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## Collection

The activities of the Collection Product Group, were similar to those of the previous year; however, in certain areas it was possible to intensify activity. In the framework of the implementation of the 2007 – 2011 strategy, the NL developed a concept for the Centre for Paper Conservation and was also able to make a start on the collection of electronic publications.

### Acquisitions

In 2007, Swiss publishers published 11,410 titles (2006: 11,875). The normal growth of the Helvetica Collection was 58,405 items (2006: 59,718). As a result of the incorporation of approximately 1.2 million documents from the Federal Archives of Historic Monuments (EAD), the total collections jumped from about 3.9 million documents at the end of 2006 to approximately 5.1 million at the end of 2007. To this must be added 229 archives and bequests for the Swiss Literary Archives, 66 for the Prints and Drawings Department and 47 musical archives.

In 2006, a list of the rare items in the NL's collections was established (*Helvetica rara*). In 2007, special conservation measures were taken in order to provide particular protection to these documents and regulations about their circulation were modified. One of the gems of the NL's collection is approximately one million corporate publications. Written guide-lines for these were compiled in 2007; these permit the collection of corporate publications to be more coordinated with the cantonal libraries and archives than previously. In undertaking this work, the NL is seeking to achieve a collection of corporate publications which is as representative as possible. The electronic cataloguing of the corporate publications is at the planning stage but can only be put into effect if the NL receives additional funding.

The development of the electronic collection made a major step forward in the shape of the 'e-Helvetica' project. It has been possible since 2007 to download documents automatically into the long term archiving system. At the end of the year, the collection included about 700 documents which fell into the following four categories – commercial publications, dissertations and post-doctoral theses, websites relating to Switzerland and official publications. On the occasion of the federal parliamentary elections, the election web-sites of the parties were collected for the first time. The NL is working throughout Switzerland with a wide range of partners with regard to the development of the electronic collection – university libraries, publishers and local authorities.

Two events were held to develop the collection in cooperation with university libraries (for electronic dissertations) and with cantonal libraries (for web-sites). So far, it is not possible to consult electronic documents at the NL. Faced with the imminent loss of digital documents, priority is being placed on their collection and preservation. It will be a few years before today's electronic publications will be of interest for historical research; time therefore remains for the development of user access. During the year, the NL's audio documents (with a few exceptions) were handed over to the National Sound Archives in Lugano; the National Sound Archives will catalogue and digitize them in the coming years.

The NL collaborated in the publication of the fourth edition of the ISO standard 'International Standard Serial Number (ISSN)'. ISO 3297:2007 also describes for the first time (ISSN-L) a mechanism which allows a link to be made between various editions (media) of a serial, for example between a printed and an on-line edition.

## Catalogues

In 2007 38,136 publications were catalogued (2006: 35,082) and 16,658 indexed (2006: 17,138). There is currently no back-log in cataloguing monographs and periodicals.

The cataloguing rules used internationally and also in Switzerland are currently being fundamentally revised by a committee of experts. At the request of the NL, the Conference of Swiss University Libraries has commissioned the NL, the IDS<sup>8</sup> and RERO<sup>9</sup> to examine the introduction of new international cataloguing rules for the whole of Switzerland.

When indexing items by subject, the NL has been working since 1997 with the standard work 'SWD/RSWK'<sup>10</sup>. After ten years the results are positive. The rules, which are applied by the National Libraries of Germany, Austria and Switzerland, amongst others, are well implemented and enable indexing to be rapid; for this reason, as well as others, the number of users is increasing; the Library of the University of Bern recently started using the SWD Clearing House in Switzerland. The *European Dewey Users' Group* was set up in 2007; the conference founding the Group was held at the NL.

Automated serials management was implemented in 2007; all 'live' resources will be gradually added to the library system where they can be managed and accessed via Helveticat.

## Preservation and conservation

35,721 new publications were processed in 2007 (2006: 38,673), 4,834 protective covers were made (2006: 5,176), 806 books repaired (2006: 435) and 24,980 bindings were made by external book-binders (2006: 22,637). 51,091 documents with a total weight of 39 tons were deacidified (2006: 54,734 documents; 38.5 tons).

Approximately 500 items were the subject of conservation for our own and external exhibitions. The restoration of over one hundred posters for the *Tell in Focus* exhibition is particularly noteworthy. This work was the stimulus for the organisation of a meeting of paper specialists on the subject of 'Posters – their storage, handling, restoration and exhibition'.

The analysis of the state of conservation of the general collection was concluded, though the results have still to be evaluated. The special collections are currently being assessed. The NL will occupy the new underground stacks in 2009. In the year under review the equipment required for the stacks was identified and different areas allocated for future use. The Centre for Paper Conservation, which was defined as one of the main items of the 2007 – 2011 strategy, is also due to start operations in 2009. The concept for its activities was developed in 2007. Based on the idea of a *National Preservation Office* as it is known for example in the English-speaking countries, the Centre for Paper Conservation is intended to make the skills of the NL in this area available to other Swiss institutions. The NL will provide consultancy services, for example on the subject of the deacidification of paper; however, the concrete implementation of such measures will be left to private companies as the intention is not to compete with them.

<sup>8</sup> Informationsverbund Deutschschweiz

<sup>9</sup> Réseau des bibliothèques de Suisse occidentale

<sup>10</sup> Subject headings in German/rules for subject indexing