is impaired), so as to render it inappropriate for the terminating party to be held to the agreement. The precise circumstances permitting termination on these grounds will be specified in the University Agreement. In addition there are usual provisions for termination such as for material breach or insolvency.

### **Financial Implications**

As at present, each of the two Societies will be responsible for half of the cost of adding books and other materials to the Joint Library collection, while their contributions to the running expenses of the Combined Library and of HARL will be calculated by reference to the number of members of each of them in the relevant year.

In 2014, our last complete financial year, the total contribution by the two Societies in connection with the Combined Library was £308,000, of which £116,000 was spent on additions and improvements to the Joint Library collection and £179,000 on our proportion of running costs of the Combined Library, including space charges. We estimate that the additional cost of operating under the University Agreement, as compared to the present arrangements, will be some £70,000 a year, increasing with inflation, of which approximately £41,000 will fall to be paid by the Roman Society and £29,000 by the Hellenic Society. These are large amounts of money. However, the Councils of the two Societies believe that the University Agreement represents a better way forward than the present short term arrangements.

There is no certainty that the present short term agreement would be renewed on its present terms. Indeed, when a renewal was first discussed, the University was looking for a substantial increase in space charges which meant that, over a long period, the total space charges could have slowly reduced the Societies to insolvency in a manner and on a timetable beyond our control. In contrast, the University Agreement provides greater certainty as to the terms to govern the operation of the Combined Library for 25 years and shelters the two Societies from increasing space charges, the amount of which was totally outside our control. In addition, we believe that the new arrangements will provide a better basis for fundraising, as we will be seeking funds primarily to support salaries of library staff, which will be set by reference to pay scales reflecting wider market conditions, and which donors may therefore be expected to recognise to be a necessary cost of providing the services of the Combined Library. Conversely, raising funds for space charges and overheads would be extremely difficult if not impossible. It should be noted that we have had a strong indication of interest from a UK-based institution to provide funding to HARL of £60,000 a year for 5 years. Discussions are continuing and an agreement has yet to be signed.

## Notices of Meeting and Recommendation

You will find at the end of this document a Notice convening a general meeting of the Society of which you are a member, setting out a resolution to authorise a committee of that Society's Council to settle, on behalf of that Society, the terms of the University Agreement substantially in the terms outlined above, but subject to such amendments as the committee may judge necessary or appropriate, and that officers or the Secretary of the Society, as appropriate, be authorised to execute the University Agreement and otherwise to give effect to the arrangements described in this letter, as so amended.

A sandwich lunch will be available between 1 and 2pm for those attending. In order to assist with catering arrangements, it would be helpful if you would let either Fiona Haarer ([office@romansociety.org](mailto:office@romansociety.org)) or Richella Doyle ([office@hellenicsociety.org.uk](mailto:office@hellenicsociety.org.uk)) know by 9<sup>th</sup> December if you intend to be present. However, you may attend the meeting regardless of whether you give notice in advance.

The Council of each of the two Societies recommends their members to vote in favour of the resolutions.

Yours faithfully,



Catharine Edwards  
President, SPRS



Robert Fowler  
President, SPHS

## Society for the Promotion of Hellenic Studies

### Notice of a Special General Meeting

to be held at 2.00pm on Saturday 12<sup>th</sup> December 2015 in Senate House, room 246, for the purpose of considering and if thought fit passing the following resolution.

That

1. a committee of the Council of the Society, comprising the President, the Honorary Treasurer and the Honorary Secretary of the Society, be and is hereby authorised to settle the terms of the University Agreement and otherwise to give effect to the arrangements described in a letter to members dated 19<sup>th</sup> November 2015 from the President of the Society and the President of the Society for the Promotion of Roman Studies, substantially on the terms described therein described, but subject to such amendments as the committee may judge necessary or appropriate; and
2. the Principal Officers of the Society (or any of them) and the Executive Secretary of the Society be and they are hereby authorised to execute the University Agreement on such terms as they shall so settle with the other parties thereto.

Dr Margaret Mountford, Honorary Secretary, 19<sup>th</sup> November 2015  
By Order of the Council