

NÁRODNÍ KNIHOVNA ČESKÉ REPUBLIKY

National Library of the Czech Republic

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1. 1. Management of the library: performance indicators, planning, decision-making, evaluation, mission statement

2001 statistical survey:

	2001	2000
Holdings - number of items (total)	5 898 094	5 828 186
incl. manuscripts	14 868	14 510
microforms	19 096	17 840
audiovisuals	27 959	25 641
electronic resources	2 285	1 466
Addition	73 246	70 064
Decrease	3 338	19 048
Periodicals - incoming titles	7 795	7 728
Users enrolled	46 035	49 205
Loans	656 267	596 076
ILL requests	22 744	27 392
Visitors in general	785 544	792 082
Seminars, lectures, meetings etc. (participants)	9 965	7 702
Seating spaces in reading rooms	529	525
Computers in public use	52	52
incl. PCs with Internet access	30	28
Publications - number of issues	92	126
Staff - occupied positions (FTE)	444	446
Expenditures	CZK million i.e. EUR million	214.023 *6.010
	245.883 *7.221	
Capital investment	CZK million i.e. EUR million	2.878 *0.586
	10.491 *0.308	
*Annual mean exchange rate	1 EUR = 34.05 CZK	1 EUR = 35.61 CZK

2. 2. Handling of electronic publications and formats, including new legislation

No special new result of efforts at improving the existing legal deposit law, which is still rather weak basis for claiming the legal deposit of electronic publications from publishers. In spite of that, some additional publishers started to deliver their physical media electronic publications.

The project *Registration, Preservation, and Access to Czech Electronic Internet Resources* continued, aiming at setting up conditions for inclusion of the remote electronic resources into Czech National Bibliography as well as to deal with the related issues concerning long-term preservation of the Czech Internet resources and making access to them with respect to copyright – see: <http://webarchiv.nkp.cz>.

3. 3. ***Funding***

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

a) a) The structure of the National Library total cost (extra funds, e.g. grants from projects included):

	2001	2000
Acquisitions	6.7 %	6.9 %
Operation, material, energy, etc.	42.9 %	43.9 %
Staff (salaries + personal duties)	39.0 %	38.1 %
Depreciation of capital assets (payment realised)	11.4 %	11.1 %

b) b) Again, the regular annual appropriation obtained from the Government (the Ministry of Culture) was lower than the amount really needed. 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, amounting to total 100 million CZK (2.937 million EUR). Lack of funds for running costs and especially upgrade or replacement of obsolete technology (namely ICT) were again the main problem, as well as funds for reconstruction of the main building.

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

Extra funds were available for 17 Government both long-term and annual Research & Technology Development projects, and in addition 14 projects in the framework of the Government grant program *Public Information Services of Libraries* within the areas such as digital library, uniform information gateway for heterogeneous resources, national union catalogue, retrospective conversion of catalogues, access to foreign electronic resources, integration and archiving of on-line documents, access to analytical information material (articles), national name authority file, development of subject authority file equivalent to UDC system of notations, etc. - see: http://www.nkp.cz/o_knihovnach/English/LPISindex.htm

Both of the official National programs made good progress: *Memoriae Mundi Series Bohemica* (digital access to rare library materials) - see: <http://digit.nkp.cz>, and *Digitisation of Preservation Microfilm* (component part of the hybrid approach to preservation of and access to acid paper documents, mostly newspapers and journals; filming for preservation, digitisation for access).

Long-term RTD programme *Digital Library – production, preservation, and access to digital documents* continued / see: <http://www.cdh.nkp.cz/sirius/bridge.php?CON=enLOGIN>

3.3 3.3 ***Pressures on resources***

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

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

	2001	2000
State appropriation - total	91.7 %	91 %
i.e. regular appropriation	74.2 %	76 %
extra funds (grants, ...)	17.5 %	15 %

Earnings	8.3 %	9 %
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- b) 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. According to regulations, 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 new Library Act has been passed under the title *Law on Libraries and Terms of Operating Public Library and Information Services*, effective from 1 January 2002 - see the English version on http://www.nkp.cz/o_knihovnach/English/ZakonAng257.htm. As regards Czech NL, the Library Act assigns to it central role and tasks within the system of libraries, ranging from coordination, technical, information, educational, analytical, research, standardisation, methodological and advisory responsibilities to such agendas as national union catalogue, national bibliography, negotiation with collective administrators of copyright on behalf of libraries, etc.

5. Buildings

5.1 *New buildings or renovations planned: progress*

There has been no major progress in preparing the reconstruction of Klementinum, the main seat of the NL, as the Government postponed the final decision, making it dependent on the feasibility of the move out of State Technical Library out of Klementinum. The issue, in fact, has been left to be decided by a new Government.

5.2 *New buildings (partly) opened during the year*

5.3 *Interesting innovations / changes in the use of space*

Further progress in partial repair and renovation of buildings: other part of Klementinum's façade renovated.

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.

6.2 *Major changes in management structures*

6.3 *Major changes in contractual arrangements / salary structures etc.*

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

6.5 *Staff development and training programmes*

A number of both basic and advanced / special training programmes again 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*

The migration to the higher (14.2) version of ALEPH 500 library integrated system had to be postponed until the mid 2002, as necessary prerequisites for this transition were

not mature enough. In consequence, the intended steps to optimization of library procedures were postponed, as well, with exception of some minor changes.

7.2 7.2 Important new investments in hardware / software / systems

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

7.3 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 7.4 Automation of housekeeping: financial and accounting, building management services, etc.

7.5 7.5 Networking / internet / www. initiatives

Firewall implementation and upgrade of the speed of the internal network in the main building from 10 to 100 Mbit/s finalized.

7.6 7.6 OPAC provision

7.7 7.7 Retrospective conversion of catalogues

For general information see: <http://nkp.2b.cz/retrokon/>

Both Czech National Bibliography of the 20th Century (over 0.5 mil. records) and scanned major Czech NL catalogues (total ca 5 mil. records) now available via Internet - see: http://www.nkp.cz/baze_dat/English/altnk.htm

The National System for the Retrospective Conversion of Catalogues introduced, allowing efficient coordination and management of individual and different retrospective conversion projects in libraries.

Major continuing projects:

Retrospective conversion of General catalogues of Czech NL (those of Universal collection, National collection, Slavonic collection).

Retrospective conversion of Foreign Periodicals Union Catalogue – now almost 66 000 titles available on Internet, covering the period from 1547 up to now.

Continued retrospective conversion on the fly, i.e. any publication lent without a record in OPAC catalogued on the minimal level.

7.8 7.8 Backlogs

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

8. 8. The digital library

8.1 8.1 Digital programmes / digitising of text / images etc

Memoriae Mundi Series Bohemica - National programme (related to the UNESCO Memory of the World programme): digital access to rare library materials (cultural heritage) - see: <http://digit.nkp.cz>. Digitisation of the Czech NL manuscripts continued, by the end of 2001 total more than 110 000 pages digitized.

Digital Library – production, preservation, and access to digital documents (long-term RTD programme) – continued – see:

<http://www.cdh.nkp.cz/sirius/bridge.php?CON=enLOGIN>

National Programme of *Preservation Microfilming of and Digital Access to Documents Endangered by Acid Paper Degradation* (called “Kramerius”) - continued: 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

8.2 8.2 Electronic library services

Programme funded by the Ministry of Education continued supporting access to foreign digital information materials (journals) as resources for RTD: several library consortia (some of them co-ordinated by the NL) have got access to quite a large number of documents for 3 years' period. Those of them under the lead of the NL are e.g.

OCLC First Search Service – consortium of ten major Czech libraries

Access to Fulltext Databases of Foreign Periodicals (Open Society Institute *EIFL Direct* Programme) - consortium of 233 Czech libraries

9. 9. Legal deposit of materials

9.1 9.1 Changes in legal deposit law

9.2 9.2 Consideration / planning of new legal deposit arrangements

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

10. 10. Acquisitions

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

Still serious lack of means in the acquisition budget.

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

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

10.4 10.4 Major changes in acquisition policy

11. 11. Preservation & Conservation

11.1 11.1 Adequacy of funds for conservation

Persisting lack of regular operating funds for running routine programmes after closing their extra funding from Government programmes.

11.2 11.2 Major innovations / changes of policy

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

National Programme of *Preservation Microfilming of and Digital Access to Documents Endangered by Acid Paper Degradation* (called "Kramerius") – see 8.1.

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

Special equipment purchased for production of preservation non-acid book boxes and a programme *Development of Protective Boxes for Endangered Library Holdings* launched.

11.5 11.5 New techniques

11.6 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 11.7 Commentary on problems, changes, developments

Serious acceleration of disintegration of acid-paper materials observed on the national scale, even of those rarely or never used.

11.8 11.8 Disaster planning: programmes / strategies

12. 12. Services to readers

12.1 12.1 *Charging for services: policy and changes in policy*

12.2 12.2 *New developments in reader services / lending services*

12.3 12.3 *Major changes in use of the library, however measured*

12.4 12.4 *Major changes in admission rules / criteria*

12.5 12.5 *Document supply services to other libraries / distant readers*

Continued project on electronic document delivery services from in-house materials.

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

13. 13. Cultural events, exhibitions and publishing

13.1 13.1 *Major cultural events or exhibitions*

The NL hosted several prestigious prize-giving celebrations: for literature, poetry, or journalism.

Exhibitions were organised presenting various cultural, mainly literary personalities, or other cultural themes and phenomena; and number of seminars, meetings and other cultural events such as

- – International seminar for MASTER Project
- – Session of IFLA Standing Committee for Public Libraries
- – *Coexistence of Book and Internet* – seminar co-organised with the Friends of Czech NL
- – *Memory of Rainer Maria Rilke* – exhibition of documents from Duino Castle in cooperation with Italian representatives
- – *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; with attendance i.a. of Czech Minister of Foreign Affairs
- – *The Book World 2001* - opening ceremony of the Prague international book fair
- – CELIP Workshop on establishing consortia of libraries for license agreements
- – 2nd CELIP Steering Group meeting
- – 25th International ELAG Meeting - co-organised with State Technical Library
- – *Wessely 's Collection of Greek Papyri* (from the collections of Czech NL) - exhibition co-organized with Italian and Czech scientific institutions on the occasion of 23rd International Congress of Papyrology in Vienna
- – *Tycho Brahe* – special exhibition of Czech NL Tychinian materials for participants of international conference held at Charles University (Astronomical institute)
- – *Les Belles Etrangères* – visit and discussion with world-famous contemporary French writers - co-organized with French Embassy in Prague
- – *Pietro Andrea Mattioli 1501 – 1578* - exhibition on the occasion of the 500th anniversary of the birth of eminent physician and botanist, author of famous *Herbarium*, living for longer period in Prague; co-organised with the Italian Institute and Italian Embassy in Prague
- – The day of presentation and inspection of the *Public Information Services of Libraries* Programme, with attendance of the Minister responsible for information policy, and Members of Parliament
- – *Library of the Year* – festive prize-giving to small public libraries
- – Czech writers' readings organized by the Friends of Czech NL
- – Daily sightseeing tours round the Baroque Library Hall and Astronomical Tower organized (with exception of Winter season) for the public by the contracted agency

– – Etc.

13.2 13.2 Major policy changes

13.3 13.3 Funding and revenue issues relating to cultural events and exhibitions

13.4 13.4 Major new publications

Anglo-American Cataloguing Rules : second edition, 1998 revision : amendments 1999
– Czech translation

Description of Early Printed Books in Czech NL 1501 – 1800 - methodical guidelines for cataloguing in UNIMARC format and ALEPH system

Pietro Andrea Mattioli 1501 – 1578 - Czech-Italian monograph on the eminent physician and botanist, author of famous *Herbarium*, living for longer period in Prague; on the occasion of the 500th anniversary of his birth

13.5 13.5 Publishing policy. Innovations

13.6 13.6 Publishing costs / revenues / profits

In accordance with the Statutes of Czech NL, the publishing is part of its principal activities, so it comes to category of non-for-profit agenda.

14. 14. Library co-operation

14.1 14.1 National

All major programmes/projects of the NL are co-operative - see above

Several consortia co-ordinated by the NL, e.g. for Union Catalogue, for current national bibliography, for access to foreign information resources, etc.

Several working groups co-ordinated by the NL on national level, e.g. for cataloguing policy with its special branches, for library services, etc.

14.2 14.2 International

Co-operation agreements with a number of libraries: exchange of publications, exchange of exhibitions, exchange of specialists, training, etc.

Czech NL became full member of the European Register of Microform Masters Consortium – EROMM

Active involvement in European programme MASTER (creating shared catalogue of medieval manuscripts)

Active involvement in European programme PULMAN (support of development of public libraries)

Active involvement in the UNESCO Memory of the World programme

Participation in the work of IFLA, CENL, LIBER, ELAG, ABDOS, CERL, and other forums – see: http://www.nkp.cz/PublicRel/O_Narodni_knihovne/clenstvi.htm

14.3 14.3 Regional / local / special

See 14.1.

15. 15. Major celebrations (anniversaries and events)

See 13.1.

16. 16. Other notable information

17. 17. Organisation chart

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				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 accordingly the sphere of activity assigned; besides, some either divisions or autonomous departments come to their direct subordination.