
REGIONAL ALLIANCE for PRESERVATION

Summer 2000

A nationwide cooperative project to share preservation training resources

DISASTERS, ELECTRONIC RECORDS PRESERVATION “SHOCK” CULTURAL COMMUNITY

Those of us who were expecting a nice, quiet summer have been set into action by man-made and weather-related disasters, and called into action by programs focusing on the preservation of new technology materials. Disasters, and the damage they can cause to cultural collections, have always been a threat to the preservation of those materials. To aid in the battle against collection emergencies, new resources are becoming more widely available, new cooperative groups are being formed, and new education and training courses are being made available. Coverage of these initiatives begins on page 6.

The ever-more-automated world of libraries, museums, archives, historical societies and other cultural institutions is coming to grips with

issues of preserving the records generated by computers and other new forms of technology. This year's American Institute for Conservation of Historic and Artistic Works (AIC) Annual Meeting focused on *Preservation of Electronic Media*; a report appears on page 2. Preserving electronic records was also the focus of a conference sponsored in part by the Northeast Document Conservation Center (NEDCC); the report on this session appears below.

The Regional Alliance for Preservation *Newsletter* will continue to report on issues affecting the preservation of new technologies and new technologies for preservation in our Fall 2000 issue and in the future. ■

“REALITY” BYTES: CONFERENCE PRESENTS VARIETY OF VIEWS ON ELECTRONIC RECORDS PRESERVATION

-By Thomas F.R. Claeson, Imaging and Preservation Services Manager, Amigos Library Services, Inc.

“Digital Reality II: Preserving Our Electronic Heritage,” a one-day conference sponsored by NELINET, the Northeast Document Conservation Center, and the John F. Kennedy Library, attracted 360 people to Boston to hear a spectrum of lively viewpoints on the preservation of electronic records.

Held June 5, the program tackled one of the toughest, and highest-profile issues in preservation today—how to manage and perpetuate the mass of critical electronic records created by and for libraries, archives, and other cultural institutions.

The day began with introductions and welcoming remarks from Megan Desnoyers, Archivist of the Kennedy Library, and Ann Russell, Executive Director of NEDCC. In his Introductory Remarks, Arnold Hishorn, NELINET's Executive Director, attracted the audience's attention with the announcement of the “New England Digital Library,” an initiative to coordinate and manage the creation, storage, access, and maintenance of a Web-based digital library for cultural institutions in the Northeast.

Tim Berners-Lee, 3Com (Computer Communication Compatibility) Founders Chair at the Laboratory for Computer Science, Massachusetts Institute of Technology, is credited as the inventor of the World Wide Web. Now a best-selling author with his book, *Weaving the Web*, Berners-Lee spoke to “The Future of the World Wide Web” at Digital Reality II.

Tracing the origin of the Web to high-energy physicists' need for quick communications, Berners-Lee envisioned the Web as “a way to communicate, to build something together... a culture and space of common information.”

In building the Web, Berners-Lee mentioned, computers are now “part of the infrastructure—a pipeline which sometimes brings in problems, such as 500 new messages in your inbox in one day.”

It is this large amount of information, and the storage space needed to keep it, which concerns Berners-Lee. When students and others claim that everything they need to know is on the Web, that is a cause for concern as well. While many have called for selection for preservation of electronic records, Berners-Lee warned against “forming a club which rejects types of selection not related to that club.” He asked the audience to be accepting of new forms and forums of communication, and to work with the challenges they present to libraries.

Berners-Lee also advocated preserving the links and persistence of references on the Internet—developing persistence policies for identifiers. He called for development of standards for interoperability and future access.

Walt Crawford, Senior Analyst, Access Services Officer, and Information Architect at the Research Libraries Group, envisioned three possible futures for the World Wide Web in libraries and archives. One scenario was a “wired, all-digital-all-the-time” approach, which offers little room for “meaning and contemplation.” Another future is non-wired, with the Web simply a tool for specialists. Crawford preferred a world where digital and traditional materials co-exist, the digital complimenting the physical holdings. This complex hybrid future can offer new services and publications through libraries, “putting old things together in new ways.” Crawford urged cultural institutions to add new forms of information to what currently exists, and to use the Web to extend and continue developing new services.

“Reality” Bytes continued on page 2

In a lively question-and-answer session following the two morning speakers, the recent rash of computer viruses was discussed, leading Berners-Lee to note that “viruses wipe out a large population from the same gene pool,” and that diversity in information sources and formats, a positive aspect of the Web, must be balanced with the need for standards.

To begin the afternoon session of the conference, Paul Conway, Head of Preservation at Yale University, discussed approaches to Digital Preservation. Conway, a veteran of the first Digital Reality Conference, held in 1998, mentioned preservation as a balance between the “extraordinary investment” libraries and archives are making in the Internet, and “the high risk of loss” associated with electronic media.

Conway provided a positive note, saying significant progress has been made in electronic preservation in the last decade. National and International research and development initiatives have helped to define best practices. The Council on Library and Information Resources and National Digital Library Federation are providing a national leadership infrastructure in the field. Conway urged quality—“building products that will be used”—and collaboration in the preservation of our vital electronic resources.

As Director of the Technical Services Division, Smithsonian Institution Archives, Fynette Eaton is establishing an electronic records program for the Institution. Formerly Chief of the Technical Services Branch, Center for Electronic Records, National Archives and Records Administration, Eaton developed preservation policies and programs for Federal agency electronic records. Her presentation looked at trends in electronic document creation, and models used to preserve electronic materials through migration, or transferring materials from one hardware and software configuration to another. Model programs included efforts by InterPARES (International Research on Permanent Authentic Records) and the San Diego Supercomputer Center.

Jeff Rothenberg of the Rand Corporation envisioned a future where greater numbers of documents will be created and stored digitally. He discussed their vulnerability to loss due to media or software decay and obsolescence. “Truly archival media” for electronic records preservation is not currently cost-effective, said Rothenberg, because “the market will not pay for long-lived media while (technological) progression continues” at its current high speed. As a result, developing policies—“choosing what to lose” and what to retain, and adding interpretation to the documents which are moved forward to each new technological platform—is central to digital preservation.

Rothenberg discussed the theory of emulation, which allows users to save access to software by running it on hardware that can emulate its original system. Rothenberg noted some shortcomings in the concept—users will need to know how to run the obsolete software in the future—but discussed current “experiments” with emulation which seem economical and efficient.

A panel at the conclusion of the program, led by Jan Merrill-Oldham, Malloy-Rabinowitz Preservation Librarian, Weissman Preservation Center, Harvard University Library, included Conway suggesting emulation as “a subset of migration” which would be used when selection for preservation was not applied. Migration, said Conway, constituted selection of material to be moved forward.

Panel members asked conference attendees to “think of preservation at the conception of the document,” noting that “responsibility for preservation begins at the planning stage.” In developing “technological solutions that fit within collection management policies,” panelists urged

that we not let technology “run too far in front of policy” as we wrestle with electronic preservation issues.

Almost to a person, the speakers at “Digital Reality II” said they would raise more questions than provide answers. However, the spectrum of preservation scenarios they presented, and the frameworks for policy development they proposed, sent attendees home armed with a number of strategies for gaining control of electronic records concerns. The number of practical policy suggestions included in this one-day program was astonishing. ■

AIC CONFERENCE REPORT

-By Valinda Carroll, Advanced NEA Intern, CCAHA

This June, the city of Philadelphia hosted the 28th annual meeting of the American Institute for Conservation of Historic and Artistic Works (AIC). The theme of the conference, “Preservation of Electronic Media,” acknowledged the impact of electronic media on the preservation of cultural materials. Not only are increasing numbers of artifacts being created electronically, but electronically-produced surrogates are employed to increase access to rare materials in art, library, and archives collections. Most conservators routinely use electronic media, such as optical disks and magnetic tape, for temporary storage of treatment and research documentation, so the theme was relevant to conservators who may not treat digital art or video projects.

The conference also included workshops on the use of lasers, the remediation of mold, the identification and treatment of architectural photoreproductions and the identification and treatment of plastics. Tours of the conservation labs at the Conservation Center for Art and Historic Artifacts (CCAHA), the Philadelphia Museum of Art, the Pennsylvania Academy of the Fine Arts, and the University of Pennsylvania Museum were offered to conference participants.

Keynote speaker Maxwell Anderson, the director of the Whitney Museum of American Art, addressed the problems encountered by contemporary art museums, which are obligated to collect and exhibit artifacts containing digital and analog electronic media. Other speakers discussed specific issues of hardware obsolescence, storage media deterioration, data migration, and format emulation. Conservators took part in a roundtable with paper conservator Jill Sterrett, media artist Dara Birnbaum, and exhibit preparators from the San Francisco Museum of Modern Art, and discussed the effect of exhibit context on the preservation of the artist’s intent. Questions of ownership and authenticity in electronic art and documents were also addressed during the general session.

Conference participants adjusted to the new conference schedule, meeting with their specialty groups on Sunday and Monday. Among the specialty group highlights was a study of color stability in dyed textiles stored with nitrogen gas and oxygen scavengers (Judy Brott Buss and Patricia Crewes). The dating of modern photographs, and issues of originality were discussed by several speakers in the photographic materials group. Book and paper conservator Judith Emprechtinger of CCAHA presented the treatment of a room-sized collage removed from the dining room walls in the home of a politically-active Philadelphia family; the collage was re-assembled in a gallery for a local folklore exhibit.

The 29th annual meeting will be held in Dallas, Texas in June 2001. The theme will be “State of the Art” conservation. ■

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SOLINET

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THE RELEVANCE OF PRESERVATION IN A DIGITAL WORLD

-By Paul Conway, Head, Preservation Department
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August 21-25, 2000

Recent Advances in the Conservation of Silver



The Ford Conservation Center announces a five-day workshop on recent advances in the conservation and coating of silver.

Instructors will be Dr. Chandra Reedy, Deborah Long, and Julie Reilly. The workshop will be offered at the Ford Conservation Center in Omaha, Nebraska.

Registration/Course Fee: \$300

The Ford Center is pleased to offer four free workshop registrations and scholarships of \$500 for the workshop. For information about the workshop, scholarships, travel arrangements, and accommodations, contact: Lisa Metzger Grotrian, Ford Conservation Center, 1326 South 32nd Street Omaha, NE 68108; Phone: 402/595-1180 or Fax: 402/595-1178.

Consultants

Referral for consultants who provide conservation services can be obtained from:

American Institute for Conservation of Historic and Artistic Works (AIC)

1717 K Street NW, Suite 301
Washington, DC 20006
202/452-9545

A list of conservators in your region can be provided by the AIC Conservation Services Referral Service (CSRS). Copies of the brochure *Guidelines for Selecting a Conservator*, and the AIC Code of Ethics and Standards of Practice can be obtained from the AIC office. ■

School for Scanning: Seattle



Issues of Preservation and Access for Paper-Based Collections will be presented by the Northeast Document Conservation Center on September 18-20, 2000 at The University of Washington, Seattle, WA

The conference is funded in part by The Andrew W. Mellon Foundation and the National Endowment for the Humanities. It is cosponsored by the University of Washington Libraries and the National Park Service.

What is the School for Scanning? This conference provides a rationale for the use of digital technology by managers of paper-based collections in cultural institutions. Specifically, it equips participants to discern the applicability of digital technology in their given circumstances and prepares them to make critical decisions regarding management of digital projects. Although technical issues will be addressed, this is not a technician training program. Conference content will include:

- Managing Digital Assets
- The Essentials of Metadata
- Content Selection for Digitization
- Digital Preservation: Theory and Reality
- Text and Image Scanning
- Digital Products and Process
- Quality Control and Costs
- Current Research Projects
- Copyright, Fair Use & Other Legal Issues Surrounding Digital Technology

Who Should Attend? Administrators within cultural institutions, as well as librarians, archivists, curators, and other cultural or natural resource managers dealing with paper-based collections, including photographs, will find the School for Scanning conference highly relevant and worthwhile. Since the complexion of this conference evolves with the technology, it would be beneficial to attend even if you have participated in a previous School for Scanning. An audience of 200 or more attendees is expected.

What does the Conference Cost? The cost of the conference is \$295 for early bird registration postmarked on or before August 4, 2000, and \$365 for late registration, deadline August 25, 2000. Participants will be responsible for all of their travel, meals, and lodging costs. A complimentary continental breakfast will be provided each morning at the conference site. For information about special hotel and airline fares, see the Registration Information at www.nedcc.org. Registration applications will be accepted on a first-come-first-served basis.

For more information on registration for School for Scanning: Seattle, and a detailed agenda, please see the NEDCC Website at www.nedcc.org. To receive a promotional brochure about the conference, contact Jamie Doyle at jdoyle@nedcc.org.

Questions specifically concerning registration procedures and information should be directed to Ginny Hughes at ghughes@nedcc.org. ■

Conservation Center for Art and Historic Artifacts (CCAHA) Receives Grant from the National Endowment for the Humanities

CONSERVATION CENTER

CCAHA has received a grant from the Na-

tional Endowment for the Humanities (NEH) of \$210,000 over two years and up to \$120,000 in matching funds to support Preservation Services programs.

The grant supports the following activities:

- conducting **preservation overview surveys** to assist libraries, archives, museums, educational institutions and historical organizations with their preservation planning;
- offering **workshops** including the *CCAHA Disaster Mitigation Workshop Series (Conducting a Vulnerability Assessment, Fire Protection and Suppression, and Assessing Health and Safety Risks)*, a workshop on preservation technologies, and a series of three workshops on the preservation of photographs;
- completing a comprehensive **evaluation** of Preservation Services programs through the use of mail surveys, focus groups, and in-person interviews;
- and providing ongoing **technical support** to institutions and the public through publications, the CCAHA website, reference services, and emergency preparedness and response assistance.

Created by Congress in 1965, the NEH is an independent agency that supports education, research, preservation projects and public programs in the humanities.

CCAHA, established in 1977, is a non-profit regional conservation laboratory serving other non-profit cultural, educational, and research institutions, as well as private individuals and organizations that are located principally in the Mid-Atlantic region. CCAHA specializes in the treatment of works of art and historic artifacts on paper, such as prints, maps, posters, historic wallpaper, photographs, rare books, scrapbooks, manuscripts, and related materials, such as parchment and papyrus. It also offers on-site consultation services; educational programs and seminars; emergency conservation assistance; and internships, fellowships, and apprenticeships. ■

SOLINET Launches New Digital Library Curriculum



In response to increasing interest and demand, SOLINET is expanding its training on digital library topics. Several new workshops are under development, jointly sponsored by SOLINET's Preservation

Services and Digital Library Services. Designed to provide practical training for small groups of participants, these workshops will debut during this year's "workshop week", scheduled for November 13-17, 2000 in Atlanta.

The three workshops to be held during workshop week will be scheduled sequentially so the topics build on one another for those who wish to obtain more comprehensive training on digital library issues. However, each workshop also functions as a stand-alone session. This arrangement allows for participants to choose workshops that best meet their needs, and to attend several related sessions in one week. The series begins with a two-day workshop on Digital Library Program Development that covers the management issues associated with

SOLINET Launches *continued on page 6*

SOLINET LAUNCHES *continued from page 5*

starting up and integrating a digital library program into existing library operations. The one-day, Introduction to Digital Imaging for Libraries and Archives follows, and focuses on establishing and managing digital conversion projects. The final workshop of the series, Digital Imaging of Photographic Collections, specifically addresses selection, conversion, and providing access to image collections. This session features hands-on demonstration and practice of scanning techniques, lighting, applying metadata standards, and database development.

Workshop participants will be made aware that digitization is primarily an access tool, and not currently an acceptable preservation reformatting option. Preservation issues including long-term file maintenance and the use of standards and best practices as a means to ensure access to digital files into the future will be addressed in all sessions.

Information about curriculum details, pricing, and instructors is forthcoming and will be posted on the SOLINET website www.solinet.net. ■

The Upper Midwest Conservation Association Announces Upcoming Summer Workshops

IDEAL CONDITIONS? PREVENTATIVE CONSERVATION AND ENVIRONMENTAL MONITORING FOR MUSEUM, LIBRARIES, AND ARCHIVES

July 28-29, 2000

Minneapolis Institute of Arts, Minneapolis Minnesota
\$150 UMCA Members, \$200.00 non-members

This two day workshop discusses preventative conservation actions relating to temperature, light, humidity, pests, exhibits, storage and loans.



Participants will learn how to establish a monitoring program for environmental conditions. Monitoring methods along with suggested equipment and practical field techniques will be discussed. The speakers for this workshop are Richard

L. Kerschner, the Director of Preservation and Conservation at Shelburne Museum in Shelburne, Vermont, and William P. Lull, consultant, lecturer, and author in conservation as well as the president of Garrison/Lull Inc.

NEW MATERIALS FOR PRESERVATION

August 2, 2000 Bismarck, North Dakota
August 4, 2000 Pierre, South Dakota
August 21, 2000 Madison, Wisconsin
August 23, 2000 Iowa City, Iowa
August 25, 2000 Minneapolis, Minnesota

\$75.00 UMCA Members, \$90.00 non-members.

This workshop will focus on new materials and technologies that have been developed for assuring the preservation of your collections both during exhibition and while in storage. Both pros and cons of many new materials will be presented, as well as suggestions on what's best to use for long-term storage for a variety of collection artifacts. This workshop will be very practically oriented, and participants will return to their collections with new ideas, sources for materials, and contacts for more information.

CARE OF TEXTILES

August 3, 2000 Bismarck, North Dakota
August 5, 2000 Pierre, South Dakota
August 22, 2000 Madison, Wisconsin
August 24, 2000 Iowa City, Iowa
August 26, 2000 Minneapolis, Minnesota

\$75.00 UMCA Members, \$90.00 non-members

This one day workshop will address the sources of deterioration of textiles and how to mitigate these factors. Tailored to address the issues surrounding care, storage, and proper framing of textiles, this workshop is designed for museums and historical societies that have textile pieces among their collections. Participants will also have the opportunity to bring in samples of textiles for analysis during a question and answer session at the end of the program. For more information please contact Andrea Beck, Field Services Coordinator, UMCA at (612) 870-3128 or email UMCA@aol.com. ■

DISASTER PLANNING ASSISTANCE

Texas Association of Museums Offers Free Disaster Preparedness Manuals

Due to the generosity of U.S. Art Co. Inc., www.usart.com, and Atelier4, Inc., www.atelier4.com, the Texas Association of Museums is offering a limited number of *PREP: Planning for Response & Emergency Preparedness* manuals **FREE!!!!**

In this 1993 manual, editors Mary E. Candee and Richard Casagrande in conjunction with the Disaster Preparedness/Recovery Committee have collected over 300 pages of reference and resource material on disaster preparedness. Contained in a looseleaf binder with tabbed sections for quick reference, this publication allows institutions to add material specific to their own needs.

- **The *PREP* Manual includes:**

Introductory material covering a wide range of issues with annotated bibliography. A step by step guide to developing a site-specific plan including looks at:

- Disaster vulnerability
- Building assessment
- Response time
- Personnel involvement
- Collection/asset management
- Resource considerations
- Test/review of plan
- Guide to recovery from disaster
- Disaster plans from two museums as well as a university library
- Resource lists of vendors, experts, and consultants

- **Sample forms include the following:**

- Disaster vulnerability assessment
- AAM Standard Facilities Report
- Sample checklist for disaster prevention and protection
- Facilities protection checklist
- Staff list and disaster responsibility form
- Emergency funds sheet
- Insurance information form
- Collection damage form
- Collection priorities guide
- Accident investigation form
- Security procedures checklist
- and more...

For your free copy of the *PREP* manual, while supplies last, e-mail tam@io.com, fax (512) 327-9775, telephone 512/328-6812, toll-free: 888/842-7491, or write Texas Association of Museums, 3939 Bee Caves Road, Building A, Suite 1B, Austin, Texas, 78746. ■

Wildfires Spark Statewide Disaster Planning

-By Thomas F.R. Clareson, Amigos, and Ann Massmann, University of New Mexico



The recent rash of wildfires in New Mexico set in motion a series of cooperative preservation activities for the state's cultural heritage institutions.

Responding quickly to a series of wildfires in both the Northern and Southern halves of the state, the New Mexico State Library banded together with the State Records Center and Archives, the New Mexico Library Association, and the New Mexico Preservation Alliance (see the NMPA profile in the Spring 2000 issue of the *RAP Newsletter*) to bring emergency training to the state.

The state was blanketed with publicity about a two-day *Emergency Preparedness and Recovery* workshop scheduled for June 1-2 with Amigos' Preservation Service. The event, held at the State Library in Santa Fe, drew staff from records centers; archives; special, public, and academic libraries; and museums. In addition to leading the class, Amigos Library Service's Imaging and Preservation Services Manager Tom Clareson spent the day on May 31 visiting fire-damaged neighborhoods in Los Alamos, NM, and working with cultural institutions in the area to plan for possible flooding, a threat to the area now that so much ground cover has been burned away and a hardened layer of ash coats the soil.

One special component of the June 1-2 workshop was information on dealing with wildfire threats and damage. Even more far-reaching was a special meeting session and class presentation organized by Ann Massmann, Southwest Studies Librarian at the University of New Mexico's Center for Southwest Research, and co-Chair of the New Mexico Preservation Alliance.

Massmann quickly pulled together a group of preservation leaders from throughout the state, the majority of whom had previous disaster or emergency recovery training. The group discussed how to form a statewide group of cultural heritage professionals who could react in emergency situations in a manner similar to the long-standing Oklahoma Disaster Recovery Assistance Team (O-DRAT).

The group planned for the New Mexico State Library and State Records Center and Archives to be initial contact points. These institutions will receive calls and messages about emergencies, and then contact institutions and cultural heritage professionals from across the state to provide on-site assistance or specialized consultation.

The meeting participants will also organize a committee to coordinate with the State Library and State Records Center and Archives. Activities will include coordination of regional "reaction and response" groups throughout the state, and publicity generation for the group.

Within two weeks of the group's first meeting, they convened again to discuss further details. A decision was made to call this response group the "New Mexico Disaster Response & Assistance Team" (NM-DRAT). Felicia Lujan of the New Mexico State Records Center volunteered her services as a graphic artist and publicist and has begun work on a brochure to publicize the existence and services of this group. Several members of the group then went to Los Alamos to survey institutions there and to discuss disaster preparedness and response issues with the Los Alamos County Clerk's Office, the Los Alamos Historical Society, and the Los Alamos County Libraries in the city of Los Alamos and in nearby White Rock. All came through the smoke and fire danger amazingly well, though the White Rock branch library is in imminent danger of flooding this summer and is taking appropriate steps based on Tom Clareson's earlier site visit.

Future plans include emergency training in the southern half of the state, and continued coordination with Amigos. Amigos' Imaging and Preservation Services staff also offer free review of disaster preparedness and recovery plans to cultural heritage institutions in New Mexico and nationwide. ■

Water, Water Everywhere

Good Decision Making When Recovering Water-Damaged Paper Collections.

Books * Documents * Photographs * Art on Paper * Ephemera
Maps * Posters * Papier Mâché * Architectural Records * Vital Records

CONSERVATION CENTER

The Conservation Center for Art and Historic Artifacts

(CCAHA) announces a day-long program, "Water, Water Everywhere: Good Decision Making When Recovering Water-Damaged Paper Collections." The program is partially funded by the National Endowment for the Humanities (NEH).

Dates & Locations:

Wednesday, July 19, 2000, Maryland Historical Society, 201 West Monument Street, Baltimore, MD 21201-4674, www.mdhs.org

Thursday, October 12, 2000, The Metropolitan Museum of Art, 1000 Fifth Avenue, New York, NY 10028, www.metmuseum.org

Subject: The goal of this one-day program is to provide a basic understanding of the decisions involved in organizing the recovery of water-damaged paper collections. Tools for assessing damage, evaluating available resources, and selecting recovery methods will be illustrated through lectures, slides and emergency scenarios. Scenarios will include small- to mid-sized emergencies involving a variety of paper-based collections. Priority setting, handling issues, drying methods, and procedures for recovering damaged paper collections will be reviewed.

Audience: This workshop is intended for librarians, archivists, curators, collection managers, stewards of historic house museums and collection care professionals involved in safeguarding paper-based collections and in recovery during an emergency.

Speakers: **Betty Fiske**, Paper Conservator, Winterthur Museum, Garden and Library
Glen Ruzicka, Director of Conservation, CCAHA

Co-Sponsors:

Baltimore, MD: Maryland Historical Society, Chesapeake Information and Research Library Alliance (CIRLA), Mid-Atlantic Association of Museums, PALINET, Technical Services Division of the Maryland Library Association, and Washington Conservation Guild.

New York, NY: Metropolitan Museum of Art, Sherman Fairchild Center for Drawings, Prints and Photographs Conservation; Archivists Roundtable of Metropolitan New York; Guild of Book Workers, New York Chapter; Lower Hudson Conference of Historical Agencies; Museum Association of New York; New York Metropolitan Library Council (METRO); and Special Libraries Association, New York Chapter.

Times:

Baltimore, MD: 9:00 A.M. - Registration and refreshments
9:30 A.M. - 4:30 P.M. - Workshop
New York, NY: 8:30 A.M. - Registration and refreshments
9:00 A.M. - 4:15 P.M. - Workshop

Fees: The registration fee is \$65.00 for members of CCAHA and co-sponsoring organizations (with the exception of the host sites) and \$75.00 for non-members. Lunch is not included. See CCAHA's website, www.ccaha.org, for a printable registration form.

Registration Deadlines:

Baltimore: Wednesday, July 5, 2000
New York: Thursday, September, 28, 2000

Complete program information and printable registration form are available on CCAHA's website (www.ccaha.org) or contact: Preservation Services Office, Conservation Center for Art and Historic Artifacts (CCAHA), 264 South 23rd Street, Philadelphia, PA 19103, 215/545-0613, fax: 215/735-9313, email: ccaaha@ccaaha.org, Web site: <http://www.ccaha.org> ■

EXHIBIT CONSERVATION GUIDELINES ELECTRONIC PUBLICATION AVAILABLE

The *Exhibit Conservation Guidelines* is an invaluable resource for all exhibit team members because it presents a framework for incorporating conservation into the exhibition process. It is offered as an electronic publication in CD-ROM format and consists of 370 pages of narrative text, technical notes and detailed illustrations. As a digital publication, it provides easy access to information through established links to relevant topics. The *Guidelines* helps simplify the exhibition process by supplying a variety of practical preservation-oriented strategies and techniques.

The *Exhibit Conservation Guidelines* is available upon request free of charge to National Park Service sites. It is commercially available for \$49.95 from the Harpers Ferry Historical Association, phone: 800/821-5206, fax: 304/535-6749.

Produced by the Division of Conservation, National Park Service, this publication was made possible in part by funding from the National Center for Preservation, Technology and Training. ■

EMERGENCY RESPONSE TRAIN THE TRAINERS WORKSHOP ANNOUNCED

Due to a generous grant from National Endowment for the Humanities (NEH) the Foundation of the American Institute for Conservation of Historic and Artistic Works (FAIC) will be offering, October 20-23, 2000, a four-day intensive workshop designed to train instructors in a comprehensive, interdisciplinary emergency response program. Ten individuals will be selected from across the country to receive the training. The *Train the Trainers* workshop will be held at the National Conservation Training Center in Shepherdstown, WV. Participants will work with Jane Hutchins and Barbara Roberts, both of who have extensive experience in disaster response and were instrumental in the development and testing of the curriculum. Each of the five pairs of trainers, mentored by one of the course instructors, will subsequently teach in one of a series of three-day regional workshops in 2001, creating five regional groups each with fifteen selected participants.

Ten individuals from related disciplines, such as conservators, registrars, collections care managers, archivists, archaeologists, state historic preservation officers or staff, curators, librarians, Civil Affairs officers, historic preservation architects and professional emergency responders will be chosen from a pool of applicants who have demonstrated excellence and experience in previous training or teaching activities, and have a background or interest in emergency response.

Participants will be trained in both the theory and practice of disaster response. With hands on exercises in the recovery of a wide range of museum and library materials, and will be selected for their commitment to continue providing training in disaster response in their region of the country. Initial regional workshops will be held at NEDCC in North Andover, MA, the JFK Special Warfare Center and School at Fort Bragg, NC, the Truman Presidential Library in Independence, MO, Amigos Library Services, Inc., Dallas TX, and the Seattle Art Museum, Seattle, WA.

During the Training, participants will receive a stipend of \$350 per day, plus expenses including travel and accommodations. As instructors in the regional workshops, participants will receive an honorarium of \$450 per day plus expenses.

Applications must be postmarked by August 1, 2000 and must include the signed FAIC application form; a resume including education, and training experience; a one page letter of commitment to teaching the program in regional workshops in 2001 and highlighting any relevant teaching or disaster response experience; and two references. Letters of recommendation from these references should be sent directly to FAIC.

Guidelines and applications are available from FAIC, 1717 K Street, NW, #200, Washington, DC 20006, 202/452-9545, fax: 202/452-9328, e-mail: info@aic-faic.org. The deadline for applications is August 1, 2000 and notification of trainers will be by September 5, 2000.

Applications must not be faxed. Applications will be available in late August for the regional workshops in 2001. ■

COOPERATIVE PRESERVATION PROGRAM SURVEY THIS SUMMER!

Cooperation plays an important role in preservation in the United States. A large number of organizations, both formal and informal, carry out activities that range from promoting preservation awareness and training through disaster assistance to treatment of materials. Because so many cooperative organizations exist, often in overlapping patterns, it can be difficult for anyone to discover all of the opportunities for cooperation that may be available. The Preservation and Reformatting Section (PARS) of the Association for Library Collections and Technical Services (ALCTS) is carrying out a survey to collect information on cooperative activities in the United States, in preparation for compiling a database of organizations.

Please check the Amigos Web site (www.amigos.org) in late July/early August for a brief questionnaire on cooperative preservation programs. And, if you are aware of cooperative efforts in your state or region, please provide their names so they can take part in this important study. ■

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Regional field services offices offer a variety of workshops and training programs that can assist in the development and implementation of preservation planning efforts. For a listing of workshops and dates, contact your local regional field service or check the RAP Web site, <http://rap.solinet.net/>.