

## NATIONAL LIBRARY OF SPAIN ANNUAL REPORT, 2004

### OUR MISSION

The National Library of Spain is a centre that holds the National Bibliographic Heritage of Spain and it aims to:

- Preserve and bring the Spanish Bibliographic Heritage to the people
- To collect, catalogue and preserve the publications in any area
- To promote research, especially in the area of Humanities, by means of requests, study, book loan, etc.
- To elaborate and disseminate the information about the Spanish publications
- To carry out any library work, preservation, growth and dissemination of the National Bibliographic Heritage
- To develop research programs and cooperate with other libraries and other cultural and scientific institutions that can contribute to the best development of the aims of the National Library
- To create, coordinate and encourage research and development programs in the areas of its competency

### SUMMARY OF THE YEAR

Major changes occurred at the National Library of Spain in the year 2004 as a new General Director was appointed. Ms Rosa Regàs, a well-known Spanish writer very involved in library matters continues at the Direction of our Library since May 2004. The new Directive has tried to expand the idea of a Library *open to everyone* and has improved the marketing plan of the Library; a new website was launched and a better dissemination of the information inside and outside the Institution was accomplished. Last September, a Digitisation Committee was created to launch the New Strategic Plan for Digitisation presented at the *Digitisation and Heritage Seminar* held at the National Library of Spain last November. Furthermore, previous works were initiated also in September to improve the National Library Database. All these efforts to make our Library more open to the General Public resulted in the opening of the front door of the library after a long period of restoration, and the opening for public access of the Second Deposit and Centre of Interlibrary Loan located at Alcalá de Henares; a centre with 51 deposits, one of which is robotised, with a global capacity to custody 12.497.568 documents of all types. [See Figure 1]

The Spanish Bibliographic output and the cooperation with other libraries and other cultural and scientific institutions resulted in a better development of the aims of the National Library:

- A Group of Experts was appointed for the *Biblioteca Virtual Hispánica*; a hundred of works of especial interest for research and culture dissemination will be selected to complete this project that will be available online in the near future
- The *ABINIA's Novum Regestrum, Union Catalogue of rare books and manuscripts from 15<sup>th</sup> to 19<sup>th</sup> century in Latin American, Spanish and Portuguese Libraries* was presented at the 70<sup>th</sup> IFLA General Conference and Council held in Buenos Aires last August; future plans include Catalogue maintenance to be achieved through the collaboration offered by bilateral personal exchange programmes, permitting the training of technicians specialised in database use and development
- Within the Training Programme of Latin-American Professionals, the National Library organised a training course *Proyectos ABINIA. Catálogos Colectivos: Novum Regestrum y Fuentes Musicales del siglo XIX* to complete the training of these professionals within this project
- Last December, the National Library of Spain held a two-day Seminar within the *Rencontre Malraux* promoted by the French International Affairs Department, Ministry of Culture and Communication. This great opportunity to share experiences in the field of cultural policies and libraries was followed by a conference a few days later with the President of the National Library of France and a meeting between our two libraries for future cooperation

## THE TEMPORARY CLOSING OF THE LIBRARY MUSEUM

The Library Museum remains closed since September 2004 for renovation purposes. The new Directive wants to renew the use of space and offer activities to users of different backgrounds and needs. In order to put into practice this initiative, a two-year plan was established giving a high profile to the following priorities:

- The inclusion of spaces for learning and recreational activities (workshops/courses of restoration, artwork and illumination, printing, library users training, information retrieval, etc.)
- Exhibition of original works
- Profiling to nowadays museums reality, fixing the attention on users and giving preference to their needs

The reopening of the Library Museum is expected for the end of 2005, a Museum that will be more didactic, interactive and participatory.

## ACQUISITION, CATALOGUING AND PRESERVATION

### LEGAL DEPOSIT

The National Library of Spain is the main information and document centre regarding Spanish and Latin American culture in written form, due to the status it has enjoyed as the depository body for published material in Spain since the beginning of 18th century, received by means of Legal Deposit. The bibliographic collection is also built up by remaining procedures like purchases, auctions, exchange and donations. [See Figure 2]

The Legal Deposit currently governed at a State level by means of the Orders of the Ministry of Education and Culture of 30th October 1971 and 20th February 1973 still needs a reform to redefine the person responsible for the deposit. The responsibility for supplying material is still assigned to printers, and it should be extended to publishers, producers and importers.

### ACQUISITIONS

The Acquisition Department of The National Library had a 2.850.000 € budgeted for 2004 [See Figure 3]. The most outstanding works purchased that year were:

#### Manuscripts

- ALBERTI, Rafael.- Federico García Lorca – notas para I protagonista
- BOECIO.- De la consolación
- CARLOS V.- Epístola pacis conclusa bononiae die 23 decembris 1529..

#### Letters

- ALBERTI, Rafael.- [Correspondencia manuscrita enviada por Rafael Alberti y María Teresa León a Olga Moliterno]
- MIRÓ, Joan.- [Carta manuscrita de Joan Miró con dibujos originales]

#### Incunabula

- BIBLIA.- Biblia latina.- Nüremberg : Anton Koberger, 1475
- VICENTE FERRER. Santo.- Sermones de tempore et de sanctis I-III. Basilea : Nicolás Kesler, 1488
- VIRGILIO MARON, Publio.- Opera cum Seruii Donati Christophori Landini Domitii Calderini commentariis.- Nüremberg : Anton Koberger, 1492

#### 16<sup>th</sup> century printed works

- CERVANTES DE GAETE, Gaspar.- Instruccions y advertiments moltutils y necessaris pera les persones Ecclesiastiques y principalmente.- Barcelona : En casa de Jaume Sendrat, y la viuda Monpesada, 1575
- CORTÉS, Jerónimo.- Lunario perpetuo, y general y pronostico de los tiempos universal y particular para cada Reyno, y Provincia; al qual se han añadido mucha cosas notables, y de provecho; con un

- estraño y artificioso juycio de las enfermedades, y hurtos....- Impresso en Valencia : en casa de Chryisostomo Garriz, 1598
- GALENO.- Epitome galeni pergameni operum in quatuor partes digesta : pulcherrima methodo universam illius viri doctrina complectens.- Basilea : Tomás Guérin, 1571
  - NEBRIJA, Antonio de.- Gramatica Antonij Nebrissensis cum commento.- Lyon ; Joannes Crespin, 1525
  - RAMON LLULL. Beato.- In Rhetoricem Isagoge perspicacibus ingeniis expectata.- [S] : sub praelo Ascensiano, 1515

#### Cartography

- [ESPAÑA-PORTUGAL].- Carte routiere des Royaumes d'Espagne et de Portugal.- París : Chez Basset, [s.a.]

#### Drawings, Engravings and Photographs

- GONZÁLEZ, Julio.- Deus femmes au poupon
- CARRACCUM, Annibale.- Vita di San Diego dipinta nella cappella di San Giacomo degli Spagnuoli.- 1646
- LAURENT, J..- Paso del Prado de Madrid

#### CATALOGUING

The Bibliographic Control Department develops the ARIADNA database that includes the cataloguing of all that it is published every year in Spain. Over the year 2004, 162.149 bibliographic records and 522.197 holdings have been entered into ARIADNA. It has also been entered 781 titles and 3.265 collections in the Union Catalogue of Serial Publications and 248 libraries in the Spanish Directory of Libraries.

[See Figure 4]

Our participation in international cataloguing research activities, resulted in the translation into Spanish of the International Cataloguing Principles of IFLA.

#### PRESERVATION

The Preservation and Conservation Area has published the digitisation projects from November 2003 to December 2004 with a total of 212.673 files obtained. Most of the items digitised were available in different supports but as the digitisation at the National Library of Spain have a double function - preservation and dissemination – it was decided to do so attending to a better dissemination of those works.

The digitised holdings come from the following:

- The Photography Lab Archive digitisation  
The National Library Photography Lab has an archive of 50.000 oversized colour slides with an annual increase of 10.000 units. 160.000 negatives and 17.800 35mm slides complete the collection. As an important part of this digitising project excels the so-called “National Library Treasures” that will be available online by the end of 2005
- Agreements  
The National Library of Spain has signed agreements with different national and international institutions to show its works and collections in different sites; such as the one signed with the Alicante University – Biblioteca Virtual Miguel de Cervantes
- Exhibit projects  
The preparations for the El Quijote 400th Anniversary started in April 2004; 98 editions – 243 volumes – were selected for the 2005 exhibition, the most outstanding of which will be available through different audiovisuals at the Exhibition Hall and at the Digital Library in the near future
- Other digitising projects
  - *The Barbieri Collection of Manuscript Scores*
  - *The Historical Cartography Collection* with a total of 5.000 digitised maps
  - *The Intellectual Property Gazette*, a collection of 200 volumes from 1886 and 1964
  - *Heráldica Collection, Enciclopedia Heráldica y Genealógica Hispano-Americana* by Arturo García Carrafa

## CULTURAL ACTIVITIES

### EXHIBITIONS

In the year 2004, a total of 77 exhibitions were evaluated and also 671 items requested by The National Library (417) and other institutions (254) [See Figure 5]. The National Library had the pleasure to hold seven exhibitions with very different approaches, from poetry to illustrations, portrays, etc. The most outstanding exhibitions were:

- *La Real Biblioteca Pública* exhibition, organised by the Winterthur Foundation together with The National Library; a tribute to The National Library for its fifty first years of existence and those first librarians who had the enormous work of organising the huge amount of books of that time.
- *Perú: Indígena y Virreinal*, organised by the *Sociedad Estatal para la Acción Cultural Exterior* (SEACEX); an identity reconstruction of Peruvian people from 1.500 b. C. to 18<sup>th</sup> century

Preparations for the *El Quijote* 400<sup>th</sup> century anniversary took up most of the efforts at the end of 2004 at the National Library; conferences, theatre, musicals and educational workshops, including *the El Quijote: Biografía de un Libro* exhibition as a central ceremony to be held from April to October 2005.

### CONFERENCES

In 2004, several conferences were organised related to the world of literature, with the participation of relevant personalities from the cultural scene. Furthermore, a big effort was made to prepare the Season of Conferences for 2005.

## SERVICE TO READERS

2004 has been especially beneficial for users; the new Library Norms of Access were published last December and can be downloaded at <http://www.bne.es/eng/normasacceso.htm>. Three new passes were created to access the Library: one for Readers, valid for a year; one for Researchers, valid for three years; and one for the Library Documentation Room, for Library and Book Professionals.

The data analysis shows an increase in the number of users; moderate in the Newspapers and Magazine Room and quite high in the General Readers Room. [See Figure 6]

At the Second Deposit and Centre of Interlibrary Loan (C.A.D) requests of users continue to increase due to the fact that requests are mostly of modern monographs.

## ORGANISATIONAL STRUCTURE

The National Library organisational structure was modified last year with the creation of a Cultural Direction for the coordination of cultural events and the launch of the Library Museum. In addition, a Director for Planning and Coordination was appointed in 2005.

The National Library is now structured as follows:

- Reporting to the General Director
  - Technical Director
  - Manager
  - Cultural Director
  - Planning and Coordination Director
- Reporting to the Technical Director
  - Acquisitions Department
  - Bibliographic Control Department
  - Bibliographic Heritage Department
  - Reference Department
  - Special Collections Department
  - Preservation and Conservation Department

- Reporting to the Manager
  - Staff, Resources and Internal Government Department
  - Automation Department
  
- Reporting to the Cultural Director
  - Communications and Book Museum
  - Press Office
  
- Reporting to the Planning and Coordination Director
  - Area of Cooperation, Cultural Development and Institutional Relations

## THE NATIONAL LIBRARY FUNDING

	BUDGET 2004	BUDGET 2005
Staff expenses	15.418.300€	17.254.530€
Current expenses	8.266.100€	9.879.100€
Transfers (Subvention)	60.100€	60.000€
Real Investments	16.270.860€	16.367.000€
Financial assets	61.080€	62.500€
<b>TOTAL</b>	<b>40.076.440€</b>	<b>43.623.130€</b>

The most relevant funds will be applied to:

	EXPENSE 2004	BUDGET 2005
Acquisition of bibliographic collections	5.868.000,10€	3.000.000,00€
Computing processes	1.400.000,00€	800.000,00€
Catalogue conversion	300.000,00€	50.000,00€
Building	506.999,10€	2.125.000,00€
Bibliographic Heritage Preservation	2.100.000,00€	3.100.000,00€
Security systems	300.000,00€	
Cataloguing	3.700.000,00€	4.000.000,00€
El Quijote 400 <sup>th</sup> century anniversary		1.068.000,00€
Others	900.000,00€	900.000€
<b>TOTAL</b>	<b>17.074.999,20€</b>	<b>15.043.000,00€</b>

## KEY FACTS AND FIGURES

Figure 1. Second Deposit and Centre of Interlibrary Loan (C.A.D) located at Alcalá de Henares

Holdings 1996-2004

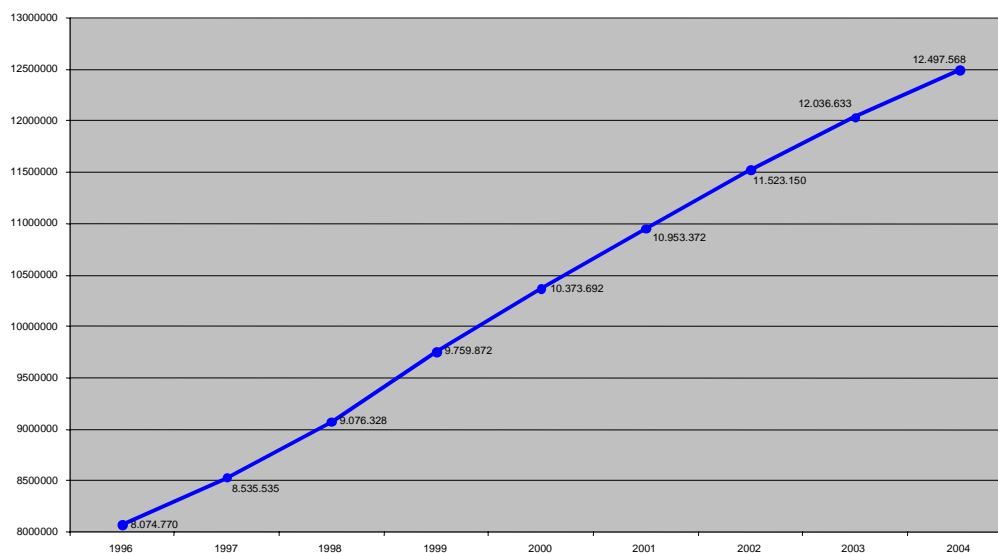


Figure 2. Titles and Items received on Legal Deposit, Purchase and Donation

TITLES	LEGAL DEPOSIT		PURCHASE		DONATION		TOTAL	
	2003	2004	2003	2004	2003	2004	2003	2004
<b>Books</b>	84.819	77.753	2.832	1.686	4.419	1.942	92.070	81.346
<b>Magazines</b>	5.576	6.236	794	845	1.523	1.531	7.893	8.579
<b>CD-ROM</b>	4.187	4.074	142	0	0	0	4.329	4.074
<b>Diskettes</b>	363	85	0	0	0	0	363	85
<b>Microforms</b>	10.304	0	0	0	0	0	10.304	0
<b>Serial Publications Collections</b>	260	136	0	0	0	0	260	136
<b>Limited edition comics collections</b>	128	98	0	0	0	0	128	98
<b>Minor single publications</b>	37.492	48.379	0	0	0	0	37.492	48.379
<b>Mixed publications</b>	456	482	0	0	0	0	456	482
<b>Maps</b>	1.685	2.154	0	0	0	0	1.685	2.154
<b>TOTAL</b>	<b>145.270</b>	<b>139.364</b>	<b>3.768</b>	<b>2.531</b>	<b>5.942</b>	<b>3.473</b>	<b>154.980</b>	<b>145.368</b>

ITEMS	LEGAL DEPOSIT		PURCHASE		DONATION		TOTAL	
	2003	2004	2003	2004	2003	2004	2003	2004
<b>Books</b>	237.122	217.708	4.259	2.191	5.131	1.183	246.512	220.982
<b>Magazines</b>	558.318	351.894	3.583	4.831	6.117	2.070	568.018	358.795
<b>CD-ROM</b>	9.461	8.148	927	0	0	0	10.338	8.148
<b>DVD-Video</b>	2.030	3.622	0	0	0	0	2.030	3.622
<b>DVD-ROM</b>	69	13	2	0	0	0	69	13
<b>Music Scores</b>	3.832	3.038	0	0	0	0	3.832	3.038
<b>Cassettes</b>	606	319	0	0	0	0	606	319
<b>Sound discs</b>	1.147	1.274	0	0	0	0	1.147	1.274
<b>Compact discs</b>	7.521	7.727	0	0	0	0	7.521	7.727
<b>Diskettes</b>	780	85	0	0	0	0	780	85
<b>Videos</b>	2.499	2.108	0	0	0	0	2.499	2.108
<b>Microforms</b>	20.608	10.525	0	0	0	0	20.608	10.525
<b>Serial Publications Collections</b>	520	272	0	0	0	0	520	272
<b>Limited edition comics collections</b>	256	168	0	0	0	0	256	168
<b>Minor single publications</b>	74.984	96.758	0	0	0	0	74.984	96.758
<b>Mixed publications</b>	1.183	1.230	0	0	0	0	1.183	1.230
<b>Maps</b>	3.370	4.308	0	0	0	0	3.370	4.308
<b>TOTAL</b>	<b>924.306</b>	<b>709.197</b>	<b>8.771</b>	<b>7.022</b>	<b>11.248</b>	<b>3.153</b>	<b>944.323</b>	<b>719.372</b>

Figure 3. Acquisitions

2004 ACQUISITIONS	
Manuscripts	31
Letters	4
Incunabula	21
16 <sup>th</sup> century printed works	84
17 <sup>th</sup> century printed works	144
18 <sup>th</sup> century printed works	370
19 <sup>th</sup> century printed works	788
20 <sup>th</sup> century printed works	632
Serial Publications	18
Music manuscripts	1
Printed music scores	2
Printed maps	15
Manuscript maps	1
Drawings	12
Photographs	17
Engravings	7
Placards	15
<b>TOTAL</b>	<b>2.162</b>

Figure 4. ARIADNA Database

AUTHORITY RECORDS	TOTAL RECORDS	ENTRIES 2004
Personal Name	1.061.504	56.790
Entity name	214.702	11.405
Congress Name	42.011	2.725
Uniform Title	611.564	38.294
Subjects	59.280	3.273
Geographic Name	14.150	671
<b>TOTAL</b>	<b>2.003.211</b>	<b>113.158</b>
BIBLIOGRAPHIC RECORDS	TOTAL RECORDS	ENTRIES 2004
Books	2.031.518	87.227
Rare Books	89.275	29.165
Serial Publications	117.923	7.999
Cartographic material	40.124	3.598
Non-proyactable graphic material	78.309	3.655
Sound records	205.710	15.034
Music Scores	100.306	7.185
Manuscripts and documents	8.027	2.116
Video	39.455	6.170
<b>TOTAL</b>	<b>2.710.647</b>	<b>162.149</b>
HOLDINGS	TOTAL RECORDS	ENTRIES 2004
Holdings and locations	513.576	44.809
Circulation units	5.857.480	477.388
<b>TOTAL</b>	<b>6.371.056</b>	<b>522.197</b>

UNION CATALOGUE OF SERIAL PUBLICATIONS	TOTAL RECORDS	ENTRIES 2004
Titles	76.884	781
Collections	351.772	3.265
<b>TOTAL</b>	<b>428.656</b>	<b>4.046</b>

SPANISH DIRECTORY OF LIBRARIES	TOTAL RECORDS	ENTRIES 2004
Libraries	10.267	248



Figure 5. Exhibitions Loans and Evaluation

LOAN OF WORKS FOR EXHIBITIONS	
Petitions charged	80
Petitions denied	2
Petitions with no monitoring or organisers drop-off	18
Drawings and Engravings Service Loan	363
Bibliographic Heritage Department Loan	129
Bibliographic Control Loan	125
Cartography Service Loan	2
<b>TOTAL</b>	<b>619</b>
EVALUATION OF WORKS FOR EXHIBITIONS	
Placards	8
Photograph copy	1
Drawings	9
Bindings	2
Facsimile	10
Photographs	37
Engravings	37
Printed works	1
16 <sup>th</sup> century printed works	107
17 <sup>th</sup> century printed works	77
18 <sup>th</sup> century printed works	31
19 <sup>th</sup> century printed works	36
20 <sup>th</sup> century printed works	67
Incunabula	108
Art prints	1
Manuscripts	15
Maps*	242
Serial Publications	44
<b>TOTAL</b>	<b>833</b>

\* 240 are referred to a single evaluation of the Zuazo Collection of maps

Figure 6. Service in Reading Rooms

CARDS AND TEMPORARY PASSES ISSUED	2003	2004	VARIATION %
Cards	6.396	6.697	+4,70
Passes	10.814	8.837	-18,27
Duplicates	882	693	-21,42
<b>TOTAL</b>	<b>18.974</b>	<b>16.228</b>	<b>-14,47</b>
NATIONAL LIBRARY READERS			
Annual sum	100.198	112.647	+12,42
Daily average	346,7	396	+14,45
BIBLIOGRAPHY ROOM AND CATALOGUES			
Readers*	42.418	45.170	+6,48
Items received	7.692	3.446	-55,2
GENERAL READERS ROOM			
Readers	79.284	88.254	+11,31
Items supplied	206.050	299.918	+45,55
NEWSPAPER AND MAGAZINE ROOM			
Readers	26.154	26.645	+1,87
Items consulted	97.088	87.607	-9,76
LIBRARY DOCUMENTATION ROOM			
Readers	7.439	7.224	-2,89
Loans	2.416	3.973	+64,4
REQUESTS			
By mail or e-mail	3.373	4.203	+24,6
By telephone	26.945	20.338	-24,5
INTERLIBRARY LOAN			
Passive (items ordered to the National Library)	4.876	4.957	+1,66
Active (items ordered by the National Library)	239	164	-31,38
CENTRE OF INTERLIBRARY LOAN (C.A.D)			
Items received and laid out	520.705	545.837	+4,82
Items delivered	55.150	56.820	+3,02
Returns	53.631	55.498	+3,48
ARIADNA signatures	111.524	137.923	+23,67

\* Includes General Information data

The table below shows how the library performed against its Service Targets.

<b>QUALITY SERVICE INDICATORS*</b>	<b>STANDARD</b>	<b>ACHIEVED</b>
<b>Users requests on information responded immediately</b>	100%	100%
<b>Written enquiries received a response within a maximum of 20 days</b>	100%	100%
<b>Items requested delivered within 45 minutes</b>	94,4%	100%
<b>Requests in advanced delivered in 24 hours (Monday to Thursday) and 48 hours (Friday or Saturday)</b>	89,79%	100%
<b>Interlibrary loans requests processed in 3 days</b>	88%	81%
<b>Interlibrary loan incidences communicated within 7 days</b>	100%	100%
<b>Complains received a response within 15 days</b>	100%	100%
<b>Users positive responses in valuation surveys</b>	70,72%	100%

\* According to the commitments established in the *Carta de Servicios 2004*