

THE LIBRARY OF CONGRESS

Stewardship Report

HERITAGE ASSETS

September 30, 1997

Library Collections

The Library of Congress has the world's largest library collection comprising over 113 million items including research materials in over 450 languages and various media. The collections include approximately 26 million books and other printed materials, 49 million manuscripts, 12 million photographs, 4 million maps, 4 million pieces of music, 2 million audio recordings, and 772 thousand motion pictures. The collection of incunabula (books printed before 1501) is the largest in the Western Hemisphere, and the collections of maps, atlases, newspapers, music, motion pictures, photographs, and microforms are probably the largest in the world. Other collections include drawings, posters, prints, technical reports and other printed materials; computer programs, videotapes and disks, talking books, and other audio and visual materials. Every work day the Library takes in more than 10,000 new items for its collections, organizes, and prepares them for use by the Congress and the nation.

The Library has the papers of 23 presidents of the United States as well as papers of people from many diverse arenas -- Susan B. Anthony, Sigmund Freud, Averell Harriman, Henry Kissinger, Thurgood Marshall, Irving Berlin, and many others. The Library's treasures include one of three perfect copies in the world of the three-volume Gutenberg Bible printed on vellum, two of the five known copies of the Gettysburg Address, Thomas Jefferson's handwritten draft of the Declaration of Independence, and many other rare books and manuscripts including the oldest example of printing in the world. Also, new treasures are added each year.

The collections are organized into two major categories: the print collections which include classified books, serials, and pamphlets; and the special format collections such as maps, motion pictures, music, manuscripts, photographs, sound recordings, and prints.

Collections Policy

The Library's collections are universal and comprehensive in scope which is adopted by Thomas Jefferson's concept; however, the Library does not collect everything or accession everything it receives. The collections development policy has evolved over the years. In

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1814, Jefferson offered to sell his personal library to the Library Committee of Congress in order to "recommence" the Congressional library after the British burned the U. S. Capitol destroying the Library of Congress. Jefferson stated: " I do not know that it contains any branch of science which Congress would wish to exclude from their collection; there is, in fact, no subject to which a Member of Congress may not have occasion to refer." In 1815, President James Madison approved an Act of Congress appropriating \$23,950 for the acquisition of Jefferson's library of 6,487 volumes.

As set forth in the Library's Collections Policy Statements, the Library's collections development policies are directed towards its responsibilities to serve (1) the Congress and United States Government as a whole, (2) the scholarly and library community, and (3) the general public. Written collections policy statements assure that every effort is made to possess all books and library materials necessary to the Congress and various offices of the United States Government to perform their duties; a comprehensive record, in all formats, documenting the life and achievement of the American people; and a universal collection of human knowledge (except clinical medicine and technical agriculture, which are the responsibilities of the National Library of Medicine and National Agricultural Library respectively) embodying primarily in print form the records of other societies, past and present. The ideal of a universal collection has been aided greatly by the copyright law of 1870, which stipulated that two copies of every book, pamphlet, map, print, photograph, and piece of music registered for copyright in the United States be deposited in the Library.

A major source of the Library's collections of Americana is the copyright deposit program. The copyright law of 1870 for the first time combined the registration and deposit functions in the Library of Congress. The Cataloging in Publication (CIP) Program is the other principal source of U.S. published books that the Library acquires. A mainstay of U.S. library service for more than twenty-five years, the program provides cataloging data, based on pre-publication galleys, to participating publishers who include the data in their published books. As participants, these publishers are required to submit a copy of the published book to the Library. This copy is in addition to the two copies mandated under the copyright law. In fiscal 1997, the Library obtained 59,180 books through the CIP program. The Library also acquires U.S. publications through the Preassigned Card Number (PCN) Program. In fiscal 1997, the Library received 23,121 items for which the CIP division had provided a card number. The CIP and PCN titles are either added to the collections or used as part of the Library's exchange program.

The Library also acquires materials by purchase (essential publications not available through copyright deposit or the CIP program), transfer from other federal agencies, gift, domestic and international exchange, or by provisions of state and federal law. Many of these materials are

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foreign publications. The Library maintains six overseas offices and has arrangements with book dealers, agents, and publishers to ensure efficient and prompt acquisition of current foreign publications of research value on a world-wide basis. The following are brief descriptions of the Library's International Exchange and Federal transfer programs:

Of its 11,000 exchange agreements, the Library of Congress maintains fewer than 100 "official" exchanges with major national and parliamentary libraries around the world. These exchanges were instituted and are overseen by the Library; however, the Government Printing Office has the responsibility to ensure that this select group of exchange partners receives U.S. Government publications. Pursuant to 44 U.S.C. 1719, the Superintendent of Documents distributes U.S. government publications "to those foreign governments which agree, as indicated by the Library of Congress, to send to the United States similar publications of their governments for delivery to the Library of Congress." The Government Printing Office pays for the cost of this program from funds appropriated for the Superintendent of Documents. In fiscal 1997, the Exchange and Gift Division (E&G) received 148,000 items, or 47 percent of its exchange receipts, from these official central sources.

Pursuant to 36 C.F.R. 701.33, Federal libraries send their surplus materials to the Exchange and Gift Division for addition to the Library's own acquisitions to use in the exchange and surplus books program. In fiscal 1997, the Library received more than one million items from Federal agencies, and, although only a small number were selected for the collections, several thousand were used in exchanges with other libraries for materials needed by the Library of Congress. Many thousands of other Federal transfers were used in the Library's surplus books programs.

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The primary resources for recent acquisitions are as follow:

	1993	1994	1995	1996	1997
Annual Appropriations Authorized	\$ 7,669,000	\$ 8,127,000	\$ 8,458,000	\$ 8,458,000	\$ 8,458,000
Estimated Value of Copyright Deposits Transferred to the Library	\$13,547,000	\$15,711,000	\$20,158,594	\$20,157,816	\$25,183,884
Government Printing Office Appropriation (part of Superintendent of Documents) for International Exchange	\$ 637,000	\$ 712,000	\$ 462,000	\$ 509,000	\$ 537,000

Acquisitions by source:

Source	Pieces 1993	Pieces 1994	Pieces 1995	Pieces 1996	Pieces 1997
Purchases:					
Appropriated - GENPAC/LAW	914,742	799,110	714,127	707,695	522,040
Appropriated Other	202,853	197,970	146,828	145,418	38,267
Special Foreign Currency	78,108	66,081	65,827	54,888	55,090
Gift and Trust Funds	20,318	5,541	3,712	4,830	3,499
Total Purchases	1,216,021	1,068,702	930,494	912,831	618,896
Non-Purchases:					
Exchange	529,125	558,327	453,857	321,446	310,849
Government Transfers	720,925	727,874	732,087	443,599	486,280
Gifts	650,282	1,246,809	744,860	2,608,494	1,116,626
Cataloging in Publication/PCN	46,048	56,345	49,201	49,083	82,301
Copyright Deposits	833,929	757,082	855,022	739,582	862,207
Total Non-Purchases	2,780,309	3,346,437	2,835,027	4,162,204	2,858,263
Total All Acquisitions	3,996,330	4,415,139	3,765,521	5,075,035	3,477,159

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Preservation and Conservation

The Library's collections are preserved and protected through an extensive and diverse preservation program. The budget element for preservation of materials totaled \$10.4 million in fiscal 1997. Preservation projects in process or under study are:

- the use of a mass book deacidification technology to ensure uniform, effective deacidification of 92,000 books over the past two years; a goal is to deacidify 80,000 additional books in fiscal 1998;
- a project to improve in-house reformatting capabilities for audio preservation in either analog or digital form;
- a pilot digitization program to explore the possibilities of transferring motion picture film to digital formats for preservation and access and for securing the digitized collections;
- an extensive study of a broad range of scanning schemes for conversion of visual images or documents to a digital format for preservation recording;
- the cleaning, relabeling, and rehousing of documents (see preservation statistics); and
- the installation of a cold temperature vault with a multi-layered security system and an ozone friendly non-aqueous fire suppression system for 18 of the Library's top treasures.

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Preservation statistics for fiscal 1997 are as follow:

Treatment:		
Volumes treated		5,285
Unbound items treated, paper-based		2,502
Commercial library binding, volumes		199,087
Mass Deacidification, Volumes (2nd contract year)		67,000
Housing/Rehousing:		
Protective boxes constructed		6,102
Items rehoused, paper-based		12,091
Discs, film (reels), magnetic tape (reels/cassettes) cleaned, packaged		17,530
Copying/Reformatting:		
Paper-based materials converted to microfilm, items	(1,987,596 exposures)	19,486
Audio materials converted to magnetic tape, titles		2,484
Video materials converted to magnetic tape, titles		1,043
Motion picture films converted, reels	(1,137,904 feet)	1,796
General Preservation of the Collections		
Items surveyed, paper-based		59,200
Pieces labeled		172,452

Deacidification of Printed Materials - One of the most serious preservation issues facing the Library of Congress, and all libraries, is the problem of brittle, deteriorating books caused by acid introduced during the paper manufacturing process. The Library of Congress has an estimated 15 million books that are printed on acidic paper that may eventually require deacidification treatment at an estimated cost of \$15.25 per book (1997 estimate).

The acidic books problem began in the mid-1800's when acidic wood pulp was substituted for rags in the manufacture of paper. This manufacturing change has resulted in the natural deterioration of printed books and other Library materials made from the acidic paper. The pages of the books and materials become so brittle within a few decades that they virtually self-destruct.

The Library of Congress is providing the leadership in a research effort to solve the acidic book problem. Library chemists invented the diethyl zinc (DEZ) mass deacidification process in the mid-1970's and have evaluated and tested other deacidification processes. In 1994, the primary contractor for the DEZ process withdrew from the deacidification business and terminated its license with the U. S. Government, temporarily halting the DEZ phase of the deacidification effort.

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In 1995, the Library awarded a two-year contract to Preservation Technologies, Inc. (PTI) that uses the Bookkeeper III deacidification process. In fiscal 1996, for the first time since the Library began its search for a mass deacidification process, it moved beyond testing and began to deacidify books from the Library's collections. Under the limited contract, the Library deacidified 92,000 books in one and one-half years. These included 67,000 non-rare materials from the General Collections, Asian Division, Law Library, Rare Book and Special Collections Division, and Humanities and Social Sciences Division that were deacidified in fiscal 1997. The Library expects to deacidify an additional 80,000 items in fiscal 1998.

Recognizing the limited resources and technical capacity to deacidify all of the books, the selection process encompasses several criteria. By lengthening the life span of a book, deacidification enables the Library to avoid costly reformatting (such as microfilming) in the future. Also, some collections are selected to ensure continued access to information that is not a high priority for digitization. Other criteria used individually or in combination to identify collections for deacidification include: 1) potential future use of the materials; 2) value of materials, both intrinsic and other; 3) physical condition; and 4) the cost of assuring access. For example, the older retrospective American fiction collections are a priority because they are highly acidic and contain both color illustrations and Victorian decorated covers, neither of which can be readily preserved through reformatting.

Preservation of Audio/Video Materials - Another serious issue facing the Library is the preservation of its magnetic media materials (audio, video, and data). As magnetic materials age they can develop any one of a number of conditions, all of which eventually result in an inability to play them, which means that the data they contain can never be retrieved. The physical life span of these materials is generally considered to be 20-30 years, under good conditions. The Motion Picture, Broadcasting, and Recorded Sound Division (M/B/RS) alone has more than 725,000 tapes, some dating from the 1940s. Conversion rates for these materials are shown on the Preservation Statistics chart. Ancillary to the deterioration of magnetic materials is the difficulty of maintaining appropriate play-back systems for them. For example, video tape can be played back only on the system in which it was created. Since over 200 record and playback systems have been produced since the invention of video tape, the Library cannot maintain them all. At present the Library uses 12 of the most common systems -- 6 playback and record systems and 6 playback only systems. As part of its preservation approach to magnetic materials, the Library is conducting a condition survey to estimate the environmental, housing, and physical condition of its holdings. A study entitled, "A Unified Strategy for the Preservation of Audio and Video" was completed in August 1997.

The National Film Preservation Board - The National Film Preservation Board, originally established by the National Film Preservation Act of 1988 (2 U.S.C. 179b et seq.) serves as a

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public advisory group to the Librarian of Congress. The Board consists of 40 members and alternates representing the film industry, archives, scholars, filmmakers and others who make up the diverse American motion picture community. As its primary mission, the Board works to ensure the survival, conservation and increased public availability of America's film heritage, including: advising the Librarian on the annual selection of films to the National Film Registry, counseling the Librarian on development and implementation of the national film preservation plan, and the national television and video preservation plan which was completed in 1997.

In October 1996, President Clinton signed into law "The National Film Preservation Act of 1996" (Public Law 104-285). This landmark legislation 1) reauthorizes the National Film Preservation Board for seven years, and 2) creates the independent, private sector National Film Preservation Foundation to serve as a public-private partnership for film preservation. The Foundation will raise private funds (both cash and in-kind contributions), match these with a limited amount of federal funds, and provide grants to motion picture archives, historical societies, and other non-profit institutions with film collections throughout the nation. Grants will focus primarily on "orphan" films--works not controlled by Hollywood studios, such as independent and silent films, newsreels and documentaries, films directed by or about minorities, and films of regional or historical importance. Such films have great cultural and educational value, but possess little commercial viability and will not survive without public intervention. The nine-person Board consisting of Celeste Bartos, Chair, Museum of Modern Art Trustee Committee on Film and Video; John Cooke, Executive Vice President, Corporate Affairs, The Walt Disney Company; Laurence Fishburne, Actor/Producer; Ann Dibble Jordan, Consultant, Member/Director of Various Corporate Boards; Roger Mayer, President and Chief Operating Officer, Turner Entertainment Company; David W. Packard, Stanford Theater Foundation; John Ptak, Creative Artists Agency; Martin Scorsese, Filmmaker and President of The Film Foundation, "Filmmakers for Film Preservation"; and Alan K. Simpson, former United States Senator (Republican-Wyoming) held its first meeting at the Library on June 9, 1997. The Foundation is now incorporated and can receive donations.

Nitrate Film Preservation - The nitrate base used by the commercial film industry between 1893 and 1951 was inherently unstable. The rate of deterioration is unpredictable but is significantly influenced by previous and current storage conditions. Materials kept at a low constant level of temperature and humidity since the date of manufacture can last for a long time, but poorly stored material deteriorates very quickly.

The Library has 120 million feet of nitrate film in its collection of which between 40 and 60 million still need to be preserved. The Library's Motion Picture Conservation Center in Dayton, Ohio, is specifically staffed and equipped to undertake the copying of nitrate onto

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35mm acetate film which, if stored correctly immediately after duplication, will not suffer significant decomposition. At present, staffing levels permit the Library to copy just over one million feet per year. This rate will not present a long-term problem if the Library can update its existing nitrate storage facilities to meet the generally accepted archival environmental recommendations of 37 degrees Fahrenheit and 25 percent relative humidity.

The establishment of a National Audio-Visual Conservation Center was authorized on December 15, 1997 (Public Law 105-144). The law authorizes the Architect of the Capitol (AOC) to acquire, on behalf of the Library, 41 acres located in Culpeper, Virginia. The property has a 140,000 square foot building that will be renovated and has expansion space for additional buildings to provide proper storage and preservation facilities for the Library's extensive motion picture, television, video, radio, and sound recording collections. The new center is planned for formal acquisition by the AOC in 1999 with a limited number of collections being stored at the site prior to 1999.

Service

The Library of Congress is a public institution open to everyone over high school age, with limited exceptions. Its collections are available to users in numerous public reading rooms located in three Library buildings on Capitol Hill. The Library's first service priority is to the Congress; second, to other branches of the Federal government; and third, to scholars, other libraries and the general public. The Library is not a lending library. Only members of Congress and other statutory borrowers are authorized to remove materials from the Library. For selected other users--primarily other libraries--the Library is considered a "library of last resort," meaning that certain materials may be distributed through interlibrary loan only if the needed materials are not otherwise available in the United States.

To use Library collections, researchers identify the items they want through card and on-line catalogs, finding aids, and bibliographies. To request items, readers first register with photo-identification, and then may submit call slips to the staff, who retrieve the items from the secured collections storage areas and deliver them to the reader. In addition, the Loan Division is responsible for retrieving, packaging, and preparing loan charge records for materials that circulate outside the Library. In fiscal 1997, the Library served over two million items in the Library. It also circulated over 30,000 items to Congressional borrowers and nearly 51,000 items to other agencies and libraries.

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Collections Security

In fiscal 1997, the Library made major advances in collections security, highlighted by the Library's appointment of a permanent Director of Security (DS) in February and the establishment of a centralized security office. The Director revitalized the Collections Security Oversight Committee (CSOC), which is composed of senior librarians and managers representing the Library's diverse curatorial, processing and support services divisions. On September 26, 1997, the Librarian approved the Library of Congress Security plan containing therein a definition of the threat to the collections, a comprehensive planning framework, minimum security standards and an integrated schedule of actions. The plan, developed by the DS in collaboration with the CSOC, also addressed requirements for improving the security of staff, visitors, facilities and other Library assets.

By hiring a DS, establishing a centralized security structure, developing a security plan, defining the threat to the collections, and creating a priority order for protecting the collections, the Library responded fully to five major recommendations made by consultants including the Computer Sciences Corporation in its comprehensive survey of the Library's security. KPMG Peat Marwick LLP completed two collection risk assessments in fiscal 1997. They examined the controls and processes in place to protect collections within the Geography and Map Division and the Copyright Office. Additionally, the Rare Book and Special Collections Division tightened security controls and a complete inventory of the collection commenced.

Threat Profile - In coordination with the Library's Inspector General, the DS and the CSOC has profiled the threat of theft and mutilation to the collections. Recognizing that access to the collection shapes the scope and degree of that threat posed by staff and users, the Library's plan identifies the levels of sophistication to the threat of theft and mutilation that persons may pose to the collections.

Planning Framework - In developing a comprehensive planning framework for the Library's Security Plan, the DS and CSOC collaborated in creating Library-wide physical security standards. In doing so, they tackled the challenge of prioritizing the collections in the context of a risk continuum. The collections prioritization matrix depicts five tiers within the risk continuum ranging from the Library's Treasures (*platinum*), to rare items with prohibitively high replacement costs (*gold*), to collections at special risk because of their popularity or format (*silver*), to the general collections (*bronze*), and to those items which may be used for the exchange and gift program (*copper*).

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In order to build a matrix of cost effective security standards applicable to the collections throughout the Library, the DS and the CSOC integrated the five tiers of the collections with the four cycles that collections items go through in the Library: in process; in storage; in use; and in transit. By integrating these variables in a multidimensional matrix the Library has thus created a grid illustrating application of physical security minimal standards. Using this grid allows the Library to achieve the following:

- Differentiated and cost effective levels of physical protection standards
- Reasonable assurance that controls will succeed
- A low risk environment for the collections
- Zero tolerance of theft and mutilation

Library of Congress Security Plan - The Librarian approved the security plan on September 26, 1997. Curatorial and processing divisions are applying the minimal standards to their respective collections, identifying unfulfilled requirements, and new initiatives. The physical security standards include: inner ring (or internal) collections controls such as reader registration; middle ring measures include intrusion detection systems, closed circuit television and physical security mechanisms such as locks, keys and various types of secure storage space; and outer ring controls include a number of police-related activities such as entrance and exit inspections, monitoring of loading dock operations, and presence of uniformed guards and plain clothes detectives in the Library's reading rooms. Initial application of the plan's grid has yielded data finding that participating divisions meet approximately two-thirds of the minimal standards for physical security. Also, the data reveals that the "in process" cycle is the most vulnerable for the Library as new items are accessioned and catalogued into permanent storage. These items are most at risk before they are marked and tagged.

The Library's Security Plan sets an aggressive schedule of twenty-two actions related to collections security. Accountable persons chairing three subcommittees are responsible for the implementation of the actions. The schedule includes actions integrating the plan's standards with the Library's Planning, Programming, Budgeting, Execution and Evaluation System (PPBEES). Others identify surveys of various physical security needs and initiatives that will enhance security education, communication, and awareness. Senior librarians working with the DS will assess the feasibility of integrating preservation, bibliographic, and inventory controls within the planning framework presented in the Library's physical security plan.

Other initiatives in fiscal 1997 included the following:

- ▶ The completion of access control and internal security measures for the reopened and renovated Thomas Jefferson Building.

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- ▶ Installation of extensive physical and electronic security measures for the American Treasures exhibition.
- ▶ Installation or upgrading of surveillance cameras in nine reading rooms and installation of egress motion detectors on all access control electronic readers in the Thomas Jefferson and the John Adams buildings.
- ▶ Installation of X-ray screening machines, video surveillance, and access control card readers at the Landover Center Annex.

Detailed security procedures vary by type of format, but the following basic controls are in place:

- ▶ Property inspections are performed at building exits.
- ▶ Personal belongings in selected reading rooms are restricted -- readers must use cloak rooms and lockers for personal belongings.
- ▶ Book storage areas in the Thomas Jefferson and John Adams buildings are controlled by an electronic access control system.
- ▶ Access to collections storage (stacks) is closed to the public and to all Library staff except those whose assigned duties require access to perform their work, consisting of about 10 percent of the staff.
- ▶ A large number of selected books contain anti-theft devices.
- ▶ An automated collections control facility provides item-level inventory control for a large number of books.
- ▶ Reader photo identification cards are issued to verify users and a database of reader information is maintained.
- ▶ Library staff are required to wear visible photo identification cards within the Library.
- ▶ Locked vaults and cages are located in stack areas for valuable collections.
- ▶ Video surveillance cameras are located in many reading rooms and stacks.
- ▶ Electronic anti-theft detection gates are located at active pedestrian exits.

Arrearage Reduction

An important priority of the Library is establishing bibliographic control over the collections to increase their accessibility and, at the same time, their security. In 1989, an inventory of unprocessed materials determined the backlog (arrearage) to be 39.7 million items. During the past eight years, the Library has put forth an extensive effort to reduce the cataloging arrearage and bring all the collections under bibliographic control. At the beginning of fiscal 1997, the

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arrearage, mostly in non-book formats, comprised 21 million items. This figure was reduced by more than one million items during the fiscal year. Arrearage statistics for fiscal 1997 are as follow:

Items in Arrearage	1996	1997	Change	Percent Change
Print Materials	649,076	543,247	(105,829)	(16.3)
Special Materials	20,321,447	19,408,958	(912,489)	(4.5)
Total	20,970,523	19,952,205	(1,018,318)	(4.9)

Financial Reporting

The Library's collections are classified as "Stewardship Property" and are defined as "Heritage Assets" for financial reporting purposes. The Federal Accounting Standards Advisory Board (FASAB) standard on stewardship reporting requires that heritage assets be reported as required supplementary information accompanying the financial statements of the Federal Government and the component units of the Federal Government responsible for such assets.

The Supplementary Stewardship Reporting standard has been accepted by the FASAB principals (the General Accounting Office, The Office of Management and Budget, and the Department of Treasury) as an accounting standard, and will be effective for all executive branch agencies in fiscal 1998. The Library has adopted the FASAB standards to the extent appropriate for a legislative agency and has chosen to prepare the Stewardship Report for the years 1995 through 1997.

The FASAB recommended standard states that the costs of the stewardship-type resources shall be treated as expenses in the financial statements in the year the costs are incurred. However, the costs and resultant resources are intended to provide long-term benefits to the public and should be included in stewardship reporting to highlight to the reader their long-term benefit nature and to demonstrate accountability over them. The standard states that heritage assets shall be quantified in terms of physical units (for example, number of items in collections or the number of national parks). No asset amount shall be shown on the balance sheet of the Federal financial statements for heritage assets.

The quantities of items in the Library's collections shown in the table that follows were taken from Library statistics collected on a regular basis and records that were accumulated over the years.

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Estimated Quantity of Each Category of Collection Materials at September 30, 1997

Category of Collection	Beginning of Year Balance	Added During Year	Withdrawn During Year	End-of Year Total	Method of Acquisition and Withdrawal
Print Collections - Classified Books	17,079,138	343,965	21,003	17,402,100	Acquisitions: Copyright deposits, purchase, gifts, exchanges, cataloging-in-publication Withdrawals: exchange & gift of unwanted or duplicate copies; depreciation or depletion through use; disposals through GSA
Other Print Materials - includes books in large type, newspapers, pamphlets, technical reports, incunabula, serials, etc.	9,255,742	84,534	32,175	9,308,101	Acquisitions: Copyright deposits, purchase, exchange and gift Withdrawals: exchange & gift; depreciation or depletion through use; or disposals through GSA
Total Print Collections	26,334,880	428,499	53,178	26,710,201	
Other Collections - includes audio materials, talking books, books in raised characters, manuscripts, maps, microforms, music, visual materials (moving images, posters, photographs, photocopies, prints & drawings, etc.), and machine readable materials	84,745,786	2,198,456	41,321	86,902,921	Acquisitions: Copyright deposits; purchase; manufacture or copy; exchange & gift Withdrawals: exchange & gift of unwanted copies; losses, depreciation and depletion through use; or disposals through GSA. (Also, adjustments made to previous estimates.)
Adjustments to correct previous transcription error in photography	-586,380			-586,380	
Total Collections	110,494,286	2,626,955	94,499	113,026,742	

ADDITIONS TO THE COLLECTIONS-ITEMS

Print Collections	Beginning	Added	Withdrawn	Total
Classified Book Collections				
Class A (General Works)	411,883	5,549	2	417,430
Class B-BJ (Philosophy)	282,460	8,762	37	291,185
Class BL-BX (Religion)	625,247	16,614	82	641,779
Class C (History, Auxiliary Sciences)	238,041	5,681	0	243,722
Class D (History, Except American)	1,143,050	23,634	23	1,166,661
Class E (American History)	255,205	7,297	7	262,495
Class F (American History)	407,805	10,429	3	418,231
Class G (Geography, Anthropology)	391,516	11,383	366	402,533
Class H (Social Sciences)	2,636,245	53,360	32	2,689,573
Class J (Political Science)	761,400	11,465	35	772,830
Class K and LAW (LAW)	2,087,042	41,252	20,320	2,107,974
Class L (Education)	489,216	8,770	0	497,986
Class M (Music)	607,108	6,130	12	613,226
Class N (Fine Arts)	460,189	10,618	0	470,807
Class P (Language and Literature)	2,276,213	45,609	33	2,321,789
Class Q (Science)	1,059,026	22,181	0	1,081,207
Class R (Medicine)	446,828	9,737	1	456,564
Class S (Agriculture)	403,729	6,376	3	410,102
Class T (Technology)	1,212,298	23,921	45	1,236,174
Class U (Military Science)	193,350	4,155	0	197,505
Class V (Naval Science)	100,503	2,710	0	103,213
Class Z (Bibliography)	590,784	8,332	2	599,114
Total Classified Book Collections	17,079,138	343,965	21,003	17,402,100
Other Print Materials or Products				
Books in large type	8,668	13	0	8,681
Books in raised characters	69,549	1,201	0	70,750
Incunabula	5,693	1	0	5,694
Minimal-level cataloging (monographs and serials)	497,246	35,612	0	532,858
Newspapers (bound)	35,759	0	967	34,792
Pamphlets	262,990	2,615	2,229	263,376
Technical reports	1,402,929	21,136	14,631	1,409,434
Other	6,972,908	23,956	14,348	6,982,516
Total Other Print Material	9,255,742	84,534	32,175	9,308,101
TOTAL PRINT COLLECTIONS	26,334,880	428,499	53,178	26,710,201

Other Collections	Beginning	Added	Withdrawn	Total
Audio materials	2,249,268	91,889	2,804	2,338,353
Talking books	49,714	2,100	0	51,814
Manuscripts	47,911,077	1,236,778	0	49,147,855
Maps	4,408,464	76,936	33,610	4,451,790
Microforms	11,339,461	432,291	4,271	11,767,481
Music	3,825,735	284,290	0	4,110,025
Visual material				
Moving images	742,699	29,405	0	772,104
Photographs (negatives, prints, and slides)*	11,888,784	20,294	141	11,908,937
Posters	81,758	870	0	82,628
Prints and drawings	377,411	16,055	422	393,044
Other (broadsides, photocopies, nonpictorial material, etc.)	1,254,532	1,781	0	1,256,313
Machine-readable material	30,503	5,767	73	36,197
TOTAL OTHER COLLECTIONS	84,159,406	2,198,456	41,321	86,316,541
TOTAL (items)	110,494,286	2,626,955	94,499	113,026,742

*Total adjusted by 586,380 to correct previous transcription error