

## FOREWORD

The yearbook of Tartu University Library has reached its third volume, but only this time, an English Summary is added to the text. The Yearbook '97 consists of the following subdivisions:

- 1) Annual Report, containing the text and supplementing appendices (tables, statistics, lists, etc.);
- 2) Statutes of the Library;
- 3) Development Plan of the Library for 1998–2002;
- 4) Photos of library events in 1997;
- 5) *Personalia* — short articles accompanied with photos to celebrate the anniversaries of library staff members, and obituaries;
- 6) List of Donations, the main part of which is an excerpt from the donations register of the library “Liber daticus Bibliothecae Universitatis Tartuensis” (donations register has been maintained during almost the whole history of the library);
- 7) Papers written by the staff members of the university library and of other Estonian libraries, which mainly have been presented at library seminars and conferences.

General information about the library can be found on the library homepage in Estonian, English and German, <http://www.utlib.ee>

## ANNUAL REPORT 1997

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## **I. General**

According to its statutes, adopted in 1997, Tartu University Library (founded in 1802) is operating as a national library and a state universal research library. In the structure of Tartu University, the library reports to the First Vice-Rector's Office.

Director Peeter Olesk, Deputy Director Toomas Liivamägi, and Managing Director Heiki Epner filled administrative positions of the library.

More important landmarks in library activities in 1997:

1) According to the Law of Research and Institutional Development Activities of the Republic of Estonia, the library was registered as a Research and Development Institution;

2) University Council adopted the Statutes and the Development Plan of Tartu University Library for 1998–2002;

3) According to the Statutes, the renewed Library Council, which is mostly made up of the representatives of faculties, and the Council of Methodology, gathering staff members of the library to deal with the problems of librarianship, started working;

4) The Law of Legal Deposit Copies of the Republic of Estonia became effective, and the library started receiving two free copies of all materials published in Estonia.

During the whole year of 1997, the library made preparations for the implication of an integrated library system INNOPAC. An electronic book security system was applied, the reading-room collections on open shelves were in great part renewed (from now on all new publications, which arrive in the library, will remain in the reading-rooms for some time), user data were entered into a database, the rules of home loans were revised, etc. INNOPAC will in full be implied in 1998.

## **II. Staff**

As of Dec. 31, 1997, the number of job positions in the library was 293,25 (331 staff members). The number of professional job positions was 223,75 (249 staff members), that of technical services positions was 16,75 (20 workers), the number of managing staff positions was 52,75 (62 workers). 40 people of professional staff have higher education in librarianship; five librarians have an academic degree.

## **III. Acquisitions**

Acquisition sums for 1997 were 7.24 million Estonian Krons. Acquisitions of the year are summed up in the Table.

**SUMMARY**

*Table*

	01.01.1997	Acquisitions	Withdrawals	12.31.1997
Books (No of copies)	2 667 991	27 646	32 849	2 662 788
Serials	582 651	11 657	416	593 892
incl. journals (Compl. sets)	165 818	3 751	416	169 153
newspapers (Compl. sets)	3 916	1 185	–	5 101
Serials (No of copies)	412 917	6 721	–	419 638
Cartographic documents	3 121	1 950	–	5 071
Printed music documents	3 194	61	–	3 255
Graphic documents	47 334	306	–	47 640
incl. art collection	14 309	46	–	14 355
photo collection	18 112	260	–	18 372
photos in manuscript coll.	14 913	–	–	14 913
Manuscripts	27 347	839	–	28 186
Small prints	56 711	2	–	56 713
Audio documents	12 562	1 206	–	13 768
Electronic documents	5 405	183	24	5 564
incl. CD-ROMs	952	158	24	1 086
discs	4 453	25	–	4 478
Microforms	10 425	12	–	10 437
incl. microfiches	7 310	12	–	7 322
microfilms	3 115	–	–	3 115
	<b>3 416 741</b>	<b>43 862</b>	<b>33 289</b>	<b>3 427 314</b>
Reserve collection	288 788	4 000	283	292 505
Exchange collection	27 824	5 506	1 943	31 387
<b>Total:</b>	<b>3 719 440</b>	<b>53 368</b>	<b>35 515</b>	<b>3 751 206</b>
	(or 62 709 linear metres)			(or 63 215 linear metres)

#### IV. Cataloguing

Electronic catalogue INGRID and card catalogues of the library were still maintained parallelly this year. Books in Latin script, published since 1990, are entered into INGRID, and they comprise 60% of arrivals. First practical steps were taken in creating the electronic union catalogue of all university book holdings — 1 000 records describing the books and journals located in the Chair of Art History were entered into INGRID. The systematic revision of thesaurus of subject headings, which had developed in the course of classifying, was carried out all through the year. By the end of the year, thesaurus contained 14 328 subject headings.

In 1997, the catalogues and files of the library were supplemented as follows:

- 1) 11 805 entries were made for books and other materials (dissertations, author's abstracts, prize papers, offprints, geographical maps).
- 2) 484 books were retrospectively catalogued.
- 3) 38 566 copies of periodicals were catalogued.
- 4) About 50 000 cards were added to alphabetical and topographical catalogues.
- 5) 20 030 titles of books and serials were classified; 19 128 documents were given subject headings.
- 6) 37 825 cards were added to systematic catalogues.
- 7) 41 400 cards in systematic catalogues were revised.
- 8) About 400 new titles were added into the alphabetic and subject catalogues of the *Estica* collection by the means of reviewing new arrivals.
- 9) Lists were made for five manuscript collections — the collections of A. Uustal, J. Reinet, E. Aunap, H. Liidema and the library archive for the year of 1994.
- 10) About 4 500 new entries were made into the card and sheaf catalogues (alphabetic and systematic) of Manuscripts and Rare Books Department, including
  - descriptions of 17 bindings were added to the file of the examples of book bindings; 22 Gothic and 529 Renaissance bindings were registered;
  - the description of Western European paleotypes was continued, adding 53 titles and 38 volumes; the cataloguing of the 17th century German dissertations was continued, adding 80 titles;
  - the description of German autographs from F. L. Schardius's autograph collection was continued, adding 551 items;
  - a new file was created to describe the Baltic-German originals of graphic art from the 19th century, which are illustrations in the books of the *Estica* collection.

#### V. Bibliographies

In the field of bibliography, five themes were continued throughout 1997 and files or databases were added upon. This work will result in published bibliographies.

- 1) Tartu University. History. Biographical Bibliography of the Faculty, Staff and Alumni (1632–1710, 1802–1997→)

Materials acquired by the library during the year of 1997 were studied thoroughly *de visu*, and older materials were bibliographed as well. All in all, 9 374 titles were bibliogra-

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phed and 3 220 cards were dubbed, 13 807 cards were added into the files. Materials concerning the years of 1987, 1990 and 1992 have also been entered into a database. During 1997, nine different volumes of Tartu University bibliographies were in different stages of completeness, but none of them were published.

2) History of Sciences in Estonia (1956–1997→)

73 cards were added to the file.

3) Bibliography of Estonian History (1918–1944)

Bibliographing of Estonian publications and “Revalsche Zeitung” was carried on all through the year of 1997. 3 415 titles were bibliographed, 3 495 titles were systematised, 4 494 cards were added to the file. Materials were gathered in Latvian libraries as well.

4) URBIS, URBED. International databases, Finno-Ugric linguistics 1988–1992, 1993–1997→ (published in the Russian areas). ARTAL. School textbooks and newspaper articles of Finno-Ugric peoples 1996–1997→ (performed by M.Onga).

1 192 entries were made into the database, 962 titles were given subject headings.

5) Recent Publications in Librarianship

This bibliographic database, compiled about recent arrivals in the library (567 titles) is accessible via library homepage.

The Reference Archive of the Library (“National Geographic”, “Countries of the World”, “Who is Who”, etc.) were all continued with 3 194 cards, 2 603 of which were annotated. Databases were created to start the entering of two most used files — “Folk Customs on Different Calendar Dates” and “Folk Medicine” — into computer files to make them accessible on-line. By the end of the year, the Reference Archive offered materials on 312 subjects.

Following both written and oral inquiries, 18 subject lists were compiled (936 titles), such as “Estonians about Italy”, “A Study of Baltic Nationalism Since 1939”, “Works by B. Spinoza and materials about him in Tartu University Library”, “Estonian Materials about J. Grotowski”.

## VI. Collections management

In 1997, Estonian Science Foundation supported two projects, which enabled to more thoroughly carry on the work of organising collections and creating appropriate databases.

1) Database “Baltic-German art in Tartu” includes the works of art from the collections of Tartu University Library, Tartu Art Museum, Estonian National Museum and some minor collections in Tartu. From the library collection, which consists of 1 000 works of graphic art, 600 works were processed, i.e. they were provided with a passport.

2) “Scientific and technical revision of the personal archive of Prof. Juri Lotman and the creating of an appropriate database in Tartu University Library”.

The library acquired Lotman’s manuscripts and correspondences of his late years. The materials were cleaned by the staff of Restoration Department, and sorted and systematised, the main part of the correspondences was revised (about 50 000 letters from about 5 000 persons). The work of deciphering and electronic processing of Lotman’s dictated manuscripts of his late years was begun.

Materials of five personal archives were organised.

In 1997, materials published in Estonia and publications in the Estonian language were paid special attention. One copy of legal deposits is now held in the so-called non-usable collection of national publications (each copy is provided with a special dust jacket, the collection is labelled ARH and held separately).

Routine work was carried on in the stacks — the collections were relocated according to the need, the order of the publications on shelves was checked, damaged books were sent to the bindery and to be restored or conserved, the duplicity of publications sent back from the chairs and laboratories of the university was checked against the catalogues, archival copies of Estonian publications were labelled.

35 515 items of unnecessary and out-of-date publications were discarded, the work was as intense as in several recent years.

Temperature and air humidity were measured in 26 locations in the library once or twice a week.

## **VII. User services**

By Dec. 31, 1997, the library had 22 487 registered users, 45,9% of whom were not connected with the university. 798 700 visits were registered during the year, 740 784 items were borrowed, 244 157 of them were home loans, 496 627 items were borrowed from the stacks to be used in reading-rooms. According to the new library rules, only Tartu University and Estonian Agricultural University faculty, students and staff, and researchers of Tartu scientific institutes are entitled to borrow books.

In the summer of 1997 (July 5 – Aug. 10) the building of the library was, for the first time in its history, closed for the users for a longer period because of the renovation of plumbing.

Preparations were made for the implementation of INNOPAC in the user services. In relation to the application of a book security system, the work was reorganised in all reading-rooms — the previously semi-closed collections were made accessible to the users. Older publications were taken to the stacks and more new materials were brought to reading-room collections, so open collections were not enlarged, but renewed. All publications in reading-rooms were provided with security elements. From now on, security elements will be placed into the books already in the Acquisitions Department, where they are registered in the beginning of processing. Reading-room staff is less engaged in lending books and more engaged in reshelving and organising the collections. Besides overnight loans (materials had to be returned by 10.00 next morning), the users can borrow books for 24 hours, this feature is supported by INNOPAC too.

Opening of a multimedia classroom and Eurodocumentation Centre in new rooms in the end of 1996 noticeably enlarged the scope of information services in the library. In 1996 there were 3 100 visits, in 1997 — 21 000 visits. On Dec. 19, 1997, the electronic reference service of the library was made accessible to the users. Brief enquiries are answered on the basis of the reference collections of the library in the following areas: the accessibility of a publication in library collections, specifying of a fact or references, questions about Tartu University and its alumni. From Monday to Friday, the enquiries are answered within 24 hours.

In October the exhibition of rare books was closed in the Book Museum, as the exhibiting conditions were very unfavourable for the preservation of rarities. New exhibitions

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held in the Book Museum will cover more materials, they will be changed more often, and the scope of exhibited materials will be wider.

Young people applying to the university were directed to use the Library of Humanities, materials they needed were deposited from the main collection and from Tartu Art Gymnasium.

The role of interlibrary loans in user services has much increased in the previous five years (1993 – 1 031 orders, 1994 – 2 200 orders, 1995 – 3 186 orders, 1996 – 5 011 orders, 1997 – 5 656 orders). The number of ILL users has also increased (1994 – 190, 1995 – 270, 1996 – 353, 1997 – 367 users). 90% of orders were fulfilled.

775 users and researchers used the materials of Manuscripts and Rare Books Department (9 000 loans, 2 300 visits).

4 199 oral answers were given to users' enquiries by reference departments, including 2 530 bibliographic answers, 589 answers on certain subjects, 579 answers about the accessibility of materials, 274 answers about methodology, and 227 answers concerning certain facts. 566 written answers were given. Enquiries were sent by mail and E-mail, mostly from Germany, Estonia, USA, but also from Holland, Greece, Latvia and other places. The scope of the questions was very wide, for example, about the genealogy of the family of G. C. Loewenwolde-Northoff, about the fate of J. G. v. Loewenwolde's library, about the manuscripts and documents of Prof. F. Bidder preserved in Tartu University Library, etc. Five bibliographic lists were compiled in answer to written enquiries. 2 391 pages of photocopies, 545 shots of microfilms and negatives and 253 photos were made for the users.

### **VIII. User training**

In the beginning of the academic year, the freshmen were offered training classes of two academic hours, where they were explained the history of the library, branch libraries, library rules, lending rules, catalogues, and taught to use the electronic catalogue. The number of participants was 346.

### **IX. Research**

Two staff members of the library, Candidate in History A. Tering and Candidate in History H. Tankler, filled the positions of researchers; other staff members conducted research in addition to their everyday tasks. In 1997, research was conducted on the following six subject areas.

#### 1) Library performance measurement.

Research in this subject was begun as a Baltic-Swedish joint project three years ago. User survey was conducted in the library in March 1995; results of the survey were published in the collection of articles "Publications of Tartu University Library X". In 1997, staff members participated in a seminar held on this subject in Estonian Academic Library and in an international conference "Towards Quality: Research Library Performance Measurement" in the National Library of Estonia, where they gave three presentations. The abstracts of the conference were published in English.



2) The History of Tartu University Library and Its Collections in the 19th and 20th Centuries.

The Editorial Board has discussed and confirmed the project "The History of Tartu University Library 1802–2002", which will form the basis for research in this field for the following years. The research will result in the publication of a monograph of 300 pages. About ten staff members were engaged in research in the history of the library and its collections in addition to their everyday work. A number of articles and presentations were prepared.

3) The History of Tartu University in the 19th and Early 20th Centuries. (Fulfilled by H. Tankler).

H. Tankler spent much time in Germany, studying the connections and co-operation of Tartu University scholars with foreign universities, and gave a presentation on the subject at an international congress on history of science in Liege, Belgium. H. Tankler supervises the compilation of a bibliographic database containing the works of the professors of sciences at Tartu University in 1802–1918 (financed by an Estonian Science Foundation grant).

4) The Development of Intelligentsia in Estonia, Livonia and Curonia and Their Academic Relations in the 17th–18th Centuries. (Fulfilled by A. Tering).

A. Tering continued travels abroad to gather and specify materials (personal data, studies, career, publications, source bibliographies) for the publication "The Immatriculation Book of Baltic Students in 1561–1800" So far, the Immatriculation Book registers about 6 000 students. A short encyclopaedic article has been entered into an electronic database about 1 300 of them. The project is supported by Volkswagen-Stiftung.

5) The Production of Tartu University Printing Shop in 1632–1710. (Fulfilled by E. Jaanson, M. Rand).

E. Jaanson arranged photocopies of 10 publications, which the library had been missing, into the collection. The work of *de visu* editing of electronic records, adding of bibliographic and location data, supplementing the list of names with functional data and editing of the manuscript and preparing it for publication was continued in 1997.

6) Estonian Riddles (The compilation of *Monumenta Estoniae antiquae*, Ser IV, a scientific publication of Estonian folklore) (A joint project together with the Estonian Language Institute, Head of the project — Prof. A. Krikmann).

R. Saukas from the library participates in the preparation of this publication. The structure of a type article and a technical model was worked out, and the entering of data into a computer database, which will form the basis of the published document, was begun in 1997.

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Five seminars, conferences and meetings were held in the library, where the staff members of the university library and other Estonian libraries gave all in all 50 presentations. Abstracts of the majority of these presentations were photocopied and distributed during the events, and also made accessible on the library homepage <http://www.utlib.ee>, some of the presentations will be published later, or have already been published in the library Yearbook, the journal "Raamatukogu" or elsewhere. 170 people from 25 institutions participated in these events.

### X. Publishing

Since 1997, library publications bear their own ISBN (ISBN 9985-874). During the year of 1997, the library published five books, all in all 42 printed sheets, and 21 titles of different advertising publications, mostly photocopied in the library. All publications of the year of 1997 and the Yearbook of 1995 are accessible via Internet on the library homepage <http://www.utlib.ee>.

### XI. Co-operation with other Estonian libraries

The Acquisition Department of the library holds regular publications exchange agreements with all major Estonian libraries.

Materials are regularly sent to union catalogues compiled in Estonian libraries about *Estonica* documents, foreign periodicals, foreign books, printed music documents, audio-visual documents published since 1992. The major centre for union catalogues is the National Library of Estonia.

In 1997, one major field of co-operation among the libraries was the preparation for the compilation of new volumes of Estonian national bibliography. The matters were discussed at several meetings and it was decided that staff members of Tartu University Library will start, on contract basis, the *de visu* checking of the availability of publications in the library for the volume titled "Estonian Language Periodicals in 1766–1940".

The joint project of microfilming Estonian language newspapers (1918–1940) where participated the National Library of Estonia, Estonian Academic Library, Tartu University Library, and which was financed by Helsinki University Library, was completed in 1997. Open Estonia Foundation has decided to finance a new project of microfilming documents, by which it is possible to create a safeguard collection of published materials of great national cultural value. Seven institutions, the National Library of Estonia, Estonian Academic Library, Tartu University Library, Estonian Literary Museum, Tallinn City Archives, Estonian Historical Archives and Estonian State Archive, will participate in the project.

The staff of Restoration Department of the library counselled and gave practical help to several Estonian museums and libraries.

Estonian Librarians Association has created work groups or committees to solve problems, which are common to many libraries. Staff members of Tartu University Library participate in the work of 18 of these work groups.

## XII. International Co-operation

The library has regular publications exchange agreements with libraries, research institutions, organisations and private persons in abroad. Foreign exchange has been quite stable for a long time — there are about 520 active exchange partners all over the world. Acquisition Department of the library has close relations with such well-known European publishers as Karger Verlag, Springer Verlag and others. Several exhibitions of the production of major European publishers were organised in the library, the exhibits were sold to the library at discount prices.

The main partners of ILL Department are university libraries in Sweden, Finland, Denmark and Germany.

The staff of Restoration Department has contacts with European Commission on Preservation and Access, they give advice and do practical conservation work for Finnish Literature Society and Jyväskylä University Library.

The library is participating in two international co-operation projects:

1) "Handbuch des personalen Geleichenheitsschrifttums in europäischen Bibliotheken und Archiven".

An agreement of international co-operation for registering, describing and micro-filming the 16th–18th century German language occasional prints was signed with Osnabrück University and Olms Publishers in 1997. During the year of 1997, 1 756 records were entered into a database. On Aug. 18 – 23, and Oct. 28 – Nov. 7, 1997, Martin Klöker from Osnabrück University worked at Tartu University Library.

2) URBIS, URBED. International databases, Finno-Ugric linguistics 1988–1992, 1993–1997→ (Published in the Russian areas). ARTAL. School textbooks and newspaper articles of Finno-Ugric peoples 1996–1997→.

A co-operation project with the Finnish Research Centre for Native Languages, the Institute of Linguistics at the Hungarian Academy of Sciences and Hamburg University, Germany (See III, 4).

Tartu University Library belongs to the following international organisations:

- Association of European Research Libraries (LIBER),
- Association of Libraries of the Baltic Area *Bibliotheca Baltica*,
- European Association of Health Information Libraries (EAHIL),
- International Association of Music Libraries (IAML),
- European Information Association (EIA) and its branch for Baltic and Nordic Countries.

**XIII. Continuous learning of staff members**

Member of the staff of Restoration Department J. Lehtaru defended his Master's thesis "Study of the changes in paper structure induced by oxidising and reducing agents used in the process of paper bleaching".

Head of Information and Eurodocumentation Centre Ü. Must began her doctoral studies at the Department of Information Sciences of Tallinn Technical University. Five staff members participate in the Master's program.

Most of the professional continuing education in the library was devoted to the implementation of INNOPAC and the application of USMARC in the library. Lecturers from Finland, USA and the National Library of Estonia conducted preliminary courses in USMARC.

Several longer training courses were organised in the library, such as "Electronic Sources of Scientific Information", "Preservation of Documents in libraries and Archives", "Extensive Reading as a Part of Book Science".

17 staff members took a study trip to libraries in Stockholm, four staff members visited the Exposition of Museology and Museum Technology and the seminar "MUTEC 97" in München.

Some staff members took part in the work of international summer schools: "Libraries and Internet" in Budapest, Hungary; "The Changed Trends in Studying the 17th Century Art in Holland" in Amsterdam, Holland; "Organisation of Collections Preservation" in Marburg, Germany; seminars: "Nuclear Information Management" in Vilnius, Lithuania; "Restoration and Conservation of Mediaeval Manuscripts" in Moscow, Russia, etc.

## RESEARCH

### THE CONDITION OF COLLECTION ITEMS IN TARTU UNIVERSITY LIBRARY

**Kurmo Konsa**

*Estonian Post Museum*

The survey of the condition of documents in Tartu University Library was carried out in the following collections of the library: textbook collection, foreign materials published up to 1917, foreign materials published since 1917 and the collection of Estonian publications. The physical condition of the documents was evaluated by the Stanford method; to find out the characteristics of paper, the fold test was used and the reaction of paper (pH) was measured by contact method. The imprints of the publications, the type of binding and its measures, mould damages, previous repairs, the location and the number of loans of the publications were all recorded. The following conclusions can be drawn from the results of the survey:

1. To get adequate results concerning the condition of the collections it is reasonable to analyse the collections containing different types of documents separately.
2. In all the collections under the survey, the documents which do not suffer from any damage make up  $79,8 \pm 2,3\%$ , partly damaged documents make up  $16,7 \pm 2,2\%$  and damaged documents  $3,5 \pm 1,1\%$  of the total. Documents which have been published on mechanically non-durable (fragile) paper make up  $2,4 \pm 0,9\%$ , documents on paper of very high acid content ( $\text{pH} < 5,0$ ) make up  $0,8 \pm 0,9\%$  and documents on paper of moderate acid content ( $5,0 < \text{pH} < 6,0$ ) make up  $8,9 \pm 1,6\%$  of the total.
3. The general condition of documents in all collections under survey was in a negative correlation with the date of their publication. The condition was bad in the documents published in 1820–1950; the reasons for this were the chemical-physical characteristics of paper depending on the technology of production. The documents on fragile paper were mostly published in 1880–1910.
4. Of all the collections under survey the conditions of documents were the worst in the collection of foreign documents published up to 1917, the collection of Estonian publications, textbook collection, and the collection of foreign documents published since 1917.
5. In all the collections under the survey, the most damaged article was the binding, followed by paper in textbook collection, the collection of Estonian publications and the collection of foreign documents published up to 1917, and by the block fastenings in the collection of foreign documents published since 1917.
6. The total number of documents in the immediate need of restoration is 150 185, which makes up about 9,7% of all collections. The number of volumes with damaged binding is the largest — 57 348, the number of volumes with damaged block fastenings is 42 023. The number of publications on fragile paper is 41 098 and the number of docu-

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ments that need deacidification is 31 316. The number of documents on physically damaged paper is 28 815.

7. New publications characteristically suffer only from one type of damage (textbook collection and the collection of foreign documents published since 1917), in older publications, the types of damage have combined (the collection of foreign documents published up to 1917, the collection of Estonian publications).

## **UDO IVASK AT TARTU UNIVERSITY LIBRARY**

**Kaja Noodla**

The activities of a prominent Estonian book researcher and bibliographer Udo-Nestor Ivask (1878–1922) can be divided into two periods — his life and work in Moscow and a short but intense period (Sept. 1920 – May 1922) as a librarian at Tartu University Library, which in that small team actually meant the position of a deputy head. In Russia, laborious Ivask managed to write books and articles on the history of book and libraries, on bibliophilism, bibliography, bookplates and genealogy, the biographies of cultural figures, obituaries and reviews. More important among his production are a three-volume monograph on Russian bookplates and a volume reviewing 1346 private libraries.

In Tartu, U. Ivask was in charge of re-shelving about 500 000 books of Tartu University Library, which had been re-evacuated from Russia after WW I. He helped to re-establish connections with Western-European booksellers which had been interrupted because of WW I, he was an active member of a book commission, he found out and catalogued about a half of the Elseviers (109 items) of the library collection, and he continued to supplement the list of Estonian newspapers and magazines (1821–1917) he had begun already in Moscow. He was one of the founders of the Institution of Estonian Bibliography (now the Department of Bibliography at Estonian Literary Museum) and he worked actively in the application of the international decimal classification system in Estonian libraries.

The activities of U. Ivask have mostly been made public by the articles of his daughter, Helene Kulpa (see Footnote 1 in the article). His heritage is located in the Russian State Library in Moscow, in Tartu University Library, in the Estonian Academic Library in Tallinn and with Helene Kulpa.

## **HOW WELL DO WE KNOW THE HISTORY OF OUR OWN LIBRARY?**

**Malle Ermel**

*Tartu University Library*

In the year of 2002, the oldest continuously working Estonian research library — Tartu University Library — will celebrate its 200th anniversary. When preparing for anniversaries, the interest in history and historical research are activated, and the revision of things done and still waiting to be done is relevant in every way.

The research into the history of the library was begun in the 1960s. Since that time, the subjects concerning the activities of the library in different historical periods, the structure

of the collections and their development have permanently been in the research agenda. The results of this research have been presented at different conferences, they have been published in the series of Tartu University Transactions, the subseries "Works from the Scientific Library", the collections of articles "Book — Time — Restoration", "The Problems of the History of Tartu University", in numerous source publications and published catalogues, and in the publications devoted to librarianship and book science in Estonia and in abroad. Very well preserved and organised source materials in the Manuscripts and Rare Books Department and in the Estonian Historical Archives support the study of the history of Tartu University Library. All published works have been documented in the file "Tartu University. History. The Biographical Bibliography of the Faculty, Staff and Alumni", which is maintained in the Department of Research Bibliography of the library.

On the background of the history of Estonia and Tartu University, the history of the library can be examined in four periods: the Swedish period (1632–1710), which have been so thoroughly discussed by F. Puksoo and A. Tering that it is difficult to add anything new to their work. The Czarist period (1800; 1802–1917), the founding of the library and the activities of its first director Carl Morgenstern have been documented in a monograph. The acquisition politics of the late 19th and early 20th centuries have also been thoroughly studied. The period of independence (1918–1940) is the best-studied period in the history of the library by now. The period of occupations (1940–1991), a collection of articles, which discussed the library in 1940–1976 by different fields of work, was published in 1977.

The best-studied fields of library work are undeniably the development of collections and their structure. The subjects that still need deeper study are: relations between the library and the university, financial situation of the library, the problems of accommodation, work organisation and administration, the politics of Russification in the library in the turn of the century, the development of university library system, the educational and cultural politics of the occupation powers and the librar(y)ies, censorship and the library. The planned academic study of the history of Tartu University Library has also to answer the questions about the role of the library in the history of culture and science of the Baltic states and about its development on the background of general development of librarianship.

## THE COLLECTION OF PHOTOGRAPHS AT TARTU UNIVERSITY LIBRARY

**Sulo Lembinen**

*Tartu University Library*

The collection of photographs of Tartu University Library was established in the Manuscripts and Rare Books Department in 1965. The main subject of the collection is the history of Tartu University. It contains individual and group portraits of persons connected with the university, the views of university buildings, pictures depicting the teaching process and research work at the university, etc. The collection also includes photographs of cultural or historical value on other subjects. Besides the main collection, there are six sepa-

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rate collections. Photographs usually form a part of the manuscript archives as well. The collection of the founder of modern photography W. H. F. Talbot contains his ten original photographs (before 1850) and eleven photo-engravings (before 1866), which are among the greatest rarities of Tartu University Library. Other separate collections include Prof. E. Russow's stereo-photograph collection (views of Käsnu and Tartu and their surroundings; 1895–1899), O. v. Ungern-Sternberg's collection (two albums with the views of various places and ethnographic types; 1871–1880), Prof. H. Normann's collection (Tartu University, Estonian physicians, etc.; 1879–1960), the collection of group photographs of the staff of Tartu University (1970), and the collection depicting the construction of the new building of Tartu University Library and the moving of the library (1975–1982).

At present, the collection includes 18 372 items; together with the photographs in manuscript archives and with those that are still unsystematised, the total number is over 35 000. Most of the materials have been received as gifts.

## GERMAN PUBLICATIONS OF THE 17th CENTURY IN TARTU UNIVERSITY LIBRARY

Kiira Schmidt

*Tartu University Library*

Since its very first years, Tartu University Library has tried to acquire the major works of the earlier centuries, which have been of interest to university scholars. Books were bought from the auctions and booksellers in Germany, Russia and Estonia. Plenty of older publications arrived to the library as gifts and donations. In such a way also the publications of the 16th and 17th centuries reached the library. The number of the 17th century documents published in the area of the German language is about 12 000, including about 7 000 dissertations. A detailed *de visu* description of these publications was initiated in the 1980s. By today, 3 862 titles of books and 2 107 titles of dissertations have been described and alphabetical, printers' and provenience files have been compiled.

70% of all German 17th century publications are scientific works in Latin. The most represented fields of science are law (36%) and theology (32%). The collection is made specially valuable by the inclusion of the first editions of the works of prominent scientists and writers of the 17th century published in Germany, and the materials published in the lifetime of the authors. Among the others we can mention the works by a famous astronomer and mathematician Johannes Kepler, a philosopher and mathematician Gottfried Wilhelm Leibnitz, a Baltic-German chronicler Christian Kelch and the writers Martin Opitz and Adam Olearius, which had been published in their lifetime.

In the course of describing the 17th century publications also their provenience was studied, which offers information about the fate of the books via bookplates and inscriptions. Many works have repeatedly changed owners during their history.

The work with German 17th century publication has not yet been completed, About 5 000 titles of dissertations are still waiting to be described, among them there are several convolutes which have never been described in the library catalogues.



## FRIEDRICH PUKSOO — THE FOUNDER OF ESTONIAN LIBRARIANSHIP

**Marje Aasmets**

*Estonian Academic Library*

In Estonia, librarianship became an independent, separately valued field of culture in the period of independence (1918–1940). An important role in laying down the foundations of librarianship was filled by the persons who established the necessary structure and guaranteed its functioning. The leading persons appeared to be Friedrich Puksoo (1890–1969) as a professional and the Head of the main research library — Tartu University Library, and Aleksander Sibul as the Head of a central public library — Tallinn Central Library, and the Head of the Board of the Association of Estonian Librarians.

F. Puksoo has mostly been appreciated as a book scientist; he has published about 40 works on librarianship, none of which is still a major research. His activities in shaping Tartu University Library into a real library of an Estonian university are invaluable; this could not have been possible without a good foundation of library science. Being the Head of the library, Puksoo was exposed to all areas of library work. He paid most attention to the problems of cataloguing, classification and subject headings. The rules for compiling catalogue entries, which were worked out under his leadership, became the basis for the cataloguing regulations for Estonian public libraries.

F. Puksoo worked also on the scientific aspects of librarianship — Estonian terminology about librarianship, bibliographies on different fields, he wrote articles for Estonian Encyclopaedia about the basic terms of book science, librarianship and bibliography. In his time, Puksoo was one of the main figures who were able to keep up regular professional discussion.

## FINDINGS OF *BALTICA* MATERIALS IN THE BRITISH LIBRARY

**Tiiu Reimo**

*Estonian Academic Library*

The article gives an informative overview of the holdings of the Estonian 16th–18th century publications and *Baltica* materials in the British Library.

There are three Estonian 18th century publications in the British Library, two editions of the Bible and a church book, and two Estonian grammars from the 17–18th centuries.

Of the materials published in foreign languages in Estonia in the 17th century, 10 publications can be found in the British Library. Five of them had appeared in Tartu and five in Tallinn. One of these books, a 28-page quarto publication of tax orders “Ihrer Königl. Majest. zu Schweden, ...” (1652), is a new discovery among the 17th century materials published in Tallinn. The number of materials published in Estonia in foreign languages in the 18th century is 22. The majority of them are also available in Estonian libraries. A new discovery among them is a convolute binding, containing 7 pietistic booklets in Swedish, all printed by Johan Köhler in Tallinn in 1723.

The oldest publication concerning only Estonia has been published in Strasbourg in 1571. This is a poem on five pages about the brutality of Russian soldiers in Tallinn on Michaelmas Day 1571, titled “Ein Kleglichs un exbermliches lied ...”. The earliest book

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about Estonia printed in England, titled "A true reporte of three straunge ..." has been printed in 1603; it contains three texts about Estonia and the description of a victory over Turks.

35 publications, mainly in Swedish, which are the so-called "rapid reports" on 4–8 pages, reflect the events of the Great Northern War in Estonia and Livonia, telling about the motions of the armies or troops, giving lists of prisoners, wounded and dead, etc.

The British Library holds still some other *Baltica* materials in its collections, such as historical reviews, travelogues, official documents (the proclamation given by Queen Anne about the applying of quarantine to the ships which had arrived from the Baltic Sea, the tables of measures for the goods imported from the Baltic countries, navigation instructions for the Baltic Sea, etc.).

The publications of greater interest to Estonia and their contents have been described in detail, matters in need of further examination have been brought into attention.

## ACQUISITION PRINCIPLES IN TARTU UNIVERSITY LIBRARY IN THE 1920s AND 1930s

**Kersti Pedak**

*Tartu University Library*

The evacuation of Tartu University Library during WW I interrupted its habitual work. On Dec. 1, 1919, Tartu University resumed its activities as a national university of an independent state; this fact caused some changes in the acquisition policy of the library as well. In 1919 the library started receiving legal deposit copies of Estonian publications. The collecting of Estonian publications and *Estica* and *Baltica* materials became one of the library's priorities. The gaps, which had appeared in the library collections because of the war, were filled only by the 1930s. Connections with Western European well-known booksellers and scientific institutions, interrupted by the war, were quickly re-established. K. F. Koehler's bookshop in Leipzig continued acting as the main book supplier to the library, just as it had done since the 1840s. Estonian diplomatic representatives abroad offered their help in restoring connections with former suppliers. A Library Committee was formed of representatives of all faculties to control library acquisitions, discussed the distribution of finances, etc. Since 1921, the library had its own yearly budget, 70–80% of the resources were allocated for acquisitions. About one third or a little more of the sum was generally used for periodicals subscriptions. Books were mostly acquired by one volume per title, mainly in German, English, French and Russian. Books were acquired to the main collection of the library, but also to meet the needs of about 70 institutions of the university in such a way that all these collections supplemented each other. Centralisation prevented the acquisition of duplicate copies and enabled the library to monitor all arrivals. A good co-operation between the university and the library, the participation of faculty members in the collections development and the skilful use of scanty finances helped to develop a carefully planned and unified collection, which met the primary needs of its users.

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## LIBRARY AND LIBRARIAN IN AN INNOVATION PROCESS

**Aili Norberg**

*National Library of Estonia*

A characteristic feature of developing information society is the levelling out of administrative hierarchies as well as the shifting of power from the state to the owners and mediators (via TV, radio, database systems) of information.

This circumstance emphasises the role of (state) libraries as a certain bumper between individuals and power, as this is the very channel via which public access to information, one of the basic human rights, can be secured.

Responsibility for a smooth process of user service and the achievement of relevant results rests with the librarian — therefore, more and more stress should be laid on personnel policy and professional training. It is especially necessary, as Estonian libraries undergo the process of technological innovation. Librarians have to face new tasks which require special skills.

In an innovation process results can never be absolutely guaranteed. Proceeding from the earlier experience gives only a certain degree of probability. Success is to a great extent dependent on whether all staff members believe in the results and are willing to cooperate. Results are much easier to achieve if the staff is well-educated and have professional skills.

To keep uncertainty under a critical level, the process has to be divided into sub-processes. Scientific studies of innovation process have led to a number of handy models. These have in common the following three significant components:

- studies conducted prior to the changes
- motivating the staff
- preparatory work with the staff.

The present article discusses personnel problems at the National Library of Estonia and the planned schedule of coping with them.

## ABOUT THE COMPETENCE REQUIREMENTS FOR LIBRARIANS

**Aili Normak**

*Estonian Academic Library*

In 1994, a Committee to solve the problems of professional training of the librarians was established, as a counselling body, with the Ministry of Culture of the Republic of Estonia. The Committee consists of thirteen members, who represent libraries, institutions of higher education and the Ministry.

The aim of the Committee is to work out suggestions about the development of the essentials of training in librarianship and information sciences, about the establishing of

unified competence requirements for librarians, about the professional training for librarians who have not studied librarianship, and for organising continuous education.

General essentials for competence requirements were established, according to the suggestions received from libraries and in the discussions held with the Committee, for three types of libraries — for research, public and school libraries. The requirements have been sanctioned by the decree of the Minister of Culture. The competence requirements have been differentiated by different fields: they cover the collections development, collections management, processing of materials, services, public relations, administration, and research.

## **THE TRAINING OF INFORMATIONAL PROFESSIONALS AND PROFESSIONAL ORGANISATIONS**

**Aira Lepik**

*Tallinn University of Educational Sciences*

International professional organisations have in recent years paid more and more attention to the education and continuous training of librarians and information specialists. There exist also several organisations whose sole task is the training of librarians and information specialists. The competence and professionalism of information specialists are interesting research subjects in both Europe and America.

The aim of the present article is to introduce and analyse the matters of study and research in the field of the education and continuous training of information specialists in the context of the activities of international professional organisations.

The article is phrased as follows:

- the education of librarians and information specialists in the programs and projects of international professional organisations;
- professional organisations dealing with education in librarianship and information technology;
- the competence and training needs of information specialists; international research projects.