

A Selective Preservation Bibliography

Compiled and annotated by Rebecca Stuhr
Grinnell College Libraries

General

Baird, Brian. "Brittle: replacing embrittled titles cooperatively. (listserv for research libraries established by the University of Kansas)." *College & Research Libraries News* no2 (Feb. '97): 83-4+.

Banson, Helmut. "Selection for Conservation." *Restaurator* 13 (1992):193-97.

Billings, Harold. "Choices" (Inauguration of the Preservation and Conservation Studies Programs at the University of Texas at Austin). *Conservation Administration News*, no. 57 (April 1994): 3- 4.

Boomgaarden, Wesley L. *Preservation. Guide to Technical Services Resources*. Chicago: American Library Association, 1994.

Brown, Charlotte B. and Kathleen Moretto Spencer. "Preservation, a Critical Element of Collection Development in College Libraries." *Collection Development in College Libraries*. Ed Joanne Schneider Hill. Chicago: American Library Association, 1991.

Buchanan, Sally and Mia Esserman. "Preservation Perspectives: Staff and User Education." *Wilson Library Bulletin* 69 (October 1994): 63-4.

Caring for Your Collections: Preserving and Protecting Your Art and Other Collectibles. New York: Harry N. Abrams, 1992. This book is intended for personal collections. It explains the importance of preservation practices, and provides discussion of home security, appraisal, environment and selecting a professional conservator.

Darling, Pamela W. and Wesley Boomgaarden, compilers. *Preservation Planning Program: Resource Notebook*. Expanded ed. Washington, D.C.: Association for Research Libraries Office of Management Studies, 1987. A Good source for background and technical information. Also includes bibliographies.

Drewes, Jeanne M. and Julie A. Page, eds. *Promoting Preservation Awareness in Libraries: A Sourcebook for Academic School, and Special Collections*. Greenwood, 1997.

Dureau, J. M. and D.W.G. Clements. "Principles for the Preservation and Conservation of Library Materials". *IFLA Professional Reports*, No. 8, The Hague: International Federation of Library Associations and Institutions, 1986.

Fox, Lisa L. *A Core Collection in Preservation*. Chicago: Association for Library Collections and Technical Services/Southeastern Library Network (SOLINET, Atlanta), 2nd ed., 1996.

Foot, Miriam. "Housing our Collections: Environment and Storage for Libraries and Archives." *IFLA Journal* 22, no 2 (1996): 110-114.

Gasaway, Laura N. "Library Preservation and Recent Copyright Act Amendments." *Information Outlook* 3 no4 (Apr. '99):8-9.

Gertz, Janet E., Charlotte B. Brown, Jane Beebe, and Lynn Robinson. "Preservation Analysis and the Brittle Book Problem in College Libraries: the Identification of Research-Level Collections and Their Implications For Preservation Needs; Survey of Franklin and Marshall College, 1988 and Amherst and Grinnell Colleges, 1990." *College & Research Libraries* 54 (May 1993): 227-39. Reports the results of a study that demonstrates the importance of preserving the holdings of small college libraries along with those of major research libraries.

Gracy, David B. "Between Muffins and Mercury . . . The Elusive Definition of 'Preservation'." *The New Library Scene* 9, no. 6 (December 1990): 1, 5-8.

Greene, Harlan. "The North Carolina Preservation Consortium." *Conservation Administration News*, no. 56 (January 1994): 4-5.

"Guidelines for Preservation Photocopying." *Library Resources and Technical Services* 38 (July 1994): 288-92.

Hadgraft, Nicholas and Katherine Swift, eds. *Conservation and Preservation in Small Libraries*. Corpus Christi College, Cambridge: Parker Library, 1994. Focuses on the conservation and preservation strategy developed for the Parker Library and its collections.

Ross, Harvey. *Preservation in Australian and New Zealand Libraries: Principles, Strategies and Practices for Librarians*. Waga Waga, New South Wales: Centre for Information Studies, 1990. This book provides a comprehensive discussion of all aspects of materials preservation. Includes a comparative study of the preservation of artifacts versus the preservation of intellectual content.

Henderson, William T. "Preservation: A Quarter Century of Growth. in Technical Services Management, 1965-1990." *A Quarter Century of Change and a Look into the Future*, eds. Linda C. Smith, and Ruth C. Carter. New York: Haworth Press, 1996. Describes the state of preservation today, issues of reformatting using microfilm and digital conversion methods, and also the importance of addressing the preservation of electronically stored data.

Intner, Shella S. "Preservation Training for Library Users." *Technicalities* 14, no. 9 (September 1994): 7-10. Working with patrons of all ages in the public library setting.

Kellerman, Lydia Suzanne. "Combating Whole-book Deterioration: the Rebinding & Mass Deacidification Program at the Penn State University Libraries." *Library Resources & Technical Services* 43 no3 (July 1999): 170-7

Library Binding Institute. *Library Binding Institute Standard for Library Binding*, eds. Paul Parisi and Jan Merrill-Oldham, 8th ed. Austin, Texas: Library Binding Institute, 1986. This work along with the Merrill-Oldham/Parisi book listed below belong in every library binding department. They are periodically updated and a new edition is being prepared.

Lindsay, Helen. "The Organisational Aspects of Preservation." (Preservation Management in Libraries and Archives conference, April 1999, The Hague) *Library Association Record* 101 no7 (July 1999): 425

Lowry, Marcia Duncan. "Preservation and Conservation in the Small Library." *Small Libraries Publications*, No. 15, Chicago: Library Administration and Management Association/American Library Association, 1989. A general overview of the preservation issues of small libraries.

Managing Preservation: A Guidebook. Columbus, Ohio: State Library of Ohio and the Ohio Preservation Council, 1995. Available from Clara Ireland, State Library of Ohio, 65 S. Front Street, Columbus, Ohio, 431215-4163. A manual for the new and the experienced preservation manager.

Marcum, Deanna B. "A moral and legal obligation: preservation in the digital age." (paper presented at the Info-Ethics Congress, March 1997, Monaco). *International Information & Library Review* 29 no3-4 (Sept./Dec. '97) p. 357-65

McKitterick, David. "The Survival of Books." *The Book Collector* 43 (March 1994): 9-10+.

Merrill-Oldham, Jan and Paul Parisi. . *Guide to the Library Binding Institute Standard for Library Binding*. Chicago: American Library Association, 1990.

Mibach, Lisa. *Collections Care: What to Do When You Can't Afford to Do Anything*. Oberlin, Ohio: Mibach & Associates, Collection Conservation.

Milevski, Robert J. *Book Repair Manual*.. Carbondale, Illinois: Illinois Cooperative Conservation Program, Southern Illinois University, 1984. A general manual intended for use with circulating collections.

Milevski, Robert J., and Linda Nainis. "Implementing a Book Repair and Treatment Program." *Library Resources and Technical Services* 31 (April 1987): 159-176.

Morrow, Carolyn Clark and Carole Dyal. *Conservation Treatment Procedures: A Manual of Step-by-Step Procedures for the Maintenance and Repair of Library Materials*. Little, Colorado: Libraries Unlimited, 1986.

Morrow, Carolyn Clark. *The Preservation Challenge: A Guide to Preserving Library Materials*. White Plains, New York: Knowledge Industry Publications, Inc., 1983.

Ogden, Sherelyn, ed. *Preservation of Library and Archival Materials: A Manual*. Andover, Massachusetts: Northeast Document Conservation Center, 3rd revised edition, 1999. Available directly from NEDCC, 100 Brickstone Square, Andover, MA 01810. This is a collection of NEDCC Preservation leaflets. It is divided into sections each of which contain lists of organizations, sources for information and supplies, bibliographies, and technical leaflets for all aspects of preserving and protecting collections. If you own one book, this is the book to own. It contains the following sections: Planning and Prioritizing; The Environment; Emergency Management; Storage and Handling; Reformatting; Conservation Procedures.

Page, Susan and Diane S. Nixon. "Storing and Handling Oversized Documents (General Considerations and a Case Study at the US National Archives-Pacific Southwest Region; Presented at the 1993 NARA Conference)." *Restaurator* 15, no. 3 (1994): 129-41.

Peterson, Br Herman. "A Professional Ethic: An Essay on the Preservation of Library Materials." *Current Studies in Librarianship* 18, no. 1-2 (1994): 15-17. Stresses the connection between collection development and preservation and discusses the importance of preserving the past for the future.

Pflieger, Fran, ed. *Preservation of Library and Archival Materials*. APPA Monograph, Alexandria: Association of Higher Education Facilities Officers, 1991. This work is the result of a conference held by the APPA for librarians and facilities planners, and thus provides a unique perspective to the issues covered.

Preserving Your Collections: A Planning and Resource Manual. Augusta, Maine: Maine State Archives, Cultural Building, State House Stn. #84, 1992. Prepared for the Maine Preservation Planning Project. Loose-leaf.

Randall, Gregor Trinkaus. "Library Binding as a Preservation Option." *Archival Products News* 4, no. 3 (June 1996): 3-4. Discusses what you should ask for from your library binder and gives good basic descriptions of the various leaf attachment methods.

Ryckman, Pat. "Taming the Chimera: Preservation in a Public Library." *North Carolina Libraries* 52, no. 1 (March 1994): 8-9. Describes how one public library addressed the need to develop a preservation program and how the principles of preservation have entered into every aspect of the operations of the library.

Schmude, Karl G. "The Politics and Management of Preservation Planning." *IFLA Journal* 16, no. 3 (1990):

Silverman, Randy and Maria Grandinette, compilers. *The Changing Role of Book Repair in ARL Libraries*. SPEC Kits, Flyer 190, Washington, D.C.: Association of Research Libraries, April 1993.

Sitts, Maxine K. *A Practical Guide to Preservation in School and Public Libraries*. Syracuse, New York: Information Resources Publications, 1990. Includes both text and an annotated bibliography--provides an introduction to preservation in the public school library.

Smith, Demaris C. *Preserving Your Paper Collectibles*. White Hill, Virginia: Betterway Publications, Inc., 1989.

Smith, Merrily, ed. *Preservation of Library Materials*. IFLA Publications 40/41, Munich: K.G. Saur Verlag, 1987. two volumes.

Swartzburg, Susan. *Preserving Library Materials: A Manual*, 2nd ed. Metuchen, New Jersey: Scarecrow Press, 1995.

Tuttle, Craig A. *An Ounce of Preservation: A Guide to the Care of Papers and Photographs*. Danvers, MA: Rainbow Books, 1995. "The information in this book will prove useful to anyone interested in preserving paper-based items and photographs. Church secretaries, historical society volunteers, veterans, grandparents, genealogists, historians, librarians, manuscript curators, archivists and collectors will find this book essential." Intro.

Waters, Peter. "Phased Preservation: A Philosophical Concept and Practical Approach to Preservation." *Special Libraries* 81, no. 1 (December 1990): 35-43.

Wilkinson, Fran and John R. Fairfield. "Transformation in the Library Bindery Through Increased Preservation Awareness." *The Serials Librarian* 28, no. 3-4 (1996): 343-348.

Williams, Sara R. and Diane B. Lunde. "Preservation and collection development in academic libraries of the United States; joint history and future prospects: a review article." *Advances in Librarianship*, v21

Willis, Don. *A Hybrid Systems Approach to Preservation of Printed Materials*, Washington, D.C.: Commission on Preservation and Access, 1992.

Photographs/Archives

American Association of State and Local History Technical Leaflets. Suite 102, 172 Second Avenue North, Nashville, Tennessee 37201: This is a series of leaflets providing technical information of interest to historical societies and museums.

DePew, John N. and C. Lee Jones. *A Library, Media, and Archival Preservation Glossary*. ABC-CLIO, 1992.

Eastman Kodak Company. "Conservation of Photographs," Kodak Publication #F-40, Rochester, New York: Eastman Kodak, 1985. For information about Kodak's digital imaging product go to: <http://www.kodak.com/digitalImaging/digitalImaging.shtml>

Kenney, Anne R. *The American Archivist* 53 (March 1990). The entire issue is devoted to archival preservation. Articles cover preservation microfilming, holdings maintenance, planning and education.

Lull, William P. *Conservation Environment Guidelines for Libraries and Archives*. Albany, New York: The New York State Program for the Conservation and Preservation of Library Research Materials, 1990.

Nelson, Peter. "Digitizing Archival Photographs for Access and Preservation at Thomas Jefferson University: the JEDI Project. (Jefferson Electronic Documentary Images) *Microform & Imaging Review* 25 (Summer '96) : 99-106.

Ritzenthaler, Mary Lynn. *Preserving Archives and Manuscripts*. SAA Archival Fundamentals Series., Chicago: Society of American Archivists, 1993.

Wilhelm, Henry. *The Permanence and Care of Color Photographs: Traditional and Digital Color*

Prints, Color Negatives, Slides, and Motion Pictures. Written with Carol Bower. Grinnell, Iowa: Preservation Pub. Co., 1993. This study assesses the relative permanence of traditional and digital color prints, negatives, slides, and motion pictures. Wilhelm provides recommendations for storage and care.

Winkle, Becky. "Preservation on a Shoestring: Low-and No-Budget Options To Get a Preservation Program off the Ground. *American Libraries* 16 (December 1985): 778-779.

Other Nonbook or Electronic Media

Bikson, T. K. and E.J. Frinking. *Preserving the Present: Toward Viable Electronic Records*. The Hague: SDU Publishers, 1993.

Boyle, Deirdre. *Video Preservation: Securing the Future of the Past*. New York, N.Y. (356 W. 58th St., New York 10019): Media Alliance, 1993. Report of a symposium held June 14-15, 1991 at the Museum of Modern Art, New York, convened by Media Alliance and the New York State Council on the Arts. Includes bibliographical references (p. 61-66).

Buchanan, Sally A. and Kirsten Jensen. "The Electronic Link." *Wilson Library Bulletin* 69 (February 1995): 53-54. Acknowledges the importance of focusing on the preservation of material stored in electronic form; provides some suggestions for the handling of CD-ROMs; and touches on the use of the digital storage of brittle material. For a brief description of Cornell University's digital preservation program see the news item "Preservation Project Turns Tattered Papers into Digitized Documents," in *Wilson Library Bulletin* 69 (May 1995): 14.

Clapp, Anne E. *Curatorial Care of Works of Art on Paper*, 4th ed. New York: Nick Lyons Books, 1987. Provides recommendations for flattening, mending, and storing flat paper art works.

Cobb, David A. "Preservation of cartographic materials: a case study." (at Harvard University; paper presented at the 1996 ALA Conference). *Meridian* no12 ('97) p. 43-7.

Davis, Nancy. *Handle With Care: Preserving Your Heirlooms*. Rochester, New York: Rochester Museum & Science Center, 1991. Available from ICPC, C/O State Historical Society of Iowa, 402 Iowa Avenue, Iowa City, Iowa 52240. Provides information for the care of paper, textiles, photographs, furniture, silver and more. Intended for those interested in preserving their family treasures.

DePew, John N. and C. Lee Jones. *A Library, Media, and Archival Preservation Glossary*. ABC-CLIO, 1992.

Elkington, Nancy, ed. *Digital Imaging Technology for Preservation* (Proceedings from an RLG Symposium, March 17-18, 1994, Cornell University, Ithaca, NY). Mountain View, California: Research Libraries Group, 1994. Describes the technology involved, discusses the state of the art and its future, potential costs for operations and maintenance, standards, and interoperability.

Elkington, Nancy, ed. *RLG Preservation Microfilming Handbook*. Mountain View, California: Research Libraries Group, Inc., 1992. A step-by-step guide covering all aspects of microfilming.

Ellis, Margaret Holben. *The Care of Prints and Drawings*. Nashville: American Association for State and Local History, 1987.

Fox, Lisa, ed. *Preservation Microfilming: A Guide for Librarians and Archivists*, 2nd ed. Chicago: American Library Association, 1996. The first edition was edited by Nancy E. Gwinn. This is the latest edition of the definitive guide to microfilming.

Gertz, Janet E. "Selection for Preservation: a Digital Solution for Illustrated Texts. (color oversize maps at Columbia University; based on a presentation at the 1995 ALA Conference). *Library Resources & Technical Services* 40 (Jan. '96): 78-83.

Henderson, Kathryn Luther, and William T. Henderson, eds. *Conserving and Preserving Materials in Nonbook Formats*. Urbana-Champaign, Illinois: University of Illinois Graduate School of Library and Information Science, 1991.

Managing Electronic Records. Washington, D.C.: National Archives and Records Management, Office of Records Administration, 1990.

Mohlhenrich, Janice, ed. . Fort Atkinson, Wisconsin: Highsmith Press, 1993.

Palmer, Joseph W. "Audiovisual Programs Related to Preservation A Mediagraphy." *Collection Building* 13 (1993): 7-20.

Saffady, William. Stability, "Care and Handling of Microforms, Magnetic Media and Optical Disks." *Library Technology Reports* (January 1991): 5-116.

Sasamori, Katsunosuke. *Preservation and Conservation of Microform Collections and Audiovisual Materials* (Presented at the 1984 International Seminar, Kanazawa Institute of Technology Library Center.) Greenwood Press, 1993.

Watt, Marcia. "CD-ROM Longevity: A Select Bibliography." *Conservation Administration News*, no. 60 (January 1995): 11-13.

Disaster and Environment

Barton, John P. and Johanna G. Wellheiser, eds. *An Ounce of Prevention: A Handbook on Disaster Contingency Planning for Archives, Libraries and Record Centres*. Toronto: Toronto Area Archivists Group Education Foundation, 1985,

Harmon, James D. *Integrated Pest Management in Museum, Library and Archival Facilities : a Step By Step Approach For the Design, Development, Implementation and Maintenance of an Integrated Pest Management Program*. Indianapolis: Harmon Preservation Pest Management, 1993.

Harris, Carolyn and Paul N. Banks. "The Library Environment and the Preservation of Library Materials." *Facilities Manager* (September 1990): Henderson, Kathryn Luther and William T. Henderson, eds.

Conserving and Preserving Library Materials. Urbana-Champaign: University of Illinois Graduate School of Library and Information Science, 1983.

Kraft, Nancy and Catherine Larson, compilers. Flood Recovery Booklet. Iowa City, Iowa: Iowa Cooperative Preservation Consortium; State Historical Society of Iowa, 1993. Prepared in response to the Iowa floods of 1993, this work was distributed to repositories across Iowa, and has been made available to other flood damaged areas since.

Lull, William P. *Conservation Environment Guidelines for Libraries and Archives.* Albany, New York: The New York State Program for the Conservation and Preservation of Library Research Materials, 1990. An introduction to general environmental issues written for the lay person by a conservator.

New York University Libraries. *Disaster Plan Workbook.* New York: NYU Libraries, 1984. A Fill-in-the-blank disaster plan workbook useful for getting started with a first plan.
<http://www.nyu.edu/library/bobst/research/preserv/displan/toc.htm> (checked 1/5/2000) (last revised June 1998).

Also see the Western New York Disaster Preparedness and Recovery Manual for Libraries and Archives, another fill-in-the-blank work book, on the World Wide Web (last revised 1994):
<http://www.wnylrc.org/pub/disman.htm> (checked 1/5/2000) (you can view and download the manual from this URL)

Nyberg, Sandra. *The Invasion of the Giant Spore.* SOLINET Preservation Program Leaflet Number 5. November 1, 1987, Atlanta: SOLINET, 1987. Available in the Preservation of Library and Archival Materials: A Manual listed above under Ogden, Sherelyn. Provides technical and practical advice for responding to mold problems.

Pflieger, Fran, ed. *Preservation of Library and Archival Materials,* APPA Monograph, Alexandria: Association of Higher Education Facilities Officers, 1991. This work is the result of a conference held by the APPA for librarians and facilities planners, and thus provides a unique perspective to the issues covered.

Trinkley, Michael. *Can You Stand the Heat? A Fire Safety Primer for Libraries, Archives, and Museums,* Atlanta: Southeastern Library Network, Inc. (SOLINET),

Waters, Peter. *Procedures for Salvage of Water-Damaged Library Materials.* LC Publications on Conservation of Library Materials, Washington, D.C.: Library of Congress, 1983. This is the standard work on flood recovery, and is generally included as a part of institutional disaster plans.

Publications/Organizations

Abbey Publications, Inc
7105 Geneva Drive
Austin, Texas 78723
512-929-3992.

AMIGOS Bibliographic Council.
12200 Park Central Drive
Suite 500
Dallas, TX 75251
(214) 851-8000; (800) 843-8482
FAX (214) 991-6061.

Archival Products News.

Although primarily a tool for advertising, this newsletter includes one or two preservation related articles with each issue. It also reproduces the Tipsheets prepared by the Iowa Conservation and Preservation Consortium (ICPC). (See below).

<http://www.archival.com/newsletter.html> (last checked 1/5/2000)

LBS/Archival Products
1801 Thompson Avenue
P.O. Box 1413
(800) 526-5640
FAX (515) 262-6013
email: archival@ix.netcom.com
URL: <http://www.archival.com> (last checked 1/5/2000)

The Commission on Preservation and Access Newsletter
1400 16th Street, NW, Suite 740
Washington, DC 20036
202-939-3400.
FAX (202) 931-3407
URL: <http://www.clir.org> (last checked 1/5/2000)

McFarland Library
600 South College Avenue
Tulsa, Oklahoma 74104
918-631-2864.

Information Conservation, Inc. (ICI)
Conservation Division
6204 Corporate Park Dr.
Brown Summit, North Carolina 27214-9745
(336) 375-1202
FAX (336) 375-1726.
Provides preservation photocopying services.

Iowa Conservation and Preservation Consortium (ICPC).

Formerly, the Iowa Cooperative Preservation Consortium, this group was formed to bring together a variety of organizations from the state of Iowa to work toward the preservation of Iowa's documentary

resources using the appropriate format and to insure that adequate preservation education and training programs are available for staff of Iowa cultural repositories.

c/o State Historical Society of Iowa

402 Iowa Avenue

Iowa City, IA 52240

URL: <http://www.grinnell.edu/individuals/stuhrr/icpc/icpc.html> (last checked 1/5/2000)

Library of Congress, Preservation Directorate.

The Preservation Directorate has a strong outreach program and provides information about preservation to the Congress, government agencies, other libraries, both national and international, and to the general public.

Preservation Directorate

Library of Congress, LM-G21

Washington, D.C. 20540-4500

(202) 707-5213

FAX 202-707- 3434

Internet: nppo@loc.gov

URL: <http://lcweb.loc.gov/preserv/> (checked 1/5/2000)

The New Library Scene

The Library Binding Institute

Editorial, Advertising and Subscription Office

8013 Centre park Drive.

Austin, Texas 78754

512 836-4141.

Northeast Document Conservation Center (NEDCC).

100 Brickstone Square

Andover, MA 01810-1494

(508) 733-2712

FAX (303) 871-4000

URL: <http://www.nedcc.org> (checked 1/5/2000)

PARS/Preservation and Reformatting Group. (Formally PLMS/Preservation of Library Materials Section).

A division of The Association for Library Collections and Technical Services (ALCTS), a major division of the American Library Association (ALA).

Recordfacts Update. Washington, D.C.: Office of Records Administration, National Archives and Records Administration (NARA), Contains articles and notices for those working with the management of machine-readable records.

SOLINET Preservation Program.

1438 W. Peachtree St., NW, Suite 200

Atlanta, Georgia 30309-2955
(800) 999-8558; (404) 892-0943
FAX (404) 892-7879.
URL: <http://www.solinet.net>

Electronic Resources

Conservation DistList

This is a preservation discussion group available through the Internet. If you are a subscriber to this list, a mailing is sent out to you electronically one or two times per week. Each mailing is made up of information and questions. When a question is sent into the DistList, responses come in from all over the country and the world. Experts and novices alike participate in the Conservation DistList. You must have access to the Internet to participate. To subscribe send a message to "consdist-request@lindy.stanford.edu." Your message should say who you are, and that you want to subscribe to the list. Unlike many other Internet discussion lists, you do not send a subscription message to a "listserv."

Conservation OnLine (CoOL)

Preservation documents, the Conservation DistList archives and access to other Internet preservation sites are stored on CoOL which is available through Stanford's World Wide Web (WWW) server. If you have access to WWW through your Internet connection "go" to the following URL (WWW address) to locate CoOL: <http://palimpsest.stanford.edu/> (checked 1/5/2000) Iowa Conservation and Preservation Consortium (ICPC)

The ICPC WWW home page provides background information on the organization, membership information, and links to other preservation sites on the web. The URL is as follows:
<http://www.grinnell.edu/individuals/stuhrr/icpc/icpc.html> (checked 1/5/2000)