

National and University Library in Ljubljana, Slovenia

## **ANNUAL REPORT TO THE CONFERENCE OF EUROPEAN NATIONAL LIBRARIES**

Contact person:

Vilenska Jakac-Bizjak (Mrs)

Director General of Library Programmes  
and CENL Representative

Tel.: ++386 61 1257288

Fax: ++386 61 213052

E-mail: [vilenka.jakac-bizjak@nuk.uni-lj.si](mailto:vilenka.jakac-bizjak@nuk.uni-lj.si)

### **MAJOR INNOVATIONS DURING THE YEAR**

Innovations all of kinds can be seen under separate headings. In the light of the European integration processes, it should be perhaps pointed at the Information and Documentation Centre on the Council of Europe, a newly established organisational unit of the Library, organised on a separate location. The project was put forward by the Ministry of Foreign Affairs and Council of Europe, and NUL was eventually chosen to host this important information service. The Centre has already prepared a number of round tables and presentations, all of which have contributed to major awareness about the aims and role of the Centre.

### **FINANCE AND FUNDING**

NUL is mainly financed by the Ministry of Culture. The gross expenditure in 1997 was SIT 748 million (= \$ 4,347,000), which shows an increase of 15 % over the previous year, but this is partly due to a rise in inflation rate (9 %). The grant covers salaries (128 full-time and 40 part-time employees), operational expenditure, R & D projects, publishing activity, investments and accomodation fees for 10 separate locations. The Library is increasingly pushed to earn more money from its own activities and services (SIT 90 million, 12 % of the gross expenditure). SIT 80 million (= \$ 467,800) were spent on library acquisitions (see below for further breakdown).

### **LEGAL DEPOSIT OF MATERIALS**

At present, NUL has not archived any online electronic documents. Problems are very much similar to those already encountered by other national libraries: there is a bulk of questions waiting to be solved out, mostly regarding identification, collection, cataloguing and preservation of items. Another burning issue to be addressed is represented by the number of copies to be deposited.

Back in 1993, NUL had outlined a draft proposal for the new Legal Deposit Act, which was forwarded on to the Ministry of Culture. Unfortunately, there had been a long break in the procedure and only a few months ago the Ministry resumed the work on it. The draft proposal of the new Legal Deposit Act (hopefully applicable in 1999) insists on extension of legal deposit to all kinds of electronic publications.

Otherwise the legal deposit intake represents some 60 % of the total library intake. A considerable amount of material which should be deposited with NUL, is not received. Estimates vary from 10 to 20 %.

## BUILDINGS AND PLANT

Major renovation works have been going on now for three years, but the process has been slow for several reasons. In 1997, however, two strategically important projects were successfully completed: new computer lab with 20 PC Pentium workstations for user education and courses in continuing education of librarians, together with all necessary technological equipment and a number of computer programmes. Secondly, a new Rare Books room was finished in the basement, in accordance with the delicate requirements to store older and precious library materials.

## ACQUISITIONS

In 1997, there was a total amount of about SIT 80 million spent on library acquisitions, not counting the legal deposit intake, which, in a way, is considered received »for free«. 57,4 million were spent on foreign-language material (15,7 databases, 11,1 books, 38,6 periodicals) and only 5,9 million on buying duplicates of legal deposit. Some 8,6 million SIT were spent on relevant materials of historic and national importance. A major shift from paper to electronic media can be noted in foreign-language items.

Finance has been probably the largest single factor which has limited the extent of our acquisitions over the last ten years. Therefore, we develop in-depth research support services around a relatively limited number of areas (humanities and social sciences). Reference collections are nevertheless provided also for science and technology.

## CONSERVATION/PRESERVATION OF COLLECTIONS

Microfilming of Slovenian periodicals has been continued (older newspapers and some most heavily used titles, but current volumes of three most important daily newspapers as well). In this way, 113,744 shots were prepared. The Preservation Department restored 19 damaged bindings, 2,215 separate sheets and a number of acid-free boxes and folders to store the items were provided.

As to digitisation, we have been investigating the possibilities of digitisation of manuscripts and other valuable material. The Library is busy devising its preservation priorities, basing them obviously on the principles of preservation and access. Problems related to financial support have also arisen and the beginning has had to be postponed, due to lack of funds.

## IT AND NEW TECHNOLOGY

Digital VAXstation 4000-90 was upgraded to digital AlphaServer 4100 5/400 4MB.

The provision of information through use of CD-ROM networking (providing access to both bibliographic and full-text databases) has been constantly growing over the previous years: NUL currently subscribes to nearly one hundred titles and some 75 are made available via the CD-ROM network. Access to CD-ROM server will be essentially enhanced, using technological improvements, and is now being tested. Thus time-consuming installations of communication protocols over the network will no longer be necessary.

Special contracts were signed with major information providers, such as Dialog, DataStar, OCLC, STN, DBI-Link, etc. to use foreign databases and information services worldwide. Electronic ordering systems are used to support interlibrary loan and document supply services when documents are required from abroad. Thus major online systems like OCLC, Blaise-Line, DBI-Link, Uncover... are being largely used.

The Library wishes to offer access to foreign electronic journals to add yet another dimension to its electronic services. Negotiations with various distributors are already under way.

## SERVICES TO READERS

In 1997, there was a notable increase in circulation (30 %) of library materials. The same trends could be identified in the interlibrary loan and document delivery services, although sometimes on a minor scale (35 and 10 % up for international and national ILL, respectively). CD-ROM server can be accessed by some 100 academic libraries.

Retrospective searches on particular topics can be done using OPAC in the national union catalogue, Internet, commercially available databases/hosts and CD-ROMs. Users can subscribe to regular information packages. Reference librarians work in close co-operation with specialists from other departments. The staff are specialised in providing different levels of information. On the one hand, there are specialists for library's own holdings and for what can be retrieved at the national level; on the other, there are specialists in terms of retrieving information from the net, CD-ROMs, etc.

Up to a point, services are free. There comes a limit where services become fee-based because the library is required to pay, too. This is applicable mainly with commercial databases and interlibrary loan/document delivery.

NUL's performance is hindered by the building, which is considered a national monument, but it provides almost no open access and there is hardly enough room to expand computer facilities for library users.

It is sometimes difficult to find a happy medium between the national and university functions (opening hours, admission rules, availability of library materials), since the first one requires limited access and preservation, and the second one is based on major availability.

## EXHIBITIONS

There were six major exhibitions prepared by the Library in 1997 and several press conferences organised. The exhibitions were put up mainly with the aim to celebrate important anniversaries of renowned men of Slovenian culture and science in the past.

## PUBLISHING

Publishing activities were quite lively all year long: the National Bibliographic Service published 6 printed volumes, along with the update of Slovenian Bibliography on CD-ROM. Six catalogues were published to highlight respective exhibitions. A monograph was issued to celebrate the legal deposit anniversary (see below). Six volumes of ISBD standards were translated and published: ISBD(A), ISBD(S), ISBD(M), ISBD(G), ISBD(NBM), ISBD(FSCH). Three monthly periodicals continued to appear in regular intervals. A 1997 Training Directory was also published.

## CATALOGUING AND OTHER TECHNICAL PROCESSES

NUL contributed 29,500 bibliographic records to the COBIB national union catalogue. The total increase of inputs to the local database (reaching the total of 320,000 records) was 41,500 records.

Retrospective conversion of card catalogues was devised in two phases. Phase 1 (the oldest catalogue 1774-1947) will be finished by the end of April 98. There are about 100,000 cards, half of them handwritten, the other half typed. An image catalogue was created in order to preserve the original catalogue. The hand-written cards were keyed-in and structured at the same time, while the typed ones were only keyed-in and structured automatically. The final control of the records is under way. The result will be both UNIMARC and COMARC records. Phase 2 (the catalogues 1948-1987) will begin after the completion of Phase 1.

Update of the Slovenian National Bibliography on CD-ROM was released and all features of the new version (which is to be published by the end of May 98) were set up and completed. It will feature an improved user interface. Among other features there is some improvement in indices, as well as displaying and downloading the records in UNIMARC. Records for non-book materials (electronic resources, cartographic material and printed music) will be added.

Furthermore, new UNIMARC fields for antiquarian materials were implemented in online cataloguing. The processing of AV materials has been redesigned in terms of separate cataloguing unit and some new equipment to support this has been purchased.

OPAC is developed by the computer host (IZUM), so NUL has little impact on its development. Apart from providing access to the national union database, some specialised databases created by Slovenian producers have been made available via OPAC, together with a sort of limited access to foreign databases, such as SwetScan and OCLC. Recently databases on databases, available in Slovenia, and on information providers have been loaded.

## LIBRARY CO-OPERATION

NUL is the member of the most important library associations, among them IFLA, FID, Aslib, BLA, LIBER, IBBY and CERL. The Library is actively participating in some standing and executive committees of these bodies, along with taking part in annual CENL meetings and in those, assembling the directors of ISBN and ISSN agencies. In the framework of exchange of library professionals with the Czech National Library, two librarians visited NUL.

In February 1997, the Agreement about the addition of Slovenian national bibliographic records to the WorldCat database was signed with OCLC (Dublin, Ohio). Thus NUL became

a member of the biggest library family in the world and an active part of the global information network and exchange.

NUL contributed about 20,000 UNIMARC records resulting from Phase 1 of retrospective conversion to the CERL Hand Press Book database.

## STAFFING MATTERS

The staff of the Library numbers 128 full-time and some 40 part-time employees. It is necessary to underline that NUL is seriously understaffed up to a point where several working processes are endangered. There are a number of functions which the Library is entitled by law to fulfil, but they remain unfulfilled. We are facing new challenges (for example, collection, processing, preservation of and access to electronic publications), and however well organised, we employ hardly enough full-time librarians to cope with the present amount of work. At this very moment we should be opening 30 new full-time positions.

NUL was organising and carrying out various educational programmes for Slovenian librarians in terms of basic, specialist and continuing education and training. 570 librarians attended the courses. In addition, the Library prepared about 100 different presentations, tours of the library and introductory courses for the use of bibliographic tools and services of the library. 2,148 library users took part in them.

## MAJOR CELEBRATIONS, ANNIVERSARIES AND EVENTS

Under this heading, 190<sup>th</sup> anniversary of the Legal Deposit in Slovenia has to be mentioned (December 1997). The event was accompanied by a festschrift and a press conference which underlined and highlighted the importance of deposit both nationally and internationally.

## RESEARCH AND DEVELOPMENT

Work on the Terminological Dictionary of Librarianship was carried on and the idea of a multilingual terminological dictionary was put forward and the required documentation prepared.

R & D Department, in co-operation with other library specialists from NUL, continued with the preparation of new standards for university libraries and the discussion on the draft version of public libraries standards was also opened. Other activities included advisory and supervisory work in managing public and university libraries, together with gathering statistical data and participation in streamlining the Ljubljana University library system.