Planning for Disaster

CLRC Regional Preservation Survey Project
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What Is A “Disaster?”

- Few damp/wet materials.
  - Can include books, archives, photos, ...
- Leaking / dripping pipes from steam or sprinklers.
- Storm related flood.
- Water main break.
- Fire.
Few Damp or Wet Books

- Returned by Patron in that condition.
- Work related such as spilled water.
- Leaky book drops.

- Can usually be effectively dealt with by any trained staff member or volunteer.
Leaking / Dripping Pipes

- More common in older buildings.
- Usually not noticed for some time.
- Damage can be extensive.
  - Mold.
  - Pages stuck together, especially clay coated stock like that found in most art books and many magazines.
Major “Disaster”

- Will usually involve more than 500 pieces.
- Access to collections may be restricted for extended periods of time due to safety concerns.
- Could be result of water-main break, fire, or storm.
- Mold and (possibly) smoke damage likely.
How to Prepare

- Have a “Disaster Plan” for your institution
  - Should contain:
    - Contact information for emergency agencies, staff “phone tree,” resource guide, and other helpful Numbers.
    - Salvage priorities.
    - Salvage instructions for books, flat paper, photos...
How to Prepare

- Prepare staff to deal with incidents where and as they occur.
  - 99% of incidents fall into minor category and are easily dealt with.
  - Have emergency supplies on hand. Make location common knowledge and easily accessible.
    - React Pak - Available from Gaylord, and others. Contains all the essentials in a handy kit.
- Know where to find help.
Finding Help

- Regionally
  - Through CLRC.
  - The Preservation Departments at Syracuse, Colgate, or Cornell.

- NEDCC [Northeast Document Conservation Center]
  - In Andover, MA

- Online
Bibliography

- Syracuse Preservation Department
  - 315.443.4560
  - 315.443.9937 (Conservation Lab)
- Colgate Preservation Department
  - 315.824.7810
- Cornell Preservation Department
  - 607.255.9440
- NEDCC: Field Service Office 978.470.1010
Bibliography

ONLINE SOURCES

- Conservation OnLine
  - http://palimpsest.stanford.edu/bytopic/disasters/

- Syracuse University Preservation Dept.
  - http://libwww.syr.edu/information/preservation/

- CLRC Disaster Recovery Resource Guide
  - http://libwww.syr.edu/information/preservation/resourceguide.htm

- NEDCC Disaster Assistance
  - http://www.nedcc.org/welcome/disaster.htm

- FEMA
  - http://www.fema.gov
Bibliography

PRINT PUBLICATIONS

- Disaster Planning and Recovery. Forston, Judith. New York: Neal Schuman, 1992 (out of print - may be available, somewhere)
- Emergency Response and Salvage Wheel. National Institute for Conservation [NIC]. 800.979.2233