

# NATIONAL LIBRARY OF ESTONIA

## Annual Report 1999-2000

Numerical data as on 1.01.2000:

Collections: 3 120,025

Library staff 509

Registered users 141,000

Library visits 522,500

Loans 486,156

### General

During 1999-2000 the developments in the National Library of Estonia (NLE) aimed at creating a basis for a digital library that would enable to provide information services on a new level and to archive electronic information, thus preserving the heritage of the Estonian people in digital form.

This process brought along changes in the overall work organisation of the library - the role of project management increased notably.

An extensive management training programme was provided for the NLE administration, as a result the NLE's main goals for the future were formulated.

In order to have a unified basis for library statistics analysis, performance measurement and evaluation of the quality of services, the international standard ISO 11620 was translated and edited.

### Funding

During 1999, the revenues earned by the NLE exceeded the planned amount by 40,7%, forming 8,5% of the budget. The initial budget deficit was covered by reducing expenses on a number of budget items (information technology, renovation) while labour cost and acquisition expenses remained intact. The budget for 2000 is based on the conservatism principle, allocations from the state budget have remained on the same level with 1999. Priorities in the current budget are acquisitions, labour cost, investments and information technology.

### Staffing matters

During the second half of 1999 and the first half of 2000, the number of NLE employees decreased by 27. Professional training was focused on client servicing, at the end of 1999 the Code of Services was approved.

### Information technology and networks

1999 saw full transition to the information system INNOPAC, involving acquisitions, cataloguing and library services. Readers database was set up, electronic lending of publications began, the WWW user interface was translated and modified, enabling library users to search the electronic catalogue via Internet at home or in the office. At the beginning of 2000 the NLE launched Intranet with the aim of facilitating the dissemination of information within the organisation and making available in-house databases of documents regulating the operation of the library.

### **The digital library**

In 1999 the NLE started with the pilot project ARES (*Electronic System of Articles*) for the input of full texts of Estonian research journals (initially 4) in the NLE server in order to archive and make them publicly accessible. The analytical entry in the INNOPAC catalogue contains a link to the corresponding full text. In cooperation with the other member libraries of the ELNET (Estonian Libraries Network) Consortium, entries of articles from all Estonian journals will be available via INNOPAC. Along with the new project, the NLE continued to update the bibliographical databases of articles published in Estonian newspapers. At the end of 1999 another pilot project was launched – ISE (*Index Scriptorum Estoniae*), providing access to the database of Estonian newspapers that was set up in 1993. The database is updated daily and will also be made available to distant users.

Tasks in 2000:

Specifying of technology for a new project HERMES (*Electronic Preservation of Estonian Humanitary National Memory*). The objective of the project is to provide access for Estonia and Europe to the full texts of items that are of cultural and historical importance (old maps, manuscripts, photos, archival documents, postcards, etc.) as well as to create an environment for archiving electronic information. The first to be digitised are single copies and endangered items.

The digitisation of microfilms of old Estonian newspapers will commence (project MIDAS) in cooperation with the member libraries of the ELNET Consortium. The digital information will be made available via Internet.

The database *Bibliographia iuridica Estonica* will be created and made available via Internet.

### **Acquisitions**

In order to better plan acquisitions policy and collection development, a new structural unit was formed – Department of Collection Development and Documentation – uniting the National Bibliography Centre, Foreign Acquisitions Department and Cataloguing Department. The new unit is responsible for acquisitions, cataloguing, compilation of national bibliography databases and publications, official statistics of publications, management of the card and electronic catalogues of ISBN and ISSN, participation in international projects of union catalogues.

In 2000:

The NLE will work out collection development principles and compile a long-range acquisition plan. The Collection Development Board will be established, being responsible for basic decisions regarding acquisitions.

CIP-cataloguing project will be launched, collecting information about items to be published by Estonian publishers and publishing this information twice a month on the NLE homepage.

### **Preservation and conservation**

In 1999 the NLE formed a Conservation Board with the task of working out and applying the policy of the use and preservation of collections. An inventory of the stock was carried out, paying particular attention to preservation conditions, and some collections were transferred to stackrooms with better conditions. The NLE continued to lead the project THULE, the first stage of which ended with creating a database on the state of the entire Estonian printed matter in 4 major Estonian research libraries. The Instruction for evaluation of conservators was worked out, under this new document the NLE evaluated 4 of its conservators.

In 2000:

The Conservation Board has started to work out the corresponding action plan for the years 2000-2003; another task of the Board will be the compilation of the Instruction for protection and saving of items in case of catastrophies.

The NLE will start microfilming of Estonian newspapers (over 40 titles), the periodicals reading room will be supplied with new microfilm readers.

### **Services to users**

In 1999, the lending system started to operate via INNOPAC. The users now have 20 additional client terminals at their disposal for searching the catalogue.

In 2000: the main reading room will be reorganised according to the pattern of the specialised reading rooms, starting to offer targeted information services focused on the humanities and social sciences.

Client computers will be installed in the reading rooms of art, music, law and periodicals, providing access to databases of articles, online databases and CD-ROMs.

For better evaluation of the quality of services, the NLE in cooperation with the Library of the Estonian Music Academy, the Library of Estonian Art Academy and a social and market research company carried out a research among the users of art and music collections in the respective libraries. The analysis of the results will be ready before summer 2000.

### **Cultural events**

In 1999 the NLE organised 84 exhibitions, 14 of which were displayed on other premises. The total number included 27 book exhibitions, 22 art exhibitions, 4 photo exhibitions, 16 historical-documental photo exhibitions, 1 cartography exhibition. A major project carried out in cooperation with a local TV-station, a local radio station and a major daily newspaper introduced the country's outstanding representatives in the 20<sup>th</sup> century. Seven exhibitions set up in the NLE gave an overview of our notable countrymen and –women in different fields. The wide public had an opportunity to choose 100 outstanding figures whom they believed to have had the strongest influence on Estonia during the past century. The concluding display at the beginning of 2000 introduced those 100 from different fields who received the largest number of votes.

## Co-operation

In 1999 the NLE was the organiser of 3 major international events:

- 13<sup>th</sup> Annual Meeting of CENL;
- Conference of Nordic-Baltic Musical Libraries which was the first event of its kind to cover the Baltic and Scandinavian countries and the first conference in the Baltic states to deal with the problems of music collections;
- Baltic-Nordic Conference and Exhibition on Preservation and Conservation.

With the financial support of NORDINFO the NLE organised 2 international seminars: *From Traditional to Digital Library* and *Inter-Library Loan and Document Delivery in an Open Networked Environment*. Both events educated information specialists from all Baltic countries. *Performance Indicators for Library and Information Services* was the third international seminar in 1999. The latter will be followed by seminar *Benchmarking - Comparing for Success* in 2000.

At present the NLE participates in the following international projects:

- GABRIEL
- LibEcon2000
- Multilingual Dictionary of Library Terminology (a project lead by Slovenia and involving libraries of more than 10 European countries)
- PubliCA
- EXCEL.