



Book and Paper Conservation Basics

Preserving documents and books is mission critical for historical society and archival collections. Join Minnesota Historical Society staff for a workshop that will teach the basics of handling documents, books, and paper artifacts in a collection. Participants will learn proper handling techniques, receive hands-on instruction on creating archival-quality book enclosures, and receive information on creating projects eligible for grants.

10:00 to 10:30	<p><i>Welcome and Introductions</i> Todd Mahon</p>
10:30 to 12:00	<p><i>Fundamentals of Care and Handling of Library and Archive Collections</i> Saira Haqqi (Minnesota Historical Society)</p> <p>Learn how best to preserve your book, paper, and photographic collections in this hands-on workshop. We will practice handling a variety of materials to increase knowledge and develop an understanding of the links between common types of damage and improper handling techniques. There will be opportunities to ask questions regarding challenges in your own collections.</p>
12:00 to 1:00	<p>Lunch and Break</p>
1:00 to 3:00	<p><i>Creating Book Enclosures for Your Collection</i> Jenna Bluhm (Minnesota Historical Society)</p> <p>In the second half of this workshop, participants will create two types of archival book enclosures: a phasebox and phase wrapper. Proper enclosures such as these provide books with physical protection and stability, as well as provide a buffer from environmental factors. These enclosures are a simple and relatively inexpensive way to take the first steps toward preserving books in your collections. Participants are encouraged to bring along two books (of reasonable size) in which to make the enclosures for. All materials and tools will be provided.</p>
3:00	<p><i>Wrapup</i> Todd Mahon (Minnesota Historical Society)</p> <p>A brief wrap-up that will include information on grant opportunities to address collections care and conservation.</p>