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**Item No. 13 on the agenda: Library**

(Memorandum prepared by the Secretariat)

<i>Summary</i>	<i>The document illustrates developments at the Library and its activities in 2010, perspectives for 2011 as well as proposals for the coming years</i>
<i>Action to be taken</i>	<i>The Governing Council is invited to take note of the progress made and to consider additional measures</i>
<i>Mandate</i>	<i>Work Programme 2011 - 2013</i>
<i>Priority level</i>	<i>High</i>
<i>Status</i>	<i>Ongoing activity</i>
<i>Related documents</i>	<i>Annual Report 2010 (C.D.(90) 2); C.D.(89)11</i>

**A. Library renovation**

1. In the first months of 2010, Library space was still affected by major works undertaken by the Italian Government, first for a new fire protection system, then for the renovation of the main reading room and the entrance hall. The Library has nevertheless continued to function fully, despite the considerable discomfort experienced by researchers and staff alike caused by noise, dust and space restrictions. Some of the Library space had to be re-organised; many of the books and periodicals sections had to be transferred and these transfers are still in progress.

**B. Reorganisation of library materials and working spaces**

2. This has also produced a great deal of extra work for the staff, since part of the Library's activities have had to be relocated and books and periodicals transferred. Some of these transfers were temporary, but others will be permanent, the refurbishments calling for a reorganisation of working space. This reorganisation, which is still underway, will affect the collections, staff offices and reading rooms, and is designed to make the most rational use of the space available.

**C. Catalogue**

3. With regard to the retrospective cataloguing of the card catalogue, the only section which still needs to be inserted is that of the United Nations collections. As to the Authority Files for Corporate Authors names, 90% of these have now been inserted and the remaining 10% need to be completed.

**D. Reclassification of collections**

4. The classification into different sections of the book and periodicals collections, which match the catalogue entries and their location on the shelves, goes back a long way and although changes have been made over the years to meet changing demand, this was never done according to any rational system. The development of the law in general and the new specialisations in the Library, which follow the projects on which the Organisation works, mean that a reclassification has now become indispensable. The reclassification has been started in 2010. Apart from necessary changes in the electronic data, library materials have also to be re-organised on the shelves.

**E. Catalogue enrichment**

5. Like many other libraries, the UNIDROIT Library is looking at possible ways of enhancing its catalogue. One of the most useful of these possibilities consists in including the table of contents of the relevant publication with each catalogue entry, which would enhance the research options. In 2010, the various options for catalogue enrichment were evaluated. There are two ways of doing this: one can either purchase the necessary data from outside sources, or one can produce them directly in the Library. The possibility of acquiring the necessary data from outside sources would be the preferable solution for the Library.

**F. Inter-library collaboration**

6. In 2010, various inter-library collaboration programmes have been established, with the "Università La Sapienza - Facoltà di economia, Dipartimento di diritto ed economia delle attività produttive" (Rome), with the "Università La Sapienza - Facoltà di diritto internazionale", the "Università La Sapienza - Facoltà di diritto comparato" and the "Biblioteca giuridica della Banca d'Italia". The collaboration programmes are aimed at the sharing of bibliographic resources and at ensuring access and consultation of printed and electronic resources.

**G. Meeting of Roman libraries at UNIDROIT**

7. On April, 9<sup>th</sup> 2011 a first meeting of Roman libraries on the topic "Book conservation – Old problems and new trends (First meeting of Roman Libraries), was held in the Villa Aldobrandini in cooperation with the David Lubin Memorial Library of the Food and Agriculture Organization of the United Nations (FAO). The purpose of this first meeting of Roman libraries was to inaugurate a series of regular library meetings in order to strengthen cooperation, and networking between the various libraries, to share resources and to improve library services in times of general-saving policy in almost all institutions. The meeting was attended by representatives of the following Roman international libraries: FAO, OEKM, Biblioteca Hertziana, Biblioteca Vaticana, Académie Française, Beniculturali, Università La Sapienza, ILO, ICCROM, ISS, Banca d'Italia, British School of Rome, Pontificia Università S. Tommaso D'Aquino. The proposal to establish such a Roman library network and to meet regularly, has met with great interest by the participants. Ms Jana Dambrogio, Rare Books and Manuscripts Conservator, talked about the challenges of conserving a

large historic collection “The IIA and Rare Book Collection of the FAO”. Ms Valerie Scott, British School of Rome, made a presentation on “The British School at Rome Library and Archive Digital Collections: a new conservation model”.

#### **H. Collection: Acquisition, exchanges, donations**

8. In 2010, the Library’s holdings increased by 876 titles, 419 were purchased, 205 obtained on an exchange basis for a total value of Euro 15.300, and 252 other titles were received as a gift for a total value of Euro 19.000. The Library’s acquisition policy has been very difficult due to the important rise in the price of publications and budget restrictions.

9. In 2010, as in previous years, the Library received donations in kind from the Max-Planck-Institute of Foreign Private and Private International Law in Hamburg, from the Library of the Department of Trade and Industry of Her Britannic Majesty’s Government, by the Library of the Law Faculty of Lucerne University, and from the Deutsche Forschungsgemeinschaft (DFG). In 2010, the Library received a donation in cash from the US Foundation.

10. The exchange system in place with the Uniform Law Review plays an important role in compensating for the Library’s lack of funds. The Library in 2010, was able to activate new exchange agreements.

#### **I. Visitors**

11. The Library continues to attract readers from all over the world. Among the 1086 visitors in 2010, the 51 foreign guests came from 31 different countries. Due to the works during the first months of 2010 in the Library, unfortunately it was necessary to decline many requests.