



Christina Jones
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VICTORIA, B.C.

The Honourable K. Walter Davidson,
Speaker of the House,
Legislative Assembly,
Parliament Buildings,
Victoria, British Columbia.
V8V 1X4.

Dear Mr. Speaker:

I have the honour of presenting this report
of the Legislative Library's activities for the year 1983.

Respectfully submitted.

Yours very truly,

Margaret E. Hastings

(Miss) Margaret E. Hastings,
Assistant Legislative
Librarian.

MEH:nj
Enc.

1983 ANNUAL REPORT OF THE LEGISLATIVE LIBRARY

The Legislative Library operates under the authority of the Legislative Library Act to provide reference and research services to the Members of the Legislative Assembly, their caucus research staffs, Officers of the House and members of the Press Gallery. As well, under Cabinet Directive 80-2, it provides official cataloguing data and bibliographic control for the publications of the Provincial Government and its Crown Agencies. Where there is no conflict of priorities, provincial public service employees may use the Library for work-related needs, and the general public may avail themselves of the specialized collections.

In accordance with these functions a summary of the year's activities in each of the Divisions follows:

REFERENCE SERVICES

General

The use of the Library by Members, caucus research staff, the press, public service personnel and non-government researchers kept the staff busy throughout the year. The first session of the Thirty-Third Parliament opened on June 23 and adjourned on October 21, and included several over-night sittings, at which time the Library remained open for the needs of the Members.

Despite the closing of the Parliament Buildings during the public service strike in November, the statistics for reference service remain fairly constant, which is a reflection of the heavy demand for background information requested during the provincial election in May and the six-month legislative session. Reference queries increased with requests by MLA's and public service personnel accounting for over seventy percent of the total and the number of research questions rose by fifty percent. Circulation and inter-library loans showed little change while photocopying declined for both the reader-printers and the Xerox.

Computer Assisted Reference Service

The proportion of in-house and legislature related searches continued to rise although the total number of searches declined. This can be attributed in part to the strike since the monthly average of 19 search requests was the same as in 1982. The

reduction in requests from ministry libraries probably was related to the general cut-back in programmes. Staff continue to make use of online search services, providing access to about 250 databases, to answer queries which would otherwise be difficult, time-consuming or impossible to answer from our printed sources.

Several new databases were added such as PTs Annual Reports Abstracts, Statutes of Saskatchewan, Regulations of B.C., D & B Principal Economic Businesses, Laborlaw, UPI News and Economic Literature Index. The New York Times Service transferred to Mead Data Control in July, and since it required dedicated terminals, this contract was cancelled. The Library is presently seeking contracts for Textline, a European news service and BRS which provides several social sciences databases unavailable elsewhere.

Newspaper Indexes

The newspaper indexing programmes continue to function extremely well and to be our most heavily used in-house reference tools.

The 1981-to-date newspaper index was microfilmed in June in order to make it readily available to libraries, and copies of the film are available through Precision Micrographics of Vancouver. The 1983 indexing of the Vancouver Province, Vancouver Sun, and Victoria Times Colonist resulted in 51,000 stories involving 83,000 entries.

The 1900-1970 index contributed 8,000 stories and nearly 15,000 entries as the staff continued to work on the gap period and to revise the existing entries. These reduced figures resulted from the aftermath of the strike period when retro staff were seconded to assist the current project which laboured under a two-week backlog of unindexed newspapers.

Tours and Orientation Services

Members of the staff provided guided tours and orientation workshops throughout the year.

In January the annual orientation session for the eight 1983 Legislative interns was given. In February members of the caucus secretarial staff received a short general talk and brief walk through. In July new Members of the Legislative Assembly had an extensive briefing on the facilities and services of the Library.

As well 18 library technician students from Vancouver Community College came

to the Library for a brief tour in March.

In July, Brian Land, the Ontario Legislative Librarian, visited the Library as did Joyce Irvine from the Manitoba Legislative Library in November.

The Library also provided an extensive tour on our reference services to four members of the New Brunswick Legislative Reform Committee in November.

A library school student, Dixie Anderson, from the University of Alberta spent three weeks, April 11th to 27th, gaining practical experience in all sections of the Library.

Individual caucus staff and new public services personnel also received orientation tours. As well the Head of Reference visited the Office of the Ombudsman and gave a library introductory session to the research staff there.

CATALOGUING SERVICES

General

The total volume of cataloguing remained near 1982 levels although the relative numbers of derived and original records changed significantly. Original cataloguing accounted for 43% of the records, compared to 29% in both 1982 and 1981. Two factors contributed to this change--one being the high proportion of original records in the retrospective conversion project, and second, the reduction in the book budget resulting in a greater number of gift materials being processed for which records were less likely to be found in the UTLAS database.

Card sets for materials given duplicate manual and automated cataloguing were removed from the public catalogue, while cards for materials held only by government libraries are being pulled from the official catalogue. As well, the online conversion of records for materials catalogued during 1975-1979 was completed.

Automated Cataloguing

In August, the Library was informed that the 1983/84 systems budget had been cut by 20%. Therefore to cut costs the Library cancelled the full cumulations of the COM catalogue scheduled for October 1983 and January 1984, and discontinued the semi-monthly acquisitions list. In its place there will be a monthly COM supplement, and a full annual cumulation in July.

Camosun College began sharing a dial-up data route line in April 1983, thereby reducing monthly data communication costs by 20%.

The British Columbia Library Network pilot project, involving five member libraries of the British Columbia Union Catalogue, was completed in 1983. Lack of sufficient funding has led to the indefinite suspension of further network development. While the Legislative Library had participated in the British Columbia Union Catalogue it was not involved in this pilot project. It now seems unlikely that an in-province library network will be available as an alternative to UTLAS.

Cataloguing in Publication

The Library continues to act as the agent library for Canada's national CIP programme. Continued government spending restraint affected the volume of government publishing in 1983. The number of items processed for the CIP programme was 15% lower than the 1982 total. The total number of records processed was 450, comprised of 265 monographs and 45 serials (all of which required full CIP) and 140 more ephemeral items which received standard ISBN numbers only.

GOVERNMENT DOCUMENTS SERVICES

General

The tasks of acquiring, indexing, storing and retrieving government publications, and of compiling the British Columbia Government Publications Monthly Checklist are the major undertakings of the Division.

The total number of publications received (46,529) is up by almost 4% over 1982, although it is still below the peak intake of 48,909 in 1977. Canada and British Columbia accounted for a modest increase, but most of the other jurisdictions dropped; e.g., British documents decreased by 50%, Australia by 28%. Ontario made us a full depository for their publications, while Quebec changed us to a selective depository. The numbers of individual titles indexed and those re-indexed declined, while the number of cards filed increased, an indication of the more detailed indexing provided.

The problem of providing copies of our legislative publications to other legislatures surfaced, when it was discovered that none of the requisitions had been sent to the Queen's Printer by the co-ordinating office. A master list of exchange

partners and what is sent to each has been compiled now and it is expected that responsibility for this task will be transferred to the Library for the calendar year 1985.

The heavy rainstorm in May resulted in a flood in the attic portion of the dome. Luckily no permanent damage was done, and it is expected that once work on the roof has been completed, this storage area may be utilized fully again.

Monthly Checklist

Work proceeded on the 1982 annual cumulation of the Monthly Checklist. It was finally mailed to subscribers in December, and will be sold separately at \$10 by Queen's Printer Publications. The number of subscribers for the second year of the Checklist is approaching 400, a pleasing increase from the 325 eight months earlier. It is hoped that work can start on the 1983 annual cumulation before the end of the 1983/84 fiscal year. The computer time charged to our systems vote by BCSC continues to be high, and various alternative schemes are being investigated. However the overall cost per issue continues to decline.

Clerk of the House Papers

Work continued on the organization and microfilming of the Clerk's papers. All documents tabled have been moved from the dome to a section of the stacks. Documents tabled from 1976 to 1980/81 have been filmed and finding lists have been prepared. Filming of documents tabled from 1971 to 1975 is nearly completed.

Unfortunately, considerable problems were experienced in maintaining the quality of the microfilming due to the variations in size, colour, thickness and quality of the original documents. However, the acquisition of a Photomatrix C3 automatic exposure control unit with sensors is expected to result in better and easier filming.

ORDER DIVISION SERVICES

General

The work of acquiring needed books, periodicals, newspapers, and microforms, and of microfilming original documents and library materials is the major responsibility of this Division.

The on-going work continued, with the staff checking for non-receipt of serials

and purchase order items; ensuring the timely arrival and payment of invoices; revising checklist records for periodicals and newspapers; and compiling of lists of library holdings in special interest areas.

The perennial problem of the ever-increasing cost of publications coupled with the climate of fiscal restraint caused the library to again cancel a number of periodical and standing order titles, and to reduce expenditures for some subject areas less frequently requested. A sample survey showed that price increases occurred for 65% of our newspapers, 72% of our periodicals and 85% of our standing orders. The problem of maintaining the quality and usefulness of the collection continues to be a challenge and the Library is extremely grateful to those organizations, associations and companies who continue to provide their publications without charge.

Selective weeding of government documents, serials and monographs allowed the Library to dispose of over 3,000 items peripheral to our needs.

British Columbia Newspaper Transfer

The ongoing programme of filming British Columbia newspapers and transferring older runs of microfilms to the Archives continued throughout the year. At present the Library has 1,405 reels for 385 titles, and the Archives 3,631 reels for 377 titles.

Regular filming of current B. C. newspapers, the 1983 Curb and Stock Exchanges, and press releases was completed on time. The long-range project of disbinding and filming older papers made limited progress only.

The British Columbia Library Association has responded to the National Library's interest in the improved preservation, collection and provision of access to British Columbia newspapers by forming an 'ad hoc committee'. The Legislative Library, because of the extent and quality of its collection, is represented on this committee.

STAFF DEVELOPMENTS

Training Sessions and Staff Development

Staff members participated in a number of courses sponsored by the Public Service Commission on topics such as Letter Writing, Supervisory Skills, Time Management and Cardio-pulmonary Resuscitation. As well, Shirley Ward attended the Coaching for

Improved Performance, and Margaret Hastings and Joan Barton The Labour Relations Seminar.

The Assistant Librarian and the Division Heads gained useful information by going to the "Evaluation and Analysis of Library Activities Workshop", sponsored by the University of British Columbia and the British Columbia Library Association.

Training sessions, workshops and seminars on on-line reference searching were held throughout the year for Dialog, Predicasts and Infoglobe. The Library hosted a Dialog search strategy seminar and an Excerpta Medica one. As well, the Division Heads received in-house training on on-line inquiry systems from the co-ordinator of special projects.

Two members of the staff, Joan Barton and Frederike Verspoor, continued courses in Public Administration at the University of Victoria.

As well a number of staff members served on various professional committees-- Judi Bennett on the Education Committee of the Government Libraries Association, Margaret Hastings on the British Columbia Library Association's Ad Hoc Newspapers Committee; John MacEachern on the BCLA's Government Publications Committee; Shirley Ward on the British Columbia Union Catalogue's Operations Committee, Bibliographic Standards Sub-committee, Monograph Standards Task Group and the British Columbia Library Network's Implementation Committee.

Staff

There is at present one vacant position in the Library, aside from that of Legislative Librarian. Ms. Pat Wright resigned as OA II in the Cataloguing Division on September 2. In view of the policy of reducing the numbers of public servants it is probable that this position will be lost. As well the resignation of the OA II in the Order Division, effective December 31st, will involve a redeployment of duties among the remaining members.

CONCLUSION

Despite the problems of staff vacancies, fiscal restraint and increased work loads, the Library continued to provide effective service.

May I express my thanks to all the staff for their cooperation, dedication and hard work.

Respectfully submitted,

Margaret E. Hastings

Margaret E. Hastings,
Assistant Legislative Librarian.

Victoria, British Columbia
January 26, 1984.

STATISTICAL TABLES

<u>REFERENCE</u>	<u>1982</u>	<u>1983</u>
Reference questions answered	6,819	7,587
Circulation	3,665	3,489
Interlibrary loans:		
Books lent	236	224
Photocopies sent	1,128	1,150
Books borrowed	44	44
Photocopies received	336	549
Newspaper Index (Current)		
Items indexed	31,812	51,133
Entries	73,728	83,114
Newspaper Index (Retro)		
Items indexed	10,764	7,888
Entries	19,764	14,760
Magazine Index		
Entries	1,735	1,598
Photocopying		
Photocopier	83,889	74,376
Reader-printer	19,117	9,788
<u>CATALOGUING</u>		
Legislative Library Cataloguing		
Current - items processed	5,072	4,425
new titles	3,284	3,024
added volumes and copies	1,788	1,401
Withdrawn	4,341	761
Recatalogued	141	9
Retrospective		
Converted to machine readable form	1,415	2,341
CIP Program		
Items processed	528	450
Canadian CIP (full CIP for monographs)	318	265
BC CIP (full CIP for serials)	60	45
Standard numbers assigned for items not eligible for full CIP	154	140

Statistics (continued)

<u>ORDER (ACQUISITIONS AND COLLECTIONS)</u>	<u>1982</u>	<u>1983</u>
Books: Titles received	2,991	3,637
by order	1,569	2,024
by request	56	82
by standing order	263	275
by gift	846	1,010
by subscription	257	246
Periodicals: Titles received	1,081	1,149
by subscription	496	529
by gift	584	619
by standing order	1	1
Catalogued serials: Titles received	845	967
by subscription	257	298
by gift	325	401
by standing order	263	268
Newspapers: Titles received	253	249
by subscription	180	176
by gift	73	73
British Columbia titles	218	215
Canadian titles	25	24
Foreign titles	10	10
Microforms:		
Catalogued items purchased	22	251
Periodicals purchased	26	25
Newspapers purchased	21	9
Newspapers filmed in house	227	214
Newspaper backfiles filmed in house	22	19
<u>GOVERNMENT PUBLICATIONS</u>		
Cataloguing and indexing: new titles	2,221	1,974
added volumes	1,922	1,952
cards processed	12,614	13,467
Total documents received (including multiple copies of British Columbia and Canada)	44,833	46,529
British Columbia titles listed in Monthly Checklist	1,042	1,031