

Narodna in univerzitetna knjižnica, Slovenija
National and University Library, Slovenia

ANNUAL REPORT 2002

MANAGEMENT OF THE LIBRARY (DEVELOPMENTS AND IMPROVEMENTS)

In accordance with the Act on Public Interest in Culture which was passed in 2002, management and leadership structure of the National and University Library was modified. The Act defines a different composition of the Board and Professional Board of public institutions and abolishes the position of a programme director. The Library is now being managed by the director with his deputies which are appointed by himself.

In 2002, the National and University Library in collaboration with the counselling company ITEO performed a thorough analysis of its operation (i.e. resources exploitation effectiveness and effectiveness of management processes). On the basis of the findings of this analysis, certain measures to enhance effectiveness were introduced in 2002 (processing of library materials and user services); more organizational changes are being planned for 2003.

FINANCE AND FUNDING

In 2002, the National and University Library received 1.209.191.714,00 SIT (= EUR 5.143.308,00) from the state budget of the Republic of Slovenia. Library's own supplemental income in 2002 was 143,6 million SIT (= EUR 610.804,00), in the most part coming from projects funded by institutions from abroad (EU, Soros). Total amount of revenues in 2002 was 1.352.791.714,00 SIT (= EUR 5.754.112,00).

For library materials purchase, 137 million SIT (= EUR 582.731,00) were spent in 2002 (together with the advances from 2001). The majority of expenditures are fixed which are (in spite of careful management) increasing faster than revenues which lowers the resources needed for the realization of the programme. At the same time, the Act on Librarianship (passed in 2000) imposes the National and University Library with new tasks which would in turn require more resources and staff. Not all necessary and planned programme tasks in the field of electronic resources, microfilming, purchase of library materials, international cooperation and maintenance and purchase of equipment could have been carried out.

LEGISLATION

In 2002, new Act on Public Interest in Culture was passed, which, among other things, lays down different mode of management and leadership of public institutions.

BUILDINGS AND PLANT

In spite of limited investment and maintenance means, the National and University Library managed to furnish new premises for the reception of library materials and equip 1200 m² of stacks with shelves.

STAFFING MATTERS

In the end of 2002, the National and University Library has 139 employees and remains seriously understaffed. In the past years, we managed to fulfil the annual work programme only by help of part-time workers and students.

However, due to financial restrictions we had to cut down expenses for student work by one third. Cutting down on students' work has been reflected in the past years in lowering of some library performance indicators (processing of library materials).

IT AND NEW TECHNOLOGY

In the frames of planning and maintenance of computer and communication infrastructure of the Library, new Microsoft Exchange mail server was purchased. An even more important task was the selection of a storage. Testing was being carried for several months and comparative advantages of COMPAQ were confirmed. In 2002, we also introduced a new platform. After 5 years of work on Windows NT, Windows XP professional were introduced. At the moment, most of the work stations in the Library are already working on this platform, the only impediment being out-of-date hardware, which prevents quicker transition.

CATALOGUING AND OTHER TECHNICAL PROCESSES

The growth of the National and University Library contribution to the cooperative national bibliographic system is on the increase again, following a decrease in 2000 which was due to the removal and financial restrictions of student work (the growth was 3 % in 2001, and 14 % in 2002). In addition to this, the editing of authority database of personal names CONOR was successfully completed (10.000 records). The number of bibliographic records for Slovenian bibliography has been on increase for several year (28 % in 2001 and 9 % in 2002).

The tendency of increase of the number of bibliographic records has been stable in all special collections, with the exception of the Music Collection where the growth of the number of bibliographic records was exceptional (over 40 %) which is the result of adequate staffing in the collection. The contribution of the National and University Library to the COBIB national union catalogue has been on the increase for the second year (3 % in 2001, 14 % in 2002, according to the data from IZUM (Institute of Information Science, which is responsible for the maintaining of the national bibliographic system) and represents 13 % of all the records in 2002 contributed by all Slovenian libraries.

ACQUISITIONS

In 2002, NUL received 438.071 items of various library materials, among them 376.107 legal deposit copies. 120.618 items were retained in our collections, and 317.453 items were sent to other libraries (mostly legal deposit copies).

NUL collections were increased by 22.731 books and by 57.773 items of serial publications, by 2.000 units of AV materials, and by 2.000 items of cartographic and pictorial materials.

Most important new acquisitions

Manuscript and Rare Books Collection:

Ludvik Mrzel: manuscripts (29 items)

Maricka Znidarsic: manuscripts (66 items)

Materials of the OLU circle (1 item)

Preseren: 2 manuscripts

Tone Svetina: Memories and a sketch book

Lavo Cermelj: Manuscript (1 item)

Elo Justin: a sketch of Preseren

Map and Pictures Collection:

Old postcards of Slovenian places (301 item)

Maps of Slovenian territory before 1900 (9 items)

Test print of the "Zemljevid slovenskih dežel in pokrajin"

Calendar for 1847

Graphics of Slovenian places from 19th century (2 items)

CONSERVATION/PRESERVATION OF COLLECTIONS

Within the frames of preservation of Slovenian serial publications microfilming of oldest newspapers and those with high frequency of use was continued, as well as microfilming of current newspapers Delo, Vecer, Dnevnik, Primorski dnevnik, Mladina and some other titles. 108.489 microfilm copies were made.

In 2002 the digitisation of materials from the Cartographic and Pictorial Collection of NUL has finished (11.000 portrait photographs of famous Slovenians from the middle of 19th century until today). A selection of 98 subjects was made and their portraits are accessible on approximately 1000 scans. The second part of the project is the digitalisation of maps of Slovenian territory from 1522 to 1871. The project covers the most valuable and threatened cartographic material of special importance for the national identity, cultural heritage and involvement of the presentation of the Slovenian territory. The database of maps is planned to be accessible through Internet on the Library's homepage.

The Conservation and Preservation Department successfully participates in the EU projects: PAPYLUM project (development of a new chemiluminescent instrument for the evaluation of disintegration of historic papers), InkCor Project (development of a non-water method for the stabilization of documents written with iron gall ink) and Project Wall&Paper Schoenbrunn

(evaluation of the effect of non-water glues on paper and study the use of enzymes for removal of historic glues) which is the part of the program CULTURE 2000.

In the frame of the Department there runs also project EURECA LACLEPA financed by the Ministry of Science, Education and Sport, the aim of the project is the development of a system for paper cleaning by the use of laser.

It should be mentioned that the head of the Conservation and Preservation Department won prestigious Zois Award of Republic of Slovenia for outstanding scientific achievements in chemistry.

SERVICES TO READERS

The Library and its services were visited by 193.091 users (including 2.764 visitors to the library in 111 organised groups). In comparison with 2001 (190.180 visitors) the visit to the library slightly increased (2 %).

In 2002 4.593 new users were registered in the Library (3.824 in 2001 which is a 20 % increase). All registered users were 12.684 (a 16 % increase). The number of users is on constant increase since the introduction of a uniform membership card for students: 72 % or 9.126 of the users are university students.

337.255 units of library material were borrowed: 197.362 items were lent out and 139.893 items in the reading rooms. Interlibrary loan service processed 10.059 items which means 96 % realization of all demands (=10.465 items).

In 2002, by NUL departments 55.797 referral questions were answered and 66.24 information were given.

RESEARCH AND DEVELOPMENT

NUL deals with many research on-going projects: international TEL project and "Author entries for manuscript materials" project (both are EU projects), "Multilingual subject access to the catalogues of Central and East European national libraries", "Performance evaluation in national libraries", and "Multilingual dictionary of library terminology". In the frames of the international project "Multilingual Dictionary of Library Terminology", English-Slovenian dictionary of library terminology was published in 2002 as the first dictionary of this kind.

The dictionary is also available on the Web

(<http://www2.arnes.si/~ljnuk4/dictionary/slovenian/index.html>)

The project "Slovenian explanatory terminological dictionary of librarianship" and "Slovenian general list of subject headings" and general on-line list of subject headings were brought to a close in 2002. The instructions for subject cataloguing which were published together with the print version of the list of subject headings have been available on the Web since October 2002, as a part of on-line version of the

General list of subject headings (<http://www.nuk.uni-lj.si/ssg/ssg.html>).

In the year 2002 NUL entered two important home projects "Collecting and archiving of Slovenian electronic publications on the Internet", the aim of the project is to make a model in the frames of which Slovenian electronic publications on the Internet will be systematically gathered and archived, and "Slovenian books on book-market", where the possibilities of the use of the database of the Slovenian cooperative catalogue respective the database of

Slovenian bibliography to enhance access to publications of Slovenian publishers are researched.

EDUCATION AND TRAINING

Training centre carries out professional education, training and qualification processes of all library workers. In 2002 1.354 librarians attended courses for additional and permanent training and organized qualifying examinations. 39 professional titles were granted.

Training centre entered an international project of the Open Society Institute from Budapest. The aim of the project was to form a network of permanent training centres for librarians in Central and Eastern Europe. Supported by the funds of the Open Society Institute from Budapest, a one day seminar on project management was organized. As a member of the network of training centres of the Open Society Institute from Budapest, 12 training modules were entered. The national libraries from Bosnia and Herzegovina, Crna Gora, Serbia and Kosovo accepted the offer.

In 2002, also training seminars in other countries performed by the Centre were financed.

LIBRARY CO-OPERATION

Besides Slovenian agencies for ISBN and ISMN and ISSN Centre Slovenia which worked in cooperation with publishers and in the frames of international organizations and databases, NUL also participated in other international projects as OCLC and INDEX

TRANSLATIONUM. Slovenian bibliography is included into the OCLC WorldCAT bibliographic database where 4.490 bibliographic records were provided in 2002. The material for the international bibliography Index translationum for 2001 was prepared. The database contains 885 entries.

NUL continues to actively participate in a number of the most important library associations, among them IFLA, FID, ASLIB, BLA, LIBER, IBBY. NUL is taking part in annual CENL meetings and conferences, Gabriel Board & Team, Cobra Forum, CECUP and ELAG.

In the frames of CENL NUL has been the proposer of two international projects: "Subject access to multilingual catalogues" and "Performance evaluation in national libraries".

In the year 2002 we became a member of the European Commission on Preservation and Access.

EXHIBITIONS

In 2002 NUL prepared six exhibitions, three were based on its own holdings: Portrait photographs held in Pictorial Collection of NUL, Ela Peroci - life and work of one of the most popular Slovenian writers of children books and exhibition of precious manuscripts and other precious materials held in Library's funds.

PUBLISHING

The Library continued to publish the Slovenian National Bibliography in printed form. Important manual for national library information system "Slovenian general list of subject headings" and the instructions for subject cataloguing were published in April 2002, since October 2002 both manuals have been available on the Web. The manual "The public library service: IFLA/UNESCO guidelines for development" was translated in Slovenian language and the translation of the second edition of the ISBN system user's manual was issued in the electronic version (<http://www.nuk.uni-lj.si/info/prirocnik/isbn.html>) Four monthly periodicals continued to appear in regular intervals. Together with other listings a 2002 Education & Training Directory was also published.

Lenart Šetinc

Director