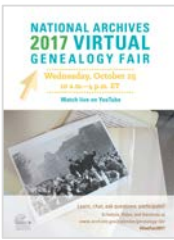




## National Archives 2017 Virtual Genealogy Fair

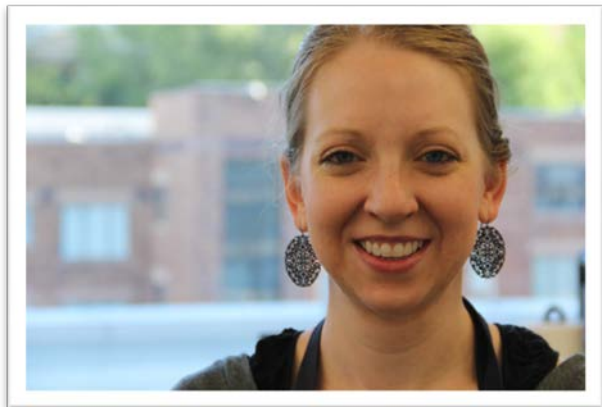


# *Taking Care of your Family Heirlooms*

This session will cover the basic ideas of properly storing and handling family heirlooms. Katie Smith will discuss books, paper, photographs, and a little bit about textiles and other family heirlooms. In particular, she will discuss appropriate storage containers, where to put them in your home, how to handle them properly, and important tips about digitizing what you have.



# Presenter's Biography



## Katie Smith

Education and Communication  
Coordinator  
National Archives  
at College Park, MD

Katie Smith is new to the Archives, working as the education and communication coordinator for the conservation labs at the National Archives since January. She feels passionately about at-home preservation: a passion that began to form when she learned that a portion of her family's heirlooms were lost due to arson and theft several years ago. Since then, she has received degrees in liberal arts from Brigham Young University, a book binding degree from North Bennet Street School, and book conservation degrees from West Dean College in England. She has conserved items from all over the world for major universities, religious institutions, private individuals, cultural communities, and government bodies. These institutions includes Harvard, Cambridge, the LDS Church, the Church of England, New Zealand cultural communities, and the English Navy to name a few. Some of her recent publications include detecting forgeries and sourcing bookbinding structures in early America.



PRESERVATION  
PROGRAMS

# Taking Care of your Family Heirlooms

# Assess What You Have





ACCESSION NUMBER

AGENCY BOX NUMBER

# OF

FRONT

Sell

ACCESSION NUMBER

AGE

#

FRONT

Give Away

Keep

14 in X 24 in 4 mil

Flat

250

REGRIP RECLOSABLE BAGS

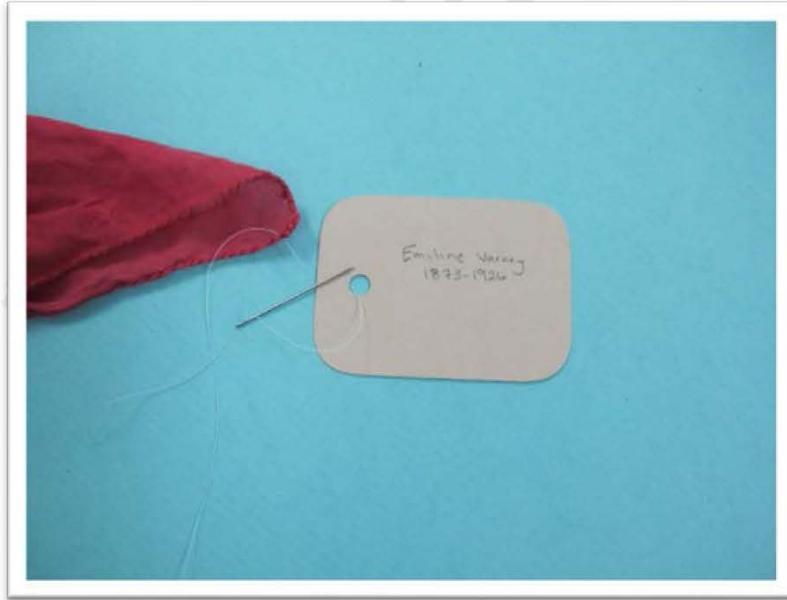
Keep

Sell

Throw Away

Give Away

# Labelling/Organizing





# Temperature and Humidity



Stay away from:

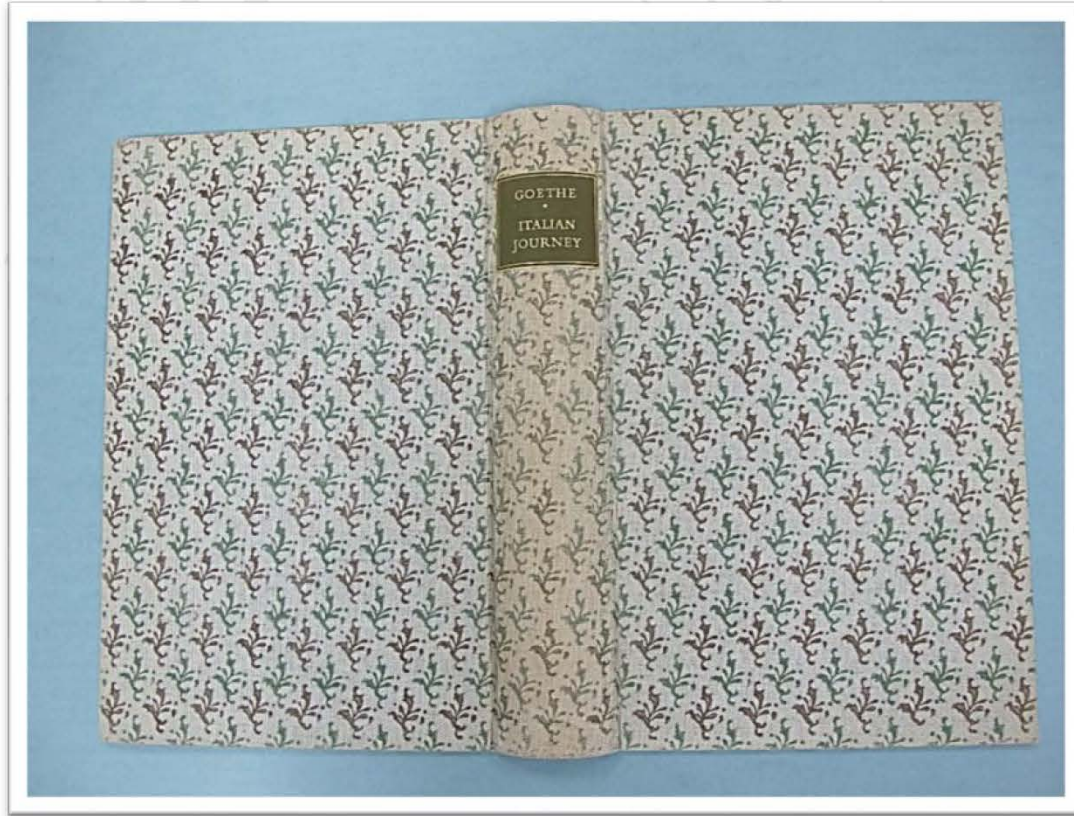
- High Temperatures
- High Humidity
- Extreme Fluctuations in Temperature and Humidity



# Pests



# Light



# Dust



# Storage



# Fully Support

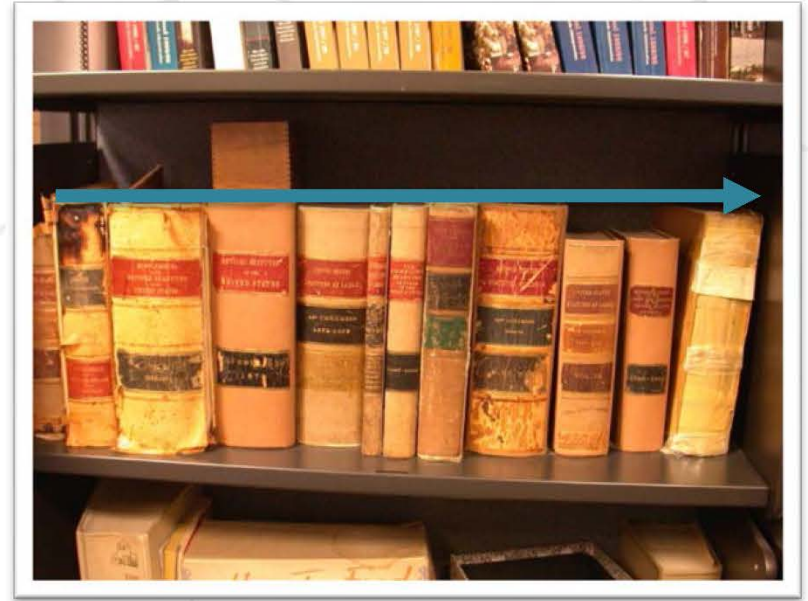
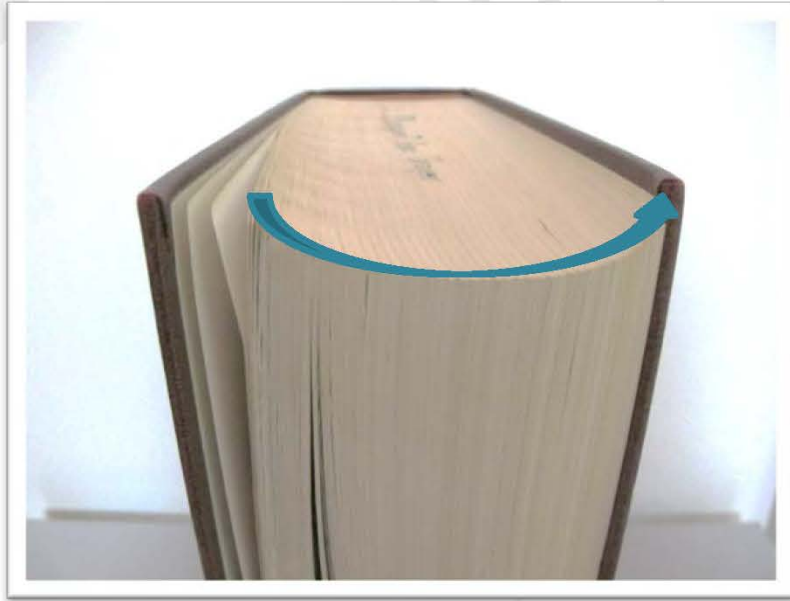


Too large for the folder

# Avoid Over-Fill



# Books



# Photographs/Film





# Metal Items



# Textiles

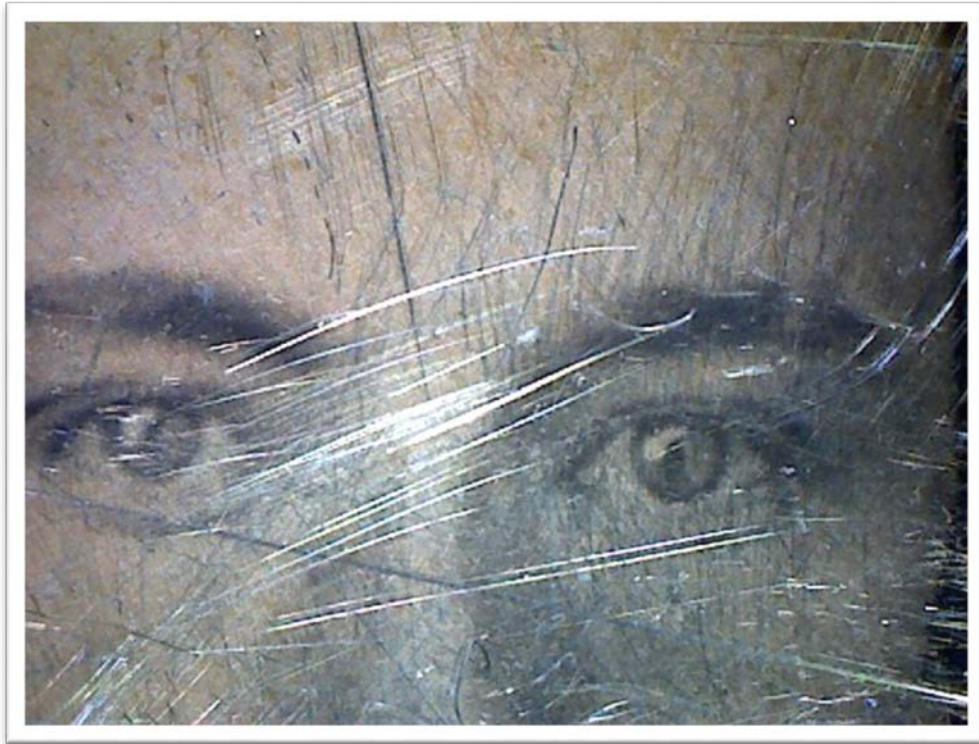


# Electronic/Magnetic Devices



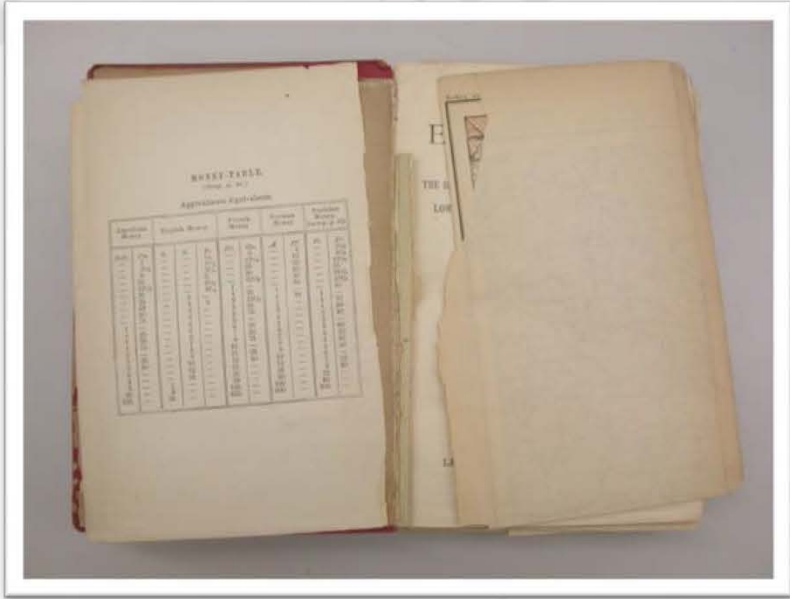
# Off the Floor



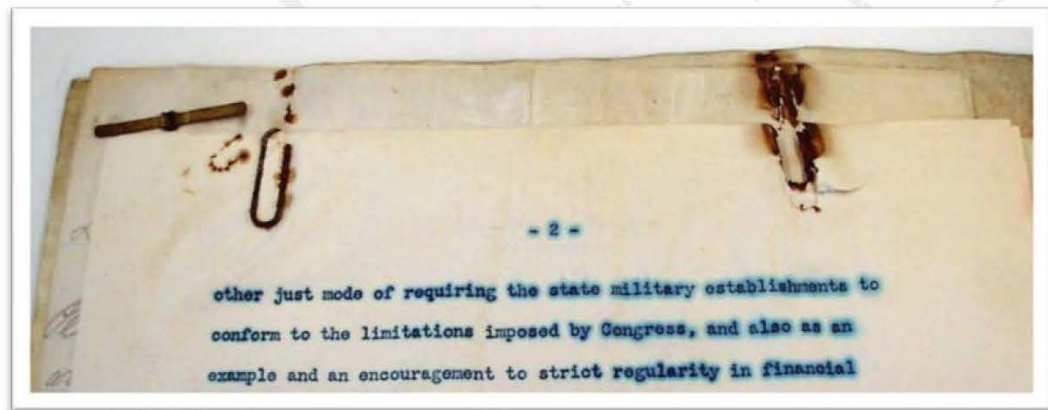










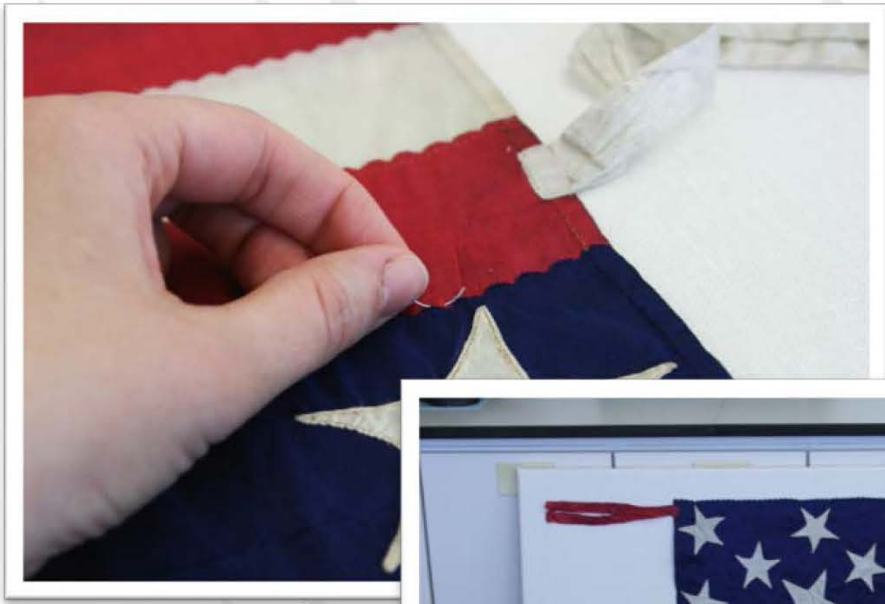


		1,325.00
	205	100.00
		1,000.00
	45	71.00
	54	100.00
	51	2,434.18
881	63-172-308	23,341.28
6	416-196-198	5,170.32
	62	500.00
B	52-90-52	2,375.03
	99	500.00
	100	1,167.97
	420	2,100.00
		81.00
		3,670.00
		2,000.00
	150	500.00
	48-17-26-113	4,969.38
	74	1,000.00
	27	260.00
		1,689.33



# Display/Use





# Making Copies or LOCKSS.org: Lots of Copies Keep Stuff Safe





# Questions to ask

## Vendors:

1. Will you do a pilot test?
2. Do you digitize in-house?
3. What file type am I getting back? (.mp3 for sharing, .wav for archiving).
4. Do you adjust your equipment to get the best quality product?





PRESERVATION  
PROGRAMS

Where do I go  
for help?





### RESEARCH OUR RECORDS

Explore our nation's history through our documents, photos, and records.



### VETERANS' SERVICE RECORDS

Request military records and learn about other services for yourself or a family member.



### EDUCATOR RESOURCES

Find primary sources, tools for teaching with documents, and student and educator programs.



### VISIT US

Plan a trip to the Museum, to one of the Presidential Libraries, or to conduct research.



### AMERICA'S FOUNDING DOCUMENTS

The Declaration of Independence, the Constitution, and the Bill of Rights.



President Harry S. Truman and Joseph Stalin at Potsdam, 7/18/1945

### Archives News

World War I Centennial: Uncover the Many Resources at the National Archives

Historians Discuss Their Discovery of "Sussex Declaration"

New Hours in Washington, DC-Area Research Rooms Begin July 22

[More News...](#) [Upcoming Events...](#)





President Harry S. Truman and Joseph Stalin at Potsdam, 7/18/1945

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**Don't get overwhelmed.  
Work and plan slowly.  
Gradually you will see the results  
of your efforts.**



PRESERVATION  
PROGRAMS

Thank you

Questions?



# Thank you for attending!

If we did not get to your question,  
you may submit it to [inquire@nara.gov](mailto:inquire@nara.gov)

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Today's video recording and materials  
will remain available at  
[www.archives.gov/calendar/genealogy-fair](http://www.archives.gov/calendar/genealogy-fair)

