

NÁRODNÍ KNIHOVNA ČESKÉ REPUBLIKY

National Library of the Czech Republic

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2000 ANNUAL REPORT TO C E N L

1. Management of the library: performance indicators, planning, decision-making, evaluation, mission statement (Special topic 2000)

2000 statistical survey:

	1998	1999	2000
holdings - number of items (total)	5,718,773	5,777,170	5,828,186
addition	71,621	65,113	70,064
decrease	3,403	6,716	19,048
users enrolled	29,005	35,634	49,205
visitors	639,435	812,510	792,082
loans	571,207	597,308	596,076
publications - number of issues	109	89	126
staff - occupied positions (FTE)	444	446	446
expenditures (Kč million)	168.700	191.341	214.023
(i.e. USD million)	5.600	5.538	5.548
(i.e. EUR million)			6.010
capital investment (Kč million)	18.900	23.316	20.878
(i.e. USD million)	0.628	0.675	0.541
(i.e. EUR million)			0.586
<i>Annual mean exchange rate</i>	<i>1 USD = 30.12 Kč</i>	<i>1 USD = 34.55 Kč</i>	<i>1 USD = 38.58 Kč</i> <i>1 EUR = 35.61 Kč</i>

2. Handling of electronic publications and formats, including new legislation (Special topic 2000)

From all kinds of physical media digital publications, the existing legal deposit law mentions explicitly only audio CD publications, and NL is obtaining them and building CD archives. On the other hand, the legal deposit law does not specify the information carrier to be remitted as legal deposit, so it is rather a question of interpretation and applicability of the existing law to compel publishers to remit legal deposit of electronic publications. Large claiming activities for the legal deposit of electronic publications were launched by the Acquisition Division with some important success, especially thanks to sanctions applied by the State authorities. As result, some few important publishers started to deliver their physical media electronic publications that is an important leading case for further application of the legal deposit law

3. Funding

3.1 Cuts in funding; impacts and measures taken to live with a reduced budget

a) The structure of the National Library expenditure (capital investment excluded):

	1998	1999	2000
purchase of literature incl. subscription	11 %	10 %	8 %
operation etc.	39 %	40 %	47 %
staff (salaries + personal duties)	47 %	47 %	42 %
depreciation of capital assets (payment realised)	3 %	3 %	3 %

- b) Again, the regular annual appropriation obtained from the Government (the Ministry of Culture) was lower than the amount really needed, the more so that the Czech Koruna (Kč) suffered devaluation face to USD. The Library, therefore, had only very limited funds in most areas ranging from literature purchase to staff policy. The due amount of regular depreciation of capital assets for which the Library fell behind with payments, continued to increase. Lack of funds for running costs and especially upgrade or replacement of obsolete technology were again the main problem, as well as funds for reconstruction of the main building.

3.2. **Benefits of increased funding; how the extra funds have been applied**

- a) Extra funds available only for RTD projects and other special projects on the basis of public calls for proposals, i.e. 14 RTD projects, 5 research programmes (from which 2 discontinued), 7 other State grants. In addition, several other projects sponsored by private institutions and participation in the European MASTER project.
- b) From the projects three concerned purchase of access to large electronic resources especially via Internet to support research and development. Thus, the National Library – from 2000 to 2003 – does not feel shortage of funding in this area. On the other hand, this success underlined again the critical situation in funding acquisition of foreign classical paper-based monographs and periodicals (see 10.).
- c) Four new RTD projects approved for 2001.
- d) Based on initiative of the National Library a large State grant programme for libraries launched in autumn 2000 with the duration until 2003. Under this programme, called *Public Information Services of Libraries*, nine sub-programmes were defined as follows:
- i. Co-ordination centre of the programme
 - ii. Non-school education of librarians
 - iii. Information centres of public libraries
 - iv. Digital library and archive for information services of libraries
 - v. National programme of the retrospective conversion of catalogues in the Czech Republic – RETROKON
 - vi. National programme of digital access to rare documents – *Memoriae Mundi Series Bohemica*
 - vii. National programme of preservation microfilming of and digital access to acid paper documents – *Kramerius*
 - viii. Electronic information resources
 - ix. CASLIN – Union Catalogue of the Czech Republic: development and service

These sub-programmes offer – on the basis of calls for proposals – until today unavailable opportunities to fund operation and production especially in the high technology-based programmes developed during 1990s. Simultaneously, they give the chance to other institutions to participate and co-operate.

3.3 **Pressures on resources**

3.4 **Revenue earning: percentage of total resources earned by the library from sales of goods, services etc.**

- a) The proportion of the total resources (investment funds and donations excluded):

	1998	1999	2000
State appropriation - total	91 %	91 %	91 %
i.e. regular appropriation	82 %	79 %	76 %
extra funds	9 %	12 %	15 %
earnings	9 %	9 %	9 %

- b) The major part of the Library revenue earnings comes from renting premises whether for long term or ad hoc. This kind of resources is allowed to use for maintenance and repairs of the same building exclusively. Selling services and goods brings only limited amounts, even if larger than before as higher prices have been put on both registration fee and services; these earnings can be used in all areas except for salaries and capital investment.

4. **Legislation**

4.1 Major changes in legislation, which affect the library and its formal relationships with Government or its status.

- a) Preparation of the new library law continued; submitted by the Government to the Parliament - Chamber of Deputies, its approval is expected in 2001.
- b) Discussions on a special policy and rules relating to the largest national cultural institutions have stopped, as new laws on the State and Regions budget rules and on the State property effective from 2001 do not give any room in general for more independent public-law non-for-profit institutions. After all, hardly any political will appeared to define the largest national cultural institutions as such in a special law (similar to that on universities, effective since two years already).

5. Buildings

5.1 New buildings or renovations planned: progress

The library was asked by the Ministry of Culture to prepare materials for initiating the reconstruction of its main Klementinum building. This resulted from the decision of the Government on the construction of a new building for the State Technical Library, which so far occupies ca. 1/4 of Klementinum area. The Government is expected to discuss the possible reconstruction of Klementinum in mid year 2001.

5.2 New buildings (partly) opened during the year

5.3 Interesting innovations / changes in the use of space

- a) Several premises adapted to build new training and education capacities for librarians. Several changes in reallocation of space for technical services to optimise distribution of work between acquisition, cataloguing, and subject cataloguing.
- b) Progress in partial repair and renovation of buildings: other part of Klementinum's façade renovated and some arrangements and renovations made to enable access of tourists into the historical baroque library and especially onto the Astronomic Tower.

5.4 Major problems relating to buildings and plant

Urgent need of reconstruction and renovation of historical buildings belonging to the National Library.

6. Staffing matters

6.1 Major changes in establishment numbers

NL continued to keep ca. 50 positions vacant due to shortage of funds; on the basis of a more recent analysis, it has been stated up that there are no more reserves in staff.

6.2 Major changes in management structures

Partial changes in distribution of responsibilities in internal library work: as a first step towards formation of a complex foreign literature department, cataloguing of foreign monographs entered under the responsibility of the Foreign Acquisition Department.

6.3 Major changes in contractual arrangements / salary structures etc.

Some minor increase of salaries enabled due to upgrade of the regulations of salaries in institutions within the State sector.

6.4 Major problems: e.g. trade union difficulties, strikes, labour shortages

6.5 Staff development and training programmes

More both basic and advanced / special training programmes organised for staff to attain skills in using IT and applications.

7. Information technology and networks

7.1. Major new strategies / strategic planning for IT

- a) the implementation of the new ALEPH 500 library information system, quite different from the previous one, meant substantial upgrade in this area and a crucial turning point for both the library work and the users' comfort; the library had to go through a substantial change in the organisation and the structure of related works
- b) started testing of the digital library (storage, access, and delivery of important products of especially in-house digitization activities)
- c) decided firewall implementation and upgrade of the speed of the internal network in the main building from 10 to 100 Mbit/s (to be finalized in 2001)

7.2 Important new investments in hardware / software / systems

Only partial investments realized, while the major investment was the firewall.

7.3 Staffing issues relating to IT

Persisting serious problem in managing and maintaining the ever increasing number of workstations and applications, along with inability to hire highly specialised staff for operating network, etc.

7.4 Automation of housekeeping: financial and accounting, building management services, etc.

No major changes; going slowly ahead.

7.5 Networking / internet / www. initiatives

Started building of a large firewall to protect the network and installed systems.

7.6 OPAC provision

Based on the new ALEPH 500 since summer 2000.

7.7 Retrospective conversion of catalogues

- a) Completed retrospective conversion of the 20th Century Czech National Bibliography; all the records published on a special CD-ROM
- b) Added an improved interface and management system to the scanned major NL catalogues (total ca 5 mil. records) that are available on Internet
- c) 60,000 records from the NL scanned catalogues entered the database
- d) started retrospective conversion of the Slavonic Library catalogues into UNIMARC (from the scanned form) – 54,500 records added to OPAC
- e) continued retrospective conversion on the fly, i.e. any publication lent without a record in OPAC catalogued on the minimal level

7.8 Backlogs

No serious backlogs; a small backlog only in cataloguing special non-book materials, while a major backlog in bookbinding of periodicals due to shortage of funds.

8. The digital library

8.1 Digital programmes / digitising of text / images etc

- a) In-house digitisation - two programmes performed:
 - *Memoriae Mundi Series Bohemica* - digital access to rare library materials (cultural heritage); this programme has become officially a National programme
 - Digitisation of Preservation Microfilm - component part of the hybrid approach to preservation of and access to acid paper documents (mostly newspapers and journals); the documents are filmed first and digitized after for access; this programme has become officially a National programme

Testing OCR of old journals, testing application of new image formats and started implementation of DjVu into the Digital Library.

- b) External network electronic resources – two programmes performed within RTD programmes

8.2 *Electronic library services*

Electronic document delivery services from in-house materials expected to be launched in summer 2001.

9. Legal deposit of materials

9.1 *Changes in legal deposit law*

9.2 *Consideration / planning of new legal deposit arrangements*

No plans for new arrangements, but efforts to urge publishers to remit legal deposit of electronic publications. This is mostly a practical problem of interpretation and applicability of the existing law. Due to sanctions applied, some publishers started to deliver CD-ROM publications; thus, they *via facti* recognized the applicability of the law on electronic publications.

9.3 *Matters relating to the success or failure of legal deposit as a source of acquisition*

See 2. and 9.2.

10. Acquisitions

10.1 *Commentary upon the adequacy of acquisitions funds in terms of purchased material: books, periodicals / serials; audio-visual materials, digital / electronic texts*

- a) The crisis in the acquisition budget more serious than ever before.
- b) Launched a programme by the Ministry of Education supporting access to foreign digital information materials (journals) as resources for RTD: several library consortia (some of them co-ordinated by the NL) got access to quite a large number of documents for the 3 year's period. The needs of NL can be seen as saturated in this area.

10.2 *Outstanding new acquisitions relating to national heritage / culture / patrimony / European heritage*

10.3 *Additional commentary on acquisition of legal deposit materials if appropriate*

10.4 *Major changes in acquisition policy*

11. Preservation & Conservation

11.1 *Adequacy of funds for conservation*

Persisting lack of funds for running routine programmes after closing their funding from State grants.

11.2 *Major innovations / changes of policy*

Submitted an RTD project concerning a "boxing programme" (special made-to-measure non-acid book boxes)

11.3 *Major microfilming or digitisation programmes for preservation started / completed / planned*

See especially several sub-programmes mentioned under 3.2.d.

11.4 *New equipment purchased (major items) or new accommodation for conservation studios etc.*

No new classical equipment, only IT-related.

11.5 *New techniques*

11.6 *Staff issues relating to conservation: adequacy of numbers / skills etc. / training / salary grades etc.*

Shortage of staff for routine work due to lack of means. Inability to hire highly specialised staff for the IT area, etc.

11.7 *Commentary on problems, changes, developments*

Serious acceleration of disintegration of acid-paper materials observed on the national scale even in case of unused newspapers .

11.8 Disaster planning: programmes / strategies

12. Services to readers

12.1 Charging for services: policy and changes in policy

12.2 New developments in reader services / lending services

12.3 Major changes in use of the library, however measured

12.4 Major changes in admission rules / criteria

12.5 Document supply services to other libraries / distant readers

12.6 Reader's charters / service agreements / service standards (newly introduced / successes / failures / etc.)

13. Cultural events, exhibitions and publishing

13.1 Major cultural events or exhibitions

- a) The NL hosted several prestigious prize-giving celebrations: for literature, poetry, or journalism.
- b) Exhibitions were realised on various cultural, mainly literary personalities, or other cultural themes and phenomena; and number of seminars, meetings and other cultural events such as
 - *Privileges of Lithuanian Grand Dukes* - exhibition of parchment from the collection of Mažvydas National Library of Lithuania
 - *The Day of Europe* - annual festive meeting with the representatives of European Commission and the Association for the European House to support the idea of pan-European cooperation
 - *The Book World 2000* - opening ceremony of the international book fair
 - *Bohemia - Italia : Czechs in Italy and Italians in Prague 1600 - 2000* - book exhibition
 - *Handbuch Deutscher Historischer Buchbestände in Europa* - international meeting and presentation of the completed Czech part of the project
 - *Under the Torch of Modern Era : the first two centuries of book-printing in Bohemia* - exhibition organized on the occasion of the world anniversary of book-printing, accompanied by publication and CD ROM
 - etc.

13.2 Major policy changes

13.3 Funding and revenue issues relating to cultural events and exhibitions

13.4 Major new publications

- *Czech Books of the 20th Century* – a CD-ROM with the bibliographic database of all the books published in our country in the 20th century
- *Catalogue of Persian manuscripts* from the collection of NL with image samples on CD-ROM

13.5 Publishing policy. Innovations

More stress put on Internet access to information so far distributed in the classical form or off-line.

13.6 Publishing costs / revenues / profits

14. Library co-operation

14.1 National

- a) All major programmes of the NL are co-operative: see above especially 3.2 d.
- b) Several consortia co-ordinated by the NL, e.g. for Union Catalogue, for current national bibliography, for access to foreign information resources, etc.
- c) Several working groups co-ordinated by the NL, e.g. for cataloguing policy with its special branches, for library services, etc.

14.2 International

- a) co-operation agreements with a number of libraries: exchange of publications, exchange of exhibitions, exchange of specialists, training, etc.
- b) active involvement in European programmes: MASTER
- c) active involvement in the UNESCO Memory of the World programme
- d) participation in the work of IFLA, CENL, LIBER, ELAG, ABDOS, and other forums
- e) completion of the Czech part of the *Handbuch Deutscher Historischer Buchbestände in Europa*

14.3 Regional / local / special

Better co-ordination and responsibility distribution among public, general research, and special libraries both in country and in municipal level is highly desirable, so that the services become more effective and better targeted to appropriate segment of population, and the means used more effectively.

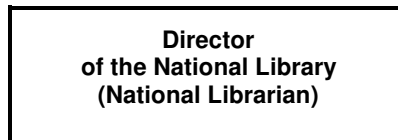
15. Major celebrations (anniversaries and events)

see 13.

16. Other notable information

17. Organisation chart

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Deputy National Librarian - Deputy Director for Strategy & RTD	Deputy Director for Administration	Deputy Director for Library Management	Deputy Director for Libraries' Affairs & Cooperation	Division Directors and Autonomous Department Heads
Automation Department	Office of the Director of NL (Division)	Library System Department	Librarianship Division	Financial Management Division
Union Catalogue Department		Periodicals Department		Property & Buildings Management Division
		OPAC Department		Staff Department
		Technical Support & Retroconversion Department		Acquisitions Division
				Cataloguing & National Bibliography Division
				Collections Management Division
				Preservation & Conservation Division
				Library Services Division
				Manuscripts & Rare Printed Books Department

				Music Department
				Publishing Division
				Slavonic Library (Division)

Explanatory notes:

Department = elementary organizational unit

Division = organizational unit of a higher level comprising two or more departments

Autonomous department = department which is not part of any division

Deputy Directors are responsible and competent throughout the Library within the sphere of activity assigned; besides, they have some either divisions or autonomous departments directly subordinated.