

NATIONAL LIBRARY OF SPAIN ANNUAL REPORT, 2003

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

The National Library of Spain focus in the Spanish Bibliographic output and the cooperation with other libraries and other cultural and scientific institutions that can contribute to the best development of the aims of the National Library. The most significant at the moment is the *Novum Regestrum*, an ABINIA project coordinated by the National Library of Spain, that constitutes the first Union Catalogue to describe rare books and manuscripts from Latin American National Libraries, including Spain and Portugal. The CD-ROM catalogue contains information on libraries with copies of each edition and on every library to help in obtaining reproductions or precise information on the copies inventoried. Future plans include the following:

- - To increase the catalogue with more information from the participant libraries and the records given to the CD-ROM catalogue from the libraries having problems sending the information in digital formats.
- - Catalogue maintenance and purging, with special attention to different aspects:
 - • Access point normalization
 - • Creation of uniform titles
 - • Detection of the same edition duplicate descriptions
 - • Detection of different cataloguing practice

The National Library continues to work in digitalization projects like *The Virtual Cervantes Library* and *The Latin American and Caribbean Digital Library*. The *Digital Library* is supported by ABINIA and UNESCO, and it aims to create updated technological bases to digitize different type of documents in the National Libraries of the Region, and to process existent digital information on the Internet to facilitate access to them. An agreement was signed with the Public Company *Red.es* to digitize some holdings of the Library. The main aim of this project (*Patrimonio.es*) is to bring the Spanish Bibliographic Heritage to the people and promote the presence of contents in Spanish on the Internet.

In 2004, the National Library new website will be available, accomplishing the accessibility criteria presented at the “*Accessible Libraries*” Seminary held in the National Library last May (in collaboration with *SEDIC* (the *Spanish Society of Documentation and Scientific Information*), *SIDAR Foundation*, and *Carlos III University*). The service of record downloading has been set up, allowing bibliographic records exportation from ARIADNA database; a new digital resources retrieval system is available, allowing access to the National Library digitized holdings through the Internet.

On the other hand, the Human Resources analysis shows that staff losses continue; especially in the services to readers and in the technical processing of incoming material, which is almost impossible to keep updated. The Library still has to rely on private companies and students working under expert supervision.

ACQUISITION, CATALOGUING AND PRESERVATION

LEGAL DEPOSIT AND ACQUISITIONS

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 Legal Deposit is 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. Today is absolutely essential a reform to redefine the person responsible for the deposit. The responsibility for supplying material, today assigned to printers, has to be extended to publishers, producers and importers.

The bibliographic collection is also built up by remaining procedures like purchases, auctions, exchange and donations. [See Figure 1]

The National Library has purchased the following outstanding works:

Manuscripts

CERVANTES, Miguel de.- Geschichte des sberühmten Don Quischott von Mancha in teutsche Verse überstzt. Durch C.P.S. : Munich, 1814

CRONICA.- Crónica de Enrique IV. Siglo XV

ESPINA, Concha.- Dulce nombre. Siglo XX

ROLDAN, Jose.- Historia del Alzamiento de Hyaquis, Mayos, Pimas, provincia de Sinaloa en Nueva España. Siglo XVIII

SALINAS, Francisco.- Anotaciones sobre el Calendario Gregoriano. Siglo XVI

VILLEGAS, Sebastian Vicente.- Orden del tañido de las campanas y officio del campanero desta Iglesia Metropolitana de Sevilla. 1633

PSEUDO-SÉNECA.- Las cuatro virtudes e doctrinas que compuso Séneca... SigloXV

Incunabula

JACOB BEN ASHER.- Joreh deah.- Hajar : Eliezer ben Alantansi, 1487

SÁNCHEZ DE ARÉVALO, Rodrigo.- Speculum vitae humanae.- [Colonia : Ulrich Zel, 1471-1472]

SANTOS, Francisco de los.- *Canonis missae interpretatio*.- Salamanca : [Juan de Porras, a costa de] Pedro Manuel Madrigal, 1495

Rare Books

CARVAJAL, Miguel.- *Tragedia aurea llamada Josephina*.- Sevilla : Estacio Carpintero, 1545
ERASMO DE ROTTERDAM.- *Epístola nuncupatoria ad Carolum V*.- Basileae : Apud Io. Frobenium, 1522

ICIAR, Juan de.- *Arte subtilissima, por la qual se enseña a escrevir perfectamente*.- [Zaragoza : Estevan de Nagera] : Impresso a costa de Miguel de çapilla mercader de libros vezino de çaragoça, 1555

PAZ, Matías de.- *Solemnis repetitio*.- [Salamanca: Lorenzo de Liondedei, c. 1517]

TÉLLEZ, Fernando.- *Razonamiento de los Embaxadores de España en la obediencia que dieron al papa*.- Roma : [s.i.] 1508

VIVES, Juan Luis.- ...*De Officio Mariti, genannt... De institutione faemina,....*- Franckfort am Meyn : Christian Egenolffs, 1566

VIVES, Juan Luis.- *Colloquia sive Exercitatio latinae linguae*.- Noribergae [Nuremberg] : Paulus Kauffmann [post 1582]

Cartography

Cartographic Collection of the Antillas. 18th century

MAPA MURAL

FER, Nicolas de.- *L'Espagne triomphante sous les regnes de Philippe V*.- París, ca. 1705

Drawings, Engravings and Photographs

CARDUCHO, Vicente.- *El martirio de Santiago*

GOYA Y LUCIENTES, Francisco de.- *Paisaje con peñasco, edificios y árboles: Junto con paisaje con peñasco y cascadas*

GOYA Y LUCIENTES, Francisco de.- *Fiero monstruo*

GOYA Y LUCIENTES, Francisco de.- *No se puede mirar*

CATALOGUING

The Bibliographic Control Department has catalogued 93.413 bibliographic records and 224.130 holdings over the year 2003. It has also entered 2.394 bibliographic records and 3,802 holdings in the Union Catalogue and 340 libraries in the Spanish Directory of Libraries.

[See Figure 2]

It also develops the database ARIADNA that includes the cataloguing of all that it is published every year in Spain. Over the year 2003, 219.021 bibliographic records and 594.572 holdings have been entered into ARIADNA. [See Figure 3]

The Bibliographic Control Department participated in the International Meeting of Experts on an International Cataloguing Code (IME ICC) held in Frankfurt in 2003 to discuss a new Statement of Cataloguing Principles.

PRESERVATION

The Bibliographic Heritage Preservation budget for the year 2003 was 1.469.139,81 € to digitize the Hispanic Iconography Holdings (originals and in alternative formats) and the Government Bulletin of Industrial and Intellectual Property, to microfilm 3.006.094 frames, to restore 797 works and to elaborate 1.792 State Reports. It was also used for preventive conservation projects on environmental conditions of deposit and collections, with special

attention to acid holdings, unique and damaged items (microfilming and storage in conservation containers).

For the year 2004, there are 2.100.000 € on budget to digitize 1.500 maps, 127 music scores from the Barbieri Holdings, 500.000 pages from holdings of different services and 2.400 microfilm frames.

The budget for digitisation increases over the years as the digitisation projects grow.

SERVICE TO READERS

The National Library of Spain gives access to documents to all users direct and remotely and disseminates culture and communication. The data analysis shows a fall in the number of library users, a moderate reduction of the research cards issued as opposed to the increase of temporary passes.

[See Figure 4]

In 2003, we achieved the following:

- - Immediate access to serial publications
- - 24 hours reduction in users requests waiting period (second building, Alcalá de Henares)
- - We have improve the system and handling of the interlibrary loan fee collection

EXHIBITIONS

The large number of exhibitions held at the National Library has had more cooperation and sponsorship from other institutions than in previous years.

The National Library has lent 943 works from different departments and services for the exhibitions.

The most outstanding exhibitions in 2003 were:

Leonardo da Vinci and the Music

Bibliotheca Alexandrina. A Tribute to Memory, a Bet for the Future

Mother: A tribute to Mother Teresa of Calcutta

Ephemera: Life in paper: the National Library collection

BUILDING

The extension of the Document Supply Centre (located in the second building in Alcalá de Henares) finished in 2003, although the works of distribution of space continue this year aiming to:

- - Distribute the collections according to use
- - Relocate and compile collections
- - Locate the "special" collections considering its format or support for better preservation
- - Categorise the different materials of the Depository

ORGANIZATIONAL STRUCTURE

The National Library is structured as follows:

- • Reporting to the General Director
 - - Technical Director
 - - Manager
 - - Communications and Book Museum
 - - Development, Cultural Cooperation and Institutional Relations Department
- • Reporting to the Technical Director
 - - Acquisitions Department
 - - Bibliographic Control Department
 - - Bibliographic Heritage Department
 - - Reference Department
 - - Special Collections Department
- • Reporting to the Manager
 - - Staff, Resources and Internal Government Department
 - - Automation Department
 - - Preservation and Conservation Department

THE NATIONAL LIBRARY FUNDING

The Library received a 35.905.250 € budget for the year 2003, with a total variation of 11,62 %, distributed as follows:

	BUDGET 2003	BUDGET 2004	VARIATION	%
Staff expenses	13.996.440	15.418.300	1.421.860	10,16
Current expenses	7.214.170	8.266.100	1.051.930	14,58
Transfers (Subvention)	60.100	60.100	0	0
Real Investments	14.574.540	16.270.860	1.696.320	11,64
Finaltial assets	60.000	61.080	1.080	1,80
TOTAL	35.905.250	40.076.440	4.171.190	11,62

The extra funds will be applied to:

	EXPENSE 2003	BUDGET 2004
Acquisition of bibliographic collections	2.798.496,13	4.200.000
Computing processes	1.127.650,08	1.400.000
Catalogue conversion	391.658,21	300.000
Building	239.905,37	3.358.860
Bibliographic Heritage Preservation	1.469.139,81	2.100.000
Security systems	258.156,98	300.000
Cataloguing	3.546.656,26	3.700.000

KEY FACTS AND FIGURES

Figure 1. TITLES AND ITEMS RECEIVED ON LEGAL DEPOSIT, PURCHASE AND DONATION

TITLES	LEGAL DEPOSIT		PURCHASE		DONATION		TOTAL	
	2002	2003	2002	2003	2002	2003	2002	2003
Books	82.307	84.819	2.660	2.832	4.642	4.419	89.609	92.070
Magazines	6.561	5.576	805	794	799	1.523	8.165	7.893
CD-ROM	4.260	4.187	104	142	0	0	4.364	4.329
Diskettes	175	363	0	0	0	0	175	363
Microforms	10.173	10.304	0	0	0	0	10.173	10.304
Serial Publications Collections	137	260	0	0	0	0	137	260
Limited edition comics collections	75	128	0	0	0	0	75	128
Minor single publications	29.320	37.492	0	0	0	0	29.320	37.492
Mixed publications	558	456	0	0	0	0	558	456
Maps	1.786	1.685	0	0	0	0	1.786	1.685
TOTAL	135.352	145.270	3.569	3.768	5.441	5.942	144.362	154.980

ITEMS	LEGAL DEPOSIT		PURCHASE		DONATION		TOTAL	
	2002	2003	2002	2003	2002	2003	2002	2003
Books	226.532	237.122	3.124	4.259	4.781	5.131	234.437	246.512
Magazines	434.745	558.318	3.751	3.583	6.104	6.117	444.600	568.018
CD-ROM	8.447	9.461	325	927	0	0	8.772	10.338
DVD-Video	696	2.030	0	0	0	0	696	2.030
DVD-ROM	124	69	0	2	0	0	124	69
On-line databases	0	0	0	0	0	0	0	56
Music Scores	3.204	3.832	0	0	0	0	3.204	3.832
Cassettes	1.343	606	0	0	0	0	1.343	606
Sound discs	1.429	1.147	0	0	0	0	1.429	1.147
Compact discs	7.019	7.521	0	0	0	0	7.019	7.521
Diskettes	447	780	0	0	0	0	447	780
Videos	2.679	2.499	0	0	0	0	2.679	2.499
Microforms	14.314	20.608	0	0	0	0	14.314	20.608
Serial Publications Collections	229	520	0	0	0	0	229	520
Limited edition comics collections	150	256	0	0	0	0	150	256
Minor single publications	57.342	74.984	0	0	0	0	57.342	74.984
Mixed publications	1.378	1.183	0	0	0	0	1.378	1.183
Maps	3.572	3.370	0	0	0	0	3.572	3.370
TOTAL	763.650	924.306	7.200	8.771	10.885	11.248	781.585	944.323

Figure 2. **BIBLIOGRAPHIC INFORMATION AND CATALOGUES**

CATALOGUING PROCESS

BIBLIOGRAPHIC RECORDS		2003
Monographies		70.888
Electronic Resources		1.062
Microforms		23
Serial Publications		21.440
TOTAL		93.413
HOLDINGS		2003
Monographies		215.079
Serial Publications		9.051
TOTAL		224.130

UNION CATALOGUE OF SERIAL PUBLICATIONS

Includes the serial publications preserved at some 1.100 Spanish libraries.

	TOTAL RECORDS	ENTRIES 2003
Bibliographic Records	76.378	2.394
Holdings	350.122	3.802

SPANISH DIRECTORY OF LIBRARIES

It contains descriptions of the Spanish libraries and documentation centres in any country. The National Library maintains and updates this Directory.

	TOTAL RECORDS	ENTRIES 2003
Libraries	10.096	340

Figure 3. **ARIADNA DATABASE**

BIBLIOGRAPHIC RECORDS	TOTAL RECORDS	ENTRIES 2003
Books	1.949.706	80 507
Rare Books	60.365	31 348
Serial Publications	110.027	7 834
Cartographic material	36.462	5 611
Non-projectable graphic material	74.936	8 826
Sound Records	190.426	45 339
Music scores	93.169	33 731
Manuscripts and documents	5.851	834
Video	35.398	4 991
TOTAL	2.556.340	219 021

HOLDINGS	TOTAL RECORDS	ENTRIES 2003
Holdings and locations	471.502	78.924
Circulation units	5.383.976	515.648
TOTAL	5.855.478	594.572

SERVICE TARGETS

The tables below show how the library performed against its Service Targets.

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

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

FIGURE 4. SERVICE IN READING ROOMS

Cards and temporary passes issued	2002	2003	Variation %
Cards	7.027	6.396	-8,98
Temporary passes	9.436	10.814	14,60
Catalogue passes	3.433	0	-100
Duplicates	796	882	10,80
TOTAL	20.702	18.974	-8,35
National Library readers			
Annual sum	122.543	100.198	-18,23
Daily average	426,98	346,7	-18,80
Bibliography Room and Catalogues			
Readers	53.456	42.418	-20,65
Items received	4.547	7.692	69,17
General Readers Room			
Readers	82.386	79.284	-3,76
Items supplied	191.401	206.050	7,65
Newspaper and Magazine Room			
Readers	23.314	26.154	12,18
Items consulted	99.640	97.088	-2,56
Library Documentation Room			
Readers	6.652	7.439	11,83
Loans	3.036	2.416	-20,42
Requests			
By mail or e-mail	3.978	3.373	-15,20
By telephone	23.903	26.945	12,73
Interlibrary Loan			
Passive (items ordered to the National Library)	5.768	4.876	-15,47
Active (items ordered by the National Library)	149	239	60,40