

Information Guide | Upperville

Welcome to Rare Book School!

FOR MORE THAN FORTY YEARS, the bibliographical community has been supported and nourished by the work of Rare Book School (RBS). From its tentative beginnings at Columbia University, the School has educated several generations of librarians, collectors, academics, conservators, and booksellers, producing a network of loyal alumni, talented faculty, and dedicated friends around the globe. In the process, it has also earned a reputation as the world's premier institution for the study of bibliography and book history. We are delighted that you will soon be a part of that distinguished tradition, and of our School's promising future. We look forward to welcoming you to Upperville for your Rare Book School course.

This *Information Guide* will provide general information about what to expect during your course week. Upon arrival, you'll also receive a copy of the *Student's Vade Mecum* with additional information to ensure that your stay is as productive and enjoyable as possible. (N.B. Please bring the present guide with you when you take your RBS course; it contains valuable information not repeated in the *Vade Mecum*.) In the meantime, we eagerly await your arrival, and look forward to another wonderful session!

Contents

WELCOME	1
RBS IN UPPERVILLE	1
THE RBS WEEK	2
BEFORE YOU ARRIVE	4
ACCOMMODATIONS	4
TRANSPORTATION	5
ADVANCE ADVICES	5

RARE BOOK SCHOOL

University of Virginia
Post Office Box 400103
Charlottesville, VA 22904-4103
Telephone: 434-924-8851
rbsprograms@virginia.edu
www.rarebookschool.org

RBS in Upperville



UPPERVILLE, VA is a small town, founded in the 1790s, with a population of around 1,000. It is located in close proximity to Washington D.C. and is home to a number of historic thoroughbred horse farms.

In addition to these attractions, Upperville is also home to the Oak Spring Garden Foundation (OSGF). The foundation was established in 1993 by Rachel Lambert “Bunny” Mellon to preserve and share her gardens and significant library collection of materials related to botany, horticulture, landscape design, and natural history. The work of the Oak Spring Garden Foundation brings visiting scholars to the Oak Spring estate for scholarly and artistic research using Mrs. Mellon's collection and gardens.

This year, the Oak Spring Garden Foundation will host the Rare Book School course “Six Hundred Years of Botanical Illustration,” taught by Peter Crane and Roger Gaskell. We're excited that you've decided to join us in Upperville this summer, and we want to do all we can to deliver an exceptional educational experience. If you have any questions about the course, or about RBS generally, please email us at rbsprograms@virginia.edu.

The RBS Week

All RBS students are expected to be in attendance and on time for all regularly scheduled classes, labs, and field trips. This is to ensure the quality and community of RBS as a school, and we insist that participants attend all sessions of their courses, unless presented with the most extraordinary of circumstances. Practically speaking, this involves a full-time commitment of 4–6:30 p.m. Monday, 8:30 a.m.–5 p.m. Tuesday through Thursday, and 8:30 a.m.–12 p.m. Friday. Please make your travel plans accordingly!

MONDAY Arrival and Opening Reception

1–4 p.m. You should arrive at OSGF between 1 and 4 p.m. However, if you are unable to arrive by 5 p.m. please email rbsprograms@virginia.edu. Please note that OSGF provides a free shuttle from Dulles Airport; to reserve a seat, contact programs@osgf.org by Monday, 14 July. Students may schedule library research time on Monday between 1 and 4 p.m. and/or on Friday between 1 and 3 p.m. (please email rbsprograms@virginia.edu).

5–6 p.m. Registration will take place in the Apple House. Each student will receive a copy of the *Student's Vade Mecum* and a name badge, as well as their course materials.

6 p.m. Students convene in the Apple House for a welcome presentation by Sir Peter Crane, President of the Oak Spring Garden Foundation. A buffet dinner will follow.

TUESDAY

8–8:30 a.m. Breakfast

Continental breakfast served in Mill Reef Room.

8:30–10 a.m. First Period

Class is held in the Library

10–10:30 a.m. Morning Break

Students gather in the Apple House Conference Room for refreshments.

10:30 a.m.–12 p.m. Second Period

Class is held in the Apple House.

12–1 p.m. Lunch

Lunch is held in the Pony Barn. Tony Willis, Head Librarian leads an optional Library Tour from 12:45–1 p.m.

1–2:30 p.m. Third Period

Class is held in the Library.

2:30–3 p.m. Afternoon Break

Students gather in the Apple House for refreshments. Allissa Montgomery, Head Gardener leads an optional garden tour.

3–5 p.m. Fourth Period

Class is held in the Apple House.

5:30 p.m. Tour of the Biocultural Conservation Farm led by Peter Crane

Location: Broodmare Barn Parking Lot

6 p.m. Dinner at the School House

Dinner with Oak Spring's two-week Interdisciplinary Residents and Botanical Artists in Residence.

7:30 p.m. Evening Drinks

Location: Basket House

WEDNESDAY

8–8:30 a.m. Breakfast

Continental breakfast served in Mill Reef Room.

8:30–10 a.m. First Period

Class is held in the Apple House.

10–10:30 a.m. Morning Break

Students remain in the Apple House for refreshments.

10:30 a.m.–12 p.m. Second Period

Class is held in the Library.

12–1 p.m. Lunch

Lunch is held in the Pony Barn. Tony Willis, Head Librarian leads an optional Library Tour from 12:45–1 p.m.

1–2:30 p.m. Third Period

Class is held in the Apple House.

2:30–3 p.m. Afternoon Break

Students remain in the Apple House for refreshments.

3–5 p.m. Fourth Period

Class is held in the Library.

5:45 p.m. Depart for Dinner

The shuttle leaves from the Broodmare Barn Parking Lot and will transport students to a 6 p.m. meal (location TBD).

THURSDAY

8–8:30 a.m. **Breakfast**

Continental breakfast is served in Mill Reef Room.

8:30–10 a.m. **First Period**

Class is held in the Apple House.

10–10:30 a.m. **Morning Break**

Students remain in the Apple House for refreshments.

10:30 a.m.–12 p.m. **Second Period**

Class is held in the Library.

12–1 p.m. **Lunch**

The class breaks for lunch in the Pony Barn.

1–2:30 p.m. **Third Period**

Class is held in the Apple House.

2:30–3 p.m. **Afternoon Break**

Students remain in the Apple House for refreshments.

3–5 p.m. **Fourth Period**

Class is held in the Library.

6 p.m. **Cocktails**

Cocktails will be served in the Main Residence.

6:30 p.m. **Dinner in the Main Residence
Hosted by Elinor and Peter Crane**

Dinner to be followed by Coffee & Conversation in the Melton Gothic Room.

FRIDAY

8–8:30 a.m. **Breakfast**

Continental breakfast is served in Mill Reef Room.

8:30–10 a.m. **First Period**

Class is held in the Library.

10–10:30 a.m. **Morning Break**

Students gather in the Apple House for refreshments.

10:30 a.m.–12 p.m. **Second Period**

Class is held in the Apple House.

12–1 p.m. **Boxed Lunch**1 p.m. **Departures**

Students begin departing from Brood Mare Barn.

FRIDAY **Additional Events**1–1:30 p.m. **Gallery and Gift Shop Are Open**1–4 p.m. **Research Period (optional)**

Students wishing to conduct research in the library may email rbsprograms@virginia.edu to schedule an appointment between 1 and 4 p.m. on Monday and/or between 1 and 3 p.m. on Friday.

2 p.m. **Shuttle Departs for Dulles**

Location: Brood Mare Barn.

Please contact Praise Hall (programs@osgf.org) by Wednesday, 23 July to reserve a seat.

Before you arrive

Reading Lists

Most RBS courses have advance reading lists or assignments that RBS instructors expect their students to complete before they arrive. These are outlined at www.rarebookschool.org/reading.

Students should come to class prepared. Those who have trouble locating required readings might try obtaining them through interlibrary loan (ILL), from used or antiquarian booksellers through the Antiquarian Booksellers Association of America (ABAA), or online via sites such as www.bookfinder.com or www.vialibri.net.

Arrival & Departure Logistics

OSGF provides a free shuttle to Dulles International Airport that will leave from Arrival Door 6 on Monday, 21 July at 3:00 p.m. If you catch this shuttle, you will be shown to your accommodations upon arrival at around 4 p.m. On Friday, 25 July, the shuttle will depart at 2 p.m. from the Brood Mare Barn, arriving at Dulles around 3 p.m.

If you are driving, please plan to arrive at the Oak Spring Garden Foundation between 1 and 4 p.m. on Monday. If you are unable to arrive by 5 p.m. please email rbsprograms@virginia.edu. When you arrive at OSGF, you will need to check in with security at the entrance. They will provide directions for arriving at your check-in point. Parking is available on site for free and instructions regarding where to park will be provided upon arrival.

Participants must check out of their accommodations on Friday afternoon by 2 p.m. at the conclusion of class.

Wifi and Phones

Wifi is available in the classroom space and in student rooms. Students attending class at Oak Spring will be given a “Welcome Binder” filled with internet instructions, maps, and other helpful information to ensure a pleasant stay. OSGF is in a rural location where the connection can be slightly slow, but it does work. Please be aware that cell phone reception can be spotty.

Problems

Please let us know if you encounter problems on any front. If such problems occur before you arrive, email (rbsprograms@virginia.edu) or telephone us (434-924-8851, 8:30 a.m.–5 p.m.; voicemail after hours). If you encounter issues with tuition payments, contact RBS Accounting Specialist Michael Taylor at 434-243-2920, or by email (michael.taylor@virginia.edu).

Should any difficulties arise during the course, please bring your concerns to a faculty member, an RBS staff member on site, or contact us at Rare Book School.

Accommodations

Accommodations for RBS students will be provided by the Oak Spring Garden Foundation. Given the remote, rural location of OSGF, all participants must stay in the accommodations on-site, and additional guests or visitors are not allowed. RBS staff will send an email with additional information, a registration form, and instructions for paying the housing and food fee of \$950. Students should also review the [pre-arrival booklet](#).

Accessibility and Security

OSGF is located in the foothills of the Blue Ridge, and the terrain is hilly. Most facilities at Oak Spring are about .25 mi apart and connected by footpaths, so we recommend comfortable walking shoes. Please contact rbsprograms@virginia.edu before your arrival if you have any specific accessibility needs (medical, physical, &c.) which require accommodation. There is 24-hour security on site.

Transportation

The address for the Oak Spring Garden Foundation is 1776 Loughborough Ln, Upperville, VA 20184. There is no public transportation to or from this location, and taxis or ride services should be scheduled in advance.

Air Travel

The closest airport is Dulles International Airport (IAD), located 30 miles from Oak Spring Garden Foundation (<https://www.flydulles.com>). We *strongly* recommend that you plan your trip to arrive at Dulles as OSGF will provide a shuttle to the Oak Spring Garden Foundation from that location. Alternative options include Ronald Reagan Washington National Airport (<https://www.fly-reagan.com/>) located approximately just over an hour from Oak Spring and Baltimore/Washington International Thurgood Marshall Airport (<https://www.bwi-airport.com>), approximately 1 hours and 45 minutes from Oak Spring.

Driving to Upperville

The main highway into Upperville is US Route 50 / John S Mosby Hwy. Another option would be to take US Route 17 / Winchester Rd. For participants who are not regionally located, and who may not have access to a car, we suggest taking the OSGF shuttle from Dulles, hiring a taxi or car, or taking a Lyft or Uber out to OSGF.

Advance Advices

What to Bring

RBS participants are expected to come to class prepared, and are required to be on time. As in any rare book library, no food or drink is to be taken into the Library, and only pencils may be used for taking notes; the Course Workbook contains space for notes, but you may want to bring paper or a notebook as well. You can use your laptop or other device in the Apple House Conference Room and in the Library, but taking notes longhand is often preferable where many large books are on the table and space is limited. Photography for private use is allowed for personal use only, without flash, but only of the books, you are not allowed to take photographs of the interiors for security reasons. You do not need to bring copies of your advance reading.

Pharmacies & Medical Facilities

The nearest pharmacy is a Safeway located at 12 W Washington St (540-687-6438), approximately 8 miles from Oak Spring. The next closest pharmacy is Walgreens at 761 E Main St, Purcellville (540-751-0962), located approximately 19 miles from Oak Spring. The nearest hospital emergency room is located at Warren Memorial Hospital at 351 Valley Health Way, Front Royal (540-636-0314). This hospital is approximately 30 minutes from Oak Spring. As always, if you need immediate help, dial 911.

Shuttle

OSGF has provided a free shuttle that will leave from Arrival Door 6 at Dulles International Airport on Monday, 21 July at 3:00 p.m. sharp. Please contact RBS Programs (rbsprograms@virginia.edu) to reserve a seat. The shuttle will also be available to drop students off at Dulles on Friday, 25 July and will depart no later than 1:30 p.m. Please contact Praise Hall (programs@osgf.org) by Wednesday, July 23 to reserve a seat.

Taking the Train

The two closest Amtrak stations include Manassas station (9431 West Street, Manassas) and Washington Union Station (50 Massachusetts Ave NE, Washington DC). Manassas Station is approximately 33 miles from Oak Spring. Washington Union Station is located 70 miles from Oak Spring, when avoiding toll roads. From these stations, one can either rent a car, order an Uber/Lyft, or find another means to travel the remaining distance to your accommodations in Upperville.