

# National Library of Latvia (NLL)

## Annual Report to the CENL 2004/2005 –04-14

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

### Collection (01.01.2005)

In comparison with 2004 **13 683** items have replenished the collection, thus making the total collection of the Library **4 537 986** items.

<b>Readership</b>	43 231
<b>Visits</b>	455001 (including 139 174 remote visits)
<b>Loans</b>	2 263 439

Contrary to the tendency of the previous years (1991-2003), in 2004 the main indicators of the Library work have decreased.

In comparison with the year 2003 the number of readers, visits, and loans has decreased. It has several reasons, for example, the acquisition at higher schools has become better due to growing financing for replenishing the collection. For a part of the students, which makes the greatest number of readers, it gives the possibility to use their own libraries instead of the NLL. The electronic catalogue and the implementation of the unified reader's card at the biggest Latvian libraries have facilitated the process.

In 2004 the traces for the mainstream development until November 2008, when the new building of the NLL is going to be completed, were outlined.

The mission of the NLL has remained steadfast- to collect, preserve and make accessible all information to its users fostering the integration into the European community.

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

A conception for harvesting has been elaborated being worked into the regulations of the NLL.

### 3. Funding

In 2004 the Library's financial position was as follows:

	2003 USD	2004 USD
<b>State budget</b>	2040214	2 509 109
Payment services	84370	217 498
Grants	4024	3959
Culture Capital Foundation	345088	
<b>Income in total</b>	2478392	3 100 789
Transfers		17 132
Expenses		
1. salary fund	1006766	1 434 831
2. insurance tax	218806	31 9917
3. business trips	23177	46 738
4. purchase of materials for IT	21682	59 401
5. purchase of the Library collection	283588	177 774
books	209961	119 746
periodicals	68859	44 321
e-publications	4768	9620
other documents		4069
Facilities	25253	296 033
<b>Expenses in total</b>		<b>3 099 457</b>

The rate of exchange to 01.01.2005 was 0,516 Ls =1USD.

In the period of report the funding has not reduced (in 2004- 2 509 109 USD; 2003- 2 040 214 USD), but it should be pointed out that financing has been insufficient. On average inflation grew to 6,2% in 2004 (compared with 2,9% in 2003). It has resulted in a considerable growth of expenses for heating, electricity, water and communication. It is problematic to find out means for repair works in rooms and library premises. Only small repairs could be realized.

#### **4. Legislation**

Amendments in the Law on the NLL are made to ensure the work at the strategy and master plan of the new NLL project, as well as the regulations on the NLL have been worked out. These documents are to be adopted at the Cabinet of Ministers.

See also **clause 9**.

#### **5. Buildings**

In 2004 the building tender for reconstruction of the repository Silakrogs was arranged. Projects for fire protection and security system were worked out.

The main steps taken in the development of the NLL project were marked by the changes in the Law of Implementation of the NLL project, formation of the Supervisory Board of the NLL, establishing the Bureau of the NLL project. The agreement between the City Council and the state has been concluded pertaining to landed properties.

Library premises in total - seven suffer from wear and tear. Communication systems (electricity, heating, ventilation, communications), windows and doors are in a critical situation. Some premises need renovation. Book stacks don't correspond to the requirements of fire protection. Office rooms and reading rooms are too narrow.

On January 20-21, 2005 the 4<sup>th</sup> meeting of the International Commission of Experts (ICE) set up by UNESCO for the support of the National Library of Latvia project was held in Riga. The objectives of the 4<sup>th</sup> meeting were:

- Acquaintance with the current situation of the NLL project;
- Analyses of the ICT project infrastructure;
- Transition from the schematic to design development phase;
- Library collection and information resources at the new NLL.

Latvia is still the only state in Europe lacking to possess its own national library.

#### **6. Staffing Matters**

In comparison to 2003 in general the staff of the NLL has reduced (from 419 to 346, among them librarians from 318 to 298), having mainly changed within the framework of separate departments.

For example, due to structural changes the Department of Catalogues and Document Processing and the Department of Legal Deposit Copy were joined to Bibliography Institute.

On average the salaries have increased for ca. 50 USD, however to ensure the fixed salary at institutions of direct subordination to the Cabinet of Ministers additionally ca. 40 thousand USD (20 000 LVL) are required.

To foster the personnel development and in the context of the new NLL building a special working group responsible for strategic planning was created.

Sociological research to clarify the requirements for continuing education of librarians was carried out developing the preconditions for establishing the NLL Training Centre.

## **7.Information technology and network**

During the year 2004 the Library continued integration of its workflow into the Library Information System (LIS). The Library's main LIS – ALEPH – was upgraded with new hardware, thus eliminating several problems pertaining the library services, additional databases were established for cataloging, cataloging of new and previous materials were started at the Recorded Sound Library, the Department of Music, Letonica.

The National Library continued conversion of National Bibliography into digital format. In 2004 61,500 records were converted, edited and uploaded into ALEPH LIS. All National Bibliography data already uploaded or entered are accessible on-line to Library's users and all others with Internet access. The National Bibliography data has reached 1,300,000 records.

In the year of report the Library has received 114 new PC, but 77 of them went for replacing the old ones, and only 37 for making new workplaces. . The main problem is not only the lack of funding for acquiring more PC, but the deficiency of suitable places for their setting.

The Library continued publishing CD-ROM version of National Bibliography with extended browsing capabilities in parallel with 'normal paper format'.

During the year 2004 the Library has purchased and deployed new accounting system *Uvis*.

## **8.The digital library**

The digitization of newspaper texts without searching possibilities has taken place, using the programs Photoshop 5.5 and Photoshop 4.01. Information can be found according to the title, year and number of the newspaper. Alongside the texts already digitized the process is continued (39 titles of newspapers; 43 631 pages). In 2004 the project **Heritage of the year 1905** has been started, embracing 18 titles; 7900 pages.

## **9.Legal deposit of materials**

In 2004 the law "On Legal Deposit Copy of Latvia" was in progress. It is expected that the new law will be adopted by the Parliament in 2005.

Amendments to the present law are connected with: coverage of publications (on-line publications); control mechanism regulating the functioning of the law; tax reduction mechanism; number of copies to be supplied with (from 5 to 2 copies), which will ask for additional funding. In order to supply the readers' requirements 2-3 copies will have to be purchased through Interlibrary loan.

## **10.Acquisitions**

Acquisition funds are not sufficient. Financing has not changed since 1996. In the interim of last five years on average the prices have grown ca. 20-25 %. Expenditure for electronic resources (since 2000 the costs for e-resources have grown from 2 to 10%) increases from year to year; especially it refers to full text databases. Minimal means are meant for the recent literature, despite the necessity for retrospective acquisition, which

is of high demand for the development of the collection in order to level the breach in continuity.

In 2004 the NLL participated in the acquisitions working group, the task of which was to elaborate the conception on acquisitions policy in Latvian libraries –an acquisition of the branch literature for research libraries.

## **11. Preservation and Conservation**

During the period of report the NLL has not received finances meant for the conservation of the collection. Neither substantial novelties nor new changes in the conservation policy have taken place. With the aim to preserve the collection and make it accessible it is envisaged to work out a digitizing strategy.

Five restorers work at the department, two of them are busy in the process of digitisation.

Preservation of the collection is realised with the possible and accessible means.

Latvia is ready to join the programme Blue Shield and accordingly the Ministry of Culture of Latvia is ready to encourage the amalgamation of the institutions involved.

Disaster planning is not envisaged at the Library, because the NLL is going to join the Latvia Blue Shield Programme.

## **12. Services to Readers**

Services to readers are partly charged and partly free of charge. Information is offered to many institutions and juridical persons in Latvia and oversees on terms of contractual obligations. Since 2003 the unified readers' card was introduced allowing using the collection of eight biggest Latvian libraries. The Document Delivery service operates successfully.

The basic task in providing the information services to readers is to try to harmonize the readers' requests and the acquisition policy of the library, which focuses on Humanities and Social Sciences.

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

Exchange of exhibitions among foreign countries has become a tradition.

The travelling exhibition *Art Nouveau in Latvia* was mounted at the Russian State Library for Foreign Literature and the National Library of Belarus and Vitebsk Regional Library in 2004. The Czech National Library has prepared an exhibition *The Culture of Charles IV in the Centre and Periphery*, which is still travelling around Latvia.

The NLL has performed an exhibition *Book Art in Latvia*, which has resulted in a disk, demonstrating the historical development and versatility of Latvian book art from the 16<sup>th</sup> century until nowadays.

The number of domestic exhibitions has decreased due to restricted funding. The same refers to publishing activities. The publishing costs have grown; therefore the Library publications are decreasing.

#### **14. Library co-operation**

The 7th congress of the Baltic librarians “Diversity in Unity: Baltic Libraries in the European Union” took place on September 30-October 2 in Latvia, Madona region. The NLL participates in international projects “Cultural Applications: Local Institutions Mediating Electronic Resource Access”(CALIMERA) and TEL-ME-MOR (the European Library: Modular Extensions for Mediating Online Resources).

In the period of report the library has participated in the work of several Latvian and international organisations such as, IFLA, LIBER, IBBY, JAML, EBLIDA, CENL, CDNL, CERL, BIBLIOTHECA BALTICA, NORDINFO, ECPA, UNESCO, a.o. The new co-operation agreements have been concluded between the NLL and the National Library of Belarus (18.11.2004) and the National/Royal Library of Sweden (01.04.2005).

In 2004 the exchange of the staff with the National Library of Wales was made real. In September, 2004 Sara Branch, Personal Secretary to the Librarian of the National Library of Wales in her presentation acquainted with the activities of her library, later her presentation was published in the journal “Bibliotēku pasaule”.

In March, 2005 a group of the NLL officers visited the Royal Library of Sweden. Regularly the exchange of staff is organized between the NLL and the Czech National Library.

#### **15. Events**

- On September 3, 2004 the NLL marked its 85<sup>th</sup> anniversary (founded on August 29, 1919).
- In February, 2004 the Minister of Culture of Latvia Ingūna Rībena visited the NLL and got acquainted with the activities of the Library.
- In September, 2004 the conference “Repentance. Forgiveness. Reconciliation. Responsibility” took place in Latvia in cooperation with All- Russia State Library for Foreign Literature and several foreign foundations
- Two posters (A. Muceniaks, I. Blumbergs) from the collection of the NLL represented Latvia at the International Poster Exhibition “United in Diversity- EU- Member States” in the Hague.

#### **16. Other notable information**

On February, 2005 the NLL became an official participant of the project TEL-ME-MOR.