Contents

Acknowledgements Foreword by the General Editors	viii ix
Introduction GENERAL READINGS ABOUT PRESERVATION	1
Chapter 1. Overview: The Problems, Causes and Solutions	5
Causes of Deterioration Strategies and Methods to Address the Problem Notes THE READINGS FURTHER READING	6 7 8 9 51
Chapter 2. Why Library Materials Deteriorate	53
THE MATERIALS: INHERENT CAUSES OF DETERIORATION Paper Structure The Papermaking Process Permanence of Paper Materials Other Than Paper EXTERNAL CAUSES OF DETERIORATION Temperature and Relative Humidity Light Atmospheric Pollutants Biological Agents Human Causes Notes THE READINGS FURTHER READING	53 53 54 54 55 56 56 57 57 57 58 58 59
Chapter 3. Surveying the Library: Determining Suitability of Environment and Extent of Deterioration	95
Environment Surveys Condition Surveys Some Important Condition Surveys Condition Surveys: Methodology Notes THE READINGS FURTHER READING	95 96 97 97 99 99

Chapter 4. Controlling the Environment	137
Temperature and Relative Humidity	137
Light	
Air Quality	
Pest Management	139 139
Housekeeping	
Storage Materials and Equipment	140
Security	140
Building Design	141
Notes	141
THE READINGS	142
FURTHER READING	185
Chapter 5. An Attitude of Respect: Careful Handling and the Education of Users and Librarians	187
HANDLING	187
USER EDUCATION	189
EDUCATION OF LIBRARY STAFF	190
Notes	191
THE READINGS	192
FURTHER READING	219
Chapter 6. Disaster Preparedness	221
Developing a Disaster Plan	221
Prevention: The First Phase	222
Response: The Second Phase	223
Reaction: The Third Phase	223
Recovery: The Final Phase	224
Salvage Techniques	224
Conclusion	225
Notes	225
THE READINGS	226
FURTHER READING	258
Chapter 7. Preserving the Artefact: Book	
Maintenance and Repair Procedures;	
Binding	261
REFURBISHING	262
REPAIRS	262
PROTECTIVE ENCLOSURES	264
BINDING	264
Notes	266
THE READINGS	266
FURTHER READING	200

Chapter 8.	Preserving the Intellectual Content: Reformatting	309
Selection	for Preservation	309
Preservat	ion of Artefact or Intellectual Content?	310
Which Fo	ormat?	311
PRESERVAT	TON PHOTOCOPYING	311
MICROFILM	ING	312
Microfor	ms: Pros and Cons	313
DIGITAL DA	TA .	313
OTHER REF	ORMATTING METHODS	315
Notes		315
THE READIN	IGS	316
FURTHER R	EADING	359
Chapter 9.	Technological and Cooperative Strategies	361
TECHNOLO	GICAL STRATEGIES	361
Permane	nt Paper	361
Mass De	acidification Processes	362
Other Te	chnological Strategies	363
COOPERATI	IVE STRATEGIES	364
Notes		365
THE READIN	NGS	366
FURTHER R	EADING	413
Chapter 10.	Developing a Library Preservation Program	415
Impleme	enting a Preservation Program	415
Models f	for Integrating Preservation into Libraries	416
Conclusi		419
Notes		420
THE READIR	NGS	420
FURTHER R	EADING	463
Index		465