

## The SANT library shelving system

In May 2009 the SANT library was transferred to The Great North Museum, Hancock. The books were entered onto the University library catalogue and given a Dewey number, but continue to be shelved under SANT's existing system. This arose in the 1930s when the Regional Library Lending Bureau was established. Up to that point books had been shelved in bookcases and their location recorded as case number, shelf number and position on the shelf. The 1930s cataloguers introduced an alphanumeric system, based on geographic location or historical period. A list is given at the end of this note. This system was carried on in the 1980s when professional cataloguers were employed for three years under a job creation scheme creating a three part card catalogue, author/title, subject and shelf list. This was transferred to an access data base from 1997 onwards and to an Excel database in 2013, when a searchable shelf list was added in pdf to the SANT web site.

This shelf list gives the basic information of shelf number, author(s), title, size in cm, location and date of publication. The size is necessary as big books, > 32 cm, are shelved below the main run. Only a limited number of books can be accommodated in public access and these are mainly post-1900 shelf numbers AA to BK. Other books are in closed access, with rare books being in the rare book store, and indicated by their position therein. For example, r1/3 indicates the 3rd shelf of the first stack. We also have a number of books containing additional manuscript material at The Northumberland Archives (NRO), and music books at the Bagpipe museum, Morpeth. There is also an overflow library store at the Discovery Museum. The shelflist records books which are missing, some for more than eighty years, -but we do not despair as an item which had been borrowed in about 1944, in the confusion of the war years turned up only recently. Only the books in the Great North Museum appear on the University catalogue.

I have assumed that gaps in the shelf numbers are either books which could not be found in 1984 or errors, but I have still to correlate this list with 19thC catalogues and the 1930 lists.

As a general principle, in looking for a book;

- start on the public access shelves
- continue via the librarian into the controlled access.

Rare books are kept in a room with a better controlled environment and notice is usually required to withdraw them. Some books may be on loan to members for a maximum of 3 months, but these may be recalled if there is an urgent need to consult them. If all else fails contact me.

Denis Peel  
SANT Hon. Librarian  
November 2013

<b>Classification</b>	<b>Shelf-letter</b>	<b>Location</b>
Poll Books, elections, directories	AA	Public
Poll Books, elections, directories	AB	Controlled
Newcastle Corporation material	AC	Public
Reports of local societies	AD	Public
Library catalogues	AE	Public
Songs poetry and chapbooks	AF	Public
Northern Biography	AG	Public
Newcastle history & topography	AH	Public
Newcastle history & topography	AI	Public
Northumberland	AJ	Public
Durham inc . Gateshead	AK	Public
Cumbria	AL	Public
Yorkshire	AM	Public
Outsize books miscellaneous	AN	Public
Miscellaneous non local England	AP	Public
Parish registers local	AQ	Public
Scotland	AR	Public
Ireland	AS	Public
Europe general	AT	Public
Methodist/ Wesleyan	AW	Public
Classical ancient art antiquities	BA	Public
Museum Catalogues	BB	Public
Prehistoric	BC	Public
Prehistoric	BD	Public
Miscellaneous	BE	Public
Roman	BF	Public
Numismatics	BG	Controlled
Anglo-Saxon & Art	BH	Public
Arms & Armour	BI	Public
Architecture	BJ	Public
English Antiquities Church brasses etc	BK	Public
Miscellaneous outsize	BL	Controlled
Outsize mainly Roman	BM	Controlled
Inscriptions	BN	Controlled
Medieval Agriculture place names	BO	Public
Post Medieval	BP	Public
manuscripts texts etc	BQ	Controlled
Art	BR	Controlled
Industry coal iron etc	BS	Controlled
Feudal Aids	CA	Controlled
Close rolls	CB	Controlled
Charter Rolls	CC	Controlled
Patent Rolls	CD	Controlled
Inquisitions	CE	Controlled
Privy Council	CF	Controlled
Miscellaneous	CG	Controlled
Royal Commission Hist. Manuscripts	CH	Controlled
Domestic State papers	CI	Controlled
Treasury papers	CJ	Controlled

16th C mostly	CK	Controlled
Foreign State papers	CL	Controlled
Other papers	CM	Controlled
Home Office	CN	Controlled
Pipe Rolls Exchequer	CO	Controlled
Scottish Papers	CP	Controlled
Public Records	CQ	Controlled
British Museum MSS	CR	Controlled
Genealogy directories	DA	Controlled
Genealogy peerage titles etc	DB	Controlled
Genealogy Heraldry Seals	DC	Controlled
Genealogy visitations wills	DD	Controlled
Genealogy family histories	DE	Controlled
Parish registers non local	DI	Controlled
miscellaneous in foreign languages	FO	Controlled
Newspapers	GA-GF	Discovery
Miscellaneous	GG	Controlled
Miscellaneous book trade law history	GH	Controlled
Miscellaneous	GI	Controlled
Scottish Public Records	GJ-GR	Controlled
Gentlemans Magazine	GS	Controlled
English dialect dictionary	GV	Controlled
Dictionaries	GW-GX	Controlled
Miscellaneous	GY	Controlled
Miscellaneous atlases etc	GZ	Controlled
Tracts	I	Controlled
Miscellaneous	KA	Controlled
Topography	KB	Controlled
Topography, tours London	KC	Controlled
Church Bells etc	KD	Controlled
Scotland	LA	Controlled
Scotland	LB	Controlled
Scotland	LC	Controlled
Scotland	LD	Controlled
Scotland	LE	Controlled
Classical Middle East	LF	Controlled
Church History	LG	Controlled
Camden Soc.	LI	Controlled
Caxton	LJ	Controlled
Folklore ballads etc	LK	Controlled
Miscellaneous	LM	Controlled
Tracts rare, reprints of	LN	Controlled
microfiche separate file same classification	MF	Public
Maps and Plans	MP	Controlled
Music printed and manuscript	MU	Mainly Morpeth
Periodicals mainly post 2000	PER	Public
Periodicals mainly pre 2000	PER	Controlled
videos	VID	Controlled
E books and cyberspace	E	Laptop