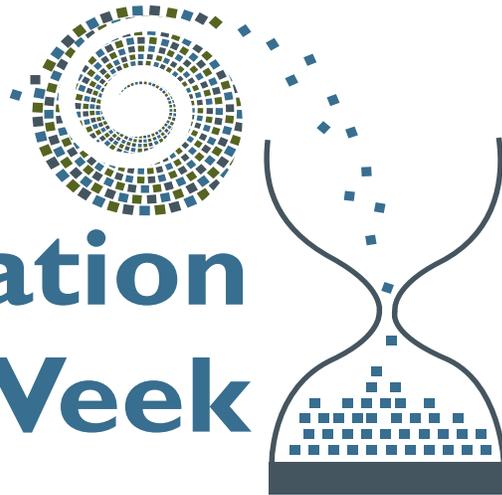


pass it on...



Preservation

April 24-30, 2011

Week

Place fragile materials in protective enclosures.

Boxes and folders provide basic protection against light, water, and environmental fluctuations.

Regulate the environment.

Store collections in an area with appropriate temperature and relative humidity to ensure longevity.

Eradicate and monitor potential infestations by using insect traps.

Traps can serve as an alarm for larger problems.

Sore materials away from windows, roofs, and basements.

This protects them from water damage and fluctuations in temperature/humidity/light.

Empy trash on a regular basis and keep food and drink out of collections areas.

This not only wards off pest infestations, but prevents accidental spills on materials.

Retrieve maps and posters from flat file drawers one at a time.

Materials can tear when pulled from beneath heavy objects.

Verify your emergency contact information.

Know who to call. Consult your emergency plan and familiarize yourself with the building's exit routes.

Educate others.

Spread the word about preservation!



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