

More information on collections and services is available on LibWeb

[www.york.ac.uk/library/](http://www.york.ac.uk/library/)

## The building

The King's Manor was developed from the 13<sup>th</sup> century lodging of the abbots of St. Mary's Abbey which was rebuilt in the late 15<sup>th</sup> century on the original foundations. It was enlarged in the first quarter of the 16<sup>th</sup> century when it was used as the headquarters for the Council of the North under the first active Lord President of the Council, Robert Holgate, who took office in 1538. The Manor is now the City Centre Campus of the University of York.

The Centre for Medieval Studies, the Centre for Eighteenth Century Studies and the Department of Archaeology, which incorporates the former Institute of Advanced Architectural Studies, are based here.

The Library occupies two floors on the southern side of the main courtyard. Access is via the stairs leading from the porters' lodge.

## Subject coverage

The Library has the main collections on:

- < architecture
- < building planning
- < conservation of historic architecture
- < gardening & landscape design
- < heritage management
- < history of architecture & building
- < stained glass
- < town planning

It also has smaller collections on the medieval period and the "long" eighteenth century, a large collection of slides and some photographs.

All items are on the online Library Catalogue, except the slide and photograph collections.

## Arrangement of the Library

**Books** on Level 1 cover architecture, building, conservation, gardening, heritage management, landscape and town planning.

**Books** on the ground floor cover medieval and 18th century literature and history, medieval stained glass and manuscript illumination.

**Pamphlets** are in boxes in a separate sequence on Level 1. Most of these cannot be borrowed.

**Journals** cannot be borrowed. They are shelved separately in the rolling stack on the ground floor.

**Off-prints** and **photocopies** for Archaeology and for Medieval Studies are held in filing cabinets on the ground floor. All photocopies are for use in the library only.

## Borrowing

Members of the public are welcome to use the Library for reference purposes.

All students and staff of the University of York, as well as external borrowers registered with the JB Morrell Library, may borrow books from the Library. You must produce your university or library card in order to borrow books.

The number of books you may borrow is the total for King's Manor Library and the JB Morrell Library combined. Information on borrowing loan limits and periods for different membership groups and on renewing, recalling and returning items is available in the University Library *Welcome* and *Quick start* guides and on LibWeb.

## Renewing items

Books may be renewed at either the King's Manor Library or the JB Morrell Library or via My Library Record on the Library Catalogue.

## Returning items

All books from the King's Manor Library and the JB Morrell Library can be returned to the holding library in the normal way, or we can transfer them to the holding library for you via the book-boxes.

The book-boxes are sent from the King's Manor to the JB Morrell Library at 11.15am and 4.15pm Monday-Friday. For the JBM Library book-box times check with Lending Services there.

## Special collections and rare books

**The Garden History Society** has placed its collection on long loan here. These form part of the lending stock, with the exception of some rare and special books.

**The Pickford Collection** is the library of Professor Cedric Pickford of Hull University, which was given to the British branch of the International Arthurian Society, and deposited here. It forms part of the lending stock on the ground floor.

**The Stephen Copley Collection** is mainly items on 18<sup>th</sup> century literature and history with some music and art. It is incorporated into the lending stock on the ground floor.

**The Wormald, Newton and Newbold collections**, specialising in medieval art and stained glass, are held on the ground floor of the Library. These are for reference use only.

**Other collections** include a selection of older, more fragile or more valuable books and are available for use in the Library only. They are identified on the Library Catalogue by the words Special Collection and will be retrieved by the Library staff on request.

## Theses

Masters theses submitted to the departments based at the King's Manor are shelved on the ground floor and are for reference only.

## Non-book materials

### Photographs and slides

These cover medieval art and architecture, especially stained glass. Photographs are for reference only. Slides may be borrowed for seminars by students but otherwise are for reference only. The part-time Slide Librarian is available to answer enquiries for a period on Monday – Friday during term. Library staff can help you with your slide enquiries at other times.

### Microfilms

There are a number of early English newspapers on microfilm, as well as 17<sup>th</sup> and 18<sup>th</sup> century women's journals, advice books and almanacs, which are for reference only.

The Library has a microform reader/printer which will read and print from fiche and film in both 16mm and 35mm formats. Costs are 20p for A4 and 30p for A3. Payment is by Flexicard which can be purchased from Library staff.

### Photocopying

There is a self-service photocopier in the Library. Payment is by Flexicard which can be purchased from Library staff.

## Opening hours

### Term time

Monday - Friday	9.00am - 6.15pm
Saturday	9.30am - 12.15pm

### Vacation

Monday - Friday	9.00am - 5.00pm
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The Library is closed on all public holidays, except the May public holidays, and for a longer period at Christmas.

## If you need more help

### LibWeb

[www.york.ac.uk/library/](http://www.york.ac.uk/library/)

### Contact us

- Telephone: (01904 43) 3969
- [infodir-km@lists.york.ac.uk](mailto:infodir-km@lists.york.ac.uk)

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