

BIBLIOTHÈQUE NATIONALE DE FRANCE

Annual Report for CENL

July 2000 - June 2001

1. Legislation and Management of the Library

The institution's legal status has not been changed in any way since the decree of 3 January 1994, which created the Bibliothèque nationale de France (BnF), and its organisational chart has changed little since it was set up in July 1998. However, we should mention the arrival of Mrs. Agnès SAAL on 2 February 2001 to replace Mr. François STASSE as Director General of the institution.

In 2000 the BnF's first corporate project was drawn up to define strategy and determine its priorities and actions to be implemented. The institution's Board adopted this three-year project for the years 2001-2003 on 4 October 2000. It set five major objectives, three of which cover the library's missions: *'improving services to members of the general public, both on site and through remote services'*; *'developing and protecting collections and bringing them on line'*; *'renovating the Richelieu and Arsenal sites'*, and two of which relate to management: the first being, *'pursuing the staff project and improving working conditions'* and the second *'optimising management'*.

Each of these objectives has been assigned statistical indicators. A system for evaluating implementation of the project has also been set up, in particular for a thorough appraisal at the half-way stage (summer 2002). During the first half of 2001, the corporate project was spelled out for the different departments of the Library in the form of action programmes.

A contract laying down objectives and resources is being drawn up with the Government (Ministry of Culture and Communication, and Ministry of Economy and Finance).

2. Funding

The entire current budget for the institution comes to 765 MF for 2001 as against 754 MF in 2000, i.e. an increase of 1.4 %. Resources come mainly from a State grant: 630,340,480 F for operating expenses (+ 25 % compared with 2000) and 62,500,000 F for equipment (+ 10.2 %). The institution's own resources represent a little less than 10 %, a modest figure which has nevertheless increased slightly (+ 2 MF), mainly derived from returns on financial investments.

For the first time, the 2001 budget includes 21 MF financing of expenses for amortisation of the building's technical installations, in particular:

- an increase in expenditure on computer systems maintenance, facility management of the computer system, the audiovisual system, micro-reproduction of periodicals and document acquisitions;
- a reduction in operating expenses for the building, conservation credits, cultural distribution and communication.

A EURO steering committee was set up back in 2000 to prepare for the impending changeover to the new currency in 2002. The 2001 budget presentation includes a EURO column to facilitate comparison with the 2002 budget. Furthermore, some computer applications, for instance for financial management of reproduction orders, already take the EURO into account.

3. Buildings

- The worst incident that occurred during the past year interrupted the daily activity of the François-Mitterrand Library when, on 6 October 2000, a fire broke out among electrical cables in a crawl space located under the quai François-Mauriac. The power supply and telephone lines for the building were destroyed and various technical installations and the computer system were affected. It was not until 26 October that we were able to re-open to the general public but, due to health and safety problems, normal operation only resumed on 9 November.
- Work on improving the working conditions for staff dealing with general public at Tolbiac was continued, under the supervision of the Operations Committee.
- Concerning the Richelieu quadrangle, in May-June 2001, the BnF transferred its last services housed in the Vivienne building to other sites to allow for installation of the *Institut national d'histoire de l'art* (INHA). The building at 61 rue de Richelieu had been renovated to cater for the removal.
Programming of the main building at 58 rue de Richelieu, which involves both the BnF and INHA, was covered in a general programme validated in November 2000. In December, detailed programming was entrusted to specialised consultants whose recommendations were expected during the summer of 2001.
- The Library of the Arsenal was also evaluated and a steering committee set up to monitor its modernisation.
- Finally, a new long-term plan for developing the Tolbiac premises has just been validated.

4. Staffing Matters

Generally, the institution's situation in terms of staff and personnel management improved in 2000. While the number of staff remained stable (2,833 people on 31 December 2000), the full-time personnel increased by more than 2.4 %. Measures were taken to increase the number of permanent employment contracts. Conversely, the number of employees with temporary status was significantly reduced (-7.8 %) to comply with the policy drawn up the previous spring by the Ministry of Culture, and the position of the agents who remained on fixed term contracts was stabilised and upgraded to 1 to 3 year contracts.

Efforts were made to improve job organisation and management. For this purpose, job description sheets detailing the functions and skills of personnel were drawn up for all agents. In May 2001 it was decided that all personnel would henceforth have yearly interviews; this should improve working relations between agents and managerial staff.

Among the other dossiers pending, special attention is being paid to reducing the working week to 35 hours (as of 1 January 2002) for which application procedures are being negotiated.

Training activity continued. In 2000, 12,000 training days were dispensed at a cost of a little more than 7 MF and involved training for 5,540 agents. The three main objectives for this activity were the development of skills, job promotion and personal development. 6.3 MF were assigned in the 2001 budget for 12,000 days of training. To improve co-operation and consultation, a network of department training managers was set up and the trade union organisations took part in discussions and decisions. To

back up training development, a training logistics and professional documentation department was created in March 2001.

5. Information Technology

In November 2000, the BnF signed a contract with the SYSECA-ATA-CFI group to complete the development of its information system, planned for the end of 2002. The contract covers the cataloguing, acquisitions, legal deposit, storage, conservation and publishing of bibliographical products.

In January 2001, the Z 39.50 module was installed in the information system and, in March, the BN-OPALINE bibliographical base (with more than 1.5 million bibliographical entries and more than 400,000 authority entries), dedicated to special collections and previously available for consultation via TELNET, was put on line on the BnF web site.

The retroconversion of catalogues for specialised departments continues (prints and photographs, maps and plans, collections of the Arsenal from its origins to 1880, Performing arts) and a committee has been set up to monitor the conversion of printed catalogues for these departments.

Internally, RENET, a common portal providing access to electronic resources was put on line to enable reading room users to consult catalogues, databases, indexes referencing Internet sites and on-line periodicals. CD-ROMs will be added next autumn.

Last April, a reproduction chain using a digitising station was set up to reproduce documents not subject to copyright, for private use. These products are available in hard copy or on CD-WORM. In addition, users can order products on line by filling in an electronic order form.

Finally, a security and user Charter for information systems is being drawn up. Furthermore a co-ordinating committee was set up in January 2001 to evaluate the design and operation of the institution's information systems.

6. The Digital Library

GALLICA, the digital library also continued to grow over the past year through agreements made with publishers (for 10,000 documents relating to the French Revolution) and by digitising new documents. The institution's policy is to add to the printed digital library by introducing dictionaries, encyclopaedias and periodicals captured either in image mode or in text mode (Vapereau's *Dictionnaire* and *Revue de synthèse*) and by developing theme-based multimedia projects (*Voyages en France*, part of which is available on-line and *Voyages en Afrique*), virtual exhibitions (*Utopie* and *Maîtres de la bande dessinée européenne*) and educational files (*Le portrait*). The BnF is taking part in the Digitisation for Teaching and Research programme managed by the Maison des sciences de l'homme.

Some programmes are conducted in partnership as for the publications of learned societies of the Lorraine and Aquitaine regions and, more recently, the project for digitisation of manuscripts from the Dunhuang Caves in terms of an agreement with

the Andrew W. Mellon Foundation, for their integration in the *Mellon International Dunhuang Archive*.

A contract has been signed with the Toolex Company for transferring data for documents which have already been digitised and stored up to now on DATs, to CD-century storage media. This operation should be completed by the end of 2001.

The digitisation programme for commercial purposes is also continuing: 63,000 existing ektachromes produced by the BnF reproduction department have already been digitised by an outside sub-contractor, while the institution is itself digitising its current production (about 700 documents a month).

Meanwhile, the entire web site has been reworked, both in terms of form and content. A visitor counter has been implemented (clocking between 5,000 to 8,000 visitors a day) and an on-line survey of remote reader profiles and how such readers use the site was started in March 2001. Finally, an Internet committee was set up to examine and co-ordinate the web site's editorial line.

7. Legal Deposit of Materials

- In 2000, the number of legal deposit printed and graphic documents dropped overall, whether for monographs (- 5.7%), geographical maps (-7.3 %) or music. However, the number of legal deposit audiovisual and multimedia documents continued to increase (+ 3.5 %) with differences according to the media: + 15 % for sound recordings with 15,400 documents and - 16 % for videos with 5,945 documents, thus confirming the levelling-off of video publishing, and + 14,5 % for multimedia material with 6,203 documents, due mainly to an increase in electronic publishing (+ 30 %).
- Moreover, in 2000, the BnF continued the study undertaken in 1999, with respect to two issues:
 - ⇒ ⇒ the evolution of methods for managing and conserving legal deposit of printed material. The study led to a report on "Changes in the legal deposit of printed material : number and circuit for copies" in July 2001;
 - ⇒ ⇒ extension of the legal deposit to include on-line resources.
- In July 2000 the BnF and the Institut National de l'Audiovisuel were asked to help prepare a law on the information society, by investigating the technical, legal and bibliographical components needed for a deposit (by capture or submission) of on-line resources.

After continuing the studies and experiments undertaken in 1999, while at the same time participating actively in experiments as part of the European NEDLIB Project, the BnF set out to prepare full-scale experiments using two complementary approaches:

 - ⇒ ⇒ Selection and individual monitoring of web sites whose contents directly extend collections currently deposited on a medium: 50 sites were selected at the end of June 2001, including 30 for audiovisual and multimedia resources. Their respective publishers were contacted. The goal is to study the best procedures for deposit or regular retrieval of the content of sites.

- ⇒ ⇒ Global, automatic retrieval of a set of sites: in February 2001, a documentation working group was set up to define a methodology for selection and automatic retrieval, while a technical working group was entrusted with organising long term preservation of and access to these resources. The work of these two groups will first be used to develop a search engine to identify and collect material and then to implement a technical infrastructure to organise, store and distribute contents within the institution. This experimental programme will continue for a period of 30 months.

8. Acquisitions

The past year was characterised by the adjustment (between disciplines and media) and development of the documentation policy. Thus, the Reference library was 'weeded' to keep free access collections up to date. A survey was also made of the way free access collections are used by polling users. This revealed that most consultations related to French publications brought out later than 1996, that certain publications were repeatedly consulted and that not many periodicals were consulted.

After the significant cutback in credits for acquisition in the 1999 preliminary budget (53 MF), these credits were gradually brought back up again (57 MF in 2000 and 61 MF in 2001) but are still far from the annual target of 80 MF initially set when the BnF was created. This reduction especially affects current acquisitions, whereas heritage acquisitions are likely to benefit from exceptional contributions by the State or private sponsorship whenever there is a chance of buying truly outstanding documents for collections.

Considering the resources available for current acquisitions, the BnF has chosen to discriminate in favour of acquisitions of periodicals and electronic documentation. For the entire BnF the number of paid subscriptions has exceeded 12,000 titles; with gifts and exchanges, the total for periodicals received comes to more than 19,000 titles including 1,000 in electronic form. As for CD-ROMs, the number now exceeds 200 titles.

The past year was also a good one for the acquisition (purchases, *dations*, donations and deposits) of collections or unique items with a strong heritage value for all departments. Thus, among others, the library acquired for its Manuscripts department the 9-volume manuscript of *Mémoires d'outre-tombe* by François-René de Chateaubriand (*circa* 1836-1848), that of *Voyage au bout de la nuit* by Louis-Ferdinand Céline (work published in 1932), two manuscripts by René Char, one illustrated by Victor Brauner and the other by Max Ernst (1950-1954) and the entire correspondence of Simon Weil (1924-1943); for the Music department, a set of symphonic music scores by André Jolivet, including *Mana*; for the Prints department, 182 prints by Antoni Tapiès, which were recently exhibited, and 158 daguerreotypes taken during his Near and Middle East trip in 1842-1844 by Joseph-Philibert Girault de Prangey; Seventy eight, silver-plated coins struck by the Tetrarchs Diocletian, Maximilian, Constantius, Galerian and Constantine were also added to the Coins, Medals and Antiquities collection. Finally, since May-June 2001, the BnF has housed the *Société d'histoire du théâtre* in the Richelieu building.

9. Preservation and Conservation

Preservation activities are present on the main sites of the BnF. The technical centres at Bussy-Saint-George and Sablé-sur-Sarthe are specialised in preservation whereas the workshop in Provins ceased its activities on September 1st, 2000.

In 2000 the budget for preservation amounted to 32 MF, most of it spent on binding and reformatting by outside providers.

Microfilming activities have kept increasing with 3,520,000 additional masters (a raise of 5,7% compared with 1999). At the same time, the setting up of binding facilities and equipment at Tolbiac has increased the binding activities, either manual or mechanised, concerning items bought especially for free access.

Early in 2001 a fumigation unit was put into service at Bussy-Saint-George, working on a two-shift-a-week basis. It is expected to be able to treat between 3000 and 5000 books per week according to their size.

Furthermore, the safeguard plan for audiovisual documents has been elaborated for the period 2000-2003. It has been implemented for the preservation of sound documents either at Bussy-Saint-George where new laboratories were set up or operated by outside providers.

Concerning the moving images, a reformatting operation for videos recorded on an obsolete carrier has started in July 2000 and from 2001 on, cassettes VHS will be progressively digitized.

Finally, following the report submitted in June 2000, a disaster plan is being implemented.

10. Services to Readers

The BnF continued its policy of improving services to readers. The main event on site was the re-opening of the reading rooms at the Tolbiac Research Library on Monday afternoons from 14:00 to 20:00 as from 8 January 2001. Further progress was made with the extension of times for direct consultation of documents, including on Saturdays, while the average time it took to obtain documents was reduced (37 minutes in June 2001). New services of interest to readers on site or submitting remote queries are listed under heading 5.

The BnF also started studies that are now under way: one on the Tolbiac Research Library document distribution circuit (analysis of workloads and work methods) and the other on the readership of the specialised departments at Richelieu.

Since the opening of the new reading rooms in the Reference Library, the number of visits to the Bibliothèque François-Mitterrand did not vary, either for the Research Library (with an average of 914 readers and 2,989 documents consulted a day during the first half of 2001) or for the Reference Library (with 2,205 readers a day). Visits to the Richelieu site, however, remained stable with 320 readers a day and 26,828 documents consulted a month.

The mostly French (82.97%) public can be divided up into students (54.29 %), professionals (32.3 %) and users undertaking personal research (13.5 %).

11. Cultural Events, Exhibitions and Publishing

- In 2000, the BnF organised 199 events and welcomed more than 13,000 people into its auditoria. Cultural programming continues to be organised in major, often theme-based ("Great Figures of World Literature in the 20th Century" and "Sciences") conference cycles but also around internationally recognised personalities ("The Great Conferences of the BnF - Del Duca"). The cycle of concerts devoted to French melody was also maintained.
- In 2000, nine exhibitions were organised on the institution's different sites, attracting 138,376 visitors. These included:
 - - *Utopia, the Quest for the Ideal Society in the West:* 25,000 entries in Paris
produced jointly with the New York Public Library 100,000 entries in New York
 - - *Sarah Bernhardt:* 22,120 entries
 - - *Masters of the European Comic Strip:* 15,850 entries
produced jointly with the Centre national de la bande dessinée d'Angoulême.During the first half of 2001, two prestige exhibitions were extremely successful.
 - - *Writers' First Drafts:* 28,490 entries
 - - *Fairy Tales:* 24,875 entries
- The BnF continued its publishing policy by diversifying the media used for its publications. Thirty printed works (bibliographical and scientific publications, exhibition catalogues, collections concerning literary or artistic figures) were published in 2000 as well as the *Revue de la BnF* and the second volume of *Trésors de la Bibliothèque nationale de France* devoted to the 19th and 20th centuries.
Electronic publications comprise CDroms (*La géographie d'Idrisi* and *Le carnet de Villard de Honnecourt*) and on-line publishing of virtual exhibitions and educational dossiers on the institution's Internet site. A special editorial committee was appointed for on-line publications and the multimedia policy to be applied for pedagogical action is currently being determined
Finally, in line with government instructions, a first report on the BnF's editorial activity has been addressed to the mediator on state publishing.

12. Co-operation between libraries

Over the past year, the BnF has confirmed its orientations and strengthened its activity in the field of co-operation.

- Nationally:
 - - It has continued to develop and lead the network of associated centres: 66 agreements have been signed with associated centres representing 74 institutions (municipal and university libraries, major research bodies, archives and private organisations). The printers' legal deposit network counts 26

centres and will be complete in 2001 when the three last centres (Mayotte, Polynesia and Saint-Pierre-et-Miquelon) join it.

Several seminars have been organised for them, including the yearly working day (in May 2001) devoted to the theme "running and promoting digitised collections".

Current projects concern the *Catalogue collectif de France*, archiving of regional newspapers with multiple editions, digitisation and research programmes. A report drawn up in February 2001 "Associated centres: elements for assessment and development proposals" sets out the lines of development for the future.

- - In January 2001, opening of the *Catalogue collectif de France* (www.ccf.fr.bnf.fr) with access via the Z 39.50 protocol to the catalogue of BnF printed publications (BN-OPALE PLUS, 7 million entries) and university library catalogues (SUDOC, 5 million entries) as an addition to the retro converted catalogues of 55 municipal and specialised libraries (2.2 million entries), available since July 2000, i.e. an overall offer of 14 million bibliographical entries.
- Internationally:
BnF co-operation developed along two lines, both given priority but considered as non-exclusive:
 - - European co-operation, with on the one hand, the BnF's partners in the CENL and the COBRA Forum for continuing the NEDLIB, RENARDUS and MACS projects, with European universities, research centres and libraries for the META-e project on the automatic generation of metadata from electronic documents, and with CERL for building up a European database on early books. Cooperation with, on the other hand, national libraries in central and eastern Europe (especially missions to Moldavia in December 2000 and Slovakia in May 2001).
As part of the informative presentations it organises for its personnel, the BnF has marked its willingness to co-operate internationally by inviting two national European libraries to talk about their missions, organisation and activities: the British Library in 2000 and the Swiss National Library in 2001.
 - - The countries around the Mediterranean basin (the Maghreb region, Egypt and Lebanon), in the form of technical assistance missions, seminars (in Morocco and Lebanon on the theme of subject indexing) or in-house training. In January 2001, the BnF was invited by Morocco to form part of the jury for the architectural competition for selecting a design for the future National Library.
Also, relations with sub-Saharan Africa progressed somewhat, leading to closer co-operation with Senegal on its National Library project and a renewal of relations with Burkina-Faso and the Congo.
Special efforts were made for these regions and central and eastern Europe in the field of training and in-house courses for professionals organised into thematic modules.
 - - Due to sharing the French language, the BnF has privileged relationships with the national libraries and research centres of Canada and Quebec. This has resulted in co-operation on the French translation of the 21st

edition of the *Dewey decimal classification* and the *Bibliographical Inventory of Franco-Quebec relations from 1760 to the present day*. In addition, the BnF and the Library of the Laval University are working together in the field of subject indexing.

- - On a bilateral level, co-operation with the United States centred mainly on issues raised by digitised documents. Alongside the relations maintained with the Library of Congress, the New York Public Library and the Research Libraries Group, new links have been created with American universities. In October 2000, the BnF took part in the "*National Libraries of the World: Interpreting the Past, Shaping the Future*" symposium organised by the Library of Congress to celebrate its bicentennial.
- - On a multilateral and international level, the BnF continues to run the *Bibliotheca Universalis* project with a workshop organised by the Library of Congress in Washington in April 2001. The BnF also participates actively in the work of various professional authorities such as the IFLA, for which it hosts the fundamental Preservation and Conservation (PAC) programme, the ISO and ISSN and it also contributes to UNESCO works.