



NÁRODNÍ KNIHOVNA ČESKÉ REPUBLIKY

National Library of the Czech Republic

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2002 ANNUAL REPORT TO C E N L

1. 1. Management of the library: performance indicators, planning, decision-making, evaluation, mission statement

2002 statistical survey:

	2002	2001
Holdings - number of items (total)	5 964 704	5 898 094
incl. manuscripts	14882	14 868
microforms	19 125	19 096
audiovisuals	30 379	27 959
electronic resources	2 771	2 285
Addition	66 827	73 246
Decrease	217	3 338
Periodicals - incoming titles	8 586	7 795
Users enrolled	53 395	46 035
Loans	547 838	656 267
ILL requests	28 586	22 744
Visitors in general	563 793	785 544
Seminars, lectures, meetings etc. (participants)	9 236	9 965
Seating spaces in reading rooms	529	529
Computers in public use	53	52
incl. PCs with Internet access	30	30
Publications - number of issues	94	92
Staff - occupied positions (FTE)	442	444
Expenditures	CZK million	245 883
	i.e. EUR million	*7 221
Capital investment	CZK million	10.491
	i.e. EUR million	*0.308
*Annual mean exchange rate	1 EUR = 31.74 CZK	1 EUR = 34.05 CZK

2. 2. Handling of electronic publications and formats, including new legislation

No special new result of efforts at improving the existing legal deposit law, which is still rather weak basis for claiming the legal deposit of electronic publications from publishers. In spite of that, some additional publishers started to deliver their physical media electronic publications.

The project *Registration, Preservation, and Access to Czech Electronic Internet Resources* continued, aiming at setting up conditions for inclusion of the remote electronic resources into Czech National Bibliography as well as to deal with the related issues concerning long-term preservation of the Czech Internet resources and making access to them with respect to copyright – see: <http://webarchiv.nkp.cz>.

3. 3. **Funding**

3.1 3.1 ***Cuts in funding; impacts and measures taken to live with a reduced budget***

a) a) The structure of the National Library total cost (extra funds, e.g. grants from projects included):

	2002	<i>2001</i>
Acquisitions	6.8 %	6.7 %
Operation, material, energy, etc.	37.5 %	42.9 %
Staff (salaries + personal duties)	44.0 %	39.0 %
Depreciation of capital assets	11.7 %	11.4 %
Total	100.0 %	100.0 %

b) b) Again, the regular annual appropriation obtained from the Government (the Ministry of Culture) was lower than the amount really needed. The Library, therefore, had only very limited funds in most areas ranging from literature purchase to staff policy. The due amount of regular depreciation of capital assets for which the Library fell behind with payments, continued to increase, exceeding 100 million CZK (ca. 3.1 million EUR). Lack of funds for running costs and especially upgrade or replacement of obsolete technology (namely ICT) were again the main problem, as well as funds for reconstruction of the main building.

3.2 3.2. ***Benefits of increased funding; how the extra funds have been applied***

Extra funds were available for 17 Government both long-term and annual Research & Technology Development projects, and in addition 12 projects in the framework of the Government grant program *Public Information Services of Libraries* within the areas such as digital library, uniform information gateway for heterogeneous resources, national union catalogue, retrospective conversion of catalogues, access to foreign electronic resources, integration and archiving of on-line documents, access to analytical information material (articles), national name authority file, development of subject authority file equivalent to UDC system of notations, etc. - see:

http://www.nkp.cz/o_knihovnach/English/LPISindex.htm

Both of the official National programs made good progress, again: *Memoriae Mundi Series Bohemica* (digital access to rare library materials) - see: <http://digit.nkp.cz>, and *Digitisation of Preservation Microfilm* (component part of the hybrid approach to preservation of and access to acid paper documents, mostly newspapers and journals; filming for preservation, digitisation for access).

Long-term RTD programme *Digital Library – production, preservation, and access to digital documents* continued / see: <http://www.cdh.nkp.cz>

3.3 3.3 ***Pressures on resources***

3.4 3.4 ***Revenue earning: percentage of total resources earned by the library from sales of goods, services etc.***

a) a) The proportion of the total resources (investment funds excluded):

	2002	2001
State appropriation - total	88.9 %	91.7 %
i.e. regular appropriation	62.8 %	74.2 %
extra funds (grants, ...)	26.1 %	17.5 %
Earnings	11.1 %	8.3 %
Total	100.0 %	100.0 %

- b) Major part of the Library revenue earnings comes from renting premises, whether for long term or ad hoc. This kind of resources is allowed to use for maintenance and repairs of the same building exclusively. Selling services and goods brings only limited amounts. According to regulations, these earnings can be used in all areas except for salaries and capital investment.

4. Legislation

4.1 Major changes in legislation, which affect the library and its formal relationships with Government or its status.

A new Library Act under the title *Law on Libraries and Terms of Operating Public Library and Information Services* effective from 1 January 2002 - see the English version on http://www.nkp.cz/o_knihovnach/English/ZakonAng257.htm. As regards Czech NL, the Library Act assigns to it central role and tasks within the system of libraries, ranging from coordination, technical, information, educational, analytical, research, standardisation, methodological and advisory responsibilities to such agendas as national union catalogue, national bibliography, negotiation with collective administrators of copyright on behalf of libraries, etc.

5. Buildings

5.1 New buildings or renovations planned: progress

There has been no major progress in preparing the reconstruction of Klementinum, the main seat of the NL, as the new Government, as well as did the previous one, postponed the final decision, making it dependent on the feasibility of the move out of State Technical Library out of Klementinum.

5.2 New buildings (partly) opened during the year

5.3 Interesting innovations / changes in the use of space

Further progress in partial repair and renovation of buildings: other part of Klementinum's roofs and façades renovated.

5.4 Major problems relating to buildings and plant

Urgent need of reconstruction and renovation of historical buildings belonging to the National Library.

6. Staffing matters

6.1 Major changes in establishment numbers

NL continued to keep ca. 50 positions (out of 491) vacant due to shortage of funds.

6.2 Major changes in management structures

6.3 Major changes in contractual arrangements / salary structures etc.

6.4 Major problems: e.g. trade union difficulties, strikes, labour shortages

6.5 Staff development and training programmes

A number of both basic and advanced / special training programmes again organised for staff to attain skills in using IT and applications.

7. 7. Information technology and networks

7.1. 7.1. *Major new strategies / strategic planning for IT*

The migration to higher (14.2) version of ALEPH 500 library integrated system was accomplished.

7.2 7.2 *Important new investments in hardware / software / systems*

Only partial investments realized; new functions of the firewall implemented.

7.3 7.3 *Staffing issues relating to IT*

Persisting serious problem in managing and maintaining the ever increasing number of workstations and applications, along with inability to hire highly specialised staff for operating network, etc.

7.4 7.4 *Automation of housekeeping: financial and accounting, building management services, etc.*

7.5 7.5 *Networking / internet / www. initiatives*

7.6 7.6 *OPAC provision*

7.7 7.7 *Retrospective conversion of catalogues*

For general information see: <http://nkp.2b.cz/retrokon/>

National System for the Retrospective Conversion of Catalogues continued, allowing efficient coordination and management of individual and different retrospective conversion projects in libraries.

Major continuing projects:

Retrospective conversion of General catalogues of Czech NL (those of Universal collection and Slavonic collection) – ca. 84 000 new records added.

Retrospective conversion of Foreign Periodicals Union Catalogue – now ca. 80 000 titles available on Internet, covering the period from 1547 up to now.

Continued retrospective conversion on the fly, i.e. any publication being lent without a record in OPAC catalogued on the minimal level.

7.8 7.8 *Backlogs*

No serious backlogs; still a small backlog only in cataloguing special non-book materials, while a major backlog in bookbinding of periodicals due to shortage of funds.

8. 8. The digital library

8.1 8.1 *Digital programmes / digitising of text / images etc*

Memoriae Mundi Series Bohemica - National programme (related to the UNESCO Memory of the World programme): digital access to rare library materials (cultural heritage) - see: <http://digit.nkp.cz>. Digitisation of the Czech NL manuscripts continued, by the end of 2002 total ca. 400 000 pages digitized – see: <http://www.memoria.cz>.

Digital Library – production, preservation, and access to digital documents (long-term RTD programme) – continued – see:

<http://www.cdh.nkp.cz/sirius/bridge.php?CON=enLOGIN>

National Programme of *Preservation Microfilming of and Digital Access to Documents Endangered by Acid Paper Degradation* (called “Kramerius”) - continued: digitisation of preservation microfilm - component part of the hybrid approach to preservation of and

access to acid paper documents (mostly newspapers and journals); the documents are filmed first and digitized after for access.

8.2 8.2 *Electronic library services*

Programme funded by the Ministry of Education continued supporting access to foreign digital information materials (journals) as resources for RTD: several library consortia (some of them co-ordinated by the NL) have got access to quite a large number of documents for 3 years' period. Those of them under the lead of the NL are e.g. *OCLC First Search Service*, *Access to Fulltext Databases of Foreign Periodicals* (Open Society Institute *EIFL Direct* Programme) – see: <http://nkp.cz/eifl>

9. 9. *Legal deposit of materials*

9.1 9.1 *Changes in legal deposit law*

9.2 9.2 *Consideration / planning of new legal deposit arrangements*

9.3 9.3 *Matters relating to the success or failure of legal deposit as a source of acquisition*

10. 10. *Acquisitions*

10.1 10.1 *Commentary upon the adequacy of acquisitions funds in terms of purchased material: books, periodicals / serials; audio-visual materials, digital / electronic texts*

Still serious lack of means in the acquisition budget.

10.2 10.2 *Outstanding new acquisitions relating to national heritage / culture / patrimony / European heritage*

10.3 10.3 *Additional commentary on acquisition of legal deposit materials if appropriate*

10.4 10.4 *Major changes in acquisition policy*

11. 11. *Preservation & Conservation*

11.1 11.1 *Adequacy of funds for conservation*

Persisting lack of regular operating funds for running routine programmes after closing their extra funding from Government programmes.

11.2 11.2 *Major innovations / changes of policy*

11.3 11.3 *Major microfilming or digitisation programmes for preservation started / completed / planned*

Going on: National Programme of *Preservation Microfilming of and Digital Access to Documents Endangered by Acid Paper Degradation* (called “Kramerius”) – see 8.1; RTD programme *Development of Protective Boxes for Rare and Endangered Library Holdings*

11.4 11.4 *New equipment purchased (major items) or new accommodation for conservation studios etc.*

Three vacuum-packing machines obtained from the British Government (on the initiative of the British Council in Prague) for drying rare and historical documents soaked.

11.5. 11.5. *New techniques*

11.5 11.5 *Staff issues relating to conservation: adequacy of numbers / skills etc. / training / salary grades etc.*

Shortage of staff for routine work due to lack of means. Inability to hire highly specialised staff for the IT area, etc.

11.6 11.6 *Commentary on problems, changes, developments*

Serious acceleration of disintegration of acid-paper materials observed on the national scale, even of those rarely or never used.

11.7 11.7 *Disaster planning: programmes / strategies*

The floods showed the necessity to invest money and organisational effort into prevention. In addition to existing disaster plans, a more detailed flood (water) disaster plan is under preparation. Besides, a library collections rescue centre is intended to be built at the National Library (to be funded by the Government), equipped with necessary facilities (rooms for storage and freezing of documents, rooms for vacuum freeze-drying and other drying capacities, rooms for sterilization of contaminated documents etc.).

12. 12. *Services to readers*

12.1 12.1 *Charging for services: policy and changes in policy*

12.2 12.2 *New developments in reader services / lending services*

12.3 12.3 *Major changes in use of the library, however measured*

12.4 12.4 *Major changes in admission rules / criteria*

12.5 12.5 *Document supply services to other libraries / distant readers*

Continued project on electronic document delivery services from in-house materials.

12.6 12.6 *Reader's charters / service agreements / service standards (newly introduced / successes / failures / etc.)*

13. 13. *Cultural events, exhibitions and publishing*

13.1 13.1 *Major cultural events or exhibitions*

Again, the NL hosted several prestigious prize-giving celebrations: for literature, poetry, or journalism.

Exhibitions were organised presenting various cultural, mainly literary personalities, or other cultural themes and phenomena; and number of seminars, meetings and other cultural events; these were among others

- - *Prague Writers´ Festival* - opening ceremony, preceded with a press conference
- - *The Day of Europe* - annual festive meeting with the representatives of European Commission and the Association for the European House to support the idea of pan-European cooperation; with attendance i.a. of Czech Minister of Foreign Affairs
- - *The Book World 2002* - opening ceremony of the Prague international book fair
- - *Dmytro Cyzevs´kyj (1894 – 1977)* - conference and exhibition on the most prominent Slavist of the 20th century and a great Ukrainian philologist and cultural historian
- - *Apollinaire – an Open Book* - international symposium and exhibition on the occasion of the 100th anniversary of Apollinaire´s journey to Prague
- - *Library of the Year 2002* – festive prize-giving to small public libraries
- - *Utilitas Matheseos : Jesuit Mathematics in Klementinum 1602 – 1773* - exhibition presenting Jesuit mathematics in wider aspects, as it had been studied and taught in the Klementinum College
- - *Multilateralism in the Post Cold War World* - festive meeting with a lecture held on the occasion of the *United Nations Day*
- - *Five Centuries of Czech and Croatian Literary Relations in Mutual Translations* - exhibition prepared in cooperation with the National and University Library in Zagreb and the Croatian Embassy to Prague under the auspices of Stjepan Mesić, President of the Republic of Croatia, who personally opened the exhibition

- - Monthly readings and meetings with Czech writers organized by the Friends of Czech NL
- - Etc.

Participation in exhibitions abroad, namely:

- - *Europas Mitte um 1000* (Centre of Europe around 1000 A.D.) – international exhibition installed by turns in main Central-European cultural capitals
- - *Lumières et ténèbres : les deux visages de l'art baroque* (Lights and Shades: Two Faces of Baroque Art) – the exhibition held in Lille, France, within the framework of the cultural event *Czech Cultural Season* in France
- - *Le Livre miroir de l'autre : la France vue de Bohême et la Bohême vue de France, du 15^e au 18^e siècle* (A Book as the Mirror of the Other : France in the Eyes of the Czechs and Bohemia in the Eyes of the French between the 15th and the 18th Centuries)
- - *Les deux premiers siècles du livre imprimé en Bohême sous la bannière des temps modernes / Under the Torch of the Modern Era : the First Two Centuries of Book-Printing in Bohemia* – the exhibition, originally held at the Czech National Library, reinstalled and adapted at National Library of Luxembourg

13.2 13.2 Major policy changes

13.3 13.3 Funding and revenue issues relating to cultural events and exhibitions

13.4 13.4 Major new publications

- - *AACR2R/UNIMARC : Accepted Czech Interpretations of AACR2R, chapters 23 and 24 : February 2002* – contains chapter 23 – Geographic names, chapter 24 – Corporate body name)
- - *Anglo-American Cataloguing Rules : second edition, 1998 revision : amendments 2001* – Czech translation
- - *Functional Requirements For Bibliographic Records : final report* (IFLA recommendation) - Czech translation
- - *UDC : Universal Decimal Classification* (CD-ROM) – bilingual English-Czech version
- - Etc.

13.5 13.5 Publishing policy. Innovations

13.6 13.6 Publishing costs / revenues / profits

In accordance with the Statutes of the Czech NL, the publishing is considered as one of statutory activities, so it comes to category of non-for-profit agenda.

14. 14. Library co-operation

14.1 14.1 National

All major programmes/projects of the NL are co-operative - see above

Several consortia co-ordinated by the NL, e.g. for Union Catalogue, for current national bibliography, for access to foreign information resources, etc.

Several working groups co-ordinated by the NL on national level, e.g. for cataloguing policy with its special branches, for library services, etc.

14.2 14.2 International

Co-operation agreements with a number of libraries: exchange of publications, exchange of exhibitions, exchange of specialists, training, etc.

Active involvement in the programmes such as European Register of Microform Masters Consortium – EROMM, MASTER (creating shared catalogue of medieval manuscripts), PULMAN (support of development of public libraries), UNESCO Memory of the World, Improved Damage Assessment of Parchment – IDAP, Visual Contextualization of Digital Content – VICODI, etc.

Participation in the work of IFLA, CENL, LIBER, ELAG, ABDOS, CERL, and other forums – see: http://www.nkp.cz/PublicRel/O_Narodni_knihovne/clenstvi.htm

14.3 14.3 Regional / local / special

See 14.1.

15. 15. Major celebrations (anniversaries and events)

See 13.1.

16. 16. Other notable information

- The main seat of the Library was seriously affected by tremendous floods in August 2002, so after one month of regular summer break the Library had to close down for four other weeks. In spite of that, the Library immediately assumed the coordination of the help and expert assistance in recovering damages caused by floods to book collections of about fifty other Czech libraries - see: <http://www.nkp.cz/fondy/English/floods.htm>

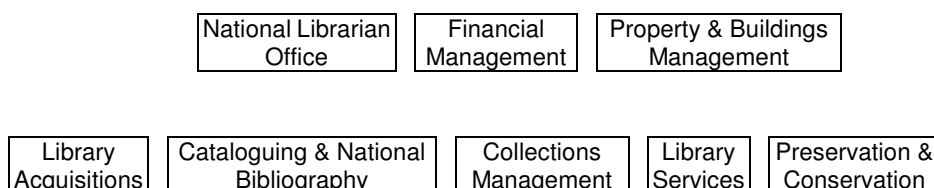
17. 17. Organisation chart

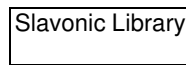
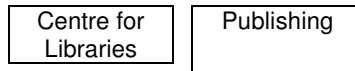
National Librarian – Director of the National Library

Deputy Directors

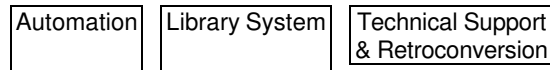
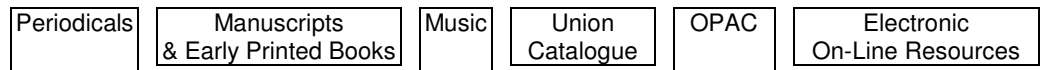
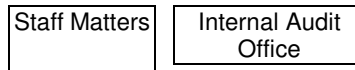


Heads of Divisions





Heads of Autonomous Departments



Explanatory notes:

Deputy Directors are responsible and competent throughout the Library accordingly the sphere of activity assigned; besides, some either divisions or autonomous departments come to their direct subordination.

Division = organizational unit of a higher level comprising two or more departments

Autonomous department = department which is not part of any division